

Item # 8A

**City of Carson City
Agenda Report**

Date Submitted: November 24, 2008

Agenda Date Requested: December 04, 2008
Time Requested: ~~Consent~~ 5 minutes

To: Mayor and Supervisors

From: Larry Werner, City Manager

Subject Title: Action to appoint Sean Lehman to the Parks and Recreation Commission for a 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 applicant for this vacancy.

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 Sean Lehman to the Parks and Recreation Commission for a term ending January 2010.

Explanation for Recommended Board Action: There is one opening on the Parks and Recreation Commission due to a resignation. There is one applicant, Sean Lehman.

Applicable Statute, Code, Policy, Rule or Regulation: C.C.M.C. Title 2, Chapter 2.16.010,

Fiscal Impact: None

Explanation of Impact:

Funding Source:

Alternatives:

Supporting Material: Application, roster, recruitment announcement, C.C.M.C. Title 2, Chapter 2.16.010

Prepared By: Rose Gardner, Management Assistant

Reviewed By: _____

Date: _____

(City Manager)

Melanie Burkett

Date: 11-24-08

(District Attorney)

Board Action Taken:

Motion: _____

1) _____

Aye/Nay

2) _____

(Vote Recorded By)

Carson City Application for Appointive/Volunteer Position

Please print or type

Title of Board or Commission: Parks and Rec OR RTC

Title of Position: Citizen Member

Name: Lehmann Sean L
Last First Middle Initial

Address: 2566 Bedford Carson City NV 89703
Street City State Zip

Occupation/Business: Physician / Podiatrist

Telephone: Work- 884-1800 Home- 882-3150 Cell- 4150-5469 E-mail- _____

How long have you lived in Carson City: 8 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

List any Professional License and/or Certifications you hold.

(List license #'s with each license)

Podiatry NV # 00006

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

Recently ran for office that opened my eyes to many different issues in town. I also am a user of Parks and Rec / RTC

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

Library - Volunteer Speaker

CTRMC - Diabetes program

Kids Klub - Visitor / speaker

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

Member of state and national professional societies

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

Minimal - Occasional Travel

Business in Carson City Area: Dr. Sean Lehmann

Length of time in Business: 8 years

Personal/Professional References:

Name	Address	Telephone #
Sven Klott	401 Simpa CC, NV	885-6927
Dr. Steve Kubel	212 S. Nevada CC, NV	887-0400

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.

[Handwritten Signature]
Signature of Applicant

10/30/08
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>
Todd Westergard 309 N. Iris St. Carson City, NV 89703 684-7716 (w) 885-9272 (h) 303-4585 (c) tnwestergard@yahoo.com	Initial Term 1/08	1/2012
John McKenna-School Board 4 Charleston Court Carson City, NV 89701 882-5301 (w) 883-2921 (h) jmckenna@carsoncityschools.com	1/03, Reappt., 1/04 (School Board Appoints)	1/2012
VACANT (h) (cell) kshabi@sbcglobal.net	Partial Term 12/08	1/2010
James Smolenski 1112 Ridgefield Dr. Carson City, NV 89706 882-2644 (w) 882-4753 (h) 691-1467 (c) fitzhenrys@sbcglobal.net	Initial Term 1/08	1/2012
Donna Curtis (Chair) 608 Norfolk Drive Carson City, NV 89703 884-3037 (h) donnajcurtis@sbcglobal.net	Initial Term 3/03 Reappt. 1/06	1/2010
Steven Lasco 1501 Rand Avenue #5 Carson City, NV 89706-2601 883-7077 (w) 530-208-8205 (h) 530-208-8205 (c) tahoewordsmith@yahoo.com	Initial Term 1/08	1/2012
Charles Adams 5400 Newton Rd. Carson City, NV 89706 834-2901 (w) 885-0886 (h) 230-2433 (c) cadams@gbis.com	Initial Term 1/08	1/2012
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)	Initial Term 2/03	1/2008

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

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: Will Geddes
District Attorney's Office
887-2070

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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 November 14, 2008.* 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 COMMISSION2.16.010 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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NRS 244.3077 Commissioners: Terms; vacancies; compensation and expenses.

1. The terms of office of the commissioners shall be set so that there is never a termination of the terms of all members at one time and of the first commissioners appointed, one or more shall hold office for 1 year, one or more for 2 years, one or more for 3 years, and two or more for 4 years. Thereafter all commissioners shall be appointed for terms of 4 years.

2. Commissioners shall hold office until their successors are appointed and qualified.

3. Any vacancy in the office of commissioner shall be filled for the unexpired term in the same manner as original appointments.

4. Commissioners shall serve without compensation but shall be entitled to the same travel expenses and subsistence allowances as county officers.

(Added to NRS by 1965, 537)

NRS 244.3078 Oath of office; no bond required. Within 10 days after their appointment, commissioners shall qualify by taking the oath of office. No bond shall be required of them.

(Added to NRS by 1965, 537)

NRS 244.3079 Election of officers; treasurer; seal.

1. Within 10 days after their appointment, the commissioners shall organize as the commission by the election of one of their number as chairman, one as secretary, and by the election of such other officers as they may deem necessary. Annually during January the commission shall reorganize by the election of new officers.

2. The county treasurer of the county shall be the treasurer of the commission. The treasurer shall receive and pay out all the moneys of the county under the control of the commission, as ordered by it, but shall receive no compensation for any such additional duties.

3. The commission shall adopt a seal.

(Added to NRS by 1965, 537)

NRS 244.30791 Meetings; records; quorum.

1. The commission shall hold at least four meetings each year and shall keep a complete record of all its transactions.

2. A majority of the commissioners shall constitute a quorum for the transaction of business.

3. Any resolution, motion or other action shall be adopted or ordered taken by a majority of the commissioners forming a quorum.

(Added to NRS by 1965, 537)

NRS 244.30792 Powers and duties. The commission may have the following powers and duties as determined by the board and as set forth by the board in the organizational ordinance:

1. To determine policy in regard to recreational, cultural and park facilities.

2. To promulgate regulations governing the use of such facilities.

3. To prepare plans for additional recreational, cultural and park facilities and the development of existing facilities.

4. To operate and maintain existing facilities.

5. To fix, and from time to time increase or decrease, rates, tolls and charges for services and the use or availability of facilities.

6. To employ technical and clerical staff.