

**City of Carson City
Agenda Report**

Date Submitted: January 26, 2010

Agenda Date Requested: February 4, 2010
Time Requested: 15 Minutes

To: Mayor and Supervisors

From: Parks and Recreation Department - Open Space Division

Subject Title: Action to accept the recommendation of the Open space Advisory Committee to approve the Open Space Division Work Program calling for the administration of the Open Space portions of the Quality of Life fund for acquisition, restoration of natural resources, development, and management of open space and related properties for calendar year 2010.

Staff Summary: Based on the provisions of Carson City Municipal Code 13.06, and in anticipation of the budget process, the attached reports contain information regarding the land transaction in progress, as well as non-acquisition projects. The work program will be used to develop the budget.

Type of Action Requested: (check one)
 Resolution Ordinance
 Formal Action/Motion Other (Specify)

Does This Action Require A Business Impact Statement: Yes No

Recommended Board Action: I move to accept the recommendation of the Open space Advisory Committee to approve the Open Space Division Work Program calling for the administration of the Open Space portions of the Quality of Life fund for acquisition, restoration of natural resources, development, and management of open space and related properties for calendar year 2010.

Explanation for Recommended Board Action: Staff uses this opportunity to discuss with the Open Space Advisory Committee and the Board of Supervisors the projects and activities that are to be given priority in 2010.

Applicable Statute, Code, Policy, Rule or Regulation: C.C.M.C. 13.06

Fiscal Impact: Project dependent.

Explanation of Impact: The activities to be carried out will be based on the adopted and future Open Space Advisory Committee budget, as approved by the Board of Supervisors.

Funding Source: The main sources are:
Question 18 Quality of Life Initiative, Natural Resources Conservation Service grants, State of Nevada Question-1 conservation program grants, and the Southern Nevada Public Land Management Act. See attached Question-18 budget recap prepared by staff.

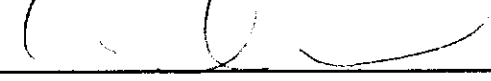
- Alternatives:**
- Not to adopt a work program.
 - Instruct staff to amend the work program.

Supporting Material:

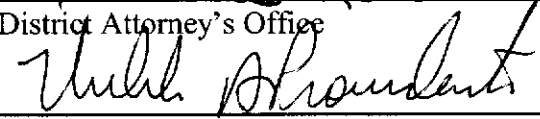
- Staff report to Open Space Advisory Committee reviewed and recommended for action by the Board of Supervisors at the December 14, 2009, meeting of the Open Space Advisory Committee.
- Budget Recap - prepared by staff.

Prepared By:  **Date:** 1/22/10
Juan F. Guzman, Open Space Manager

Reviewed By:  **Date:** 1/26/10
Roger Moellendorf, Parks & Recreation Director

 **Date:** 1/24/10
Larry Werner, City Manager

 **Date:** 1/26/10
District Attorney's Office

 **Date:** 1/26/10
Finance Department

Board Action Taken:

Motion: _____ 1: _____ Aye/Nay
2: _____

(Vote Recorded By)

**OPEN SPACE ADVISORY COMMITTEE
STAFF REPORT**

MEETING DATE: December 14, 2009

AGENDA ITEM NUMBER: 3A

STAFF: Ann Bollinger / Juan F. Guzman / Roger Moellendorf

REQUEST:

Action to recommend to the Board of Supervisors a work program calling for the administration and expenditure of funds for lands from the Carson City Open Space Division of the Quality of Life fund calling for potential acquisitions, the restoration of natural resources, development and construction management of open space and related properties for the year of 2010.

GENERAL DISCUSSION:

The information below summarizes and organizes projects and other tasks being conducted in order to carry out the functions and responsibilities of the Open Space Program, as outlined by the provision of Chapter 13.06 of the Carson City Municipal Code. The information is organized into two main categories: land transactions in progress, and non-acquisition projects. These two are further divided into subcategories for convenience. This work program will be used by staff as a precursor for the preparation of the budget and to provide an opportunity for the committee and Board of Supervisors to discuss and request information on the wide range of projects we may work on in the future.

The last page of this report summarizes the properties acquired and under present ownership by the Question-18 Open Space Program.

A. LAND TRANSACTIONS IN PROGRESS

| West of Highway 395 | |
|-------------------------------|--|
| Long, Darling, and Schulz | SNPLMA funding approved for the purchase by the U.S. Forest Service for Long and Darling. Schulz is pending. |
| Joost property | Waiting for owner to clear title concerns for Carson City's purchase of approximately 40 acres. |
| Potter property | Staff not pursuing presently. |
| Schulz conservation easement | Considering potential project. |
| Collard conservation easement | Considering potential project. |

| | |
|---|---|
| Carson River and/or east of Highway 395 - transactions in progress | |
| Jarrard Ranch | 397 Acres - Offered \$4 Million / Award from Q-1 for \$3 Million - Under negotiation. |
| Serpa property | Offered \$2.1 Million - Q-1 Awards for \$1.25 Million. |
| Bently property | Nominated for SNPLMA funding for purchase by Carson City - 80% federal funds, 20% Q-18 funds. |
| Donation of the Vidler property located at Hells Bells | 36 Acres -Awaiting trail construction and donation. |
| Donation of property on Lompa Lane in relation to wetlands under the present ownership of Dwight Millard and Jim Bawden | 31 Acres - Staff to develop agreements to facilitate transaction. |
| Lands Bills - Transfers | Will require at least one year to be completed. Present emphasis on completing due diligence process. |

B. NON-ACQUISITION PROJECTS

| | |
|--|--|
| Management Activities | |
| Annual reports to the Board of Supervisors | Prerequisite work to be completed around March 2010 |
| Volunteer opportunities / activities | Programmatic |
| Creation of management plans | Programmatic and limited consultant use |
| Fuels reduction projects | Programmatic |
| Management of Waterfall Fire and Utility lands (NRCS grants) | Programmatic |
| Silver Saddle Ranch Charrette Process implementation | Working on a partnership between the FOSSR and the Sierra Business Council aimed at increasing the capacity of the FOSSR |
| Waterfall Fire - 5 Years After report | To be completed by June 2010 |
| Continue forest rehabilitation efforts | Programmatic and limited consultant use |

| Planning Activities | |
|--|------------------------------|
| Federal agency plans and project reviews / Nevada Energy power lines | Programmatic |
| Westside bike path (Jeff Potter & Muscle-Powered initiative) | Historic review completed |
| Update of the Open Space Opportunities Maps for River and Carson Range | To be completed by June 2010 |
| V&T Trail right-of-way, north of Combs Canyon Road | Under discussion with state |

| Capital Improvements / Projects | |
|--|---|
| Fulstone/Lompa wetlands and trail enhancements | \$250,000 estimated cost (Approx \$200,000 in grants) |
| NRCS Grant - Flood and debris mitigation project at Quill Ranch / Long Ranch | \$248,000 (NRCS grant) |
| Mexican Ditch Trail Extension (Moffat property) | Through the efforts of RTC/Safe Route to Schools grants |

Programmatic means that the substantial majority of the cost is absorbed by staff's daily routine work and existing budget line items.

RECOMMENDED ACTION:

Move to recommend to the Board of Supervisors for staff to continue work on the following:

Land Transactions:

1. Long, Darling, and Schulz
2. Joost property
3. Potter property
4. Jarrard Ranch
5. Serpa - Carson River lands
6. Bently property
7. Donation - Vidler - Hells Bells
5. Donation -Millard and Bawden wetlands
9. Lands Bill land transfer implementation

Management Activities:

1. Annual reports to the Board of Supervisors
2. Volunteer opportunities / activities
3. Creation of management plans
4. Fuels reduction projects
5. Management of Waterfall Fire and Utility lands (NRCS grants)
6. Silver Saddle Ranch charrette process implementation
7. Report - Five Years After the Waterfall Fire
8. Continue forest rehabilitation efforts

Planning Activities:

1. Federal agency plans and City project reviews
2. Westside bike path (Jeff Potter & Muscle-Powered initiative)
3. Update of the Open Space Opportunities Maps for River and Carson Range
4. V&T trust right-of-way, north of Combs Canyon Road

Capitol Improvements / Projects:

1. Fulstone/Lompa wetlands and trail enhancements
2. NRCS Grant - Flood and debris mitigation project at Quill Ranch / Long Ranch
3. Mexican Ditch Trail Extension (Moffat property) - Through the efforts of RTC/Safe Route to Schools grants

Open Space acquisition and management

| Carson City Ownership / Property Name | Acres | Date Acquired | Carson City Question 18 | Grants | Purchase Price |
|--|----------------|------------------|----------------------------|---------------------|---------------------|
| West of Hwy 395 / Carson Street | | | | | |
| Horsecreek | 374.91 | May-2005 | \$ 1,300,000 | \$ 1,000,000 | \$ 2,300,000 |
| Horsecreek conservation easement | 176.00 | Mar-2009 | \$ 503,653 | \$ 596,347 | \$ 1,100,000 |
| Hutchinson | 40.00 | Dec-2006 | \$ 100,000 | \$ 300,000 | \$ 400,000 |
| PH Casey Preserve | 77.01 | March/April 2008 | donation | -- | \$ - |
| Wilson | 111.28 | Jan-2009 | \$ 146,480 | \$ 439,440 | \$ 585,920 |
| East of Hwy 395 / Carson Street | | | | | |
| Andersen | 86.00 | Jul-2007 | \$ 1,750,000 | \$ 1,750,000 | \$ 3,500,000 |
| Desormier | 19.28 | Feb-2007 | \$ 170,930 | \$ 129,070 | \$ 300,000 |
| Fulstone wetlands | 8.62 | Aug-2001 | donation | -- | \$ - |
| Goni Canyon - 50 year open space use | 40.00 | | donation | -- | \$ - |
| Lompa wetlands | 17.62 | Aug-2001 | donation | -- | \$ - |
| Mexican Dam LLC | 64.31 | March/April 2008 | \$ 1,650,000 | -- | \$ 1,650,000 |
| Moffat | 17.80 | Nov-2001 | donation | -- | \$ - |
| Total | 1032.83 | | \$ 5,621,063 | \$ 4,214,857 | \$ 9,835,920 |

Q18 OPEN SPACE
 BUDGET RECAP.
 254-5047-452 FY 09/10

| <u>ACCOUNT NUMBER</u> | <u>BUDGET</u> | <u>EXPENDITURES</u> | <u>BALANCE</u> | <u>PERCENT EXPENDED</u> |
|----------------------------------|---------------------|---------------------|---------------------|-------------------------|
| SALARIES 0101 | \$195,181.00 | \$87,734.09 | \$107,446.91 | 44.95% |
| HOURLY/SEASONAL 0102 | \$25,000.00 | \$18,565.80 | \$6,434.20 | 74.26% |
| ADMINISTRATIVE PAY 0103 | \$0.00 | \$0.00 | \$0.00 | #DIV/0! |
| SHIFT DIFFERENTIAL 0104 | \$0.00 | \$264.00 | -\$264.00 | |
| MANAGEMENT LEAVE 0106 | \$0.00 | \$4,563.36 | -\$4,563.36 | #DIV/0! |
| ANNUAL LEAVE 0107 | \$0.00 | \$0.00 | \$0.00 | #DIV/0! |
| SICK LEAVE 0108 | \$0.00 | \$0.00 | \$0.00 | #DIV/0! |
| OVERTIME 0111 | \$0.00 | \$375.60 | -\$375.60 | #DIV/0! |
| STANDBY 0113 | \$0.00 | \$0.00 | \$0.00 | #DIV/0! |
| FLSA 0114 | \$0.00 | \$7.03 | -\$7.03 | #DIV/0! |
| SALARIES AND WAGES TOTAL | \$220,181.00 | \$111,509.88 | \$108,671.12 | 50.64% |
| | | | \$108,671.12 | |
| MEDICARE 0225 | \$3,194.00 | \$1,362.38 | \$1,831.62 | 42.65% |
| RETIREMENT 0230 | \$40,947.00 | \$19,213.38 | \$21,733.62 | 46.92% |
| GROUP INSURANCE 0240 | \$24,407.00 | \$11,296.20 | \$13,110.80 | 46.28% |
| DISABILITY INSURANCE 0242 | \$291.00 | \$129.09 | \$161.91 | 44.36% |
| WORKERS COMP. 0250 | \$4,017.00 | \$584.48 | \$3,432.52 | 14.55% |
| EDUCATION INCENTIVE 0260 | \$100.00 | \$100.00 | \$0.00 | 100.00% |
| FOUL WEATHER ALLOWANCE 0266 | \$60.00 | \$60.00 | \$0.00 | 100.00% |
| CAR ALLOWANCE 0270 | \$4,485.00 | \$2,104.50 | \$2,380.50 | 46.92% |
| EMPLOYEE BENEFITS TOTAL | \$77,501.00 | \$34,850.03 | \$42,650.97 | 44.97% |
| PROFESSIONAL SERVICES 0309 | \$15,060.00 | \$10,000.00 | \$5,060.00 | 66.40% |
| TRAINING 0330 | \$2,880.00 | \$2,115.00 | \$765.00 | 73.44% |
| CONTRACTUAL SERVICE 0349 | \$50,000.00 | \$0.00 | \$50,000.00 | 0.00% |
| OFFICE EQUIPMENT RENTAL 0444 | \$0.00 | \$0.00 | \$0.00 | #DIV/0! |
| MAINTENANCE/MANAGEMENT 0450 | \$341,944.00 | \$8,969.47 | \$332,974.53 | 2.62% |
| FIRE SUPPRESSION 0451 | \$100,000.00 | \$0.00 | \$100,000.00 | 0.00% |
| HORSECREEK STEWARDSHIP/MAN. 0452 | \$50,000.00 | \$0.00 | \$50,000.00 | 0.00% |
| PRINTING/ADVERTISING 0542 | \$2,000.00 | \$0.00 | \$2,000.00 | 0.00% |
| MEMBERSHIP/PUBLICATIONS 0545 | \$1,500.00 | \$1,375.95 | \$124.05 | 91.73% |

Q18 OPEN SPACE
BUDGET RECAP.

254-5047-452 FY 09/10

| | | | | |
|---|-----------------------|---------------------|-----------------------|--------------|
| TRAVEL 0580 | \$2,880.00 | \$1,772.86 | \$1,107.14 | 61.56% |
| OFFICE SUPPLIES 0601 | \$4,000.00 | \$974.18 | \$3,025.82 | 24.35% |
| POSTAGE/SHIPPING 0602 | \$500.00 | \$24.43 | \$475.57 | 4.89% |
| OPERATING SUPPLIES 0625 | \$7,000.00 | \$1,630.54 | \$5,369.46 | 23.29% |
| BOOKS/PERIODICALS 0645 | \$500.00 | \$0.00 | \$500.00 | 0.00% |
| VEHICLE FUEL 0660 | \$1,000.00 | \$287.62 | \$712.38 | 28.76% |
| SMALL FURNISHINGS 0675 | \$0.00 | \$0.00 | \$0.00 | #DIV/0! |
| DONATIONS/TRAILS 0688 | \$600.00 | \$0.00 | \$600.00 | 0.00% |
| TELEPHONE 0710 | \$2,000.00 | \$999.28 | \$1,000.72 | 49.96% |
| ISC GENERAL FUND 0901 | \$68,526.00 | \$0.00 | \$68,526.00 | 0.00% |
| FLEET MANAGEMENT 0950 | \$3,000.00 | \$1,500.00 | \$1,500.00 | 50.00% |
| SERVICE AND SUPPLIES | \$653,390.00 | \$29,649.33 | \$623,740.67 | 4.54% |
| USDA-NRCS#68-9327-8-02 EXP. ACCT. 1205 | \$94,572.00 | \$1,968.94 | \$92,603.06 | 2.08% |
| USDA-NRCS#68-9327-8-02 7805/1205 COVERS | \$0.00 | \$93,148.54 | -\$93,148.54 | -54.54% |
| SNPLMA-FUELS REDUCTION 1220 | \$431,367.00 | \$3,795.00 | \$427,572.00 | 0.88% |
| PED & EQUESTRIAN BRIDGE 6502 | \$50,000.00 | \$0.00 | \$50,000.00 | 0.00% |
| USDA-NRCS#68-9327-9-04 6588 | \$242,100.00 | \$0.00 | \$242,100.00 | 0.00% |
| LAND ACQUISITION 7401 | \$3,319,876.00 | \$0.00 | \$3,319,876.00 | 0.00% |
| FAGEN PROPERTY 7402 | \$0.00 | \$0.00 | \$0.00 | #DIV/0! |
| FURNITURE AND FIXTURES 7743 | \$0.00 | \$0.00 | \$0.00 | #DIV/0! |
| FULSTONE/LOMPA WETLANDS 7812 | \$195,000.00 | \$0.00 | \$195,000.00 | 0.00% |
| CAPITAL OUTLAY TOTAL | \$4,332,915.00 | \$98,912.48 | \$4,234,002.52 | 2.28% |
| GRAND TOTAL | \$5,283,987.00 | \$274,921.72 | \$5,009,065.28 | 5.20% |
| CWSCD-FULSTONE/LOMPA WETLANDS | | | | |
| 254-0000-337-1612 | \$ 20,000.00 | \$ - | \$20,000.00 | |
| DONATIONS/TRAILS | | | | |
| 254-0000-365-8801 | \$ - | \$ - | \$0.00 | |
| HORSECREEK STEWARDSHIP/FAGEN | | | | |
| 254-0000-365-8802 | \$ 50,000.00 | \$ 50,000.00 | \$0.00 | |

Q18 OPEN SPACE
BUDGET RECAP.
254-5047-452 FY 09/10

FHWAINV. STATE PARKS/FULSTONE

254-0000-331-6912 \$ 100,000.00 \$ - \$ 100,000.00

Q1 - ANDERSEN RANCH

254-0000-334-4501 \$ 1,748,237.00 \$ 1,748,237.00 \$ 0.00

Q1 - DESORMIER

254-0000-334-4502 \$ 128,831.00 \$ 128,831.00 \$ 0.00

Q1-FULSTONE/LOMPA WETLANDS

254-0000-334-1512 \$ 75,000.00 \$ - \$ 75,000.00

Q1 - HORSECREEK RANCH

254-0000-334-4504 \$ - \$ - \$ 0.00

Q1 - HUTCHISON

254-0000-334-4503 \$ 304,722.00 \$ 304,722.00 \$ 0.00

Q1 - MEXICAN DITCH

254-0000-334-1513 \$ 85,000.00 \$ 85,000.00 \$ 0.00

USDA-NRCS FIRE 68-9327-8-02

254-0000-331-1505 \$ 94,572.00 \$ 94,572.00 \$ 0.00

USDA-NRCS FIRE 68-9327-9-04

254-0000-331-1588 \$ 242,100.00 \$ - \$ 242,100.00

USDI-SNPLMA FUELS REDUCTION

254-0000-331-7320 \$ 431,367.00 \$ - \$ 431,367.00

SELECTIVE SALES & USE TAX

254-0000-314-2500 \$ 1,956,266.00 \$ 1,662,345.00

20% - 254-5012-452 \$ 391,253.00 \$ 332,469.00

40% - 254-5046-452 \$ 782,506.50 \$ 664,938.00

40% - 254-5047-452 \$ 782,506.50 \$ 664,938.00

% OF FY 09/10 50.41%

BOLD AMOUNTS IN SERVICES AND SUPPLIES HAVE BEEN COVERED BY LAND ACQUISITION