

MINUTES
Regular Meeting
Carson City Parks and Recreation Commission
Tuesday, January 6, 2015 ● 5:30 PM
Community Center Sierra Room
851 East William Street, Carson City, Nevada

Committee Members

Chair – Sean Lehmann	Vice Chair – Brett Long
Commissioner – Chuck Adams	Commissioner – Joe Cacioppo
Commissioner – Justin Colburn	Commissioner – Donna Curtis
Commissioner – Robert Glenn	Commissioner – Lee-Ann Keever
Commissioner – Lori Bagwell	

Staff

Roger Moellendorf, Parks and Recreation Department Director
Jennifer Mayhew, Deputy District Attorney
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 (PRC) meetings are available at http://www.breweryarts.org/?page_id=2603.

CALL TO ORDER (5:30:48) – Chairperson Lehmann called the meeting to order at 5:30 p.m.

ROLL CALL AND DETERMINATION OF QUORUM (5:30:59) – Roll was called, and a quorum was present.

Attendee Name	Status	Arrived
Sean Lehmann	Present	
Brett Long	Present	
Chuck Adams	Present	
Joe Cacioppo	Present	5:34 p.m.
Justin Colburn	Absent	
Donna Curtis	Present	
Robert Glenn	Present	
Lee-Ann Keever	Present	
Lori Bagwell	Present	

PUBLIC COMMENTS (5:31:24) – None.

1. ACTION ON APPROVAL OF MINUTES.

(5:31:43) – MOTION: I move to approve the minutes of the December 2, 2014 meeting as written.

RESULT:	APPROVED (6-0-1)
MOVER:	Long
SECONDER:	Keever
AYES:	Lehmann, Long, Adams, Curtis, Glenn, Keever
NAYS:	None
ABSTENTIONS:	Bagwell
ABSENT:	Cacioppo, Colburn

2. **MODIFICATIONS TO THE AGENDA (5:31:59) – None.**

3. **MEETING ITEMS**

A. FOR POSSIBLE ACTION: TO ELECT A CHAIRPERSON AND VICE CHAIRPERSON OF THE PARKS AND RECREATION COMMISSION FOR 2015.

(5:33:06) – Mr. Moellendorf reviewed the PRC Bylaws that pertained to the election of Chair and Vice Chair of the PRC and noted that Chairperson Lehmann was not eligible to serve as he had done so for the past two years. He also clarified that the two-year term limit applied to both the Chair and Vice Chair. Chairperson Lehmann expressed his disagreement to the term limits outlined in the new boards and commission rules, especially when those serving on the boards were volunteers.

(5:35:10) – Commissioner Glenn nominated Chairperson Lehmann for reelection. Commissioner Curtis inquired if anyone wished to be PRC Chair. Vice Chairperson Long believed “it would be logical as a Vice Chair for me to move into Chair”, adding that at times he may have a work-related conflict. Commissioner Bagwell suggested having the Chair and Vice Chair trade roles.

(5:36:50) – MOTION: I nominate Commissioner Long for the position of PRC Chair.

RESULT:	APPROVED (8-0-0)
MOVER:	Keever
SECONDER:	Cacioppo
AYES:	Lehmann, Long, Adams, Bagwell, Cacioppo, Curtis, Glenn, Keever
NAYS:	None
ABSTENTIONS:	None
ABSENT:	Colburn

(5:37:34) – Chairperson Elect Long entertained nominations or interest for the position of Vice Chair. Commissioner Keever expressed interest.

(5:37:19) – MOTION: I nominate Commissioner Keever for the position of PRC Vice Chair.

RESULT:	APPROVED (8-0-0)
MOVER:	Long
SECONDER:	Adams
AYES:	Lehmann, Long, Adams, Bagwell, Cacioppo, Curtis, Glenn, Keever
NAYS:	None
ABSTENTIONS:	None
ABSENT:	Colburn

There were no public comments.

B. DISCUSSION ONLY REGARDING A REVIEW OF THE PARKS AND RECREATION COMMISSION'S BYLAWS.

(5:39:01) – Mr. Moellendorf presented the Staff Report which is incorporated into the record. He also noted that any changes to the Bylaws required a two-thirds vote of the entire commission and would need to take place on February 3, 2015.

(5:40:14) – Vice Chairperson Elect Keever inquired about the Chairperson Pro Tempore and Mr. Moellendorf explained that in the absence of both the Chair and Vice Chair, the Commission will vote to elect a Chairperson Pro Tempore to chair the meeting. He also advised that since no changes to the Bylaws were brought forward, no action would be required at this time.

There were no public comments.

C. DISCUSSION ONLY REGARDING THE STATE OF NEVADA DIVISION OF PUBLIC BEHAVIORAL HEALTH'S OUT OF SCHOOL RECREATION PROGRAM PERMIT.

(5:41:54) – Megan Soracco, Recreation Program Manager, introduced herself and presented the Staff Report, incorporated into the record. She also noted that Carson City was the first in the State to receive the State-regulated permit.

(5:43:24) – In response to a question by Chairperson Elect Long, Ms. Soracco explained that the State now regulated the local government-run out-of-school programs.

(5:44:05) – Commissioner Curtis inquired about the types of programs and the qualifications required for the children's participation. Jaye Phillips, Recreation Program Coordinator, noted that there were morning and afternoon programs, in addition to summer and other breaks, the Program served children of the Carson City School District, ranging between the ages of five and 13. He added that the activities extended from homework help to structured programs. Ms. Soracco explained that they were working closely with Partnership Carson City and with several other agencies and schoolteachers.

(5:49:22) – Commissioner Glenn received confirmation that this was an on-going program which was recently certified by the State. Commissioner Bagwell was informed that six sites were certified. Commissioner Cacioppo inquired about volunteer opportunities by community partners or individuals and was instructed to call Mr. Phillips. Commissioner Adams congratulated Ms. Soracco and her staff and noted that his son enjoyed being part of the programs at a younger age. Vice Chairperson Elect Keever inquired about grant funding and Ms. Soracco outlined the difficulty of obtaining grants for taxpayer-funded programs. Commissioner Curtis invited Ms. Soracco to address many of the community agencies that jointly meet at a regular time.

There were no public comments.

D. PRESENTATION AND DISCUSSION ONLY ON THE BUREAU OF LAND MANAGEMENT RESOURCE MANAGEMENT PLAN BY MS. COLLEEN SIEVERS.

(5:56:33) – Ann Bollinger, Open Space Administrator, introduced herself, gave background, and presented the Staff Report. She also suggested appointing a PRC contact to interface with her and bring forth comments by the

Commission. Ms. Bollinger noted that the Resource Management Plan is available online and at the Carson City Library, and invited Colleen Sievers to present the Plan.

(5:59:05) – Ms. Sievers introduced herself as the Bureau of Land Management (BLM) Carson City District Resource Management Plan Project Manager, Ralph Thomas, BLM District Manager, and Leon Thomas, BLM Sierra Front Field Manager. She presented the Resource Management Plan overview, including key timelines and public meeting dates, all of which are incorporated into the record.

PUBLIC COMMENTS

(6:13:50) – Maurice White inquired about the creation of the document, especially in the section on the Comprehensive Travel and Transportation. He expressed concern about the decision to reduce the “open” acreage without an inventory of the roads and requested a Staff Report on “what they have asked BLM to include in this management plan”.

(6:17:29) – Ms. Sievers noted a determination of “open, limited, and closed” roads did not require a completed route inventory. She defined “open” as the ability to “go cross-country off road”; “closed” as closed to motorized and mechanized vehicles to protect specific resource values, or closed to motorized but open to mechanized vehicles; defined “limited” as limiting the use to existing roads and trails without going cross-country, until travel management planning has been completed. She also explained to Commissioner Bagwell that this plan would set the framework for limited travel management planning, which could not be changed without going through an amendment process. Discussion ensued regarding “limited” routes.

(6:33:08) – Leon Thomas, Sierra Front Field Manager, introduced himself and clarified the difference between “open” and “limited” use, noting that the former designation allowed driving on any type of terrain versus the latter, which allowed driving only on existing roads. Commissioner Glenn received confirmation that the changing designations would not allow new roads without being permitted and without an environmental impact analysis.

(6:30:00) – Ralph Thomas, BLM District Manager, suggested looking at squares miles (open roads) versus density (no existing roads). Discussion ensued and Mr. Thomas suggested bringing specific areas to BLM’s consideration in the form of comments. Discussion ensued regarding travel management planning on a per county basis. Commissioner Glenn inquired about activities based on special recreational permits and was informed that most would typically take place on existing trails and roads which would fall under the “limited” category. Commissioner Lehmann inquired about snowmobile use and was informed most of that activity occurs on Forest Service lands. He was also informed that the Flint Drive land transfer to Carson City was a “top priority” for BLM. Chairperson Elect Long noted that enforcement was a key issue once the plans were in place.

(6:53:40) – Chairperson Elect Long recessed the meeting until 7 p.m.

(7:05:55) – Chairperson Elect Long reconvened the meeting. A quorum was still present.

E. FOR POSSIBLE ACTION: TO RECOMMEND TO THE BOARD OF SUPERVISORS APPROVAL OF STAFF’S FY2015/16 CAPITAL IMPROVEMENT BUDGET.

(7:06:07) – Mr. Moellendorf presented a Staff Report comprising the prioritized 2015/2016 Parks and Recreation Department Capital Improvement Budget which is incorporated into the record. Discussion ensued regarding

items such as signage, aquatic facility improvements and the addition of a tot pool, Lone Mountain Cemetery expansion, and the dog park at Fuji Park. In response to a question by Vice Chairperson Elect Keever, Mr. Moellendorf explained that he preferred receiving an approved prioritized list tonight. Mr. Moellendorf also stated that Bob Boldrick Theatre seat upgrades were funded mostly through Quality of Life funds. Discussion ensued regarding ice rink tent replacements that are “compromised due to the weather”. Chairperson Elect Long suggested prioritizing the aquatic facility repairs over the ones at Centennial Park and Mr. Moellendorf clarified that the current state of the park could result in tournaments leaving Carson City. Commissioner Curtis suggested discussing the 20-year plan at a later date and comparing it to this plan. Mr. Moellendorf also suggested grouping the aquatic facility improvements and projects together.

(7:52:19) – MOTION: I move to recommend to the Board of Supervisors approval of Staff’s FY 2015/2016 proposed priority list for the Capital Improvement Budget with the review of aquatic facilities as one unit.

RESULT:	Withdrawn by mover.
MOVER:	Lehmann
SECONDER:	Long
AYES:	None
NAYS:	None
ABSTENTIONS:	None
ABSENT:	Colburn

(7:55:12) – MOTION: I move to recommend to the Board of Supervisors approval of Staff’s FY 2015/2016 proposed priority list for the Capital improvement Budget with moving the aquatic facilities ahead of the John D Winters Centennial Park improvements, and possibly combining the aquatic facilities.

RESULT:	APPROVED (7-1-0)
MOVER:	Lehmann
SECONDER:	Long
AYES:	Lehmann, Long, Adams, Bagwell, Cacioppo, Glenn, Keever
NAYS:	Curtis
ABSTENTIONS:	None
ABSENT:	Colburn

There were no public comments

4. STAFF UPDATES - DISCUSSION ONLY

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

(7:57:22) – Mr. Moellendorf presented an email from Jim Morris, MAC project manager and noted that the Guaranteed Maximum Price from Miles Construction would be received in January. He also noted that the 100 percent document plans had been resubmitted with comments and hoped for a final set of drawings to be approved by the Building Department in January. He believed they were “very close” to the budget and hoped to have a discussion in the February PRC meeting.

There were no public comments.

5. MEMBER ANNOUNCEMENTS AND REQUESTS FOR INFORMATION.

(8:03:53) – Vice Chairperson Elect Keever presented Mr. Moellendorf with a tree trunk slice, the first item to be branded by the replica branding iron of the Silver Saddle Ranch.

(8:04:38) – Commissioner Curtis announced a wildlife forum by Sierra Nevada Forums on January 22, 2015, at the Plaza Conference Center.

A. REPORT FROM SCHOOL BOARD LIAISON (8:01:57) – Commissioner Cacioppo announced that the School District was making the schools safe by having secured entries and a single point of access, adding that Carson High School was being fenced.

(8:03:00) – Commissioner Lehmann announced a new LED sign being installed at Carson Middle School, and a trail run would take place at John D Winter Centennial Park on this upcoming Saturday.

6. FUTURE AGENDA ITEMS

(8:05:37) – In addition to the Staff suggestions incorporated into the record, Commissioner Lehman requested agendizing trail maintenance and a ranking of the maintenance needs. Commissioner Curtis requested a status update of the dog park at Fuji Park and the potential new dog park at Centennial Park. Mr. Moellendorf suggested discussing the water line maintenance at Mills Park.

7. PUBLIC COMMENTS (8:07:52) – None

8. ACTION ON ADJOURNMENT

() – MOTION: Vice Chairperson Elect Keever moved to adjourn. The meeting was adjourned at 8:08 p.m.

The Minutes of the January 6, 2015 Carson City Parks and Recreation Commission meeting are so approved this 3rd day of February, 2015.

BRETT LONG, Chair