

CARSON CITY PARKS AND RECREATION COMMISSION
Minutes of the February 5, 2013 Meeting

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A regular meeting of the Carson City Parks and Recreation Commission was scheduled for 5:30 p.m. on Tuesday, February 5, 2013, in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

PRESENT: Chairperson Sean Lehmann
Vice Chairperson Janice Brod
Commissioner Chuck Adams
Commissioner Joe Cacioppo
Commissioner Lee-Ann Keever
Commissioner Brett Long
Commissioner John McKenna

STAFF: Roger Moellendorf, Parks and Recreation Department Director
Tina Russom, Deputy District Attorney
Vern Krahn, Park Planner
Tamar Warren, Recording Secretary

NOTE: A recording of these proceedings, the Commission's agenda materials, and any written comments or documentation provided to the recording secretary during the meeting, are part of the public record. These materials are available for review, in the Clerk's Office, during regular business hours.

CALL TO ORDER (5:30:59) – Chairperson Lehmann called the meeting to order at 5:30 p.m.

ROLL CALL AND DETERMINATION OF QUORUM (5:31:08) – Roll was called; a quorum was present. Commissioner Curtis was absent.

CITIZEN COMMENTS (5:31:40) – Chairperson Lehmann entertained citizen comments. James Romero introduced himself and noted that he was a sophomore at Silver State Charter School. Mr. Romero presented a petition carrying 150 signatures, regarding activities for young persons. He recommended that the Mills Park skate park be extended, “re-lay the existing concrete” to repair cracks, and provide “a shelter to keep the snow and rain off the park so that the skaters and bikers can use the park throughout all seasons”. Mr. Romero explained that the activities would combat the obesity problem with children and would keep them from the juvenile system and away from drugs, by keeping them active. Chairperson Lehmann thanked Mr. Romero for being proactive and reminded him of a second skate park in the Silver Oak area. Mr. Moellendorf received clarification that Mr. Romero wished to agendaize the item, and Chairperson Lehmann suggested that the item be agendaized for a future meeting. Kevin (C.K. Baily) introduced himself and explained that the Carson City Fire Department had used Baily Pond for search and rescue training. Mr. Krahn noted that the packets contained informational photographs of the Fire Department's training.

1. ACTION ON APPROVAL OF MINUTES (5:37:56) – Chairperson Lehmann introduced the item. **Vice Chairperson Brod noted several amendments to the minutes of the December 4, 2012 and the January 2, 2013 meetings, and moved to approve the minutes as amended. The motion was seconded by Commissioner Adams. Motion carried 7-0.**

2. MODIFICATIONS TO THE AGENDA (5:40:10) – There were no modifications to the agenda.

3. STAFF UPDATES - DISCUSSION ONLY

A. INTRODUCTION OF THE NEW PARKS AND RECREATION COMMISSION MEMBERS: SUPERVISOR JOHN MCKENNA AND JOE CACIOPPO, SCHOOL DISTRICT LIAISON. (5:40:28) – Chairperson Lehmann introduced the item and welcomed Commissioners McKenna and Cacioppo to the Commission.

B. UPDATE REGARDING THE COMPLETION OF THE MULTI-USE PATH ALONG FAIRVIEW DRIVE BETWEEN SOUTH EDMONDS DRIVE AND THE 5TH STREET ROUND-A-BOUT. (5:40:59) – Chairperson Lehmann introduced the item. Mr. Krahn gave background on the project and invited Patrick Pittenger,

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Transportation Manager, to give an update. Mr. Pittenger referred to a PowerPoint presentation, incorporated into the record, noting that this was a “water line project” and therefore was paid for by the Utilities Department. He added that the City Manager had received favorable comments from the users of the path and stated that he was looking forward to future connections to this path. Mr. Krahn expressed his appreciation to the Public Works Department for building the trail. Commissioner Cacioppo inquired about a maintenance budget, and was informed that “we’ll deal with it as we get there”. Chairperson Lehmann entertained citizen comments. Mr. Baily called the project a “marvelous improvement”.

C. UPDATE REGARDING THE COMPLETION OF BICYCLE AND PEDESTRIAN IMPROVEMENTS ON ROOP STREET BETWEEN WINNIE LANE AND NORTHRIDGE DRIVE. (5:48:55) – Chairperson Lehmann introduced the item. Mr. Pittenger gave background on the project and noted that he had submitted this enhancement grant four years ago, and had received an additional grant for \$100,000 from the Railroad Museum, thus completing the project with 95 percent in federal funds. He presented photographs of the completed project via a PowerPoint presentation, which is incorporated into the record. Mr. Krahn noted the cooperation between the Public Works Department and the Parks and Recreation Department, calling it a “true missing link” to the Unified Master Plan and thanked Mr. Pittenger for contributing to the connectivity and safety of those using it. Chairperson Lehmann called it a “good project” and entertained citizen comments; however, none were forthcoming.

D. UPDATE REGARDING THE MULTI-USE ATHLETIC CENTER PROJECT. (5:55:47) – Chairperson Lehmann introduced the item. Mr. Moellendorf noted that the Public Works Department had been working on Request for Proposals (RFPs) for a Construction Manager at Risk (CMAR) project, to be used as the delivery system to develop and build the project. Mr. Moellendorf also showed the several elevations being considered, and noted that the project would be available for contractors at the end of February, once a construction manager was selected. He also shared the responsibilities of a construction manager with the Commission. Mr. Moellendorf indicated that he and Joel Dunn, Operations Manager, a School Board representative, and several representatives of the Boys and Girls Club had visited Caldwell, Idaho, at the invitation of Steve Neighbors from the Hop and Mae Adams Foundation. Mr. Moellendorf believed that the trip had provided a great learning experience to hear about projects that would have any applicability to Carson City. He also suggested that Chairperson Lehmann attend a future meeting. At the request of Chairperson Lehmann, Mr. Krahn detailed the project location and possible future expansions on the map shown on screen. Discussion ensued regarding construction budgets. Chairperson Lehmann was pleased to see that progress was being made. He also entertained citizen comments; however, none were forthcoming.

E. UPDATE ON STAFF’S PROGRESS TO LOCATE A SITE FOR A DISC GOLF COURSE. (6:14:34) – Chairperson Lehmann introduced the item. Mr. Moellendorf gave background on the proposal which had previously been made by Greg Swift regarding a disc golf course in Carson City. He also noted that John D Winters Centennial Park had originally been proposed; however, he suggested considering Carson River Park as an alternative location, which provided 35 undeveloped acres. He noted that hosting a small tournament with portable disc golf equipment might provide an idea of how well the location would work. Mr. Swift indicated that he was not aware of the planned tournament and believed other sites may be more suitable. However, he stated that his main objective was to have a disc golf site in Carson City to host tournaments. He suggested the area near the U.S. Geological Survey (USGS) site as more suitable. Mr. Moellendorf explained that the USGS site was Open Space property, designated for passive recreation only. Discussion ensued regarding other potential sites and their drawbacks. Mr. Krahn explained the selection and public input process. Chairperson Lehmann entertained citizen comments. Kyle Swift noted that the disc golf site in Dayton was still playable during the “really high river” two years ago.

4. MEETING ITEMS

A. FOR POSSIBLE ACTION: REGARDING AN IDEA TO HOST THE STATE FAIR IN CARSON CITY. (6:42:43) – Chairperson Lehmann introduced the item and noted that Commission Curtis had requested this item to be agendaized. Mr. Moellendorf explained that in a letter to the editor in the Nevada Appeal, incorporated into the record, Judge Robey Willis had suggested that Carson City host the State Fair. He added that in a Nevada Appeal poll, an overwhelming 71 percent of respondents had indicated that they were favorable to moving the State Fair to Carson City. Mr. Moellendorf noted that the current fairgrounds site was small and did not provide adequate parking. Commissioner

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Keever stated that she could not find online information regarding why the State Fair was held in Reno in the past. Mr. Moellendorf suggested having a County Fair at first. Commissioner McKenna advised receiving input from the Carson City Convention and Visitors' Bureau (CCCVB). Commissioner Long suggested starting with a County Fair. Chairperson Lehmann entertained citizen comments. Mr. Baily suggested looking into the two fairs held in Yerington.

B. FOR POSSIBLE ACTION: TO DELAY THE JOHN D WINTERS CENTENNIAL PARK SITE DEVELOPMENT PLAN PROCESS AND INSTEAD ENCOURAGE STAFF TO SEEK FUNDS TO IMPROVE EXISTING FACILITIES AND INFRASTRUCTURE IN THE PARK. (6:51:42) – Chairperson Lehmann introduced the item. Mr. Krahn gave background and presented a Staff Report, incorporated into the record, noting that a healthy discussion had occurred during the previous meeting. He indicated that this venue was responsible for generating over 57 percent of the economic sports tourism revenue, and that question 18 funds were used to maintain the facility, adding that the latest budget cuts had caused losing some of the operational and maintenance budget. Mr. Krahn indicated that Staff had been working on several grants to help with maintenance and improvement projects, and expressed concern over developing a Master Plan at this point. He also recommended delaying the Master Plan development for the time being. Mr. Moellendorf clarified that the funding available for improvements was also the funding available for developing a Master Plan, and suggested using the funds as matches for grants. Chairperson Lehmann received clarification on the improvements required to modernize the facility in order to compete with other communities vying for the tournament opportunities. Commissioner Keever stated that she had explored the park grounds and suggested moving the trail information from the Open Space web site to the park's web page. She also suggested making the golf course restaurant more accessible to nearby businesses and receptions to avoid lost revenue, noting that out of 14 advertising spaces on the sign board, only two were sold. Mr. Moellendorf indicated that the golf course and restaurant operations were contracted to a third party, and agreed that the shooting range may be a distraction to golfers. Chairperson Lehmann suggested that seeking funds should apply to all Parks and Recreation projects and not just to Centennial Park and Mr. Krahn confirmed that they were doing just that. Discussion ensued regarding tournament activities. Mr. Moellendorf confirmed that Sparks was one of their most prominent competitors for tournaments. **Commissioner Cacioppo moved to delay the John D. Winters Centennial Park development process and instead encourage Staff to seek funds to improve existing facilities and infrastructure in the park. The motion was seconded by Commissioner Long. Motion carried 7-0.**

C. DISCUSSION ONLY REGARDING THE BOARD OF SUPERVISORS "POLICIES AND PROCEDURES FOR BOARDS, COMMITTEES, AND COMMISSIONS." (7:07:53) – Chairperson Lehmann introduced the item. Mr. Moellendorf presented a Staff Report, incorporated into the record that highlighted sections that affected this Commission. Commissioner Long did not see a conflict with City employees serving on boards and commissions, noting that Vice Chairperson Brod had been an asset to this Commission. He also emphasized the lack of volunteers wanting to serve. Mr. Moellendorf noted that these policies had already been approved. Discussion ensued regarding communication records. Ms. Russom offered to find out whether text messages would be treated in the same manner as emails. Chairperson Lehmann received confirmation that Staff would generate the Commission's mission statement, and submit it to the Commission for approval. Discussion also ensued regarding term limits. Vice Chairperson Brod noted that she would "go along with what's decided"; however she disagreed that her presence on the Commission would pose a conflict. Commissioner McKenna offered to bring this concern to the attention of the Board of Supervisors. Commissioner Cacioppo received confirmation that Open Meeting Law training opportunities would be provided. Chairperson Lehmann entertained citizen comments. Mr. Baily noted that people experienced in City or State government such as Vice Chairperson Brod are uniquely qualified to serve on commissions. He stated that institutional knowledge was important. In response to a question by Commissioner McKenna, Mr. Baily suggested that any City employee, who did not serve on a commission with integrity and was disruptive, should be removed from a Commission. Mr. Krahn suggested appointing city employees to commissions not related to their employment. Mr. Baily thanked the Commission "for hearing me out" and praised it for its good work.

5. MEMBERS' ANNOUNCEMENTS AND REQUESTS FOR INFORMATION. (7:41:15) – Chairperson Lehmann introduced the item and announced that on the upcoming Saturday at 9 a.m. a trail run event would be held at Carson River Park for a 5K and a 10K run. Commission Brod noted that she had been contacted by Expedition Man, and she handed out brochures about the triathlon event.

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A. REPORT FROM SCHOOL BOARD LIAISON. (7:43:03) – Commissioner Cacioppo announced that as part of the School District’s community partnership approach, and to introduce post high-school graduation opportunities, relationships would be built within the community. He also announced the March 6, 2013 Eagle Valley Middle School Science and Technology Night, 5:30 p.m. until 7:00 p.m., and stated that the District had achieved a Race to the Top federal grant, the only district in Nevada to achieve the \$10 million grant. Mr. Moellendorf received confirmation that Carson City had received the highest score among all applicants. Commissioner Long announced that the First Tech Challenge robot competition would be held at Carson High School on February 23, 2013.

6. FUTURE AGENDA ITEMS (7:48:47) – Chairperson Lehmann introduced the item. It was agreed to agendize the skateboard park and the State Fair discussions. Mr. Krahn suggested discussing the aquatic trail conservation efforts and the upcoming transportation projects.

7. CITIZEN COMMENTS (7:52:47) – Chairperson Lehmann entertained citizen comments. Mr. Baily thanked Mr. Cacioppo for serving on the Board and he announced that he was “looking for a teacher, in a school, sixth grade to college level” to be certified to teach the National Fishing for the Schools Program, adding that he had funds for the program.

8. ACTION ON ADJOURNMENT (7:56:20) – Chairperson Lehmann entertained a motion to adjourn. **Vice Chairperson Brod moved to adjourn the meeting. The motion was seconded by Commissioner Kever. The meeting was adjourned at 7:57 p.m.**

The Minutes of the February 5, 2013 Parks and Recreation Commission meeting are so approved this 5th day of March, 2013.

SEAN LEHMANN, Chair