

Item # 10B

**City of Carson City
Agenda Report**

Date Submitted: October 19, 2007

Agenda Date Requested: November 1, 2007

Time Requested: 30 min.

To: Mayor and Supervisors

From: Linda Ritter, City Manager

Subject Title: Action to appoint one member to the Parks and Recreation Commission to fulfill a partial term ending January 2010.

Staff Summary: Carson City Municipal Code Chapter 2.16 and NRS 244.3076 provide for a Parks and Recreation Commission to be composed of not more than nine members who shall be appointed by the Board of Supervisors. There is one vacancy due to an existing members' resignation.

Type of Action Requested: (check one)
☐ Resolution ☐ Ordinance
☒ Formal Action/Motion ☐ Other (Specify)

Does This Action Require A Business Impact Statement: ☐ Yes ☒ No

Recommended Board Action: I move to appoint _____ to the Parks and Recreation Commission to fulfill a partial term to expire in January 2010.

Explanation for Recommended Board Action: There is one opening on the Parks and Recreation Commission due to an existing members' resignation. There are two applicants:

Harold (Hal) Hansen
Kathryn Shabi

Applicable Statute, Code, Policy, Rule or Regulation: C.C.M.C. 2.16.010, NRS 244.3076

Fiscal Impact: None

Explanation of Impact:

Funding Source:

Alternatives:

Supporting Material: Applications, roster, recruitment announcement, C.C.M.C.

Prepared By: Rose Gardner, Management Assistant

Reviewed By: _____

(City Manager)

Date: 10-23-07

(District Attorney)

Date: 10-23-07

Board Action Taken:

Motion: _____

1) _____

2) _____

Aye/Nay

(Vote Recorded By)

Resident
✓ active voter

RECEIVED
SEP 18 2007

Carson City Application for Appointive/Volunteer Position

Please print or type

Title of Board or Commission: Parks and Recreation

Title of Position: Board/Commission Member

Name: Hansen Harold (Hal) L.
Last First Middle Initial

Address: 1827 Clydesdale Dr. Carson City NV 89703
Street City State Zip

Occupation/Business: Boys + Girls Clubs of Western Nevada

Telephone: Work 882-8820 Home 841-0388 Cell 315-0403 E-mail Halh@BGCWN.ORG

How long have you lived in Carson City 2 1/3 yrs Are you an active Carson City Registered Voter? yes

NOTE: ONLY COMPLETE IF A DEGREE IS REQUIRED FOR THIS POSITION

College, professional, vocational or other schools attended	Major Subject	Degree Conferred

1. Briefly Describe the Qualifications You Possess Which You Feel Would Be An Asset to this Board/Commission/Committee.

Concerned citizen; active voter; college degree in Recreation; career in recreation related field.

2. List the Community Organizations in Which You Have Participated and Describe Participation.

- Rotary Club active member; counselor for youth foreign exchange student.
- Graduate of Leadership Carson City, 2006

3. List Your Affiliation With Professional or Technical Societies. (if required for the Position)

4. Do You Anticipate Any Potential Conflicts of Interest? yes If Yes Please Explain.

Possible in regards to use agreement with Boys & Girls Club.

Business in Carson City Service Area:

Length of time in Business:

Personal/Professional References:

Name	Address	Telephone #
Jennifer Russell	2366 Kingsview way	883-0900
Buzz Fitzpatrick	800 E. College Parkway	883-7077

I have sufficient time to devote to this community and plan to attend the required meetings if I am appointed to fill this or a future vacancy. I understand that if I am appointed to a Board/Commission or Committee where a disclosure of Assets Statement is required by State Law or Council Policy I shall do so, and that I may not assume office until 10 days after statement is filed. I hereby declare that all statements given by me on this form are truthful and complete to the best of my knowledge.

Hal Hansen

Signature of Applicant

9/18/07

Date

You May Attach More Information

All Applications are Public Information

Applications not acted upon will expire after two years from date submitted unless renewed by applicant.

Mail directly to Carson City Executive Offices

Carson City Executive Offices, 201 N. Carson Street #2, Carson City NV 89701
(775)887-2100 or 887-2027 Ext. 1205, Fax 887-2286

Resident
active voter

Carson City Application for Appointive/Volunteer Position

Please print or type

Title of Board or Commission: Parks and Recreation

Title of Position: Commissioner

Name: Shabi

Last

Kathryn

First

D

Middle Initial

Address: 4081 Westwood Dr

Street

Carson City

City

NV 89703

State Zip

Occupation/Business: Retired - State of Nevada

Telephone: Work n/a

Home (775) 883-6328 Cell 721-1149

E-mail kshabi@sbcglobal.net

How long have you lived in Carson City 40 years Are you an active Carson City Registered Voter? Yes

NOTE: ONLY COMPLETE IF A DEGREE IS REQUIRED FOR THIS POSITION

College, professional, vocational or other schools attended	Major Subject	Degree Conferred
Western Nevada College	Information Systems	AAS-Data Processing
University of Nevada-Reno	Journalism	
Project Management Institute	Project Management	PMP - Project Management Prof

1. Briefly Describe the Qualifications You Possess Which You Feel Would Be An Asset to this Board/Commission/Committee.

I am a 40-year resident of the Carson City community and am currently raising my children and grandchildren here. My 25-year career with the State of Nevada provided a vast range of experience with all facets of public administration, including: project management; team building; budget development, presentation and management; public presentations; team building; staff mediation; data analysis; grant application and monitoring; short- and long-range strategic planning; member of various public committees (Information Technology Project Management Oversight Committee, Information Technology Steering Committee, etc.); and, all aspects of public resource management.

2. List the Community Organizations in Which You Have Participated and Describe Participation.

Saint Teresa Church - various volunteer positions, including that of religious education teacher/aid (Sunday School and CCD) and PRISM (program for adults suffering loss from death or divorce) group facilitator.

Youth sports - At various points during the 20+ years my children participated in youth sports (Little League, AYSO, basketball, etc.), I have taken an active role providing parent support, as well as coaching and refereeing.

Suicide Prevention Hotline - volunteer counselor

3. List Your Affiliation With Professional or Technical Societies. (if required for the Position)

None

4. Do You Anticipate Any Potential Conflicts of Interest? No

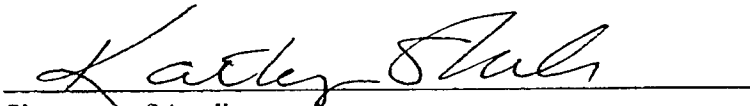
If Yes Please Explain.

Business in Carson City Service Area: no

Length of time in Business: n/a

Name	Personal/Professional References: Address	Telephone #
Kim Christiansen	908 W. Telegraph St., Carson City	(775) 885-1788
Jim Skaats	1935 Marian Dr., Carson City	(775) 887-9449

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Signature of Applicant

10-2-2007
Date

You May Attach More Information

All Applications are Public Information

Applications not acted upon will expire after two years from date submitted unless renewed by applicant.

Mail directly to Carson City Executive Offices

Carson City Executive Offices, 201 N. Carson Street #2, Carson City NV 89701
(775)887-2100 or 887-2027 Ext. 1205, Fax 887-2286

PARKS AND RECREATION COMMISSION MEMBERSHIP

<u>MEMBER</u>	<u>APPOINTMENT</u>	<u>TERM EXPIRES</u>
Glenn Tierney 2020 Shadow Brook Ct. Carson City, NV 89703 315-3806 (cell) 884-3381 (h) gnctierney@charter.net	Partial Term 7/06	1/2008
John McKenna-School Board 4 Charleston Court Carson City, NV 89701 882-5301 (w) 883-2921 (h) john@mckennacpa.com	1/03, Reappt., 1/04 (School Board Appoints)	1/2008
Leannndra Jones <i>-Resignation 8/27/07</i> 1112 W. 4 th Street Carson City, NV 89703 885-8251(h) papinash@yahoo.com	Partial Term 12/06	1/2010
Rich Wontorski 7177 Schulz Carson City, NV 691-7723 (w & h)	Partial Term 1/07	1/2008
Donna Curtis (Chair) 608 Norfolk Drive Carson City, NV 89703 884-3037 (h) donnacurtis@sbcglobal.net	Initial Term 3/03 Reappt. 1/06	1/2010
Sam Bauman 27 Castle Way Carson City, NV 89706 881-1236(w) 841-7818 (h) sbauman@nevadaappeal.com	Partial Term 7/06	1/2008
John Felesina 1848 Pyrenees St. Carson City, NV 89703 684-0445 (w) 885-1712 (h) jgfelesina@nvdetr.org	Initial Term 1/04	1/2008
Thomas Keeton 2113 St. George Way Carson City, NV 89703 841-3991 (w) 841-3991 (h) tkkeeton@aol.com	Initial Term 1/02 Reappt. 1/06	1/2010

Pete Livermore (BOS)
201 N. Carson Street #2
Carson City, NV 89701
887-2100 (w)
plivermore@ci.carson-city.nv.us

Initial Term 2/03

1/2008

AUTHORITY: N.R.S. 244.3076 & C.C.M.C. 2.16. Nine members interviewed and appointed by the Board of Supervisors. One member is a member of the Board of Supervisors and one is a member of the Board of Trustees from the Carson City School District. Requires 4 year terms to expire on January 1st.

MEETINGS: Meetings are held on the 1st and 3rd Tuesday of every month, except June, July and August which are the third Tuesday only. Meetings are held at 5:30 p.m. in the Sierra Room.

PURPOSE: To advise the Board of Supervisors on the use of city parks and protect the right of all Carson City residents to enjoy the parks system.

TYPICAL DUTIES:

1. The Commission shall act in advisory capacity to the board.
2. The Commission shall cooperate with other governmental agencies and civic groups in the advancement of sound recreation planning.
3. The Commission shall:
 - a. Recommend policies on park and recreation services;
 - b. Advise on acquisition and development of park and recreation areas and facilities;
 - c. Aid in coordinating park and recreation services with the programs of other governmental agencies and voluntary organizations;
 - d. Aid and advise the fair and recreation board;
 - e. Make recommendations to the board on acceptance of bequests of real property, equipment and moneys for park and recreation purposes;
 - f. Review and make recommendations concerning the park and recreation department's budgets; and
 - g. Review and make recommendations to the board concerning the acceptance and spending of the residential construction tax.

Coordinator: Roger Moellendorf, Parks and Recreation 887-2363.

Attorney Assignment: Ed Oueilhe
District Attorney's Office
887-2070 ext. 1553



PARKS AND RECREATION COMMISSION

The Carson City Board of Supervisors is seeking applications from persons interested in serving on the Carson City Parks and Recreation Commission. There is one opening. *For this vacancy, the term expires January 2010.* The purpose of the Parks and Recreation Commission is to advise the Board of Supervisors on the use of city parks and protect the right of all Carson City residents to enjoy the parks system.

Applicants should be aware that a minimum commitment of up to 10 hours a month is expected. The Board of Supervisors shall appoint qualified persons to the board who are residents and registered voters of Carson City.

Volunteer applications may be obtained from and returned to Carson City Executive Offices by the ***closing date of October 4, 2007.*** All applications submitted to this office will be considered public information.

Thank you for your interest in helping Carson City.

CARSON CITY EXECUTIVE OFFICES

201 N. Carson Street #2

Carson City, Nevada 89701

(775) 887-2100 FAX 887-2286

E-Mail Rgardner@ci.carson-city.nv.us

Web Page <http://www.carson-city.nv.us>

AN EQUAL OPPORTUNITY EMPLOYER

Title 2 ADMINISTRATION AND PERSONNEL***Chapter 2.16 CARSON CITY PARKS AND RECREATION COMMISSION**2.16.010 Organization.2.16.020 Membership requirements.2.16.030 Term of office.2.16.040 Meetings and officers—Legislative procedure—Removal of commissioner—No compensation.2.16.045 Removal for cause.2.16.050 Duties and responsibilities.2.16.060 Severability.**2.16.010 Organization.**

1. There is hereby established pursuant to NRS 244.3071 et seq. a commission to be known as the Carson City parks and recreation commission.
2. This commission shall consist of nine members who shall be appointed by the board.
3. The commission shall be composed of one member who shall be a member of the Board of Supervisors, and one member who shall be a member of the Board of Trustees of the Carson City School District. The remaining members shall be qualified electors of Carson City and appointed, where possible, from a diverse cross-section of the community. That cross-section should consist of but not be limited to: service groups, professional parks or maintenance groups, adult sports groups, youth sports or service groups, environmental interest, and general public. (Ord. 2005-17 § 1, 2005: Ord. 1991-56 § 1, 1991: Ord. 1981-45 § 1, 1981: Ord. 1974-10 § 1, 1974).

2.16.020 Membership requirements.

Members of the Carson City parks and recreation commission shall be qualified electors of Carson City. (Ord. 1981-45 § 2, 1981).

2.16.030 Term of office.

1. All terms will be for four (4) years except the term of the student shall be for one year.
2. Members whose terms have expired shall continue to serve until their successors have been appointed.
3. Terms of office shall commence and end on January 1st. (Ord. 1991-56 § 2, 1991: Ord. 1985-36 § 1, 1985: Ord. 1985-28 § 1, 1985).

2.16.040 Meetings and officers—Legislative procedure—Removal of commissioner—No compensation.

1. The commissioner shall schedule at least one regular meeting each month.
2. The commission shall meet in regular session and shall elect from their members a chairman and a vice-chairman at the first regular meeting conducted each calendar year. Officers shall hold office for one calendar year or until their successors are named.
3. The city shall provide a secretary for each and every meeting of the commission.
4. The commission shall by recorded vote, adopt rules and regulations for governing procedure and shall adopt

appropriate by-laws by which to be governed.

5. A majority shall constitute a quorum.

6. The commission shall schedule at least one meeting each month in regular session with the director of the park and recreation department or director's designated representative.

7. The commission members shall receive no compensation. (Ord. 1991-56 § 3, 1991).

2.16.045 Removal for cause.

Upon recommendation of the park and recreation commission the board may remove for cause any commissioner for:

1. Dereliction of duty, or

2. Nonparticipating, or

3. Nonattending, or

4. For any other reason shown as just cause.

(Ord. 1991-56 § 4, 1991).

2.16.050 Duties and responsibilities.

1. The commission shall act in advisory capacity to the board.

2. The commission shall cooperate with other governmental agencies and civic groups in the advancement of sound recreation planning.

3. The commission shall:

a. Recommend policies on park and recreation services;

b. Advise on acquisition and development of park and recreation areas and facilities;

c. Aid in coordinating park and recreation services with the programs of other governmental agencies and voluntary organizations;

d. Aid and advise the fair and recreation board;

e. Make recommendations to the board on acceptance of bequests of real property, equipment and moneys for park and recreation purposes;

f. Review and make recommendations concerning the park and recreation department's capital budgets; and

g. Review and make recommendations to the board concerning the acceptance and spending of the residential construction tax. (Ord. 2005-17 § 2, 2005; Ord. 1991-56 § 5, 1991).

2.16.060 Severability.

If any of the provisions of this chapter or the application thereof to any person or circumstances is held invalid, such invalidity shall not impair the other provisions of this chapter. To this end the provisions of this chapter are declared to be severable. (Ord. 1991-56 § 6, 1991).

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