

Draft MINUTES

Washoe County Open Space and Regional Parks Commission

May 4, 2021

The Washoe County Open Space and Regional Parks Commission met in a scheduled session on Tuesday, May 4, 2021, via Zoom.

No members of the public were allowed in the Commission Chambers due to concerns for public safety resulting from the COVID-19 emergency and pursuant to the Governor of Nevada's Declaration of Emergency Directive 006 Section 1 which suspends the requirement in NRS 241.023(1)(b) that there be a physical location designated for meetings of public bodies where members of the public are permitted to attend and participate. This meeting was held by teleconference only.

The meeting was televised live and replayed on Washoe Channel at:

<https://www.washoecounty.us/mgrsoff/Communications/wctv-live.php> also on YouTube at:

<https://www.youtube.com/user/WashoeCountyTV>

Commissioner Chen called the meeting to order at 2:30 p.m.

1. Roll Call

Members Present: Doug Doolittle, Chris Nenzel, Stephanie Chen, Thomas Guinn, Heidi Anderson, Greg Shorts

Staff Present: Colleen Wallace-Barnum, Denise Evans, Jennifer Penland, Sophia Kirschenman, Eric Crump, Lindsay Liddell

Absent: Jennifer Oliver

2. Pledge of Allegiance

The pledge was forgotten but recited after item 5.

3. Public Comments

No Public Comments

4. Approval of the Agenda for the Open Space and Regional Parks Commission Meeting of May 4, 2021.

Motion by Commissioner Shorts to approve the Agenda for the Open Space and Regional Parks Commission Meeting of April 6, 2021. Second by Commissioner Doolittle. Motion carried unanimously.

5. Approval of the Minutes for the Open Space and Regional Parks Commission Meeting of April 6, 2021.

Motion by Commissioner Doolittle to approve the minutes. Second by Commissioner Nenzel. Motion carried unanimously.

The pledge was recited.

6. Acknowledgement and recognition of Park Operations staff for their outstanding service and contributions to Washoe County

No items

7. Eagle Scout Presentation

No items

In response to Commissioner Shorts question if there are any other groups besides Eagle Scouts that could give presentation, Colleen said there was. Eagle Scouts is standing item but can reach out to volunteer coordinator, Denise Evans for other groups on the agenda.

8. Presentation on the Tahoe Pyramid Trail Project - Janet R. Phillips, President, Tahoe Pyramid Trail, Inc.

Sophia Kirshcenman, Park Planner said Janet was having technical difficulties and her presentation was delayed. Lindsay Liddell said items can be taken out of the order of the agenda, and Chair Chen can move on to next item. Chair Chen moved to item 10.

Sophia Kirshcenman, Park Planner introduced Janet and said that she will provide overview of progress on the Tahoe Pyramid Trail Project thus far and future needs to complete.

Janet Philipps, President, Tahoe Pyramid Trail, Inc. gave presentation on Tahoe Pyramid Trail Project

Chair Chen thanked Janet for her presentation.

In response to Commissioner Doolittle asking Janet when she anticipates hearing back from Union Pacific, Janet said they've created a new process and anticipates hearing from Union Pacific within three months.

In response to Commissioner Nenzel's question about trail maintenance, Janet said Tahoe Pyramid Trail, Inc will maintain it through a trail adoption program. Cities will maintain their own parts of the trail, Tahoe Pyramid Trail, Inc will maintain the rural sections.

In response to Commissioner Guinn's question about Coordination with The Flood Project, Janet said there was none, Commissioner Guinn suggested Janet reach out to Flood Control.

In response to Commissioner Nenzel's question on the trail width, Janet said that some of it will be narrow and some of it will be wider for cyclists to pass by each other.

In response to Commissioner Lee asking for statistics about trail utilization and if they can anticipate how much more of the trail will be utilized with this project, Janet said she does not have that information, but other similar trails average about 200 cyclists a day. In response to Commissioner Lee's question about who the trail is for, Janet said that it was for hikers and bikers, but doesn't expect many hikers due to the location. In response to Commissioner Lee asking about the objection by Lockwood and Storey County, Janet said the areas had a fear of vandalism and crime from trail users.

In response to Commissioner Anderson's asking what will happen if Union Pacific doesn't come back favorable, Janet said one possible scenario is the next twenty to thirty years, Nevada Department of Transportation plans to widen Interstate 80, and they would build the trail with that project.

Commissioners Doolittle and Nenzel thanked Janet for all her hard work and effort for the project.

9. Discussion and possible recommendation to the Board of County Commissioners to approve a Memorandum of Understanding between Washoe County and Tahoe Pyramid Trail, Inc. for the purpose of working together to plan the design, construction and maintenance of, and obtain necessary permits and funding for a non-motorized multi-use trail along the Truckee River from Sparks to Mustang. (Commission District 4.) (For Possible Action.)

Sophia Kirschenman, Park Planner said this item is to approve a Memorandum of Understanding (MOU) between Washoe County and Tahoe Pyramid Trail Inc. The MOU is about roles and responsibilities of Washoe County and Tahoe Pyramid Trail Inc. Sophia said maintenance not included in MOU and would be visited later. Washoe County Parks would agree to submit grant applications and apply for funding when only government agencies are eligible to apply. Tahoe Pyramid Trail Inc would help prepare the application materials and research and Washoe County would submit for the grant. Washoe County would also agree to acquire easements when only government agencies are eligible. Tahoe Pyramid Trail Inc would agree to apply for grants and permits when they're eligible and help assemble background and supporting information. Sophia opened for questions, and had Cheryl Surface, Former Natural Resource Planner, Julianne Zotter and Elizabeth Robison, Engineering on the line for questions.

In response to Commissioner Doolittle asking if Sophia was lead staff on MOU, Sophia said yes along with Joanne Lowden, but Washoe County roles would be subject to staff availability and resources and there are limitations built into the MOU. Commissioner Doolittle said he supports this but doesn't want to take away from other projects. Sophia said there is built in language about prioritizing this project with other projects. In response to Commissioner Doolittle asking about any funding left for trails to trails agency, Janet said there is new federal money called RAISE and has money that could be used for trails but the minimum grant is \$5 million but this project is only \$3.5 million. Cheryl said occasionally there is money that Tahoe Pyramid Trail Inc could apply for, but they are interested in having Washoe County apply on their behalf.

No public comment.

Commissioner Anderson motion to recommend to the Board of County Commissioners to approve a Memorandum of Understanding between Washoe County and Tahoe Pyramid Trail, Inc. for the purpose of working together to plan the design, construction and maintenance of, and obtain necessary permits and funding for a non-motorized multi-use trail along the Truckee River from Sparks to Mustang.

Commissioner Doolittle second.

Motion carried unanimously.

10. Presentation, discussion, and possible recommendation to the Board of County Commissioners to approve a proposal from the property owners of APN 154-011-07 to relocate the beginning of the Brown's Creek Trail, primarily located on their property, to a new alignment [at no cost to the County and at the approximate value of \$27,400]. (Commission District 2.) (For Possible Action.)

Presentation by Sophia Kirschenman, Park Planner, on Brown's Creek Trail.

In response to Commissioner Doolittle's question if there was an input from trail users or HOA, Sophia said there was, the trail will extend to HOA property and required approval, the HOA was supportive. There was not much public outreach or a survey, but a survey will be posted and made aware of the proposal.

In response to Commissioner Nenzel asking the cost of the cost to the county, Sophia said there was no cost to the county

In response to Commissioner Shorts' question if Sierra Trailworks will be building the trail and if it was better and more up to date, Sophia said Kevin Joel, Sierra Trailworks will be building and that it is more up to date.

In response to Commissioner Doolittle asking if there were any difficulties with acquiring necessary easements, Sophia said the Loops and St James Village HOA are supportive with granting Washoe County trail easements over the final trail alignment. Sophia said the recommendation is to construct the trail first then, go back and have the trail surveyed for accurate trail easement legal description. There was intent to grant Washoe County an easement over the existing trail, and was signed by Washoe County Parks staff and St James Village HOA but it was never executed, so there should not be any issues getting the easements executed in the near future.

In response to Commissioner Shorts' question, if asked if the water tank on the trail would cross over anything with Truckee Meadows Water Authority (TMWA), Sophia said there is one trail crossing over an access road maintained by TMWA but their easement is non-exclusive, meaning that other uses are allowed so long as they don't interfere. Sophia has reached out to TMWA and they had no initial concerns but will be aware of when construction takes place.

In response to Commissioner Nenzel asking, if approved, when is the expected start date, Sophia said as soon as possible, and deferred the question to Robert Loop. Robert Loop said Sierra Trailworks is scheduled to start as soon as possible, potentially this week, if approved.

In response to Commissioner Nenzel's question about decommissioning the old trail, Robert Loop & Sophia Kirschenman said decommission will have minimal impacts to existing users. Kevin Joel, Sierra Trailworks said he will make his best effort to complete during the week when trail usage is lowest.

In response to Commissioner Lee asking where the trail is located, Sophia said located in south Reno, off Joy Lake Road, off of Mount Rose Highway, on the east side of Mount Rose Highway.

No public comment

Commissioner Shorts move to recommend the Board of County Commissioners to approve a proposal from the property owners of APN 154-011-07 to relocate the beginning of the Brown's Creek Trail, primarily located on their property, to a new alignment [at no cost to the County and at the approximate value of \$27,400].

Second by Commissioner Nenzel.

Motion carried unanimously

Chair Chen went back to item 8.

11. Presentation, discussion, and possible recommendation to the Board of County Commissioners to approve a lease agreement between Washoe County and The Boys and Girls Club of the Truckee Meadows for year-round youth programming at the Joe Mitchell Community Center located in Lemmon Valley, commencing on June 1, 2021 through May 31, 2026, with an option to renew for an additional five-year term [valued at \$12,500 annually]. (For Possible Action.)

Colleen Wallace Barnum, Park Operations Superintendent gave a presentation.

Commissioner Shorts & Doolittle commented and said that Boys & Girls Club is an important program and anything Washoe County can do to help should continue.

No public comments.

Commissioner Doolittle motion to recommend the Board of County Commissioners to approve a lease agreement between Washoe County and The Boys and Girls Club of the Truckee Meadows for year-round youth programming at the Joe Mitchell Community Center located in Lemmon Valley, commencing on June 1, 2021 through May 31, 2026, with an option to renew for an additional five-year term [valued at \$12,500 annually].

Commissioner Shorts second.

Motion carried unanimously.

12. Presentation, discussion, and possible recommendation to the Board of County Commissioners to approve an Employee Residence Agreement between Washoe County and Eduardo Ruiz (Community Services Department, Operations Division employee) to allow occupancy within the County owned residence located at 1595 North Sierra Street, Reno, commencing May 11, 2021. (For Possible Action.)

Colleen Wallace Barnum, Park Operations Superintendent said she was bringing this item to Park Commission before hopefully being approved by the Board of County Commissioners. Employee Housing Policy has residences in the parks and roads division, there was an opening to staff, after Robbie Short retired. Colleen said that Eduardo is maintenance worker at Rancho San Rafael Regional Park, and

it will be beneficial to the department and citizens that someone who works in the park, lives in the park and opened for questions.

In response to Commissioner Shorts question about the agreement stating they could house two adults and one child, Colleen said if the family had another child, they would amend the agreement.

No public comment

Commissioner Anderson motion to approve an Employee Residence Agreement between Washoe County and Eduardo Ruiz (Community Services Department, Operations Division employee) to allow occupancy within the County owned residence located at 1595 North Sierra Street, Reno, commencing May 11, 2021.

Commission Nenzel second.

Motion carried unanimously.

13. Program/Park of the Month – Integrated Vegetation Management (IVM) Plan presented by Joanne Lowden, Washoe County Natural Resource Planner.

Joanne Lowden, Washoe County Natural Resource Planner gave presentation on **Integrated Vegetation Management Plan.**

Colleen Wallace Barnum, Park Operations Superintendent thanked Joanne for her work on this.

No commissioner questions.

No public comment.

14. Parks Reports

Colleen Wallace Barnum, Park Operations Superintendent said water is turned on, parks maintenance is fertilizing, aerating. Parks is still looking for seasonal staff, and it has been very busy with a lot of public in the park and more volunteer projects. Colleen asked if there were any questions.

In response to Commissioner Anderson asking about recruiting for seasonal staff, Colleen said it was slow but steady, there are some returning employees, and she is hoping to continue getting more applicants.

In response to Chair Chen's question about not having enough seasonal staff and its effect on programming, Colleen said full time staff would take over and would make it work.

15. Director's Report to include updates on Board of County Commissioners actions, future meeting locations/Commissioner field trips, community sponsorship requests, department updates and community partnerships.

Dave Solaro, Assistant County Manager, said the Board has been busy in April. The Board of County Commissioners approved the lease agreement with Great Basin Institute at Galena Creek Regional Park.

The management license for Washoe Golf was approved by Board of County Commissioners. The Board of County Commissioners executed amendment to easement agreement at Sugarloaf Peak open space. Board of County Commissioners accepted donations from various businesses and organizations and accepted the bid for the Regional Shooting Facility road & storm drain improvement. Dave was hopeful that the board would adopt tentative manager recommended budget but it is postponed until next week and he will have a report in June.

No commissioner questions or comments.

16. Presentation from the District Attorney's Office on Nevada's Open Meeting Law, NRS Chapter 241.

Lindsay Liddell gave a presentation on Nevada Open Meeting Law, NRS Chapter 241.

Chair Chen thanked Lindsay for her presentation.

17. Commissioner's Comments: (This item limited to announcements or topics/issues proposed for future workshops/agendas.)

In response to Commissioner Nenzel asking if there is a new Washoe County Commissioner that is supposed to attend meetings, Dave Solaro, Assistant County manager, said Commissioner Jung is still the appointed representative.

18. Public Comments: Comments heard under this item will be limited to three minutes per person and may pertain to matters both on and off the Commission agenda. The Commission will also hear public comment during individual action items, with comment limited to three minutes per person. Comments are to be made to the Commission as a whole.

No public comment

19. Adjournment

Meeting adjourned at 4:21p.

Respectfully submitted by Jennifer Penland, Office Assistant III.