

**MINUTES**  
**Regular Meeting**  
**Carson City Parks and Recreation Commission**  
**Tuesday, January 7, 2014 ● 5:30 PM**  
**Community Center Sierra Room, 851 East William Street, Carson City, Nevada**

**Committee Members:**

<b>Chair – Sean Lehmann</b>	<b>Vice Chair – Janice Brod</b>
<b>Commissioner – Chuck Adams</b>	<b>Commissioner – Joe Cacioppo</b>
<b>Commissioner – Justin Colburn</b>	<b>Commissioner – Donna Curtis</b>
<b>Commissioner – Lee-Ann Keever</b>	<b>Commissioner – Brett Long</b>
<b>Commissioner John McKenna</b>	

**Staff:**

Roger Moellendorf – Parks and Recreation Department Director  
Tina Russom, Chief Deputy District Attorney  
Vern Krahn, Park Planner  
Tamar Warren, Deputy Clerk/Recording Secretary

**NOTE:** A recording of these proceedings, the board’s agenda materials, and any written comments or documentation provided to the recording secretary during the meeting are public record. These materials are on file in the Clerk-Recorder’s Office, and available for review during regular business hours.

**CALL TO ORDER (5:32:40)** – Chairperson Lehmann called the meeting to order at 5:32 p.m.

**ROLL CALL AND DETERMINATION OF QUORUM (5:32:58)** – A quorum was present.

Attendee Name	Status	Arrived
Sean Lehmann	Present	
Janice Brod	Absent	
Chuck Adams	Present	
Joe Cacioppo	Present	
Justin Colburn	Present	
Donna Curtis	Absent	
Lee-Ann Keever	Present	
Brett Long	Present	
John McKenna	Present	

**1. ACTION ON APPROVAL OF MINUTES**

(5:33:40) – **MOTION: The Parks and Recreation Commission approves the minutes of the November 5, 2013 and the December 3, 2013 meetings as written.**

<b>RESULT:</b>	<b>APPROVED (7-0-0)</b>
<b>MOVER:</b>	Keever
<b>SECONDER:</b>	Cacioppo
<b>AYES:</b>	Lehmann, Long, Adams, Cacioppo, Colburn, Keever, McKenna
<b>NAYES:</b>	None
<b>ABSTENTIONS</b>	None
<b>ABSENT:</b>	Brod, Curtis

2. MODIFICATIONS TO THE AGENDA (5:33:30) – None.

3. MEETING ITEMS

A. TO ELECT A CHAIRPERSON AND VICE CHAIRPERSON OF THE PARKS AND RECREATION COMMISSION FOR 2014.

(5:34:18) – MOTION: To re-elect Sean Lehmann as Chairperson of the Carson City Parks and Recreation Commission. Mr. Moellendorf clarified that if Chairperson Lehmann is not reappointed by the Board of Supervisors, then another election would be held to fill the vacancy.

<b>RESULT:</b>	<b>APPROVED (7-0-0)</b>
<b>MOVER:</b>	McKenna
<b>SECONDER:</b>	Colburn
<b>AYES:</b>	Lehmann, Long, Adams, Cacioppo, Colburn, Keever, McKenna
<b>NAYES:</b>	None
<b>ABSTENTIONS</b>	None
<b>ABSENT:</b>	Brod, Curtis

(5:37:08) – MOTION: To elect Brett Long as Vice Chairperson of the Carson City Parks and Recreation Commission.

<b>RESULT:</b>	<b>APPROVED (7-0-0)</b>
<b>MOVER:</b>	Colburn
<b>SECONDER:</b>	McKenna
<b>AYES:</b>	Lehmann, Long, Adams, Cacioppo, Colburn, Keever, McKenna
<b>NAYES:</b>	None
<b>ABSTENTIONS</b>	None
<b>ABSENT:</b>	Brod, Curtis

B. DISCUSSION ONLY REGARDING A REVIEW OF THE PARKS AND RECREATION BYLAWS. (5:38:15) – Mr. Moellendorf explained that any changes to the bylaws would require a two-thirds vote of the entire Commission, adding that any proposed changes would be voted on during the following meeting. There were no proposed changes to the Parks and Recreation Commission Bylaws.

C. DISCUSSION ONLY REGARDING THE POSSIBLE ACQUISITION OF THE EMPIRE RANCH GOLF COURSE BY THE CITY AND ITS RECREATIONAL POTENTIAL. (5:39:40) – Mr. Moellendorf read the Staff Report which is incorporated into the record, noting that the City had not made a decision regarding the purchase of the golf course. Discussion ensued regarding the City’s use of effluent water.

Public Comment:

(5:55:40) – Greg Swift inquired about the acquisition timeline. He also hoped that future disc golf baskets could be used at this site.

**D. FOR POSSIBLE ACTION: TO RECOMMEND TO THE BOARD OF SUPERVISORS APPROVAL OF STAFF’S FY2014/15 CAPITAL IMPROVEMENT BUDGET.** (6:01:48) – Mr. Moellendorf presented a prioritized Parks and Recreation 2014/2015 Capital Improvement Requests which is incorporated into the record. Commissioner McKenna mentioned that the City of Reno had closed several parks and inquired whether Carson City had intended to do the same. Mr. Moellendorf noted that his department’s highest priority was maintenance. It was recommended that the Parks and Recreation Department begin trimming their lists even more significantly.

(6:30:27) – **MOTION: To recommend to the Board of Supervisors approval and funding of Staff’s FY2014/2015 Capital Improvement Budget in amount but not in detail, which would be approved by this Commission.**

<b>RESULT:</b>	<b>APPROVED (7-0-0)</b>
<b>MOVER:</b>	McKenna
<b>SECONDER:</b>	Long
<b>AYES:</b>	Lehmann, Long, Adams, Cacioppo, Coburn, Kever, McKenna
<b>NAYES:</b>	None
<b>ABSTENTIONS</b>	None
<b>ABSENT:</b>	Brod, Curtis

**E. FOR POSSIBLE ACTION: TO RECOMMEND TO THE BOARD OF SUPERVISOR APPROVAL OF STAFF’S FY2014/15 QUALITY OF LIFE (Q18) FUND CARRYOVERS.** (6:31:50) – Mr. Moellendorf presented the Staff Report, incorporated into the record.

(6:42:29) – **MOTION: To recommend to the Board of Supervisors approval of Staff’s FY2014/2015 Quality of Life (Q18) Fund carryovers.**

<b>RESULT:</b>	<b>APPROVED (7-0-0)</b>
<b>MOVER:</b>	Long
<b>SECONDER:</b>	Kever
<b>AYES:</b>	Lehmann, Long, Adams, Cacioppo, Coburn, Kever, McKenna
<b>NAYES:</b>	None
<b>ABSTENTIONS</b>	None
<b>ABSENT:</b>	Brod, Curtis

**4. STAFF UPDATES**

**A. UPDATE REGARDING THE ACTIONS OF THE BOARD OF SUPERVISORS DURING THEIR DECEMBER 19, 2013 BOARD MEETING INCLUDING:**

**1) REDEVELOPMENT AUTHORITY FUNDING OF IMPROVEMENTS FOR THE CARSON CITY FAIRGROUNDS AND FUJI PARK.** (6:43:23) – Mr. Moellendorf reported that the

Redevelopment Authority Citizens Committee and the Board of Supervisors had approved funding over \$159,000 for improvements to the Carson City Fairgrounds for the upcoming Nevada Sesquicentennial Fair.

**2) DESIGNATION OF A PERMANENT SITE FOR THE 9/11 MEMORIAL.**

(6:45:11) – Mr. Moellendorf reported that Carson City Supervisor Jim Shirk had received approval from this Commission for the temporary 911 Memorial temporary site to become permanent. However, the Board of Supervisors had rejected that site and had requested other recommendation for a permanent site.

**3) ADOPTION OF THE “PLAN OF EXPENDITURE” FOR THE 1/8<sup>TH</sup> CENT SALES TAX.** (6:47:25) – Mr. Moellendorf indicated that the public hearings were scheduled on January 21, 2014 and on January 29, 2014 for input regarding the expenditure plan for the proposed tax. Ms. Russom suggested posting a notice of “possible quorum” should Commission members decide to attend the public hearings.

**5. MEMBER ANNOUNCEMENTS AND REQUESTS FOR INFORMATION.**

**A. REPORT FROM SCHOOL BOARD LIAISON.** (6:59:56) – None.

**6. FUTURE AGENDA ITEMS.** (7:00:08) – Ice rink update.

**7. PUBLIC COMMENTS.** (7:02:30) – None.

**8. ACTION ON ADJOURNMENT** (7:02:45) – **Commissioner Kever moved to adjourn. The motion was seconded by Commissioner Adams. The meeting was adjourned at 7:03 p.m.**

The Minutes of the January 7, 2014 Carson City Parks and Recreation Commission meeting are so approved this 4<sup>th</sup> day of March, 2014.

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SEAN LEHMANN, Chair