



**COMMUNITY SERVICES
PARKS & RECREATION**

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**Meeting of the
DOUGLAS COUNTY PARKS & RECREATION ADVISORY BOARD
P.O. Box 218
Minden, NV 89423
Phone: (775) 782-5500 Fax: (775) 783-6457**

ADVISORY BOARD MEMBERS

Kelly Gardner, **Chairperson**
Debra Lang, **Vice Chairperson**
Gary Dove
Brenda Robertson
Melissa Ward
Cherise Smith
Markus Zinke
Nathan Tolbert, **Commissioner Representative**

Brook Adie	Staff Representative
Ryan Stanton	Staff Representative
Amanda Reid	Staff Representative
Geoff Bonar	Staff Representative
Scott Doerr	Staff Representative
Cody Logan	Staff Representative
John Heldman	Staff Representative
Harvey Pegram	Staff Representative
Georgianna Drees-Wasmer	Staff Representative

AGENDA FOR THE MEETING OF THE PARKS & RECREATION ADVISORY BOARD

Date: August 5, 2025

Time: 6 PM – 8 PM

**Place: Douglas County Community and Senior Center
Grand View Dining Room
1329 Waterloo Ln.
Gardnerville, NV 89410**

1. OPENING

- a. Call to Order and Roll Call. Pledge of Allegiance.

2. APPROVAL OF THE SPECIAL MEETING AGENDA FOR August 5, 2025.

3. APPROVAL OF PREVIOUS MEETING MINUTES FROM July 1, 2025.

4. PUBLIC COMMENT.

(No Action) - This portion of the meeting is open to the public to speak on any topic not on today's agenda and within the jurisdiction and control of the Douglas County Parks & Recreation Advisory Board. Public comment is limited to 3 minutes per speaker. Please go to the podium and state your name for the record before you give your comment.

5. ADMINISTRATIVE AGENDA.

- a. Discussion and Possible Action: Capital Improvement Projects FY 26/27
b. Discussion and Possible Action: Updates to the Fees and Charges Manual

6. PUBLIC COMMENT-DISCUSSION ONLY. NO IMMEDIATE ACTION CAN BE TAKEN.

This portion of the meeting is open to the public to speak on any topic not on today's agenda and within the jurisdiction and control of the Douglas County Parks & Recreation Advisory Board. Public comment is limited to 3 minutes per speaker. Please go to the podium and state your name for the record before you give your comment.

7. ADJOURNMENT

Written Public Comment: To offer public comment before the Parks & Recreation Advisory Board meeting, members of the public may submit public comments via email to the Director at badie@douglasnv.us.

In Person Public Comment: Members of the public may attend the meeting in person at the address listed at the top of the agenda.

Supporting Materials: Copies of supporting material can be requested in person from the Community Services Department, 1329 Waterloo Lane, Gardnerville, Nevada or by calling Brook Adie at 775-782-6246. Electronic copies of the agenda and supporting materials are also available at the following websites: State of Nevada Public Notices Website: <https://notice.nv.gov/> Douglas County Meeting website: https://douglascountynv.granicus.com/ViewPublisher.php?view_id=1

Notice to Persons with Disabilities: Members of the public who are disabled or require special assistance or accommodations are requested to notify the Douglas County Community Services Department in writing at Post Office Box 218, Minden, Nevada 89423 or by calling 775-782-5500 at least 24 hours in advance of the meeting.

Members of the public may call the Community Services Department at 775-782-5500 to obtain help making public comment using any of the foregoing methods. A copy of the finalized agenda is posted at the Douglas County Community & Senior Center at 1329 Waterloo Lane, Gardnerville, Nevada.

Parks & Recreation Advisory Board
Meeting Minutes – July 1, 2025
Location: Douglas County Community and Senior Center
Time: 6:00 – 8:00 PM

1. Opening

- Meeting was called to order at 6:00 PM by Vice Chair Lang
 - Board members Present: Lang, Dove, Robertson, Ward, Smith.
 - Board members Absent: Gardner, Zinke.
 - County Board of Commissioners: Tolbert.
 - Staff Present: Adie, Stanton, Reid, Bonar, Doerr, Logan, Heldman, Pegram, Drees-Wasmer, Smith.
 - Pledge of Allegiance was led by Commissioner Tolbert.
 - Assistant County Manager Wendy Lang was welcomed to the meeting.
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2. Approval of the Meeting Agenda for July 1, 2025

- Motion to approve agenda: 1st by Board member Dove, 2nd by Board member Smith.
 - Votes were:
 - Ayes: Lang, Dove, Robertson, Ward, Smith, Tolbert.
 - Nays: None.
 - Absent: Gardner, Zinke.
 - Motion carried.
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3. Approval of the Previous Meeting Minutes from May 6, 2025

- Motion to approve previous meeting's minutes: 1st by Board Member Dove, 2nd by Board member Robertson
 - . Votes were:
 - Ayes: Lang, Dove, Robertson, Ward, Smith, Tolbert.
 - Nays: None.
 - Absent: Gardner, Zinke.
 - Motion carried.
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4. Public Comment

- Board member Smith shared that residents in Tahoe asked for signs at Kahle Park indicating “No Roller Skates/Skateboards” on the Pickleball courts.
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5. Administrative Agenda

5a. Discussion and Possible Action: Small Dog Park at Johnson Lane

- Community Services Director Adie presented the idea of a small dog park.
- Commissioner Tolbert shared feedback from residents who expressed interest in having a small dog park in Douglas County.
- Board member Dove made a motion to add the project to the CIP (Capital Improvement Projects) for next year.
- Deputy Director Stanton gave a presentation on a small dog park, including historical context and community engagement during the design phase.
 - Shared details on the proposed location and plans.
- Board member Ward asked about the types of miscellaneous costs.
- Deputy Director Stanton mentioned costs like curb and decomposed granite (DG).
- Board member Ward asked how private funding would affect the process.
- Deputy Director Stanton clarified that the project is not yet funded or approved and would be paid from the parks budget if approved. Some work would be subcontracted (fence, curb); others done in-house.
- Director Adie suggested adding it to the CIP, but noted tight budget gives the board the opportunity to rate its priority.
- Commissioner Tolbert mentioned donor pricing may vary.
- Board member Ward asked if the request has come up again.
- Commissioner Tolbert noted strong public support, especially for a small dog area.
- Director Adie advised the path extension would be included.
- Vice Chair Lang confirmed this is part of the cost.
- Director Adie said yes.
- Board member Dove noted many dog parks have both small and large dog areas; agreed if private donations is not offered, item should go on the CIP.

Public Comment on Agenda Item: None.

- Board member Dove mentioned Indian Hills playground project; asked if this would compete for funds.
- Director Adie stated \$50,000 RCT- project is complete.
- Board member Dove made a motion to include it in CIP unless a private donor comes forward
- Melissa seconded.

- Votes were:
 - Ayes: Lang, Dove, Robertson, Ward, Smith, Tolbert.
 - Nays: None.
 - Absent: Gardner, Zinke.
 - Motion carried.
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5b. Discussion and Possible Action: James Lee Playground

- Director Adie discussed the proposal to update the James Lee Playground, originally installed 25 years ago, using RCT funds.
- Board member Dove confirmed it is already on the CIP list.
- Deputy Director Stanton presented the proposal.
 - Chris Johnson (GID) proposed using RCT to upgrade the playground and shared renderings from Great Western.
 - Explained current RCT availability and proposed equipment.
- Board member Dove asked about swings that include adult and child seats.
- Deputy Director Stanton said one is installed at Johnson Lane. Will consider.
- Director Adie said there is an area for younger children, this will allow for 5-12-years to be in one shared space.
- Board member Robertson suggested if funds are available the project should be done.
- Commissioner Tolbert asked about current playground accessibility.
- Deputy Director Stanton confirmed ADA access exists but the path and lot may need resurfacing. The department got approved for the grant to pay partial funding for the ADA playground which will go in at Stodick Park.
- Director Adie stated 50% grant match for the ADA playground at Stodick, begins after October.
- Vice Chair Lang suggested doing more if additional funds remain.
- Director Adie noted RCT is limited to new park construction.

Public Comment on Agenda Item:

- Community member Karen McGee asked how much advance notice the board gets on agenda items.
 - Suggested board members visit sites before meetings.
- Vice Chair Lang said 4 board members had already visited facilities; noted this is a good idea for new members.
- Director Adie shared that if the board approves, it goes to Indian Hills GID. The department would help move it forward and hold the contract.
- Commissioner Tolbert noted GID can share further needs at the next meeting.
- Board member Robertson made a motion to move forward with the proposal and use RCT funds.
- Board member Smith seconded.

- Board member Dove stated cost details should be included; any overages must be approved by Director Adie.
 - The Board agreed to include the amendment. Motion as followed: to move forward with the proposal and use RCT Funds, cost details included and any overages must be approved by Director Adie.
 - Votes were:
 - Ayes: Lang, Dove, Robertson, Ward, Smith.
 - Nays: None.
 - Absent: Gardner, Zinke.
 - Abstained: Commissioner Tolbert.
 - Motion carried
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5c. Discussion: Fairgrounds Feasibility Study Update

- Deputy Director Stanton gave an update on the study.
 - Another visioning workshop scheduled for July 24th to gather input.
 - Staff toured Rancho Murrieta, Winnemucca Center, and Fallon's 3C Center.
 - Working with Frame Architecture.
 - DC Rodeo event has provided helpful engagement
 - Fairgrounds used as a command post during the recent fire.
 - Invited board to attend the workshop. Results will be presented in the fall.
- Director Adie said she will email meeting information to the board.
- Ryan shared stakeholder feedback.
 - Tahoe Blue receives many event requests they cannot accommodate.
 - Whole site plan includes equine center and possible use of 100,000 square feet.
 - Research ongoing; will be presented as a complete plan.
- Vice Chair Lang asked about presenting the site as a whole.
- Director Adie was not concerned.
- Commissioner Tolbert asked about corporate vehicle yard and transit.
- Deputy Director Stanton said parks currently use yard across from Lampe Park.
- Director Adie noted there is conversation regarding possible land use next to the Animal Shelter.
- Commissioner Tolbert asked about transit.
- Director Adie said more discussion would be needed.
- Deputy Director Stanton said the concept was at one time for Sheriff training, including bays, etc. Asked Assistant County Manager Lang for assistance.
- Assistant County Manager Lang said that topic is far off agenda topic.

Director Adie Left at 6:55 PM.

5d. Discussion: Projects Update

- Deputy Director Stanton gave projects update.
 - Well work at Topaz completed.
 - Sound control at shooting range survey done.
 - Pickleball repairs/patch work at both facilities.
 - BOCC approved TRE splashpad; process started to move forward.
 - East Fork Swim District donated \$100,000 toward project
- Vice Chair asked where it would be installed.
- Deputy Director Stanton said by Community Center, next to playground.
 - ADA awarded funds for match; Stodick Park ADA Playground project moves forward in October, BOCC prior to that.
- Vice Chair Lang said Dove was instrumental in pushing this forward.
- Board member Dove said there was a letter to editor from someone saying we need ADA; pushed all the way up CIP. Happy to see it move forward.
- Deputy Director Stanton gave an update on the paid parking program.
 - Paid parking kiosk installed on-site soon.
 - Parking ambassador will be working all 4th of July weekend.
 - 4th of July weekend charges: \$100.00 per car.
 - Revenue at about \$40,000.
 - Signage/tow and sheriff support for enforcement.
- Commissioner Tolbert asked about the location of the impound lot.
- Deputy Director said Welcomes has their own lot.
- Board member Dove asked about the Booster's involvement.
- Deputy Director Stanton said the boosters will be out helping for 4th of July weekend.
 - helping with clean up, helping customers, etc.
- Board member Smith asked about additional Dumpsters and Santi-huts.
- Deputy Director Stanton said yes, extra will be added. Also explained process for D.C. residents.
- Vice Chair Lang asked if it's done by QR code.
- Deputy Director Stanton said yes—currently using Honk, transitioning to Flowbird.
- Deputy Director Stanton also shared that a type 2 slurry of Center parking lot was completed.
 - Recreation Supervisor Doerr and his staff helped close parking.
- Deputy Director Stanton said Friends of Dangberg (FOD) Karen McGee working to help as Mark Jensen has retired and moved.
 - FOD working to find interim director
 - Working with FOD on barn.
- Vice Chair Lange asked if the barn will be used for events.
- McGee said no, displays only.
- Deputy Director Stanton said that FOD applied for \$73,000 grant for historic study to determine what repairs are needed for the bunkhouse.
- Deputy Director Stanton also shared that the department will be proud of theater owners starting tomorrow. Thanked Board.
- Board member Ward asked if parking fees are free for residents all year.
- Deputy Director Stanton said parking is free for D.C. residents.

- Only collect when school is out (summer). Ends August 18th.
- \$20 during week.
- \$100 holidays.

6. Public Comment

- Vice Chair Lang read an article about trail access; "we have no access to rivers/aquatic trails."
- Commissioner Tolbert said we do.
- Vice Chair Lang said not really. Douglas County is behind. Should be at least one park.
- Recreation Supervisor Doerr shared that in addition to parking, the building is closed the next 10 days (for maintenance).
 - Gym floors, carpets shampooed, ducts cleaned, bathroom sealed, floors touched up.
 - Staff is working hard to refresh the building.
- Board member Dove asked when the dining room would be done.
- Recreation Supervisor Doerr said it will be done by Saturday.
- Recreation Supervisor Logan said Kahle is good.
 - Closing next week in August to do same.
 - Hosting NRPA Business conference.
- Parks Superintendent Heldman said parks is almost fully staffed.
 - Topaz camping is booked out. Staffed accordingly with support from DCSO.
 - Softball at Stodick starts next week.
 - Volleyball tournament at Kahle.
 - Wild West Water Cross & jet ski racing at Topaz.
- Vice Chair Lang asked if Primitive camping maxes out.
- Deputy Director Stanton shared that there is limited access. If water is low, they pack in.
 - Worked with Visit CV to promote. Some staying at lodge. Hoping it's successful.
- Board member Dove shared that the Foundation had a working lunch meeting.
 - 2 vacancies (treasurer, secretary).
 - By Laws changed to allow 7 - 13 directors.
 - Discussed future projects and funding.
 - Theater funding - \$50,000 from Foundation.
 - Mentioned game rooms at both centers. Request for fundraising ideas.
 - Generators are not moving forward. No grant issued and no funding.
 - Push bricks to get funding. There are now 4 centers to support.
- Recreation Supervisor Doerr recommended Bringing the golf tournament back.
- Board member Dove said he asked. Kiwanis is donating \$1,000 to fund DART rides.
- Theater is forming an advisory board; They will fill one seat on the Foundation Board.
- Vice Chair Lang asked about the Generator and the building being a shelter during business hours but then what. There is still a need for a generator.
- Board member Dove said the current generator is only to support the fridge/freezer in emergencies. Generator isn't enough for whole building. No grants yet.

- Deputy Director Stanton said the facility was used as shelter for Connor Fire. There was no need beyond open hours. Staff was 100% ready.
 - Vice Chair Lang asked how the county gets shelter information out to the community.
 - Deputy Director Stanton said he works with Kara Easton from Emergency Management.
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7. Adjournment

- The meeting was adjourned at 7:38 PM.