

# NOTICE OF PUBLIC MEETING OF THE PARKS AND RECREATION COMMISSION

**DAY:** Tuesday

**DATE:** February 1, 2022

**TIME:** 5:30 P.M.

**LOCATION:** Carson City Community Center  
Robert “Bob” Crowell Board Room  
851 East William Street  
Carson City, Nevada 89701

## AGENDA

### **NOTICE TO THE PUBLIC:**

**The State of Nevada and Carson City are currently in a declared State of Emergency in response to the global pandemic caused by the coronavirus (COVID-19) infectious disease outbreak. In accordance with the applicable Directives issued under authority of the Governor’s Declaration of Emergency, including Directive 045 and 047, and subject to any potential changes in state or federal mandates or guidelines, face coverings are required to be worn when attending this meeting in person.**

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 Board of Supervisors 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: [publiccomment@carson.org](mailto:publiccomment@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.

Members of the public who wish to provide live public comment via telephonic appearance in lieu of physical attendance may do so during the designated public comment periods indicated on the agenda by dialing the numbers listed below. Please do NOT join by phone if you do not wish to make public comment.

Join by phone:  
Phone Number: +1-408-418-9388  
Meeting Number: 2498 193 4658

---

**1. CALL TO ORDER**

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

**3. PUBLIC COMMENT:\*\*** 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 Parks and Recreation Commission and Open Space Advisory Committee meeting of 12/7/2021.

**5. FOR POSSIBLE ACTION:** Discussion and possible action regarding the election of a Chair and Vice Chair of the Parks and Recreation Commission for the 2022 calendar year.

Staff Summary: The Parks and Recreation Commission Bylaws require that, during the first meeting of the year, the Commission elect a Chair and Vice Chair for that calendar year.

**6. FOR DISCUSSION ONLY:** Presentation regarding the Park/Program of the month: Carson Ridge Disc Golf Park. (*Carson Ridge Disc Golf Association*)

**7. FOR DISCUSSION ONLY:** Presentation by Duncan Golf Management DBA TDS Golf at Eagle Valley LLC (“Duncan Golf Management”) regarding operations and management of Eagle Valley Golf Course. (*Scott Wackowski*)

Staff Summary: Carson City owns Eagle Valley Golf Course located in John D. Winters Centennial Park. In September 2021, the City extended the License Agreement through 2027 with Duncan Golf Management for operations and management of the course. This item will provide an overview of their operations, contractual items and review of capital needs.

**8. FOR POSSIBLE ACTION:** Discussion and possible action regarding a recommendation to the Board of Supervisors regarding the updated Ross Gold Park Master Plan. (*Nick Wentworth*)

Staff Summary: An update to the Ross Gold Park Master Plan was recommended for approval by the Parks and Recreation Commission in 2019. Staff recommend additional modifications to the plan to address on-going maintenance challenges related to the park, pond, irrigation system and municipal well at the park. This item is for the Commission to review the updated master plan and possibly make a recommendation to the Board of Supervisors.

**9. FOR POSSIBLE ACTION:** Discussion and possible action regarding a recommendation to the Board of Supervisors on the Fiscal Year (“FY”) 2022-2023 Capital Improvement Program (“CIP”) budget request and funding priorities for the Parks, Recreation and Open Space Department. (*Jennifer Budge*)

Staff Summary: This item is intended to review and obtain guidance from the Commission regarding the Department’s capital and infrastructure priorities for the upcoming fiscal year, as part of the City’s budget process.

**10. STAFF UPDATES - DISCUSSION ONLY**

10A. Director's Report: Updates regarding the Department's projects, programs, facilities, and events; grants; policy updates; seasonal employee shortage and status of recruitment for vacant positions; budget update including American Recovery Plan Act funding; Board of Supervisors action items. (*Jennifer Budge*)

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

11A. Update from the Carson City School Board liaison

11B. Update from the Foundation for Carson City Parks and Recreation

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

### **13. 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.

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

---

#### **\*\*PUBLIC COMMENT LIMITATIONS –**

The Commission will provide at least two public comment periods in compliance with the minimum requirements of the Open Meeting Law prior to adjournment. **Public comment will be taken at the beginning of the agenda before any action is taken and again at the end before 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. The Chair or Vice-Chair may call for or allow additional individual-item public comment at the time of the body's consideration of the item when: (1) the comment will be provided from a person who is directly involved with the item, such as City staff or an applicant; or (2) it involves any person's or entity's due process appeal or hearing rights provided by statute or the Carson City Municipal Code.

Comments may be limited to three minutes per person or topic at the discretion of the Chair in order to facilitate the meeting.

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 agenda 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.

This agenda and supporting materials are available at [www.carson.org](http://www.carson.org) and at the Carson City Parks, Recreation & Open Space Department located at 3303 Butti Way, Building #9, Carson City, Nevada, 89701.

This notice has been posted at the following locations:  
Carson City Parks, Recreation & Open Space Department  
3303 Butti Way, Building #9  
Carson City, Nevada  
[www.carson.org/agendas](http://www.carson.org/agendas)  
<http://notice.nv.gov>