

**MINUTES**  
**Regular Meeting**  
**Carson City Parks and Recreation Commission**  
**Tuesday, October 6, 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

Jason Woodbury, District Attorney

Scott Fahrenbruch, Parks and Recreation Department Deputy 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.

An audio recording of this meeting is available on [www.Carson.org/minutes](http://www.Carson.org/minutes).

**CALL TO ORDER**

(5:30:35) – Chairperson Long called the meeting to order at 5:30 p.m.

**ROLL CALL AND DETERMINATION OF QUORUM**

(5:30:45) – Roll was called, and a quorum was present.

<b>Attendee Name</b>	<b>Status</b>	<b>Arrived</b>
Brett Long	Present	
Lee-Ann Keever	Present	
Chuck Adams	Present	5:37 p.m.
Lori Bagwell	Present	
Joe Cacioppo	Present	
Justin Colburn	Absent	
Donna Curtis	Present	
Robert Glenn	Present	
Sean Lehmann	Present	

**PUBLIC COMMENTS**

(5:31:07) – None.

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

**(5:31:36) – MOTION: I move to approve the September 1, 2016 meeting minutes.**

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

**2. MODIFICATIONS TO THE AGENDA**

(5:31:51) – None

**3. MEETING ITEMS**

**A. PRESENTATION AND DISCUSSION ONLY BY JACOB WOLZ, EAGLE SCOUT CANDIDATE ON THE COMPLETION OF HIS GOVERNORS FIELD DUGOUT AND BACKSTOP PAINTING PROJECT FOR FIELDS #1 AND #6.**

(5:32:03) – Chairperson Long introduced the item.

(5:32:17) – Mr. Krahn gave background information and presented the Staff Report, incorporated into the record. Jacob Wolz showed a PowerPoint presentation, incorporated into the record, detailing the project steps, cost, and the end results. The Commissioners thanked Mr. Wolz for a job well done and commended him for his contributions.

There were no public comments.

**B. PRESENTATION AND DISCUSSION ONLY ON THE 60% DESIGN AND BUDGET REPORT FOR THE DOWNTOWN CARSON STREETSCAPE PROJECT.**

(5:40:37) – Chairperson Long introduced the item.

(5:40:52) – Mr. Krahn presented the Staff Report, incorporated into the record, and introduced Danny Rotter, Public Works, Engineering Manager and Downtown Carson Streetscape Project Manager. Mr. Rotter delivered a PowerPoint Presentation, incorporated into the record, depicting a color rendering of the project at the 60 percent milestone. He also discussed upcoming timelines which are also incorporated into the Staff Report. Discussion ensued regarding parking, the water feature, tree relocations, and the type of to be used concrete near the Firkin and Fox restaurant.

There were no public comments.

**C. DISCUSSION ONLY REGARDING THE RECIPIENTS FOR THE FOUNDATION FOR CARSON CITY PARKS AND RECREATION AWARDS FOR 2015.**

(5:58:32) – Chairperson Long introduced the item.

(5:58:51) – Mr. Moellendorf presented the Staff Report, incorporated into the record. He also read into the record the award recipients' information, also incorporated into the record. The recipients for the Foundation for Carson City Parks and Recreation Awards for 2015 are as follows:

Volunteer of the Year: Patrick McGuire  
Volunteer of the Years: Eric Ingbar  
Business of the Year: Capital Beverages  
Organization of the Year: River Wranglers

Commissioner Cacioppo noted his support of the awards and called the recipients “very deserving individuals”.

There were no public comments.

**D. FOR POSSIBLE ACTION: TO APPROVE STAFF’S RECOMMENDATION FOR THE ALLOCATION OF RESIDENTIAL CONSTRUCTION TAX FUNDS FOR FY 2015/2016 TO IMPROVEMENT PROJECTS TO ROSS GOLD PARK.**

(6:11:19) – Chairperson Long introduced the item.

(6:11:40) – Mr. Moellendorf presented the Staff Report and accompanying photographs of the current conditions of Ross Gold Park, all of which are incorporated into the record. Discussion ensued regarding the Capital Improvement Request list, Exhibit B in the Staff Report, which indicated the Ross Gold Park improvements as high priority. Mr. Fahrenbruch identified the areas that needed replacing, calling the park “one of the most neglected” in Carson City and non-ADA compliant. He also stated that the restroom modernization was overdue; however, it was not included in this round of improvements. In response to a question by Commissioner Bagwell, Mr. Moellendorf explained that the Residential Construction Tax (RCT) allocation process was to bring the requests to the Parks and Recreation Commission for approval. Commissioner Bagwell also believed that bringing “some good estimates to determine if truly there is a red-tag issue and an ADA issue, maybe the entire project can get completed”. Mr. Moellendorf noted that the policies could be discussed in November and the estimates could be presented in December. Vice Chairperson Keever inquired about the City’s liability and Mr. Woodbury explained that there would be “significant liability concerns” should an injury occur while using the park equipment.

There were no public comments.

**E. DISCUSSION ONLY REGARDING A “MASTER PLAN UPDATE” REPORT GIVEN TO THE BOARD OF SUPERVISORS ON BEHALF OF THE PARKS AND RECREATION COMMISSION BY COMMISSIONER DONNA CURTIS ON JUNE 18, 2015.**

(6:39:28) – Chairperson Long introduced the item.

(6:39:35) – Commissioner Curtis gave background, outlined in the Staff Report, and explained that the report, incorporated into the record as Exhibit A in the agenda packet, reflected her personal thinking and not the Commission’s. She noted that the report was well-accepted, and recommended presenting an annual report to the Board of Supervisors. Commissioner Bagwell was in favor of all the Boards and Commissions reporting on their

activities, and suggested presenting them, with recommendations, to the Board of Supervisors prior to the budget process.

**4. STAFF UPDATES - DISCUSSION ONLY**

**A. UPDATE ON THE DISC GOLF COURSE PROJECT.**

(6:44:05) – Mr. Krahn indicated that the disc golf course design charrette would take place on Wednesday, October 21, 2015, 1-5 p.m., in the Community Center Bonanza Room. Commissioner Curtis suggested that the disc golf organizers contact the Foundation for Carson City Parks and Recreation and join them. Mr. Krahn noted that the information had already been sent.

There were no public comments.

**B. REPORT ON THE NRPA’S ANNUAL CONFERENCE IN LAS VEGAS.**

(6:46:07) – Mr. Moellendorf gave an update on the National Recreation and Park Association’s annual conference that he and six members of his staff had attended in Las Vegas on September 15-17, 2015. He outlined key learnings from the conference such as therapeutic recreation, which highlighted different types of park equipment. Mr. Moellendorf stated that meeting their peers and touring several of their facilities in Las Vegas was also very important. He informed the Commission that a new trend, music parks, was of interest to the attendees and distributed a brochure which is incorporated into the record. Mr. Krahn noted that he had attended a session on attending public meetings via electronic media, and a session on “evidence-based landscape design”. Mr. Fahrenbruch expressed concern over projects that had been constructed with grant funds that were showing signs of degrading, and were in need of maintenance plans and funds. He also indicated that he had benefited from a session on best practices. Commissioner Cacioppo was pleased to hear that several members of the Parks and Recreation Staff had attended the conference, calling the schedule “the most comprehensive thing I’ve ever seen”. Commissioner Glenn called it “more than worthwhile”.

There were no public comments.

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

(7:10:16) – Commissioner Bagwell stated that she was approached by a member of the public regarding “fixing the flag on C Hill” and had forwarded the information to Staff. In response to a question by Chairperson Long, Commissioner Cacioppo explained that Carson City fifth to twelfth graders were to receive laptops as part of the “one to one mobile technology rollout” and that the high school students had already received theirs. Commissioner Curtis inquired about the high school students using the walking track at the MAC, and was informed that discussions had not occurred regarding that topic as of yet. Commissioner Lehmann inquired about “fixing the C on C Hill” and suggested making it a school club or Carson Proud project. Commissioner Glenn requested additional information regarding outside organizations using the local fields and the use of “plastic fencing around Edmonds Park” [Pete Livermore Sports Complex] by All World Sports in order to charge a fee, even from those not affiliated with or non-participants of All World Sports. Mr. Moellendorf suggested agendaizing the item for a future meeting in order not to violate the Open Meeting Law, and agreed to report back. Commissioner Curtis requested information regarding pesticide use in local parks. Chairperson Long thanked the Parks and Recreation Department for a timely resolution of his request to remove goathead weeds [puncturevine].

**A. REPORT FROM SCHOOL BOARD LIAISON**

(7:05:08) – Commissioner Cacioppo announced that on Thursday, October 8, 2015, the school-based health center grand opening will take place at 618 W. Musser Street (behind Gleason School), and will serve the family members of school-age children. He also stated that a Remote Area Medical (RAM) Event, providing free access to healthcare to those without it, will take place on October 16-18, 2015 at Carson High School. Commissioner Cacioppo announced that the high school track may now be used by the public on non-school days and on days when no school events are scheduled, adding that the track will close at sundown. He also credited Commissioner Lehman for pursuing this issue with the School Board.

**6. FUTURE AGENDA ITEMS**

(7:20:50) – Previously discussed and incorporated into the record. Additionally, Chairperson Long requested reviewing the prioritization of projects and funding. Commissioner Curtis requested discussing the annual report presentation to Board of Supervisors during the December meeting. Chairperson Long inquired about receiving an update on the ice rink.

**7. PUBLIC COMMENTS**

(7:23:19) – None.

**8. ACTION ON ADJOURNMENT**

**(7:23:32) – MOTION: Vice Chairperson Keever moved to adjourn. Commissioner Bagwell seconded the motion. The meeting was adjourned at 7:24 p.m.**

The Minutes of the October 6, 2015 Carson City Parks and Recreation Commission meeting are so approved this 1<sup>st</sup> day of December, 2015.

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BRETT LONG, Chair