

DRAFT MINUTES
Regular Meeting
Carson City Parks and Recreation Commission
Tuesday, September 1, 2015 ● 5:30 PM
Community Center Sierra Room
851 East William Street, Carson City, Nevada

Committee Members

Chair – Brett Long
Commissioner – Chuck Adams
Commissioner – Joe Cacioppo
Commissioner – Donna Curtis
Commissioner – Sean Lehmann

Vice Chair – Lee-Ann Keever
Commissioner – Lori Bagwell
Commissioner – Justin Colburn
Commissioner – Robert Glenn

Staff

Roger Moellendorf, Parks and Recreation Department Director
Scott Fahrenbruch, Parks and Recreation Department Deputy Director
Jennifer Mayhew, Deputy District Attorney
Vern Krahn, Senior 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.

An audio recording of this meeting is available on www.Carson.org/minutes.

CALL TO ORDER

Chairperson Long called the meeting to order at 5:30 p.m.

ROLL CALL AND DETERMINATION OF QUORUM

Roll was called, and a quorum was present.

Attendee Name	Status	Arrived
Brett Long	Present	
Lee-Ann Keever	Present	
Chuck Adams	Absent	
Lori Bagwell	Present	
Joe Cacioppo	Present	
Justin Colburn	Present	
Donna Curtis	Present	6:15 p.m.
Robert Glenn	Absent	
Sean Lehmann	Absent	

PUBLIC COMMENTS

(5:37:29) – None.

1. ACTION ON APPROVAL OF MINUTES.

(5:37:50) – MOTION: I move to approve the July 7, 2015 meeting minutes.

RESULT:	APPROVED (4-0-1)
MOVER:	Cacioppo
SECONDER:	Keever
AYES:	Keever, Bagwell, Cacioppo, Colburn
NAYS:	None
ABSTENTIONS:	Long
ABSENT:	Adams, Curtis, Glenn, Lehmann

2. MODIFICATIONS TO THE AGENDA

(5:38:14) – Chairperson Long noted that item 3A would be addressed upon the arrival of the presenter.

3. MEETING ITEMS

A. PRESENTATION AND DISCUSSION ONLY BY THOMAS REED, EAGLE SCOUT CANDIDATE ON HIS LONE MOUNTAIN PARK TRAIL ENHANCEMENT AND FENCE/SIGNAGE REMOVAL PROJECT.

(6:08:45) – Chairperson Long introduced the item.

(6:09:08) – Mr. Krahn gave background information and presented the Staff Report, incorporated into the system.

(6:10:05) – Thomas Reed introduced himself as an Eagle Scout Candidate and presented his project via PowerPoint slides. Mr. Reed broke down the teams and their tasks. Vice Chairperson Keever inquired about the graffiti removal and was informed that whatever was not “scrubbed” would be painted over with matching paint. At the request of Chairperson Long, Mr. Krahn gave an update on the condition of the signs and fence posts, and the revegetation efforts. He also explained that the barbwire would be removed by the inmate work crew. Mr. Krahn reminded the Commission that Mr. Reed would return with an update to this project. Commissioner Cacioppo suggested that the Parks and Recreation department write a letter to Mr. Reed thanking him for his efforts, once the project has been completed, noting that the letter could be used for college applications.

There were no public comments.

B. FOR POSSIBLE ACTION: REGARDING A REVIEW AND ACTION ON POSSIBLE CHANGES TO CARSON CITY MUNICIPAL CODE CHAPTER 2.16 – CARSON CITY PARKS AND RECREATION COMMISSION.

(5:39:13) – Chairperson Long introduced the item.

(5:39:27) – Mr. Moellendorf gave background and presented the agenda materials which are incorporated into the record. He also noted that Staff did not recommend any changes and invited the Commissioners’ input.

(5:43:01) – Commissioner Bagwell wished to have a discussion regarding the reduction of the Commission’s size from nine members to seven, to make it more “efficient and effective in terms of room setup and quorum”. She

also wished to remove a section referring to the presence of a student on the Commission. Commissioner Bagwell suggested having six meetings per year, especially when some agenda items call for no action by the Commission, with the possibility of having additional meetings if necessary. Discussion ensued regarding the reasons for the review and the required number of Commission meetings as well. Many Commissioners were in agreement to have seven instead of nine members on the Commission.

There were no public comments.

(5:52:003) – MOTION: “I move to have Staff draft revised Chapter 2.16 and bring it back to the next meeting, pursuant to our discussions tonight”.

(5:52:17) – Mr. Moellendorf reminded the Commission that a change in the ordinance would be subject to two Board of Supervisors readings prior to approval.

RESULT:	APPROVED (5-0-0)
MOVER:	Bagwell
SECONDER:	Colburn
AYES:	Long, Keever, Bagwell, Cacioppo, Colburn
NAYS:	None
ABSTENTIONS:	None
ABSENT:	Adams, Curtis, Glenn, Lehmann

C. FOR DISCUSSION ONLY REGARDING AN UPDATE OF THE RESIDENTIAL CONSTRUCTION TAX BUDGET AND COMMITTED PROJECTS.

(5:53:25) – Chairperson Long introduced the item.

(5:53:50) – Mr. Moellendorf presented the Staff Report which is incorporated into the record. He also noted that construction has “picked up” and that they were expecting better Residential Construction Tax revenue and hoped to receive Board of Supervisors approval for a list of spending recommendations. Based on an inquiry from Commissioner Cacioppo, Mr. Moellendorf clarified that the Residential Construction Tax funds should be used for neighborhood parks and outdoor facilities. Discussion ensued regarding earmarked funds and Mr. Moellendorf noted that public hearings and a planning process would take place prior to any spending. Commissioner Bagwell was informed that the Parks Department has solicited input from neighborhoods and interested parties in the past regarding improvements to their parks and believed that process could be repeated.

There were no public comments.

D. FOR DISCUSSION ONLY REGARDING A FIVE YEAR PROJECTION OF THE QUALITY LIFE FUND (Q18) REVENUES.

(6:20:19) – Chairperson Long introduced the item.

(6:20:29) – Mr. Moellendorf presented the Staff Report which is incorporated into the record. Discussion ensued regarding the fiscal year 2020 projections being at the same level as those 15 years ago. Mr. Moellendorf believed construction will finally increase in Carson City. Commissioner Curtis indicated that she wished for “a lot more information for each account” and received confirmation that the augmentations would take place in

December, after which a more detailed review would take place. Chairperson Long wished to see a larger allocation of funds for maintenance projects.

There were no public comments.

4. STAFF UPDATES - DISCUSSION ONLY

A. Update on the Multi-purpose Athletic Center (MAC) project.

(6:27:02) – Mr. Moellendorf indicated that the project was on time and expected a Certificate of Occupancy in early December. He also noted that a grand opening celebration was scheduled for December 16, 2015 at 2 p.m., and shared several photographs of the construction project. Chairperson Long suggested posting the photographs on the Carsonproud.com site. Vice Chairperson Kever mentioned a related article in the Nevada Appeal and believed it was “nice”.

There were no public comments.

B. UPDATE ON NEVADA DIVISION OF WILDLIFE GRANT.

(6:32:19) – Mr. Krahn announced the receipt of an \$18,708 grant from the Nevada Division of Wildlife (NDOW) to be used for an automatic security gate along Rifle Range Road, to secure the Carson City Rifle and Pistol Range. He also indicated that they were looking for matching funds in order to supply the Range with restrooms as well. Commissioner Bagwell announced a fundraiser shootout event being held at the range by several gun clubs on October 3, 2015, the proceeds of which could be used as grant matching funds through the newly-founded Parks Foundation. Commissioner Curtis was informed that a classroom facility for hunter education classes and additional shooting stations were also on the Rifle and Pistol Club’s wish list. Mr. Krahn also noted the vandalism issue at the Range at this moment.

There were no public comments.

5. MEMBER ANNOUNCEMENTS AND REQUESTS FOR INFORMATION.

(6:44:33) – Commissioner Kever was informed that what she had read in the Nevada Appeal was about a new user interface for the City’s Active Net Program and not a new application, adding that it would make it easier for mobile device owners to interact with the program. Mr. Moellendorf also explained that a new Park Ranger Position request would be heard by the Board of Supervisors to patrol the newly-transferred lands from the Bureau of Land Management.

A. REPORT FROM SCHOOL BOARD LIAISON

(6:42:51) – Commissioner Cacioppo explained that the District Foundation had been “resurrected by the School District” to raise funds for projects to benefit the schools. He also announced a new club at Carson High School called RED (Remember Everyone Deployed) to recognize deployed military throughout the world.

6. FUTURE AGENDA ITEMS

(6:48:34) – Incorporated into the record. Commissioner Curtis also requested an update on the Downtown Project. Commissioner Bagwell invited everyone to attend the next day’s Redevelopment Authority Citizens Committee meeting to view the 60 percent update on the project. Chairperson Long suggested an update on the

disc golf course. Mr. Moellendorf indicated that the quality of life fund review and capital projects would be discussed in November and December respectively. Commissioner Curtis reminded Staff to agendaize a presentation of her report to the Board of Supervisors as well.

7. PUBLIC COMMENTS

(6:48:19) – None.

8. ACTION ON ADJOURNMENT

(6:52:43) – MOTION: Vice Chairperson Keever moved to adjourn. The meeting was adjourned at 6:53 p.m.

The Minutes of the September 1, 2015 Carson City Parks and Recreation Commission meeting are so approved this 6th day of October, 2015.

BRETT LONG, Chair