

**Affidavit
Certification of Public Posting**

The undersigned certifies that the public notice for the Carlin Park & Recreation Meeting to be held on Tuesday, March 10, 2015 at Carlin City Hall was posted on March 05, 2015 at the following locations within the City of Carlin:

- ☒ Carlin City Hall – 101 South Eighth Street
- ☒ Carlin Senior Citizen Center – 320 Chestnut Street
- ☒ Owen's Ace Hardware – 924 Bush Street
- ☐ Scott's Market – 552 Sixth Street
- ☐ Wells Rural Electric Company – 1322 Chestnut Street
- ☒ Carlin Library – 320 Memory Lane
- ☐ Carlin Public Works-810 Oak Street

Henry C. Johnson

Henry C. Johnson
(Signature)

03/05/2015
(Date)

Heather Trujillo
(Witness Name)

Heather Trujillo
(Signature)

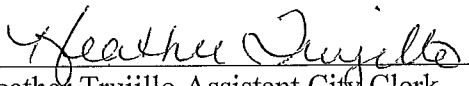
03/05/2015
(Date)

PUBLIC MEETING NOTICE

The Carlin Park and Recreation Board, City of Carlin, State of Nevada, will meet on **Tuesday, March 10, 2015** at the Carlin City Hall Meeting Room, 101 S. 8th Street, Carlin, Nevada, beginning at **7:00 p.m.**

This Notice posted pursuant to N.R.S. 241.020 as amended by the 2005 Legislature. We are pleased to make reasonable accommodations for members of the public who are disabled and wish to attend the meeting. If special arrangements are necessary, please notify LaDawn Lawson, City Clerk, in writing at PO Box 787, Carlin, Nevada 89822 or by telephoning 775-754-6354. Notice of the meeting is posted at the following Carlin locations:

Carlin City Hall, 101 South Eighth Street
Carlin Branch Library, 330 Memory Lane
Carlin Senior Citizen Center, 320 Chestnut Street
Owen's Ace Hardware, 924 Bush Street
Scott's Foodtown, 522 Sixth Street
Wells Rural Electric Company, 1322 Chestnut Street
City of Carlin Public Works, 810 Oak Street


Heather Trujillo Assistant City Clerk

Dated the **5th** of **March, 2015**

**CARLIN PARK & RECREATION BOARD
CITY OF CARLIN, STATE OF NEVADA
101 SOUTH EIGHTH STREET
CARLIN, NEVADA**

Thursday – March 10, 2015 - 7:00 p.m.

Note: The Chairman or Vice-Chairman Reserves the Right To Change the Order of the Agenda, Combine Two or More Agenda Items For Consideration, and May Remove an Item From the Agenda or Delay Discussions at any Time.

The public may address the Commission on agenda items as they are being reviewed or during the time reviewed, or during the time reserved for comments by the General Public, after being recognized by the presiding officer. The public and all persons addressing the Commission must abide by the requirements of the Carlin Municipal Code 1-6-11, detailed at the end of the agenda.

Call to Order and Roll Call

1. Comments by the General Public - Pursuant to NRS 241.020(2C), this time is devoted to comments by the Public and discussion regarding those comments. No action may be taken upon a matter raised at this time until the matter has been included on a successive agenda and identified as an action item. (Non-Action Item)
2. Discussion of items and event budgets related to Park & Recreation that should be proposed or included in the 2015-2016 City Budget. (For Possible Action)
3. Discussion and possible approval of all matters related to the 2015 Sho 'N' Shine Event. (For Possible Action)
4. Discussion and possible appointment of a board member to be liaison to City of Carlin Public Works. (For Possible Action)
5. Members Reports. (Non-Action Item)
6. Comments by the General Public: Pursuant to NRS 241.020(2C) this time is devoted to comments by the general public and discussion to those comments. No action may be taken upon a matter raised under this item until the matter has been included on a successive agenda and identified as an action item. (Non-Action Item)
7. Adjournment

Carlin Municipal Code: 1-6-11: Manner of Addressing Commission: Time Limit: Each person addressing the Commission shall first give his name and address for the records, and unless further time is granted by the presiding officer shall limit his address to five (5) minutes. All remarks shall be addressed to the commission as a body and not to any member thereof. No person, other than the Chairperson, the member of the commission, and the person having the floor shall be permitted to enter into any discussion, either directly or through a member of the commission, without the permission of the presiding officer. No question shall be asked a commission member except through the presiding officer. (Ord. 81, 9-10-1975, eff 9-17-1975)

**CARLIN PARK & RECREATION BOARD
CITY OF CARLIN
STATE OF NEVADA
REGULAR MEETING
101 SOUTH EIGHTH STREET
CARLIN, NEVADA
March 10, 2015 7:00 p.m.**

Call to Order and Roll Call:

- a. The meeting was called to order by Member Ellen Meshefski at 7:05 p.m.
- b. Board Members Present: Chairman Keith Fertig
Member Jody Hensley
Member Angie Demars
Member Jon Gift
Member Brent Jacobson
Member Ellen Meshefski
Member Kris Robinson
Member Jody Hensley
Absent: Member Brandon Kitts
- c. Staff Present: Heather Trujillo, Assistant City Clerk, Councilperson Pam Griswold, Mayor Donnetta Skinner
- d. Citizens Present:

I. Comments by the General Public - Pursuant to NRS 241.020(2C), this time is devoted to comments by the Public and discussion regarding those comments. No action may be taken upon a matter raised at this time until the matter has been included on a successive agenda and identified as an action item. (Non-Action Item)

- 1. None.

II. Discussion of items and event budgets related to Park & Recreation that should be proposed or included in the 2015-2016 City Budget. (For Possible Action)

- 1. Member Angie DeMars stated she likes the table idea. The Jump House would be good without water and with a couple of slides.
- 2. Member Jon Gift suggested one with water in the summer time would bring more kids.
- 3. Member Angie DeMars inquired if water is interchangeable to use without or with water. She stated they could then use it for the Spook Walk.
- 4. Member Jon Gift agreed.
- 5. Member Ellen Meshefski stated the Mystic Mountain is dry or wet, as is the Roaring Rainforest.
- 6. Heather Trujillo suggested they prioritize the list.
- 7. Discussion was held on the cost and the number of tables they should order.
- 8. Member Jon Gift stated they probably did not need a cart for the tables.
- 9. Member Angie DeMars stated that maybe someone at the school could make a cart as a school project.
- 10. Member Jody Hensley stated they should look at 10" tables.
- 11. Member Angie DeMars stated at the last meeting that the top portion of the list is what Park & Rec would purchase and the bottom would be the park purchases by Public Works.

12. Councilperson Pam Griswold stated they have not worked on the budget yet because of the audit being late. If you were going to get more use out of tables, I would put the tables first. The bounce house for the little ones and with water would be second, with that model being converted at times for big kids.
13. Member Jody Hensley stated the video system should be looked at carefully because if they do need a system.
14. Member Ellen Meshefski stated that is mainly a projector.
15. Member Brent Jacobson stated it should be listed as \$1600.00.
16. Member Angie DeMars stated video system for \$1600.00 and jump house for \$4000.00.
17. Member Jon Gift inquired if there is a weight limit.
18. Member Ellen Meshefski stated she thinks there is a maximum weight.
19. Member Jon Gift inquired how much a teenager weighs.
20. Member Angie DeMars inquired if they should consider \$3000.00 for the jump house.
21. Member Jon Gift stated they should go with the one costing \$3699.00.
22. Member Jody Hensley suggested \$4000.00.
23. Member Angie DeMars stated they should put prices by the ones they have chosen.
24. Mayor Donnetta Skinner suggested the more they put in, the more they will get.
25. Member Ellen Meshefski stated if they put in \$10,000, we do our events and they are \$10,000 that we spent on our events, so we are over budgeted.
26. Mayor Donnetta Skinner stated they should then put \$15,000.00.
27. Member Angie DeMars inquired if it would be best to figure the cost on those they want to order and then add what the events were last year and submit that number. We're going to need another \$6000 - \$7000 to support the event.
28. Mayor Donnetta Skinner stated they need to estimate their events and then add the things they want to purchase.
29. Councilperson Pam Griswold stated they would bring in more income on their events with the purchases. You are basically showing the Council you are making this money back.
30. Member Ellen Meshefski stated Movie Nights money goes to the Friends of the Library, but no money was made last year. They do not make money because only the concessions are charged for.
31. Chairperson Keith Fertig stated they discussed using a projector for training purposes by the police, public works and fire departments.
32. Mayor Donnetta Skinner stated they should put the projector somewhere else so it is not just a Park & Rec expense.
33. Member Ellen Meshefski explained they borrow the fire department's projector each year.
34. Discussion was held on the \$1600.00 for the projector.
35. Member Brent Jacobson stated they have to be careful to get enough lumens because you will not be able to see it. I bought a nice one for \$1600.00. In the park, you are going to have a street light and it is not going to be really dark, you have to be careful with how many lumens you have. At \$500, moving it to make the picture bigger is not going to work.
36. Member Jon Gift stated they really need to talk to someone about the projector to make sure they get what they want.
37. Member Angie DeMars inquired if the price includes speakers.
38. Member Ellen Meshefski stated they have speakers and a DVD player they have used and can use with the projector.
39. Mayor Donnetta Skinner stated that Member Brent Jacobson should look into getting one.

40. Member Brent Jacobson agreed, stating that Jon Gift is correct when he says they can spend less, but they have to make sure it is going to make a big enough picture and have enough light. He stated it is 5000 lumens with 2500 for colors and 2500 for white.
41. Member Jon Gift stated that tables should be the first thing on the list.
42. Chairperson Keith Fertig suggested they round off the numbers.
43. Mayor Donnetta Skinner stated that Councilperson Pam Griswold would be the one fighting for the Park & Rec money during the budget process so they should ensure they tell her what it is for.
44. Member Ellen Meshefski stated that two years ago they were budgeted for \$15,000 and last year it was cut to \$10,000.
45. Member Angie DeMars suggested that they ask for \$25,000.00 as they are looking at \$10,000 for events, and over \$12,000 for the list and if it is cut they can decide what they can do.
46. Councilperson Pam Griswold inquired about the rodeo.
47. Member Ellen Meshefski stated the Sho N shine and rodeo overlap for two days.
48. Councilperson Pam Griswold inquired if they could run a movie that would keep people at the event.
49. Mayor Donnetta Skinner stated the car show people do not leave the show to go to the rodeo.
50. Member Ellen Meshefski stated they showed movies at the car show in the past, but decided to bring in a band.
51. Mayor Donnetta Skinner stated car people and horse people seldom mix. She thinks it is helpful for both events to be held at the same time.
52. Member Angie DeMars stated that she heard that all of the scoreboards are working at the park.
53. Member Jon Gift stated they would still need to be replaced.
54. Mayor Donnetta Skinner inquired if someone donated the scoreboard.
55. Member Angie DeMars stated that Coca Cola had been mentioned.
56. Councilperson Pam Griswold stated that Karla Jones had a grant from Coca Cola that the board can put in for.
57. Member Jon Gift stated he talked to Karla Jones and she would look into it.
58. Chairperson Keith Fertig explained the scoreboard on the baseball field was new 7-8 years ago and the softball field was a used one purchased at the same time.
59. Member Angie DeMars stated someone had talked about the Skate Park and Tony Hawk.
60. Member Jody Hensley stated that was Kristi Moffet.
61. **Member Jon Gift moved for approval of a proposed budget of \$25,000.00 for Park & Recreation in the 2015-2016 City Budget. Member Angie DeMars seconded the motion. The motion carried.**

III. Discussion and possible approval of all matters related to the 2015 Sho 'N' Shine Event. (Possible Action Item)

1. Member Angie DeMars reported the trophy people inquired how much larger they wanted the special awards.
2. Member Ellen Meshefski stated there was a little difference, but not much.
3. Member Angie DeMars stated the shirts are standard and inquired if they wanted to have volunteer on some of the shirts. She has 2 samples. They need to decide on the color of shirts. She explained he does not know if they want the volunteers/staff to have a different color or not. The logo is what everyone agreed on.
4. Councilperson Pam Griswold stated last month they were talking about four levels of sponsorship. She has a couple of people she wants to talk to and would like a copy of the donation letter.

5. Member Brent Jacobson stated he did the letter, which can be used for sponsors and he would like to review it to ensure it is correct.
6. Heather Trujillo stated he could email it to her, because she has already sent out the letters for the Art in the Park. She showed a list of everyone who was a letter to last year and a list of who donated.
7. Member Angie DeMars stated the first 3 pages are the only changes.
8. Member Ellen Meshefski inquired if she could send them to Heather Trujillo and she would like 100 letters to send out the magnets with.
9. Member Brent Jacobson stated the letter is exactly the same except the different levels of sponsorship. He itemized the benefits of gold sponsorship.
10. Member Angie DeMars inquired if there would be time to put them on the t-shirts.
11. Member Brent Jacobson stated it would depend on when they came in, but there are only 7 so it is possible.
12. Member Jon Gift inquired when the trophies have to be paid for.
13. Member Angie DeMars stated it would probably be in a month and a half.
14. Member Brent Jacobson explained the silver, bronze, and gold trophy levels. He stated the people he has talked to have been pretty positive. He will go and talk to the people after the letter is sent and they could beat that deadline. He inquired about the picture.
15. Member Ellen Meshefski stated she would email it.
16. Discussion was held on the drag race.
17. Member Angie DeMars reported that the insurance company would not write a policy for a drag race.
18. Member Jon Gift stated he has a call into a cement company who holds 3 races in Winnemucca to determine how it is done.
19. Member Brent Jacobson stated maybe the company might want to put one on in Carlin too.
20. Member Angie DeMars stated she needs to know what they want on the flyer.
21. Member Jon Gift inquired how much time they have to finalize that.
22. Member Angie DeMars stated in a month.
23. Member Jody Hensley inquired about the pit stop.
24. Member Jon Gift stated he is trying to get in touch with Keith Greenwood to discuss that event.
25. Discussion was held on the colors.
26. Member Jon Gift stated the Park & Rec Board should have a special sticker for parking their cars.
27. Member Angie DeMars stated they could use tags that hang in the car.
28. Discussion was held on the colors and design on the shirts.
29. **Member Jon Gift moved for approval of the sponsors letter, yellow shirts for volunteer and heather grey for event shirts and car show forms and all matters related to the 2015 Sho 'N' Shine Event. Member Brent Jacobson seconded the motion. The motion carried.**

IV. **Discussion and possible appointment of a board member to be liaison to City of Carlin Public Works. (For Possible Action)**

1. Member Jody Hensley stated they need someone who can be called upon to negotiate with the Public Works.
2. Member Jon Gift stated he has put a letter together with a checklist for the concession stands. The key thing is that the Board is informed when something is broken or not working. In the past no one said anything so the Board could not handle them at that time. It is just communication.
3. Member Jody Hensley stated they could build a rapport with one person.

4. Discussion was held on problems in the past years and that they have not been fixed unless Member Jody Hensley pays for them.
5. Member Jody Hensley stated the problems are being addressed better, but all of them are electrical or plumbing.
6. Member Jon Gift stated he wants to smooth this out and have someone communicate with the City better.
7. Discussion was held on the problems.
8. Member Jody Hensley stated a liaison would be great for having the bathroom doors unlocked on a Saturday morning. She explained it interferes with her family and she has to call Mayor Donnetta Skinner, the police or whoever else to get it accomplished. She does not know where that communication breaks down.
9. Chairperson Keith Fertig stated it is supposed to be Public Works on weekdays and the Police Department on weekends.
10. Member Jon Gift stated they need to appoint someone to act as intermediary and get the messages to Public Works and get it fixed.
11. Councilperson Pam Griswold stated Public Works has many things going on and are stretched pretty thin, but looking at a liaison and go through the problems ahead of time.
12. Member Jody Hensley stated she does her work a month early and in the past 5 years they have not been able to have anyone attend the walk-through with her. They have been good during work hours though.
13. Heather stated the two could go together.
14. **Member Angie DeMars moved nominated Member Jon Gift and Chairperson Keith Fertig as liaisons for the Park & Recreation Board with Public Works Department. Member Ellen Meshefski seconded the motion. The motion carried.**

IV. Members Report (Non-Action Item)

1. Member Jon Gift had no report.
2. Member Kris Robinson reported she would like to dedicate the July 4 event to Mary Winters.
3. Member Ellen Meshefski stated this was forgotten and they will agenda this.
4. Member Jody Hensley stated this could be on the next agenda.
5. Member Brent Jacobson had no report except that the side-by-side was delivered last week to the City yard.
6. Member Jody Hensley reported they need to find a possible concessionaire or possibly put it out to bid. The city wants to be in the landlord business, not in the concession business.
7. Member Ellen Meshefski stated if it goes that way, the sports would stop for differing reasons, but each use the concession stand money for their fundraising.
8. Member Jody Hensley reported that is how it was presented to her.
9. Member Ellen Meshefski reported the meeting on the 19th at 3:30 p.m. to go over the concessions.
10. Heather Trujillo stated this is not for a concessionaire; it is an informational meeting from the Health Department.
11. Discussion was held on leasing out the concession buildings.
12. Heather Trujillo stated the City might buy a concession trailer and move it around.
13. Member Ellen Meshefski stated the codes have changed and there are some things that have to be done.
14. Heather Trujillo stated they could use the trailer as a temporary solution, because they do not know what to do this year.
15. Member Ellen Meshefski noted that Carlin is hosting tournaments this year.
16. Heather Trujillo stated the board should ask to be on the agenda because of this emergency.

17. Member Jody Hensley stated she called to get on the council agenda and was told they would try.
18. Heather Trujillo stated they would have to submit a written request or the Council cannot act on this issue.
19. Member Ellen Meshefski stated the Icebreaker Tournament is scheduled for April 25 weekend for 11-12 year olds league baseball teams they bring in. There are 9-15 teams who play. She thanked Member Brent Jacobson for the work on getting the side-by-side and it is ready to go. She thanked Joel Vega and Ship's Cycle for their work also. She stated they need a thank you letter and would like to get it the Free Press. She gave it to the Carlin Voice. Soccer and Little League will start up after Spring Break and hopefully there will be 4 teams again. There is a t-ball team.
20. Member Angie DeMars stated softball asked her who they should contact to use the scoreboard.
21. Chairperson Keith Fertig stated, "Public Works".
22. Member Jon Gift stated they are the liaisons and can handle it.
23. Member Angie DeMars stated they would also like a key code on the Carlin Shed and would pay for the installation for it.
24. Member Ellen Meshefski stated Little League would have to have the key code too.
25. Member Angie DeMars stated she talked to Lisa Micheli and Jason Stanton. They offered information they were given about their concessions in Elko. They also said the concession money was to be split between softball and baseball and they have not received any.
26. Member Jody Hensley stated they never showed up for the games and never called to cancel. She noted the stand is in the red. She noted the girls do not buy anything. The only support during the girls softball game is from the locals in town who know that it is open and come to get dinner. They never get anything and do not use it.

V. Comments by the General Public: Pursuant to NRS 241.020(2C) this time is devoted to comments by the general public and discussion of those comments. No action may be taken upon a matter raised under this item until the matter has been included on a successive agenda and identified as an action item. (Non-Action Item)

1. Councilperson Pam Griswold explained Western Heritage Days tentatively scheduled for August 5, 6, 2016. They have split it up and every town is responsible for their own committees and venues. They are trying to put together a committee, so far it is Dan Ferguson, Cat Doxey, David Jones, County Commissioner Cliff Eklund and her. The venues are possibly the Equestrian Park, the City Park, Chinese Gardens and maybe the gravel pit for a shooting range. We would like to have as many of the City Boards as possible with liaisons who could assist with food, entertainment, competitions, demonstrations, etc. There will a meeting at the California Trails on April 9. We are trying to get a committee together before that to compile a list of activities that Carlin can do and work on. They have a large advertising budget to draw people from across the country, maybe bringing in the Native Americans, demonstrations, mining, rendezvous, Chinese, etc. Who on your board would like to be a liaison? It could become a destination event over the years.
2. Member Angie DeMars inquired about the date.
3. Councilperson Pam Griswold stated it is firm. 9 August is a busy time for Carlin. The meeting on April 9 is to take their committee and ideas to the rest of the entities.
4. Member Angie DeMars stated a key code should be installed on the bathrooms.
5. Member Jody Hensley stated they have asked to have a lock box there and it has been turned down by Public Works.

Carlin Park & Recreation Board
City of Carlin Meeting Minutes

March 10, 2015

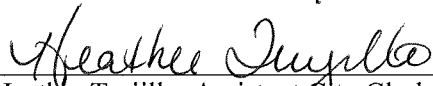
VI. Adjournment.

1. The meeting was adjourned at 9 p.m. Member Jon Gift moved to adjourn the meeting with Member Jody Hensley seconding the motion.

APPROVED:


Ellen Meshefski, Acting Chairman

ATTEST:


Heather Trujillo, Assistant City Clerk