

MEETING MINUTES OF THE DOUGLAS COUNTY  
PARKS & RECREATION COMMISSION

Meeting minutes of the Douglas County Parks & Recreation Commission held on May 1, 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 Parks Supervisor Ryan Stanton.

Commission Members present: Gary Dove, Brenda Robertson, Kelly Gardner, Adam Lewandowski, Cherise Smith, Craig Burnside arriving late.

Commission Members absent: Thomas Moore

County Board of Commissioners Present: None

Staff Members Present: Scott Morgan, Brian Fitzgerald, Travis Lee, Pete Knight, Ryan Stanton, Liz Baumgartner.

II. Approval of the agenda for May 1, 2018

Commissioner Robertson made a motion to approve the agenda for May 1, 2018.

Commissioner Lewandowski seconded the motion.

The votes were:

Ayes: Dove, Robertson, Gardner, Lewandowski, Smith

Nays: None

Absent: Moore, Burnside

III. Approval of the previous meeting minutes of March 6, 2018.

Commissioner Lewandowski made a motion to approve the previous meeting minutes of March 6, 2018.

Commissioner Smith seconded the motion.

The votes were:

Ayes: Dove, Robertson, Gardner, Lewandowski, Smith

Nays: None

Absent: Moore, Burnside

#### IV. Public Comment

Chairman Dove recognized former Parks & Recreation Commissioner Celeste Pierini for her years of service to the Parks & Recreation Commission and presented her a plaque.

Director Morgan further complimented her on her expertise and diverse opinion and also praised her on her contributions to the Parks & Recreation Commission.

#### V. Administrative Agenda

- a) Discussion and Possible Action: Budget presentation for the Community Services Department for 2018 2019 fiscal year.

At this time Commissioner Burnside arrived at the meeting.

Director Morgan reviewed the budget presentation to the County Board of Commissioners during the tentative budget hearings.

Director Morgan discussed the various sources of revenue including Room Tax, Sales tax, utility operator fee, general fund transfer and the fees and charges which support the function of the Parks & Recreation Commission.

Director Morgan explained about the dedicated funds that come to the Parks & Recreation Commission for Parks & Recreation related matters.

Director Morgan thanked the staff for their presentation particularly Assistant Director Fitzgerald who made the majority of the presentations during the tentative budget hearing.

Director Morgan talked about the amount of work it takes to develop the room tax budget and that it is a special fund from the County's General Fund.

Commissioner Gardner had several questions regarding the use of promotion dollars and how those are allocated to the various organizations.

Director Morgan responded that both by Ordinance and by NRS those monies are distributed to the Visitors Authority, Carson Valley and Lake

Tahoe and a special room tax was put in place to fund the new Visitors Authority.

Assistant Director Fitzgerald distributed information regarding the future Events facility that is to be on the corner by the Mont Bleu Hotel and Casino.

No action taken.

- b) Discussion and Possible Action: New Douglas County Policies and Procedures adopted by the County Board of Commissioners.

Director Morgan reviewed the new Policies and Procedures adopted by the County Board of Commissioners which will result in a change of Parks & Recreation Commission by-laws and which will establish term limits as well as further other requirements on the Parks & Recreation Commission. Director Morgan also reviewed some of the various changes including background checks and the requirement to be interviewed for the advisory board positions.

Director Morgan also stated a Parks & Recreation Commissioner can only serve on one board while County staff or elected officials cannot participate in advisory boards. There are certain exceptions that are allowed, such as vacancies with no applicants and levels of expertise to being appointed onto the Parks & Recreation Commission.

Commissioner Burnside made a motion to amend the current bylaws to reflect the changes within the Douglas County Policies and Procedures.

The motion was seconded by Commissioner Smith.

The votes were:

AYES: Dove, Robertson, Gardner, Lewandowski, Smith, Burnside

NAYS: None

ABSENT: Moore

- c) Discussion and Possible Action: Review of the Community & Senior Center Rock Wall design.

Director Morgan stated that the Rock Wall plans and specifications are being developed and Community Services Manager Lee will be conducting a review from a technical committee of rock climbing experts to insure our Rock Wall plans will represent the needs and diverse interests of our community.

At this time Director Morgan introduced Community Services Manager Lee to review the plans, specifications and the conceptual rock wall model

that had been prepared.

Community Service Manager Lee reported that he is setting up a technical review team to review the plans and specifications over the next month to get feedback into the plans and specifications of the Rock Wall.

Community Service Manager Lee introduced Carlo Luri who is an avid climber and a member of the technical review committee.

Mr. Luri stated he believed the County is doing the right thing to have various interested parties reviewing comment prior to developing plans and specifications so that Douglas County can get the most for their dollars in the rock climbing feature in the Community Center.

No action taken.

## VI. Public Comment

Parks Supervisor Stanton updated the Commission on recent activities at the Fairgrounds including the High School Rodeo and the Big Mama's Car Show at Lampe Park.

Parks Superintendent Knight updated the Commission on the Topaz Restroom Project, the Fairground rough stock improvement, the PA installation and also improvements to the Dangberg Home Ranch.

Admin Services Manager Baumgartner reported on the Social Services Baby Show/ Well Baby Program, as well as the Big Mama's Car Show and the Fore the Kids Charity Golf Tournament.

Assistant Director Fitzgerald updated the Commission on the budget hearings, Skate night at the Community Center, 75 kids in the Carson Valley Brighter Days Preschool, the Arts Council's May the Fourth event at Minden Park and the Tahoe Event Center information previously handed out.

Community Services Manager Lee reported on Senior and Transit Grants, the new senior lunch check in card system, Volunteer Appreciation Day and the floor resurfacing schedule at the Community Center over the 4<sup>th</sup> of July weekend.

Director Morgan reported on the flagpole fundraising activities and a September dedication ceremony. Director Morgan also stated that he will be bringing to the Parks & Recreation Commission at the next meeting a self-pay proposal for the Topaz Lake Campground.

## VII. Adjournment

Chairman Dove adjourned the meeting at 8:20PM.