

**CARSON CITY PARKS AND RECREATION COMMISSION**

**Minutes of the November 19, 2002 Meeting**

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A regular meeting of the Carson City Parks and Recreation Commission was scheduled for 5:30 p.m. on Tuesday, November 19, 2002 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

**PRESENT:** Chairperson Jim Dunn  
Vice Chairperson Stacie Wilke  
Lou Cabrera  
Donna DePauw  
Tom Keeton  
Glen Martel  
Jon Plank  
John Simms

**STAFF:** Steve Kastens, Parks and Recreation Director  
Scott Fahrenbruch, Parks and Recreation Department Operations Director  
Vern Krahn, Parks Planner  
Barbara Singer, Recreation Superintendent  
Kathleen King, Recording Secretary

**NOTE:** A tape recording of these proceedings is on file in the Clerk-Recorder's Office and is available for review and inspection during regular business hours.

**CALL TO ORDER AND ROLL CALL (1-0001)** - Chairperson Dunn called the meeting to order at 5:30 p.m. Roll was called; a quorum was present. Commissioner Osborne was absent.

**ACTION ON APPROVAL OF MINUTES - October 1, 2002 (1-0008)** - Commissioner Martel moved to approve the minutes. Commissioner Keeton seconded the motion. Motion carried 8-0.

**PUBLIC COMMENTS ON NON-AGENDIZED ITEMS (1-0013)** - None.

**AGENDA ITEMS:**

**1. ACTION ON RONALD D. WILSON MEMORIAL PARK MASTER PLAN AMENDMENT (1-0020)** - Mr. Krahn reviewed the staff report and the details of revisions to the master plan which was displayed. In response to a question, Mr. Kastens advised that the Fischers will not begin to landscape the buffer strip until it is sold. He explained that the proposal to sell the strip of land has not yet been submitted to the Board of Supervisors because of the master plan revisions. Parks staff wants to submit an approved plan to the Board of Supervisors at the same time the proposal to sell the strip of land is submitted. In response to a further question, Mr. Kastens advised that unless adjacent neighbors have attended Parks and Recreation Commission meetings or watched them on television, they have not been notified of the master plan revisions. In response to a further question, Mr. Kastens referred to the action taken by the Commission at the September 17, 2002 meeting to include deed restrictions requiring the Fischers to landscape the buffer strip.

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(1-0216) Mary Fischer advised that expansion of the mobile home park would be prohibited by the utility easement which exists within the first ten feet of the buffer strip. She discussed plans to landscape the buffer strip and install fencing between the park and the mobile home park. She asserted there was no mention of phasing development of the park during public hearings on the master plan. She expressed the opinion that park landscaping should be included in phase 1, and that development of facilities should take place during later phases. She advised that the mobile home park is a senior community, and expressed support for the proposed turf areas. She advised that if the City decides not to sell the 25' buffer strip, the Fischers will "be very adamant" that the landscaping be done prior to development of the park. She assured the Commission that the buffer strip would never have mobile homes moved onto it. Commissioner Plank recalled that the Fischers indicated, during the September 17<sup>th</sup> meeting, they had no problem with a deed restriction on the property.

In response to a question, Mr. Kastens advised that the matter will most likely be agendaized for the first meeting of the Board of Supervisors in December. Mr. Krahn discussed the time table for submitting the item to the Board of Supervisors and the Regional Planning Commission, and for submitting the plans to the bid process. In response to a question, Mr. Krahn discussed the status of plans for extending water to the site and the associated costs. He acknowledged that the landscape buffer could not be started until water is extended to the site. He further acknowledged that the budget provides for an identification sign to be installed during phase 1. In response to a question, Mr. Kastens advised that bollards will most likely be used to section off the 10' Sierra Pacific Power Company easement. In response to a further question, Mr. Kastens advised that the area can be posted to prohibit motorized vehicles. Ms. Fischer advised that the land has not yet been appraised. She further advised Mr. Krahn that the sewer line is not located under Mark Way.

Chairperson Dunn called for additional questions or comments; however, none were provided. **Commissioner Martel moved to recommend that the Board of Supervisors adopt the new Ronald D. Wilson Memorial Park Master Plan Amendment, as presented, with the eight modifications. Vice Chairperson Wilke seconded the motion. Motion carried 8-0.**

#### GENERAL DISCUSSION

**FUTURE AGENDA ITEMS FROM COMMISSION MEMBERS (1-0410) - None.**

**COMMENTS FROM COMMISSION MEMBERS (1-0413) -** Commissioner DePauw thanked Parks staff for the recent tour, and commended them on the "beautiful" condition of the parks. She thanked staff for the Veteran's Day celebration, and commented that the Viet Nam Veteran's Memorial is something "to be very proud of." She commended Vice Chairperson Wilke and Commissioner Keeton on their willingness to run for State Assembly. She expressed appreciation to Vice Chairperson Wilke for her service as a Parks and Recreation Commissioner.

Commissioner Plank conveyed compliments from Jim Weller, President of the Carson City Chapter of the Viet Nam Veterans of America, to Parks Department and Streets Department staff for investing a great deal of volunteer time in redeveloping the Viet Nam Veterans Memorial.

Commissioner Keeton advised that the speed limit and "children at play" signs have been installed near Long

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Ranch Park. He further advised that two of the "no vehicles allowed" signs, requested by Bob Luce, have been installed. He conveyed Mr. Luce's request that an additional sign be installed at a middle entrance. Mr. Fahrenbruch advised that the requested signs have been ordered.

Chairperson Dunn concurred with Commissioner DePauw's comments, and expressed appreciation for Supervisor Williamson's participation in the parks tour. He commended Mr. Kastens, Mr. Fahrenbruch, and Mr. Krahn on the condition of the City's parks.

#### **STATUS REPORTS FROM COMMISSION MEMBERS (1-0480) - None.**

**COMMENTS AND STATUS REPORTS FROM STAFF (1-0482) - Ms. Singer** discussed research being conducted into scheduling software for the Recreation Division. She reported on the junior ski program registration schedule, and advised that the Recreation Division is soliciting snow board instructors. She discussed the year-round swim lesson schedule, and reviewed statistical information on the Latch Key Program, the fall volleyball program, and the youth basketball program. Recreation Specialist Joel Dunn has coordinated a winter volleyball program which will begin this year. Ms. Singer reviewed the annual events scheduled for middle school aged children, and discussed a letter to the editor from a middle school aged girl recently published in the *Nevada Appeal*. Recreation Division staff is working with the letter's author to solicit comments and suggestions regarding activities. Ms. Singer discussed ADA improvements to the Community Center, and advised that a new door will be installed on the south side of the building which will provide direct access to the Kids Club room. She requested the Commissioners to contact her with specific items for next month's report, and advised that the next issue of *Discover Us* will be published at the end of December. Mr. Krahn discussed the Shade Tree Council's Tree Care Seminar scheduled for Wednesday, November 20<sup>th</sup>.

**STATUS REPORT ON QUESTION #18, RESIDENTIAL CONSTRUCTION TAX AND CAPITAL IMPROVEMENT (1-0713) - Mr. Kastens** advised there are two major projects remaining to be completed under Question #18: the new community gymnasium and the Centennial Softball Complex expansion. He reviewed the proposal to convert the Pony Express Pavilion to a gymnasium which would eliminate the need for the Recreation Division to utilize any other gymnasium space in the City. The Community Center would then be vacated by the Recreation Division, and Mr. Kastens discussed the proposal for the Library to be moved into the Community Center as a cultural arts center and, in turn, the Sheriff's Administration Office to be moved into the Library. He advised that much more research, discussion, and funding will be required before any action can be taken. The Centennial Softball Complex expansion is not scheduled for another 1-2 years although minor modifications and improvements have continued to take place. He discussed the possibility of revising the Centennial Softball Complex master plan to accommodate more soccer.

Mr. Kastens advised of the general fund and Question #18 allocations toward the Parks and Recreation Master Plan. Request for proposals are being developed in order that a consultant can be hired. Mr. Kastens anticipated that the master plan will take 8-12 months to complete. A thorough inventory of all City facilities, including school district and WNCC facilities, will be conducted, and the master plan will most likely set the tone for future Question #18 expenditures.

Mr. Kastens advised that the Fuji Park improvements are well underway. A meeting will be scheduled with

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the Fuji Park Users Coalition in January to discuss the phase 2 improvements. He advised that the announcer's building will be redone in the meantime because of safety concerns associated with the existing one. Preliminary plans have been developed and meetings have taken place with the High School Rodeo group, who have expressed support for the plans and the direction of the improvements. Mr. Kastens anticipates that the new announcer's building and bucking chute will be completed by the end of March 2003.

In response to a question, Mr. Krahn advised that 100% design drawings for the Governor's Field irrigation project are expected by the end of this week. He anticipates that the project will be submitted to the bid process in mid-December or early January and completed by the end of February or first of March 2003.

**ADJOURNMENT** (1-0871) - Commissioner Martel moved to adjourn the meeting at 6:23 p.m. Commissioner Keeton seconded the motion. Motion carried 8-0.

The Minutes of the November 19, 2002 meeting of the Carson City Parks and Recreation Commission are so approved this \_\_\_\_\_ day of December, 2002.

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JIM DUNN, Chair