

# CARSON CITY PARKS AND RECREATION COMMISSION

## Minutes of the February 5, 2008 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, 2008 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

**PRESENT:** Chairperson Donna Curtis  
Vice Chairperson Pete Livermore  
Charles Adams  
Steve Lasco  
John McKenna  
Kathryn Shabi  
James Smolenski  
Todd Westergard

**STAFF:** Roger Moellendorf, Parks and Recreation Department Director  
Scott Fahrenbruch, Parks and Recreation Director of Operations  
Juan Guzman, Open Space / Property Manager  
Vern Krahn, Park Planner  
Joel Dunn, Recreation Program Manager  
Will Geddes, Senior Deputy District Attorney  
Kathleen King, 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 public record, on file in the Clerk-Recorder's Office. These materials are available for review during regular business hours.

**CALL TO ORDER AND DETERMINATION OF QUORUM (5:32:01)** - Chairperson Curtis called the meeting to order at 5:32 p.m. Roll was called; a quorum was present. Commissioner Keeton was absent. Commissioner Lasco arrived at 5:35 p.m.

**CITIZEN COMMENTS ON NON-AGENDIZED ITEMS (5:32:33)** - None.

**1. ACTION ON APPROVAL OF MINUTES - January 2, 2008 (5:32:43)** - Commissioner Westergard moved to approve the minutes. Vice Chairperson Livermore seconded the motion. Motion carried 7-0.

**2. MODIFICATIONS TO THE AGENDA (5:33:07)** - None.

**3. STAFF UPDATES:**

**3-A. UPDATE REGARDING THE SUNDAY CLOSURES OF THE AQUATIC FACILITY THROUGH MARCH 2008 (5:33:16)** - Chairperson Curtis introduced this item. Mr. Moellendorf reviewed the January 25<sup>th</sup> memo from Aquatic Facility Operations Manager Kurt Meyer, copies of which were distributed to the commissioners and staff prior to the meeting. Mr. Moellendorf advised that increased Saturday usage seems to be one effect of the Sunday closures. He further advised of having received two complaints regarding the Sunday closures. He expressed support for extending the Sunday closures through the month of March. He acknowledged that a full-time life guard position is currently

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vacant. [Commissioner Lasco arrived at 5:35 p.m.] Mr. Moellendorf acknowledged the intent to continue the routine of closing the aquatic facility November through March in the future.

**3-B. UPDATE REGARDING NEIGHBORHOOD MEETINGS AND STATUS OF PARK TERRACE SOCCER FIELD PROPOSAL (5:35:55)** - Chairperson Curtis introduced this item. Mr. Fahrenbruch provided background information, and advised of having scheduled a neighborhood meeting for Wednesday, January 9<sup>th</sup> at Empire Elementary School. Detailed notices were provided to over thirty residences surrounding Park Terrace Park; however, no residents attended the meeting. Mr. Fahrenbruch advised that only Parks and Recreation Department staff and Sierra Nevada Soccer Club members were in attendance at the meeting. Mr. Fahrenbruch expressed the hope that the lack of attendance is an indication of no opposition to the soccer field proposal. In response to a question, he advised that the only staff time expended to date was to present the initial item to the commission and to notice the neighborhood. He further advised that Sierra Nevada Soccer Club President Dan Bowler has been informed staff will expend no further time until there is some evidence that development of the soccer fields will actually come to fruition. Mr. Bowler has also been informed of the responsibility to acquire the funding for the entire design phase of the project, as well as to completely replace the park's irrigation system. Mr. Fahrenbruch noted that "between the design costs and construction costs, it's going to be a considerable amount of money." He advised Mr. Bowler is confident he will be able to acquire the necessary funding. "If we see some progress to where it may be a reality, then we'll bring it back to the commission." Chairperson Curtis thanked Mr. Fahrenbruch for his presentation.

**3-C. UPDATE REGARDING THE CITY'S PLANNED INSTALLATION OF WELL SITE 56, LOCATED ALONG THE EMPIRE RANCH TRAIL (5:39:05)** - Chairperson Curtis introduced this item. Mr. Krahn provided background information and an overview of the pertinent agenda materials. In response to a question, he reviewed possible access routes to the well construction site. In response to a further question, he referred to the January 22, 2008 memo, included in the agenda materials, from Parks and Recreation Director Roger Moellendorf in which he requests that the Empire Ranch Trail be restored to "equal or better condition." after construction. Commissioner McKenna suggested including an extension of the Riverview Park trail all the way up to Morgan Mill Road. Mr. Krahn advised that, as a part of the master plan amendment, Vidler Water Company, Inc. ("Vidler") is proposing to connect the Riverview trails to the Empire Ranch Trail. In response to a further question, he advised that Vidler has been working with Empire Ranch Golf Course representatives on access to the well construction site. Mr. Krahn advised that, as part of the special use permit conditions of approval, the Empire Ranch Trail is to remain open, as much as possible, during the construction period. In response to a question referencing the vicinity map included in the agenda materials, Mr. Krahn provided historic information on the subject parcel. He summarized the Parks and Recreation Department conditions of approval, as outlined in the January 22, 2008 memo.

Mr. Krahn acknowledged that the Andersen Ranch has been designated as open space property. In response to a question, Mr. Guzman pointed out the Andersen Ranch, the Silver Saddle Ranch, and the Riverview Park properties on a displayed map. He advised that each of these properties is irrigated with water from the Mexican Ditch under assigned water rights. When the Silver Saddle Ranch was purchased by the Bureau of Land Management, Carson City converted the water rights into quasi-municipal use. The City pays the utility for water to irrigate the ranch. The funding is allocated from the Open Space Program budget, subsidized by an agreement with a hay farmer. Water rights from the Andersen Ranch will be sold to Vidler in a process that could take as little as two years, but will most likely take a substantial amount

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of time. Until the water rights are sold, the water will continue to be used to irrigate the Andersen and Jarrard properties. Once the water rights are sold, the utility will provide irrigation to the site. Mr. Guzman explained the proposal to use effluent irrigation.

Mr. Krahn acknowledged that the Board of Supervisors took action, on December 20, 2007, to authorize the Mayor to sign an improvement agreement between the City and Vidler. The Planning Commission considered the project from the design standpoint, and approved it at their January 30<sup>th</sup> meeting. The building permit is the next step in moving the project forward. In response to a question, Mr. Guzman advised that the Andersen Ranch water rights were estimated at \$15 to \$30 million. Mr. Moellendorf advised that 50 acre feet of water rights will be reserved for Carson City from the Vidler well site, separate from the Andersen Ranch. Mr. Guzman expressed understanding for concerns expressed by Commissioner Westergard in that “many of these deals ... will get really complicated” with environmental, recreation, and land use aspects. Each involved City division or advisory committee will be assigned pertinent subjects in order to ensure effective communication. Commissioner Westergard thanked Mr. Guzman and Mr. Krahn for answering his questions. He expressed concern over Carson City entering into deals to convey water to Lyon County. Chairperson Curtis introduced Mr. Guzman to the new commissioners.

**3-D. UPDATE REGARDING VIDLER WATER COMPANY’S DONATION LETTER FOR MORGAN MILL ROAD RIVER ACCESS AREA, PHASE 1 PROJECT (5:55:24)** - Chairperson Curtis introduced this item. Mr. Krahn provided background information, and an overview of the January 22, 2008 letter from Vidler Water Company, Inc. (“Vidler”) Vice President of Project Engineering David Merrill, copies of which were included in the agenda materials. He acknowledged the \$50,000 donation is in addition to the commitment that the Empire Ranch Trail will be restored to an equal or better condition following construction of well site 56. Commissioner Westergard clarified that his earlier comments were in no way meant to criticize Vidler. He expressed appreciation for their generosity.

**3-E. UPDATE ON THE FINAL CARSON RIVER AQUATIC TRAIL MAP AND LOGO (5:57:23)** - Chairperson Curtis introduced this item. Mr. Krahn provided background information on the Carson River Aquatic Trail Plan, and described the trail route in conjunction with the map included in the agenda materials. He discussed the involvement of city, state, and adjacent county officials in development of the aquatic trail and the map. He advised that the Carson City Convention and Visitors Bureau provided funding for publication of the map, and that it is ready to be printed. He anticipates the map will be produced within the next week, “ready for the 2008 river rafting season.” He referred to the Carson River Aquatic Trail logo which was also included in the agenda materials, and provided background information on its development. Vice Chairperson Livermore anticipates a better rafting season this year. At his request, Mr. Krahn provided information on an upcoming raft trip scheduled for Saturday, May 3<sup>rd</sup>. He invited the commissioners’ participation, and advised that invitations will also be extended to the Open Space Advisory Committee, the Carson River Advisory Committee, and the Planning Commission. He responded to questions regarding facilitation of the raft trip. In response to a further question, he reviewed the purpose and use of the Carson River Aquatic Trail as a regional recreation resource. Vice Chairperson Livermore reviewed amenities included in the long-term design of the Aquatic Trail. In response to a question, Mr. Krahn explained the reasons Lyon County is not interested in extending the Aquatic Trail past the Santa Maria Ranch. Chairperson Curtis thanked Mr. Krahn for his presentation.

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**3-F. FOOTBALL CHAMPIONSHIP** (6:08:55) - Mr. Moellendorf reported on the women's football championship held last Saturday, February 2<sup>nd</sup> in the Community Center gymnasium. He commended Mr. Dunn and his staff on the excellent program. He advised of another round of championship games scheduled for Sunday, February 10<sup>th</sup> for the men. The men's veterans championship is scheduled for the following Sunday, February 17<sup>th</sup>. He encouraged the commissioners' attendance.

**3-G. PARK TOUR** (6:10:15) - Mr. Moellendorf advised that an itinerary for the Saturday, February 9<sup>th</sup> park tour would be e-mailed to the commissioners. He reviewed the tentative itinerary.

**3-H. STRATEGIC PLANNING WORKSHOP** (6:10:50) - Mr. Moellendorf reminded the commissioners of the Saturday, February 23<sup>rd</sup> workshop, and advised that additional information would be provided to the commissioners.

#### **4. NON ACTION ITEMS:**

**4-A. DISCUSSION ONLY REGARDING A REQUEST BY KYLE HORVATH TO BUILD A DISC GOLF COURSE** (6:11:25) - Chairperson Curtis introduced this item. Mr. Moellendorf reviewed the staff report and the pertinent agenda materials. Kyle Horvath circulated discs among the commissioners, reviewed the benefits of disc golf and information included in the agenda materials. He discussed volunteer opportunities associated with disc golf. He suggested the possibility of offering business sponsorships to offset the cost of developing the course, and reviewed various ways to recover costs. In response to a question, he reviewed possible locations for a disc golf course, and expressed a preference for the area behind the Centennial Park tennis courts. He reviewed benefits of the suggested location, including an established access, nearby parking, the multi-use nature of Centennial Park. He acknowledged the need to have the course professionally designed, and discussed the importance of collaboration with area course designers, the commissioners, and the general public. He reviewed design elements, as outlined in the agenda materials. He discussed methods by which to vary a course based on pin or tee box placement. He emphasized the importance of professional design. In response to a question, he provided background information on area courses. He advised of having been informed by course designers in the area of their interest in assisting to design a course in Carson City. In response to a further question, he expressed a preference to develop an 18-hole course rather than a nine-hole course.

Commissioner Lasco advised that disc golf is "a fraction of the cost of stick-and-ball golf." In addition, disc golf can be played in a very wooded, hilly, non-linear land area. In response to a question, Mr. Horvath advised he is neither employed by nor affiliated with Innova or the PDGA. He discussed promoting disc golf as a school activity, at the Senior Citizens Center, and throughout the entire community. He suggested the possibility of installing practice targets at the Boys and Girls Clubs and at the schools. In response to a question, Mr. Horvath agreed to convey the commission's interest in developing a course to the people who encouraged him to present the idea. He offered to sponsor a tee. Vice Chairperson Livermore expressed the hope that Mr. Horvath was offering to raise funding for development of the course rather than expecting the City to allocate the funding.

In response to a question, Mr. Moellendorf could see no "down side" to disc golf. One benefit is that land which is not currently used could easily be converted to a disc golf course. If funding could be raised, he agreed that the area near Centennial Park would make a good disc golf course site. He offered the assistance of the Parks Department to work with any group in raising funding, designing, and installing a

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disc golf course. He noted the similarity of Mr. Horvath's proposal with that of Sierra Nevada Soccer Club President Dan Bowler, and reiterated staff's willingness to work with Mr. Horvath. Chairperson Curtis suggested that Mr. Horvath submit a residential construction tax application. Mr. Horvath responded to questions regarding his handicap and disc golf par. Chairperson Curtis thanked Mr. Horvath for his attendance and presentation.

**4-B. DISCUSSION AND UPDATE ONLY REGARDING VIDLER WATER COMPANY'S PROPOSED MASTER PLAN AMENDMENT CHANGE OF LAND USE AND ZONING MAP AMENDMENTS ON THE HELLS BELLS ROAD PROPERTY LOCATED NORTH OF RIVERVIEW PARK AND SOUTH OF THE EMPIRE RANCH TRAIL, ON ASSESSOR'S PARCEL NUMBERS 010-581-05, 010-581-06, AND 010-582-06 (6:36:46)** - Chairperson Curtis introduced this item, and expressed the hope that staff would provide an overview of recreational trails and facilities along the Carson River.

Mr. Guzman oriented the commissioners to the subject area using a displayed aerial photograph. Due to a fire alarm, Chairperson Curtis recessed the meeting at 6:39 p.m. The meeting was reconvened at 6:50 p.m. Commissioner Smolenski had left the meeting; a quorum was still present. Mr. Guzman continued reviewing the displayed aerial photograph. He provided an overview of the City's participation in development of the federal lands bill, and pointed out the properties the City has designated for potential acquisition. He discussed a planning activity, being developed by City representatives, the Friends of Silver Saddle Ranch, and the Bureau of Land Management, to sponsor a design charrette at the end of May. Discussion will include land management from the City's perspective. Mr. Guzman noted the importance of partnerships with the Bureau of Land Management, the Friends of Silver Saddle Ranch, the Utilities Division, the Nevada Division of Environmental Protection, The Nature Conservancy, staff of the state's congressional delegation, the Board of Supervisors, and this commission.

Mr. Guzman oriented the commissioners to the parcels which are the subject of this agenda item using a different aerial photograph. He reviewed the staff report pertinent to this agenda item, and a displayed map of the subject area. He reviewed existing improvements which will be removed by Vidler in conjunction with the proposed development of four parcels. The net result of the master plan amendment and change of land use will be two additional houses. The net benefit to Carson City will be the donation of 37 acres of open space property and the well. Mr. Guzman pointed out an area designated as a flood way, the significance of which he explained.

In response to a question, Mr. Guzman advised that Planning Division Director Walter Sullivan developed an ordinance providing for cluster development. Planned unit developments also encourage clustering, which is difficult to implement in some cases. PUDs require private homeowners associations which developers don't usually care for because of difficulties associated with organization and management. Mr. Guzman explained the federal mandate for each county in every state to enact an ordinance to regulate flood zones. Primary flood zones are usually designated as "A". B flood zones are less hazardous and C flood zones are designated as areas of minimal flooding. Most of Carson City is designated A and B flood zones. The subject corridor, in addition to having those designations, is designated as a flood way which is defined as an area set aside through which water will flow. The development code discourages construction within a flood way. Regulations for an A flood zone provide for development with specific mitigation measures. A portion of the subject four parcels will remain within the primary flood zone, but none will be within the flood way. Mr. Guzman noted the interests of the City and other agencies and

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organizations to preserve flood ways and flood zones. The Nature Conservancy is also very interested in preserving flood ways and flood zones because of wildlife habitat. Mr. Guzman noted that Douglas County has a flood zone which is miles wide. "Governments are always trying to reach a balance between what is permissible and what is not." Mr. Guzman noted that Carson City has been very proactive in developing programs to preserve most of the flood zones adjacent to the Carson River.

In response to a question, Mr. Guzman advised that the subject item will be presented to the Planning Commission at their February 27<sup>th</sup> meeting. In addition to the subject item, a parcel map and a special use permit application will be presented for development of the well. This will provide three to four additional opportunities for public comment. The master plan amendment and change of land use will be heard twice by the Board of Supervisors, on first and second reading. Chairperson Curtis expressed appreciation that this item had been agendaized. She advised of having overlooked the possibility of this commission taking action on this item. Mr. Guzman explained that master plan amendments and changes of land use are not subject to conditions of approval such as requiring construction of recreation amenities. Mr. Krahn advised that the subject item will also be presented to the Carson River Advisory Committee. He offered to include in the Planning Commission and Board of Supervisors staff reports concerns expressed from a recreational standpoint.

Commissioner McKenna expressed support for acquiring the land from Vidler and for it to be designated as park property. He requested construction of a trail to the west toward the Moffat open space property across the Mexican Ditch and north all the way to Morgan Mill Road. Mr. Krahn explained the specification, in the unified pathways master plan element, to connect the Riverview Park trails and the Empire Ranch Trail. Staff has proposed to allow the developer to access Riverview Park property, "connect into the trail, and we'll have to decide where, go across their property, and ... a low flow crossing through Eagle Valley Creek." Mr. Guzman pointed out the Moffat open space property, private property, the Vidler parcel, and the subject parcels on a displayed map. He advised that Vidler has already agreed to connect the trails. He pointed out and described the trail route described by Commissioner McKenna in conjunction with the specifications of the unified pathways master plan element. Discussion took place regarding flood issues in the area. Chairperson Curtis entertained additional commissioner or public comments; however, none were forthcoming. She thanked Mr. Guzman and Mr. Krahn for their presentations, and expressed excitement over the trail connection. Mr. Krahn commented on the opportunistic nature of open space acquisition and trail development.

#### **5. ACTION ITEMS:**

##### **5-A. ACTION TO RECOMMEND TO THE BOARD OF SUPERVISORS APPROVAL OF DRAFT RULES AND REGULATIONS GOVERNING MOBILE OPERATION IN PARKS (7:19:21)**

- Chairperson Curtis introduced this item. Mr. Dunn welcomed the new commissioners and advised of having had the opportunity to work with many of them in the community over the years. He extended an apology from one of the Special Olympics basketball program participants for the inadvertent fire alarm. He provided background information on the subject item, and reviewed the staff report and attachments.

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Vice Chairperson Livermore commented on the photographs he had circulated among the commissioners, and provided background information on his participation in development of the recently-enacted ordinance. He commended Mr. Dunn on his efforts in developing the draft rules and regulations. He emphasized that the intent of the ordinance was never to eliminate vendors, but to limit their number and the conditions under which they conduct business.

Commissioner McKenna noted that the school district had no input “into this 30 percent requirement.” He expressed the opinion that “parks and rec is about parks and recreation. If there is a health aspect to this, it should come from the environmental health department and shouldn’t be part of the parks and rec to maintain a list of healthy foods, to regulate what a vendor sells ...” Commissioner McKenna suggested leaving the management of nutrition and diet to the health department and maintenance of grass and recreation facilities to the parks department. He expressed no objection to regulating concessionaires. With regard to including a percentage requirement for healthy foods, he inquired as to also including health department rules and regulations. He expressed concern over “taking over the health department’s job” rather than regulating the vendors and concessionaires. He expressed additional concern over the responsibility for maintaining the healthy choice products list. Mr. Moellendorf advised of having discussed concerns over regulating the healthy choice products list. He pointed out that the Parks and Recreation Department is one partner in the WE CAN program, together with other agencies and organizations, including the City’s Health and Human Services Department. He expressed appreciation for the concerns expressed over whether the Parks and Recreation Department should be involved in regulating the healthy choice products list. He noted the importance of helping to ensure consumption of healthy products and foods in the community. In response to a question, he advised the Parks and Recreation Department will enforce the healthy choice products list. He reiterated that the State Health Department and the City’s Health and Human Services Department provided input into development of the list as part of the WE CAN program. He explained that Parks and Recreation Department staff will ensure each menu list is made up of 30 percent healthy food choices. In response to a further question, he advised the entire ordinance will be enforced by the Parks and Recreation Department.

Mr. Dunn explained the vendor permitting process, the enforcement responsibilities of the Parks and Recreation Department, and the enforcement responsibilities of the Health and Human Services Department. Commissioner McKenna expressed appreciation for the motive behind the healthy food list. He read a portion of the same into the record, and suggested revising the language to indicate that the healthy choice food list will comply with the Health Department’s food list. Mr. Dunn explained the purpose behind outlining the process for vendors to add products to the healthy choice food list. He advised that Barbara Howe will decide the products to be listed on the healthy choice food list as an employee of the State Health Department. He expressed the belief that the Parks and Recreation Department needs to be involved in implementing the healthy choice food list. He advised that the ordinance will be implemented for all recreation program concessions, and that the Youth Sports Association will be requested to apply the same policies for their concessions. He offered to refine the language, and to provide the actual application at a future meeting. Commissioner McKenna expressed concern that the policy language has the potential for interfering with management of a small business. He reiterated the importance of having nutritionists regulate the healthy choice list. Discussion followed.

Mr. Geddes suggested considering the potential for a legal challenge in that regulating the type of foods and percentages of a certain variety exceed the scope of this commission’s authority. He advised that a rational relationship must be demonstrated between the regulation of 30 percent being healthy choice foods

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and the policy being advanced. He suggested deferring action until the matter could be researched. Chairperson Curtis agreed that the matter is more appropriately regulated by the Health and Human Services Department.

Commissioner Westergard commended Mr. Dunn on the agenda materials. In response to a question, Mr. Dunn explained the fee structure as outlined in the agenda materials. Commissioner Westergard noted that the fees would be new revenue and inquired as to their allocation. Mr. Moellendorf explained that parks and recreation fees are generally allocated to the City's general fund. Staff is working to identify a method to capture and retain fees for use in programs. In response to a further question, Mr. Moellendorf advised that fee allocation does not need to be included in the policy. In response to a question, Mr. Dunn explained the difference between an event and a program. He responded to additional questions regarding the fee structure and insurance requirements. In response to a further question, he reiterated the purpose of the draft rules and regulations. Vice Chairperson Livermore suggested defining "mobile vendor" and "concessionaire," and suggested additional revisions. Additional discussion took place regarding the mechanism of the policy. Mr. Moellendorf offered to continue the item in order to provide staff an opportunity to discuss regulation with the Health and Human Services Department. Chairperson Curtis encouraged revision to the existing language, as indicated by discussion.

Following additional discussion, **Commissioner McKenna moved to recommend Board of Supervisors approval of the draft rules and regulations governing mobile operations in parks. Commissioner Adams seconded the motion.** Vice Chairperson Livermore advised he would report to the Board of Supervisors the discussion regarding healthy choices. Chairperson Curtis encouraged staff to discuss the matter with health department staff. She called for a vote on the pending motion; **motion carried 7-0.**

**5-B. ACTION TO INTRODUCE AN AMENDMENT TO THE BYLAWS BY PROVIDING LANGUAGE THAT ALLOWS AN OFFICER OF THE COMMISSION TO RESIGN HIS / HER OFFICE (8:01:05)** - Chairperson Curtis introduced this item. Mr. Moellendorf reviewed the staff report. Mr. Geddes provided background information and read the proposed amendment language into the record. He responded to questions of clarification. Chairperson Curtis entertained a motion. **Commissioner McKenna moved to introduce the following amendment to the Parks and Recreation Commission Bylaws providing language that allows an officer of the commission to resign his or her office. Commissioner Lasco seconded the motion. Motion carried 7-0.** Chairperson Curtis thanked Mr. Geddes.

**5-C. ACTION TO ADOPT THE FOLLOWING AMENDMENTS TO THE PARKS AND RECREATION COMMISSION BYLAWS:**

**5-C-1. TO REDUCE THE FREQUENCY OF COMMISSION MEETINGS TO ONE MEETING PER MONTH; THE MEETINGS TO BE SCHEDULED THE FIRST TUESDAY OF EACH MONTH; and 5-C-2. TO PERMIT CANCELLATION AND RESCHEDULING OF ANY REGULAR MEETING IN ADVANCE BY MAJORITY VOTE OF THE COMMISSIONERS (8:08:38)** - Mr. Moellendorf introduced these items, and reviewed the staff report. Mr. Geddes provided background information and reviewed the proposed amendment language. Chairperson Curtis provided direction with regard to the recommended action, and entertained a motion. **Vice Chairperson Livermore moved to approve the following amendments to the Parks and Recreation Commission Bylaws: (1) to amend the bylaws by reducing the frequency of commission meetings to one meeting per month,**

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and that the regularly scheduled meetings shall be held on the first Tuesday of each month; and (2) to amend the bylaws to permit cancellation and rescheduling of any regular meeting in advance by majority vote of the commission. Commissioner McKenna seconded the motion. Following a brief discussion, Chairperson Curtis called for a vote on the pending motion; **motion carried 7-0.**

**5-D. ACTION TO SELECT TUESDAY, FEBRUARY 19, 2008 AS AN ADDITIONAL PARKS AND RECREATION COMMISSION MEETING (8:14:45)** - Chairperson Curtis introduced this item. Vice Chairperson Livermore so moved. Commissioner McKenna seconded the motion. **Motion carried 7-0.**

**6. COMMISSIONERS' ANNOUNCEMENTS AND REQUESTS FOR INFORMATION (8:15:10)** - In response to a question, Mr. Moellendorf advised that the draft memorandum of understanding between the City and the Boys and Girls Clubs will be provided to the commissioners in advance of the February 19<sup>th</sup> meeting at which it will be agendized. Chairperson Curtis noted the commission roster included in the agenda materials, and requested the commissioners to provide corrections to Parks Department staff. In response to a question, Mr. Moellendorf advised that Management Assistant Sharon Wood is in the process of updating the Parks and Recreation Commission website.

**7. FUTURE AGENDA ITEMS (8:19:40)** - In response to a comment, Mr. Moellendorf reviewed the tentative agenda for the March 4<sup>th</sup> commission meeting.

**8. ACTION ON ADJOURNMENT (8:20:41)** - Vice Chairperson Livermore moved to adjourn the meeting at 8:20 p.m. Commissioner Lasco seconded the motion. Motion carried 7-0.

The Minutes of the February 5, 2008 Carson City Parks and Recreation Commission meeting are so approved this 1<sup>st</sup> day of April, 2008.

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DONNA J. CURTIS, Chair