



## Parks and Recreation Advisory Commission Minutes

### 1. Call to Order

Minutes:

CHAIR WHITE called the meeting to order at 4:08 p.m.

PRESENT: CHAIR WHITE and COMMISSIONERS SCHULTZ, McCURDY (excused until 4:15 p.m.), ARMENIAN, BECKER, GEBRE, NEIGER, HENLEY, ASSELIN, HOWARD, FOEMMEL, JIMENEZ and BRIARE

EXCUSED: COMMISSIONERS SHERMAN and LOZANO

ALSO PRESENT: MAGGIE PLASTER, Acting Parks and Recreation Director, JOHN RADILLA, Deputy City Attorney, and ASHLEY FOSTER, Deputy City Clerk

### 2. Announcement Regarding: Compliance with Open Meeting Law

Minutes:

ANNOUNCEMENT MADE: 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.

### 3. Public Comment: Comment during this portion of the agenda must be limited to matters on the agenda for action. If you wish to be heard, come forward and 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:

None.

### 4. For possible action to approve the Final Minutes by reference of the Regular Meeting of April 2, 2019

Minutes:

COMMISSIONER HENLEY had a correction regarding Page 7. He noted his comments about the Land and Water Conservation Fund should reflect 41,000 projects, not dollars.

COMMISSIONER SCHULTZ indicated that his name was misspelled on Page 4.

Motion made by Mike Henley to Approve as amended

Passed For: 13; Against: 0; Abstain: 0; Did Not Vote: 0; Excused: 3

For-Malcolm D White, Larry Schultz, Michael R. Aker, Adroushan Armenian, Richard Becker, Elizabeth Gebre, Steven Neiger, Mike Henley, Bob Briare, Audrey Asselin, Melody Howard, Eric Foemmel, Jesus Jimenez; Excused-Lisa Sherman, William McCurdy, Armando Lozano;

5. Report by the Department of Public Safety regarding issues at City facilities and parks – All Wards

Minutes:

ZHAQUAY CALDWELL, Deputy City Marshal, appeared on behalf of JONATHAN BURDETTE, Deputy City Marshal, and summarized the Deputy City Marshals Monthly Report for April, a copy of which was submitted for the record.

He reported that 39 percent of arrests occurred in City of Las Vegas parks noting 10 percent of arrests took place at the Fremont Street Experience. He also shared that 47 percent of citations took place at City of Las Vegas parks and six percent of citations took place at the Fremont Street Experience.

OFFICER CALDWELL reviewed the areas of calls for service and stated that within all wards, the total number of arrests was 115, the total number of citations was 103, the total number of warning citations was 114, and the total number of incident reports was 122.

He reported on the arrest activity and identified locations in which the most arrests occurred within the individual wards. In response to a question from CHAIR WHITE, OFFICER CALDWELL stated that there had been no arrests at Huntridge Circle Park. COMMISSIONER SCHULTZ asked if this was because the park was closed. OFFICER CALDWELL replied yes.

MAGGIE PLASTER, Acting Director of Parks and Recreation, stated that the Commissioners could read the rest of the report themselves but OFFICER CALDWELL could answer any questions that may be had.

CHAIR WHITE recognized that 17 percent of arrests involved warrants.

COMMISSIONER McCURDY was concerned about the high amount of traffic at Doolittle Park and the smoking of cannabis. He was hoping any laws pertaining to the smoking of the substance were being enforced. OFFICER CALDWELL would share COMMISSIONER McCURDY'S concerns with the other sergeants.

The Commissioner also asked MS. PLASTER if there was anyone who verifies use permits at the parks. MS. PLASTER said there were monitors on staff who do canvas the fields to verify use permits.

CHAIR WHITE thanked OFFICER CALDWELL for his report. OFFICER CALDWELL was honored to have had the opportunity to report as this was his first time doing so.

6. Report by Priscilla Smith and Mo Bonnet-Laboy, Parks and Recreation Community Program Specialists, regarding the LEAD Institute through the Nevada Recreation & Park Society – All Wards

Minutes:

PRISCILLA SMITH, Community Program Specialist, and MO BONNET-LABOY, Community Program Specialist, introduced themselves. MS. SMITH shared that she has 18 years of parks and recreation experience with the City of Las Vegas and is the president-elect for the Nevada Recreation and Park Society (NRPS) which oversees and promotes the development of parks and recreation professionals. She explained her role as the president-elect which is a three-year term. MR. BONNET-LABOY stated that he has 11 years of parks and recreation experience and is new to the department's full-time staff.

MS. SMITH and MR. BONNET-LABOY shared in a PowerPoint presentation, which has been attached as backup. MS. SMITH stated that the NRPS focuses on actively providing and promoting excellence in professional development, advocacy, and resources to all who enhance the quality of life through parks, open space, and recreation in the state of Nevada. The society has been in existence since 1964 and has recently seen its highest amount of membership.

MR. BONNET-LABOY stated that he has grown in the parks and recreation field through the experiences provided to him such as the LEAD Institute program.

MS. SMITH indicated that the LEAD Institute program was developed through the NRPS Board and was their answer to the elimination of parks and recreation degrees by the institutions of higher learning in Nevada. In

order to promote the growth of parks and recreation professionals, the LEAD Institute program was developed and focuses on leadership, excellence, alliance, and development; MS. SMITH defined the four themes.

MR. BONNET-LABOY distributed the curriculum to the Commissioners that the LEAD Institute implements with all parks and recreation professionals. The program is a three-year commitment which MS. SMITH explained. Once the first year is completed as a mentee, the student becomes the teacher and a mentor for the incoming class. On the third year, those who successfully complete their mentorship program are brought back to help develop the curriculum.

Recently, MS. SMITH and MR. BONNET-LABOY presented in Lake Tahoe and during their research, the two were able to discover that the parents and student participants return because of the emotional connection of the program and City of Las Vegas staff.

A video was shown to illustrate how the program continues to stay relevant and continues to serve the community. MS. SMITH narrated the video providing information regarding the Department of Parks and Recreation various programs including the Senior Idol program, wheel-chair sports, competitive leagues, the Maniakz cheer program, and the Kidshine program.

COMMISSIONER SCHULTZ asked if there was a quantitative assessment criterion or oral examination to determine if the mentee has fulfilled the requirements of the program. MR. BONNET-LABOY stated that upon entering the program, individuals are paired with a mentor that ensures the mentee is following the curriculum of the course. The mentor then decides if the mentee has completed the curricular requirements. MS. SMITH added that there is criteria mentors must follow and the senior committee, currently comprised of NRPS Board Members, will review everything the mentors have submitted for who they recommend for graduation and will make a final determination.

COMMISSIONER SCHULTZ wondered how the Nevada program compares to other state and regional organizations. MS. SMITH replied this is only the third year of the LEAD Institute program but it has grown tremendously. Interest has also been received from other states.

COMMISSIONER SCHULTZ gave kudos to MS. SMITH and MR. BONNET-LABOY.

CHAIR WHITE appreciated the logic model included in the handouts distributed which have been attached as backup.

COMMISSIONER BRIARE asked how many members were a part of the NRPS. MS. SMITH replied 303 in NRPS and 30 in the program for the current year.

7. Report by Jerry Walker, Operations and Maintenance Director, regarding park maintenance, improvements and review of the recommended cost savings measures – All Wards

Minutes:

JERRY WALKER, Director of Operations and Maintenance, thanked COMMISSIONER BECKER for filling in for Ward 2 at the Arbor Day event at Ansan Sister City Park. He also thanked COMMISSIONERS SCHULTZ and HOWARD for the participation in the review of Ward 6 parks. Lastly, he thanked his staff for doing a good job on the turf at Huntridge Circle Park.

MR. WALKER reported from the Status Update which was submitted for the record. He directed the Commissioners' attention to the first page which included numbers geared toward ensuring the continuation of necessary maintenance at city parks during the budget freezes. The numbers were inclusive of Fiscal Years 2019 and 2020. He added that all of the Project Neon landscaping on the surface streets comes through the City of Las Vegas and many trees were planted through various other projects. What has been added in work for the two fiscal years, MR. WALKER noted, would have generally resulted in an increase of five or six full-time employees (FTE). However, in addition to freezes, only two full-time employee positions have been filled; therefore, he must compensate for the loss of what will be 10-14 full-time employees plus the labor of another three or four full-time employees.

He reviewed Page 3 pertaining to the Department of Operations and Maintenance's annual budget which showed 11 staff members removed. One carpenter position has been filled and he emphasized the importance of the Park Maintenance Field Supervisor which he felt was a critical position. He noted efforts to balance where

positions are lost with the reduction of work by outsourcing tasks. MR. WALKER reviewed other external costs which included the median maintenance contract currently at \$1.1 million, \$4 million is water usage, \$1.2 million in tree maintenance, and \$750,000 in capital and operational maintenance.

He discussed some of the annual statistics of where time and money has been spent noting the cost to replace and maintain dog bags, toilet paper rolls, trash can liners, fertilizer, seed, and disinfectant for the bathrooms as it relates to full-time employee labor costs.

MR. WALKER stated that the Department mows one billion square feet of turf which is the equivalent to 15,000 football fields and must perform the associated vehicle transport and trimming. Additionally, the Department must maintain 50,000 trees and has completed close to 1,000 playground inspections with 300 repairs on an annual basis. He added that irrigation is a constant maintenance.

CHAIR WHITE asked for the significance of the image of the toilet bowl on Page 5. MR. WALKER explained it was an image to show some of the matters staff must address; in the image was a toilet bowl filled with rocks and MR. WALKER indicated the incident occurred at Hualapai Trail Head Park which he has closed from Monday through Thursday on the basis of complaints from area residents.

As MR. WALKER reviewed Page 6 titled Service Modification, he shared with the Commission the implementation of a nursery program for trees at the West Service Center. A nursery program will also be implemented at the East Service Center and will utilize retreated treated sewage water for irrigation. The Department should grow 50,000 trees at a two percent mortality rate to total 1,000 trees per year. He hoped to have 500 trees available within one year and to increase that amount to 1,000 trees grown per year. The nursery program should result in a cost savings of \$100,000 per year.

Operating period/hours of splash pads have been reduced to high demand periods to address water concerns as well as illicit behavior as the splash pads serve as a magnet of such. He noted there were a lot of adults bathing in the splash pads as well as other improper use occurring. The hours of operation have been modified to be open between May and Labor Day; signs have been posted and MR. WALKER would await any dissatisfaction. COMMISSIONER HENLEY asked if the sign includes the City's contact information. MR. WALKER believed the phone number for the Marshals was posted but he would have to verify.

In response to a question by CHAIR WHITE, MR. WALKER confirmed there was still a tree dedication program in place.

MR. WALKER continued his report by saying that select drinking fountains will be removed as the drinking fountains attract unsanitary activities. He will first be reviewing fountains that are standalone and will not eliminate the fountains within the dog parks, sports fields, and those associated with the restrooms. Fountains with French drains would be removed immediately as there is no return water credit for them.

CHAIR WHITE asked if there was an effort to make the reasons for the removal of the fountains publicly known. MR. WALKER replied that at the moment he is discretely removing the fountains. CHAIR WHITE suggested a public service announcement explaining why. MR. WALKER would look into this and would report back to the Commission.

COMMISSIONER GEBRE expressed her support of MR. WALKER eliminating the fountains.

COMMISSIONER McCURDY expressed his concerns regarding the Doolittle Park and the lack of sunshades in the baseball dugouts. He believed this to be unfair as the request has been made for the past four years and has not been addressed.

CHAIR WHITE asked COMMISSIONER McCURDY if he would like a report about the matter at the next meeting to which the Commissioner replied he would.

CHAIR WHITE thanked MR. WALKER for his report. COMMISSIONER HOWARD also thanked MR. WALKER regarding a recent inspection which she felt to be informative.

Utilizing Page 3, MR. WALKER explained the current and approved staffing positions for COMMISSIONER HENLEY. He expected to be down 12 full-time employees due to extenuating circumstances such as retirement and believed he would need to compensate for a total of 13-14 total lost full-time employee positions.

He explained that his parks crew is staged out of three yards stating that there was a crew staged out of Floyd Lamb Park, two crews staged out of the West Service Center, and one crew staged out of the East Service Center. There is a standing policy of a 30-minute lunch on site.

MR. WALKER stated that there were two labor-savings issues; one was to correct the Open Schools Open Doors joint use agreement which has contributed to MR. WALKER losing four full-time employees a year subsidizing school district maintenance. In working with the Office of the City Attorney, the agreement will be reconfigured so that the Department only provides maintenance for the parks the City uses. The second item is to review the bathrooms and whether or not all bathrooms should be open seven days a week. When this is completed next fall, staff will return to the Commission for its input. Determining which bathrooms the community would like to be closed Monday through Thursday will save another four full-time employee positions. COMMISSIONER HENLEY wondered if the City has considered going to unisex restrooms. MR. WALKER was unsure but such an option would be reviewed in addition to combination locks.

CHAIR WHITE thanked MR. WALKER for his report.

8. Reports by Commission members regarding parks issues and events within their respective Council Wards and at large – All Wards

Minutes:

COMMISSIONER BECKER stated that he attended the City of Las Vegas' Arbor Day celebration on April 25th at Ansan Sister City Park in Ward 2. At the celebration, the City of Las Vegas was able to accept its 27th consecutive Tree City USA award which the Commissioner accepted on behalf of the City. After which, second- and third-grade students and teachers from Walter Jacobson Elementary School joined the celebration to bury a time capsule. A new tree was also planted.

COMMISSIONER BECKER thanked JERRY WALKER, Director of Operations and Maintenance, and STEVEN GLIMP, Park Maintenance Manager, who also provided an update on all special projects in Ward 2 parks.

COMMISSIONER SCHULTZ stated that Sunday was Cinco de Mayo Celebration at Centennial Hills Park. In attendance were one dozen mariachi bands composed of middle and high school students. He passed around a photo for the Commissioners to view. Inspections were also held at Ward 6 parks and there was an emphasis put on Floyd Lamb Park and Centennial Hills Park. Lastly, COMMISSIONER SCHULTZ announced a senior citizens health fair would be held at the Centennial Hills Active Adult Center on May 15th.

9. Report by Maggie Plaster, Parks and Recreation Acting Director, regarding upcoming Department of Parks and Recreation activities – All Wards

Minutes:

MAGGIE PLASTER, Acting Parks and Recreation Director, informed the Commissioners of Helldorado which is one of the city's longest running events. The parade will be held on Saturday, May 11th at 10:00 a.m., and it begins at Gass Avenue and goes past the Fremont Street Experience. The rodeo will be held across from City Hall on Friday and Saturday from 5:00 p.m. to 7:00 p.m. The event will be free.

10. **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, come forward and give your name for the record. The amount of discussion on any single subject, as well as the amount of time any single speaker is allowed, may be limited.

Minutes:

KATHLEEN KAHR, Ward 3 resident, stated that she lives two homes away from Huntridge Circle Park and wanted to express her appreciation to staff who have heard the concerns of the residents.

COMMISSIONER HENLEY asked if MAGGIE PLASTER, Acting Director of Parks and Recreation, was comfortable with the changes proposed by JERRY WALKER, Director of Operations and Maintenance, regarding park maintenance. MS. PLASTER stated that MR. WALKER discussed his items with MS. PLASTER

and her team, who prioritized matters, prior to presenting them to Council. She noted that sports fields would not be impacted.

KELLY SCHWARZ, Sr. Management Analyst, confirmed for COMMISSIONER HENLEY the Commission will meet in June but not in July or August. The Commissioner asked if a CIP (Capital Improvement Program) update could be provided in June. MS. SCHWARZ took note of the request.

11. **Adjournment**

Minutes:

The meeting was adjourned at 5:02 p.m.

Respectfully submitted:

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Ashley Foster, Deputy City Clerk

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Maggie Plaster, Acting Parks and Recreation Director

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