

DRAFT MINUTES
Regular Meeting
Carson City Parks and Recreation Commission (PRC)
Tuesday, October 6, 2020 ● 5:30 PM
Community Center Sierra Room
851 East William Street, Carson City, Nevada

Committee Members

Chair – Lee-Ann Keever
Commissioner – Lori Bagwell
Commissioner – Lea Cartwright
Commissioner – Janice Caldwell

Vice Chair – Kurt Meyer
Commissioner – Stacie Wilke-McCulloch
Commissioner – Dave Whitefield

Staff

Jennifer Budge, Parks and Recreation Director
Mihaela Neagos, Deputy District Attorney via WebEx
David Navarro, Parks Operations Superintendent
Danielle Howard, 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.

An audio recording of this meeting is available on www.Carson.org/minutes.

1. CALL TO ORDER

(5:30:14) – Chairperson Keever called the meeting to order at 5:30 p.m.

2. ROLL CALL & DETERMINATION OF QUORUM

(5:30:25) – Roll was called; a quorum was present.

Attendee Name	Status	Arrived
Chairperson Lee-Ann Keever	Present	
Vice Chair Kurt Meyer	Present via WebEx	
Commissioner Lori Bagwell	Present	
Commissioner Stacie Wilke-McCulloch	Present via WebEx	
Commissioner Janice Caldwell	Present via WebEx	
Commissioner Lea Cartwright	Absent	
Commissioner Dave Whitefield	Present via WebEx	

3. PUBLIC COMMENTS

(5:30:55) – Chairperson Keever entertained public comments and noted that a written public comment from Molly Walt was received via email, which is attached as “Exhibit A.” There were no other public comments.

4. ACTION ON APPROVAL OF MINUTES – AUGUST 18, 2020

(5:31:18) – Chairperson Keever introduced the item and entertained comments, corrections, and/or a motion.

(5:31:58) – MOTION: Commissioner Bagwell moved to approve the minutes of the August 18, 2020 meeting as presented.

RESULT:	Approved (6-0-0)
MOVER:	Bagwell
SECONDER:	Caldwell
AYES:	Keever, Meyer, Bagwell, Whitefield, Caldwell, Wilke-McCulloch
NAYS:	None
ABSTENTIONS:	None
ABSENT:	Cartwright

5. FOR DISCUSSION ONLY: PROGRAM OF THE MONTH – PRESENTATION ONLY REGARDING CARSON CITY YOUTH PROGRAMS INCLUDING CAPITAL KIDS BEFORE AND AFTER SCHOOL PROGRAM, CAMP CARSON SUMMER CAMP AND CAPITAL KIDS REMOTE LEARNING PROGRAM.

(5:32:39) – Chairperson Keever introduced the item. Recreation Program Supervisor Andrew Menendez introduced himself and presented a PowerPoint Slideshow regarding the Capital Kids Before and After School Program, Camp Carson Summer Camp, and Capital Kids Remote Learning Program, which is incorporated into the record.

(5:41:11) – Chairperson Keever commented that the Youth Programs were impressive, especially considering the challenges due to COVID-19, and she complimented his Slideshow. In response to Chairperson Keever’s question, Mr. Menendez stated that the remote learning was provided to all of the community elementary schools, including Bordewich Bray Elementary School, Empire Elementary School, Fremont Elementary School, Fritsch Elementary School, Mark Twain Elementary School, Seeliger Elementary School, and Montessori Elementary School for students in kindergarten through fifth grade. He added that the remote learning could be accessed through the website link www.carson.org/ccpr in order to register, and registration is also available via phone call.

(5:42:10) – Chairperson Keever entertained Commissioner comments and questions, and Mr. Menendez responded to clarifying questions. Commissioner Wilke-McCulloch and Ms. Budge thanked Mr. Menendez for the hard work with turning the program around and remarked that it was helpful for many parents in the community.

(5:45:47) – Chairperson Keever entertained public comments; however, none were forthcoming.

6. FOR POSSIBLE ACTION: PRESENTATION BY DUNCAN GOLF MANAGEMENT DBA TDS GOLF AT EAGLE VALLEY LLC (DUNCAN GOLF MANAGEMENT) REGARDING OPERATIONS AND MANAGEMENT OF EAGLE VALLEY GOLF COURSE. DISCUSSION ONLY REGARDING THE LICENSE AGREEMENT BETWEEN CARSON CITY AND DUNCAN GOLF MANAGEMENT, INCLUDING FUTURE CAPITAL IMPROVEMENT PROJECT (CIP) NEEDS AT EAGLE VALLEY GOLF COURSE.

(5:46:02) – Chairperson Keever introduced the item. Ms. Budge presented the Staff Report and Duncan Golf Management Director of Operations Scott Wackowski presented on the accompanying documents, all of which are incorporated into the record.

(6:16:25) – Chairperson Keever commended Duncan Golf Management for successfully overcoming challenges from the year 2020. She entertained Commissioner comments and questions, and Mr. Wackowski responded to clarifying questions.

(6:20:35) – Ms. Budge highlighted the following in the Staff Report and accompanying documents:

- The \$90,000 annual investment is in lieu of rent.
- There cannot be a traditional renting-type relationship; therefore, there are some provisions with how the land was acquired from the United States Bureau of Land Management (BLM).
- The third year of the lease agreement, December 31, 2020, is “perfect timing” because at this time Staff would know exactly what the 10 percent net is and what the City’s funds match needs to be in order to start building those priorities into the following year’s budget.
- Staff has provided Duncan Golf Management a list of the building needs, and the course’s needs would be assessed, with the bunkers and the car paths being the two things Ms. Budge has heard the most about. Ms. Budge requested feedback from the Commissioners regarding capital needs that should be prioritized.

7. STAFF UPDATES - DISCUSSION ONLY

7A. DIRECTOR’S REPORT: UPDATE ON FISCAL YEAR 2021 BUDGET INCLUDING CAPITAL PROJECTS, OPERATING BUDGET, FLEET/EQUIPMENT AND DEPARTMENT ORGANIZATIONAL CHART; IMPACTS RELATED TO COVID-19 INCLUDING PROGRAMMING, PROJECTS, FACILITY OPERATIONS, AND STAFFING; STATUS OF RECRUITMENT FOR VACANT POSITIONS; FEDERAL LANDS BILL; AND BOARD OF SUPERVISORS’ ACTION ITEMS.

(6:26:57) – Chairperson Keever introduced the item. Ms. Budge presented the report, which is incorporated into the record.

(6:38:03) – Chairperson Keever entertained Commissioner questions, and Ms. Budge and Mr. Navarro responded to clarifying questions. In response to Chairperson Keever’s request, Ms. Budge assured that Staff would “get right on” providing water for the dying trees on the west side of Sonoma Park.

8. MEMBERS’ ANNOUNCEMENTS – DISCUSSION ONLY

None.

8A. UPDATE FROM THE CARSON CITY SCHOOL BOARD LIAISON

(6:42:41) – Chairperson Keever introduced the item. Commissioner Wilke-McCulloch reported that the Rotary Club of Carson City donated over 800 air purifiers to teaching staff around the Carson City School District. She also announced that students in pre-kindergarten, first grade, and second grade would be starting to go back to in-school learning for four days a week, Tuesday through Friday, starting on October 19, 2020. Additionally, the maximum classroom size would be 22 students, and students would continue to wear masks and practice social distancing.

8B. UPDATE FROM THE FOUNDATION FOR CARSON CITY PARKS AND RECREATION

(6:44:38) – Chairperson Keever introduced the item. Commissioner Bagwell reported that the Foundation was starting a new scholarship program for children, and the Foundation had collected \$1,000 so far.

9. FUTURE AGENDA ITEMS – DISCUSSION ONLY

(6:45:53) – Chairperson Keever entertained suggested future agenda items. Ms. Budge referenced the draft tentative Future Agenda Items handout, which is incorporated into the record.

10. PUBLIC COMMENTS

(6:51:17) – Chairperson Keever entertained public comments. Ms. Walt reiterated her public comment (Exhibit A) via phone call and added that she understood that Staff was limited. She offered help with lining soccer fields for soccer tournaments. She mentioned that tournament sports tourism has had an economic impact to the City, and she believed it would be important economically. Ms. Budge noted that Staff would be following up with Ms. Walt on the matter.

11. FOR POSSIBLE ACTION ON ADJOURNMENT

(6:54:20) – Chairperson Keever adjourned the meeting at 8:09 p.m.

The Minutes of the October 6, 2020 Carson City Parks and Recreation Commission meeting are so approved this 1st day of December, 2020.

Exhibit A

FW: Extending the close date of sports fields



Jennifer Budge
To Patti Liebespeck
Cc Danielle Howard; Lee Ann Keever



10/6/2020

Please provide to the PRC members as public comment for tonight's meeting. Thank you.

From: Molly Walt <[redacted]>
Sent: Tuesday, October 6, 2020 2:44 PM
To: Public Comment <PublicComment@carson.org>
Cc: Lori Bagwell <[redacted]>; Stacie Wilke-McCulloch <[redacted]>; David Navarro <[redacted]>; Daniel Kastens <[redacted]>; Jennifer Budge <[redacted]>
Subject: Extending the close date of sports fields

This message originated outside of Carson City's email system. Use caution if this message contains attachments, links, or requests for information.

Good afternoon,
My name is Molly Walt. I would like to submit a public comment for the Carson City Parks and Recreation meeting scheduled for October 6, 2020.
October 2, 2020, Governor Sisolak issued Emergency Directive 34, which lifts restrictions on youth and adult sports and adjusting the COVID-19 statewide guidance on sports. The new Directive and accompanying guidance allow for practice, training, and competitions for non-contact and minimal-contact sports statewide for youth sports. However, tournaments are not allowed to be scheduled until October 24, 2020, which only gives youth sports organizations 2 weekends to schedule tournaments because outdoor fields in Northern Nevada close the last weekend of October. I am asking the Parks and Recreation Commission and staff to consider extending outdoor field closure to November 23, 2020, to allow sports organizations to play games and tournaments.
Thank you for your time.
Molly Walt