

**CARSON CITY CONSOLIDATED MUNICIPALITY**  
**NOTICE OF MEETING OF THE**  
**PARKS AND RECREATION COMMISSION**

**Day:** Tuesday  
**Date:** October 03, 2023  
**Time:** Beginning at 5:30 pm  
**Location:** Community Center, Robert 'Bob' Crowell Board Room  
851 East William Street  
Carson City, Nevada 89701

**AGENDA**

**NOTICE TO THE PUBLIC:**

Members of the public who wish only to view the meeting but do NOT plan to make public comment may watch the livestream of the Parks and Recreation Commission meeting at [www.carson.org/granicus](http://www.carson.org/granicus) and by clicking on "In progress" next to the meeting date, or by tuning in to cable channel 191. Livestream of the meeting is provided solely as a courtesy and convenience to the public. Carson City does not give any assurance or guarantee that the livestream or cable channel access will be reliable. Although all reasonable efforts will be made to provide livestream, unanticipated technical difficulties beyond the control of City staff may delay, interrupt, or render unavailable continuous livestream capability.

The public may provide public comment in advance of a meeting by written submission to the following email address: [parkspubliccomment@carson.org](mailto:parkspubliccomment@carson.org). For inclusion or reference in the minutes of the meeting, your public comment must include your full name and be submitted via email by not later than 3:00 p.m. the day before the meeting. Public comment during a meeting is limited to three minutes for each speaker.

**1. Call to Order – Parks and Recreation Commission**

**2. Roll Call & Determination of Quorum**

**3. Public Comments** \*\* The public is invited at this time to comment on and discuss any topic that is relevant to, or within the authority of the Parks and Recreation Commission.

**4. For Possible Action: Approval of Minutes – Joint meeting of the Parks and Recreation Commission and the Open Space Advisory Committee meeting of June 20, 2023.**

**5. Meeting Items:**

**5.A. For Discussion Only:** Presentation only regarding the Program of the month: Movies in the Park/Food Truck Fridays at Mills Park, presented by Carson Cinema Club. (Dan Earp, [djearp@carson.org](mailto:djearp@carson.org))

**Staff Summary:** Carson Cinema Club will provide an overview of the Movies in the Park/Food Truck Fridays events at Mills Park, a co-sponsored series with Carson City.

**5.B. For Discussion Only:** Discussion and presentation only regarding acknowledgement of outgoing Parks and Recreation Commission Chair, LeeAnn Keever. (Jennifer Budge, [jbudge@carson.org](mailto:jbudge@carson.org))

**Staff Summary:** This item is to acknowledge an outgoing Commissioner for their many years of service.

**5.C. For Possible Action:** Discussion and possible action regarding the election of a Vice Chair of the Parks and Recreation Commission to fill a term ending December 31, 2023. (Jennifer Budge, [jbudge@carson.org](mailto:jbudge@carson.org)).

**Staff Summary:** Due to Chair Keever's vacancy on the Commission, Vice Chair Meyer will assume the Chair position for the remainder of the 2023 calendar year, requiring a new Vice Chair appointment for the remainder of the term. (Jennifer Budge, [jbudge@carson.org](mailto:jbudge@carson.org))

**5.D. For Discussion Only:** Discussion only regarding an update on the status of various park projects. (Nick Wentworth, [nwentworth@carson.org](mailto:nwentworth@carson.org))

**Staff Summary:** The Park Projects Manager will provide an update on a variety of projects throughout Carson City's Park System.

**5.E. For Discussion Only:** Discussion only regarding possible creation of a policy regarding private use and instruction at Carson City's public recreation facilities. (Dan Earp, [djearp@carson.org](mailto:djearp@carson.org))

**Staff Summary:** Staff will review current practices related to private instruction at the City's public facilities and gather feedback from the Commission regarding possible consideration of a future policy regarding such matters.

## **6. Staff Updates - For Discussion Only**

**6.A Director's Report:** Updates regarding the Department's projects, programs, facilities, and events; grants; park bonds for Centennial Park improvements; Arts and Culture activities; Department Celebration of Life honoring Kris Orduno; status of recruitment for vacant positions; and Board of Supervisor's action items. (Jennifer Budge, [jbudge@carson.org](mailto:jbudge@carson.org))

## **7. Members' Announcements and Requests for Information**

**7.A.** Update from the Carson City School Board Liaison

**7.B.** Update from the Foundation for Carson City Parks and Recreation Liaison

## **8. Future Agenda Items – Discussion only**

### **9. Public Comment:\*\***

The public is invited at this time to comment on any matter that is not specifically included on the agenda as an action item. No action may be taken on a matter raised under this item of the agenda.

## 10. For Possible Action: To Adjourn

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**\*\*PUBLIC COMMENT LIMITATIONS** – The Committee will provide at least two public comment periods in compliance with the minimum requirements of the Open Meeting Law prior to adjournment. No action may be taken on a matter raised under public comment unless the item has been specifically included on the agenda as an item upon which action may be taken. **Public comment will be limited to three minutes per speaker to facilitate the efficient conduct of a meeting and to provide reasonable opportunity for comment from all members of the public who wish to speak.** Testimony from a person who is directly involved with an item, such as City staff, an applicant or a party to an administrative hearing or appeal, is not considered public comment and is not subject to the three-minute time limitation.

Agenda Management Notice - Items on the agenda may be taken out of order; the public body may combine two or more agenda items for consideration; and the public body may remove an item from the agenda or delay discussion relating to an item on the agenda at any time.

Titles of agenda items are intended to identify specific matters. If you desire detailed information concerning any subject matter itemized within this agenda, you are encouraged to call the responsible agency or the City Manager's Office. You are encouraged to attend this meeting and participate by commenting on any agendized item.

Notice to persons with disabilities: Members of the public who are disabled and require special assistance or accommodations at the meeting are requested to notify the Parks, Recreation & Open Space Department by calling (775) 887-2262 or in writing at 3303 Butti Way, Building #9, Carson City, Nevada 89701 at least 24 hours in advance.

If you would like more information about any of the agenda items listed above, please contact the staff member listed at the end of the particular item you are interested in at (775) 887-2262.

To request a copy of the supporting materials for this meeting contact Patti Liebespeck at [pliebespeck@carson.org](mailto:pliebespeck@carson.org) or call (775) 887-2262.

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This notice has been posted at the following locations:

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851 E. William Street, Carson City, Nevada  
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