



**Draft MINUTES**

Washoe County Open Space and Regional Parks Commission  
ZOOM VIDEOCONFERENCE MEETING  
Tuesday, December 1, 2020, 2:30 p.m.

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The Washoe County Open Space and Regional Parks Commission met in a scheduled session on Tuesday, December 1, 2020.

No members of the public, commissioners, or staff were allowed in the Commission Chambers due to concerns for public safety resulting from the COVID-19 emergency and pursuant to the Governor of Nevada's Declaration of Emergency Directive 006 Section 1 which suspends the requirement in NRS 241.023(1)(b) that there be a physical location designated for meetings of public bodies where members of the public are permitted to attend and participate. This meeting was held by teleconference only.

The meeting was televised live and replayed on Washoe Channel at:

<https://www.washoecounty.us/mgrsoff/Communications/wctv-live.php> also on YouTube at:

<https://www.youtube.com/user/WashoeCountyTV>

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Commissioner Chen called the meeting to order at 2:30 p.m.

**1. Roll Call**

**Members Present via Zoom:** Stephanie Chen, Heidi Anderson, Doug Doolittle, Darla Lee, Jennifer Oliver, Chris Nenzel, Greg Shorts, Thomas Guinn (joined at 2:40)

**Staff Present via Zoom:** Dave Solaro, Eric Crump, Collen Wallace-Barnum, Lindsay Liddell, Kathy Emerson, Katy Stark, Denise Evans, Andy Brown, Robbie Short; County Commissioner, Kitty Jung, joined by phone

**2. Pledge of Allegiance** – The pledge was recited.

**3. Public Comments**

There were no public comments.

**4. Approval of the Agenda for the Open Space and Regional Parks Commission Meeting of December 1, 2020 (For Possible Action)**

Motion by Commissioner Oliver to approve the Agenda for the Open Space and Regional Parks Commission Meeting of **December 1, 2020**. Second by Commissioner Shorts. Motion carried.

**5. Approval of the Minutes for the Open Space and Regional Parks Commission Workshop of September 25, 2020 (For Possible Action)**

Motion by Commissioner Nenzel to approve the Minutes for the Open Space and Regional Parks Commission Workshop of **September 25, 2020**. Second by Commissioner Shorts. Motion carried.

**6. Approval of the Minutes for the Open Space and Regional Parks Commission Meeting of October 6, 2020 (For Possible Action)**

Motion by Commissioner Doolittle to approve the Minutes for the Open Space and Regional Parks Commission meeting of **October 6, 2020**. Second by Commissioner Oliver. Motion carried.

**7. Acknowledgment and recognition of Park Operations staff for their outstanding service and contributions to Washoe County**

Collen Wallace-Barnum, Parks Operations Superintendent, acknowledged Robbie Short, Inmate Crew Leader, for his 20 years of service and retirement from Washoe County. She stated he has been instrumental for getting the program up and running and creating a strong working relationship with the courts. Additionally, he was helpful with fencing, irrigation, tree planting, tree recycling and chipping programs. Mr. Short was involved at the May Museum with setting up exhibits for the public. She added Robbie lived in Rancho San Rafael Park and answered after hour calls. The Commissioners, Staff, and Board of County Commissioner Jung complimented Mr. Short for his dedication and service to the County.

**8. Presentation on Park Asset Management - Park Amenity and Pavement condition assessment by Aaron Smith, CSD's Business Intelligence Program Manager.**

Eric Crump introduced Aaron Smith. Aaron Smith provided a slideshow presentation.

Chair Chen thanked Mr. Smith for his presentation, providing a breakdown of information and reports.

Commissioner Oliver stated she appreciated the efforts the department is doing within the budget. She added this will be a beneficial tool going into the budget season and presenting the maintenance needs. She thanked him for his presentation.

Board of County Commissioner Kitty Jung asked a clarifying question about pavement. Mr. Smith stated his presentation reflected pavement only in Washoe County parks which includes roads and parking lots in the parks. He noted there is a program for the County overall. Commissioner Jung inquired about assessing popularity of parks and how is that tracked. Mr. Smith stated the regional parks have car counters that track attendance over time and staff uses a formula to figure out how many people per car. Commissioner Jung spoke about beautifying the parks and used Lazy 5 Park as an example. There are ways to make things look nice and encouraged them to be creative. She added there will be high usage of the parks into next summer. This is a great tool, especially during budget process.

Mr. Crump reiterated capturing information related to assets. He stated staff is utilizing a work order system in Parks to capture maintenance associated to those asset types and to better understand the condition of the asset.

Commissioner Shorts asked how we have been operationalizing this data so far. Mr. Crump stated this is the first year we will be using this information operationally in terms of the budget preparation. Mr. Crump spoke about maintenance and operation dollars, as well as infrastructure preservation budget to replace assets that aren't capital, less than \$100K. He added the data has been used operationally when analyzing needs and purchasing multiple items for parks and receiving a discount.

Commissioner Doolittle asked about infrastructure preservation budget and the status of maintenance in the Parks. He inquired if we are caught up or behind on maintenance. Mr. Crump noted the Infrastructure Preservation Budget was unfunded for many years but was funded the last several years. Mr. Crump stated staff will be able to utilize this information to better understand the status and if we are caught up. Mr. Crump added the Residential Construction tax has helped a lot. We have replaced 15 playgrounds with residential construction tax. Mr. Doolittle thanked Aaron for his informative presentation.

Chair Chen thanked Aaron for his time and presentation.

#### 9. **Eagle Scout Presentation**

Andy Brown, Park Ranger, from Galena Creek Regional Park, introduced Eagle Scout Stone Rasmussen. Stone Rasmussen provided a presentation of the park's garden project. Mr. Brown provided a live virtual tour of the project.

Commissioners thanked Andy and Stone for the project. Commissioners complimented Stone for his project, volunteer efforts, fundraising, accomplishments and donation to the Park. Chair Chen thanked Stone for his project. In response to Commissioner Shorts' inquiry, Stone stated his most valuable skill he gleaned from the project was his leadership skills. Stone thanked Andy Brown for his support from start to finish. He also thanked his mom. Commissioner Jung thanked Stone and his mom for supporting these distinguished tasks. She encouraged him to continue to volunteer.

#### 10. **Parks Reports**

- Collen Wallace-Barnum, Washoe County Parks Operations Superintendent, provided highlights. She reported Andy Brown and other Rangers offered Ranger-led hikes once things started to open back up. Attendance was limited with advanced registration. She complimented the Rangers for engaging the public.
- Ms. Wallace-Barnum reported on a restoration planting project led by Joanne Lowden, Natural Resource Planner, which was supported by funds from Truckee River Fund.
- Bartley Ranch hosted two presidential campaign events in October and November. She thanked staff for pulling together to make sure those events were successful.
- Rangers and Roads staff took out 60 Christmas trees for special families of active duty, national guard, and foster families at Rancho San Rafael park. Bartley Ranch and Rancho San Rafael will be the site for Christmas tree recycling.
- The museum remains open currently. The Museum, Western Heritage at Bartley Ranch, North Valleys Community Center were polling places during the election. The Museum has a few static exhibits such as textiles, Sierra Watercolors, and Drive for Comfort for Kids in the foster care system. The museum gift store is open. Commissioner Doolittle thanked Ms. Wallace-Barnum and staff for efforts with the Christmas tree program. It's appreciated.
- In response to Commissioner Doolittle's inquiry, Dave Solaro, Director of Community Services, noted TMWA is working on pressure reducing valves on hole 5 at Washoe Golf Course; there will be no impact.

Chair Chen thanked Parks staff for programming for the community during this time.

11. **Director's Report to include updates on Board of County Commissioners actions, future meeting locations/Commissioner field trips, community sponsorship requests, department updates and community partnerships** – Dave Solaro stated he is working with the current vendor to update the agreements and contracts at Washoe, Sierra Sage, and Wild Creek. He invited comments and feedback emailed to him regarding those agreements. He reported successful golf operations with record breaking numbers. He added the courses are funded by golfers, no general fund or tax funding. He complimented the Parks staff, rangers, maintenance crews for their work. He spoke about extending field availability to accommodate youth sports.

12. **Commissioner's Comments: (This item limited to announcements or topics/issues proposed for future workshops/agendas.)**

There were no comments.

**13. Public Comments:**

There were no public comments.

Meeting adjourned at 3:29pm.

Respectfully submitted by Misty Moga, Independent Contractor.

Approved by Commission in session on January 5, 2021.

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Stephanie Chen, Chair