

**MINUTES**  
**Regular Meeting**  
**Carson City Parks and Recreation Commission (PRC)**  
**Tuesday, December 5, 2023 • 5:30 PM**  
**Community Center Robert "Bob" Crowell Board Room**  
**851 East William Street, Carson City, Nevada**

**Committee Members**

**Chair – Kurt Meyer**  
**Commissioner – Lisa Schuette**  
**Commissioner – Janice Caldwell**

**Vice Chair – Lea Case**  
**Commissioner – Molly Walt**  
**Commissioner – Dave Whitefield**

**Staff**

Jennifer Budge, Parks and Recreation Director  
Ben Johnson, Senior Deputy District Attorney  
Dan Earp, Recreation Superintendent  
David Navarro, Parks Superintendent  
LeeAnn McKeever, Cemetery Clerk  
Briana Munoz, Public Meetings 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.

All approved meeting minutes are available on [www.Carson.org/minutes](http://www.Carson.org/minutes).

**1. CALL TO ORDER**

(5:31:58) – Chairperson Meyer called the meeting to order at 5:31 p.m.

**2. ROLL CALL & DETERMINATION OF QUORUM**

(5:32:02) – Roll was called; a quorum was present.

Attendee Name	Status	Arrived
Chairperson Kurt Meyer	Present	
Vice Chair Lea Case	Present	
Commissioner Lisa Schuette	Present	
Commissioner Janice Caldwell	Present	
Commissioner Molly Walt	Absent	
Commissioner Dave Whitefield	Present	

**3. PUBLIC COMMENTS**

(5:32:21) – Chairperson Meyer entertained public comments. Deni French introduced himself as a Carson City resident and expressed concerns regarding the road planned for Mills Park. He added that the Parks and Recreation Department should be “more conscientious” of the pesticides used throughout the City’s parks and requested a future agenda item on the matter.

(5:36:08) – Sarah Lenard introduced herself as a Carson City resident and shared concerns regarding the road proposed for Mills Park, stating that it would create traffic, interrupt the quiet nature of the park, and pose a safety risk for children.

(5:37:41) – Michael Plansky of Disc Golf Landscape Architecture introduced himself as a landscape architect. Mr. Plansky stated that he and Will McKissock built and designed Carson Ridge Disc Golf Park and seemed “to have no voice” with the Department or with the Foundation for Carson City Parks and Recreation. Mr. Plansky noted that the Land Water Conservation Fund Five-Year Review was approaching and said that the Department would need their help. He added that he was not acknowledged after paying a \$100 membership fee to the Foundation.

(5:40:41) – Will McKissock, of Disc Golf Landscape Architecture, expressed similar concerns. He described challenges faced during construction of the disc golf park and stated that he was frustrated over a lack of support and feeling unheard.

#### **4. FOR POSSIBLE ACTION: APPROVAL OF MINUTES – THE PARKS AND RECREATION COMMISSION MEETING OF OCTOBER 3, 2023.**

(5:44:15) – Chairperson Meyer introduced the item and entertained comments, changes, or a motion to approve the October 3, 2023 meeting minutes. Commissioner Whitefield noted a typo on page 5 regarding the estimated completion date for the new pickleball courts.

**(5:45:10) – MOTION: Commissioner Whitefield moved to approve the minutes of the October 3, 2023 meeting, with the correction to page 5. Commissioner Schuette seconded the motion.**

<b>RESULT:</b>	<b>Approved (5-0-0)</b>
<b>MOVED:</b>	Whitefield
<b>SECONDER:</b>	Schuette
<b>AYES:</b>	Meyer, Case, Whitefield, Schuette, Caldwell
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	Walt

#### **5. MEETING ITEMS:**

##### **5.A FOR DISCUSSION ONLY: PRESENTATION ONLY REGARDING THE PARK OF THE MONTH: LONE MOUNTAIN CEMETERY.**

(5:45:24) – Chairperson Meyer introduced the item. Cemetery Office Clerk LeeAnn Keever provided a presentation on Lone Mountain Cemetery, which is incorporated into the record.

(6:06:42) – Commissioner Schuette noted that Lone Mountain Cemetery staff were “professional” and “kind.” She stated that the cemetery was “wonderful” and expressed appreciation for the presentation on its history. Ms. Keever and Ms. Budge responded to clarifying questions.

(6:13:40) – Commissioner Caldwell thanked Ms. Keever for the “informative presentation” and proposed that the cemetery conduct tours. Ms. Keever and Ms. Budge expressed support for the idea.

**PUBLIC COMMENTS**

(6:15:09) – Chairperson Meyer entertained public comments. Mr. French said he appreciated the presentation and that he enjoys visiting Lone Mountain Cemetery as a place to relax.

(6:16:25) – Ms. Budge stated that a Cemetery Master Plan will be created within the next year. Parks Superintendent David Navarro praised Staff for their maintenance of Lone Mountain Cemetery, stating that they were “professional” and performed their job with a lot of respect and care.

**5.B FOR DISCUSSION ONLY: PRESENTATION ONLY BY DUNCAN GOLF MANAGEMENT DBA TDS GOLF AT EAGLE VALLEY LLC (“DUNCAN GOLF MANAGEMENT”) REGARDING OPERATIONS AND MANAGEMENT OF EAGLE VALLEY GOLF COURSE.**

(6:18:21) – Chairperson Meyer introduced the item. Scott Duncan of Duncan Golf Management provided a presentation on operations, contractual items, and capital needs at Eagle Valley Golf Course and Mr. Navarro provided a briefing on cart path repairs at the course, both of which are incorporated into the record.

(6:39:14) – Mr. Duncan responded to clarifying questions regarding the maintenance of carts and supply chain issues. Commissioner Schuette commended Mr. Duncan for the return of the golf course’s key staff in 2023. In response to Commissioner Whitefield’s question, Mr. Duncan stated that the golf carts were gas golf carts. Commissioner Caldwell congratulated Mr. Duncan on his accomplishments with the golf course.

**PUBLIC COMMENTS**

(6:42:15) – Chairperson Meyer entertained public comments. Mr. French suggested that Eagle Valley Golf Course consider trading in its gas golf carts for electric carts. He also recommended that the golf course create a virtual golf course for use during inclement weather. Mr. Duncan stated that the golf course had considered both.

(6:44:01) – Greg Swift introduced himself as a Carson City resident and a local golfer. Mr. Swift said he appreciated the bunker improvements and expressed support for the cart path repairs. He added that he valued the golf course and said it was in “really good shape.”

(6:45:45) – Ms. Budge thanked Mr. Duncan for the work put into the golf course. She expressed appreciation for the City’s partnership with Duncan Golf Management.

(6:48:41) – Mr. McKissock said he agreed with Mr. French’s idea to create a virtual golf course, stating that it was a “no brainer.”

**5.C FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING THE PARKS AND RECREATION COMMISSION MEETING SCHEDULE FOR CALENDAR YEAR 2024.**

(6:50:06) – Chairperson Meyer introduced the item. Ms. Budge referenced the Staff Report and the Parks and Recreation Commission Meeting Schedule 2024, both of which are incorporated into the record.

**(6:51:17) – MOTION: Vice Chair Case moved to approve the Parks and Recreation Commission meeting schedule for calendar year 2024 as presented. Commissioner Caldwell seconded the motion.**

**PUBLIC COMMENTS**

(6:51:57) – Mr. French said he was unable to find the schedule while looking through the meeting information. Ms. Budge noted that the schedule was posted with the Staff Report.

**(6:53:28) – Chairperson Meyer called for a vote.**

<b>RESULT:</b>	<b>Approved (5-0-0)</b>
<b>MOVER:</b>	Case
<b>SECONDER:</b>	Caldwell
<b>AYES:</b>	Meyer, Case, Whitefield, Schuette, Caldwell
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	Walt

## **6. STAFF UPDATES - FOR DISCUSSION ONLY**

### **6.A DIRECTOR'S REPORT: UPDATES REGARDING THE DEPARTMENT'S PROJECTS, PROGRAMS, FACILITIES, AND EVENTS; GRANTS; STATUS OF RECRUITMENT FOR VACANT POSITIONS; AND BOARD OF SUPERVISOR'S ACTION ITEMS.**

(6:53:36) – Chairperson Meyer introduced the item. Ms. Budge reported on the following:

- Wreaths Across America was scheduled for 9 a.m. on December 16, 2023 at Lone Mountain Cemetery.
- Park Ranger Tyler Kerver and Volunteer Coordinator Chelsea Kincheloe were departing from the City to work for the State of Nevada.
- New Volunteer Coordinator Erin Larsen will start in January 2024.

(6:55:08) – Ms. Budge responded to clarifying questions regarding the Wreaths Across America event.

## **7. MEMBERS' ANNOUNCEMENTS AND REQUESTS FOR INFORMATION**

(6:58:13) – Chairperson Meyer introduced the item. Commissioner Whitefield announced that the Fall Dinks and Drinks Pickleball Tournament had an “amazing turnout.” Commissioner Whitefield stated that the Spring Dinks and Drinks Tournament was scheduled for April 18 through April 21, 2024.

(7:01:55) – Commissioner Caldwell announced that this was her last meeting, as she was not reapplying for the Commission after her term expired at the end of the year. She wished her fellow commissioners well and said it was a pleasure serving on the Commission. Chairperson Meyer thanked Commissioner Caldwell for her time on the Commission.

(7:03:02) – Vice Chair Case commented on the new facilities at Blackwell’s Pond Park, stating that the new playground was “fantastic” and that her 3-year-old loved it.

(7:03:33) – Commissioner Schuette mentioned that she met “the most delightful people” while mountain biking to Riverview Park.

## **7.A UPDATE FROM THE CARSON CITY SCHOOL BOARD LIAISON**

(6:56:30) – Chairperson Meyer introduced the item and noted that Commissioner Walt was not present to provide the report. Ms. Budge said she spoke with Commissioner Walt and had nothing to report. Ms. Budge added that the Department will meet with the Carson City School District Superintendent to discuss cooperation at Park Terrace Park.

#### **7.B UPDATE FROM THE FOUNDATION FOR CARSON CITY PARKS AND RECREATION LIAISON**

(6:56:55) – Chairperson Meyer introduced the item. Ms. Budge stated that the Department partnered with the Foundation for the Youth Scholarship Program.

#### **8. FUTURE AGENDA ITEMS – FOR DISCUSSION ONLY**

(7:05:54) – Chairperson Meyer introduced the item. Vice Chair Case requested a future agenda item that went over the pesticides used throughout the City’s parks. Ms. Budge noted that the City uses an integrated pest management plan and said that the matter would be presented at a future meeting.

#### **9. PUBLIC COMMENT**

(7:07:35) – Chairperson Meyer entertained public comments. Vice Chair Case expressed concerns regarding the road proposed for Mills Park. She noted that the Commission opposed the road when the Mills Park Master Plan was sent to the Board of Supervisors (BOS), but the item was approved unanimously by the BOS for implementation. Vice Chair Case said she hoped there was an alternative to the plan or an opportunity for additional public input.

(7:10:33) – Mr. French echoed Vice Chair Case’s comments regarding the road planned for Mills Park. He stated that the Commission was “not listened to” and that Mills Park would diminish. Mr. French requested a future agenda item that proposed alternative parking for Mills Park. Additionally, he shared concerns regarding artificial turf.

(7:13:56) – Mr. McKissock expressed appreciation for the volunteers who helped build Carson Ridge Disc Golf Park. He emphasized his desire for “respect from the City and the Foundation.”

(7:20:30) – Mike Raponi introduced himself as a member of the Foundation. Mr. Raponi stated that he had a “long history” with the Carson Ridge Disc Golf Club and was relatively new to the Foundation’s Board of Directors. He reported that the \$100 membership fee mentioned during public comment was received and deposited by the Foundation’s Treasurer Lori Bagwell.

#### **10. FOR POSSIBLE ACTION: TO ADJOURN**

**(7:21:46) – Chairperson Meyer adjourned the meeting at 7:21 p.m.**

The Minutes of the December 5, 2023, Carson City Parks and Recreation Commission meeting are so approved this 6<sup>th</sup> day of February 2024.