

MEETING MINUTES OF THE DOUGLAS COUNTY
PARKS & RECREATION COMMISSION

Meeting minutes of the Douglas County Parks & Recreation Commission held on March 6, 2018 at the Lake Tahoe Visitors Authority Building, 169 Highway 50, Stateline, NV 89449.

I Opening: The meeting was called to order by Chairman Dove at 6:04 PM.

The Pledge of Alliance was performed by Parks Supervisor Ryan Stanton.

Members Present: Gary Dove, Thomas Moore, Cherise Smith, Craig Burnside, Brenda Robertson, Adam Lewandowski

Members Absent: Kelly Gardner

County Board of Commissioners Present: None

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

II. Approval of the agenda for March 6, 2018.

Commissioner Moore made a motion to approve the agenda for March 6, 2018.

The motion was seconded by Commissioner Burnside.

The votes were:

Ayes: Dove, Moore, Robertson, Lewandowski, Smith, Burnside

Nays: None

Absent: Gardner

III. Approval of previous meeting minutes of January 2, 2018.

Commissioner Robertson made a motion to approve the previous meeting minutes from January 2, 2018.

The motion was seconded by Commissioner Lewandowski.

The votes were:

Ayes: Dove, Moore, Robertson, Lewandowski

Nays: None

Absent: Gardner

Abstentions: Smith, Burnside

IV. Election of Officers

- a) At this time Director Morgan ask if there were any nominations for the Chairman position.

Commissioner Burnside made a motion to nominate Gary Dove to be Chairman of the Douglas County Parks & Recreation Commission.

The motion was seconded by Commissioner Moore.

Hearing no other nominations, nominations were closed.

The votes were:

Ayes: Dove, Moore, Robertson, Lewandowski, Smith, Burnside

Nays: None

Absent: Gardner

Chairman Dove asked if there were any nominations for Vice Chair.

Chairman Dove made a motion to nominate Brenda Robertson to be the Vice Chair of the Douglas County Parks & Recreation Commission.

The motion was seconded by Commissioner Smith

The votes were:

Ayes: Dove, Moore, Robertson, Lewandowski, Smith, Burnside

Nays: None

Absent: Gardner

- b) Appointment of the representative to the Douglas County Community Services Foundation.

Chairman Dove announced that a seat on the Douglas County Community Services Foundation is held for the Chairman of the Parks & Recreation Commission.

Chairman Dove asked if there was anyone interested in serving on this board which he has been a part of over the last year.

Chairman Dove indicated his interest.

Hearing no other interest, Chairman Dove announced that he would be honored to represent the Douglas County Parks & Recreation Commission on the Foundation board.

V. Public Comment

Chairman Dove asked former Parks & Recreation Commissioner Meghan Kelly to step forward and be recognized for her outstanding contributions to the Douglas County Parks & Recreation Commission during her term on the Commission.

At this time, Chairman Dove opened Public Comment.

Carlo Luri representing the Carson Valley Trails Association encouraged the Parks & Recreation Commission to participate in the Douglas County Master Plan and take on additional responsibilities regarding the Trails Plan for Douglas County which is currently contained in the Transportation Plan. Mr. Luri further supported the efforts to have a park planner who will specifically work on future park development and trails.

Josh Dart, a resident, expressed his interest for a white water park to take place on the East Fork of the Carson River. Mr. Dart's support is for a development of a white water park from the take out area above the old power dam to the Rocky Bend Park owned by Douglas County.

Mr. Dart stated he would like to make a presentation at a future Park & Recreation Commission meeting.

Commissioner Lewandowski asked what the process to put something on the agenda is.

Director Morgan responded that if an item is relevant and appropriate to the Parks & Recreation Commission, then it could be placed as a future agenda item,

Commissioner Burnside stated that the old power dam may be rebuilt.

VI Administrative Agenda

- a) Discussion and Possible Action: Approval of the Douglas County Community Services Department Capital Improvement Plan (CIP) program for 2018 2019.

Director Morgan stated that the changes in the document have been implemented from the prior Parks & Recreation meeting. Director Morgan further stated the document has been submitted to the County Board of Commissioners for review in their annual budget process.

Director Morgan wanted to focus on the priorities to reconfirm the work program for the upcoming fiscal year.

1) Complete the Kahle Community Center Reroof project.

Director Morgan reported that the #1 priority is to complete the Kahle Community Center reroof project. Director Morgan stated that the project has currently been bid awarded and will be completed in the next fiscal year.

2) Complete North Kingsbury Trailhead Project.

Director Morgan reported two bids have been awarded for the construction of the restroom facility and the undergrounding of utilities. This project is anticipated to be completed in the fall of 2018 2019.

3) Upgrade sewer and water to Topaz Lake Park.

Director Morgan reported this project is currently underway as an emergency maintenance and should be completed in the next fiscal year.

4) Develop of an off leash dog park at Herbig Park.

Plans will be developed in 2018 2019.

5) Complete drainage improvements at Brautovich Park.

Director Morgan stated he would like to work with the Tahoe Conservancy District to apply for a grant to do the water quality project at Brautovich Park.

6) Re-meter ballfield lights at Stodick Park.

7) Complete the Rock Climbing Wall at the Community Center.

Director Morgan stated the plans and specifications are being developed and this project is on track for completion for next fiscal year.

8) Complete the Flag Pole Project at Herbig Park.

Funding has been secured and the poles are attempted to be purchased. This project is on track to be completed next fiscal year.

9) Completed plan for an off leash dog park at Johnson Lane Park.

Director Morgan refreshed the memory of the Parks & Recreation Commission members that this was part of the overall site plan for Johnson Lane Park. However funding constraints have put it into a second phase plan and would move forward based on available funding and confirmation from the neighborhood that a dog park is still desired.

At this time Chairman Dove opened up Public Comment.

John Hefner, a resident of Johnson Lane said he had concerns of Johnson Lane Park. He discussed a dog park and wants to keep it on a priority list as dogs need a place to run and right now they are running in the sagebrush. He said other concerns were regarding windscreens for the Johnson Lane Park tennis courts, the gazebo doesn't have a barbeque. Mr. Hefner thanked Director Morgan for the safety nets on the tennis courts but says the guttering would be washed out.

John Hefner read out loud two emails from two Johnson Lane residents. An email from Donna Theriault suggested in regards to a dog park that there be a separate fenced section and to use natural sage. The email from Tom Finch says that a dog park is also needed and Fuji Park is not good as it has standing water.

John Hefner recommended looking at other parks.

Heather Paterson Lewis, also a Johnson Lane resident talked about a dog park and agrees with the Capital Improvement Project (CIP) list. She said she did not understand why a dog park is last on the CIP list. Ms. Paterson Lewis also talked about Canine Turf as she is concerned about using the Douglas High School's turf.

Ms. Paterson Lewis said there are lots of dogs in Johnson Lane and it's a nightmare because of the open fences.

Carlo Luri commented on the rock wall saying it is a great sport and opportunity for kids who do not want to do other sports. He says he supports this project and the North Kingsbury Trailhead too. Mr. Luri said he has concerns that there were previously no bathrooms.

Chairman Dove closed Public Comment.

Commissioner Moore stated his support for those projects that are maintaining infrastructure and supports the prioritization as they are submitted.

Commissioner Smith also stated her support for infrastructure maintenance of the existing system stating that it is important to keep our current facilities maintained and safe for use and enjoyment by the public before building new facilities.

Assistant Director Fitzgerald interjected that many of the maintenance projects are not discussed that are included in the department's annual operating budget and are more routine but an emphasis on facilities is taking place or has been taking place over the last few years.

Commissioner Burnside said that he supported the current budget list.

Commissioner Robertson interjected her support for the prioritization.

Commissioner Lewandowski questioned what the process would be to initiate the dog park at Johnson Lane Park.

Director Morgan responded that if once funding is secured we would hold one or two meetings in the Johnson Lane area to reconfirm the need of a dog park in that area and to determine of the extent of the improvements.

Commissioner Lewandowski inquired about the status of the Round Hill Bike Path resurfacing and the completion of the Round Hill Bike Path corridor to Kahle Park.

Director Morgan stated that the path would be given a slurry finish this summer and the County is still working on obtaining the easement in order to complete the link the Roundhill Bike Path and Kahle Park.

Commissioner Lewandowski made a motion to approve the Douglas County Community Services Parks and Recreation Department CIP and priorities for 2018 and 2019.

Commissioner Moore seconded the motion.

The votes were:

Ayes: Dove, Moore, Robertson, Lewandowski, Smith, Burnside

Nays: None

Absent: Gardner

b) Discussion and Possible Action: Update on the following ongoing and current projects: Aspen Park, Community Center Flag Pole project, Community Center Centennial Garden project, Community Center Rock Climbing Wall project, Kahle Community Center roof maintenance project, Kingsbury North Trailhead project, Topaz Lake restroom and septic system project and the Douglas County WAVE monument project.

Director Morgan stated that the department is required to update the County Manager's office regarding project status on those items that have been given a project number through Douglas County.

Director Morgan stated that as we update these projects, we will be including the Parks & Recreation Commission as a matter of routine.

Director Morgan stated that many of the projects have been previously reviewed by the Parks & Recreation Commission with the exception of the Centennial Garden and the WAVE monument which are two in-house projects being brought forward as previously approved by the County Board of Commissioners.

The WAVE project is recognition of all branches of military who are currently serving and those who have previously served.

The Centennial Garden is an ornamental garden to recognize residents who have obtained 100 years of age or more. The garden will be developed in a phase approach and may take up to a year to fully develop and complete.

No action taken.

- c) Cost recovery for the Douglas County Community & Senior Center Gymnasium and Community Center rooms.

Assistant Director Fitzgerald reviewed the cost recovery for the Douglas County Community & Senior Center rooms in the Carson Valley, the Douglas County Gymnasium in the Carson Valley, the Kahle Community Center at Stateline and Kahle Community Center gymnasium.

Assistant Director Fitzgerald reported that the County had exceeded its expectation in revenues for the gymnasium portion of the Douglas County Community & Senior Center gymnasium by 105% and exceeded the revenue expectation from the Community Center room portion of the same facility by 106%.

Meanwhile the gymnasium of the Community & Senior Center in the Carson Valley underspent its operating budget, only utilizing 64% of the funds budgeted and the Community Center only used 86% of the funds that it had planned to expend. For a gymnasium cost recovery of 132% and a cost recovery of the Community Center at 45% far exceeding the budgeted cost recovery of the facility.

The Kahle Community Center Gymnasium exceeded its revenues by 106% in the gymnasium and the Kahle Community Center by 123% meanwhile the expenditures operated at 91% of the expenditure budget in the gym and 91% in the Community Center for a total gym cost recovery of 83% and a 46% recovery in the Community Center. Both of these recovery percentages exceed the planned budget.

Chairman Dove indicated that this is great information to know and shows how successful the indoor recreation spaces are in Douglas County.

Commissioner Moore indicated that this is important data to have and should be shared.

Assistant Director Fitzgerald stated that this information would be shared through the budget process.

No action taken.

- d) Discussion Only: Update on the Dangberg Home Ranch.

Parks Supervisor Ryan Stanton reviewed the Dangberg Home Ranch report submitted by the Friends of the Dangberg Home Ranch. He also reviewed the history of the ranch stating that the estate had been in dispute for many years before eventually having the ownership transferred to Douglas County. During this time the collection and the estate were

mothballed with minimal maintenance being done and only for operational purposes for the State of Nevada for the Dangberg Ranch to be called a historic park.

Director Morgan said in 2007 when the State of Nevada had financial hard times, the Home Ranch Historic Park was turned over to Douglas County and an agreement was developed with the Friends of the Home Ranch for operation. As part of their operation agreement with Douglas County the Friends provide an annual report showing their activities and as part of their agreement they are given the revenues they generate through holding events on the property. This revenue helps the sustainability for the ongoing operations of the Dangberg Home Ranch Historic Park.

Douglas County is still responsible for major maintenance, grounds maintenance and repair of the structures.

At this time Chairman Dove asked for a tour be conducted for those who have not seen the Dangberg Home Ranch and also asked staff to conduct a tour of the facilities in the near future so that Parks & Recreation Commission could be more familiar with the sites

Staff indicated that they would set up a tour of the County facilities as a refresher this spring or summer when the weather improves or for those who have not had a tour. The Dangberg Home Ranch will be included in the tour.

No action taken.

VII Public Comment.

Assistant Director Fitzgerald discussed budget activities and said a presentation would take place on March 27, 2018.

Parks Supervisor Stanton thanked those who participated in the Aspen Play System Dedication and reviewed the success of the new play equipment. He also updated the Commission that Little League and Carson Valley Softball are starting their season almost a month early.

Director Morgan stated that tennis courts are something that will be maintained this year and in particular the Douglas High School tennis courts where the surface is degrading beyond potential minor repair.

Director Morgan also reported they are looking into a future Capital project to replace the Fairground lights.

Commissioner Thomas Moore updated the Parks & Recreation Commission on the School District Strategic Plan and thanked staff for their attendance.

Chairman Gary Dove updated the Commission on Foundation activities including the upcoming Fore the Kids Charity Golf Tournament, the GoFundMe page and the successful funding of the flagpole project.

VIII Adjournment

The meeting was adjourned at 7:52 PM.