

**MINUTES**  
**Regular Meeting**  
**Carson City Parks and Recreation Commission**  
**Tuesday, August 5, 2014 ● 5:30 PM**  
**Community Center Sierra Room**  
**851 East William Street, Carson City, Nevada**

**Committee Members:**

<b>Chair – Sean Lehmann</b>	<b>Vice Chair – Brett Long</b>
<b>Commissioner – Chuck Adams</b>	<b>Commissioner – Joe Cacioppo</b>
<b>Commissioner – Justin Colburn</b>	<b>Commissioner – Donna Curtis</b>
<b>Commissioner – Robert Glenn</b>	<b>Commissioner – Lee-Ann Keever</b>
<b>Commissioner – John McKenna</b>	

**Staff:**

Roger Moellendorf, Parks and Recreation Department Director  
Randy Munn, Chief Deputy District Attorney  
Scott Fahrenbruch, Deputy 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 [http://www.breweryarts.org/?page\\_id=2603](http://www.breweryarts.org/?page_id=2603).

**CALL TO ORDER (5:31:24)** – Chairperson Lehmann called the meeting to order at 5:31 p.m.

**ROLL CALL AND DETERMINATION OF QUORUM (5:31:34)** – A quorum was present.

Attendee Name	Status	Arrived
Sean Lehmann	Present	
Brett Long	Present	5:45 p.m.
Chuck Adams	Present	
Joe Cacioppo	Present	
Justin Colburn	Present	
Donna Curtis	Present	
Robert Glenn	Present	
Lee-Ann Keever	Present	
John McKenna	Present	

**PUBLIC COMMENTS.**

(5:32:17) – Susan Taylor, NV150 Fair Manager, thanked the Parks and Recreation Department for their support of the fair, calling it “an outstanding job”.

(5:33:10) – Mr. Moellendorf introduced new Deputy District Attorney, Jennifer Mayhew, replacing Tina Russom. He also thanked Carson City Sherriff Ken Furlong for cancelling the Sherriff's Night Out event due to weather, noting that "a lot of planning" had gone into the event; however the cancellation was essential to save the park from much damage.

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

**(5:35:13) – MOTION: I move to approve the minutes of the July 1, 2014 meeting.**

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

**2. MODIFICATIONS TO THE AGENDA. (5:35:37) – None.**

**3. MEETING ITEMS**

**A. DISCUSSION ONLY REGARDING A PRESENTATION BY TYLER TORRES, EAGLE SCOUT CANDIDATE, ON HIS CALIFORNIA TRAIL INTERPRETATIVE SIGNAGE PROJECT.**

(5:31:50) – Mr. Krahn gave background and introduced Tyler Torres, an Eagle Scout candidate.

(5:38:37) – Mr. Torres delivered a PowerPoint presentation, incorporated into the record, on the California Trail and his proposed project.

(5:44:55) – Discussion ensued regarding the map identifying the trail and Mr. Torres noted that he had received information from the Historical Society and by doing research at the Carson City Library.

(5:47:10) – Commissioner Cacioppo received confirmation that the project would take a month to complete.

**B. DISCUSSION ONLY REGARDING THE MULTI-PURPOSE ATHLETIC CENTER (MAC) PROJECT'S SCHEDULE.**

(5:48:15) – Mr. Moellendorf gave background and introduced Daniel Rotter, Carson City Public Works Engineering Manager.

(5:49:18) – Mr. Rotter Presented the MAC floor plan, timeline, and budget, all of which are incorporated into the record.

(5:53:30) – Commissioner Curtis received confirmation that the Construction Management at Risk (CMAR) process provided a guaranteed maximum price.

(5:55:06) – Commissioner Kever inquired about the impact of the construction on the Boys and Girls Club (BGC), and was assured it would be minimal, because the site would be contained.

(5:56:04) – Commissioner Glenn received confirmation that the 90 percent design meeting would take place in September. Discussion ensued regarding the CMAR process and Mr. Rotter noted that it would greatly reduce cost overruns and change orders. Commissioner McKenna suggested looking into the way the school district has managed its construction effectively. Commissioner Keever received confirmation that expenses above the approved CMAR would be absorbed by that firm. Mr. Moellendorf believed it was not yet time to pre-purchase and store materials. Discussion also ensued regarding the contract details. Vice Chairperson Long requested a copy of the contract and he was informed it would be a public document but not by the September 2, 2014 meeting.

**PUBLIC COMMENTS** – None

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

(6:21:28) – Mr. Krahn presented the agenda materials, incorporated into the record, noting that tonight’s meeting would address the outdoor portions of Chapter Six, and in September, the Committee would address the indoor sections.

(6:33:08) – Commissioner Curtis commented on the latest City acquisitions. She also referred to a survey stating many residents wished to have parks in their neighborhoods but could not because of many reasons such as lack of land or funds. She encouraged the City to ask new developers for such amenities when building their developments.

(7:02:28) – Vice Chairperson Long inquired about the status of Empire Ranch and he was informed that it was still unknown at this point. Commissioner McKenna gave historical information on the golf course and updated the Commission on its use of effluent water.

(6:48:01) – In response to a question by Commissioner Curtis, Mr. Fahrenbruch noted that in certain areas developments would fund some of the park enhancements or new additions. He also explained the time required to have a park ready when using natural grass versus artificial turf. Commissioner Adams inquired about the status of the disc golf course, suggesting that the Master Plan should also include additional inexpensive activities such as disc golf. Mr. Moellendorf gave an update on the BLM land transfers that would impact the disc golf course status.

(7:11:55) – Commissioner Curtis noted that she was absent during the Chapter Five implementation discussion of the Master Plan and inquired about the process to bring back her comments and questions to the Commission. Mr. Moellendorf suggested discussing the overall implementation strategies once the entire Plan is reviewed.

(7:19:35) – Vice Chairperson Long commented that it would be difficult to “recommend something other than prioritizing” because no budgets were available at this point. Discussion ensued regarding maintenance and maintenance funds.

**PUBLIC COMMENTS** (7:25:22) – None.

**D. DISCUSSION ONLY REGARDING THE FEASIBILITY OF AN ORDINANCE THAT BANS SMOKING FROM ALL PARKS AND RECREATION FACILITIES.**

(7:25:38) – Chairperson Lehmann gave background and cited several examples of cities banning smoking in parks. He called it a health issue and noted that many citizens who are sensitive to cigarette smoke were unable to attend the NV150 fair and the Independence Day fireworks.

(7:27:30) – Mr. Moellendorf addressed the enforcement issues associated with the ban and explained some of the measures, such as signs in playgrounds, were already in place for a voluntary ban. He also noted that a designated smoking area at the Fair had been helpful. Discussion ensued regarding enforcement and Commissioner Keever suggested contacting some of the cities that ban smoking to understand how they manage it.

(7:33:55) – Mr. Fahrenbruch noted that “smoking in designated areas only” signs deterred people from smoking and encouraged the use of the smoking area, which were “heavily used”. Mr. Moellendorf commented on how clean the park had looked during the Fair.

**PUBLIC COMMENTS** (7:39:50) – None.

**4. STAFF UPDATES**

**A. UPDATE ON THE GRACE WORKS LINEAR PARK MULTI-USE PATH MAINTENANCE AND CLEAN-UP PROJECT.**

(7:40:52) – Mr. Krahn announced that on June 7, 2014 several area churches had participated in two cleanup projects, adding that they were planning on returning next year as well.

**PUBLIC COMMENTS** – None

**B. UPDATE ON THE BMX TRACK LIGHTING PROJECT’S CONSTRUCTION SCHEDULE.**

(7:42:22) – Mr. Krahn explained that a pre-construction meeting was scheduled on August 6, 2014 with the Department of Public Works and the contractor. He also noted that the project completion date was October 17, 2014, and that it was still on budget.

**PUBLIC COMMENTS** – None.

**C. UPDATE ON THE CARSON CITY FREEWAY MULTI-USE PATH PROJECT BETWEEN HIGHWAY 50 (EAST) AND 5<sup>TH</sup> STREET.**

(7:44:01) – Mr. Krahn indicated that the project was “moving forward in multiple levels” and was funded by a Transportation Alternative Program (TAP) grant. He stated that Public Works was working with the Nevada Department of Transportation (NDOT) towards a Stewardship Agreement.

**PUBLIC COMMENTS** – None.

**D. UPDATE ON THE MANAGEMENT PLAN FOR CARSON CITY OPEN SPACE AND PARKS IN THE CARSON RIVER AREA.**

(7:47:11) – Mr. Moellendorf read a statement prepared by Juan Guzman, Open Space Manager, announcing the completion of the Draft Management Plan for the Carson City Open Space and the Carson River Area. He noted that the plan was a BLM requirement prior to the transfer of land. Mr. Moellendorf invited everyone to the a public information meeting on August 18, 2014, at the Community Center Lobby, 3-5:45 p.m., followed by the Open Space Advisory Committee meeting at 6p.m., during which a public hearing would be held to receive public testimony. He added that no action would be taken that night regarding the plan, and that copies of the plan may be requested by contacting the Parks and Recreation Department Office.

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

(7:50:13) – Chairperson Lehmann requested using full names of parks during discussions, for example John D Winters Centennial Park, instead of Centennial Park. Mr. Moellendorf noted that the Board of Supervisors had approved the new name of the Pony Express Pavilion to be the Marv Teixeira Pavilion.

(7:51:50) – Commissioner Curtis praised the NV150 Fair and gave examples of attendees who had enjoyed it.

(7:53:49) – Commissioner Kever also noted that she had received many positive comments regarding the fair, especially about the shuttle provided by Casino Fandango, and some had suggested having more public relations in the future. Mr. Moellendorf stated that on the Thursday, August 7, 2014 Board of Supervisors meeting, Deputy City Manager Marena Works would be providing a Fair update.

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

(7:53:11) – Commissioner Cacioppo reminded everyone to be mindful of students walking to and from school starting on August 18, 2014.

**6. FUTURE AGENDA ITEMS.**

(7:56:48) – Incorporated in the agenda materials and into the record. Mr. Moellendorf also indicated that a Fair update would be presented in the September meeting. Commissioner Curtis suggested having “a dog park discussion” at the same time. Vice Chairperson Long suggested a disc golf course discussion as well.

**7. PUBLIC COMMENTS (7:59:47) – None**

**8. ACTION ON ADJOURNMENT. (7:59:50) – Commissioner Kever moved to adjourn. The motion was seconded by Commissioner Curtis. The meeting was adjourned at 8:00 p.m.**

The Minutes of the August 5, 2014 Carson City Parks and Recreation Commission meeting are so approved this 2<sup>nd</sup> day of September, 2014.

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SEAN LEHMANN, Chair