

CARSON CITY PARKS AND RECREATION COMMISSION

Minutes of the January 5, 2010 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, January 5, 2010 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

PRESENT: Chairperson Donna Curtis
Vice Chairperson James Smolenski
Commissioner Charles Adams
Commissioner Janice Brod
Commissioner Steve Lasco
Commissioner Sean Lehmann
Commissioner Pete Livermore
Ex Officio Commissioner Molly Walt
Commissioner Todd Westergard

STAFF: Roger Moellendorf, Parks and Recreation Department Director
Melanie Bruketta, Deputy District Attorney
Joel Dunn, Recreation Programs Manager
Scott Fahrenbruch, Parks and Recreation Operations Director
Vern Krahn, Park Planner
Kristin Luis, Deputy District Attorney
Jano Barnhurst, Recording Secretary

NOTE: A recording of these proceedings, the Commission's agenda materials, and any written comments or documentation provided to the recording secretary during the meeting are public record. These materials are on file in the Clerk-Recorder's Office, and available for review during regular business hours.

CALL TO ORDER, ROLL CALL AND DETERMINATION OF QUORUM (5:30:48) - Chairperson Curtis called the meeting to order at 5:30 p.m. Roll was called; a quorum was present. Commissioner Lasco arrived after roll call. Commissioner Westergard arrived at 5:48 p.m. Commissioner Conrad was absent.

CITIZEN COMMENTS ON NON-AGENDIZED ITEMS (5:31:26) - None.

1. ACTION ON APPROVAL OF MINUTES (5:31:40) - Commissioner Livermore moved to approve the minutes of the December 1, 2009 meeting as presented. Vice Chairperson Smolenski seconded the motion. Motion carried 5-0-3.

2. MODIFICATIONS TO THE AGENDA (5:32:00) - None.

3. STAFF UPDATES - DISCUSSION ONLY - NO DELIBERATION

3-A. WELCOME OF NEW PARKS AND RECREATION COMMISSION MEMBER JANICE BROD (Roger Moellendorf/Donna Curtis) (5:32:14) - Chairperson Curtis introduced the item noting that Commissioner Brod has an impressive background and will be a great addition to the PRC. Commissioner Brod expressed her excitement to be part of the PRC. Ms. Bruketta introduced Kristin Luis

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from the District Attorney's (DA) office. Commissioner Livermore announced the reappointments of Donna Curtis and Sean Lehmann to another four year term.

3-B. MILLS PARK AND CARSON HIGH SCHOOL PARKING CHANGES (*Roger Moellendorf*) (5:33:56) - Chairperson Curtis introduced the item. Mr. Moellendorf advised of a new regulation imposed at Mills Park and referred to a *Nevada Appeal* article included in the agenda materials. He gave background information advising that since October 30, over 100 calls have been received about the Park concerning high school students parking there. He advised that fights and illegal activities make Park users uncomfortable, thus parking has been restricted to only Park users. He referred to sign samples erected at the Park and advised that the Sheriff's Office recently began enforcing the regulations.

Mr. Fahrenbruch advised that the issue has grown to over 50 cars and has created problems including fighting and litter. He referred to the firearms sign, indicating that someone walked through carrying a firearm. He added that there have been conversations with adjacent apartment dwellers about not parking overnight and "it's unfair to tell the apartment dwellers they can't park there but let the high school kids use it for a parking lot."

In response to a comment, Mr. Fahrenbruch replied that non-minors cannot congregate within 1,000 feet of a school. In response to a question, he replied that they are not deterring students from hanging out at the Wungnema House, but trying to control parking at the east end of the Park. He reiterated that numbers have greatly increased because of the school's parking permit program. In response to another question, he replied that they are trying to identify the students leaving their cars at the Park and going to school. In response to a question, Mr. Fahrenbruch replied that the Sheriff's Office will provide the enforcement and "they're going to have to make sure that a vehicle does not belong to a park user at the playground..." In response to a comment, Mr. Moellendorf reiterated that enforcement will be up to the Sheriff's Office. "If they observe someone parking there, getting out...going to school...and coming out to their car, they're making a reasonable assumption..." He opined that the loitering sign is more problematic, because "that's what you do in parks. Reading a book in your car or throwing a frisbee...are legitimate park uses." Mr. Fahrenbruch added that the loitering sign is meant specifically for the Wungnema House. In response to a question, he replied that the 1,000 foot loitering rule also applies to weapons. Commissioner Lasco expressed concern as to whether this would apply to other parks. Commissioner Lehmann commented that the area is referred to as "smoker's corner" and that in March, the PRC will discuss tobacco use in parks which could possibly be enforced at some point. Chairperson Curtis called for further comments and seeing none, held the matter until Sheriff Furlong's arrival.

(5:58:30) Sheriff Furlong presented background information on events occurring at Mills Park stating that it is a top service location for the Sheriff's Department and minor adjustments to parking could create a positive outcome. He advised of speaking with the School District about the potential for violence in schools and "it's not a matter of sitting back and waiting for one to happen, but recognize the elements that might trigger those types of violent situations... We have to continue to take very efficient proactive steps to ensure not only the safety of our students...but retain the pristine nature of Mills Park."

In response to a comment, Commissioner Livermore noted a joint use agreement for overflow parking with the School District. He opined it may be beneficial to subsidize parking permits to get students back into the school parking lot. Sheriff Furlong replied that the school charges \$25 a semester to park on school property and questioned, "if not now, when, and how much will we allow Mills Park to become daily parking for students? A lot of students don't have the means to pay for parking...and how long will this activity create a larger issue?" He advised that a multitude of options have been discussed and the "no

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parking” is the easiest way to alleviate concerns. In response to a question, he replied that their policy is to identify students who continue to park in the area. In response to another question, he replied that “non-loitering” applies to all of the schools and older kids mixing with younger students can be a catalyst. In response to another question, he replied that banning smoking in the Park would be an enforcement problem and there would have to be certain controls regarding acceptable behavior. Commissioner Lehmann opined that the School Board should issue waivers for students who can’t afford parking fees. He continued that smoking could be enforced if it was outlawed, and as a community, “we’re encouraging kids to smoke by default.” In response to another question, Sheriff Furlong replied that the smokers aren’t technically doing anything wrong, but excitement draws attention. He explained that reducing numbers in the most convenient way puts the City in the best position to avoid a major conflict.

In response to another question, Sheriff Furlong replied that there is no requirement to carry identification in the Park. In response to another question, he acknowledged that the signs are geared towards school hours. In response to another question, he replied that their intent was to create the least obstacle to retain the peacefulness of the Park but not put up barriers during day hours. In response to a question, Mr. Fahrenbruch replied that the Park is open 24/7 and only closed for safety conditions. Mr. Moellendorf added that they are trying to determine how to manage it in the least restrictive way and the Sheriff is taking a soft hand approach to make sure the students understand the rules and regulations. In response to a comment, Sheriff Furlong stated that the School District was invited to participate in their meeting but no one attended. In response to a question, he replied that he doesn’t have the ability to influence the School District regarding closing their campus. In response to another question, he replied that 7 a.m. to 5 p.m. is the heaviest volume of calls for service at the Park. In response to a comment, Commissioner Westergard opined that a School District problem that spills over to the City and the Sheriff’s Office “needs to be put back in the lap of the School Board and District.” In response to another question, Sheriff Furlong replied that anytime anyone is illegally parked, they first tag and inform; then cite the vehicle; and finally tow and remove it. Chairperson Curtis thanked Sheriff Furlong for attending the meeting. He replied that it’s important the PRC understand its role to the community. He reiterated that Mills Park is the most pristine environment for families and wants to keep it that way.

3-C. UPDATE ON ARLINGTON SQUARE ICE SKATING RINK OPERATIONS (*Joel Dunn*) (5:48:41) - Chairperson Curtis introduced the item. Mr. Dunn gave background information and reviewed the revenue report which is incorporated into the record. He advised that as of January 3, 2010, total revenue was \$44,827.52 of which nearly \$30,000 was taken in over the Christmas break. In response to a question, he replied that they have been unsuccessful in identifying revenue items from last year and are lower in admissions than expected. He explained that operations were cut in setup costs and equipment was initially purchased. He expected a lot of revenue in the next eleven days. Commissioner Lehmann noted that the weather was against it for a week. In response to a question, Mr. Dunn replied that January 17 is their last scheduled day, but if they can extend the contract and generate enough revenue, they will consider staying open another week. In response to another question, he replied that the Reno Aces’ and Bighorns’ mascots will be appearing the upcoming weekend. In response to another question, he replied that December 7 was the only day lost to weather. Commissioner Lehmann opined that 6,000 people in six weeks is a good response and hopes it continues moving forward. Mr. Dunn finished by saying that they tried to create a program for sustainability and by purchasing a majority of the equipment, they will be able to lower that subsidy each year.

3-D. UPDATE ON LAKEVIEW PARK (*Roger Moellendorf*) (6:43:10) - Chairperson Curtis introduced the item and Mr. Moellendorf gave background information. As a result of a meeting with City officials and a concerned citizen, he was asked to delay taking the PRC’s recommendation to the Board of

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Supervisors (BOS). He explained that meetings with the residents and equestrians tried to identify and mitigate the issues. Mr. Krahn noted that both sides have discussed talking to each other directly and are starting to understand the other's position. Mr. Moellendorf added that the hope is to diffuse a confrontational situation before the BOS. In response to a question, he replied that Carson City has an agreement with Douglas County to buy their water which may delay the need for the Lakeview treatment plant but allowances still need to be made for it. In response to a comment, he replied that siting the water plant is still a major issue but they will be asking the BOS to direct staff to proceed with planning.

4. AGENDA ITEMS:

4-A. ACTION TO ELECT NEW CHAIRPERSON AND VICE CHAIRPERSON OF THE PARKS AND RECREATION COMMISSION FOR 2010 (*Donna Curtis*) (6:51:23) - Chairperson Curtis introduced the item and entertained nominations for Chair. **Commissioner Lasco nominated Donna Curtis for Chairperson. Commissioner Adams seconded the nomination. Commissioner Westergard nominated Sean Lehmann for Chairperson. Chairperson Curtis called for a second but none was forthcoming so it died for lack of a second.** She then called for other nominations for Chair, but none were forthcoming. Commissioner Adams opined that Chairperson Curtis has done a good job expending a lot of time and effort in preparing the agenda. **Commissioner Livermore moved to close nominations. The motion was seconded.** Chairperson Curtis called for discussion. Commissioner Westergard opined that allowing different people to chair bodies gives a healthy perspective and allows different people to contribute. He opined that Chairperson Curtis may be challenged by serving on so many boards, expressed appreciation for her work, but believes it's time to move forward. Chairperson Curtis replied that if she wasn't able to handle the position she wouldn't have accepted it and believes she has capable leadership. In response to a comment, Commissioner Livermore replied that the Vice Chair assuming the Chair position was discussed last year but not accepted and offered his support for Chairperson Curtis. Commissioner Westergard encouraged the BOS to consider term limits and the number of boards on which one individual can serve. Commissioner Walt explained that people are interested in public service and expressed concern about the City discouraging new blood. Chairperson Curtis opined that the BOS should appoint based on an individual's qualifications. Commissioner Lehmann noted his discouragement when applying for various commissions and being accepted when he was the only candidate. Ms. Bruketta cautioned that the discussion was drifting from the agenda. Chairperson Curtis called for a vote. **Motion carried 7-1.** In response to a question, Ms. Bruketta replied that the by-laws can be amended and further discussion can be added to the next agenda.

Chairperson Curtis opened nominations for Vice Chair. **Vice Chairperson Smolenski nominated Steve Lasco for Vice Chairperson. Commissioner Livermore seconded the nomination.** Chairperson Curtis called for further nominations and seeing none, closed nominations and called for a vote. **Motion carried 8-0.**

4-B. DISCUSSION ONLY AND A REVIEW OF THE PARKS AND RECREATION COMMISSION BY-LAWS (*Roger Moellendorf*) (7:09:09) - Chairperson Curtis introduced the item and Mr. Moellendorf noted that any item of concern would have to be agendized for the next meeting. Commissioner Westergard noted that Item 5 should establish who sets the agenda. Regarding Item 5(c), he opined that any Commissioner should be able to request an item be agendized. In response to a question regarding Item 12, Mr. Moellendorf replied that the Director prepares the agenda, confers with the Chair and then decides on the items for the agenda. In response to a question, he replied that item 12(a) does not exclude members from writing agenda reports. Vice Chairperson Smolenski suggested adding

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“staff/commissioner”. In response to a comment, Mr. Moellendorf acknowledged that a 2/3 vote of the entire Commission is required.

4-C. DISCUSSION WITH POSSIBLE ACTION TO SELECT A DATE FOR THE PARKS AND RECREATION COMMISSION’S ANNUAL GOAL SETTING SESSION (*Roger Moellendorf*) (7:16:51) - Chairperson Curtis introduced the item. Discussion ensued regarding Commissioners’ available dates. **Commissioner Lasco moved to select February 20 as the date of the Parks and Recreation Commission’s annual goal setting session. Commissioner Lehmann seconded the motion.** Commissioner Brod indicated her inability to attend on February 20. There was additional discussion on Commissioners’ available dates. Chairperson Curtis inquired on the date of March 27 then entertained a motion. **Commissioner Livermore moved to amend the motion for the strategic planning session to be directed to March 27 instead of February 20. Commissioner Lehmann seconded the motion. Motion carried 8-0.**

4-D. DISCUSSION ONLY REGARDING THE PARKS AND RECREATION DEPARTMENT PROJECTS FOR 2010 (*Vern Krahn/Scott Fahrenbruch*) (7:21:51) - Chairperson Curtis introduced the item. Mr. Krahn presented background information and reviewed the staff report which is incorporated into the record. He and Mr. Fahrenbruch discussed the projects under construction, upcoming projects, planning projects and their funding sources; noting that the projects under construction were reviewed at the last meeting.

Mr. Krahn advised that they are developing plans for going out to bid on the *Senior Center Floor*. In response to a question, Mr. Fahrenbruch replied that the Senior Center is a City owned building.

Mr. Krahn advised that the *Roberts House Carriage House* project is a top priority to go out to bid. Mr. Fahrenbruch reported that construction is expected to start in the Spring. He added that the Carson City Historical Society has a chance to become an accredited museum if some of its functions can be moved to the Carriage House. In response to a question, he replied that funding is provided by private donations and residential construction tax.

Mr. Krahn advised that the *BMX Track Lighting* will be going out to bid shortly. He acknowledged Ed Gansberg and Dinter Engineering for helping with the process.

Mr. Krahn advised that plans for the *Fulstone Wetlands* are completed and will go out to bid this Spring. Commissioner Livermore encouraged them to get this plan in the works because of the lack of available grant monies in the next few years. He added that he will do what he can to ensure the money is committed. Mr. Krahn responded that staff is aware of the June 30 deadline and hopes to have construction completed or underway by then.

Mr. Moellendorf advised that the *Bob Boldrick Theater Improvements* include replacing the center section of chairs and lobby lights by the Summer and the aisle carpet will be replaced in the next two months. Chairperson Curtis suggested people may be willing to pay for adding name plates to the backs of seats.

Mr. Moellendorf advised that the *ADA Compliant Restrooms* should be completed by June 30. He reported that asbestos was found in the walls of the restrooms which could increase costs.

Mr. Krahn advised that the *Carson River Park* improvements will be done this year and the *Fairgrounds* will develop public address and lighting systems and a maintenance building. Mr. Fahrenbruch added that

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a local building company may help with costs for the maintenance building and hopes to have it up and running by late Spring. Mr. Krahn added that if any money remains, they will try to install plaza landscaping.

Mr. Krahn advised that the *Carson City Freeway Landscaping* and Gardners Reclaiming Our Waysides (GROW) will be planning landscaping this year and will hold a public information meeting on January 19.

Mr. Krahn advised that the *JohnD Winters Centennial Park Master Plan* is being considered for a dog park and a consultant's proposal still needs review.

Mr. Krahn advised that the *Lakeview Park Master Plan* was addressed under staff updates.

Mr. Krahn advised that they are working with the Public Works Department on funding sources and are reviewing a proposal for the *Carson City Freeway Multi Use Path Alignment Study*. They will be trying to define a preferred path alignment from Highway 50 to the Edmonds Sports Complex and Fuji Park.

Mr. Krahn advised that in-house planning is in process on the *Fuji Park Dog Park*. They will be talking to Parks 4 Paws for preliminary concepts at their next meeting and hopes to see something in February or March.

In response to a question, Mr. Krahn replied that the residential construction tax funds were previously allocated by the PRC and BOS. In response to a question, Mr. Moellendorf replied that there is an obligation with NDOT on the freeway landscaping project. Mr. Krahn added that a lot of the projects are existing facilities and enhancing them will help Mr. Fahrenbruch with maintenance issues. He explained that most of the planning on the freeway landscaping project will be done this year with construction in 2011 and a year of maintenance by the contractor. Mr. Fahrenbruch added that a few of the projects have a positive maintenance impact, will take care of a lot of operational problems, and enhance resources.

4-E. DISCUSSION AND POSSIBLE ACTION REGARDING POSSIBLE FUND-RAISING IDEAS AND DONATION OPPORTUNITIES FOR PARKS AND RECREATION FACILITIES AND AMENITIES (*Sean Lehmann/Roger Moellendorf*) (7:49:17) - Chairperson Curtis introduced the item and Commissioner Lehmann gave background information. He advised of speaking with Mr. Stanio about placing signs in parks to raise awareness. Commissioner Walt raised a zoning issue about whether a non-profit can have the signs.

Ms. Bruketta advised that she needs to research the sign ordinance before making a recommendation and suggested meeting with staff to determine what the project entails. Commissioner Livermore gave background information on the Foundation and encouraged non-profits who want to be part of the Foundation to use donations for park improvements. In response to a comment, Ms. Bruketta advised that the DA's office will strictly research what the law allows. Commissioner Lehmann opined that an argument could be made that the Foundation is affiliated with the Parks and Recreation Department (PRD) and they could advertise themselves. Commissioner Lasco explained how New York City has proliferated naming items in their parks which has generated a lot of money for the parks system. Chairperson Curtis suggested trying to involve individuals such as Pam Graber to assist in generating funding. Commissioner Lehmann expressed approval of Commissioner Lasco's idea and suggested attaching the Foundation's website to the City's website. Commissioner Walt suggested including information about the Foundation in the *Discover Us* brochure. Commissioner Livermore explained that the round up program was begun to generate funds for the Parks Foundation but eventually died. He added that the Foundation previously

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donated garbage receptacles in parks which referenced donation information. Mr. Stanio suggested that the Foundation would be amenable to legally affiliating themselves more closely with the PRC. Commissioner Lasco commented that if affixing signs to existing signs is a problem, they could provide their own posts.

4-F. DISCUSSION ONLY REGARDING POSSIBLE BUDGET CUTS FOR FISCAL YEAR 2010/2011 (*Roger Moellendorf*) (8:06:19) - Chairperson Curtis introduced the item and Mr. Moellendorf reviewed the staff report which is incorporated into the record. He advised that there are some areas where the City may see significant cost savings which could offset budget reduction strategies. He added that reductions to the PRD will have serious impacts to its levels of service and explained that some positions may be eliminated which will reduce or eliminate services. He emphasized that the cuts affect the general fund budget. Commissioner Livermore stated his opposition to internal finance charges being deducted from Q-18 funds and opined that the City acted illegally in using them for operational costs. Chairperson Curtis added that internal service charges should be rationalized. Commissioner Livermore commented that if cuts are implemented, he hopes that the PRD will be able to continue with its levels of service that the community expects.

5. MEMBERS' ANNOUNCEMENTS AND REQUESTS FOR INFORMATION (8:13:54) - Chairperson Curtis mentioned an article in a recent National Parks and Recreation magazine discussing several federal bills regarding funding for parks. She opined that they will be important to track and will present it at their goals meeting. She also opined that Parks should be included as a player in developing downtown capital improvement. She also noted Planning Commissioner Vance's comment to "keep Unified Pathways Master Plan updated..." and hopes they can get that information.

Commissioner Lasco mentioned the School Board liaison issue. Chairperson Curtis noted the congratulations to Mr. Fahrenbruch in the agenda packet FYI's.

5-A. REPORT FROM SCHOOL BOARD LIAISON () - None.

6. FUTURE AGENDA ITEMS (8:20:06) - Chairperson Curtis noted that the agenda in the packet has the wrong dates. The school board liaison will be added as an agenda item.

7. ACTION ON ADJOURNMENT (8:20:21) - Chairperson Curtis entertained a motion to adjourn. Vice Chairperson Smolenski moved to adjourn the meeting at 8:20 p.m. The motion was seconded by Commissioner Livermore and it carried unanimously.

The Minutes of the January 5, 2010 Carson City Parks and Recreation Commission meeting are so approved this 2nd day of March, 2010.


DONNA J. CURTIS, Chair