



**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

Gary Dove, Chairperson	Brook Adie	Staff Representative
Debra Lang, Vice Chairperson	Ryan Stanton	Staff Representative
Kelly Gardner	Amanda Reid	Staff Representative
Brenda Robertson	Geoff Bonar	Staff Representative
Melissa Ward	Scott Doerr	Staff Representative
Cherise Smith	Cody Logan	Staff Representative
Markus Zinke	John Heldman	Staff Representative
Nathan Tolbert, Commissioner Representative	Harvey Pegram	Staff Representative
	Georgianna Drees-Wasmer	Staff Representative

AGENDA FOR THE MEETING OF THE PARKS & RECREATION ADVISORY BOARD

Date: November 3, 2026

Time: 5PM – 7PM

**Board Meeting Location: Douglas County Community and Senior Center
1329 Waterloo Ln
Gardnerville, NV 89410**

1. OPENING

- a. Call to Order and Roll Call.

2. APPROVAL OF THE MEETING AGENDA FOR NOVEMBER 3, 2026.

3. APPROVAL OF PREVIOUS MEETING MINUTES FROM OCTOBER 6, 2026.

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: Community Arts Center Master Plan
- The Master Plan will be presented by TSK.
 - The board will have a discussion to approve the master plan as presented.
- b. Discussion and Possible Action: Community Arts Center Phase I Improvements
- TSK will provide a few options for Phase I improvements to the Community Arts Center using the remaining donated funds from Carson Valley Arts Council and the Douglas County Community Services Foundation.
 - The board will have a discussion to approve Phase I improvements.
- c. Discussion (No Action): Staff Reports
- Staff will have the opportunity to update the board on projects and programs.
- d. Discussion (No Action): Community Services Foundation Updates
- The board will receive updates on Foundation projects and programs.

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. REQUESTS FOR POSSIBLE FUTURE AGENDA ITEMS: No action will be taken on this item.

8. 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 Special Meeting Minutes

Date: October 6, 2026

Time: 5 - 7 PM

Location: Douglas County Community and Senior Center

1. Opening

- The meeting was called to order at 5:09 PM by Chair Dove.
 - The Pledge of Allegiance was led by Recreation Supervisor Doerr.
 - Board members present: Dove, Lang, Ward, Gardner, Zinke.
 - Board members absent: Robertson, Smith.
 - County Board of Commissioners: None.
 - Staff present: Adie, Reid, Bonar, Doerr, Logan, Heldman, Pegram, Drees-Wasmer.
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2. Approval of Agenda for October 6, 2026.

- Motion to approve the agenda for October 6, 2026: Lang (1st), Gardner (2nd)
 - Votes were:
 - Ayes: Dove, Gardner, Lang, Ward, Zinke.
 - Nays: None.
 - Absent: Robertson, Smith, Tolbert.
 - Motion carried.
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3. Approval of Minutes from September 1, 2026.

- Chair Dove shared that in 5a, the final motion to reapprove the motion with the amendment was not included in the minutes and needs to be added.
 - Motion to approve the meeting minutes of September 1, 2026, with the amendment: Lang (1st), Zinke (2nd).
 - Votes were:
 - Ayes: Dove, Gardner, Lang, Ward, Zinke.
 - Nays: None.
 - Absent: Robertson, Smith, Tolbert.
 - Motion carried.
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4. Public Comment

- None.
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5. Administrative Agenda

5a. Discussion (No Action): Capital Improvement Projects (CIP)

- Director Adie introduced the current CIP and shared with the board that this is the first draft and there will be no voting at this time. This is the CIP for fiscal year 27/28. For Fiscal year 26/27, the department did not take any CIP forward. If funds are still available from the FY 25/26 budget, that could be used this year.
- Director Adie discussed Room Tax from this last year.
 - Revenue was \$37K more than budgeted, which could be used this year.
 - The County is still figuring out how much money will be available for this year.
 - Residential Construction Tax (RCT) funds are available and can be used.
- Director reviewed the CIP list with the board.
- Chair Dove asked if the Town of Minden purchased the dog park from the school district and asked if they still have funds for the Douglas High School Tennis Courts.
 - Director Adie said yes, they did purchase the dog park, and she is not sure what funds are still available.
- Board member Gardner asked if Zephyr Cove Elementary has any input on the playground design.
 - Director Adie said no, they have not given any input, but they can.
- Vice Chair Lang asked where the County was with the lands bill for the fairgrounds.
 - Director Adie shared that the County Manager went to DC to give testimony and it's made a lot of progress. They will host a tour on October 19th for Senator Rosen's office so that they are educated on the land. It will be a long process.
- Vice Chair Lang asked if Denmar will be part of the stormwater task force.
 - Director Adie said no, the task force is focused on developing the fees.
- Chair Dove asked if North County RCT funds can be used for the David Wally's trail expansion.
 - Director Adie said no, RCT funds cannot be used on trails. There are RDA 2 funds for trails.
- Chair Dove asked if Genoa is considered North County.
 - Director Adie said she believes so but will confirm.
 - Budget Analyst Bonar confirmed that it is.
- Vice Char Lang said she called the office to request costs of each project to be displayed next to each CIP item on the list.
 - Director Adie said the department doesn't have costs for each project. She can discuss what it could potentially cost.
- Director Adie said she will add Kahle generator to the list. The grant is still in progress.
- Chair Dove requested that the CIP list say, "Not in prioritized order".

- Board member Gardner asked why Aramark Zephyr Cove doesn't contribute to restrooms and parking improvements.
 - Director Adie said they did reach out and she will be having a conversation with them.
- Board member Zinke shared that the department is charging for parking so it's an opportunity to make money.
 - Board member Gardner said yes, but not as much as them.
- Vice Chair Lang asked if there are issues with the license plate readers at the Warrior Way parking lot.
 - Director Adie said they run on solar and where they are located, there is not a lot of lighting. It is challenging but they are working with an electrician to find a solution.
 - Vice Chair Lang asked if this causes a reduction in revenue.
 - Director Adie said no because there is a parking ambassador on site.
- Board member Gardner said community member, Diane Bisbee asked about Kahle phase III and requested a pool on site.
 - Director Adie said that Kahle recently conducted a survey to hear the wants/needs of the community. She will have Kahle present the results.
- Vice Chair Lang said that buildings in the department's responsibility should be prioritized over outside projects.
- Vice Chair Lang asked if there are funds available for the shooting range outside of Parks and Recreation budget.
 - Director Adie said they are working with NDOW to see how they can help with range projects.

Public Comment on Agenda Items

- None.

5b. Discussion (No Action): Staff Reports

- Director Adie: Staff attended the National Recreation and Parks Association (NRPA) conference in Philadelphia. It had top notch speakers, and the vendor hall was filled with valuable resources and products. Learned a lot about marketing plans for working with staff. These conferences help refresh staff on why we do what we do.
- Recreation Supervisor Logan: Skate Night brought in 116 skaters. Kahle will be hosting Skate Night the first Saturday of every month. They will also host movie night on the third Saturday. October 29th is the first Trunk or Treat. There will be food trucks and bounce houses. The Tahoe Chamber South Shore Chili Cookoff will be on October 17th at the Golden Nugget. Kahle will be the recipient of funds raised. Kahle will open 7 days a week starting November 1st.
- Recreation Supervisor Doerr: The Mother Son Dance sold 150 tickets. This event went away due to COVID but has since been downsized and themed for a more intimate setting. This year was western and included a mechanical bull. The center hosted lunch

for the seniors at Dangberg, serving around 400 people. This takes the whole staff to accomplish and was very successful. Staff supported Candy Dance this year. Young at Heart hosted a Beatles Tribute concert which was well attended. Sports are in full swing; the center is very busy.

- Budget Analyst Bonar: Finance is going through the end of the fiscal year audit. He received an email asking why the department's revenue was higher than budgeted. He gave kudos to the supervisors and staff working to earn as much revenue as possible. It helps.
- Community Services Manager Reid: Kitchen supervisor Smith attended the Meals on Wheels conference in Las Vegas and won a Meals on Wheels unit for a vehicle. The department is now working on finding a vehicle to install the unit. DART has two new full-time drivers. The CAMPO van came in last week. They are close to full staff. The South County route is being used and going well.
 - Director Adie said even students are using the South route to get home from the center in the evenings.
- Parks Superintendent Heldman: Shared photos of current and recently completed projects. Parks staff helped with Candy dance. The sidewalk project at the parks office/cooperative extension is underway. Completed projects include the theater mural, ADA playground at Stodick Park and the model airport resurfacing.

Public Comment on Agenda Items

- Board member Gardner asked is this was the second year for the bleachers at the rodeo.
 - Parks Supervisor Pegram said 2nd year for the Rodeo, first year for all other events.
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5c. Discussion (No Action): Foundation Report

- Chair Dove shared that there was no meeting.
- Director Adie shared that the annual silent auction is coming up. Board members are gathering items, including ski passes, trips, gift baskets and more. It will be live in November. The community grants opened again. The Foundation received \$10k in the past and are hoping to apply again.

Public Comment on Agenda Items

- None.
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6. Public Comment

- Chair Dove: Aktion Club awarded the Community services Team and Director Adie with their community services award. He was very proud to present it. Their support really makes a difference for their members.

- Director Adie thanked Dove and said she was very surprised.
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7. Requests for Possible Future Agenda Items

- None.
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9. Adjournment

- Meeting adjourned at 6:40 pm.