

**Carson City
Agenda Report**

Date Submitted: October 9, 2012

Agenda Date Requested: October 18, 2012

Time Requested: 45 minutes

To: Mayor and Supervisors

From: Larry Werner, City Manager

Subject Title: For possible action: To appoint one member to the Carson City Parks and Recreation Commission to fill a four-year term that expires in January 2016. *(Larry Werner)*

Staff Summary: CCMC 2.16.010 and NRS 244.3076 provide for a Parks and Recreation Commission to be composed of no more than nine members. Members shall be appointed by the Board of Supervisors. There is one opening due to a member's resignation. Applications have been received from the following persons: Joan Colburn, Lee-Ann Keever, and Jennifer Veneziano. No other applications were received.

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 fill a four-year term that expires in January 2016.

Explanation for Recommended Board Action: See staff summary

Applicable Statute, Code, Policy, Rule or Regulation: CCMC 2.16.010; NRS 244.3076

Fiscal Impact: None

Explanation of Impact: n/a

Funding Source: n/a

Alternatives: Re-open the position announcement for additional applicants

Supporting Material: Recruitment Announcement, Current Roster, Applications,
CCMC 2.16.010; NRS 244.3076

Prepared By: Laura A. Banks, Executive Offices

Reviewed By:



(City Manager)


(District Attorney)


(Finance Director)

Date: 10/5/12
Date: 10/9/12
Date: 10/9/12

Board Action Taken:

Motion: _____

1) _____
2) _____

Aye/Nay

(Vote Recorded By)



PARKS & RECREATION COMMISSION

The Carson City Board of Supervisors is seeking applications from persons interested in serving on the Carson City Parks and Recreation Commission. 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.

There is one (1) open position to fill a (4) year term that will expire in January 2016.

Applicants should be aware that a minimum commitment of up to 10 hours a month is expected. The Commission meets on the first Tuesday of every month at 5:30 pm. 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 the Carson City Executive Offices or on our website. *Let it be known that all applications submitted to this office for this position will be considered public information.*

Applications will be accepted until September 28, 2012. Interviews for this volunteer position are tentatively planned to be held at the regularly scheduled Board of Supervisors meeting on Thursday, October 18, 2012.

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 lbanks@carson.org
Web Page <http://www.carson.org>

AN EQUAL OPPORTUNITY EMPLOYER

UPDATED: 09/11/12

PARKS & RECREATION COMMISSION

<u>MEMBER</u>	<u>APPOINTMENT</u>	<u>TERM EXPIRES</u>
Todd Westergard 309 N. Iris St. Carson City, NV 89703 230-9290 (c) tnwestergard@yahoo.com	Initial Appt. 01/08 Reappt. 01/12	01/2016
Sean Lehmann (Chair) 2566 Bedford Carson City, NV 89703 884-1400 (w) 882-3150 (h) 450-5469 (c) lehmann.dpm@gmail.com	Initial Appt. 12/08 Reappt. 01/10	01/2014
Brett Long 2728 Snowflake Drive Carson City, NV 89703 888-8245 (w) 884-3964 (h) 230-0320 (c) longbml2@msn.com	Initial Appt. 01/12	01/2016
Donna Curtis 608 Norfolk Dr. Carson City, NV 89703 884-3037 (h) donnaajcurtis@sbcglobal.net	Initial Appt. 03/03 Reappt. 01/06; 01/10	01/2014
VACANT (S. Lasco resignation Aug. 2012)		01/2016
Charles Adams 5400 Newton Rd. Carson City, NV 89706 834-2901 (w) 885-0886 (h) 230-2433 (c) cadams@gbis.com	Initial Appt. 01/08 Reappt. 01/12	01/2016
Janice Brod (Vice Chair) 2453 Roxbury Way Carson City, NV 89703 283-7069 (w) 841-2129 (h) 336-8060 (c) jbrod@carson.org	Initial Appt. 01/10	01/2014

Continued next page...

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BOS

Molly Walt
Supervisor Ward 4
201 N. Carson St. Ste. 2
Carson City, NV 89701
283-7545 (w) 297-5007 (c)
mwalt@carson.org

Initial Appt. 01/09
Reappt. 01/12

12/2015

School Board Appointed

Barbara Myers
4552 Hillview Dr.
Carson City, NV 89701
882-8817 (h) 220-0637 (c)
bjmyers49@aol.com

Initial Appt. 09/12

01/2016

AUTHORITY: Pursuant to NRS 244.3071, CCMC 2.16.010 establishes a commission to be known as the Carson City Parks and Recreation Commission. This commission shall consist of nine members appointed by the BOS:

1. One member who shall be a member of the Board of Trustees of the CC School District
2. The remaining members shall be qualified electors of CC and appointed, where possible, from a diverse cross-section of the community (see section for details)

CCMC 2.16.030 provides for term limits of 4-years, expiring January 1st (reappointment OK).

MEETINGS: First Tuesday of each month

PURPOSE: Per CCMC 2.16.050, the commission shall act in advisory capacity to the board, shall cooperate with other governmental agencies and civic groups in the advancement of sound recreation planning, and 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 of spending of the residential construction tax.

Liaison: Roger Moellendorf, Parks and Recreation Director 283-7345 rmoellendorf@carson.org

Attorney Assignment: Tina Russom 283-7050 trussom@carson.org

- END DATA -

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SEP 23 2012

CARSON CITY
EXECUTIVE OFFICES

Carson City Application for Appointive/Volunteer Position

Please print or type

Title of Board or Commission: Carson City Parks & Recreation

Title of Position: VOLUNTEER

Name: Colburn Joan A

Address: 36 Crown Point Dr. CC NV 89706
Street City State Zip

Occupation/Business: travel sales/advertising sales

Telephone: Work- 841-1991 Home- 841-1991 Cell- 671-4485 E-mail- jcolburn4@juno.com

How long have you lived in Carson City: 2yrs 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
<u>Inst. Certified Travel Agents</u>	<u>TOURISM</u>	<u>CTC Certified Travel Counselor</u>

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

About 40 years of business experience in management or sales. Skills include organization, independent work, basic computer skills, the ability to articulate, motivate, create, teach, promote and generate enthusiasm and sales. Currently work with students and teachers/administration in many types of public and private multicultural schools nation-wide.

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

WNC Theatre, 20+ years on stage, back stage, Propmistress for about 15 shows, marketing committee

Soroptimist International, 2yrs, general membership and co-organized 3 special events

CarsonNow.org, formerly NewsCarsonCity.com, 6 -7 years, advertising sales

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

NA

4. Do You Anticipate Any Potential Conflicts of Interest? NO If Yes Please Explain.

Business in Carson City Service Area:

CarsonNow.org

Length of time in Business:

6-7 years

Personal/Professional References:

Name

Address

Telephone #

Pam Graham, former Director of Frontier and Rural Health, State of Nevada, retired, 3474 Mark Twain Avenue, Gardnerville, NV 89410-7051 cell 775 843-8636

Stephanie Arrigotti, Director, WNC Theatre Performing Arts, Home address 1824 Chase St, Carson City, NV 89703, school 775 445-4250

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.

[Signature]

Signature of Applicant

9/26/12

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

Phone (775)887-2100 Fax (775) 887-2286

RECEIVED

SEP 18 2012

Carson City Application for Appointive/Volunteer Position

CARSON CITY
EXECUTIVE OFFICES

Please print or type

Title of Board or Commission: Parks + Recreation Commission

Title of Position: MEMBER

Name: KEEVER, LEE-ANN

Address: 1008 NORTH NEVADA CARSON CITY NV 89703
Street City State Zip

Occupation/Business: STATE EMPLOYEE- DMV

Telephone: Work- 702-4939 Home- 883-1018 Cell- E-mail- leeannkeever@att.net

How long have you lived in Carson City: LIFE 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

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

I HAVE EXTENSIVE ORGANIZATIONAL SKILLS, AND PREVIOUS EXPERIENCE SERVING ON AN APPOINTED BOARD PLUS A LIFE LONG KNOWLEDGE OF CARSON CITY THAT ALLOWS ME TO SEE THE CITY'S POTENTIAL FOR EXCELLENCE AS IT GROWS.

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

1. BSA - DEN MOTHER - LED SCOUT TROOP

2. DMV ACTIVITIES COMMITTEE, MEMBER - FUND RAISING

3. RED SLIDE TREE COUNCIL - CHAIRED MEETINGS, SET MEETING AGENDAS & FACILITATED ANNUAL FALL TREE SEMINAR.

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

N/A

4. Do You Anticipate Any Potential Conflicts of Interest? No If Yes Please Explain.

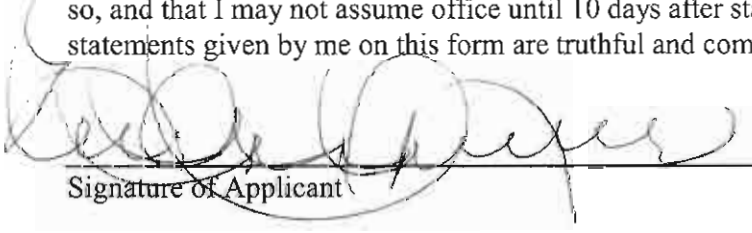
Business in Carson City Service Area: N/A

Length of time in Business: _____

Personal/Professional References:

Name	Address	Telephone #
<u>IRVING ROYCE, RETIRED</u>	<u>CL, NV</u>	<u>775-262-7328</u>
<u>SHARON SMITH, RETIRED</u>	<u>IMPERIAL BEACH, CA</u>	
<u>MARY THOMPSON, STATEMP.</u>	<u>CL, NV</u>	<u>775-771-9594</u>

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.


Signature of Applicant

9/17/17
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
Phone (775)887-2100 Fax (775) 887-2286

RECEIVED

SEP 10 2012

CARSON CITY
EXECUTIVE OFFICES**Carson City Application for Appointive/Volunteer Position***Please print or type*Title of Board or Commission: Parks and Recreation CommitteeTitle of Position: VolunteerName: Veneziano Jennifer M

Last	First	Middle Initial	
Address: <u>3108 Conte Drive</u>	<u>Carson City</u>	<u>NV</u>	<u>89701</u>
Street	City	State	Zip

Occupation/Business: Office manager - UCS SpiritTelephone: Work- 882-7114 Home- none Cell- 220-6472 E-mail- jennv21@sbcglobal.netHow long have you lived in Carson City: 11 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

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

I have worked with the local Soccer organizations in Carson for 10 years and feel that

I have a pretty good knowledge of the parks in town. I would like to help ensure

that the parks system remain in good condition for all children and adults in Carson City.

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

AYSO board member, positions held-Coach, Treasurer, Regional Commissioner

Carson Futbol Club, founder and board member, positions held-Coach, Treasurer, President

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

4. Do You Anticipate Any Potential Conflicts of Interest? NO If Yes Please Explain.

Business in Carson City Service Area: UCS Spirit / Fairview Dr / Manufacturer Pole Vault Poles

Length of time in Business: 13 years (11 in Carson City, 2 in NJ)

Personal/Professional References:		
Name	Address	Telephone #
Steve Chappell	Bavarian Drive, Carson City, NV 89705	775-721-3303
Jerry Meyer	Buzzys Ranch Dr, Carson City, NV 89701	775-671-5180

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.


Signature of Applicant

August 29, 2012

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
Phone (775)887-2100 Fax (775) 887-2286

**Carson City, Nevada, Code of Ordinances >> Title 2 - ADMINISTRATION AND PERSONNEL* >>
Chapter 2.16 - CARSON CITY PARKS AND RECREATION COMMISSION >>**

Chapter 2.16 - CARSON CITY PARKS AND RECREATION COMMISSION

Sections:

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.
- X 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).

COUNTY PARK AND RECREATION COMMISSIONS

NRS 244.3071 Definitions. As used in NRS 244.3071 to 244.30792, inclusive, unless the context requires otherwise:

1. "Board" means the board of county commissioners and includes the Board of Supervisors of Carson City.
2. "Commission" means the county park and recreation commission.
3. "Commissioner" means a member of the commission.
4. "Facilities" means any recreational, cultural or park property authorized by NRS 244.3071 to 244.30792, inclusive.

(Added to NRS by 1965, 535; A 1969, 321; 1991, 397)

NRS 244.3072 Power of county to create. In addition to the powers elsewhere conferred upon counties, any county, regardless of population, may create a county park and recreation commission in conformity with the procedure prescribed by NRS 244.3073 to 244.30792, inclusive.

(Added to NRS by 1965, 536)

NRS 244.3073 Petition for creation of commission; study of feasibility; approval by appropriate state agency.

1. Upon the petition of 5 percent or more of the registered voters of a county expressing a desire or interest in the creation of a county park and recreation commission, the board is authorized to conduct a recreation feasibility study which will meet the planning criteria set forth by the Bureau of Outdoor Recreation, the National Recreation Association or any other nationally recognized recreation authority.

2. Any study which shows a need for, and the feasibility of, a county park and recreation commission must be submitted to the Division of State Parks of the State Department of Conservation and Natural Resources or any other appropriate state agency. Acceptance and approval of the study by the Division of State Parks or other appropriate state agency empowers and authorizes the board to organize by ordinance a county park and recreation commission for the express purpose of planning, acquiring, developing, operating and maintaining recreational and cultural facilities and programs.

(Added to NRS by 1965, 536; A 1991, 397)

NRS 244.3074 Organizational ordinance: Contents. The organizational ordinance shall state:

1. That the ordinance thereby creates a county park and recreation commission;
2. The name of the commission;
3. The number of commissioners to be appointed;
4. The powers to be exercised by the commission;
5. That the facilities to be acquired, if any, are those therein designated;
6. That the facilities previously acquired or to be acquired under or pursuant to NRS 244.3071 to 244.30792, inclusive, or any other law by the board on behalf of the county, jurisdiction over and responsibility for which facilities are to be assumed subsequently by the commission, are those therein designated;
7. The times at which such jurisdiction and responsibility shall be assumed by the commission on behalf of the county;

and

8. The names of the appointed commissioners who shall serve on the first county park and recreation commission.

(Added to NRS by 1965, 536)

NRS 244.3075 Supplementation of organizational ordinance.

1. Any organizational ordinance may be supplemented after its adoption from time to time by the board by an ordinance stating:

- (a) Additional powers to be exercised by the commission;
- (b) That the additional facilities, if any, to be acquired are those therein designated;
- (c) That the additional facilities of the county, jurisdiction over and responsibility for which are to be assumed by the commission, are those therein designated; and
- (d) The times at which such jurisdiction and responsibility shall be assumed by the commission on behalf of the county.

2. Any supplemental ordinance may diminish any powers which the commission is authorized to exercise or may take from the commission jurisdiction over and responsibility for any facilities of the county which have been previously granted to the commission.

(Added to NRS by 1965, 536)

NRS 244.3076 Number, qualifications and appointment of members. The commission shall be:

1. Appointed by the board.
2. Composed of not less than five nor more than nine members, one of whom shall be a member of the board and one of whom shall be a member of the board of trustees of the county school district. The remaining members shall be qualified electors of the county.

(Added to NRS by 1965, 537)

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.