

**MINUTES**  
**Regular Meeting**  
**Carson City Parks and Recreation Commission**  
**Tuesday, April 1, 2014 • 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 John McKenna	

**Staff:**

Scott Fahrenbruch – Parks and Recreation Operations Director  
Tina Russom, Chief Deputy District Attorney  
Vern Krahn, Park Planner  
Ann Bollinger, Natural Resources Specialist  
Meagan Sorocco, Recreation Operations Manager  
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.

**CALL TO ORDER** (5:31:29) – Chairperson Lehmann called the meeting to order at 5:31 p.m.

**ROLL CALL AND DETERMINATION OF QUORUM** (5:31:59) – A quorum was present.

Attendee Name	Status	Arrived
Sean Lehmann	Present	
Brett Long	Present	
Chuck Adams	Absent	
Joe Cacioppo	Present	
Justin Colburn	Absent	
Donna Curtis	Present	
Robert Glenn	Present	
Lee-Ann Keever	Present	
John McKenna	Present	

**PUBLIC COMMENTS** (5:32:58) – None.

**1. ACTION ON APPROVAL OF MINUTES**

(5:33:16) – **MOTION:** The Parks and Recreation Commission approves the minutes of the February 4, 2014 meeting as written.

<b>RESULT:</b>	<b>APPROVED (7-0-0)</b>
<b>MOVER:</b>	Keever
<b>SECONDER:</b>	Long
<b>AYES:</b>	Lehmann, Long, Cacioppo, Curtis, Glenn, Keever, McKenna
<b>NAYES:</b>	None
<b>ABSTENTIONS</b>	None
<b>ABSENT:</b>	Adams, Colburn

2. **MODIFICATIONS TO THE AGENDA.** (5:33:31) – None.

3. **MEETING ITEMS**

A. **PRESENTATION AND DISCUSSION ONLY REGARDING THE ENVIRONMENTAL ASSESSMENT FOR THE NEVADA STATELINE TO STATELINE SHARED-USE PATH, NORTH DEMONSTRATION PROJECT, INCLINE VILLAGE TO SAND HARBOR. COMMENTS WILL BE SUBMITTED TO THE TAHOE TRANSPORTATION DISTRICT.** (3:33:37) – Ms. Bollinger gave background and introduced Karen Mullen, Project Consultant. Ms. Mullen presented the agenda materials, which are incorporated into the record.

(5:51:55) – Commissioner Glenn received confirmation that the two proposed alignments would have safe crossings such as a tunnel, a stop light, or a crossing light.

(5:53:31) – Commissioner Curtis was informed that the timelines outlined in the presentation reflected only the current portion of the project.

(5:56:48) – Vice Chairperson Long inquired about the shuttle buses and was told they would be increased this summer.

(6:00:16) – Commissioner McKenna noted that Route B would not be viable as it would increase the lake pollution.

**PUBLIC COMMENTS:** - None.

(6:05:15) – Ms. Bollinger noted that a matrix had been developed to look into the various environmental and recreational impacts; however, she wished to have additional public comments. Commissioner McKenna encouraged a water option to reach certain destinations.

B. **FOR DISCUSSION ONLY BY DAVID BUGLI, PRESIDENT OF THE FOUNDATION FOR THE BETTERMENT OF PARKS AND RECREATION, REGARDING THE PURPOSE OF THE FOUNDATION AND THE RELATIONSHIP BETWEEN THE FOUNDATION, THE PARKS AND RECREATION COMMISSION, AND THE PARKS AND RECREATION DEPARTMENT.** (6:08:25) – David Bugli gave background and presented the agenda materials. He also noted that the Foundation was able to accept funds on behalf of the Parks and Recreation Department or Commission, and help with dispersing the collected funds.

(6:24:52) – Chairperson Lehmann noted the lack of promotion and awareness of the foundation.

(6:26:30) – Mr. Bugli indicated that an annual meeting of the Foundation may take place on April 28, 2014.

(6:27:02) – Mr. Fahrenbruch commented on the accomplishments of the Foundation's merger with the Historical Society; however, he also believed that the two organizations would benefit from operating separately.

(6:28:06) – Commissioner Keever requested clarification on how donations letters would be obtained.

(6:30:08) – Mr. Bugli clarified for Vice Chairperson Long that the Foundation currently shared the Historical Society's website.

**PUBLIC COMMENTS:** - None.

**C. FOR DISCUSSION ONLY REGARDING THE SUMMARY AND REVIEW OF THE 2013/14 ARLINGTON SQUARE ICE RINK OPERATIONS.** (6:35:36) – Ms. Sorocco presented the 2013/2014 Arlington Square Ice Rink final revenue report, which is incorporated into the record. She also thanked all the donors and supporters of the rink, adding that since the generation of the report a utility bill for slightly over \$1,700 was also received from NV Energy.

(6:39:43) – Chairperson Lehmann was informed that the revenue from adult admissions was much higher because of a computer glitch during the first two weeks of operation.

(6:41:02) – Commissioner Curtis noted the 120 percent revenue and Ms. Sorocco attributed it to the purchased versus leased equipment, adding that now they would require maintenance.

(6:42:57) – Commissioner Cacioppo inquired about marketing activities with the schools. He also noted that some attendees had complained of dull skates. Ms. Sorocco explained that the City has purchased its own skate sharpener. Discussion ensued regarding the extension of the rink timeline and the impact made by weather.

**PUBLIC COMMENTS:** - None.

**D. FOR POSSIBLE ACTION: TO IDENTIFY ISSUES AND/OR TOPICS IN CHAPTERS 1, 2, AND 3 OF THE PARKS AND RECREATION MASTER PLAN FOR CONSIDERATION OF FUTURE AMENDMENTS TO THE MASTER PLAN.** (6:48:13) – Mr. Krahm presented the agenda materials, which are incorporated into the record.

(6:51:44) – Commissioner Curtis suggested Commissioners receive and review the entire Master Plan, and noted that an annual review might not be practical.

(6:52:35) – **MOTION:** To review the Master Plan every five years.

<b>RESULT:</b>	Withdrawn by Commissioner McKenna
<b>MOVER:</b>	Curtis
<b>SECONDER:</b>	McKenna
<b>AYES:</b>	None
<b>NAYES:</b>	None
<b>ABSTENTIONS</b>	None
<b>ABSENT:</b>	Adams, Colburn

(6:53:10) – Discussion ensued regarding the frequency of the Master Plan review.

(7: 03:14) – **MOTION:** I move to identify no issues and/or topics in Chapters One, Two and Three of the Parks and Recreation Master Plan for consideration of future amendments to the Master Plan.

<b>RESULT:</b>	Died for lack of a second
<b>MOVER:</b>	Cacioppo
<b>SECONDER:</b>	None
<b>AYES:</b>	None
<b>NAYES:</b>	None
<b>ABSTENTIONS</b>	None
<b>ABSENT:</b>	Adams, Colburn

(7:04:12) – **MOTION:** Staff to direct the Commission to review the feasibility of reviewing the Master Plan every five years.

<b>RESULT:</b>	<b>APPROVED (8-0-0)</b>
<b>MOVER:</b>	Lehmann
<b>SECONDER:</b>	Long
<b>AYES:</b>	Lehmann, Long, Cacioppo, Curtis, Glenn, Keever, McKenna
<b>NAYES:</b>	None
<b>ABSTENTIONS</b>	None
<b>ABSENT:</b>	Adams, Colburn

(7:05:58) – Discussion continued regarding Chapter three of the Parks and Recreation Master Plan and Mr. Krahn gave background on the foundation of the Master Plan and presented the agenda materials.

(7:30:00) – Chairperson Lehmann noted that the survey was approximately nine years old and inquired about its relevance. Mr. Krahn noted that the demographics information would be discussed during the review of Chapter Four.

(7:31:31) – Vice Chairperson Long was informed that the past survey was done through the City's Information Technology Department had done the original survey nine years ago.

(7:43:33) – Commissioner Glenn received confirmation that the first survey had been mailed to registered voters because it assured accuracy of names and addresses. However, the second online survey had been available to everyone; therefore, 20 percent of the respondents had been non-Carson City residents. Commissioner McKenna cautioned that an upcoming survey should be followed up by meeting the audience needs within a reasonable period of time.

**PUBLIC COMMENTS:** - None.

(7:49:15) – **MOTION:** To conduct follow up public opinion surveys when a review of the master plan is approved by the Board of Supervisors.

(7:49:55) – The type of surveys were discussed and it was agreed to keep it general because of future technological changes and availabilities.

<b>RESULT:</b>	<b>APPROVED (8-0-0)</b>
<b>MOVER:</b>	Curtis
<b>SECONDER:</b>	Keever
<b>AYES:</b>	Lehmann, Long, Cacioppo, Curtis, Glenn, Keever, McKenna
<b>NAYES:</b>	None
<b>ABSTENTIONS</b>	None
<b>ABSENT:</b>	Adams, Colburn

#### 4. STAFF UPDATES

**A. UPDATE ON THE STATUS OF THE 1/8<sup>TH</sup> OF ONE PERCENT SALES TAX FOR PUBLIC INFRASTRUCTURE PROJECTS INCLUDING THE MULTI-PURPOSE ATHLETIC CENTER, THE PROPOSED ANIMAL SHELTER, STREET AND PEDESTRIAN IMPROVEMENTS IN THE DOWNTOWN AREA, AND THE CARSON STREET, WILLIAM STREET, AND HIGHWAY 50 EAST COMMERCIAL CORRIDORS AND IMPROVEMENTS TO THE COMMUNITY CENTER.**

(7:51:22) – Mr. Krahn noted that due to an irregularity in the posting of the public hearings regarding the one-eighth percent sales tax, the reading of the ordinance, notification, and the presentation of the funding plan would be repeated. He added that a new public hearing will take place on May 1, 2014 and the collection of the taxes would not be expected until October 1, 2014. Discussion ensued regarding the tax impact on the Multipurpose Athletic Complex (MAC). Commissioner McKenna noted that a new location of the MAC may be discussed at the Board of Supervisors meeting upon the request of Supervisor Jim Shirk.

**PUBLIC COMMENTS:** - None.

**B. UPDATE ON THE ORMSBY SPORTSMEN'S ASSOCIATION WORK DAY AT THE FAIRGROUNDS/FUJI PARK COMPLEX.** (7:55:45) – Mr. Krahn gave an update on the volunteer projects by community groups such as the Ormsby Sportsmen's Association's placement of interpretive signs at Fuji Park.

**5. MEMBER ANNOUNCEMENTS AND REQUESTS FOR INFORMATION.** (8:00:20) – Chairperson Lehmann conveyed the importance of appointing a liaison to the Foundation for the Betterment of Parks and Recreation. Commissioner Keever encouraged everyone to fill out a contest form to win a 4<sup>th</sup> of July celebration for Carson City, sponsored by DestinationAmerica.com. Commissioner Curtis inquired about an upcoming subdivision and was informed that the Commission would have an opportunity to review the plans relating to parks.

**A. REPORT FROM SCHOOL BOARD LIAISON.** (8:04:02) – Commissioner Cacioppo indicated that a new scoreboard had been acquired by the school district and would require \$150,000 for installation. He added that several sponsors had committed to funding the project in hopes of having it ready for the State track meet.

**6. FUTURE AGENDA ITEMS.** (8:05:51) – Incorporated in the agenda materials and into the record.

**7. PUBLIC COMMENTS** (8:05:59) – None.

**8. ACTION ON ADJOURNMENT.** (8:06:01) – Commissioner Keever moved to adjourn. The motion was seconded by Commissioner McKenna. The meeting was adjourned at 8:06 p.m.

The Minutes of the April 1, 2014 Carson City Parks and Recreation Commission meeting are so approved this 6<sup>th</sup> day of May, 2014.

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SEAN LEHMANN, Chair