

**City of Carson City
Agenda Report**

Date Submitted: May 27, 2008

Agenda Date Requested: June 5, 2008

Time Requested: 10 Minutes

To: Mayor and Supervisors

From: Parks and Recreation Department

Subject Title: Action to approve Carson River Park's Phase II conceptual site development plan.

Staff Summary: Carson River Park is one of several important recreation facilities located along the Carson River in the City's park system. In addition, this park is identified as a critical "put in" facility in the Carson River Aquatic Trail Master Plan. City staff has completed the design for the Phase II conceptual site development plan and is requesting approval by the Board of Supervisors. This approval will allow City staff to proceed with the project by acquiring the necessary environmental, building, and engineering permits on the City's behalf and develop Phase II construction documents for bidding and constructing the project to enhance this existing outdoor recreation facility.

Type of Action Requested: (check one)

☐ Resolution

☐ Ordinance

☒ Formal Action/Motion

☐ Other (Specify): Presentation

Does This Action Require A Business Impact Statement: ☐ Yes ☒ No

Recommended Board Action: I move to approve Carson River Park's Phase II conceptual site development plan.

Explanation for Recommended Board Action: As project background, the Carson River Park Master Plan was approved by the Board of Supervisors on December 3, 1998. Included within this plan was a two-acre polygon located on the Silver Saddle Ranch, Bureau of Land Management property for future expansion of Carson River Park. At that time of Board of Supervisors approval, there was no site plan developed for the Phase II area, only identified program elements which could be potentially incorporated into a site design at a later date (Refer to Exhibit A).

At the beginning of this year, the Parks and Recreation Department worked with the Carson River Park technical advisory committee to develop the Phase II conceptual site development plan for this area (Refer to Exhibit B). The technical advisory committee members included the consultant team (Hansen Landscape Architects and Wood Rodgers), representatives from the Carson River Advisory Committee, Parks and Recreation Commission, Bureau of Land Management/Carson City Field Office, Carson Valley Conservation District, and Nevada Division of State Lands. The Parks and Recreation Department staff will present the site design concepts for the Carson River Park's Phase II area at this meeting and will seek approval from the Board of Supervisors. If the Board approves this project, our department will move forward to acquire the necessary special use permit; environmental, building, and engineering permits; and various federal and state permits to construct this project.

Applicable Statute, Code, Policy, Rule or Regulation: C.C.M.C. 2.16.050

Fiscal Impact: Not applicable at this time

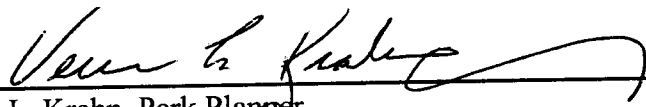
Explanation of Impact: Not applicable at this time

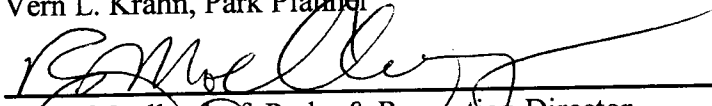
Funding Source: Using the Carson River Park Master Plan, the Parks and Recreation Department applied for and has received to date \$153,048 in grant funding and \$75,000 in Residential Construction Tax funding for this project. The project funding partners are the Carson Water Subconservancy District and Nevada State Lands / Question-1. These funds have paid for this conceptual site development plan. In addition, our department will use the remaining funds to complete the project's Phase II construction and develop the site improvement documents.

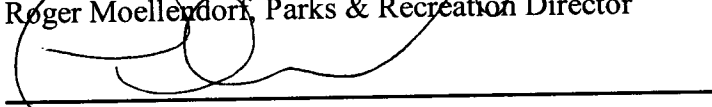
Alternatives: 1) Reject the Phase II conceptual site development plan.
2) Request modifications to the Phase II conceptual site development plan.

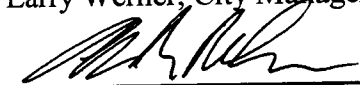
Supporting Material:

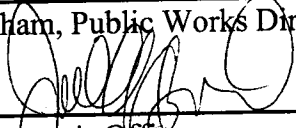
- 1) Exhibit A - Agenda report, exhibits, and minutes from the Board of Supervisors meeting on December 3, 1998
- 2) Exhibit B - Phase II conceptual site development plan
- 3) Exhibit C - Staff report and minutes from the Parks and Recreation Commission meeting on April 1, 2008

Prepared By:  **Date:** 5/27/08
Vern L. Krahn, Park Planner

Reviewed By:  **Date:** 5/27/08
Roger Moellendorf, Parks & Recreation Director

 **Date:** 5/27/08
Larry Werner, City Manager

 **Date:** 5/27/08
Andy Burnham, Public Works Director

 **Date:** 5/27/08
District Attorney's Office

 **Date:** 5/27/08
Finance Department

Board Action Taken:

Motion: _____ 1: _____ Aye/Nay
2: _____

(Vote Recorded By)

City of Carson City
Request For Board Action

Exhibit A

Date Submitted 11/24/98

Agenda Date Requested: December 3, 1998
Time: 10 minutes

To: Mayor and Supervisors

From: Parks and Recreation Director

Subject Title: Action to Approve Master Plan for Carson River Park

Type of Action Requested: (Check One)

- () Resolution () Ordinance
(X) Formal Action/Motion () Other (Specify)

Recommended Board Action: Motion to approve the Master Plan for Carson River Park.

Discussion: The Carson River Advisory Committee has been in the process of developing the Carson River Master Plan for the past year and a half. This project was put on hold by the committee for the past year due to the acquisition of the Silver Saddle Ranch by the Bureau of Land Management. The reason for putting the project on hold was to allow B.L.M. time to develop plans for the Silver Saddle Ranch. B.L.M. is in the final stages of plan development for the Ranch and C.R.A.C. feels they have enough information about B.L.M.'s Silver Saddle Ranch plans to complete the Master Plan for Carson River Park. Another aspect of the Master Plan is the development of some recreational amenities of the Park on B.L.M. land. Staff and the Carson River Advisory Committee are excited about this plan and its future implementation. C.R.A.C. has established this park facility as their Number 1 priority and is looking to begin construction of the park facility in the spring of 1999.

Over the past two months both the Carson River Advisory Committee and the Parks and Recreation Commission has reviewed these plans and unanimously moved to approve the Master Plan

Fiscal Impact: None

Funding Source: None at this time. The Parks and Recreation Department will be returning at a later date asking for approval of funding sources (s) to provide A & E fees and a construction budget for Phase 1

Explanation of Impact: None

Alternative(s):
1. Reject Master Plan and direct staff to return to the C.R.A.C. for redesign.
2. Approve Master Plan with any changes the Board of Supervisors would request.

Prepared By: Stephen D. Kastens, Parks and Recreation Director

Reviewed By: John Kastens Date: 11/24/98

Concurrence: _____ Date: / /

Concurrence: _____ Date: / /

Board Action:

Motion _____ 1: _____ (Aye) (Nay)
2: _____

(Vote Recorded By)

PARKS AND RECREATION COMMISSION

STAFF REPORT

MEETING DATE: October 20, 1998

AGENDA ITEM NUMBER: #1

APPLICANT: Staff-Vern L. Krahn, Park Planner

REQUEST: Review and Possible Action on the Carson River Park Master Plan

GENERAL DISCUSSION: The Carson River Advisory Committee (C.R.A.C.) has been developing the Carson River Park Master Plan for the past year and half. This project has been on hold the past year due to the acquisition of the Silver Saddle Ranch by the Bureau of Land Management (B.L.M.). The committee's reason for putting the project on hold was to allow B.L.M. time to develop plans for the Silver Saddle Ranch. B.L.M. is now in the final stages of plan development and C.R.A.C. feels they have enough information about B.L.M.'s Silver Saddle plans to move forward and complete the Master Plan for Carson River Park.

APPLICANT'S JUSTIFICATION: C.R.A.C. members, Rich Shock from Stantech Consulting, Parks staff, and B.L.M. staff have been working together to plan Carson River Park and integrate the two facilities. After the establishment of C.R.A.C., development and implementation of this master plan has been the committee's highest priority.

PUBLIC COMMENTS: None. However, staff has invited all the Carson River Advisory Committee members to attend staff's presentation to the Parks and Recreation Commission.

AGENCY COMMENTS: None

STAFF COMMENTS: Staff and the Carson River Advisory Committee are excited about this plan and its future implementation. C.R.A.C. has established it as their Number 1 priority and is looking to begin construction of the park facility in spring of 1999. Staff feels its time to present this plan for approval to the Parks and Recreation Commission and hopefully, after approval, to the Board of Supervisors in November.

RECOMMENDED ACTION: Move that the Parks and Recreation Commission approve the Carson River Park Master Plan as presented and shown on the attachment.

CONDITIONS: None



United States Department of the Interior

BUREAU OF LAND MANAGEMENT

Carson City District Office
5665 Morgan Mill Rd.
Carson City, NV 89701
(702) 883-6000

In Reply Refer To:

8300

OCT 30 1998

Steve Kastens
Director, Parks and Recreation
Carson City Parks and Recreation
3303 Butti Hwy., Bldg. 9
Carson City, NV 89701

Dear Mr. Kastens:

I would like to take this opportunity to express the Bureau of Land Management's (BLM) support for the Carson River Park Master Plan. I understand that the Carson River Advisory Committee also approves of this master plan.

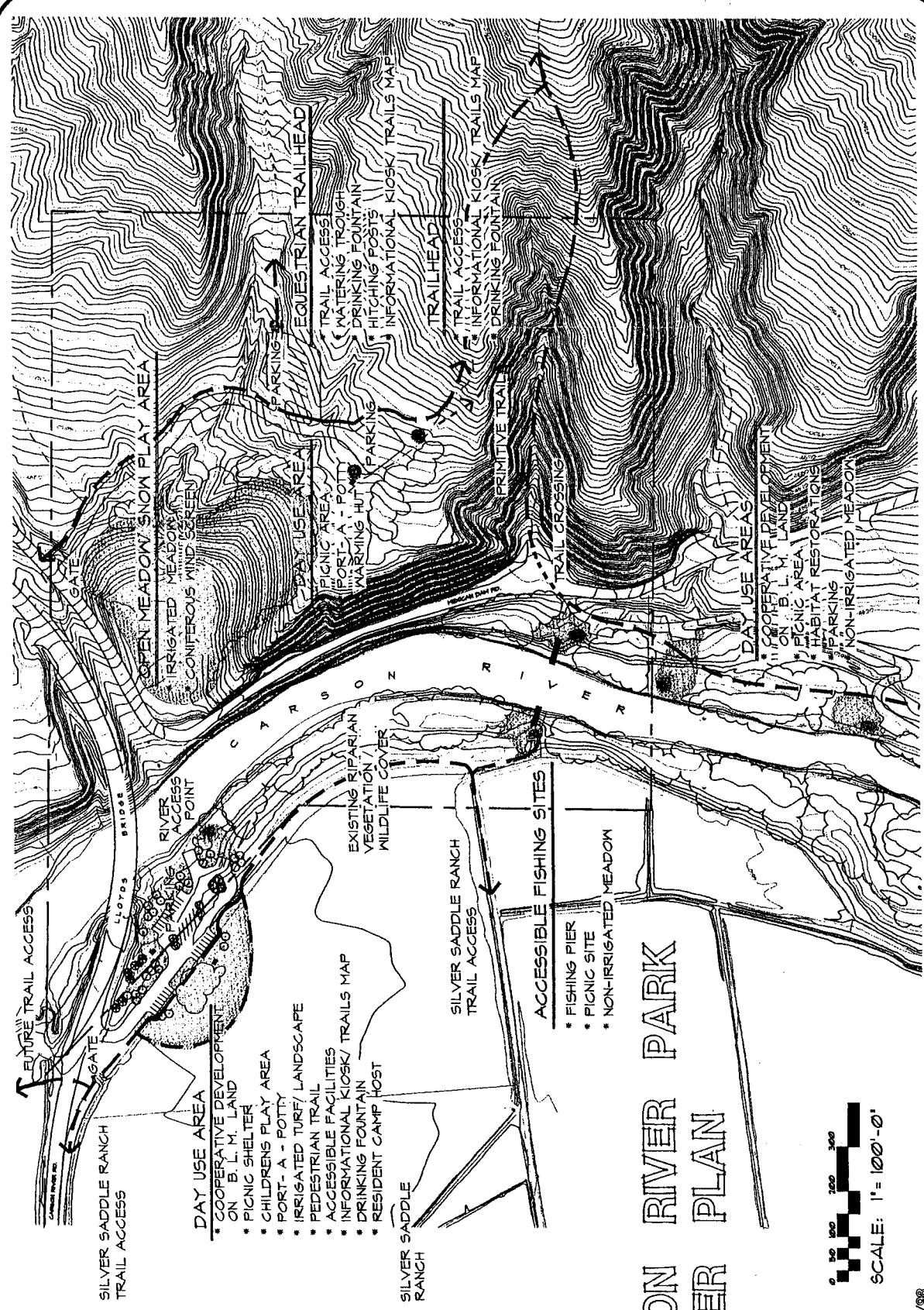
In addition, I would like to thank you and your staff for your contributions in developing a management plan for the Silver Saddle Ranch which is adjacent to the park. I hope you will continue to participate in this collaborative effort which we hope will lead to cooperative management of the park and ranch by Carson City and the BLM. The Silver Saddle Planning Team is expected to have the Silver Saddle Master Plan and environmental assessment completed by mid year of 1999. Once this plan is completed and approved we will be able to implement portions of the Carson River Park Master Plan that have been proposed on Bureau lands. At this time we do not have any reservations in regards to the facilities the City proposes to locate on the Silver Saddle Ranch. However, we must reserve final judgement until the planning effort for the ranch is completed.

Again, I would like to congratulate the City for developing an excellent plan for the Carson River Park and thank you for supporting the cooperative efforts of the Carson City Recreation Department and the Bureau that have gone into planning for both the Silver Saddle Ranch and Carson River Park.

Sincerely,

Meg Jensen,
Assistant Manager, Non-renewable Resources

*Looking forward to
meeting w/ you on
11/4!*



SILVER SADDLE RANCH TRAIL ACCESS

- DAY USE AREA**
- * COOPERATIVE DEVELOPMENT ON B.L.M. LAND
 - * PICNIC SHELTER
 - * CHILDREN'S PLAY AREA
 - * PORT-A-POTTY
 - * IRRIGATED TURF/LANDSCAPE
 - * PEDESTRIAN TRAIL
 - * ACCESSIBLE FACILITIES
 - * INFORMATIONAL KIOSK/ TRAILS MAP
 - * DRINKING FOUNTAIN
 - * RESIDENT CAMP HOST

SILVER SADDLE RANCH

- ACCESSIBLE FISHING SITES**
- * FISHING PIER
 - * PICNIC SITE
 - * NON-IRRIGATED MEADOW

CARSON RIVER PARK MASTER PLAN



REVISED 11/08

CARSON CITY BOARD OF SUPERVISORS
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7. PARKS AND RECREATION DEPARTMENT - Director Steve Kastens and Parks Planner Vern Krahn

A. ACTION TO APPROVE THE MASTER PLAN FOR CARSON RIVER PARK (1-2050) - Mr. Kastens' introduction included a brief review of the park's name and its 20 year old master plan. The Parks and Recreation Commission and the Carson River Advisory Committee (CRAC) had reviewed the plan and approved it. CRAC has begun developing a phasing and funding program for its development. Mr. Krahn used a map and illustrations to explain the project. Discussion indicated that there will be vehicular access to the park area at the Mexican Dam. Areas closed to vehicular traffic were explained. Several of the current roads may be closed but a circular loop will be developed with spurs for parking and walking accesses to the river. Supervisor Plank explained that the "Port-A-Potties" would be "masked" to blend with the area. These facilities will be removed during the wintertime. Mr. Krahn described the facility in detail. The gravel pit will be developed into a meadow. Discussion is pursuing a joint security and enforcement program

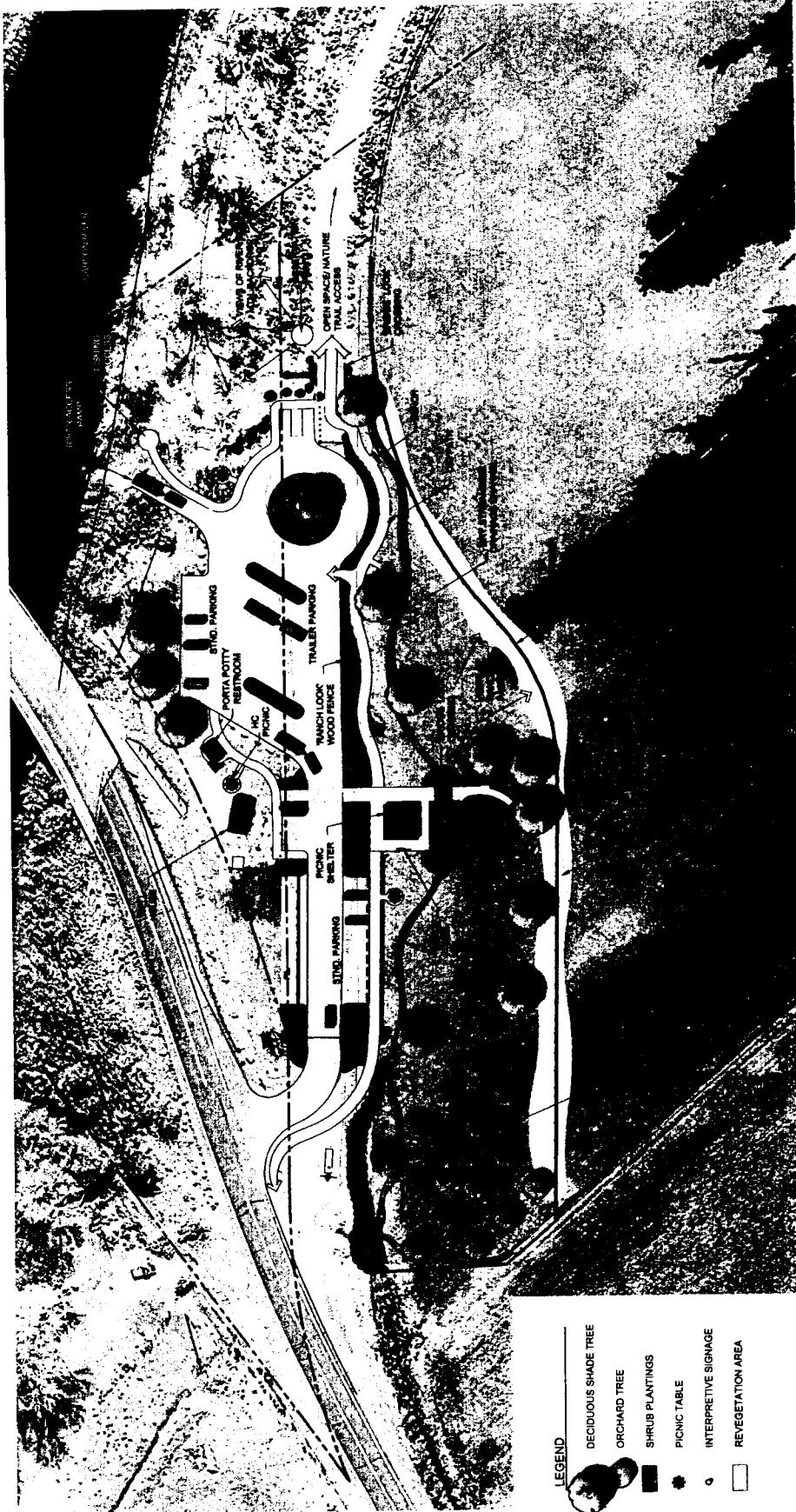
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with BLM. ADA access, the OHV trailhead, and the equestrian accesses to the Pinenut range were described.

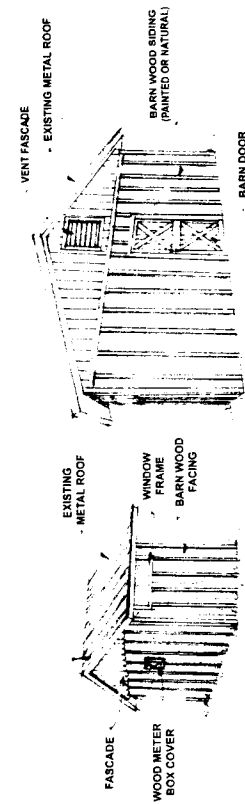
(1-2380) BLM Representative Terry Knight supported the plan. BLM had worked closely with the City on the plan and is now working on the Silver Saddle Ranch plan. At this time the public "encroachment" onto the BLM property was supported by BLM and not felt to be a problem. Mayor Masayko commended him on the cooperation exhibited by BLM on the project.

Supervisor Plank moved to approve the Master Plan for the Carson River Park. Supervisor Bennett seconded the motion. Motion carried 4-0.

Exhibit B



- LEGEND**
- DECIDUOUS SHADE TREE
 - ORCHARD TREE
 - SHRUB PLANTINGS
 - PICNIC TABLE
 - INTERPRETIVE SIGNAGE
 - REVEGETATION AREA



WELL HOUSE CONCEPT

PICNIC SHELTER CONCEPT



ROCK CLIMBING PLAY ELEMENTS



CARSON RIVER PARK
CARSON CITY, NEVADA

WOOD ROGERS
DEVELOPING INNOVATIVE DESIGN SOLUTIONS

Hansen Landscape Architects
park planning / landscape architecture
1000 W. 10th Street, Suite 100
Carson City, NV 89401
702.885.1111
hansenlandscape.com

**PARKS AND RECREATION COMMISSION
STAFF REPORT**

Exhibit C

MEETING DATE: April 1, 2008

AGENDA ITEM NUMBER: 5C

APPLICANT: Roger Moellendorf, Parks and Recreation Director
Vern L. Krahn, Park Planner

REQUEST: Action to recommend to the Planning Commission and Board of Supervisors adoption of the Carson River Park Master Plan, including the Phase II Conceptual Site Development Plan.

GENERAL DISCUSSION:

As project background, the Carson River Park Master Plan was approved by the Board of Supervisors on December 3, 1998 (Refer to Exhibit A). Included within this plan was a two-acre polygon located on the Silver Saddle Ranch, Bureau of Land Management property for future expansion of Carson River Park. At the time of Board of Supervisors approval, there was no site plan developed for this area, only identified program elements which would be incorporated into a site design at a later date. Using this Master Plan, Parks and Recreation Department staff applied for and received Residential Construction Tax and Question 1 funds for the design and construction of this two-acre polygon area which is now referred to by City staff as Carson River Park, Phase II.

Over the past three months, the Parks and Recreation Department has been working with the Carson River Park technical advisory committee to develop a Phase II conceptual site development plan (Refer to Exhibit B). The technical advisory committee members include the consultant team (Hansen Landscape Architects and Wood Rodgers), representatives from the Carson River Advisory Committee, Parks and Recreation Commission, Bureau of Land Management / Carson City Field Office, Carson Valley Conservation District, and Nevada Division of State Lands. The Parks and Recreation Department and the consultant team will present the site design concepts for Phase II at this meeting. City staff will seek comments from the Commission and public regarding this concept plan and the project's construction implementation strategies.

RECOMMENDED ACTION: I move to recommend to the Planning Commission and Board of Supervisors adoption of the Carson River Park Master Plan, including the Phase II Conceptual Site Development Plan.

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DRAFT

requested the commission to include Mr. Geddes' proposed introduction language as part of the motion. Vice Chairperson Livermore advised that he had referenced Mr. Geddes' proposed introduction. **Commissioner Shabi seconded the motion. Motion carried 7-0.** Chairperson Curtis thanked City staff and members of the RTC / CAMPO for their attendance and participation.

5-C. ACTION TO RECOMMEND TO THE PLANNING COMMISSION AND THE BOARD OF SUPERVISORS ADOPTION OF THE CARSON RIVER PARK MASTER PLAN, INCLUDING THE PHASE II CONCEPTUAL SITE DEVELOPMENT PLAN (7:01:19) - Chairperson Curtis introduced this item and, at Mr. Krahn's request, recessed the meeting at 7:01 p.m. She reconvened the meeting at 7:06 p.m. Mr. Krahn reviewed the staff report and introduced Ryan Hansen, of Hansen Landscape Architects.

(7:09:36) Mr. Hansen provided background information on the work group meetings associated with the subject project, and reviewed elements considered at said meetings. The list, which was displayed in the meeting room, included debris deflection, FEMA flood way location, water rights and the existing well, landscape improvements and irrigation, trails to be maintained or connected, a hybrid park with a natural focus, passive recreation, non-traditional play structures, and interpretive education. Mr. Hansen reviewed conceptual drawings which were displayed in the meeting room.

In response to a question, Mr. Krahn advised that the well house is operational and that Public Works staff has indicated no problem with using the well for irrigation. Mr. Krahn discussed the importance of maintaining the Silver Saddle Ranch character in the conceptual design, and reviewed the associated elements in conjunction with the displayed drawing. He advised that staff will continue to work with the consultants to define the first phase of the project according to available funding. He expressed appreciation for the input provided by the working group, for the expertise of the consultants, and for the participation of City staff. He described the plan as simple with amenities that will enhance the park and the Carson River Aquatic Trail access. In response to a question, he discussed the public process associated with the Carson River Master Plan element, beginning in 1998, and opportunities made available for public input since that time. He acknowledged a plan for improvements on the opposite side of the River.

Commissioner Keeton inquired as to the possibility of planting deciduous trees near the picnic tables to provide shade. Mr. Krahn acknowledged this as a possibility as the plan moves forward to final design. Commissioner Adams suggested relocating the picnic table presently depicted near the restroom enclosures. Chairperson Curtis called for public comment and, when none was forthcoming, entertained a motion. **Commissioner Westergard moved to recommend to the Planning Commission and the Board of Supervisors adoption of the Carson River Park Master Plan, including the phase II conceptual site development plan. Commissioner Keeton seconded the motion.** In response to a question, Mr. Krahn reviewed trail access to the open space properties. Chairperson Curtis called for a vote on the pending motion; **motion carried 7-0.**

5-D. ACTION TO RECOMMEND TO THE PLANNING COMMISSION AND THE BOARD OF SUPERVISORS ADOPTION OF THE MORGAN MILL ROAD RIVER ACCESS AREA CONCEPTUAL SITE DEVELOPMENT PLAN (7:27:37) - Chairperson Curtis introduced this item. Mr. Krahn provided historic information on the site, and reviewed the staff report.