

**CARSON CITY CONSOLIDATED MUNICIPALITY
NOTICE OF MEETING OF THE
PARKS AND RECREATION COMMISSION**

Day: Tuesday
Date: December 5, 2023
Time: Beginning at 5:30 pm
Location: Community Center, Robert ‘Bob’ Crowell Board Room
851 East William Street
Carson City, Nevada 89701

AGENDA

NOTICE TO THE PUBLIC:

Members of the public who wish only to view the meeting may watch the livestream of the Parks and Recreation Commission meeting at 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: parkspubliccomment@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. Public comment during a meeting is limited to three minutes for each speaker.

1. Call to Order – Parks and Recreation Commission

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 – Parks and Recreation Commission meeting of October 3, 2023.

5. Meeting Items:

5.A. For Discussion Only: Presentation only regarding the park of the month: Lone Mountain Cemetery. (LeeAnn Keever, lkeever@carson.org)

Staff Summary: Department staff will provide a brief history and overview regarding the City’s municipal cemetery, Lone Mountain Cemetery.

5.B. For Discussion Only: Presentation only by Duncan Golf Management DBA TDS Golf at Eagle Valley LLC (“Duncan Golf Management”) regarding operations and management of Eagle Valley Golf Course. (jbudge@carson.org)

Staff Summary: Carson City owns Eagle Valley Golf Course located in JohnD 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.

5.C. For Possible Action: Discussion and possible action regarding the Parks and Recreation Commission meeting schedule for calendar year 2024. (*Jennifer Budge*, jbudge@carson.org)

Staff Summary: The Parks and Recreation Commission shall meet four times per year, with two joint meetings with the Open Space Advisory Committee, as directed by the Board of Supervisors. This item, if approved, will establish the Commission's meeting schedule for calendar year 2024.

6. Staff Updates - For Discussion Only

6.A Director’s Report: Updates regarding the Department’s projects, programs, facilities, and events; grants; status of recruitment for vacant positions; and Board of Supervisor’s action items (*Jennifer Budge*, jbudge@carson.org)

7. Members’ Announcements and Requests for Information

7.A. Update from the Carson City School Board Liaison

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

8. Future Agenda Items – Discussion only

9. 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.

10. For Possible Action: To Adjourn

****PUBLIC COMMENT LIMITATIONS** – The Committee will provide at least two public comment periods in compliance with the minimum requirements of the Open Meeting Law prior to 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. **Public comment will be limited to three minutes per speaker to facilitate the efficient conduct of a meeting and to provide reasonable opportunity for comment from all members of the public who wish to speak.** Testimony from a person who is directly involved with an item, such as City staff, an applicant or a party to an administrative hearing or appeal, is not considered public comment and is not subject to the three-minute time limitation.

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 or call (775) 887-2262.

This agenda and backup information are available on the City's website at www.carson.org/agendas 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 Community Center
581 E. William Street, Carson City, Nevada
Carson City Parks, Recreation & Open Space Department
3303 Butti Way, Building #9, Carson City, Nevada
www.carson.org/agendas
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