

**MINUTES**  
**Regular Meeting**  
**Carson City Parks and Recreation Commission**  
**Tuesday, May 6, 2014 ● 5:30 PM**  
**Community Center Sierra Room, 851 East William Street, Carson City, Nevada**

**Committee Members:**

<p><b>Chair – Sean Lehmann</b>  <b>Commissioner – Chuck Adams</b>  <b>Commissioner – Justin Colburn</b>  <b>Commissioner – Robert Glenn</b>  <b>Commissioner John McKenna</b></p>	<p><b>Vice Chair – Brett Long</b>  <b>Commissioner – Joe Cacioppo</b>  <b>Commissioner – Donna Curtis</b>  <b>Commissioner – Lee-Ann Keever</b></p>
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**Staff:**

Roger Moellendorf – Parks and Recreation Director  
Scott Fahrenbruch – Parks and Recreation Operations Director  
Tina Russom, 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.

The televised Carson City Parks and Recreation Commission meetings are available on AccessCarsoncity.org, [http://www.breweryarts.org/?page\\_id=2603](http://www.breweryarts.org/?page_id=2603).

**CALL TO ORDER (5:30:36)** – Chairperson Pro Tempore Curtis called the meeting to order at 5:30 p.m.

**ROLL CALL AND DETERMINATION OF QUORUM (5:30:45)** – A quorum was present.

<b>Attendee Name</b>	<b>Status</b>	<b>Arrived</b>
Sean Lehmann	Present	7:35 p.m.
Brett Long	Absent	
Chuck Adams	Present	
Joe Cacioppo	Absent	
Justin Colburn	Present	
Donna Curtis	Present	
Robert Glenn	Present	5:33 p.m.
Lee-Ann Keever	Present	
John McKenna	Present	

**PUBLIC COMMENTS (5:31:28)** – None.

**1. ACTION ON APPROVAL OF MINUTES**

(5:32:02) – **MOTION:** The Parks and Recreation Commission approves the minutes of the March 4, 2014 and April 1, 2014 meetings as written.

<b>RESULT:</b>	<b>APPROVED (5-0-0)</b>
<b>MOVER:</b>	McKenna
<b>SECONDER:</b>	Adams
<b>AYES:</b>	Adams, Colburn, Curtis, Kever, McKenna
<b>NAYES:</b>	None
<b>ABSTENTIONS</b>	None
<b>ABSENT:</b>	Lehmann, Long, Cacioppo, Glenn

2. **MODIFICATIONS TO THE AGENDA.** (5:32:27) – None.

3. **MEETING ITEMS**

**A. DISCUSSION ONLY AND AN INTRODUCTION OF ROB HEATON, OWNER OF THE NEW BUSINESS “TALENTS ATHLETIC CENTER.” MR. HEATON WILL GIVE AN OVERVIEW OF HIS BUSINESS TO THE PARKS AND RECREATION COMMISSION.**

(5:32:57) – Mr. Fahrenbruch gave background and introduced Rob Heaton, owner of Talents Athletic Center, and thanked him for his donation of the new scoreboard at Governors Field.

(5:34:13) – Mr. Heaton introduced himself as a Carson City native and described his business as a forum to provide training and conditioning, in addition to providing indoor facilities such as batting cages and soccer for youth. He also offered to help with new and developing leagues.

(5:21:24) – Commissioner McKenna thanked Mr. Heaton for the scoreboard donation and inquired about any assistance needed from the City.

(5:42:40) – Mr. Heaton explained that he would not compete with City programs and looked to complement the existing ones. He also clarified his vision regarding youth sports, and keeping the programs consistent.

(5:46:25) – Commissioner Glenn complimented Mr. Heaton on the flag football program and the positive impact it has created.

(5:47:15) – Mr. Heaton provided the location of his business for Commissioner Kever. Mr. Fahrenbruch noted that Talents Athletic Center could not be a member of the Youth Sports Association due to its for profit status.

(5:48:58) – Commissioner Curtis received confirmation that Mr. Heaton was willing to provide his facilities for tournaments and training for events.

**PUBLIC COMMENTS:** (5:49:53) – None.

**B. FOR POSSIBLE ACTION: TO RECOMMEND TO THE BOARD OF SUPERVISORS APPROVAL OF \$30,000 FROM THE QUALITY OF LIFE (QUESTION 18) PARKS CAPITAL, UNDESIGNATED PROJECTS TO PARTNER WITH THE REDEVELOPMENT AUTHORITY CITIZEN COMMITTEE AND THE NEVADA COMMISSION ON TOURISM TO FUND PHASE 1 OF THE CARSON CITY FAIRGROUNDS AT FUJI PARK DIRECTIONAL AND EVENT BANNER SIGN PROJECT.**

(5:50:32) – Mr. Krahn gave background and presented the agenda materials which are incorporated into the record. He also introduced Tom Grundy, Senior Project Manager of Carson City Public Works, and Joel Dunn, Executive Director of the Carson City Convention and Visitors Bureau (CCCVB) who would be available to answer questions.

(5:59:34) – Mr. Krahn presented the sign design and dimensions of the sign, and its proposed location.

(6:02:35) – Chairperson Pro Tempore Curtis received confirmation that event owners would have to purchase space on the sign with minimum use of staff time.

(6:06:01) – Discussion ensued regarding sign sponsorship and Mr. Moellendorf explained that a City ordinance prohibited any third party business advertising.

(6:08:30) – Commissioner McKenna was informed that the requested Question 18 funds would be taken out of an undesignated park capital account. He also noted that the sign does not effectively reach those coming to Carson City, but reaches those leaving town. Discussion ensued regarding sign placement and size.

(6:21:40) – Mr. Dunn noted that the Fairgrounds at Fuji Park have great potential, and wished to fully utilize it as an economic engine. He also noted that the arena is being underutilized; however, the park was being used frequently, especially for dog shows and events.

(6:23:40) – Mr. Moellendorf stated that the sign was another way of promoting Carson City events, which directly impacted room tax dollars and spending at City venues.

(6:28:02) – Commissioner McKenna wished to see the tie-in between the proposed sign and the City's economic development. He also cited the Camp Pendleton's electronic signage as a good example of effective signage.

(6:30:40) – Mr. Moellendorf explained that the sign was part of the Master Plan and that Fuji Park belonged in the second Redevelopment District. Mr. Dunn explained how he plans to market for the 25 to 45-year-old visitors and business travelers by optimizing search engines and by supporting mobile applications.

(6:39:40) – Commissioner McKenna advised saving the funds towards a highly-visible LED sign at a more suitable location. Mr. Krahn explained the value of seeing the sign during commute hours and justified the receipt of the grant based on the static sign.

(6:44:50) – Chairperson Pro Tempore Curtis inquired about the Capital Fund in the Parks and Recreation Budget.

(6:46:40) – Commissioner Colburn inquired about the obsolescence of the sign, and was informed that the phased approach would remedy that.

(6:47:36) – Commissioner Keever expressed concern over the location, even though she felt the sign was a necessity. Discussion continued regarding the sign visibility and location.

#### **PUBLIC COMMENT**

(6:53:16) – Mr. Heaton suggested exploring funding sources other than taxpayer dollars, and believed event owners should pay for promotional signage.

(6:59:07) – Commissioner Adams inquired about the visibility of the sign from the opposite side of the highway.

**(7:07:20) – MOTION: I move to recommend to the Board of Supervisors approval of \$30,000 from the Quality of Life (Question 18) parks capital, undesignated projects to partner with the Redevelopment Authority Citizens’ Committee and the Nevada Commission on Tourism to fund Phase 1 of the Carson City Fairgrounds at Fuji Park Directional and Even Banner Sign Project.**

(7:08:30) – Commissioner Adams suggested tabling this agenda item.

<b>RESULT:</b>	<b>Withdrawn</b>
<b>MOVER:</b>	Glenn
<b>SECONDER:</b>	McKenna
<b>AYES:</b>	<b>None</b>
<b>NAYS:</b>	None
<b>ABSTENTIONS</b>	None
<b>ABSENT:</b>	Lehmann, Long, Cacioppo,

**(7:09:16) – I recommend tabling this motion until the next Parks and Recreation Commission meeting.**

(7:10:40) – Chairperson Pro Tempore Curtis received confirmation that the postponement of the vote would not impact the receipt of the grant.

(7:12:10) – Mr. Grundy clarified that the sign would be completed three to four months after the project approval.

(7:12:50) – Commissioner Glenn inquired about the BOS vote without the Commission’s recommendation, and Mr. Moellendorf stated that a recommendation from the Commission was preferable.

(7:15:01) – Commissioner Adams wished to take the time and see the location of the sign.

(7:16:15) – Commissioner Colburn wished to have a tangible return on investment (ROI) conversation in the next meeting.

**PUBLIC COMMENTS:** - None.

<b>RESULT:</b>	<b>APPROVED (5-1-0)</b>
<b>MOVER:</b>	Adams
<b>SECONDER:</b>	Keever
<b>AYES:</b>	Adams, Colburn, Curtis, Keever, McKenna
<b>NAYS:</b>	Glenn
<b>ABSTENTIONS</b>	None
<b>ABSENT:</b>	Lehmann, Long, Cacioppo

(7:18:46) – Chairperson Pro Tempore Curtis announced a five-minute recess.

(7:28:41) – Chairperson Pro Tempore Curtis reconvened the meeting. A quorum was still present.

**C. FOR POSSIBLE ACTION: TO IDENTIFY ISSUES AND/OR TOPICS IN CHAPTER 4 OF THE PARKS AND RECREATION MASTER PLAN FOR CONSIDERATION IN FUTURE AMENDMENTS TO THE PLAN.**

(7:29:26) – Mr. Krahn reviewed the agenda materials incorporated into the record.

(7:37:03) – Commissioner McKenna inquired about the demographics and whether changes in demographics require different park needs. Mr. Moellendorf explained the changes in park usage based on current demographics. Discussion ensued regarding the decline of youth participation in sports.

(8:00:00) – Commissioner McKenna noted the incorporation of bilingual aspects into programing and Chairperson Pro Tempore Curtis inquired about mixed-ethnicity activities. Mr. Moellendorf noted that the integration had not been as successful, especially in adult soccer.

(8:08:52) – Commissioner Adams suggested having youth programs based on age groups. Discussion ensued regarding adult involvement and control of youth sports, in addition to focusing on traveling teams.

(8:19:38) – Chairperson Pro Tempore Curtis suggested finding out what interests will replace the activities that are declining.

(8:34:15) – Discussion ensued regarding data relevance in the future and updating the document based on trends and changes. Commissioner McKenna suggested collecting and utilizing “demand-type indicators”. Commissioner Colburn suggested knowing the upcoming trends and not the raw data in five years when it is time to update the Master Plan.

(8:45:01) – Chairperson Lehmann suggested utilizing national recreation survey data.

**PUBLIC COMMENTS:** - None.

**(8:49:07) – MOTION: I move to identify no issue and/or topic in Chapter 4 of the Parks and Recreation Master Plan for consideration in future amendments to the plan.**

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

(8:49:50) – Chairperson Pro Tempore Curtis surrendered the gavel to Chairperson Lehmann.

**D. FOR POSSIBLE ACTION: TO RECOMMEND TO THE BOARD OF SUPERVISORS APPROVAL OF THE PARKS AND RECREATION DEPARTMENT’S TENTATIVE FISCAL YEAR 2014/2015 ANNUAL BUDGET.**

(8:50:12) – Mr. Moellendorf presented the Parks and Recreation Department budget in the form of a Staff Report, incorporated into the record.

(9:07:02) – Commissioner Curtis received confirmation that tennis courts were built utilizing Question 18 funds.

(9:10:17) – Mr. Moellendorf clarified that personnel issues and salaries are not brought to the Commission as part of a budget discussion.

**(9:11:18) – MOTION: I move to recommend to the Board of Supervisors approval of the Park and Recreation Department’s tentative Fiscal Year 2014/2015 Annual Budget.**

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

#### **4. STAFF UPDATES**

##### **A. UPDATE REGARDING THE MULTI-PURPOSE ATHLETIC CENTER (MAC) PROJECT.**

(9:11:53) – Mr. Moellendorf presented the agenda report, incorporated into the record. Discussion ensued regarding a suggestion made to the BOS to move the already-approved site to Mills Park. Mr. Moellendorf noted that such a move would greatly impact the project and would alter the cost.

(9:16:40) – Commissioner McKenna noted that previous Commission discussions had already resulted in the approval of the MAC location.

(9:19:20) – Mr. Moellendorf presented parking and other issues related to building the MAC at Mills Park. He also clarified that the \$375,000 initial investment, to secure the first right option to purchase the Boys and Girls Club property for a nominal fee, would be lost.

(9:22:56) – Commissioner Curtis wished to see the eventual expansion of the MAC and was informed the design could accommodate that. She also inquired about starting the project immediately since \$5,000,000 was set aside at the moment. Discussion ensued on whether the Boys and Girls Club would wish to build its own facility in lieu of the MAC. It was agreed to inform the BOS that this Commission had agreed not to change sites.

**PUBLIC COMMENTS:** – None.

##### **B. UPDATE ON THE UPPER WATERFALL TRAIL PROJECT.**

(9:32:19) – Mr. Moellendorf referred to the photographs in the agenda packets, incorporated into the record, and gave an update on the erosion issues in the area and the new multi-use (except motorized vehicles) trail built by volunteers and the Boy Scouts, and overseen by Open Space. Mr. Moellendorf also indicated that signage is expected to be placed in the area.

**PUBLIC COMMENTS:** – None.

**C. UPDATE ON A \$34,500 RECREATIONAL TRAILS PROGRAM GRANT FROM NEVADA STATE PARKS FOR A PEDESTRIAN/BICYCLE BRIDGE ON THE ASH CANYON TO KINGS CANYON TRAIL.**

(9:36:49) – Mr. Moellendorf presented the Staff Report and a PowerPoint presentation, both of which are incorporated into the record. He also encouraged volunteers to assist in building the trails, and believed the trail may be completed by the end of 2014.

**PUBLIC COMMENTS:** – None.

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

(9:42:33) – Commissioner Keever inquired about safety and emergency measures at the Nevada Sesquicentennial Fair. Mr. Moellendorf offered to report back at the next meeting.

**A. REPORT FROM SCHOOL BOARD LIAISON.** (9:43:15) – In Commissioner Cacioppo’s absence, Chairperson Lehmann noted that due to donations from the community, “the best high tech, HD, Live video scoreboard” would be installed. He also noted that on May 23 and 24, 2014 the State track championships will take place at Carson High School.

**6. FUTURE AGENDA ITEMS.** (9:44:16) – Mr. Moellendorf noted that Mr. Dunn had requested to present the CCCVB marketing efforts. Discussion ensued regarding quorum in the July meeting. Commissioner Keever also noted that the August meeting conflicted with Sherriff’s Night Out. Mr. Moellendorf offered to add the two items to the June meeting agenda.

**7. PUBLIC COMMENTS**

(9:46:13) – None.

**8. ACTION ON ADJOURNMENT** (9:46:18) – **Commissioner Keever moved to adjourn. The motion was seconded by Commissioner Curtis. The meeting was adjourned at 9:46p.m.**

The Minutes of the May 6, 2014 Carson City Parks and Recreation Commission meeting are so approved this 1<sup>st</sup> day of July, 2014.

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SEAN LEHMANN, Chair