



Parks and Recreation Advisory Commission Minutes

1. Call to Order and Roll Call

Minutes:

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

PRESENT: VICE CHAIR SCHULTZ and COMMISSIONERS McCURDY (excused until 4:10 p.m. and from 4:13 p.m. to 4:15 p.m.), BECKER, GEBRE, NEIGER, ASSELIN, HOWARD, KELLER (via teleconference), JOHNSON, MARTIN, and ZAMORA (via teleconference)

EXCUSED: CHAIR WHITE and COMMISSIONERS SHERMAN, ARMENIAN, and BRIARE

ALSO PRESENT: STEVE FORD, Director of Parks, Recreation and Cultural Affairs; TRAVIS BUELL, Deputy Parks and Recreation Director; KIM KLEIN, Administrative Secretary; TIMOTHY GESWEIN, Deputy City Attorney; and BRIAN CARROLL, 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 in accordance with the noticing standards as outlined in NRS 241.020: City Hall, 495 South Main Street, 1st Floor; The City of Las Vegas website – www.lasvegasnevada.gov; and The Nevada Public Notice website – notice.nv.gov.

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 October 4, 2022

Minutes:

VICE CHAIR SCHULTZ asked if a correction needed to be made for the City Council meeting dates on Page 3, Paragraph 4. He said that the minutes regarding park renaming in Ward 3 would be heard at the November 4th meeting, and it was actually heard at the October 19th meeting. DEPUTY CITY ATTORNEY TIMOTHY GESWEIN opined there was no reason to change the minutes, but he believed a postscript could be added. The Vice Chair confirmed with MR. GESWEIN that a note would be added to show the corrected meeting date.

Motion made by Richard Becker to Approve as amended

NOTE: Deputy City Attorney Timothy Geswein advised that a postscript would be made to the October 4, 2022 Minutes; however, it is not the policy of the City Clerk's Office to create postscripts and these remarks will be reflected in the December 6, 2022 Minutes.

Passed For: 9; Against: 0; Abstain: 0; Did Not Vote: 1; Excused: 5

For-Richard Becker, Elizabeth Gebre, Steven Neiger, Larry Schultz, Audrey Asselin, Melody Howard, Micaela Keller, Almendra Johnson, Russell Martin; Did Not Vote-Rudy Zamora; Excused-Lisa Sherman, Malcolm D. White, William McCurdy, Adroushan Armenian, Bob Briare;

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

Minutes:

LIEUTENANT JOHN GUILLEN, Department of Public Safety, provided statistics from the November Deputy City Marshals Report, a copy of which was submitted for the record. He read park arrest, citation, and calls for service statistics for each Ward from the report, totaling 71 arrests and citations and 142 calls for service. He noted the most common arrests were lodging without consent and park violations for Ward 1, park violations and bench warrants for Ward 3, park violations and warrants for Ward 4, and park violations and assault and batteries for Ward 5. Further, there were no arrests or citations in Ward 6. MR. GUILLEN advised that they participated in a prescription turn-in event at Veterans Memorial Leisure Center.

VICE CHAIR SCHULTZ thanked MR. GUILLEN for the report.

6. Report by Steve Glimp, Park Maintenance Manager, regarding park maintenance updates – All Wards

Minutes:

STEVE GLIMP, Park Maintenance Manager, utilized a PowerPoint presentation, a copy of which was submitted for the record, to provide an update on park projects. He reported that a landscape architect had been hired to design innovative new playgrounds for older parks without soft playground surfacing, and he noted the first round would include the Butterfly playground at Centennial Hills Park. VICE CHAIR SCHULTZ confirmed with MR. GLIMP that the playground designs would be completed by an outside contractor, and the first eight designs would be completed within three to four months. The Vice Chair asked if a chart with the timeline for design, construction, and completion phases could be provided to the Commissioners. MR. GLIMP advised that timelines were created after funding was acquired, and the request was premature for these playgrounds. VICE CHAIR SCHULTZ reported there was litigation a few years ago against a homeowners association regarding a playground not being maintained that resulted in injury. He asked how the City assured playgrounds were maintained for safety. MR. GLIMP said every playground is inspected monthly by four certified playground safety and structure inspectors.

MR. GLIMP listed recently completed projects, which included photos from the presentation. The east playground at W. Wayne Bunker Family Park was replaced in partnership with FOX5 Make An Impact Foundation, Les Olson Company, Barclays, Southern Nevada Toyota Dealers, and others. There is a new shade structure at Freedom Park, and it is the largest shade structure at any City park. There were 25 trees planted at Polly Gonzalez Memorial Park by City staff members, 55 trees planted by volunteers around the soccer fields at Ed Fountain Park, and 12 trees planted at Firefighters Memorial Park by around 60 children from Las Vegas Day School. The large dog park at Centennial Hills Park has new benches, and sod was replaced for around three quarters of the area. Further, the playground was resurfaced and painted. The dog park at Children's Memorial Park was renovated with a new irrigation system, sod, and five or six declining trees were replaced with 20 new trees. The basketball courts were resurfaced at Douglas A. Selby Park, and painting was completed that included the bridge. A new fitness court was installed at Police Memorial Park, and that was part of a larger project including sizable turf reduction.

MR. GLIMP reported on projects in progress, which included a new hockey rink in partnership with the Las Vegas Golden Knights at Lorenzi Park. There will be boulder work and trees planted at Mike Morgan Park, and Flexi-Pave surfacing will be installed around the field's perimeter. Floyd Lamb Park's mountain bike track will be improved with berm ramps and bridges over different obstacles. MR. GLIMP advised that five or six fruit trees were part of the original Floyd Lamb Orchard, and 65 new fruit trees of 15 varieties will be planted as part of the orchard's restoration. The ball fields at Majestic Park will be upgraded with new bullpens, dugouts, and warm-up areas, and one of the ball fields will be converted to a championship field with a netted backstop.

MR. GLIMP said his field supervisor approached him in November about doing a service project. He reported that all of the trade staff, which include painters, plumbers, skilled trades helpers, and their supervisors

volunteered at Three Square to prepare 880 meals for children in Las Vegas. They discussed future opportunities for service with Three Square, and MR. GLIMP displayed photos from the presentation. VICE CHAIR SCHULTZ was pleased to see that, and he commended MR. GLIMP'S team.

COMMISSIONER GEBRE advised that the doggy bags were installed outside of the dog park's fence at Children's Memorial Park, and she asked if they could be installed inside the fence. MR. GLIMP said that was doable and he would work with staff. The Commissioner reported that she visited Historic Westside Legacy Park, and she complimented staff for cleaning the park.

VICE CHAIR SCHULTZ clarified with MR. GLIMP that the projects in progress were worked on by a mix of City staff members and outside contractors. MR. GLIMP advised that larger projects were contracted out so staff could focus on day-to-day maintenance. The Vice Chair thanked MR. GLIMP for the report.

7. Presentation by Parks and Recreation staff regarding sports field allocation – All Wards

Minutes:

TRAVIS BUELL, Deputy Parks and Recreation Director, reported that questions were asked regarding the field allocation process at the October Commission meeting. He introduced SANDY FOLEY, Recreation Supervisor, and ADAM SIQUEIROS, Recreation Coordinator, to explain the process, and they utilized a PowerPoint presentation, a copy of which was submitted for the record. MS. FOLEY advised that the Commissioners received a Sports Field Permitting Informational Packet, a copy of which was submitted for the record, and she noted staff was available to answer any questions via telephone or e-mail. She stated that there are two field allocation periods in the fall and the spring, and they process about 270 to 300 permits annually. An organization must run a league with a minimum of four teams in order to receive an allocation permit, and any returning users or anyone that requested an allocation permit will receive an e-mail when they can turn in their allocation request. MS. FOLEY listed field allocation fees and user responsibilities, which include the team list, a business license, and weekly light logs. She stressed the importance of light logs, noting income received does not cover costs to light the fields. She explained users that utilize the same fields over two allocation periods are granted historic rights, and they can request the same fields in subsequent seasons. Further, users are not allowed to sublet their fields to others.

VICE CHAIR SCHULTZ had toured fields in Wards 3 and 5 where trash was not cleaned up, and he asked how trash cleanup was enforced. MS. FOLEY advised that they ask users and staff to take time stamped pictures of any dirty fields, and they issue strikes. The first strike is a \$25 fee, the second strike is a \$50 fee, and users may lose their permit with a third strike. She said it can be difficult to enforce, since people may use unlocked fields and leave trash behind. The Vice Chair asked if City Marshals patrol fields for unauthorized use. MS. FOLEY clarified that they send reports to departments showing permitted field use, and marshals are able to see these reports. She noted they do not consider unauthorized field use to be an emergency, and marshals are often only called when someone does not relinquish a field to a permitted user.

COMMISSIONER McCURDY believed that Boulden Area Command's baseball team was having an issue with the field allocation process, and MS. FOLEY confirmed that they have a field allocation permit. The Commissioner expressed concern regarding the homeless population taking up park and field space, and he opined it was unfair to penalize teams if homeless people caused the problem. MS. FOLEY confirmed that was an issue with users across all parks, and MR. SIQUEIROS stressed the importance of time stamped pictures so they can identify the root of the problem.

MS. FOLEY compared sporting events to tournaments, noting organizers charge fees for participation. She listed user responsibilities and sporting event permit fees, noting that users are required to clean bathrooms due to the amount of people using them. She explained that the deposit fee is retained if an organizer cancels their reservation, and the concession fee allows vendors to be at an event. She defined a short-sided field as a field that is converted into multiple fields. Users can be granted historic rights after hosting a sporting event for two years. Users that do not meet the requirements for an allocation permit can be granted a short-term permit as long as they do not charge an entry fee. MS. FOLEY clarified that short-term permits cannot be booked beyond an allocation period, and she advised that fees are the same as the sporting event permit fees.

COMMISSIONER McCURDY believed people at Lubertha Johnson Park were using fields without a permit, and he asked if people would always need a short-term permit to use a field or basketball court. MS. FOLEY

clarified that some parks were non-programmable spaces and permits were not issued. She noted Bill Briare Park is a highly-programmed park that cannot be reserved, and she recommended users acquire a permit to ensure they are not kicked off a field. Further, permitted users are allowed to ask non-permitted users to leave their reserved field.

COMMISSIONER BECKER said there was a distinction between families using a field and organized teams using a field to avoid paying fees. He confirmed with MS. FOLEY that permitted users are required to submit weekly light logs to show which fields need to be lit. Lights are required to be turned on after sunset for safety, and the City uses a Musco system which provides that time. MS. FOLEY noted there is an after-hours phone number that users can call to extend or turn off lights. The Commissioner asked if someone other than the permitted user could get lights turned on. MS. FOLEY reported that the league administrator and authorized users can call, and staff answering the phone will confirm they are allowed to turn the lights on. Further, they are piloting technology that allows users to do it themselves. VICE CHAIR SCHULTZ clarified with MS. FOLEY that they were working on ways to allow authorized users to use their phones to turn on lights.

COMMISSIONER GEBRE advised that she attended a Japanese festival with crowded vendors at Sammy Davis Jr. Festival Plaza in Lorenzi Park, and she inquired about the capacity for the number of vendors. MS. FOLEY explained that they do not manage special events, and a permitted vendor list is vetted by the Business License Division. She noted a schematic with vendor locations is required for sporting events, and that is reviewed by City technicians for approval. The Commissioner verified with MR. SIQUEIROS that they did receive the vendor list and it was approved at the pre-event meeting. VICE CHAIR SCHULTZ asked what the enforcement mechanism was for users that deviated from the vendor list. MS. FOLEY explained that there is a pre- and post-permit process, and concerns are reviewed at weekly Parks and Ground Maintenance and Las Vegas Citywide Sports meetings. A post-event audit is conducted to ensure the number of fields used matches the permit, and the organizer's website is reviewed to ensure vendors shown match the approved vendor list. Further, she reported that an organizer's deposit could be retained to address concerns.

COMMISSIONER KELLER asked how many parks were non-programmable and when that is decided. MR. SIQUEIROS believed there are 86 programmable sports fields. STEVE FORD, Director of Parks, Recreation and Cultural Affairs, advised that the decision to program a park is made during the development phase. He said All-American Park and Rainbow Family Park have designed programmable sports fields, and Bill Briare Park has a large grass area that was not designed to be a programmed space. The Commissioner thanked MS. FOLEY for helping resolve a baseball field issue for a neighbor.

COMMISSIONER BECKER asked the City to explore allowing 15 minutes of field cleanup lighting, opining it was not an issue for the City of Henderson or Clark County. He said fields in Hawaii have vending machines where users can pay for field lighting, and he wondered if that was a feasible alternative to the after-hours phone line. Lastly, he thanked MS. FOLEY for the clarity she provided during a phone conversation they had regarding field allocations.

VICE CHAIR SCHULTZ clarified with MS. FOLEY that documents can be submitted online via e-mail, and the license agreements can be signed digitally. MS. FOLEY conceded that they use a lot of paper, and they are looking at ways to condense usage. The Vice Chair said that he served on the Neighborhood Partners Fund Board, and board members review data submitted by community organizations through ZoomGrants. He was impressed by the presentation, and he believed it demonstrated a high level of professionalism between MS. FOLEY and MR. SIQUEIROS. He confirmed with MS. FOLEY that she would e-mail the presentation to the Commissioners.

8. Report by Steve Ford, Director of Parks, Recreation and Cultural Affairs, regarding emerging issues related to activities of the Parks and Recreation Division – All Wards

Minutes:

STEVE FORD, Director of Parks, Recreation and Cultural Affairs, noted that he would like to address questions asked at the last Commission meeting. Firstly, they would be scheduling park inspections with Councilmembers after January 1, 2023. He was not sure when inspections would begin in Wards 4 and 6 since those wards had new Councilmembers. VICE CHAIR SCHULTZ confirmed with MR. FORD that they would do their best to inform Commissioners when inspections are scheduled. Secondly, MR. FORD advised that Commissioners were provided an organizational chart of the Department's management team. He did not provide the entire

organizational chart, since it is quite large with about 240 staff members. The Vice Chair believed it would have been helpful to show which staff member supported each active adult center. MR. FORD reported that each Recreation Supervisor supports four or five active adult centers, and they were not included due to lack of space. Further, VICE CHAIR SCHULTZ clarified with MR. FORD that the active adult centers would report to the vacant Recreation Manager position. Thirdly, MR. FORD reported that the popular Brain Health program with instructor KARMELLA BOGNOT, Nexus Program Director, at Centennial Hills Active Adult Center exceeded capacity, and an overview of the program was presented to staff at their coordinator meeting. The Director said he would report to the Commission if the program is expanded to other centers. Fourthly, MR. FORD reiterated the following department strategic goals presented at the August 8, 2022 Parks and Recreation Advisory Commission Meeting: increase attendance by at least 15 percent in community center programs through evaluation and targeted marketing; increase and develop working relationships with local pro and semi-pro sports teams and have at least four community events sponsored by a pro or semi-pro team; apply for and hopefully receive Outdoor Recreation Legacy Partnership (ORLP) or SNPLMA (Southern Nevada Public Land Management Act) funding for at least three projects in the next round of funding opportunities; develop maintenance plans for all City regional parks that are followed up by maintenance plans for the neighborhood and smaller pocket parks; and create a high-performing organization where people can be entrusted to do their best, feel fulfilled by their chosen career field, and exemplify the City's values of being Kind, Committed, and Smart. He advised that a six-month progress report would be presented at the February Commission meeting, and that the Vegas Golden Knights (VGK) were sponsoring the upcoming hockey rink at Lorenzi Park. VGK will help program the entry-level hockey rink to teach children roller hockey. Fifthly, DIRECTOR FORD said BRIAN CARROLL, Deputy City Clerk, brought to his attention that the Commission's bylaws state the Chair and Vice Chair shall be elected at the January Commission meeting. MR. FORD noted the seats were last elected at the February 2019 Commission meeting, and an item would be added to February's Commission meeting to elect those seats. Lastly, he asked Commissioners to confirm with staff prior to attending any event, stating that December's calendar of events was subject to change.

VICE CHAIR SCHULTZ asked if Commission leadership seats should be elected in January instead of February. MR. FORD clarified that there would not be a January Commission meeting due to the New Year Holiday. The Vice Chair noted that the November 2022 Commission meeting was not held, and he believed that Commissioners should be included when deciding Commission meeting frequency. Further, he asked other Commissioners to express their opinion. DEPUTY CITY ATTORNEY TIMOTHY GESWEIN opined that this item was not agendaized to discuss Commission meeting frequency. VICE CHAIR SCHULTZ said Commissioners had discussed meeting frequency in the past, and that it was within the scope of their meeting. MR. GESWEIN pointed out that this was against his recommendation, and that they may be in violation of Nevada Open Meeting Law. COMMISSIONER McCURDY suggested adding an item to February's Commission meeting to discuss meeting frequency, noting that legal counsel represents the City and the Commission. COMMISSIONER KELLER agreed with COMMISSIONER McCURDY'S suggestion, and with the Vice Chair's opinion that meeting cancellations should be discussed with the Commissioners. VICE CHAIR SCHULTZ said the rest of the Commissioners felt the same and he would follow their consensus.

VICE CHAIR SCHULTZ asked if an update on capital improvement projects would be presented at the February meeting, and MR. FORD stated that his report would include a brief overview of almost 30 projects. He utilized a PowerPoint presentation, a copy of which was submitted for the record, to provide the update broken down by ward.

Ward 1 – An online survey with over 100 community responses was completed regarding Ansan Sister City Park's upcoming renovation, and the Ward 1 Office will be consulted to determine which amenities and improvements will be made to the park. Charleston Heights Arts Center's theatre will undergo lighting and sound improvements. Upgrades to Cragin Park's soccer fields are about 50 percent designed, and the selection notice for \$5.8 million in SNPLMA funding should be received in January. There will be security enhancements and upgrades to the perimeter walls, parks, and playgrounds at Mirabelli Community Center and Howard Lieburn Senior Center. There will be a community meeting with the Ward 1 Office next week to discuss amenities for Oakey/Rancho Dog Park. Unused roller hockey rinks at Aloha Shores will be converted into four pickleball courts.

Ward 2 – A funding request to add up to 10 courts to Darling Tennis Center will be submitted to SNPLMA. The Regional Aquatic Center at Pavilion Pool was selected for SNPLMA funding, and the funding agreement should be received in January. Further, construction should begin in about one year.

Ward 3 – The Chuck Minker Sports Complex Master Plan has four concepts in development to renovate, renovate and add a gym, replace the facility, or replace the facility with a pure sporting complex. These concepts should be presented to the Ward 3 Office in December. The East Las Vegas Dog Park is being designed, and construction should begin within a year. A roof and air conditioning will be added to the Martinez and Hall Pool Lifeguard Building, and this is a priority for COUNCILWOMAN DIAZ. The shuffleboard courts at Justice Myron E. Leavitt and Jaycee Community Park are rarely used, and they will be replaced with four pickleball courts. Dog runs will be installed at Gary Reese Freedom Park through funding from the Ward 3 Office, and construction should be completed by early spring. ORLP funding requests to upgrade Stewart Place Park will be submitted in January and May, and upgrades will include a new restroom, redoing the playground and walking path, and adding lights. Arroyo Vista Park construction is delayed due to engineering challenges, and it should be opened by the summer. In response to VICE CHAIR SCHULTZ, MR. FORD clarified that engineering performed by an outside company was substandard, and the civil engineer responsible for the structure left the company. The Vice Chair confirmed with MR. FORD that their contract had a key personnel clause and termination for default provision, and these avenues were being pursued.

Ward 4 – The ball fields at Majestic Park are being upgraded. Funding for the Regional Pickleball Complex at W. Wayne Bunker Family Park was tentatively awarded by BLM (Bureau of Land Management), and they later denied a request to move the location to Grand Canyon Drive and Centennial Parkway near Centennial High School. A new SNPLMA funding request will need to be submitted if the project is not installed at W. Wayne Bunker Family Park, and COUNCILWOMAN ALLEN-PALENSKE will determine if the project moves forward. VICE CHAIR SCHULTZ clarified with MR. FORD that the relocation request was denied since SNPLMA rules prohibit moving a project after the location has been determined. MR. FORD advised that the Grand Canyon Drive location is a larger site, and the City leases two 40-acre parcels nearby.

Ward 5 – Architects are working on a master plan campus for Doolittle Complex at the direction of COUNCILMAN CREAR. MR. FORD listed several existing amenities at the complex, and he advised that the nearby library would be taken over by the City. The architectural firm responsible for upgrading Heers Park was purchased by a non-responsive firm, and the upgrade has been delayed. The contract will be terminated and a new architect will be hired. The SNPLMA submittal to add three courts to Lorenzi Park was denied, and the request will be resubmitted at a later funding round. Further, the Pro Shop is in bad shape, and MR. FORD hoped to replace it with a new building. Becker Tech Park is on track to be opened by early spring. The roller rink at Children's Memorial Park will be converted into four pickleball courts.

Ward 6 – The BMX Bike Park at Centennial Hills Park is being designed, and construction should begin in nine to 12 months. Twenty-five million dollars in SNPLMA funding was awarded for a portion of Northwest Regional Park that will include ball fields. The Pump Track at Floyd Lamb Park was constructed about 1.5 years ago, and a restroom and shade will be added. MR. FORD explained that the goal of a pump track is to travel around the track using momentum and without pedaling the bike. He said it is very popular, and VICE CHAIR SCHULTZ agreed. A restroom and bride and groom ready rooms will be installed near the hay barn at Floyd Lamb Park. MR. FORD expected the hay barn to be very popular for weddings, noting the facility will be available to rent.

MR. FORD reported that he met with Southern Nevada Pickleball Association's president-elect, noting there are not enough pickleball courts for approximately 2,200 association members. He believed that all pickleball courts discussed would be open by spring.

VICE CHAIR SCHULTZ was impressed with the presentation.

COMMISSIONER McCURDY said he was present when MR. FORD and COUNCILMAN CREAR visited the Doolittle Complex. He expressed concern that there was no indoor pool at the complex, and MR. FORD said that was on the agenda. The Commissioner advised that the Clark County School District (CCSD) planned to rebuild the nearby Matt Kelly Elementary School, and he wished they would collaborate with the City during the design phase. He noted \$12 million was planned for the Pavilion Pool, and he hoped Historic West Las Vegas would get similar amenities. Further, he asked that federal funding be acquired for Ward 5. MR. FORD reported that at least two representatives from CCSD have attended every design meeting regarding Doolittle Complex's master plan. He said the Pavilion Pool would be federally funded through SNPLMA, and he would look into future federal grant opportunities for the Commissioner's request.

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

Minutes:

COMMISSIONER BECKER announced that the Holiday Boat Parade will take place at 5:30 p.m. on December 10, 2022 at Lake Sahara North Park, located at 2900 Lake Mead Boulevard. COMMISSIONER MARTIN, COUNCILWOMAN SEAMAN, and himself will tour all Ward 2 parks in January. Lastly, he appreciated and thanked KIM KLEIN, Administrative Secretary, for her support, and he believed Commissioners working with her were in good hands.

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:

None.

11. **Adjournment**

Minutes:

The meeting was adjourned at 5:37 p.m.

Respectfully submitted:

Brian Carroll, Deputy City Clerk

Steve Ford
Director of Parks, Recreation and Cultural Affairs

THIS MEETING WAS PROPERLY NOTICED AND POSTED AT THE FOLLOWING LOCATIONS
IN ACCORDANCE WITH THE NOTICING STANDARDS AS OUTLINED IN NRS 241.020:

The City of Las Vegas website – www.lasvegasnevada.gov

The Nevada Public Notice website – notice.nv.gov

City Hall, 495 South Main Street, 1st Floor