

**MINUTES**  
**Regular Meeting**  
**Carson City Parks and Recreation Commission**  
**Tuesday, September 2, 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:**

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

The televised Carson City Parks and Recreation Commission meetings are available on AccessCarsoncity.org, [http://www.breweryarts.org/?page\\_id=2603](http://www.breweryarts.org/?page_id=2603).

**CALL TO ORDER** (5:32:21) – Vice Chairperson Long called the meeting to order at 5:32 p.m.

**ROLL CALL AND DETERMINATION OF QUORUM** (5:32:32) – A quorum was present.

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

**PUBLIC COMMENTS.**

(5:3158) – None.

**1. ACTION ON APPROVAL OF MINUTES.**

(5:33:40) – Vice Chairperson Long suggested the approval of the August 5, 2014 meeting minutes with one correction.

**(5:33:58) – MOTION: So moved.**

<b>RESULT:</b>	<b>APPROVED (6-0-0)</b>
<b>MOVER:</b>	Keever
<b>SECONDER:</b>	Curtis
<b>AYES:</b>	Long, Adams, Cacioppo, Curtis, Keever, McKenna
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	Lehmann, Colburn, Glenn

**2. MODIFICATIONS TO THE AGENDA** (5:34:19) – None.

**3. MEETING ITEMS**

**A. DISCUSSION ONLY REGARDING AN UPDATE ON THE NV 150 FAIR.**

(5:34:45) – Mr. Moellendorf gave the “Parks and Recreation perspective”, and presented a Staff Report, adding that the Fair “went really well”. He also congratulated Marena Works, Deputy City Manager, for a successful Fair.

(5:36:37) – Ms. Works introduced Susan Taylor, Fair Manager, and gave an update. She explained that not charging a gate fee was an advantage to attract over 21,000 attendees and praised the shuttle from and to Casino Fandango. Ms. Works also noted that the livestock events were “packed”, calling it and the livestock auction a great learning event. She explained that almost all the vendors had stated that they would return. A key learning, according to Ms. Works, was to ensure that the paid events were better contained.

(5:43:15) – Ms. Taylor thanked the Parks and Recreation employees and gave anecdotal information about participants wanting to return.

(5:45:28) – Ms. Works explained that the financial information would be presented to the Board of Supervisors, and thanked many of the sponsors.

(5:47:25) – Commissioner McKenna inquired about “the next one” and when to start planning for it. Ms. Taylor noted that she had already started the process, and would seek Board of Supervisors approval by September 18, 2014.

(5:48:30) – Commissioner Keever inquired about the need for legislative approval to use of the name “State Fair”. Ms. Works noted that many names were being considered at this point.

(5:50:00) – Commissioner Cacioppo asked about the growth of the fair and whether other locations were being considered.

(5:51:05) – Commissioner Curtis stated that she had volunteered to work at the fair and had heard from people who had enjoyed the fair. She also noted that one person was unhappy because of the unavailability of the dog park.

(5:53:02) – Ms. Works hoped that the Parks and Recreation Department would take a closer look at Fuji Park when discussing the Master Plan.

(5:54:12) – Commissioner Keever thanked the Parks and Recreation Department and called the Fair “a great asset to the community”.

## **PUBLIC COMMENTS**

(5:55:45) – C.K. Baily noted that he had volunteered in the Exhibit Hall and had met many people from “all over California and all over the State of Nevada”. He was also impressed that a high-end restaurant had purchased a pig raised by “the kids”. Mr. Baily suggested more protection from the heat for the animals and their handlers in the future. He also called Casino Fandango and Costco “good neighbors”.

(5:59:18) – Charlene Foerschler, whose grandchildren had participated in the Fair, explained that she was impressed by the lack of trash. She also was pleased with the lawn versus the asphalt at other fairs, and the quick turnaround of the shuttles at Casino Fandango.

## **B. FOR POSSIBLE ACTION: TO RECOMMEND APPROVAL OF THE 90% COMPLETED DESIGN PLANS FOR THE MULTI-PURPOSE ATHLETIC CENTER (MAC) PROJECT.**

(6:02:35) – Mr. Moellendorf introduced Brent Tippets, Project Architect from VCBO Architecture, and the project team members: Vern Krahn, Park Planner; Daniel Rotter, Public Works Engineering Manager; James Morris, Public Works Project Manager; Bill Miles and Stacy Reid, representing Miles Construction. Mr. Moellendorf also read a document prepared by the engineering staff and the City Manager regarding the role and duties of an oversight committee.

(6:05:31) – Mr. Tippets presented the 90 percent design plans, incorporated into the record, of the Multi-Purpose Athletic Center (MAC), noting that this was a design presentation and would not include detail such as color.

(6:18:00) – Commissioner Curtis was informed that it would be possible to add to the building in the future; although Mr. Tippets noted that parking may be an issue. Mr. Moellendorf reminded the Commission that due to the joint-use agreement with the Boys and Girls Club, it would be possible to use their parking area for large events on weekends.

(6:19:41) – Mr. Tippets explained to Commissioner Cacioppo that they were working with Miles Construction and they were “close to final numbers”. Mr. Moellendorf added that the cost would be discussed in the November 5, 2014 PRC meeting.

(6:22:32) – In response to a question by Commissioner Keever, Mr. Tippets stated that they would be able to begin construction in March, 2015 with completion scheduled for June, 2016.

**PUBLIC COMMENTS (6:23:19) – None**

(6:24:07) – MOTION: I move to recommend approval of the 90 percent completed design plans for the Multi-Purpose Athletic Center (MAC) Project.

<b>RESULT:</b>	<b>APPROVED (6-0-0)</b>
<b>MOVER:</b>	McKenna
<b>SECONDER:</b>	Adams
<b>AYES:</b>	Long, Adams, Cacioppo, Curtis, Keever, McKenna
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	Lehmann, Colburn, Glenn

**C. PRESENTATION AND DISCUSSION ONLY ON THE DRAFT MANAGEMENT PLAN FOR CARSON CITY OPEN SPACE AND PARKS IN THE CARSON RIVER AREA, DATED JULY 2014, WITH EMPHASIS ON CHAPTER 4 - PARKS AND TRAILS.**

(6:24:45) – Mr. Moellendorf introduced Juan Guzman, Open Space Manager and Lynn Zonge of Resource Concepts, the presenters of the Draft Management Plan. He also announced Mr. Guzman’s retirement on September 4, 2014.

(6:25:30) – Mr. Guzman explained that they would present a “complete draft” of the Management Plan, and encouraged the submission of comments via a form provided in the back of the room, by September 12, 2014. Mr. Guzman also introduced consultant Mark Kimbrough and gave background on the Management Plan.

(6:28:49) – Ms. Zonge presented the Draft Management Plan which is incorporated into the record. She also explained that the document was posted on the City’s website.

(6:40:29) – Mr. Moellendorf explained to Vice Chairperson Long that this Draft Plan would utilize existing elements from individual properties and treat them as one. Mr. Guzman noted that when the Carson River Plan was written, most of the lands were private.

(6:44:58) – Commissioner Curtis suggested that Silver Saddle Ranch become an event venue in the future. Discussion ensued regarding the types of recreation permitted on conservation easements.

(6:54:30) – Commissioner McKenna inquired about the presence of any issues with the neighbors and was informed that several of them had asked some individuals not to use their property.

**PUBLIC COMMENTS**

(6:56:12) – Jack Forschler, a resident of Golden Eagle lane, noted three concerns that were presented by the original property owners: 1) access to the river via “pods” (in order for Carson City residents to get to the river from certain areas); 2) protection of the wildlife around the river; 3) and private property rights, especially the construction of a parking lot. Mr. Forschler noted that much damage was done by off-highway vehicles and preferred that they not use the road maintained by residents.

(7:01:55) – Commissioner McKenna noted that this was “the third grouping with this type of problem” and suggested the involvement of the Regional Transportation Commission (RTC), and a discussion with Open Space about funding the maintenance of these roads.

(7:03:20) – Commission Curtis was informed that the residents had built the road in the area. Mr. Guzman also explained that the motorized vehicles were allowed up to Mr. Foerschler’s driveway.

(7:07:41) – Bill Desormier, a Golden Eagle Lane resident, gave background on the road built by the area residents and the construction of a private easement which excluded the public. He also believed that building the parking lot there was “wrong”.

(7:13:27) – Maurice White pointed out the discrepancies in the size of the property to be managed, adding that he had brought this to Staff’s attention during the Open Space Advisory Committee meeting. He also noted certain omissions from the conservation easement section that were brought over into this document. Mr. White stated that there was no mention of motorized use “at the south end of Prison Hill”. Mr. Moellendorf clarified that Staff had been working on the concerns brought up by Mr. White.

(7:18:10) – Commissioner Curtis inquired about the next steps in addressing the public comments and was informed by Mr. Moellendorf that they would be addressed, as the purpose of this meeting was to receive input from the public.

(7:19:37) – Paul Sinnott stated that he lived at the “base of Prison Hill” and inquired about a BLM fire station on 40 acres. Mr. Sinnott was informed that it had been withdrawn from the Omnibus Bill.

(7:22:45) – Paul Desormier, a Golden Eagle Lane resident, noted that he and his daughters owned three properties in the area and that they had offered them to the City twice but the City had not accepted them. Mr. Desormier stated his opposition to the parking lot and to motorized use because the land would be “torn up”, adding that they had moved to the area for the “peace and quiet”.

(7:23:47) – Charlene Foerschler inquired about the proposed parking lot and was informed that the parking lot was still an idea and at “a sufficient distance away to minimize daily disturbance to neighbors and for the ability for people to come to the property by motorized use”. Ms. Foerschler noted that there is access to the area without requiring a parking lot.

(7:26:56) – Commissioner McKenna received confirmation that the comments will be compiled and this process will be “repeated for action” in the form of a recommendation. Mr. Guzman noted that Staff was considering “going to the Board [of Supervisors] for a preliminary discussion, but a decision had not been made yet. He also noted that the entire process could be completed by January 2015.

(7:30:03) – Commissioner Curtis inquired about additional property purchases and was informed by Mr. Guzman that a private property near Lyon County providing motorized access to the riverbed could be strategically important to purchase.

(7:33:10) – Commissioner McKenna encouraged a discussion with the V&T in order to understand their plans regarding use of the entire area for the train and not leaving room for trails. He also suggested keeping the Buzzy’s Ranch name, as it was the perfect name.

(7:34:28) – Mark Kimbrough noted that after 20 years “it all came together” and stressed the importance of a Management Plan and the protection of private property lands. He also praised Mr. Guzman’s efforts and the people-skills he brought to the position.

(7:38:25) – Commissioner Curtis encouraged the public to peruse the document and called it “a nice read”.

(7:40:50) – Commissioner McKenna was informed that the document in print form was costly; therefore it could be available to the public in CD or Flash drive format by contacting the Parks and Recreation department. Mr. Guzman noted that it was also available to be downloaded from the City’s website.

(7:42:44) – Vice Chairperson Long recessed the meeting.

(7:53:02) – Vice Chairperson Long called the meeting back to order. A quorum was still present.

**D. FOR POSSIBLE ACTION: TO IDENTIFY ISSUES AND/OR TOPICS IN CHAPTER 6 (INDOOR FACILITIES) OF THE PARKS AND RECREATION MASTER PLAN FOR CONSIDERATION IN FUTURE AMENDMENTS TO THE PLAN.**

(7:53:78) – Mr. Krahn gave background and presented the Staff Report, which is incorporated into the record. He also noted that the discussion in this meeting will focus on the indoor facilities of the Parks and Recreation Master Plan.

(7:58:12) – Kurt Meyer, Recreation Program Manager, Carson Aquatic Facility, gave an update on many of the new programs at the Facility and noted the use of contractors as instructors. He explained that with the pool closures in Reno, its residents were using the Carson City swimming pool. Mr. Krahn added that with the growth of the programs, they may eventually reach a limit due to the size of the Facility and the available times. Mr. Meyer also noted the additional locker room and parking areas, and stated that a possible expansion would be possible if the tennis courts were moved.

(8:02:27) – Commissioner McKenna was informed that part of the Mills Park property was “encumbered by Land and Water Conservation Grant funds”. Discussion ensued regarding possible locations for a leisure pool. Mr. Meyer noted the maintenance needs for the current facilities such as a new roof and resurfacing the pool.

(8:09:05) – In response to a question by Commissioner Curtis, Mr. Moellendorf explained that 20 percent of Question 18 funds were set aside for the maintenance of parks and recreation facilities; however, with the recession, the tax revenue had decreased and many capital improvement projects had been placed on “the back burner”. He added that a future agenda item was planned to go through a prioritization process for capital improvement projects.

(8:17:25) – Mitch Ames, Recreation Program Manager, Community Center, gave an update on the Bob Boldrick Theatre calling it “a buried treasure in this area”. He also noted the need for many updates such as the need for a larger loading area, updated orchestra pit, and the lack of a sound wall to the gym. Mr. Ames cited several improvements that were recommended in the 2006 Master Plan such as a staging and scene shop and larger space for theatre event rooms.

(8:25:55) – Commissioner Curtis received confirmation that theatre improvements were included as part of the one-eighth cent tax increase. Mr. Moellendorf noted that \$500,000 would be allocated to Community Center improvements; however, he did not know the details as they would require going through the “public process”

next spring. Mr. Krahn reported that the public survey had also indicated the need for an amphitheater. Commissioner Curtis suggested including in the Master Plan that this Commission should work closely with the Cultural Commission for public art discussions. Mr. Moellendorf stressed the success of the joint use agreement with the Carson City School District and the charter schools, and the cost savings it has provided.

(8:46:41) – Commissioner Curtis suggested going to the improvements list and removing the redundancies. She also noted that some of the suggestions have already been implemented.

(8:47:26) – Commissioner Cacioppo stated that the theatre was a highly-used facility and that there were costs associated with that. He suggested allocating funds to the facility maintenance.

(8:48:35) – Vice Chairperson Long requested several wording changes to the programs in the document and suggested removing the already-completed items. Discussion ensued regarding the changed uses of the facility. Mr. Moellendorf suggested including the impact created by the MAC on the Community Center.

There were no public comments.

**(8:59:35) – MOTION: I move to identify no issues and/ or topics in Chapter 6 (Indoor Facilities) of the Parks and Recreation Master Plan for consideration in future amendments to the plan.**

<b>RESULT:</b>	<b>APPROVED (6-0-0)</b>
<b>MOVED:</b>	Long
<b>SECONDER:</b>	Cacioppo
<b>AYES:</b>	Long, Adams, Cacioppo, Curtis, Keever, McKenna
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	Lehmann, Colburn, Glenn

#### 4. STAFF UPDATES

(9:02:29) – Mr. Ames wished to publicly thank Eric Klug and the entire Community Center Recreation Staff for their dedication in providing services to the community. Commissioner Cacioppo, Commissioner Adams, and Mr. Moellendorf extended their thanks as well to the Parks and Recreation Staff.

##### A. UPDATE ON JOHN D WINTERS CENTENNIAL PARK – UPPER SPORTS COMPLEX ADA IMPROVEMENTS PROJECT.

(9:04:59) – Mr. Krahn announced that the ADA improvements project design, funded by the Land and Water Conservation Grant and executed by the Public Works Department's Engineering Staff, was complete and "we're out to bid on it right now". He added that the project would be awarded at the Board of Supervisors October 16, 2014 meeting with a possible construction start date of late October, 2014.

**PUBLIC COMMENTS (9:07:50) – None**

#### 5. MEMBER ANNOUNCEMENTS AND REQUESTS FOR INFORMATION.

(9:08:08) – Commissioner Keever inquired about the three lost Cottonwood trees in Treadway park and suggested donating the wood to the Railroad Museum. She also praised the Public Works Department for fencing off the area.

(9:10:06) – Commissioner Curtis announced a K9 run to benefit the new animal shelter. The event will be held on September 9, 2014 at Riverside Park, and the registration is at 8 a.m. She also stated that Partnership Carson City was holding a bi-annual collection of prescription drugs on September 27, 2014, at Smith's grocery store, and they will dispose them appropriately. Commissioner Curtis also announced the annual pooch plunge at the Community Center swimming pool.

(9:11:45) – Vice Chairperson Long noted that on Saturday, September 20, 2014, the Kiwanis race to benefit pancreatic cancer would take place at Empire Ranch, adding that the race information could be found at [www.active.com](http://www.active.com).

**A. REPORT FROM SCHOOL BOARD LIAISON.**

(9:12:25) – Commissioner Cacioppo reported that an additional 48 students had been enrolled this year in the school district, representing approximately 19 additional families.

**6. FUTURE AGENDA ITEMS.**

(9:13:13) – Incorporated into the record.

**7. PUBLIC COMMENTS (9:13:16) – None**

**8. ACTION ON ADJOURNMENT. (9:13:24) – Commissioner Keever moved to adjourn. The motion was seconded by Commissioner Curtis. The meeting was adjourned at 9:13 p.m.**

The Minutes of the September 2, 2014 Carson City Parks and Recreation Commission meeting are so approved this 7<sup>th</sup> day of October, 2014.

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SEAN LEHMANN, Chair