

**MINUTES**  
**Regular Meeting**  
**Carson City Parks and Recreation Commission**  
**Tuesday, February 3, 2015 ● 5:30 PM**  
**Community Center Sierra Room**  
**851 East William Street, Carson City, Nevada**

**Committee Members**

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

**Staff**

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

**CALL TO ORDER**

(5:30:58) – Chairperson Long called the meeting to order at 5:30 p.m.

**ROLL CALL AND DETERMINATION OF QUORUM**

(5:31:08) – Roll was called, and a quorum was present.

<b>Attendee Name</b>	<b>Status</b>	<b>Left</b>
Brett Long	Present	
Lee-Ann Keever	Present	
Chuck Adams	Present	
Lori Bagwell	Present	6 p.m.
Joe Cacioppo	Present	
Justin Colburn	Absent	
Donna Curtis	Present	
Robert Glenn	Present	
Sean Lehmann	Absent	

**PUBLIC COMMENTS**

(5:31:32) – None.

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

**(5:32:00) – MOTION: I move to approve the minutes of the January 6, 2014 meeting as written.**

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

**2. MODIFICATIONS TO THE AGENDA**

(5:32:19) – None.

**3. MEETING ITEMS**

**A. FOR POSSIBLE ACTION: TO RECOMMEND TO THE BOARD OF SUPERVISORS A GUARANTEED MAXIMUM PRICE (GMP) FOR THE CONSTRUCTION OF THE MULTI-USE ATHLETIC CENTER AS PRESENTED BY MILES CONSTRUCTION.**

(5:33:05) – Mr. Moellendorf presented the agenda materials and an up-to-date project budget, both of which are incorporated into the record. He also noted that the project estimate is approximately \$6,000 below available funding. Mr. Moellendorf stated that due to the CMR process, he was “pretty confident” about the guaranteed price.

(5:34:44) – Bill Miles, of Miles Construction, introduced himself and explained that they “are carrying a contingency of \$200,000” which will be returned or spent at the City’s discretion if not used. Mr. Moellendorf noted that the groundbreaking would take place in March, and that the project was on schedule. He also thanked Miles Construction and the Public Works Department for “all their hard work”.

(5:37:28) – Commissioner Bagwell received clarification that \$36,000 was currently available in undesignated funds from this fiscal year’s budget. Commissioner Curtis was informed that the \$240,000 Quality of Life Funds would be designated for this project. Commissioner Cacioppo inquired about “areas of concern” and was informed that there were none. Chairperson Long wished to hear about design changes based on the budget and Mr. Moellendorf noted that they were minor such as landscaping and materials used for lockers. Discussion ensued regarding the use of the Boys and Girls Club parking lot for overflow parking.

There were no public comments.

**(5:42:58) – MOTION: I move to recommend to the Board of Supervisors a Guaranteed Maximum Price (GMP) for the construction of the Multi-Use Athletic Center as presented by Miles Construction.**

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

**B. FOR POSSIBLE ACTION: TO APPROVE AND RECOMMEND THAT CITY STAFF SUBMIT A PARKS AND RECREATION COMMISSION REPORT ON THEIR YEAR-LONG REVIEW OF THE PARKS AND RECREATION MASTER PLAN TO THE PLANNING COMMISSION AND THE BOARD OF SUPERVISORS.**

(5:44:19) – Mr. Krahn reviewed the agenda materials, incorporated into the record.

(5:46:07) – Chairperson Long was in favor of the Master Plan timeline; however, he believed some of the information was redundant. Commissioner Curtis echoed Chairperson Long’s comments and suggested making a list of all the additions and circumstance changes, such as loss of staff and added venues such as the disc golf course. Mr. Moellendorf agreed that the comments should become addenda to the report. Chairperson Long suggested making the proposed changes and bringing the item back for possible action in the March meeting. Commissioner Curtis advised including information regarding the Centennial Park Master Plan.

There were no public comments.

**C. DISCUSSION ONLY REGARDING THE OVERALL CONDITION OF BOTH PAVED PATHS AND UNPAVED TRAILS MAINTAINED BY THE CARSON CITY PARKS AND RECREATION DEPARTMENT.**

(5:55:41) – Mr. Fahrenbruch Presented the agenda materials, which are incorporated into the record.

(6:03:22) – Commissioner Curtis was informed that the Parks and Recreation department would provide regular maintenance; however, the capital maintenance would be subject to fund availability. Discussion ensued regarding prioritization, maintenance, and the upcoming Board of Supervisors (BOS) goal-setting session and Commissioner Curtis suggested getting the issue to the BOS’ attention. Mr. Moellendorf reiterated the lack of funding and the smaller budgets compared to the needs of the City. Discussion also ensued on changes to the materials used on trail surfaces.

There were no public comments.

**D. DISCUSSION ONLY REGARDING THE EAST/WEST TRANSMISSION WATER LINE PROJECT THROUGH MILLS PARK.**

(6:12:48) – Mr. Fahrenbruch introduced co-presenter Rick Cooley, Carson City Public Works Construction Manager, and presented the agenda materials which are incorporated into the record.

(6:15:00) – Mr. Cooley outlined the project area and timeline and explained the several-day weather delay, adding that all pipeline work and much of the asphalt replacement would be completed by the end of March if the weather cooperates.

(6:16:55) – Chairperson Long was informed that the project was a transmission line to get water to the West Side of Carson City. Commissioner Cacioppo was pleased that the project was underway and that the construction crew “got through there as quick as you did”.

There were no public comments.

#### **4. STAFF UPDATES - DISCUSSION ONLY**

There were no public comments during the Staff updates.

##### **A. UPDATE ON THE BMX TRACK LIGHTING PROJECT.**

(6:19:40) – Mr. Krahn announced the completion of the BMX track lighting project and thanked Mr. Cooley, the Nevada State Parks and the Land and Water Conservation Fund Grant which covered a major portion of the cost. Commissioner Curtis suggested “getting the word out”.

##### **B. UPDATE ON THE ADA IMPROVEMENT PROJECT AT THE JOHN D WINTERS CENTENNIAL PARK UPPER SPORTS COMPLEX.**

(6:21:40) – Mr. Krahn called this project “sorely needed” and showed photographs of the completed improvements, adding that the facility was a major economic driver for the City.

##### **C. UPDATE ON THE CONDITION OF THE FUJI PARK DOG PARK.**

(6:24:58) – Mr. Fahrenbruch presented images of the dog park, and noted that it was in “very good condition” and “well-maintained as it’s designed”. He also highlighted some of the improvements such as better drainage and wash racks installed for the NV 150 Fair. Mr. Fahrenbruch also noted the loss of a few trees, adding that he had received several inquiries regarding [leash free] dogs not being allowed on the grassy area. Mr. Fahrenbruch clarified for Commissioner Curtis that the water hydrants were turned off because the irrigation system was turned off for the winter. Commissioner Curtis also noted that some funds were still available in the Parks for Paws budget and she hoped to get a group together “just to see what people want to do”. Discussion ensued regarding the effects of decomposed granite versus grass on the park trees.

##### **D. UPDATE ON THE CARSON CITY FREEWAY’S MULTI-USE PATH PROPERTY CLOSING WITH THE ARRAIZ FAMILY.**

(6:33:23) – Mr. Krahn gave background on the property, and read an email into the record sent by Ann Bollinger, Open Space Administrator. He also clarified that the impact to vehicles would be minimal.

##### **E. UPDATE ON THE NEVADA FAIR BEING ASSIGNED TO THE PARKS AND RECREATION DEPARTMENT.**

(6:39:04) – Mr. Moellendorf announced that the Parks and Recreation Department would manage the upcoming NV Fair, and that Susan Taylor would continue to be contracted as the Fair Manager. He announced that the City

had received two awards for the NV 150 Fair from the Western Fair Association Conference. Mr. Moellendorf also announced that the 2015 NV Fair would take place on July 30 through August 2, 2015.

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

(6:45:30) – Vice Chairperson Kever received confirmation that the Fuji Park trees would be replaced this spring, and that the Shade Tree Council had been informed about the removal of the hazardous trees. Discussion ensued regarding public education and awareness about the need for hazardous tree removals. Commissioner Glenn announced the Little League signups and the “early bird discounts”, in addition to coaches’ clinics taking place at Governor’s Field. Commissioner Curtis announced the Carson Area Animal Services Initiative (CASI) fundraiser on March 7, 2015 at the Carson Nugget. Chairperson Long requested an update on the V&T extension at a future meeting.

**A. REPORT FROM SCHOOL BOARD LIAISON**

(6:53:47) – Commissioner Cacioppo announced that a Carson High School senior student had chosen to look into a stadium record board at the track and field facility to note athletic accomplishments of students.

**6. FUTURE AGENDA ITEMS**

Incorporated into the record, in addition to a recent MAC plan, Arlington Ice Rink update and V&T plans.

**7. PUBLIC COMMENTS (6:56:55) – None**

**8. ACTION ON ADJOURNMENT**

**(6:57:02) – MOTION: Vice Chairperson Kever moved to adjourn. The motion was seconded by Member Glenn. The meeting was adjourned at 6:57p.m.**

The Minutes of the February 3, 2015 Carson City Parks and Recreation Commission meeting are so approved this 7<sup>th</sup> day of April, 2015.

---

BRETT LONG, Chair