

CARSON CITY PARKS AND RECREATION COMMISSION
Minutes of the Special May 5, 1998 Joint Meeting of the Carson City
Parks and Recreation Commission and the Carson City Board of Supervisors
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A special joint meeting of the Carson City Parks and Recreation Commission and the Carson City Board of Supervisors was held on Tuesday, May 5, 1998 in the Community Center Sierra Room, 851 E. William St., Carson City, NV at 6:00 p.m.

**PARKS AND
RECREATION
COMMISSION:**

Robert Kennedy	Chairperson
Larry Osborne	Vice Chairperson
Cheryl Adams	Commissioner
Laurie Diefenbach	Commissioner
Glen Martel	Commissioner
Jon Plank	Commissioner
Charles Wright	Commissioner

BOARD:

Ray Masayko	Mayor
Greg Smith	Supervisor, Ward 1
Jon Plank	Supervisor, Ward 2
Tom Tatro	Supervisor, Ward 3
Kay Bennett	Supervisor, Ward 4

STAFF:

John Berkich, City Manager
Mary Walker, Finance Director
Steve Kastens, Parks and Recreation Director
Larry Nair, Building Superintendent
Scott Fahrenbruch, Parks Superintendent
Barbara Singer, Recreation Superintendent
Mitch Ames, Recreation Supervisor
Kurt Meyer, Recreation Supervisor
Bonnie Fahrenbruch, Recreation Spec. - Youth Programs
Joel Dunn, Recreation Spec. - Sports
Sandy Tschumperlin, Administrative Assistant

Fran Smith, Recording Secretary
(BOS/PR 5/5/98 1-0000.5)

NOTE - Unless otherwise indicated each item was introduced by Mayor Masayko. Individuals speaking are listed following the heading of each item. A tape recording of these proceedings is on file in the Clerk-Recorder's office. This tape is available for review and inspection during normal business hours.

A. CALL TO ORDER - Mayor Masayko called the meeting to order at 6:05 p.m. A roll call of the Board was taken and a quorum was present.

B. PLEDGE OF ALLEGIANCE - Mayor Masayko led the pledge.

A roll call of the Parks and Recreation Commission was taken and a quorum was present although Commissioners Elverum and Simms were absent.

C. PUBLIC COMMENT - (1-0051.5) Kim Agiletti talked about information she received at a workshop on the Pony Express Pavilion which she felt was not

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accurate. She provided extensive information on ice skating and events which she felt could provide recreation and revenue for the City.

PUBLIC HEARINGS CONCERNING THE FISCAL YEAR 1998-99 BUDGET DISCUSSION AND POSSIBLE ACTION REGARDING THE FOLLOWING:

PARKS AND RECREATION
Recreation
Community Center
Swimming Pool
Park Maintenance
Parks and Recreation Administration
Park Grants, Gifts and Donations
Pony Express Pavilion
Residential Construction Tax
Park Construction
Cemetery Fund
Facility Maintenance
Quality of Life Fund

(1-0181.5) Ms. Tschumperlin said they would be showing a video depicting the activities Parks and Recreation is involved in after which they would be discussing their budgets.

Recreation - (1-0341.5) Ms. Singer described the re-organization that had taken place which included Ms. Fahrenbruch and Mr. Dunn. She then talked about the 1997 goals they had attained.

(1-0383.5) The first supplemental she had was for a \$5,000 increase to take care of the services to the mentally and physically challenged. Bonnie Dietrich, a co-director of the Movers and Doers program, provided information on the activities the group has been included in. Kathy Walsh said one of the biggest problems is that the participants do not make very much money and one of the things the directors try to do is offer a scholarship program, full and partial. She added that another thing they offer is transportation. She said the participants are asked to pay \$1.00 per ride and the Recreation Department pays the rest which is \$3.00. She also talked about the need for ramps at various locales for those who are in wheelchairs. Jennifer Brown, a student at the high school, said she is a partner in recreation volunteer and explained the things she helps the people with. Michelle Quintero talked about the bowling program. She commented that her brother also helps and that a lot of other citizens assist. Miguel Villalobos was to make a presentation on the Wreck Club but became ill.

At this point Mayor Masayko called a recess at 6:43 p.m. When he reconvened the meeting at 6:55 p.m. a quorum was present.

(1-0941.5) Dee Dee Foremaster said she was also a member of the Wreck Club and read the statement Mr. Villalobos was to have made into the record. This related to the activities the group is involved in. Mike Reid said he was handicapped and talked about how the club had helped people be independent and explained how he personally had benefited from it. Anna Carlin said she liked the Movers and Doers and also the Wreck Club and noted that the Movers and Doers help with transportation.

(1-0907.5) Supervisor Smith felt there were two issues. He added that they were considering the Recreation Department's request for an additional \$5,000 to continue making programs available to all segments of Carson City. He said he was impressed with the presentations about the Wreck Club but they are non-profit and are covered in a separate section of the budget and did not believe it was in the purview of the Board to make a decision at this meeting. Ms. Foremaster expressed her belief that the funding for services of Movers and Doers being discussed was being duplicated. Mayor Masayko put the \$5,000 on the first cut list. He also asked that the Parks

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and Recreation Department get together with Mr. Berkich and the Wreck Club to see if there are ways that the club can be integrated so that they can participate in some of the funding the department gets for their physically and mentally challenged program. Commissioner Osborne felt this should be agendaized for a future Parks and Recreation Commission meeting. Supervisor Plank agreed and said he felt it should not have bypassed the Commission and should have been discussed before it reached the Board. Mr. Kastens said he had not seen the proposal until shortly before the meeting and would agendaize this as Commissioner Osborne had asked.

(1-1067.5) Ms. Singer then provided details on the supplemental of \$9,624 for the salary of a person to plan, organize and provide six special events per year for youths, teens, families, and needed supplies. Supervisor Tatro put this on the first cut list. Mr. Dunn then explained the reasons for his supplemental of \$4,083 to hire a teen recreation coordinator. Supervisor Tatro put this on the first cut list.

Community Center - (1-1181.5) Supervisor Tatro asked if the Commission had reviewed the requests and if they had prioritized them. Chairperson Kennedy said they had reviewed them with the exception of the Pony Express Pavilion. He added they did not have a problem with any of them and it was their recommendation to pass on what is being presented to the Board at this meeting. Mr. Kastens explained that although the Commission reviews the majority of the Parks budget they have no involvement in facilities maintenance or the cemetery. Therefore, he felt for them to prioritize the Parks and Recreation Department budget would be difficult. However, they had prioritized the CIP projects because staff could break them out as to importance to Parks and Recreation. He said they had done this before the meeting and would provide it to the Board.

(1-1257.1) Mr. Ames reviewed the goals they had accomplished and also talked about the recent acquisition of some equipment for the theater. Supervisor Bennett referred to a previous discussion about the refurbishment of the Sierra Room and asked for the status. Ms. Singer said that had been put on the first cut list in the CIP process. Mr. Ames then reviewed his

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supplementals and the reasons for the requests. These were for a one-shot grant writer, funding for a theater professional to teach the Teen Theater technicians, and one-shot funding for a contract with an accoustical consultant for the study and correction of accoustical anomalies in the theater. Supervisor Smith commented that in the past a centralized grants administrator had been discussed and said requests from individual departments have been coming in. Ms. Walker said she likes the idea and that the City does not have a grant writer but they do have a centralized grant clearing house where the individual departments make requests. She added that these go to the Finance Department for review after which they are sent to the Federal or State government. She also explained the advantages this could provide the City. Chairperson Kennedy said he supported the concept and suggested perhaps the Board would like to fund this request for a year to see how it works. Supervisor Plank liked that concept and put it on the first cut list.

Pool - (1-1499.5) Mr. Meyer said there were not many changes this year because of the addition of the new facility to be built with the Question #18 funding. He explained they are anticipating ground breaking later in the summer and did not want to introduce new programs while the construction is going on. He talked about the accomplishments on the goals and objectives. He also said they had purchased a water slide and with CIP funding and purchased a floatable toy type of thing for the pool. He commented that the kids love them and attendance has increased.

Park Maintenance - (1-1551.5) Mr. Fahrenbruch referred to his top supplemental priority which was for an increase in the seasonal work force by two positions. He explained that these are needed because Parks Maintenance would be taking over maintenance of trails and landscaping at the five acre Long Ranch park and also throughout Long Ranch Estates. He noted they should start in July. He said they were leaving the option of privatization for Long Ranch Park and Estates up to the Board. He added that any overage of manpower could be used in helping with Parks construction projects, in house projects, and with installation of the central irrigation control system in all parks. Mayor Masayko put it on the first cut list. The second priority was a request to increase the seasonal work force by one position. He explained that with the increased impacts the department is going to realize with the Governors Field T-ball complex and the Edmonds Sports Complex, both funded through Question #18, half of salary would come from #18 and the other half would be from the General Fund. Pete Livermore, President of YSA, provided details on activities of the groups involved and supported the request. He said the alternative would be to charge the children who participate. Supervisor Bennett commended him on his department's work and put this on the first cut list.

Parks and Recreation Administration - (1-1661.5) Ms. Tschumperlin said this is basically a core budget which serves all their other activities. She said the first priority supplemental was for a permanent half time position. She explained that their office manager had recently resigned and

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in subsequent discussions had determined a secretary was needed rather than an office manager. She also said this funding, along with that left over from the office manager's position, could be used for this position. Supervisor Bennett expressed her belief that the workload has increased and asked Ms. Walker for her input. Ms. Walker agreed and supported the request. Supervisor Bennett put this on the first cut list. Mr. Kastens said the second supplemental was for a seasonal part time Park Ranger. He provided details on the added duties of the full time Park Ranger and said this request was for the part time ranger from April through November. At this point Ms. Walker said the Sheriff's Department had mentioned they need more support because they are responding to increased calls at parks.

Grants, Gifts, Donations - (1-1795.5) Ms. Tschumperlin said this budget is what they use to handle all the dedicated funds that cover YSA, grants, softball, etc. and that there were no special requests.

Residential Construction - (1-1809.5) Ms. Tschumperlin said this is the budget that takes care of the Residential Construction Tax that comes in each year. Mr. Kastens commented that the reason for the decrease in the general allocation is because of the development agreements entered into with the Long Ranch, Silver Oak, Northridge, and Hidden Meadows subdivisions. He explained that instead of having the developers come and compete in the annual request for RCT the Parks Department/Commission had opted to provide the neighborhoods with the opportunity for projects up front. Otherwise there would be that many more projects coming before them and ultimately to the Board for those park facilities. He also said the developers had been very cooperative in getting some of those improvements in. Mayor Masayko felt this is cost effective and probably meets the intent of the legislation.

Bond - (1-1864.5) Mr. Kastens said this relates to the repayment of the park bonds of 1986 and 1994.

Mayor Masayko recessed the meeting at 8:06 p.m. When he reconvened the meeting at 8:13 p.m. a quorum was present.

Pony Express Pavilion - (1-1877.5) Mr. Kastens said this budget is basically the same as previously. He explained that the costs are associated with the operation and maintenance after its use by groups and also for general repair.

(1-1895.5) Mr. Berkich talked about the public workshops held in January and February which were in response to CCCVB having informed the City that because of the cessation of a contract with Jim Vandenheuvel they would be forced to turn the pavilion back to the City for management and operation. He added that a shared vision process had been developed which was that the facility would be multi-use. He said at the end of the workshops staff indicated they would compile the results and put together a CIP plan to enhance the facility while eliminating the weaknesses. At this point he

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said there was good representation by those interested in seeing the pavilion being converted for ice skating. However, there was a consensus by the workshop participants that, although an attractive idea, it is cost prohibitive. He provided copies of a summary of the workshops and expressed his feeling it reflects the efforts put in by the participants. (The clerk did not get a copy.) He commented on the magnitude of funding and priorities the Board was facing and but perhaps they could begin to address some of the issues at the pavilion. Mr. Kastens said to date there are only four bookings, including the Kit Carson Rendezvous and Silver Dollar Classic, and said the goal of his staff, working in conjunction with the CCCVB, was to facilitate those events. He also noted that the company who had contracted to operate and manage the facility is no longer there and the CCCVB has not replaced them.

(1-2001.5) Mr. Kastens then said last summer it had been successfully utilized by the Kick Back Program through the Recreation Division and that they are looking forward to using it again this summer. However, that use creates some problems when events want to book the facility. He said most of them want to come in on Friday which causes Recreation to find a new place for the children. He then said he had worked out details with Candace Duncan of the CCCVB and if someone wants to book both her staff and his can work together on facilitating the event. He noted that issues involved were staffing and turnaround time. He added another issue was shading of the enclosure and the sound and lighting for which he had gotten cost estimates. Supervisor Plank had a concern that the Parks and Recreation Commission had been left out of the loop and was not comfortable discussing the issues until they can be included. Supervisor Smith said the facility had not cost the taxpayers anything because it had been built with room tax dollars. He added it has not been the asset that had been envisioned by the Board and the community and agreed that the Commission should have been able to play a big part in bringing ideas, thoughts, suggestions, etc. to the Board. He went on record as saying at this point he was not personally interested in putting any more money into the facility this year until the issue is sorted out. He noted that the suggestions which had been made would make it more marketable. He concurred with Supervisor Plank that the Parks and Recreation Commission and the public should have a major role in deciding the future of the facility. Supervisor Bennett echoed the sentiments of Supervisors Plank and Smith relating to the part the Commission should play in the process.

(1-2151.5) Supervisor Tatro talked about when he served on the CCCVB said they had a concern with how to deal with the problem. He noted they had been advised about the task force and asked if that group had gone back to CCCVB with any recommendations. Candace Duncan, Executive Director of CCCVB, concurred they had been stymied after Mr. Vandenheuval had ended his contract with them. She also commented before they had signed the contract with him they had approached Parks and Recreation indicating their belief that the pavilion was better used as a recreation facility and had asked if they would consider taking it back. She added they had been asked to try

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again at which time they had signed the contract with Mr. Vandenheuvel. Mayor Masayko said he, too, was not interested in spending any more six figure numbers chasing something that seems to have defects beyond what can be reasonably cured given its original intent as an outdoor convention facility. Supervisor Bennett said she would like to see some discretionary funding be set aside in the event the Parks and Recreation Commission and CCCVB decide to bring somebody in with new ideas. Ms. Walker said the Board has the option of putting something on the first cut list. She suggested perhaps Mr. Kastens could look at RCT as an alternative. Supervisor Bennett then said she would like to put \$10,000 of discretionary money put on the first cut list for possible use by the Commission and perhaps be matched by CCCVB for an opportunity to look at consultant potential. Parks and Recreation Commission Chairperson Kennedy said he did not recall this ever being brought to the Commission as a factor. He felt this is the kind of thing the Commission should be involved in and committed to. He liked the suggestion Supervisor Bennett had made about the discretionary funding to work with CCCVB and the City Manager to see if something can be found that would turn it into a viable facility.

(1-2427.5) Bert Willman said he, too, did not want to spend any more on the pavilion because past expenditures to remedy the problem had not worked. He suggested if any funding is available it should be used to improve the Community Center because of its heavy use. He felt perhaps this question could be put on the ballot. He also noted that the Boys and Girls Club needs a new facility and suggested seriously considering the removal of the pavilion and offering the land to that club without cost because it is close to the skateboard park, grass areas, and pools.

(1-2565.5) Ms. Agiletti agreed with the idea of putting this on the ballot. She also reiterated her feelings about skating rinks as a possible use and talked about those in Northern California. Mayor Masayko agreed this should go back to the Parks and Recreation Commission and CCCVB. Supervisor Tatro asked Mr. Kastens if he could get figures on any municipally owned outdoor rinks in the area to find out what happened with the Reno facility. Supervisor Bennett said TRPA had just approved an outdoor facility in South Lake Tahoe but did not know when that would come about. She added there is also one planned for Tahoe City.

Quality of Life - Capital - (1-2751.5) Mr. Kastens said through the initiative three divisions had been established. This one is the section whereby funds would be spent for capital improvements. He explained there were some improvements proposed and approved by the voters which are being pursued. He noted there is some salary which is partly that of the Park Planner who is assisting him in putting together plans and specifications for the parks capital items. Ms. Walker said she had done a projection between the three funds and all the projects the people had voted on should be completed within five years with the exception of the gymnasium. She added in order to complete those projects the City is going for a bond of

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approximately \$4.7 million in the fall for parks capital and this would expedite the building process. She felt the timing is critical because she did not want to have any debt payment in the next fiscal year which would save \$400,000 in cash flow the first year which can be used for projects.

Quality of Life - Maintenance - (1-2857.5) Mr. Kastens said they would start to use some of this money in the next fiscal year the majority of which would go to the operation and maintenance of the aquatic facility which he felt should come on line in March. He noted there would also be some maintenance for the T-ball fields and the Edmonds Sports Complex as discussed earlier. He commented that as long as all the funds were not used the initiative gave them permission to add the balance to the capital construction fund and emphasized the need to stay on top of projects. Supervisor Bennett asked if the Open Space Advisory Committee would be the facilitator of the construction and Mr. Kastens said no because the Parks and Recreation Commission would be responsible.

Quality of Life - Open Space - (1-2925.5) Mr. Kastens said there are very little expenses in this other than the part of Mr. Krahn's salary. However, he added that OSAC had allocated additional funds to Community Development for clerical assistance.

There being no additional items for the Parks and Recreation Commission to consider Chairperson Kennedy entertained a motion to adjourn this part of the meeting. Commissioner Wright moved to adjourn. Commissioner Osborne seconded the motion. Motion carried 7-0. This part of the joint meeting was adjourned at 9:01 p.m.

Facilities Maintenance Division - (1-3023.5) Larry Nair, Building Superintendent, said there were basically no changes in his budget. Supervisor Bennett thank him and his people for their good work and Supervisor Smith agreed. Mr. Nair then explained his supplemental requests, one being for an additional full time Building Maintenance Worker I position for the Public Safety Complex and the other was for window washing services at that complex. He said the reason for this service is that he does not have the tools or equipment to do the job more economically than an outside company. Supervisor Plank put the request for the additional employee on the first cut list and Mayor Masayko put the request for the window washing service on the list. At this point Ms. Walker thanked Mr. Kastens and his staff for the good work they have done on the downtown maintenance and Supervisor Tatro agreed.

Cemetery - (1-3401.5) Sexton Dave Stultz said his budget is simple as in past years and that he did not have any supplementals. At this point Ms. Walker explained how the fund had been established to get the facility started and how well he and his staff have done to improve it. However, she noted that the reserve has been depleted somewhat suggested and suggested it be looked at again next year to see if it can sustain itself or if a small rate increase can be initiated. Mayor Masayko suggested perhaps the fund

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could be infused with some additional funding to keep it positive for a few years. Supervisor Bennett asked that this be brought back mid year to see where it stands. She echoed the sentiment of Ms. Walker on the work staff has done and how good the facility looks.

Publications - (1-3495.5) Mr. Kastens then talked about the department's participation in the Nevada Recreation and Park Society. He explained they have a quarterly publication and that Ms. Singer is the publisher. He added she also does the Discover Us publication. He also talked about the Overview publication which Ms. Tschumperlin handles and commended all the people involved in these projects for their good work.

There being no further business Supervisor Plank moved to adjourn. Supervisor Bennett seconded the motion. Motion carried 5-0. Mayor Masayko adjourned the meeting at 9:29 p.m.

The Minutes of the May 5, 1998 special joint budget meeting of the Carson City Board of Supervisors and the Carson City Parks and Recreation Department

ARE SO APPROVED___7/21_____, 1998

/s/ _____
Robert Kennedy, Chairperson