



STAFF REPORT

Report To: Board of Supervisors **Meeting Date:** February 20, 2020

Staff Contact: Jennifer Budge and Dan Earp

Agenda Title: For Discussion Only: Discussion and update on the draft Joint Use Agreement of Facilities between Carson City and the Carson City School District. (Jennifer Budge, jbudge@carson.org; Dan Earp, djearp@carson.org; and Richard Stokes, [rstokes@carson.k12.nv.us](mailto:rstones@carson.k12.nv.us))

Staff Summary: The current Joint Use Agreement between Carson City and the Carson City School District (CCSD) was written in 1980. The agreement is outdated and does not accurately reflect the current use by both organizations. At the Board of Supervisors meeting on June 20, 2019, staff was provided with feedback and guidance regarding potential general terms for future agreement and discussion. This item will update the boards on the progress made and further discuss continued movement in this matter.

Agenda Action: Other / Presentation **Time Requested:** 10 Minutes

Proposed Motion

N/A

Board's Strategic Goal

Efficient Government

Previous Action

N/A

Background/Issues & Analysis

Based on feedback from the boards at the June 20, 2019 joint meeting and from subsequent meetings between staff, it was determined that it is in the best interest of the community to continue joint use of the parties' respective facilities into the future. A new document is being drafted to reflect current joint use needs, provide flexibility to both parties and promote collaborative communication.

The following are draft general guidelines and descriptions of roles and responsibilities. They are intended to serve as points of discussion to provide additional direction to staff.

The Parties will work cooperatively to:

Coordinate community-wide emergency management planning and training.

Develop a mutually agreed-upon notification process for school and city-wide emergency evacuation and parent reunification needs.

Provide each with annual scheduling requests for the upcoming year at least one month prior to the first day of school each fall.

Meet annually to discuss the Agreement. All Carson City and School District staff involved in the Agreement will be invited to attend to discuss the operation of the Agreement and any proposed modifications.

Coordinate with the Youth Sports Association (YSA), a private non-profit organization, to maximize the use of sports fields for community youth. The Parties will be solely responsible for scheduling of YSA leagues in good standing at their respective facilities.

Promote health and wellness through physical education and outdoor recreation opportunities. At Carson City facilities where physical education classes occur on a consistent basis, a mutually agreed-upon schedule will be developed to maximize the use, while not interfering with Carson City's maintenance activities. Pete Livermore Sports Complex, Governor's Field, and John D Winter Centennial Park will not be available for such use, without prior approval by Carson City.

Notify each other regarding property damage, vandalism, safety issues or similar concerns observed during access and use.

Notify each other to mutually resolve any concerns regarding the other's access or use.

Notify each other regarding cancellations for any reason by either party at least two weeks in advance, or as soon as reasonably possible.

Ensure facilities remain clean and reasonably maintained after each use.

The City will:

Provide the School District temporary access to and use of certain facilities to serve as parent reunification locations in the event of unforeseen school evacuations due to emergencies. Parent Reunification locations: Fuji Park, Mills Park-Carson City Community Center, and Multipurpose Athletic Center.

Pay the School District time and materials only for bus transportation services. The School District will provide a cost estimate before such service and a detailed invoice of all associated costs once complete.

Provide conditional and intermittent use of the Multipurpose Athletic Center on occasion for sports and physical education purposes, when School District facilities are not available. This may include use of the track and up to one sport court, subject to availability and on advance notice.

The School District will:

Provide the City temporary access to and use of certain facilities to serve as Incident Command Posts in the event of unforeseen community-wide emergencies. This temporary use will only be allowable when school is out of session, or if school was cancelled as a result of the emergency.

Pay the City for time and materials only for swim meets at the Carson Aquatic Facility and performances at the Bob Boldrick Theater. The City will provide a cost estimate before such service and a detailed invoice of all associated costs once complete.

Provide a secondary location, for the Capital Kids Before and After School Program, when the multipurpose room is not available. The secondary location will be mutually agreed upon by Carson City and the Principal of each school site and identified prior to each school year.

Provide public use of Carson High School tennis courts, outside of school hours and when not scheduled for School District activities.

Below is a summary of the current uses for reference:

School District uses of City facilities:

The Sierra Room twice a month for School Board and other meetings.

The Bob Boldrick Theater for:

*CHS Drama – 3-4 productions annually.

*CHS Choir and Musical Theater – 4 concerts annually.

*CHS Band – 3-4 concerts annually plus one band festival per year.

*CCSD String Orchestra – 3-4 concerts annually.

*Future Business Leaders of America Talent Show.

*Mr. Carson High Pageant.

*CMS Band – 1 concert and 1 band festival annually.

*CCSD guest speakers and trainings throughout the year.

*Staffing for all theater events to assist with sound, lighting etc.

The Aquatic Facility for the high school swim team (daily usage February-May) and HS swim meets (6 per year).

The Community Center Gym for Pioneer High School Physical Education.

Community Center Gym and Tahoe Room for Special Needs PE periodically.

The Community Center for Safe Grad.

Park Terrace Park used daily during the school year as a playing field for Empire Elementary.

The Community Center as an evacuation/reunification site.

City uses of School District facilities:

The Capital Kids Before and After School Program uses 5 of the 6 elementary schools cafeterias to host the after school program during the school year.

CCSD gyms for youth basketball.

WIFI access for the Capital Kids After School Program.

Applicable Statute, Code, Policy, Rule or Regulation

NRS 277.180

Financial Information

Is there a fiscal impact? No

If yes, account name/number:

Is it currently budgeted?

Explanation of Fiscal Impact:

Alternatives

Attachments:

Board Action Taken:

Motion: _____

1) _____

2) _____

Aye/Nay

(Vote Recorded By)