

MEETING MINUTES OF THE DOUGLAS COUNTY  
PARKS & RECREATION COMMISSION

Meeting minutes of the Douglas County Parks & Recreation Commission held on January 2, 2018 at the Douglas County Community & Senior Center, 1329 Waterloo Lane, Gardnerville, NV 89410.

I Opening: The meeting was called to order by Chairman Gary Dove at 6:05PM.

The Pledge of Allegiance was performed by Scott Morgan.

Commission Members present: Gary Dove, Kelly Gardner, Thomas Moore, Meghan Kelley, Brenda Robertson, Adam Lewandowski

Commission Members absent: Celeste Pierini

County Board of Commissioners Present: None

Staff Members Present: Scott Morgan, Brian Fitzgerald, Ryan Stanton, Liz Baumgartner.

II. Approval of the agenda for January 2, 2018

Commissioner Moore made a motion to approve the agenda for January 2, 2018.

Commissioner Robertson seconded the motion.

The votes were:

Ayes: Dove, Gardner, Moore, Kelley, Robertson, Lewandowski

Nays: None

Absent: Pierini

III. Approval of the previous meeting minutes from November 7, 2017.

Commissioner Moore made a motion to approve the meeting minutes for November 7, 2017.

Commissioner Robertson seconded the motion.

The votes were:

Ayes: Dove, Gardner, Moore, Kelley, Robertson, Lewandowski

Nays: None

Absent: Pierini

Abstentions: Lewandowski

#### IV. Public Comment

No public comment was received.

#### V. Administrative Agenda

- a) Discussion and Possible Action: Update on Aspen Playground Improvement Project, Kingsbury North Trailhead Improvement Project, and the Kahle Community Center Re-roof Project

Director Morgan asked Parks Supervisor Stanton to update the Parks & Recreation Commission on the status of the Aspen Park playground equipment. Supervisor Stanton as one of the project managers stated that the playground will be completed by the end of this month and a party is planned for Feb 15, 2018.

Director Morgan updated the Parks & Recreation Commission on the status of the North Kingsbury Trailhead Improvement stating that the restroom had been successfully bid and awarded and that the County is currently out to bid on the undergrounding of the utilities. The project is on budget and on schedule.

Director Morgan stated that the County is also out to bid on the Kahle Community Center Re-roof Project and bids will be open this month. The Commission is scheduled to take action on March 1<sup>st</sup> pending a successful bidding operation.

- b) Discussion and Possible Action: Douglas County Community Services and Parks & Recreation Capital Improvement Program (CIP).

Director Morgan reviewed the priorities from the Parks & Recreation Commission prior years and updated them on the draft plan contained in their packet, highlighting staff priorities for 2018-2019 which are 1) the completion of the Kahle Community Center Re-roof Project, 2) completion of the North Kingsbury Trailhead Project, 3) Upgrading the water and sewer at Topaz Lake Park, 4) the development of an off leash park at Herbig Park, 5) the development to plan an off leash park at Johnson Lane Park, 6) completion of drainage improvements at Brautovich Park,

7) the re-metering of ballfield lights at Stodick Park, 8) completion of a rock wall in the Community Center and 9) installation of a flagpole system in front of the Community Center.

Director Morgan asked if there was any interest in seeing other items included in the 5 year plan.

Commissioner Gardner asked that the Stateline to Stateline Bike Path be included in the plan to insure that if a phase is funded that the County has included it in their CIP.

Chairman Dove asked that an expansion of Fairgrounds facilities also be included.

Commissioner Moore discussed astroturfing the dog park at Johnson Lane Park and also using Astroturf or sports turf at Brautovich Park.

Commissioner Moore also said that there may be a possibility in obtaining used sports turf from Douglas High School when their sports turf is scheduled to be replaced.

Commissioner Moore also requested that a multi-use bike path be planned for a connection from Gardnerville to the Ruhenstroth community.

Commissioner Kelley suggested there may be an opportunity to work with the Conservation District in making improvements to Brautovich Park as a water quality project.

At this time, gathering consensus from the Parks & Recreation Commission, Chairman Dove set the following priorities based on consensus from the Parks & Recreation Commission:

- 1) Complete the Kahle Community Center Re-roof Project.
- 2) Complete the North Kingsbury Trailhead Project.
- 3) Upgrade sewer and water to Topaz Lake Park.
- 4) Develop a plan for an off leash dog park at Herbig Park.
- 5) Complete the drainage improvements at Brautovich Park.
- 6) Re-meter the ball field lights at Stodick Park.
- 7) Complete the rock wall in the Community Center.
- 8) Complete the flagpole project.
- 9) Develop an off leash dog park at Johnson Lane Park.

Director Morgan stated the corrections and changes would be implemented into the plan.

Director Morgan also stated that the budget process is accelerated this year and these changes would be submitted to the County as part of its annual budget program.

- c) Discussion and Possible Action: Annual report for Parks & Recreation Commission.

Director Morgan stated that this is an annual report that is submitted to the County if requested and is prepared in advance of that request.

Commissioner Robertson made a motion to approve the Parks & Recreation Commission annual report.

The motion was seconded by Commissioner Moore.

The votes were:

Ayes: Dove, Moore, Kelley, Robertson, Lewandowski

Nays: None

Absent: Gardner who left after the last agenda item and Commissioner Pierini.

## VI. Public Comment

Parks Supervisor Stanton reported that Topaz Lake Campground had a \$2500 opening day and the Parks Division is updating its irrigation system with the Baseline System product.

Administrative Services Manager Baumgartner reported on the Silent Auction activities, funds raised for the Community Services Foundation and activities from the Senior Health Fair.

Assistant Director Fitzgerald talked about the County's upcoming budget process, cost allocation and a new website.

Director Morgan discussed the various projects going on that were already highlighted and that we are researching a RFP for event services.

Commissioner Moore invited the County to participate in the Douglas County School District Strategic Plan.

## VII. Adjournment

Chairman Dove adjourned the meeting at 7:38 PM.