

**CARLIN PARK & RECREATION BOARD
CITY OF CARLIN, STATE OF NEVADA
REGULAR MEETING
CARLIN CITY HALL
101 SOUTH EIGHTH STREET
CARLIN, NEVADA
February 8, 2022**

1. Oath of Office for Jamie Wilcox and Jeremiah Wilcox. **(Non-Action Item)**
 - a. Chairman Ellen Meshefski moved Item 3: Oath of Office for Jaimie Wilcox and Jeremiah Wilcox to Item 1.
 - b. Jeremiah Wilcox took the Park and Recreation Board Member Oath of Office.
 - c. Jamie Wilcox took the Park and Recreation Board Member Oath of Office.

2. Call to Order and Roll Call
The meeting was called to order by Chairperson Ellen Meshefski at 7:00 p.m.

Board Members Present: Chairperson Ellen Meshefski
 Vice Chairperson Jody Hensley
 Member Brent Jacobson
 Member Jeremiah Wilcox
 Member Jamie Wilcox

Absent: Member Terrell Cole
 Member Denise Taylor
 Member Kelsie Jensen
 Member Andrea Andrews

Public Present: None.

Staff Present: Melinda Harris, Assistant City Clerk

Councilpersons: Council Liaison Cameron Kinney

3. Comments by the General Public: Pursuant to NRS 241.020(2C) this time is devoted to comments by the general public and discussion of those comments. No action may be taken upon a matter raised under this item until the matter has been included on a successive agenda and identified as an action item. **(Non-Action Item)**
 - a. None.

4. Discussion and possible approval of all matters related to the 2022 Sho 'N' Shine Event. **Public Comment will be taken prior to any Action Being Taken by the Board. (For Possible Action)**
 - a. Brent Jacobson stated that the Sho 'N' Shine will be the 19th and 20th of August this year.
 - b. Ellen Meshefski stated that she wanted to send out letters to our sponsors and get it out there early. She stated she will get the magnets to send out to our car show people to set that date. Always the third weekend in August.
 - c. Ellen Meshefski stated that they had a RC night in the Gathering Place a few weekends ago and it was huge, and I think that is something that we could maybe add to the car show.
 - d. Brent Jacobson stated that at the skate park it would be cool. It was a lot of fun. There were a lot of cars and it was a lot of fun.
 - e. Jeremiah Wilcox stated that if we had a couple of races in that time, if we had a couple of people enter it, that would be cool.
 - f. Brent Jacobson stated that you would have to do classes because you would get a lot of kids and then you will have adults too. I think having classes would be really cool.
 - g. Jeremiah Wilcox stated, yeah and maybe a couple of heats.
 - h. Ellen Meshefski stated that all they did were age groups because they didn't know, but it went great, and there were quite a few.
 - i. Brent Jacobson stated that if he isn't working, he thinks Guys would like to be involved in that too. He has a friend that's really into it, lots of cars that might help with that too, if they aren't working.
 - j. Ellen Meshefski asked if there was anything that they could think of that they wanted to bring on board?
 - k. Brent Jacobson stated that this is our 30th one, so we talked last year about something big for the 30 years. I don't know what that is, but if we keep our heads going, maybe we can come up with something to really give it a pop. I don't know what that is, but just keep thinking.
 - l. Ellen Meshefski stated that it's not the Park and Recreation anniversary for doing the car show, but it is the 30th anniversary of the event.
 - m. ***Brent Jacobson made a Motion to adopt August 19th and 20th, the third weekend of August, for the Car Show and add an RC event to it. Vice Chairman Jody Hensley seconded. Motion passed.***
5. Discussion of items and event budgets related to Park & Recreation that should be proposed or included in the 2022-2023 City Budget. **Public Comment will be taken prior to any Action Being Taken by the Board. (For Possible Action)**
 - a. Ellen Meshefski stated asked when the deadline was for this?
 - b. Cameron Kinney stated that they haven't started talking about it in the budget.
 - c. Brent Jacobson asked the donations in memory of Bev, that should be there

somewhere for us. Is there an account somewhere that is tagged with our name on it?

- d. Melinda Harris stated, yes, there is.
- e. Cameron Kinney stated, yes, there is, it is also how much you want to budget too.
- f. Brent Jacobson stated that he doesn't want to spend it, he just wants to make sure that it is there.
- g. Melinda Harris stated that there is an account with a starting balance somewhere designated for you guys.
- h. Brent Jacobson stated that they were given the money from the Riding Club at one time and we don't even know what happened to it.
- i. Melinda Harris stated that it is sitting in the account.
- j. Brent Jacobson stated that he would like to know what that amount is one of these days, if we can.
- k. Cameron Kinney stated that you guys can budget whatever you want. You're not really capped at anything. Of course, the City Council will say no way are we giving you that much money, but that's what the budget is for. The budget is just there so that this fiscal year, which starts July 1st, so everything budget-wise needs to be in by then. You guys come to us and say this is what we want to spend and that just shows the citizens and the City Council what you guys are spending. There is nothing says that you can't spend out of budget, but it looks bad if somebody looks at the budget and asks why is Parks and Recreation spending all of this money? They didn't budget for any of it. It also looks bad when the auditors come back and say you didn't budget for all of this money, but you spent it. It looks bad on the City.
- l. Brent Jacobson stated that it is their understanding that if it's not budgeted, then they can't spend it.
- m. Cameron Kinney stated that it's an emergency basis that you go over. There has to be very good justification because we have to justify it to the State and the auditors. We have to justify why we you spending money that you didn't budget? It's not absolutely no you can't, but you have to have really good justification.
- n. Jody Hensley asked if the amount that we budge separate from the start funds?
- o. Melinda Harris stated yes.
- p. Cameron Kinney stated that whatever you are budgeting, and like the Mayor says every year, if you think you are going to spend it and you want to be able to spend it, you better budget for it, because if you don't, then it's very unlikely you will be able to spend it.
- q. Ellen Meshefski stated that we didn't ask for any more money the last year because of covid and things were tough.
- r. That might be part of your justification too after you look at the balance in your account, say we have this money that has been donated and revenues that are left over that we didn't expend, and it could be part of your justification.
- s. Jody Hensley asked if the excess funds that we do bring in, remain with Park and Rec, correct?

- t. Cameron Kinney stated yes, you guys have a whole separate account for Parks and Rec.
 - u. Jody Hensley stated that this seems repetitive, but we ask the same question every single year and we have never seen it.
 - v. Brent Jacobson stated that when the City Council was discussing the budget and they had the big, huge spreadsheet, there is a very substantial amount of money there. A lot of money that request from, for like capital stuff, not from the budget. It doesn't really go up any more, so we want to be careful how much we spend, but there is a good-sized fund that is listed that we can request from, but we have to remember it never really goes up ever.
 - w. Brent Jacobson stated that we fulfill that \$15,000 every year.
 - x. Cameron Kinney stated that over time it looks like you aren't spending money and it will be harder to justify it. If you want to spend more, the Council is going to look at what you have spent over the past few years and say you only spent that much and now you want to spend this much. If you budget for it, it doesn't mean you have to spend it. I hope that helps. I talked to Madison about it, but I can talk to her about it some more if you guys have any more questions.
 - y. Ellen Meshefski stated that that has happened.
 - z. We were at \$15,000 and they took us to \$10,000 because we weren't using it.
 - aa. Brent Jacobson asked if there was anything that they would like to see on the budget?
 - bb. Ellen Meshefski stated that everything that she would like to see would cost a lot of money and we wouldn't get it any way.
 - cc. Brent Jacobson stated that there is one thing. We are always looking to expand Christmas Hill. I don't know if we need anything for that. That is the one thing we are always spending money on that doesn't come back.
 - dd. Ellen Meshefski stated that this year we hit our goal on what we spent and we are always wanting to do more. Maybe at the next meeting we can bring it back. That will be in March.
 - ee. **No Action Taken.**
6. Review, discussion, and possible approval of marketing for Park & Recreation Events for the 2022-2023 Fiscal Year and all related matters. **Public Comment will be taken prior to any Action Being Taken by the Board. (For Possible Action)**
- a. Melinda Harris stated that she has to apply for funding for the Elko County Park and Recreation Board for advertising and that application is due March 1st. The Carlin Park and Recreation Board was budgeted \$1,800 for last year. She also going to apply for a grant from Travel Nevada for additional marketing funding. The main difference between the two applications is that you can use the Elko County Recreation Board funding for any advertising, but the Travel Nevada funding has to be used outside of a 100-mile radius from Carlin. I wanted to bring this to you guys to see what ideas you had and to figure out the best way to strategize to use these funds. The \$1,800 that would be a good one to use for

bulletin boards within 100 miles or any advertising within 100 miles. The Travel Nevada one, I just have to get quotes to present to them, so they know I'm not pulling quotes out of nowhere and asking for as much money as we can get.

- b. Ellen Meshefski stated that the billboard is awesome and that she wants to consider using the billboard in Spring Creek.
 - c. Melinda asked if they wanted the billboard for all of the events or just select events?
 - d. Ellen Meshefski stated that they want the billboard for the Car Show and Spook Walk. She knows that we did that 100-mile radius for quite a few years.
 - e. Jody Hensley asked if it would be able to go to a boosted post on Facebook?
 - f. Melinda Harris stated yes.
 - g. Jody Hensley stated that those are good funds spent.
 - h. Melinda Harris asked how much they would like to spend on Facebook per event?
 - i. Jody Hensley stated how much you spend is how many hits you get. I'll do a \$50 boost for seven days gives me a few thousand hits.
 - j. Ellen Meshefski stated let's do \$100 per event.
 - k. Melinda Harris asked if they wanted to do a radio station in Elko?
 - l. Ellen Meshefski stated they should do radio for all three events.
 - m. Jody Hensley says that Everything Elko is the only magazine that she advertises in any more.
 - n. Melinda Harris stated she will reach out and get rates from Everything Elko.
 - o. Jody Hensley stated that they could get a billboard in Winnemucca and use your Travel Nevada Grant.
 - p. *Jeremiah Wilcox made a Motion to use the grants towards everything we have talked about. Brent Jacobson seconded. Motion passed.*
7. Discussion and possible approval of the Minutes for November 9, 2021 and all related matters. **Public Comment will be taken prior to any Action Being Taken by the Board. (For Possible Action)**
- a. *Brent Jacobson made a Motion to approve the Minutes from the November 9, 2021 meeting. Jeremiah Wilcox seconded. Motion passed.*
8. Members Reports. **(Non-Action Item)**
- a. Brent Jacobson asked why we have this on the agenda if we aren't allowed to say anything.
 - b. Ellen Meshefski asked if it was something that we could remove.
 - c. Melinda Harris stated they could send something in before the meeting and she could put it on the agenda and if there wasn't anything, she could take it off.
 - d. Ellen Meshefski stated that she could send a reminder before the meeting.
9. Comments by the General Public: Pursuant to NRS 241.020(2C) this time is devoted to comments by the general public and discussion to those comments. No action may be taken upon a matter raised under this item until the matter has been included on a

successive agenda and identified as an action item. **(Non-Action Item)**

- a. Cameron Kinney stated that there is a City Council meeting tomorrow night. They are discussing the rate increase.

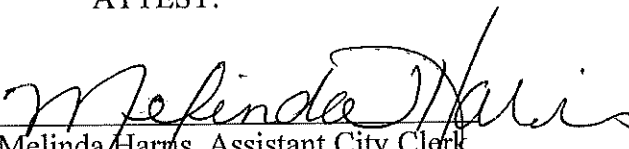
10. Adjournment

- a. *Jeremiah Wilcox made a Motion to adjourn at 7:40 p.m. Brent Jacobson seconded. Motion passed.*

APPROVED:


Ellen Meshefski, Chairperson

ATTEST:


Melinda Harris, Assistant City Clerk