

CARSON CITY PARKS AND RECREATION COMMISSION
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A regular meeting of the Carson City Parks and Recreation Commission was scheduled for 5:30 p.m. on Tuesday, September 7, 2010 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

PRESENT: Chairperson Donna Curtis
Commissioner Charles Adams
Commissioner Janice Brod
Commissioner Randy Carlson
Commissioner Sean Lehmann
Commissioner Pete Livermore
Commissioner James Smolenski
Commissioner Todd Westergard

STAFF: Roger Moellendorf, Parks and Recreation Department Director
Vern Krahn, Park Planner
Kristin Luis, Senior Deputy District Attorney
Deborah Gottschalk, Recording Secretary
Minutes Transcribed by: Tamar Warren, 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 part of the public record. These materials are available for review, in the Clerk's Office, during regular business hours.

CALL TO ORDER AND DETERMINATION OF QUORUM (5:31:00) - Chairperson Curtis called the meeting to order at 5:30 p.m. Roll was called; a quorum was present. Vice Chairperson Lasco and Ex-Officio Commissioner Walt were absent.

CITIZEN COMMENTS ON NON-AGENDIZED ITEMS (5:32:17) - None.

1. ACTION ON APPROVAL OF MINUTES - July 13, 2010 and August 3, 2010 (5:32:25) - **Commissioner Smolenski moved to accept the July 13, 2010 minutes. Commissioner Adams seconded the motion. The motion carried unanimously. Commissioner Westergard moved to accept the August 3, 2010 minutes. Commissioner Smolenski seconded the motion. The motion carried unanimously.**

2. MODIFICATIONS TO THE AGENDA (5:33:29) - It was suggested to have Mr. Krahn present the staff updates in consecutive order. Therefore, item 3C would precede item 3B.

3. STAFF UPDATES - DISCUSSION ONLY - NO DELIBERATION

3-A. URBAN FISHING POND (5:34:24) - Chairperson Curtis introduced the item, and Mr. Krahn informed the Commission that the Urban Fishing Pond would be open to the public, stocked with fish, on Saturday, September 11, 2010. He also thanked the various grant partners, specifically NDOW, for their support and for supplying the fish. Mr. Krahn announced that the cost of the pond had been \$764,664, only \$39,200 of which had come from the City's General Fund, and were allocated several years ago. He stated "we wouldn't be here not only without NDOW but with our other grant partners as well". Mr. Krahn clarified that the Pond would operate as a dawn-to-dusk facility and Commissioner Livermore stated that those hours would abide by NDOW's fishing regulation hours. Mr. Moellendorf elaborated on the comment by explaining that those fishing in the Urban Pond would not only need a Nevada Fishing License, but would

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require a Trout Stamp as well, since that is what was stocked in the pond. Mr. Krahn explained that the Commissioners' packets contained several items including the process on how to name the park. Commissioner Livermore wanted to ensure that the proper policies and procedures were followed in naming the pond. In response to a question, Mr. Krahn mentioned that anyone looking up the naming criteria would have to get it from the Parks and Recreation office. Mr. Moellendorf said he would check to see whether the criteria were already on the web site, and if not, he would see if they could be posted there.

(5:41:03) - Mr. Krahn also provided a handout on the 2010 Pumpkin Patch, incorporated into the record. The event, taking place on Saturday, October 23, 2010, 10 a.m. - 3 p.m., would coincide with the Kids Fishing Day at the Urban Pond. He stated that there would be additional activities for family participation. In response to a question by Commissioner Livermore, Mr. Krahn clarified that the bait and the fishing poles needed to be brought in by the participants.

3-B. FAIRGROUND USE (5:52:21) - Chairperson Curtis introduced the item, and Mr. Moellendorf addressed the contents of a handout, incorporated in the record, which listed all the activities that had taken place from late March until the end of October, 2010. Chairperson Curtis mentioned that she had requested this information to understand usage after the improvements were put in place. She specifically asked about the Bonanza Kennel Club, to which Mr. Moellendorf replied that they not only had used part of Fuji Park, but had reserved and rented the arena and the exhibit hall as well. Mr. Moellendorf also mentioned that for events such as the Fishing Derby on October 16, they would require a significant amount of parking. Chairperson Curtis suggested that the Carson City Convention and Visitors Bureau could help market the location, even if they don't have the capacity to put on events. Commissioner Livermore asked to separate the Fairgrounds use from the use of Fuji Park, since the arena is equipped to handle over 1,000 people. He said he was "very disappointed that there have been no events since the fairgrounds have been opened, to the magnitude that I was expecting". Discussion ensued regarding bringing large-scale events to the fairgrounds. Commissioner Westergard opined that the Convention and Visitors Bureau should be marketing the facility, and wondered why at least part of the State Fair was not in Carson City. Chairperson Curtis suggested revisiting how the facility is being rented out, and wanted to receive an update from the Convention and Visitors Bureau. Commissioner Lehmann questioned the term fairgrounds since no fairs were being held there, to which Commissioner Livermore responded "the County Fair had been there for years". Commissioner Smolenksi reminded the Commission that 82% of the events listed had used the fairgrounds. It was noted that having multiple events at the venue would create a parking issue, and Mr. Moellendorf mentioned that for a county fair-type event, they would have to "get creative about parking", such as using shuttles. He also reminded the Commission about the shared parking agreement they had with Bodine's for that parking lot. Chairperson Curtis stated that she would communicate to Ex-Officio Commissioner Walt that they would like to have "something" from the Convention and Visitors Bureau, in six months.

3-C. FULSTONE WETLANDS (TRAILS) PROJECT (5:43:09) - Mr. Krahn presented the location of the Fulstone Wetlands, a project funded by Open Space. He stated that the eight-acre wetlands, located north of the Boys and Girls Club site, off Northridge Drive, would undergo a sidewalk extension, which would connect to the multi-use trail. He explained that the project would be landscaped in a more native, natural setting, and would be handicap-accessible. Mr. Krahn also pointed out that an observation area would connect to the multi-use path, along the freeway, which offers picnic tables, bike racks, a trash can and different types of landscaping. The site will also undergo habitat restoration and repair work, according to Mr. Krahn, where some vegetation was damaged by the freeway construction. He also shared that the recommendation to the Board of Supervisors the following week, would be to award the total contract for \$228,852.30, with an additional 10% contingency, for the final contract amount of \$251,737.53. Mr. Krahn also added that the Parks and Recreation Department staff has been involved in securing grants for the amount of \$194,913. In response to a question by Chairperson Curtis, Mr. Krahn explained that a joint use agreement with the Boys and Girls Club, would

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allow for a safe place to park and cross the street to reach the Wetlands. In response to another question, Mr. Moellendorf stated that a dog policy had not yet been developed for the area, but he anticipated that pets would be allowed if they were on a leash. In response to Commissioner Lehmann's question, Mr. Krahn explained that the water was supplied by a perennial stream. Commissioner Livermore asked who the largest contributor to the grant was, and Mr. Krahn did not have that information on hand. Commissioner Livermore mentioned that Carson Water Subconservancy District was a major granter as well. He also wanted to ensure crosswalks would be available for crossing the street. Mr. Krahn responded that there would be painted crosswalks, and handicap access areas that would be depressed along the curb.

4. AGENDA ITEMS:

4-A. DISCUSSION REGARDING STATUS OF PARKS AND RECREATION COMMISSION GOALS

(6:11:50) - Chairperson Curtis introduced this item, and stated that even though the goals had been established in March, she was looking for updates. She then called on Commissioner Brod for an update on Trails. Commissioner Brod said that they would like to apply for a Bikes Belong grant next year, so they would meet with Muscle Powered to discuss the budget and the potential grant application. She also stated that she was working on a trail map with the City's GIS coordinator, to map the trails from the western side of Carson City to Tahoe. Chairperson Curtis mentioned that during her meeting with Ex-Officio Commissioner Walt and Candace Duncan, Executive Director, Carson City Convention and Visitors Bureau, they discussed when to market these trails. Commissioner Brod stated that www.bikecarsontahoe.com rented mountain and road bikes to utilize these trails, and provided a shuttle service up to Spooner Summit and Mount Rose, for those who did not want to bike uphill.

(6:15:32) – Chairperson Curtis reported on the Adopt a Park Program, and stated that a meeting was held several weeks ago with Ronni Hannaman, Executive Director of the Carson City Chamber of Commerce, regarding an Adopt a Park pilot project. She also stated that several other organizations and individuals in town such as the Kiwanis Club and the Rainbow Girls, were interested. She iterated that the parks were maintained very well, but that the idea behind the sponsorship was to plant extra flowers or clean up the weeds. Chairperson Curtis stated the need for the position of a volunteer coordinator to alleviate the extra work to be undertaken by the Parks and Recreation Staff. Mr. Moellendorf confirmed that they had an agreement with WNC, which was being reviewed by the legal team. He anticipated that the position would be filled in a short time.

(6:18:59) – Chairperson Curtis said that the fundraising efforts were being focused on the Foundation for Betterment of the Parks and Recreation. Commissioner Lehmann, she stated, was going to be the liaison between the groups. Commissioner Lehmann explained that they would be “going after people that use the parks, because they’d be the ones most interested in donating to the parks”. He also mentioned that they had received legal clearance to use small signs, with the Parks and Recreation Department phone number on the signs. He also said that he had contacted a few sign companies and would perhaps get a few signs put up. Another idea, he said, was that Reno was using pipes and “iron rangers” to hold donations, and believed that they could have several by the end of the year.

(6:20:28) – Chairperson Curtis said that she was working along with Commissioner Adams on the Healthy Lifestyles Program, and that “a lot of thought has gone into it, not too much action yet”. Chairperson Curtis mentioned that she was attending a “wet sweat” class and believed different levels of the class could be offered. She also stated that the Question 18, Quality of Life Funds had been covered during the previous meeting. She also suggested working with Mr. Moellendorf on setting priorities. Commissioner Livermore suggested going back “to where we were three years ago. We have bonding capacity that can be utilized for whatever projects this Commission so chooses to do.” He also thought that some priorities could be set up based on bonds such as the swimming pool, etc.

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(6:24:01) – Commissioner Carlson hoped that the Volunteer Coordinator position could be filled soon, so that he would pass along a name and phone number for the schools to call, in order to get the volunteers early.

4-B. ACTION TO RECOMMEND A PROJECT PLAN TO THE BOARD OF SUPERVISORS REGARDING THE USE OF A PROPOSED LODGING ROOM TAX INCREASE FOR IMPROVEMENTS TO THE JOHN D WINTER CENTENNIAL PARK ATHLETIC FIELD COMPLEX (6:24:33) - Chairperson Curtis introduced the item, and Mr. Moellendorf invited Mr. Krahn and Joel Dunn, Recreation Operations Manager, to elaborate. Mr. Dunn discussed background information and benefits of sports tourism in Carson City, and made recommendations on using the City's room tax increase, for short and long-term needs. A copy of the Staff Report and recommendation is incorporated in the record. Commissioner Livermore suggested improvements to the antiquated parking surface, and suggested re-prioritizing the needs to include concession facilities to serve the event attendees. Mr. Dunn also explained that their goal now is to serve the highest quality product at the lowest cost, and that the current concessions generate around \$8,000-per-year, which went into the general fund. Mr. Moellendorf emphasized that the urgent needs were some very necessary and basic improvements, such as ADA accessibility, scoreboards that work and reduce energy costs, etc. He also reminded the commission that this effort was to take care of existing needs, and was not part of the master plan to redesign the park, which was also necessary.

(6:44:17) – Commissioner Lehmann wanted to know whether any of the items mentioned would be funded if the room tax increase were not approved. Mr. Dunn explained that some of the funds originally set aside for Centennial Park were used for another park, and the remainder was used to fund the fairgrounds parking lot, along with Bodine's. He added that the plan was to "put that money back in, but it ran out until 2034". He stated that currently, "within the budget of Parks, there is nothing set aside for improvements at the Centennial Complex". In response to a question, Mr. Moellendorf explained that improvements to the tennis courts would be part of the master plan. Mr. Krahn added that their currently limited staff, was transporting equipment to Centennial Park, and that the less time they spent in their trucks was "money well spent". He also mentioned that part of the revenue stream was spent on maintaining the facility.

(6:49:14) – Commissioner Brod said she liked the idea of creating a room tax to support the improvements to the recreational facilities, however, she questioned the use of the funds for just one facility. She believed that the aquatic facility was in need of improvement, and many hours of operation were cut. Mr. Dunn stated that a bond would have funded multiple facilities, however, since the tax increase would generate limited funds, he believed it would not be possible to fund many projects with \$250,000 per year. Commissioner Livermore also believed that a funding stream approved in one year, may not be the one approved the following year. Mr. Moellendorf agreed, and hoped that once they receive buy-in, they can show results which will further their efforts. Commissioner Lehmann wanted to confirm that the majority of the lodging properties were in support of the room tax increase, and believed that was a point worth considering. He also questioned how revenue generation was determined, and was informed that extensive market surveys were done to determine how the revenue was generated. Mr. Dunn explained that he used Dr. John Crompton's realistic and conservative methodology for economic impact of recreation divisions.

(6:56:54) – Chairperson Curtis called upon audience member Linda Barnett, as a representative of the lodging industry, for comments. Ms. Barnett stated that it had taken almost three years for the lodging industry representatives to meet and agree on anything. She stated that many of them were against a lodging tax increase, however, she recognized that many of the hotels would not be able to "keep our doors open" without the sports tourism and the activities sanctioned by the Parks and Recreation Department. Commissioner Carlson wanted to know if by taking revenue from the lodging industry, and investing it in what would bring more lodging revenue, how permanent would this revenue stream be. He suggested bonding the money, and getting the improvements in place as soon as possible. Mr. Dunn agreed in principle, however, he was weary of a state room tax increase as well. In response to Commissioner

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Westergard's question, Mr. Dunn explained that the proposed increase would be on-going. Ms. Barnett explained that they opposed bonding because of their experience with the V&T Railroad, and the fact that the Carson City Convention and Visitors Bureau "put all their eggs in one basket". She stated she was in favor on the tax increase before the State decided to do it, and to have control over where it was spent, preferably on sports tourism, which was generating the most revenue. Discussion ensued over casino hotels vs. non-casino hotels and their tax structures. In response to Commissioner Brod's questions, Ms. Barnett explained that the current room tax in Carson City is 10% and in Reno it is 13%. Ms. Barnett also said that she was in favor of the improvements to Winters Centennial Park to generate future business, even though her hotel may not stay competitive. Mr. Dunn responded to Chairperson Curtis' question by stating that the suggested improvements were a direct result of participant surveys. Chairperson Curtis also encouraged the Commissioners to attend the September 13, 2010 meeting of the Carson City Convention and Visitors Bureau, at 5 p.m. to express their concerns, should they discuss lowering the proposed tax increase percentage.

(7:17:40) – **Commissioner Smolinski moved to recommend a project plan to the Board of Supervisors regarding the use of a proposed lodging room tax increase for improvements to the John D Winter Centennial Park athletic field complex. The motion was seconded by Commissioner Lehmann. The motion carried unanimously.**

5. **COMMISSIONERS' ANNOUNCEMENTS AND REQUESTS FOR INFORMATION (7:18:30)** – There were no announcements by Commissioners.

5-A. **REPORT FROM SCHOOL BOARD LIAISON (7:18:35)** – Commissioner Carlson stated that he was anxious to hear about the volunteer coordinator.

6. **FUTURE AGENDA ITEMS (7:19:09)** – There were no additional future agenda items.

7. **ACTION ON ADJOURNMENT (7:19:42) - Commissioner Adams moved and Commissioner Smolenski seconded the motion to adjourn the meeting at 7:20 p.m. The motion carried unanimously.**

The Minutes of the September 7, 2010 Parks and Recreation Commission meeting are so approved this 4th day of October, 2011.

STEVE LASCO, Chair