

**DRAFT MINUTES**  
**Regular Meeting**  
**Carson City Parks and Recreation Commission (PRC)**  
**Tuesday, August 17, 2021 ● 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 – Lee-Ann Keever**

**Commissioner – Janice Caldwell**

**Vice Chair – Lea Cartwright**

**Commissioner – Stacie Wilke-McCulloch**

**Commissioner – Dave Whitefield**

**Staff**

Jennifer Budge, Parks and Recreation Director

Ben Johnson, Deputy District Attorney

Dan Earp, Recreation Superintendent

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.

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

**1. CALL TO ORDER**

(5:33:15) – Chairperson Meyer called the meeting to order at 5:33 p.m.

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

(5:33:30) – Roll was called; a quorum was present.

<b>Attendee Name</b>	<b>Status</b>	<b>Arrived</b>
Chairperson Kurt Meyer	Present	
Vice Chair Lea Cartwright	Present	
Commissioner Lisa Schuette	Present	
Commissioner Stacie Wilke-McCulloch	Present via WebEx	
Commissioner Janice Caldwell	Present	
Commissioner Lee-Ann Keever	Present	
Commissioner Dave Whitefield	Present via WebEx	

**3. PUBLIC COMMENTS**

(5:33:58) – Chairperson Meyer entertained public comments. Ms. Budge read into the record a public comment that was submitted by Lynn Zonge via email, attached and labeled as “Exhibit A.”

(5:36:07) – Kevin “CK” Bailly introduced himself as a Carson City resident and commented that he did not wish for Baily Fishing Pond to become a dog park, as any kind of urine from animals, especially dogs, contains nitrates

that are detrimental to the fish and the fishery when they reach the water. He mentioned that there is a dog park just west of the Baily Fishing Pond area and noted having seen people bring their dogs almost every time he has visited Baily Fishing Pond. He added that he does not mind leashed dogs as much at Baily Fishing Pond with owners that are tending to them and preventing the nitrates from entering the pond, although there have also been dog owners “that think that it’s just willy-nilly; there’s no leashes, dogs are peeing everywhere, and it’s a detriment to the fishery.” Mr. Bailly stated that he could bring in biologists from the Nevada Department of Wildlife (NDOW) that would confirm the information that he provided.

**4. FOR POSSIBLE ACTION: APPROVAL OF MINUTES – JOINT PARKS AND RECREATION COMMISSION AND OPEN SPACE ADVISORY COMMITTEE MEETING OF 6/21/2021.**

(5:37:58) – Chairperson Meyer introduced the item and entertained comments, corrections, and/or a motion.

**(5:38:32) – MOTION: Commissioner Schuette moved to approve the minutes of the revised June 21, 2021 joint meeting as presented.**

<b>RESULT:</b>	<b>Approved (7-0-0)</b>
<b>MOVER:</b>	Keever
<b>SECONDER:</b>	Schuette
<b>AYES:</b>	Meyer, Cartwright, Schuette, Whitefield, Caldwell, Wilke-McCulloch, Keever
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	None

**FOR DISCUSSION ONLY:**

**5. FOR DISCUSSION ONLY: PROGRAM OF THE MONTH: PRESENTATION ONLY REGARDING BOONANZA.**

(5:38:43) – Chairperson Meyer introduced the item. Mr. Earp presented a PowerPoint Slideshow on the Carson City BOOnanza special event, which is incorporated into the record, and responded to clarifying questions.

(5:49:00) – Commissioner Keever commented that, out of all the events that the City sponsors with the Carson City Parks and Recreation Department, she had received the most requests about BOOnanza. She thanked Staff and those who were a part of the 2020 BOOnanza event for “thinking outside the box and allowing the kids to still have some sort of Halloween.”

**6. FOR DISCUSSION ONLY: PRESENTATION AND DISCUSSION REGARDING NEVADA OPEN MEETING LAW, ETHICS IN GOVERNMENT AND CARSON CITY BOARDS, COMMITTEES AND COMMISSIONS POLICY REVIEW.**

(5:50:18) – Chairperson Meyer introduced the item. Mr. Johnson presented on the Nevada Open Meeting Law (OML), during which he referenced the accompanying documents that are incorporated into the record as well as showed a video produced by the Carson City District Attorney’s Office.

**7. FOR DISCUSSION ONLY: DISCUSSION REGARDING THE 25<sup>TH</sup> ANNIVERSARY CELEBRATION OF THE QUALITY-OF-LIFE INITIATIVE.**

(6:17:32) – Chairperson Meyer introduced the item. Ms. Budge referenced the Staff Report and the accompanying attachment, both of which are incorporated into the record.

(6:23:50) – Chairperson Meyer recommended using the colors green and white for the events because of those being the colors used for the signs promoting Question 18 when it was proposed as a ballot question. He also entertained Commissioner questions and comments, and Ms. Budge responded to clarifying questions.

(6:24:12) – Commissioner Schuette commented that she appreciated the 25<sup>th</sup> Anniversary Celebration of the Quality-of-Life Initiative and believed it was a “wonderful idea” because “sometimes we forget the why behind an initiative, and something like this, the Quality-of-Life, and what it has done, and how it really has just brought so many wonderful opportunities for Carson City.”

**8. FOR DISCUSSION ONLY: DISCUSSION REGARDING RECOMMENDATIONS TO STAFF CONCERNING A DOG USE POLICY FOR ORDINANCE FOR CARSON CITY PARKS AND OPEN SPACE AREAS, INCLUDING A REVIEW OF DRAFT DOG RULES AND REGULATIONS POLICY GUIDELINES.**

(6:25:54) – Chairperson Meyer introduced the item. Ms. Budge referenced the Staff Report and the accompanying documents, all of which are incorporated into the record, and she thanked Open Space Advisory Committee (OSAC) Member Mark Kimbrough for creating the visual representations based on the survey data. She and Mr. Navarro also responded to clarifying questions.

(6:42:05) – Commissioner Keever suggested using social media to continue reminding people about the Mutt Mitt Program, and Ms. Budge acknowledged that Staff could improve their outreach that had been part of the AmeriCorps Program. Ms. Budge noted that adopting a dog waste station, a trail, an open space, or a park could also be used to advertise one’s nonprofit or business, and it is “great comradery” to assist with cleanups or do projects at a park through one’s nonprofit or business while also helping the Parks, Recreation, and Open Space Department with the significant labor shortage.

(6:44:32) – Ms. Budge entertained Commissioner input regarding areas that should be considered “dog friendly” and designated for off-leash use (question #4 of Attachment 1). Chairperson Meyer suggested that all parks other than dog parks (Sonoma Park, Fuji Park, and a portion of Long Ranch Park as well as any future dog parks) should require dogs on leash, as it would be easy for people to understand and to enforce.

(6:46:09) – Commissioner Caldwell was impressed with user comments, especially those concerning “little kids mixing in with dogs that weren’t on leash,” and she believed that the Commission needed to pay attention to that feedback because “those are the people that are going to be there every day, and they have a right to sort of set the rules for the local area that they’re using.” She commented that Chairperson Meyer’s suggestion as well as allowing exceptions on an individual basis would also work. Ms. Budge stated that Staff has received frequent calls regarding Carriage Square Park from the neighbors in the area and pointed out that there was concern due to the playground at the park not being fenced. She also wished to have consistent rules for the parks to avoid further confusion.

(6:47:57) – Commissioner Keever proposed allowing dogs off leash in parks where the playground is fenced and separated from the rest of the park as one of the criteria. Vice Chairperson Cartwright was in favor of allowing on-leash dogs in parks, especially those with playgrounds, and suggested permitting dogs off leash at parks without playgrounds.

(6:51:09) – Ms. Budge noted that many people are passionate about having their dogs on the trails with them beyond the trailhead as well as the consensus of allowing dogs off leash after a certain distance beyond the trailhead due to the trailheads being a source of concern for dogs.

(6:52:07) – Commissioner Schuette believed that dogs should be on leash on urban, paved trails and supported off-leash dog use on regular trails 200 feet beyond the trailheads. She acknowledged that some people prefer to keep their dogs on leash and did not wish to have the “goofball dogs running up”; however, she also noted that there are people who run with their dogs, which she believed was “a nice way to go out, enjoy the trail, enjoy being outside, [and] letting the dog run.” She believed it was a reasonable expectation to be able to have one’s dog off leash on trails that have not been designated to prohibit dogs for watersheds and environmental reasons. Commissioner Schuette referenced OSAC Member Kimbrough’s observation at the June 21, 2021 PRC and OSAC joint meeting regarding how a small incident can escalate to an unnecessary problem as well as Ms. Budge’s comment about preferring to talk to people about what they can do instead of what they cannot do. She also commented that changes for dog use would eventually become normalized. Commissioner Keever added that, going forward, the public would need to be kept educated about “what we’re doing and why,” as she believed people would be more accepting to the changes by doing so. She also wished to keep Mr. Bailly’s public comment in the discussion on this matter. Chairperson Meyer agreed with Commissioner Schuette and indicated that he expected to run with his dog off leash on trails, which he stated was “why I live here, and I love doing that, and I know there’s a lot of people that love it as much as I do.” He also agreed with Commissioner Schuette’s stance regarding the urban trails.

(6:58:50) – Commissioner Whitefield pointed out potential safety issues with bicyclists sharing trails, especially paved trails, with off-leash dogs, as the bicyclist may not know if the dog is really under its owner’s control and if the dog is a “chaser.”

(6:59:34) – Ms. Budge entertained discussion on which areas that dogs (except service animals) should be prohibited at (question #6 of Attachment 1) and indicated that Staff felt strongly about keeping dogs prohibited from the Empire, Lone Mountain, and Pioneer Cemeteries. She noted that there had been discussions about prohibiting dogs at the Kings Canyon Waterfall Trail and suggested having something that indicates which trail people could use if they have a dog. Chairperson Meyer noted that sports fields should not allow dogs, and he proposed stating that dogs were prohibited from youth and adult sports facilities.

(7:02:35) – Vice Chairperson Cartwright suggested specifying that dogs are not allowed on any playground equipment or in the playground areas. Commissioner Keever remarked about how many people disregard the signs at some of the playground areas that indicate not to bring dogs into the area and inquired about educating the public about why dogs are not allowed in the playground areas or the cemeteries. Ms. Budge stated that Staff has done some outreach, education, and campaigns to inform the public about dogs using the prohibited areas and indicated that those actions could continue to be used. She mentioned that the Nevada Humane Society agreed with the Parks, Recreation, and Open Space Department’s stance of “education over enforcement,” and the Department wished for people to go to the parks and feel safe and enjoy themselves by being able to make an

informed decision. Mr. Navarro added that the Carson City Park Rangers currently provide brochures that show the locations of all the dog-friendly parks throughout the City whenever they make contact with an individual who has a pet in an area that does not allow pets. He also noted that, regarding establishing the Dog Rules and Regulations policy guidelines, there would need to be “a pretty good campaign on our end to educate the public and the users, and it’s going to be challenging.” Commissioner Schuette believed that the campaign was an opportunity to collaborate with the Nevada Humane Society as well as with some of the people who submitted opinions by, for example, allowing them to speak on why specific areas do not allow dogs to possibly “help create a better buy-in.” Chairperson Meyer suggested involving Carson City District Attorney Jason Woodbury in Commissioner Schuette’s idea.

(7:08:07) – Ms. Budge inquired about what the Commissioners wished Staff to do further research on and stated that she wished to do research on parks that are also detention basins, including Mayor’s Park, Blackwell’s Pond Park, and Schulz Ranch Park, because of the stormwater runoff possibly going into the drinking water or posing any other possible health concerns. Commissioner Kever recommended contacting the Nevada Department of Conservation and Natural Resources, and Ms. Budge noted that Carson City Open Space Manager Lyndsey Boyer was in contact with the Carson Water Subconservancy.

(7:09:59) – Commissioner Whitefield suggested categorizing the survey comments to gather the major themes, and Ms. Budge stated that Staff could go further with doing that.

(7:11:04) – The Commissioners agreed with Staff researching the water quality issues concerning Long Ranch Park and Mills Park due to the creeks that run through both.

(7:12:09) – Ms. Budge believed that, based also on the survey feedback, the City needed more fenced designated dog parks and informed the Commissioners that the development being built across the street from the Nevada Human Society Carson City location has in its Conditions of Approval for a three-acre dog park to be built. Ms. Budge proposed Long Ranch Park as a location for a fenced-in dog park, though she also noted that Staff has gotten conflicting feedback regarding the location. Chairperson Meyer stated that he had considered Mayor’s Park as a location for a dog park unless the Health Department advises otherwise. Ms. Budge mentioned that adding a fenced-in dog park could be considered when updating the Mills Park Master Plan. Commissioner Whitefield referenced the high number of contacts for prohibited pet use in Mills Park and added that “the data might be trying to tell us something,” so a designated area for dogs should be considered for Mills Park.

(7:18:21) – Chairperson Meyer requested Ms. Budge to collaborate on some bullet points with the volunteer subcommittee, consisting of Commissioners Kever and Schuette, based on the research information Staff obtains on the matter.

## **9. STAFF UPDATES - DISCUSSION ONLY**

**9A. DIRECTOR’S REPORT: UPDATES REGARDING THE DEPARTMENT’S PROJECTS, PROGRAMS, FACILITIES, AND EVENTS; GRANTS; LEGISLATIVE UPDATES; SEASONAL EMPLOYEE SHORTAGE AND STATUS OF RECRUITMENT FOR VACANT POSITIONS; BUDGET UPDATE INCLUDING AMERICAN RECOVERY PLAN ACT FUNDING; BOARD DEVELOPMENT WORKSHOP IN SEPTEMBER AND BOARD OF SUPERVISOR’S ACTION ITEMS.**

(7:21:40) – Chairperson Meyer introduced the item. Ms. Budge presented her report, which included informing the Commissioners that Congressman Amodei had introduced the Lands Bill on Friday, August 13, 2021. She also referenced the Late Material, which is incorporated into the record along with the accompanying document, and responded to clarifying questions. She mentioned that the Parks, Recreation, and Open Space Department still needed seasonal staff due to a significant seasonal employee shortage and encouraged people to apply for the seasonal positions. Ms. Budge also reminded the Commissioners that the Board Development Workshop was scheduled for September 7, 2021 from 9:00 a.m. to 4:00 p.m.

#### **10. MEMBERS' ANNOUNCEMENTS – DISCUSSION ONLY**

(7:32:00) – Chairperson Meyer introduced the item. Ms. Budge indicated that Fuji Park did not have an active shelter for livestock at this time and explained that other areas go through the Carson City Emergency Manger with the Fire Department to make a request for animal intake; however, someone would need to be able to provide food and water for the animals as well as monitor them, which the Parks, Recreation, and Open Space Department was unable to do. She noted that the Department was “happy” to provide the facility if needed. She mentioned that the citizen volunteers with the Carson City Sheriff’s Office and Fire Department have been helpful with the facility as well as the Red Cross and Nevada Humane Society. In response to Commissioner Keever’s inquiry, Ms. Budge stated that the playground at Sonoma Park would receive all the new playground parts approximately six to eight weeks in order for Sonoma Park to reopen after having been vandalized. She advised visiting such park playgrounds as the ones at John Mankins Park, Ross Gold Park, and Schulz Ranch Park instead of Sonoma Park’s for the time being, as the damaged playground equipment posed some safety risks, and these parks have had some improvements and/or new equipment installed. Commissioner Keever also mentioned the leak under the dog water fountain at Sonoma Park, which Ms. Budge assured would be addressed.

(7:37:08) – In response to Commissioner Caldwell’s question, Ms. Budge stated that the funding and the plans for the tennis court repairs at Ross Gold Park were “ready to go,” though she was uncertain about the date that the contract would be going out to bid. Mr. Navarro confirmed that the documents were prepared, and Staff was waiting for a timeframe. He mentioned that some interested people had responded to the call to bid, and they were concerned about the time period that the concrete would need to cure before acrylic paint could be used on it. Staff has been advised that during spring was the preferred time for the project.

#### **10A. UPDATE FROM THE CARSON CITY SCHOOL BOARD LIAISON**

(7:38:43) – None.

#### **10B. UPDATE FROM THE FOUNDATION FOR CARSON CITY PARKS AND RECREATION**

(7:39:00) – Chairperson Meyer entertained updates from anyone from the Foundation for Carson City Parks and Recreation; however, none were forthcoming.

#### **11. FUTURE AGENDA ITEMS – DISCUSSION ONLY**

(7:39:15) – Chairperson Meyer entertained suggestions for future agenda items. Vice Chairperson Cartwright wished to have the Memorial Policy revisited as a future agenda item.

#### **12. PUBLIC COMMENTS**



(7:40:17) – Chairperson Meyer entertained public comments. Mr. Bailly thanked Mr. Johnson, Ms. Budge, and Commissioner Keever. He inquired about how “we bring out the word on our parks to those who work on the north side of town who never make it to the south side of town, where the south-side parks are,” and he commented, “conversely, folks that work on the south side don’t know what’s going on on the north side.” Regarding the dog use discussion, he requested that Staff ask NDOW about rattlesnake training for dogs and stated, “I don’t care what trail you are [on] in Northern Nevada, there’s rattlesnakes.” Mr. Bailly suggested creating signage or that the Parks, Recreation, and Open Space Department, with NDOW’s assistance, could bring attention to the danger of rattlesnakes. He commented that he did not see a problem with people running with their on-leash dogs and noted having seen people doing so at Carriage Square Park. He was in favor of “leash law clarity” and splitting a park up into a leashed area and an off-leash area. He pointed out the large quantity of homes being built on the northwestern corner of the City and noted there may be an opportunity for creating a park, as there was still land in that area.

(7:44:30) – Robyn Orloff, appearing via phone call, introduced herself and stated that she appreciated OSAC’s and PRC’s input regarding dog use policies. She was in favor of leash laws in certain situations, including for “pavement downtown [and] special natural resource protection,” such as the Kings Canyon Waterfall Trail. She thanked Mr. Bailly, commented that Baily Fishing Pond is “quite a special ecosystem, especially on a hot afternoon,” and agreed that dogs should not be at Baily Fishing Pond. Ms. Orloff explained that she is a long-distance trail runner with athletic dogs that love to run, and she wished to have herself and the “very active group of people” who moved to the City for trail running and mountain biking be considered as a constituency. She agreed with allowing dogs off leash responsibly on trails, doing so 200 to 300 feet beyond trailheads, and respecting other people and bicyclists on the trails.

**13. FOR POSSIBLE ACTION ON ADJOURNMENT**

**(7:47:13) – Chairperson Meyer adjourned the meeting at 7:47 p.m.**

The Minutes of the August 17, 2021 Carson City Parks and Recreation Commission meeting are so approved this 5<sup>th</sup> day of October, 2021.

## EXHIBIT A

**From:** Lynn Zonge <lynnzonge3@gmail.com>  
**Sent:** Monday, August 16, 2021 11:19 AM  
**To:** Public Comment; Lyndsey Boyer; Gregg Berggren  
**Subject:** Up coming meeting discussion regarding dogs in our watershed

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

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Hello,

I am a resident in Carson City, a dog lover, and a consumer of the wonderful drinking water supplied by Carson City. Sorry I cannot attend the meeting this Thursday.

I strongly urge the Open Space Advisory Committee and the Parks and Recreation Commission to not allow dogs in our watersheds that provide source water for our community.

You can find a map of our source water protection areas here:

<https://www.rci-nv.com/photos/2017/01/Carson-CSWPP.pdf>

The map is on PDF page 14. Look at Watershed 1 and Watershed 2

While the source water protection watershed areas are quite a large, as a minimum, the watershed upstream of our intake structure at North Kings Canyon should be off limits to dogs. Carson city is expending a considerable effort in keeping fecal matter out of the North Canyon watershed, and requesting that no dogs are allowed in that area is a small request considering the vast open spaces where dogs are allowed and where fecal matter would not be a big impact to our sources drinking water.

Other communities, such as Salt Lake City, have their vast watersheds that are sources of their drinking water off limits to dogs. While this is not popular, it is a very good protection of their drinking water sources and helps their citizenry to think about where their drinking water comes from.

I drink Carson City tap water. When my friends visit, they often say how good our water tastes. I'd like to keep it that way.

Happy to provide more comment if needed

Best

Lynn Zonge  
775-720-5872

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When words are both true and kind, they can change the world. Buddha  
Be the change you want to see in the world. Mahatma Gandhi