

DRAFT MINUTES
Regular Meeting
Carson City Parks and Recreation Commission (PRC)
Tuesday, August 20, 2019 ● 5:30 PM
Community Center Bonanza Room
851 East William Street, Carson City, Nevada

Committee Members

Chair – Lee-Ann Keever
Commissioner – Lori Bagwell
Commissioner – Brett Long
Commissioner – Dave Whitefield

Vice Chair – Lea Cartwright
Commissioner – Joe Cacioppo
Commissioner – Kurt Meyer

Staff

Jennifer Budge, Parks and Recreation Department Director
David Navarro, Parks Operations Superintendent
Dan Earp, Recreation Superintendent
Ben Johnson, Deputy District Attorney
Tamar Warren, Deputy Clerk

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.

CALL TO ORDER

(5:32:45) – Chairperson Keever called the meeting to order at 5:32 p.m.

ROLL CALL AND DETERMINATION OF QUORUM

(5:32:53) – Roll was called and a quorum was present.

Attendee Name	Status	Arrived
Chairperson Lee-Ann Keever	Present	
Vice Chair Lea Cartwright	Present	
Commissioner Lori Bagwell	Present	
Commissioner Joe Cacioppo	Absent	
Commissioner Brett Long	Present	
Commissioner Kurt Meyer	Present	
Commissioner Dave Whitefield	Present	

PUBLIC COMMENTS

(5:33:12) – Chairperson Keever entertained public comments. CK Baily introduced himself and wished to thank Erik Klug “for his constant search for relevant educational programs for kids” and cited bringing in the Nevada Department of Wildlife’s (NDOW’s) Trout in the Classroom program to the Community Center, to teach kindergarten age children casting and fishing.

1. ACTION ON APPROVAL OF MINUTES – JUNE 17, 2019.

(5:35:18) – Chairperson Keever introduced the item. Vice Chair Cartwright noted that her request for meeting information about smoking and vaping in parks had not been reflected in the discussion of agenda item 5. Commissioner Long clarified that this Commission was approving the Parks and recreation portion of the joint meeting minutes with the Open Space Advisory Committee.

(5:26:21) – MOTION: I move to approve the June 17, 2019 [PRC/OSAC joint] meeting minutes as corrected.

RESULT:	Approved (6-0-0)
MOVER:	Bagwell
SECONDER:	Cartwright
AYES:	Keever, Cartwright, Bagwell, Long, Meyer, Whitfield
NAYS:	None
ABSTENTIONS:	None
ABSENT:	Cacioppo

2. MODIFICATIONS TO THE AGENDA

(5:37:14) – There were no modifications to the agenda.

3. MEETING ITEMS

A. FOR DISCUSSION ONLY: PARK/PROGRAM OF THE MONTH: PRESENTATION REGARDING JR. GIANTS BASEBALL PROGRAM.

(5:37:31) – Chairperson Keever introduced the item. Recreation Sports Program Manager Scott Chapman introduced himself, Tanner Mertz of the Boys and Girls Club, and Jade Hickman of the Junior Giants. He also gave a presentation, incorporated into the record, regarding the Junior Giants Program, noting that the Program is a coed youth baseball program designed for children ranging from 5 years of age to 13 years of age. He noted that the Program was a non-competitive baseball program that emphasized character development. Vice Chair Cartwright requested further information, especially regarding bullying prevention and children’s life skills.

B. FOR DISCUSSION ONLY: PRESENTATION BY DUNCAN GOLF MANAGEMENT REGARDING OPERATIONS AND MANAGEMENT OF EAGLE VALLEY GOLF COURSE.

(5:44:53) – Chairperson Keever introduced the item. Ms. Budge gave background on the City’s ownership of Eagle Valley Golf Course, managed by Duncan Golf Management, and introduced Operations Manager, Scott Wackowski, who reviewed a PowerPoint Presentation regarding the status and growth of the golf course, which is incorporated into the record. Mr. Wackowski also noted that they were exceeding the previous year’s revenue each month and had generated a profit for the first time “in a long time”. He also clarified for Commissioner Bagwell that their challenge was hiring and retaining good staff, and informed chairperson Keever that the restaurant had been challenging since it was not centrally located and was mainly frequented by golfers.

C. FOR DISCUSSION ONLY: PRESENTATION REGARDING PICKLE BALL PARTICIPATION IN CARSON CITY, INFRASTRUCTURE NEEDS, FUNDRAISING EFFORTS, COOPERATION WITH OTHER USER GROUPS, AND POTENTIAL OUTDOOR PICKLE BALL OPPORTUNITIES WITHIN CARSON CITY.

(6:06:20) – Chairperson Keever introduced the item and Commissioner Whitefield, who called himself a pickle ball addict, gave an overview of the sport and its growth, the infrastructure issues, the challenges and the opportunities in Carson City. He also informed the Commission that their most recent fundraiser had generated almost \$4,000 in revenue, and noted “some level of cooperation between pickle ball and tennis players”, touching on “some level of tension” between pickle ball and tennis players in general, and believed that by cooperating “we’re more likely to get the facilities that each group wants and needs”. Commissioner Whitefield wished to see outdoor pickle ball courts and stated that he had submitted a proposal to the Parks and Recreation Department regarding that, adding that one tennis court would be able to provide space for four pickle ball courts. He believed that they could remove the concrete and re-surfaces “one or both of those courts” and believed that the materials would cost around \$5,000 - \$6,000 and proposed to do the work with volunteer labor. As for funding, they hoped to receive funds from the Redevelopment Authority, since Mills Park was part of the Redevelopment District.

(6:15:55) – Commissioner Meyers suggested using a “sports court type product” and Ms. Budge acknowledged looking into that and believed “they are essentially some Band-Aids when you do that”, adding that the ones at Centennial Park and at other locations provided only four or five years of use. She also explained that the “severely-aging infrastructure” would require multiple funding sources for solutions, outlining that the tennis grants they are considering restrict the courts for tennis use only. Ms. Budge also thanked Commissioner Whitefield for his diligence, fundraising efforts, and his cooperation with the tennis organizations. Discussion ensued regarding the use of removable surfaces. Chairperson Keever entertained public comments.

PUBLIC COMMENT

(6:23:20) – John Paul Kyle introduced himself as a Carson City resident and the father of a tennis addict. Mr. Kyle called pickle ball an exploding sport in this region; however, “completely different” from tennis. He also believed that the reason for the sport’s decline was due to the “unplayable” nature of the courts, which would lead to their repurposing for pickle ball. He also wished to “find a way to make both sports grow”, adding that his son had already lost two opportunities to play tennis. Commissioner Bagwell wished to see the needs of all the organizations to understand how many to allocate per organization and thanked both the pickle ball and tennis organizations for their fundraising efforts.

(6:34:44) – Diane Baker Roberts introduced herself as the [virtual] president of the Carson City Tennis Club and believed in having the tennis and pickle ball communities work together. She also gave background on tennis in Carson City. Commissioner Meyer expressed disappointment that the eight tennis courts at Carson High School can’t be used by the public. Mr. Johnson suggested not straying from the topic and agreed with Chairperson Keever that the item could be rescheduled for a later meeting for longer discussion to address joint use agreements, funding sources, and other relevant issues. Commissioner Bagwell noted that at the last joint meeting between the Carson City Board of Supervisors and the Carson City School District, she had requested the use of the tennis courts and was awaiting a response from the School Board. Ms. Budge offered to reagendaize the item for a later meeting.

(6:50:22) – Diane Cox introduced herself as a Carson City resident since 1966 and inquired about the use of the tennis courts on Roop Street. Chairperson Keever believed they were State-owned; however, Ms. Budge offered to contact the State Lands office for further information; however, she believed that the former Parks and Recreation Director had not been able to obtain a commitment from them. Mr. Kyle believed the State had alternative plans for the courts. Chairperson Keever thanked all the participants.

D. FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A RECOMMENDATION TO THE BOARD OF SUPERVISORS REGARDING THE ROSS GOLD PARK MASTER PLAN.

(6:53:43) – Chairperson Keever introduced the item. Ms. Budge thanked Senior Park Planner Vern Krahn for spearheading the Ross Gold Park Master Plan process and presented the Staff Report with accompanying documentation, all of which are incorporated into the record. She also responded to clarifying comments by the Commissioners. Chairperson Keever complimented the Parks and Recreation Department Staff for the way they responded to questions and explained the Master Plan to the public during a public comment session.

(7:07:33) – Vice Chair Cartwright inquired about funding and Ms. Budge explained that a portion of the Residential Construction Tax (RCT) was authorized by the Board of Supervisors which she intended to leverage with a grant and that approving the plans would help with the prioritization of what to do first. She also summarized the top three requests by the community as: 1) completing the [shade] shelter, 2) providing picnic areas and tennis facilities, and 3) taking the pond to a new direction. Ms. Budget reviewed the available funds and the estimated costs for each item. Commissioner Meyers wished to add another tennis court since one of the courts would be converted to four pickle ball courts, and Ms. Budge noted the deteriorating condition of the existing courts; however, adding courts closer to the parking lot was a possibility with the need to secure additional funds. Commissioner Long recommended keeping the two tennis courts and adding the pickle ball courts later. Commissioner Whitefield noted that a tennis court could be striped for pickle ball use “with lines that [did] not interfere as much as the ones we’ve done so far”, calling it ghost lining, and using portable nets. Ms. Budge believed that neighborhood courts could accommodate both uses, while focusing on tennis courts at Centennial Park and having a pickle ball complex with an available tennis court. Commissioner Whitefield believed that Centennial Park may not be ideal for pickle ball due to the wind factor. Chairperson Keever entertained public comments.

(7:27:40) – Mr. Baily inquired about drainage and Ms. Budge explained that there was no drainage for the pond water at Ross Gold Park at this time; however, the improvement plan would incorporate drainage. Commissioner Whitefield was informed by Mr. Baily that he had seen these improvement plans for the first time this evening. There were no additional comments; therefore, Chairperson Keever entertained a motion and further discussion ensued and Commissioner Whitefield suggested a motion “to accept [the Ross Gold Park Master Plan] with the change of making the pickle ball [court] a tennis court”.

(7:34:16) – MOTION: “I so move”.

(7:34:21) – Commissioner Long requested an ADA compatible path with a soft, decomposed granite surface where possible.

(7:35:01) – At the request of the Deputy Clerk, Commissioner Whitefield reiterated his motion.

(7:35:04) – AMENDED MOTION: “I move to accept the Ross Gold Master Plan with the change being the proposed pickle ball court become another tennis court and use soft decomposed granite where possible.”

RESULT:	Approved (6-0-0)
MOVER:	Whitefield
SECONDER:	Long
AYES:	Keever, Cartwright, Bagwell, Long, Meyer, Whitfield
NAYS:	None
ABSTENTIONS:	None
ABSENT:	Cacioppo

E. FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A RECOMMENDATION TO THE BOARD OF SUPERVISORS REGARDING THE PROPOSED CARSON CITY RIFLE AND PISTOL RANGE FEE SCHEDULE.

(7:35:55) – Chairperson Keever introduced the item. Ms. Budge, along with Carson Rifle and Pistol Club President Chris Carver, gave background and presented the Staff Report along with the attached fee schedule proposal and market analysis of other shooting range fees. Mr. Carver also presented the challenges associated with safety, protection, and other issues associated with managing the Range. Vice Chair Cartwright wished to add a military and veterans category for non-disabled veterans and at half price. Commissioner Bagwell gave background on the discussion of fees during the Range Task Force Meetings and noted that the Task Force had wished to remain consistent with the fees at other Parks and Recreation facilities. She also clarified that she did not have an issue with the recommendation; however, she wished to revisit the fees discussion and implement any changes at the same time. Commissioner Whitefield was informed that the Range Safety Officers (RSOs) were volunteers, vetted, and with National Rifle Association (NRA) certifications and were additionally trained and approved by the Club. Ms. Budge added that the park rangers were also RSOs provided by the City during the week and had the same RSO certifications. Additionally, she informed Commissioner Whitefield that training was a future possibility. Discussion ensued regarding the available and future training opportunities.

(7:52:09) – Commissioner Meyer inquired about out-of-state shooters and Ms. Budge clarified that most of the funding was from federal sources; however, she described passionate discussion throughout the Task Force meeting regarding out of state visitors. Commissioner Bagwell reminded everyone that the payment was on the honor system, utilizing an envelope deposited in an “iron ranger”; therefore, it was easier to use the license plate as an enforcement aid. Ms. Budge clarified that most fees would be processed online, except for those who pay for one day at a time. Commissioner Meyer believed that Nevada residents who do not live in Carson City and pay taxes should pay a higher fee. Commissioner Long noted his appreciation of the education component and mentioned seeing “trigger trash” and wished to receive more information on education. Ms. Budge clarified that the Board of Supervisors had approved a full-time position to work at the Range, and had funds set aside for future capital improvements to rehabilitate the facility. Discussion ensued regarding recreational shooters.

(8:04:07) – Ms. Budge clarified for Chairperson Keever that the Range use for the public was: 7 a.m. until 7 p.m. on Sundays, and 5:45 p.m. until 8 p.m. on Tuesdays through Fridays. She also explained that they had 278 shooters for 19 days when the operating hours were much reduced. Commissioner Whitefield recommended identifying on the fee envelopes that the collected fees will be used for facility improvements and Ms. Budge noted that they could have the information on the website and signage as well. Chairperson Keever entertained public comments.

PUBLIC COMMENT

(8:06:17) – CK Baily noted that he found Commissioner Long’s questions and recommendations helpful and was informed by Mr. Carver that their club used the NRA curriculum for training. He believed in “safety above all” and as a recreational shooter, he cleared his shells when shooting in the desert and was careful with the cheatgrass. Mr. Baily encouraged utilizing trainings by NDOW as well, and stressed the importance of education. There were no additional comments and Chairperson Kever entertained a motion.

(8:11:13) – MOTION: I move to recommend to the Board of Supervisors approval of the Carson City Rifle and Pistol Range Fee Schedule as presented.

RESULT:	Approved (5-1-0)
MOVER:	Cartwright
SECONDER:	Long
AYES:	Keeper, Cartwright, Bagwell, Long, Whitfield
NAYS:	Meyer
ABSTENTIONS:	None
ABSENT:	Cacioppo

F. FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A RECOMMENDATION TO THE BOARD OF SUPERVISORS REGARDING PROPOSED AMENDMENTS TO THE PARKS AND RECREATION COMMISSION BYLAWS.

(8:12:22) – Chairperson Kever introduced the item. Ms. Budge referenced the existing bylaws incorporated into the agenda packets which included the proposed changes by the District Attorney’s Office and the Parks and Recreations Department. Commissioner Bagwell entertained the idea of having two-year terms for the Chair and Vice Chair. Mr. Johnson cited NRS 244.3079 which required annual elections. There were no public comments.

(8:17:37) – MOTION: I move to recommend to the Board of Supervisors the proposed amendments to the Parks and Recreation Commission bylaws as presented and include the [elements of the statue regarding elections] in the bylaws.

RESULT:	Approved (6-0-0)
MOVER:	Cartwright
SECONDER:	Whitefield
AYES:	Keeper, Cartwright, Bagwell, Long, Meyer, Whitfield
NAYS:	None
ABSTENTIONS:	None
ABSENT:	Cacioppo

4. STAFF UPDATES - DISCUSSION ONLY

A. DIRECTOR’S REPORT: UPDATE ON THE DEPARTMENT’S PROJECTS, PROGRAMS, FACILITIES, AND EVENTS; GRANTS; EMPLOYEE OF THE QUARTER, 2018 DEPARTMENT ANNUAL REPORT; AND BOARD OF SUPERVISOR’S ACTION ITEMS.

(8:18:18) – Ms. Budge announced that Parks and Recreation employee Nick Wentworth had been selected as Employee of the Quarter in Carson City and was recognized at a previous Board of Supervisors meeting. She also notified the Commission that a \$20,000 grant had been received by the Department from the Robert Z Hawkins Foundation for the Bob Boldrick Theater, clarifying that the City had applied for and received the grant. Ms. Budge noted that proceeds from a gala event were also being held by the Foundation for Carson City Parks and shared the Department’s first Annual Report with the Commission, and sought their input. Chairperson Kever was pleased with the report. Discussion ensued regarding the user numbers and Mr. Earp offered further clarification in the future. There were no public comments.

5. MEMBERS’ ANNOUNCEMENTS AND REQUESTS FOR INFORMATION

(8:26:50) – Chairperson Kever thanked the organizers and participants of the Carson City Fair and updated the Commission on an abandoned package incident at Sonoma Park, adding that she had been informed lighting was needed there for emergency situations.

- A. Report from the School Board liaison.**
- B. Report from Carson City Foundation for Parks and Recreation**
- C. Report from the Range Task Force**

6. FUTURE AGENDA ITEMS – DISCUSSION ONLY

(8:28:10) – Chairperson Kever introduced the item. Commissioner Bagwell requested an update on the new park at Schulz Ranch. She also wished to review Resolution 2009-R-6 and make recommendations and Commissioner Meyer agreed. Ms. Budge advised not specifying fees in resolutions, but using it as a “policy guiding document”. Commissioner Whitefield wished to have a pickle ball/tennis discussion. Ms. Budge reminded the Commission that the next meeting is a joint one with the Open Space Advisory Committee. She also noted that the Kings Canyon Federal Lands Access Program Grant would be agendized for the joint meeting.

- A. PARK/FACILITY/PROGRAM OF THE MONTH**
- B. PARK ACTIVITY REPORTS**

7. PUBLIC COMMENTS

No public was present for comments.

8. FOR POSSIBLE ACTION ON ADJOURNMENT

(8:35:05) – Chairperson Kever adjourned the meeting at 8:35 p.m.

The Minutes of the August 20, 2019 Carson City Parks and Recreation Commission meeting are so approved this 1st day of October, 2019.

LEE ANN KEEVER, Chair