

**CARSON CITY PARKS AND RECREATION COMMISSION**  
**Minutes of the November 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, November 5, 2013, in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

**PRESENT:** Chairperson Sean Lehmann  
Vice Chairperson Janice Brod  
Commissioner Joe Cacioppo  
Commissioner Justin Colburn  
Commissioner Donna Curtis  
Commissioner Lee-Ann Keever  
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 (5:30:35)** – Chairperson Lehmann called the meeting to order at 5:30 p.m.

**ROLL CALL AND DETERMINATION OF QUORUM (5:30:42)** – Roll was called; a quorum was present. Commissioners Adams and Long were absent as excused

**CITIZEN COMMENTS (5:32:32)** – Chairperson Lehmann entertained citizen comments; however, none were forthcoming.

**1. ACTION ON APPROVAL OF MINUTES (5:31:55)** – It was agreed to approve the September meeting minutes at a later date because they were not included in the Commissioners' packets.

**2. MODIFICATIONS TO THE AGENDA (5:32:38)** – There were no modifications to the agenda.

**3. MEETING ITEMS**

**A. DISCUSSION ONLY ON THE FLINT DRIVE DISC GOLF COURSE ON-SITE DESIGN. (5:32:50)** – Chairperson Lehmann introduced the item. Mr. Krahn gave background and presented the agenda materials, which are incorporated into the record. Chairperson Lehmann inquired about the use of the model airpark parking lot and Mr. Krahn noted that Staff was discouraging the use of those facilities as some of them were not open to the public year round. Commissioner Keever was informed that the course use would be "free and open to the public". Chairperson Lehmann entertained public comments. Dave Wiley introduced himself and noted his approval of the project, adding that the landfill was not visible from the proposed disc golf course and that the terrain was well-suited for disc golf. Mr. Krahn noted that due to budget cuts, the City would not be able to dedicate resources, other than design and layout assistance, and that the course would be built by funds raised by the advocates. Mr. Wiley informed Chairperson Lehmann that he had made two phone calls and had received donations for five baskets. Discussion ensued regarding fund-raising to build a parking lot and public restrooms. Mr. Wiley also believed that tournament fees would be applied to course improvement projects. Mr. Krahn indicated that area clearance work would not start until the fall and suggested raising the funds prior to that timeframe.

**B. DISCUSSION ONLY REGARDING THE KINGS CANYON TO ASH CANYON TRAIL PROJECT. (5:59:14)** – Chairperson Lehmann introduced the item. Mr. Moellendorf presented the agenda materials which are incorporated into the record. Chas Macquarie introduced himself, Anne Macquarie, and Oliver Lieder of Muscle Powered. He also gave background on Muscle Powered and updated the Commission on the Kings Canyon to

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Ash Canyon Trail and acknowledged the leadership of Jeff Potter. Mr. Lieder showed photographs of the completed portion of the trail and thanked Juan Guzman, Open Space Manager, and Mark Kimbrough for their assistance with the property owners. He also noted that Muscle Powered volunteers completed over 2,700 work hours this year and built 1.25 miles of trail in West Carson and .25 miles near Morgan Mill. Mr. Macquarie stressed the importance of volunteers and stated that he was pleased with the relationship they had built with the Department of Parks and Recreation. He noted that connecting to Hobart Reservoir and continuing the mid-level trail from Ash Canyon to Hobart Road were two priorities for the near future. He also shared information regarding future trails connecting to Lyon and Douglas counties. Chairperson Lehmann was informed that the entire loop near Western Nevada College would be 24 miles long. Commissioner Curtis and Vice Chairperson Brod commended Muscle Powered and the volunteers for their “tremendous work” and for “making such a difference”. Chairperson Lehmann thanked Muscle Powered and entertained public comments; however, none were forthcoming.

**C. FOR POSSIBLE ACTION: TO MAKE RECOMMENDATIONS TO THE BOARD OF SUPERVISORS ON ACTIVITIES TO RECOGNIZE VOLUNTEERS AND THEIR WORK.** (6:25:07) – Chairperson Lehmann introduced the item. Mr. Moellendorf presented the agenda materials and suggested a recommendation to the Board of Supervisors to recognize Carson City volunteers and their work through three different levels: Awards, Events, and Rewards. Commissioner Curtis suggested recognizing volunteers by having a Holiday Party for Staff and Volunteers to thank them. Commissioner McKenna suggested providing T-shirts to volunteers. **Vice Chairperson Brod moved to recommend to the Board of Supervisors activities to recognize volunteers and their work. The motion was seconded by Commissioner Cacioppo. Motion carried 7-0.**

**D. DISCUSSION ONLY REGARDING THE RECIPIENTS FOR THE FOUNDATION FOR THE BETTERMENT OF CARSON CITY PARKS AND RECREATION AWARDS.** (6:34:50) – Chairperson Lehmann introduced the item. Mr. Moellendorf presented the agenda materials which included announcing the recipients of the Foundation for the Betterment of Parks and Recreation awards. He noted that the Volunteer of the Year was Richard Tieben; the Volunteer of the Years was Scott Tully; “Let them Be Kids” was the Organization of the Year; and Resource Concepts, Inc. was the Business of the year. Commissioner McKenna suggested promoting the Foundation for the Betterment of Carson City Parks and Recreation to encourage donations. Commissioner Curtis noted that absence of award recipients in tonight’s meeting and wondered whether they had been notified or not.

**4. STAFF UPDATES – DISCUSSION ONLY**

**A. UPDATE REGARDING THE NEW DIGITAL SIGN AT THE COMMUNITY CENTER.** (6:44:40) – Chairperson Lehmann introduced the item. Mr. Moellendorf updated the Commission on the new sign in front of the Community Center and referred to the Nevada Appeal article in the agenda packets. In response to a question by Chairperson Lehmann, Mr. Moellendorf noted that the sign was under the jurisdiction of the Parks and Recreation Department, adding that due to a signed ordinance, off-site advertising could not be sold, and the sign could only be used for Community Center events advertising and for public service announcements. Commissioner Cacioppo suggested using the sign to thank certain volunteers and organizations.

**5. MEMBERS’ ANNOUNCEMENTS AND REQUESTS FOR INFORMATION.** (6:48:10) – Chairperson Lehmann introduced the item. Commissioner Curtis requested an update on upcoming projects and the status of the Master Plan implementation. Mr. Moellendorf suggested doing a summary of the Master Plan also for the benefit of the new commissioners. He also clarified for Chairperson Lehmann that several commissioners’ terms ended after the next meeting and that the City Manager’s Office would be advertising for the open positions. Mr. Moellendorf also explained that per the bylaws, should both the Chair and Vice Chairs positions become vacant, an interim chair would be elected by a consensus of the commissioners.

**A. REPORT FROM SCHOOL BOARD LIAISON.** (6:55:48) – Commissioner Cacioppo did not have anything to report.

**6. FUTURE AGENDA ITEMS** (6:55:52) – Included in the agenda packets and previously discussed.

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**7. PUBLIC COMMENTS (6:56:02)** – Chairperson Lehmann entertained citizen comments; however, none were forthcoming.

**8. ACTION ON ADJOURNMENT (6:56:28)** – Chairperson Lehmann entertained a motion to adjourn. **Commissioner Keever moved to adjourn the meeting. The motion was seconded by Commissioner Curtis. The meeting was adjourned at 6:56 p.m.**

The minutes of the November 5, 2013 Parks and Recreation Commission meeting are so approved this 4<sup>th</sup> day of February, 2014.

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**SEAN LEHMANN, Chair**