

City of Las Vegas

PARKS AND RECREATION ADVISORY COMMISSION
CITY HALL, 495 S. MAIN STREET
CITY CLERKS 2ND FLOOR CONFERENCE ROOM
CITY OF LAS VEGAS INTERNET ADDRESS: www.lasvegasnevada.gov

MINUTES

September 2, 2014

4:00 P.M.

ITEMS LISTED ON THE AGENDA MAY BE TAKEN OUT OF THE ORDER PRESENTED; TWO OR MORE AGENDA ITEMS FOR CONSIDERATION MAY BE COMBINED; AND ANY ITEM ON THE AGENDA MAY BE REMOVED OR RELATED DISCUSSION MAY BE DELAYED AT ANY TIME. BACKUP MATERIAL FOR THIS AGENDA MAY BE OBTAINED FROM BEVERLY K. BRIDGES, CITY CLERK, AT THE CITY CLERKS OFFICE AT 495 SOUTH MAIN STREET, 2ND FLOOR OR ON THE CITY'S WEBPAGE AT www.lasvegasnevada.gov.

1. [CALL TO ORDER](#)

Minutes:

VICE CHAIR BUCHMAN called the meeting to order at 4:00 p.m.

PRESENT: CHAIR WHITE (excused until 4:04 p.m.), COMMISSIONERS BUCHMAN, BASTIAN, SHERMAN, LEE, THOMASON, BECKER, THOMSON, McCURDY, AKER and TEEL

EXCUSED: COMMISSIONERS LOPEZ, TABOR, ARMENIAN and FOGER

ALSO PRESENT: INTERIM DIRECTOR TIM HACKER, Parks and Recreation, DEPUTY CITY ATTORNEY BOB SYLVAIN and DEPUTY CITY CLERK JACQUIE MILLER

2. [ANNOUNCEMENT RE: COMPLIANCE WITH OPEN MEETING LAW](#)

Minutes:

ANNOUNCEMENT MADE: This meeting has been properly noticed and posted at the following locations; City Hall, 495 Main Street, 1st Floor; Clark County Government Center, 500 South Grand Central Parkway; Grant Sawyer Building, 555 East Washington Avenue; City of Las Vegas Development Services Center, 333 North Rancho Drive

3. [PUBLIC COMMENT DURING THIS PORTION OF THE AGENDA MUST BE LIMITED TO MATTERS ON THE AGENDA FOR ACTION. IF YOU WISH TO BE HEARD, GIVE YOUR NAME FOR THE RECORD. THE AMOUNT OF DISCUSSION, AS WELL AS THE AMOUNT OF TIME ANY SINGLE SPEAKER IS ALLOWED, MAY BE LIMITED](#)

Minutes:

Prior to hearing this item, VICE CHAIR BUCHMAN wondered if during roll call, when a member is said to be excused, if that means it is a confirmed excused and DEPUTY CITY CLERK JACQUIE MILLER replied that it is people who are not at the meeting.

VICE CHAIR BUCHMAN said that there are several members who have not responded nor attended in many months and was wondering if there is a way to document whether they have responded and are excused.

COMMISSIONER SHERMAN said that she believes if a member does not show up for three consecutive meetings,

City of Las Vegas

someone from the City of Las Vegas Parks and Recreation Department is supposed to call them to see if they would still like to be on the Commission.

VICE CHAIR BUCHMAN asked TIM HACKER, Interim Director, Parks and Recreation, if he would look into this as they need representation and people to attend the meetings to make a quorum and MR. HACKER replied that KELLY SCHWARZ, Senior Management Analyst, has looked into this. Staff tries to contact and reach out to members, but if they do not voluntarily want to be removed from the Commission, it is not easy to remove them, especially since they are appointed per Ward.

COMMISSIONER McCURDY believed that the Commission was going to look at bylaw changes and this issue would be part of that. DEPUTY CITY ATTORNEY BOB SYLVAIN said that the City Attorney's office reviewed and made some changes to the bylaws, but is not sure of the status. MEMBER McCURDY said that if a member calls in, that is an excused absence, but if they do not call in, their absence should be unexcused.

There was no public comment.

4. [Report for possible action from Detention and Enforcement regarding issues at City facilities and parks All Wards](#)

Minutes:

DEPUTY MARSHAL CHARLES SEIPEL, Detention and Enforcement, distributed a report of Crime Statistics for the City of Las Vegas, which was submitted as backup documentation, detailing the crime statistics for July, 2014.

CHAIR WHITE asked for the highlights and DEPUTY MARSHAL SEIPEL said that he has noticed that in June and July, there has been an increase in automobile burglaries at the parks, mostly in the northwest and southwest areas. There is a team of criminal investigators who have made some arrests. He also reported that copper wire theft is on the rise again and at the Reed Whipple building, the air conditioners on the roof were stripped of copper wiring as well as the wiring inside the whole building. DEPUTY MARSHAL SEIPEL confirmed for COMMISSIONER McCURDY that the building is closed, but has been turned over to the City.

COMMISSIONER BASTIAN asked if the Communications Department puts out any type of information through the TV stations so park attendees are aware when there is an increase in automobile burglaries occurring in the park, letting them know how to protect their cars, themselves and their children. DEPUTY MARSHAL SEIPEL said that in addition to putting out a BOLO (Be on the Lookout) with leads to other law enforcement agencies, public service announcements are placed on Channel 2 to remind everyone to lock their belongings in the trunk, roll up the windows, lock the car and take the keys; there are signs posted in a lot of the parks to serve as reminders as well.

DEPUTY MARSHAL SEIPEL explained that CFS on the report stands for Calls For Service and is when someone calls dispatch. COMMISSIONER SHERMAN pointed out that Ward 3 has 174 calls and wondered if they are generally small issues. DEPUTY MARSHAL SEIPEL said that they receive a lot of calls in Ward 3 and directed attention to the Top Call Locations of the report, stating that they receive a lot of calls to Huntridge Park for fights and alcohol related issues.

COMMISSIONER TEEL wondered what is going on in the Centennial Hills Park with 28 calls for service and DEPUTY MARSHAL SEIPEL said that there have been multiple automobile burglaries and park reservation disputes.

5. [Report for possible action from Operations and Maintenance regarding park maintenance costs All Wards](#)

Minutes:

TIM HACKER, Interim Director, Parks and Recreation, said that there was a schedule conflict, so nobody is coming to speak on this item today; this will be on the agenda again next month. He requested that the Commissioners send topics to the department regarding what points of interest they would like to hear reports on. He said that reports can be given on a site by site basis, but due to the way programming is done for parks, breaking down expenses per field would be very difficult.

City of Las Vegas

COMMISSIONER BUCHMAN asked if there is a way to put a sign up noting a reservation that has been made for park facilities, so that if another group occupies the space, they will know that at a certain time, someone else has reserved and paid for the space. MR. HACKER said that once a reservation is complete, there is a permit that can be printed, the Marshals are made aware of who has the right to be there and there is a telephone number to call so any issues can be resolved quickly. He mentioned that having staff put the information up could be problematic due to the number of parks and staff's availability. CHAIR WHITE wondered if it is possible for the renter to be given the instructions to place signs themselves and MR. HACKER said that is something that could be put on the website or explained to the customer during the reservation process.

COMMISSIONER McCURDY suggested that the City could install placards on every venue available for rent and the person who rents the facility can place the reservation information on the placards as was done in the past with Lions Park and Fantasy Park.

COMMISSIONER BASTIAN said that was discontinued about five years ago when there was reduction in services and staff. The focus was on making sure the picnic pavilion areas were clean, but posting was discontinued, and when the alcohol ordinance and glass bottle ordinance went into effect, there was an increase in park reservations. She recently rented Rotary Park through the internet site and it was very easy to do. She was concerned about reserving the facility later in the afternoon, so she took a sign and a copy of the permit and posted it on all four posts of the pavilion. When she arrived, there were people sitting there who asked if they could sit in the shade while they were setting up, but she found that idea to be very successful. COMMISSIONER BASTIAN said that it is a good idea to put the information on the website and to install placards if they are not too expensive. She also suggested having a pdf file with official language, a City seal and reservation information on it so the user could print it themselves.

CHAIR WHITE commented that back in the day, people had respect for property, and if placards are added, it may be just providing another opportunity for vandalism.

6. [Discussion for possible action regarding the role and function of the Parks & Recreation Advisory Commission](#)

Motion made by WILLIAM McCURDY to Approve to direct staff to research the status of the ordinance and find out when the City Council will ratify the ordinance with a date specific response.

Passed For: 11; Against: 0; Abstain: 0; Did Not Vote: 0; Excused: 4

HARRY LEE, MICHAEL R. AKER SR., BILLIE BASTIAN, MALCOLM WHITE, LAURIE R. BUCHMAN, LISA B. SHERMAN, WILLIAM McCURDY, WILLIAM J. TEEL, APRIL THOMASON, JEFFERY R. THOMSON, RICHARD R. BECKER; Against-(None); Abstain-(None); Did Not Vote-(None); Excused-ADROUSHAN "ANDY" ARMENIAN, DAVID ALEXANDER LOPEZ, CHARLES FOGER, AMY TABOR

Minutes:

COMMISSIONER BASTIAN asked for this to be an agenda item so they would have an opportunity to discuss the interest in continuing to look at the bylaws and to see if it is possible for the Parks and Recreation Department or anyone on the Commission to lead the group through a strategic planning session, starting with what the role of the Parks and Recreation Department is. She is interested in knowing what they could contribute as Board Members and understanding the dynamics of what is going on in the department, the City and the community. This might help the Members to have a better dialog at the Commission meetings and be better contributors to the community and the Parks and Recreation Department.

COMMISSIONER BASTIAN said that the Members are at different levels of understanding what the Parks and Recreation Department's offerings are, and sometimes there are new Members and it takes them awhile to figure out what their role and responsibility is, so they need something in writing or an orientation. The Commission needs to understand what the Parks and Recreation Department is expecting from the Members as an Advisory Board and they also need to be reminded of what the Municipal Code has directed the Commission to do.

CHAIR WHITE said that there has never been an orientation for new Commissioners, but it would be great to have an orientation at least once a year and it would give the Parks and Recreation Department an opportunity to express their

City of Las Vegas

expectations for the Commission regarding how they can help the department. He said that their purpose is also to help smooth over challenges that the Administration may be having.

COMMISSIONER SHERMAN said that she has been on the Commission for 22 years, and in the 90's, when parks were being built and programs were being developed, the Board provided transparency and had voting issues and recommendations that were brought before the City Council on a regular basis. It was representative of the people, but it has since changed.

CHAIR WHITE said that purpose drives practice and if they can look at the bylaws every once in awhile, and review and understand the Commission's purpose, they can start practicing it in the community. If the bylaws need to be modified, they can address that. He said that they all need to get in tune with the different Wards and community projects and bring information back to the meetings.

COMMISSIONER BECKER said that he had spoken to the Parks and Recreation Department about a Commissioner orientation packet, and at that time, it was decided to table that idea until after the ordinance was completed and the bylaws were reviewed. He thinks that there needs to be a Commissioner orientation prior to coming on to the Board because it takes awhile to get an appreciation of what is going on and how a Commissioner can affect any kind of change.

COMMISSIONER LEE said that there used to be several committees that were meeting, but they were told that if they wanted to have an official Committee meeting, they had to have minutes taken; the Golf Committee stopped meeting because City staff would have to go with them to the golf courses to meet with the Directors.

CHAIR WHITE said that his interest is to have the liaisons speak to the group as well, but it has been difficult to get a response to that request. The liaisons and Councilmember offices are addressing a lot of the conflict and accolades that are happening in their own Wards, and he does not know how the Commission can be of help. He suggested to the Commissioners that they meet with their Councilperson once a month or so, and report their interests to the Commission.

COMMISSIONER McCURDY asked how many of the Members have dealt with Councilpeople regarding a park issue and how many have been invited to park events. He reported that in Ward 5, every time COUNCILMAN BARLOW does something regarding parks in his Ward, his office calls and extends an invitation. He said that he has always dealt with the Councilperson, and he believes that the Commissioners should reach out to their Councilperson to understand what their expectations are. He said that they need to review the bylaws and believes that orientation for new members or annual orientation would be a good idea.

CHAIR WHITE said that the Commission has never ratified or voted on the bylaws and suggested putting that on the next agenda.

KELLY SCHWARZ, Senior Management Analyst, said that the ordinance needs to be changed first, then the bylaws can be adopted by the Commission. It has been put on hold by the City Manager's office and the City Council but she will address it again. COMMISSIONER BASTIAN asked what ordinance and MS. SCHWARZ replied that it is the Municipal Code regarding the Parks and Recreation Commission. The last time that the Municipal Code was re-written was in the 60's or early 70's. Staff was working on changes to the Municipal Code for other Boards as well, so it got a little convoluted and was put on hold. Staff cannot move forward with the bylaws until the Municipal Code is changed.

CHAIR WHITE asked if TIM HACKER, Interim Director, Parks and Recreation, and DEPUTY CITY ATTORNEY BOB SYLVAIN would readdress this and add it to the agenda to report at the next meeting. He would also like someone from the City Manager's office to come to the meeting and respond as well.

DEPUTY CITY ATTORNEY SYLVAIN said that when he reviewed the bylaws and made changes, he wondered if he was capturing some of the things that the Board wants to do, so it may be nice to have the Board weigh in on what they see their function to be and make sure it is captured in the ordinance and the bylaws.

CHAIR WHITE asked for the bylaws to be sent to the Members so they can review them and give their input.

City of Las Vegas

COMMISSIONER SHERMAN suggested that when there is a new Member, an item is added to the agenda to have an introduction of who they are, why they want to serve on the Board and explain what the purpose and mission of the Board is by reviewing the bylaws. She also mentioned that a Member does not have to be appointed by a Councilperson as the Mayor or someone else may appoint them.

COMMISSIONER BUCHMAN said that the last copy of bylaws she had received was when there was a different department, so a review is due. Although they were not adopted, it did address the attendance issues and there is a distinct difference between an excused and a non-excused absence as well as three consecutive non-responses, but without the bylaws in place, a lot cannot be done to enforce it.

CHAIR WHITE said that the ordinance status report needs to be given and a personal review of the bylaws needs to be done.

COMMISSIONER McCURDY made a motion to direct staff to research the status of the ordinance and find out when the City Council will ratify the ordinance with a date specific response.

COMMISSIONER BASTIAN believes that the bylaws have to be in place because it identifies the purpose of the Commission. She is hoping that the Commission would be interested in having goals that are identified once the bylaws are in place so there is meaning and purpose for attendance at the meetings. She would like orientation from the Parks and Recreation Department, informing the Commission of what the department is working on so the Commission can see where they fit in. This will help them be more prepared for meetings with the Councilpeople and the community, rather than being responsive when the department brings forward an agenda item.

COMMISSIONER McCURDY said that the first thing that needs to happen is to get the ordinance ratified by the City Council; once that happens, the Board can look at the bylaws. He agrees that the Parks and Recreation Department should share their vision with the Board and the Members need to know what the City Council is expecting of them.

COMMISSIONER BECKER asked why there is a delay and MS. SCHWARZ replied that the attempt that was made initially was to update every Board and Commission at the same time and it became very complicated. She is hoping that staff can make another attempt, but will request that just the Parks and Recreation Advisory Commission be updated. MS. SCHWARZ confirmed for CHAIR WHITE that the Commissioners can get a draft of the ordinance prior to the report at the next meeting.

CHAIR WHITE said that the strategic planning will be approximately three meetings away because by then the ordinance and bylaw issues may be resolved, and they can request feedback from the Parks and Recreation Department and Councilmembers regarding why they think the Commission exists.

COMMISSIONER McCURDY said that he was appointed by former MAYOR OSCAR GOODMAN initially, and he knew what his purpose was for being on the Commission; he did not just represent Ward 5, he was to be concerned about every park in the system. He commented that every Member should know why they were appointed to sit on this Board. CHAIR WHITE said that in some instances, Councilpeople have stayed but changed their staff, so staff's direction may have changed.

COMMISSIONER BECKER said it seems that a lot of the City Councilmembers have different opinions regarding what they wanted their appointees to be when they were appointed, and he was told by his Councilperson that he represents the public first and foremost, and was hoping that COMMISSIONER BECKER would bring the public's comments to him. COMMISSIONER BECKER commented that he does not know that the City Council as a whole body sees appointments to this Board the same way.

CHAIR WHITE said that is what they are going to test and report back to the Commission. Years ago, there was a Commissioner's Report, and if a Member talked to their Councilperson, they would come back to the meeting and report on it.

City of Las Vegas

COMMISSIONER McCURDY mentioned that COMMISSIONER AKER had to be the liaison between the baseball teams and bring status reports to the Commission. He said that the Councilpeople want strong input from the community and that is why the Members serve on the Parks and Recreation Advisory Commission.

CHAIR WHITE said that every once in awhile, they have to understand the relevance for their own participation, civic involvement and to validate why they are here. There are several documents that are not in place; once they get put in place, they can be used as guidance.

MR. HACKER said that staff will go through a formal review and find out the status of the ordinance. The Parks and Recreation Department will also inform the Commission regarding what their performance expectations are for the management team for the parks. He wants the Commission to be engaged when the department is looking at the revenue goals because they represent the community. Staff will update the Commission on recent facility fee increases, the feedback that has been received and policies that are being addressed to make sure that participants keep using the facilities and fields. MR. HACKER said that the Commission could start the strategic planning process and that PATSY McFADDEN, Organizational Development Administrator, can facilitate the meeting so the staff that works with the Commission can participate in the conversations. He wants this to be worthwhile, transparent and share information with the Commission in advance so the Members will be aware of the concerns from the Councilmembers and citizens. MR. HACKER said that it would also be valuable to have the Neighborhood Planners come to the meetings on a regular basis.

COMMISSIONER McCURDY said that the Parks and Recreation Advisory Commission means that the Commission is the overall Advisory Commission of the sub-entities and makes the overall recommendations to the City Council; he thinks that the other Boards, such as the Senior Citizens' Advisory Board, should make recommendations as well. MR. HACKER explained that the other Boards are stand-alone and report directly to the City Council. He said that the Senior Centers help support the Senior Citizens' Advisory Board and they provide the space for the events, but the Board is separate from the ongoing programming from the Parks and Recreation Department.

COMMISSIONER BASTIAN said that during the strategic planning, it would be critical to define their role or purpose, and for the Parks and Recreation Department to come up with opportunities for Members to learn and participate. She cited design teams for facilities, which is something that is ongoing, has an end result and can be a subject to discuss with citizens in the community. She said that there was a time when parks and facilities were growing and believes that will come again in renovating or reinventing them for the experience the citizens expect.

MR. HACKER said that the role of the department in the Capital Improvements Planning is something that staff is revisiting. He will keep the Commission informed on the progress and get their feedback as well. He mentioned that a potential remodel of Dexter Park has been slowed down and there will be a community process and the Commissioners should be involved in that. He wants to make sure that if the money is available, it is being spent wisely and will benefit the community where it will get the most use.

COMMISSIONER BASTIAN appreciated the discussion and said that it makes the Commission unified for a purpose and helps make them better individual contributors.

CHAIR WHITE said that great ideas come out of these discussions. His concern is that they do not fall into Capitalism and wondered if the facility increases will be readdressed when the taxes get better. COMMISSIONER McCURDY commented that when there is an increase in taxes, if there is not anything in the State law saying that taxes will be reverted back at some point, the tax will be there for awhile.

7. [CITIZENS PARTICIPATION: PUBLIC COMMENT DURING THIS PORTION OF THE AGENDA MUST BE LIMITED TO MATTERS WITHIN THE JURISDICTION OF THE COMMISSION. NO SUBJECT MAY BE ACTED UPON BY THE COMMISSION UNLESS THAT SUBJECT IS ON THE AGENDA AND IS SCHEDULED FOR ACTION. IF YOU WISH TO BE HEARD, GIVE YOUR NAME FOR THE RECORD. THE](#)

City of Las Vegas

AMOUNT OF DISCUSSION ON ANY SINGLE SUBJECT, AS WELL AS THE AMOUNT OF TIME ANY SINGLE SPEAKER IS ALLOWED, MAY BE LIMITED

Minutes:

COMMISSIONER BUCHMAN wished to speak as a participant of the Veterans Memorial Leisure Center and stated that she received a survey regarding recreation. TIM HACKER, Interim Director, Parks and Recreation, explained that it is a survey for the Parks and Recreation Department and Safekey.

COMMISSIONER BUCHMAN said that one of the questions addressed raising the fees and if the consumer would rather pay more or cut services; there was no option of having a little of both and she felt very restricted on how she could respond. She would not like to see the price increase, and have no additional staff to take care of issues, and requested that MR. HACKER review the survey and report back to the Commission regarding the results.

MR. HACKER said that the survey came from the Marketing Department to address some ongoing issues. Applied Analysis, Consultant, felt that if the survey used open ended questions, it would not provide a useful result. The process started in September, 2013, and the Marketing Department felt that the question needed to be asked to address the ongoing issues and assist with marketing. He said that the situation is not yet to the point that if people pay more, they will get more.

COMMISSIONER BUCHMAN said that the survey also asked for specific comments regarding how the fields could be improved and she said that at Lorenzi Park, the infields are treacherous and the outfield irrigation system produces ponds and leads to injuries. She did not address soccer fields, tennis or basketball as she does not utilize these, but she did comment that there is never grass in the dog parks.

COMMISSIONER THOMASON felt that the survey was very streamlined, it was to support the person giving the survey and the City could use any answer that was given to defend their increase in fees. She said that most people would rather not lose services and that the surveys could be used to say that all of the respondents want an increase in fees, when in fact that is not true and felt like it was a one-sided survey.

COMMISSIONER BASTIAN said this would have been a good agenda item for the Commission to have known about. She thinks that if there is a survey going to the community that is assessing and evaluating the community's new Park and Recreation, it might have been in the Commission's best interest to have an advanced view that it was going to happen. She said that the Members may have been able to contribute to the surveys and act as a sample group to provide feedback as to how the survey was received.

COMMISSIONER BECKER said that in essence, people cannot be asked if they want to choose a red shirt or a blue shirt when the answer is green and that is the problem with the closed end question. This invalidates the question as it is not asking for an honest opinion.

COMMISSIONER McCURDY said that another question that was not asked is if they would like to see more Federal funds for specialized programs and recreation. He commented that there were a lot of financial type questions that could have been asked.

COMMISSIONER BASTIAN commented that the survey could have asked about priorities, because there are a lot of other services that the City of Las Vegas gives to its citizens that could have been considered.

CHAIR WHITE said that the Members would like to be involved in these types of opportunities to be able to give a perspective from a focus group.

COMMISSIONER BASTIAN wondered what happened with the letter the Commission received from a neighborhood service President asking for some help with issues they were having in their neighborhood in the Huntridge and KELLY SCHWARZ, Senior Management Analyst, said that staff met with MELISSA CLARY, the Homeowners Association President, and that Detention and Enforcement, Parks and Recreation, and Operations and

City of Las Vegas

Maintenance are working on different ideas to address her concerns, including new signage.

COMMISSIONER BASTIAN said that she feels the letter was addressed to the Commission specifically and wondered if MS. CLARY knew the Commission had some kind of response. CHAIR WHITE said that it would be in the minutes; MS. SCHWARZ said that it was discussed in last month's meeting and MEMBER LOPEZ had spoken with her as well.

COMMISSIONER McCURDY said that, as Members who represent specific areas, they should have contact with and go to their Councilperson's meetings and meet with their liaisons.

CHAIR WHITE said that Members can contact the City staff to get more information on issues and report back to the Commission.

CHAIR WHITE inquired about the status of the August 5, 2014 meeting minutes to which DEPUTY CITY CLERK JACQUIE MILLER replied that staff is working to complete the minutes.

8. [ADJOURNMENT](#)

Minutes:

The meeting was adjourned at 5:13 p.m.

Respectfully submitted:

Jacquie Miller, Deputy City Clerk

Kelly Schwarz, Senior Management Analyst
Parks and Recreation

Facilities are provided throughout City Hall for the convenience of disabled persons. If you need an accommodation to attend and participate in this meeting, please call the City Clerks office at 229-6311 and advise of your need at least 48 hours in advance of the meeting. Dial 7-1-1 for Relay Nevada.

THIS MEETING HAS BEEN PROPERLY NOTICED AND POSTED AT THE FOLLOWING LOCATIONS:

City Hall, 495 South Main Street, 1st Floor
Clark County Government Center, 500 South Grand Central Parkway
Grant Sawyer Building, 555 East Washington Avenue
City of Las Vegas Development Services Center, 333 North Rancho Drive