

**MINUTES**  
**Regular Meeting**  
**Carson City Open Space Advisory Committee**  
**Monday, October 16, 2017 ● 5:30 PM**  
**Community Center Sierra Room**  
**851 East William Street, Carson City, Nevada**

**Committee Members**

<b>Chair – Bruce Scott</b>	<b>Vice Chair – Alan Welch</b>
<b>Member – Margie Evans</b>	<b>Member – Jeremy Hall</b>
<b>Member – Donna Inversin</b>	<b>Member – Gerald Massad</b>
<b>Member – JoAnne Michael</b>	<b>Ex-Officio Member – Maritza Filson</b>

**Staff**

Jennifer Budge, Parks and Recreation Department Director  
Ann Bollinger, Open Space Administrator  
Lindsey Boyer, Senior Natural Resources Specialist  
Iris Yowell, Deputy District Attorney  
Tamar Warren, Deputy Clerk

**NOTE:** A recording of these proceedings, the board’s agenda materials, and any written comments or documentation provided to the recording secretary during the meeting are public record. These materials are on file in the Clerk-Recorder’s Office, and are available for review during regular business hours.

An audio recording of this meeting is available on [www.CarsonCity.org/minutes](http://www.CarsonCity.org/minutes).

**CALL TO ORDER**

Chairperson Scott called the meeting to order at 5:30p.m.

**ROLL CALL AND DETERMINATION OF QUORUM**

Roll was called and a quorum was present.

<b>Attendee Name</b>	<b>Status</b>	<b>Arrived</b>
Bruce Scott	Present	
Alan Welch	Absent	
Margie Evans	Present	
Jeremy Hall	Present	
Donna Inversin	Present	
Gerald Massad	Present	
JoAnne Michael	Present	
Maritza Filson (Ex-Officio Student Member)	Present	

**PUBLIC COMMENTS**

(5:33:53) – Chairperson Scott introduced the item. Mark Kimbrough introduced himself and announced that the Eagle Valley Trail Committee had been awarded one of the American Planning Association’s Nevada Chapter’s “highly-coveted” rural awards. He also thanked many of the volunteers who “had put in hundreds of hours into the [application] document”. Mr. Kimbrough wished to see the award plaque hung in the Parks, Recreation, and Open Space office building and hoped it would now be included in the Master Plan. Jeff Potter also introduced himself and thanked Mr. Kimbrough for his “tremendous input” and believed the award was “a validation of the great work we do, and the great partnership we’ve had with Carson City Parks and Open Space”. Chairperson Scott congratulated the Eagle Valley Trail Committee and all the volunteers.

**1. FOR POSSIBLE ACTION ON APPROVAL OF MINUTES (Open Space Advisory Committee Meeting September, 18, 2017).**

(5:37:41) – Chairperson Scott introduced the item and entertained changes or corrections, and when none were forthcoming, a motion.

**(5:38:02) – MOTION: I move to approve [the Open Space Advisory Committee meeting minutes] for Monday, September 18, 2017.**

<b>RESULT:</b>	<b>APPROVED (6-0-0)</b>
<b>MOVER:</b>	Hall
<b>SECONDER:</b>	Michael
<b>AYES:</b>	Scott, Evans, Hall, Inversin, Massad, Michael
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	Welch

**2. MODIFICATIONS TO THE AGENDA**

(5:38:26) – There were no modifications to the agenda.

**3. MEETING ITEMS**

**A. INTRODUCTION OF MS. MARITZA FILSON AS THE NEW NON-VOTING HIGH SCHOOL REPRESENTATIVE AND MEMBER OF THE OPEN SPACE ADVISORY COMMITTEE.**

(5:38:32) – Chairperson Scott introduced the agenda item. Ms. Bollinger introduced Maritza Filson, who will be mentored by Member Hall. Chairperson Scott welcomed Member Filson. There were no public comments.

**B. PRESENTATION BY CARSON CITY HEALTH AND HUMAN SERVICES REGARDING SMOKE FREE EFFORTS THROUGHOUT CARSON CITY. DISCUSSION AND POSSIBLE FEEDBACK TO THE REGIONAL SMOKE FREE ACTION COMMITTEE FOR PARKS.**

(5:40:09) – Chairperson Scott introduced this item. Ms. Budge announced that the presenters from the Carson City Health and Human Services were not present at this time and requested postponing the item until they are present.

**C. FOR POSSIBLE ACTION: TO SOLICIT PUBLIC NOMINATIONS FOR THE NAMING OF OPEN SPACE PROPERTIES WITHIN THE VICINITY OF THE KINGS CANYON ROAD.**

(5:40:44) – Chairperson Scott introduced the item. Ms. Bollinger presented the Staff Report which is incorporated into the record. Chairperson Scott was informed that the Board of Supervisors will vote on the name after a recommendation from this Committee, which will be during its scheduled February meeting. Ms. Bollinger noted that the Committee members may submit nominations as well. Member Inversin suggested including the current name of one property, Horse Creek ranch, as part of the information. Member Massad was informed that the December 2017 meeting will take place on the 18<sup>th</sup>. There were no public comments. Chairperson Scott entertained a motion.

**(5:45:45) – MOTION: I move to solicit public nominations for the naming of open space properties within the vicinity of the Kings Canyon Road.**

<b>RESULT:</b>	<b>APPROVED (6-0-0)</b>
<b>MOVER:</b>	Michael
<b>SECONDER:</b>	Inversin
<b>AYES:</b>	Scott, Evans, Hall, Inversin, Massad, Michael
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	Welch

**D. ACTIVITIES, PROJECTS, AND GRANTS LOCATED ON OPEN SPACE PROPERTIES WITHIN THE CARSON RIVER AREA.**

(5:45:21) – Chairperson Scott introduced the item. Ms. Boyer presented the agenda items which are incorporated into the record. She also responded to inquiries by the Committee members. Chairperson Scott was informed that the water in the ponds of the Buzzy’s Ranch area was incidental but helpful to reseeding projects. Ms. Boyer noted that they had requested several different plans from the consultants regarding the Sierra Vista Lane Project, and that they would be heard by Committee as soon as they are available. Chairperson Scott suggested having a workshop or a special meeting, if necessary, in order not to hold up the project. He also suggested some publicity to educate the public on the Golden Eagle Lane/Prison Hill Recreation Area road closure. Ms. Boyer noted that they had discussed interpretive signage in the area as well. Member Evans inquired about reclamation and vegetation regrowth in the area and Member Inversin suggested having flyers placed in off-road vehicle shops regarding the closure.

(5:57:41) – Ms. Bollinger presented the balance of the agenda materials, starting with the Moffat Open Space project. She also noted that the Carson River Trails System Phase Two agreement to accept the funding was signed by the Board of Supervisors, adding that “some part of that project” must be started by January 3, 2018. Ms. Bollinger explained that as part of The Omnibus Public Land Management Act [of 2009], she was working with the Bureau of Land Management to seek the approval of the Board of Supervisors to dispose of some properties. Chairperson Scott was informed that Mike Drews and Member Hall were helping with the Stewardship Plan, to be agendized for a future meeting. Member Evans requested further information on the Southern Nevada Public Land Management Act (SNPLMA) grant for Silver Saddle Ranch and Ms. Bollinger clarified that it was “a trail-focused grant, up to three segments of trail: one segment starts at the north end of

Prison Hill at the Fifth Street trailhead...the second segment is safe crossing on the Mexican Ditch trail...the third starts at Carson River Park...traveling to the north, up to Riverview Park”. She also estimated that the project would be completed in five or six years. Member Hall inquired about the tree health and Ms. Bollinger explained that “arborist type of work” was performed in the Silver Saddle Ranch area and stressed the importance of tree health. Ms. Budge explained that a tree inventory was done by the City, paid for by a grant from the Nevada Division of Forestry and noted that the City was proud of its Tree City USA designation, which was a difficult status to achieve. She clarified that after the disbandment of the Shade Tree Council, her department had absorbed most of the Council’s functions. Chairperson Scott stressed the importance of protecting the trees along the Carson River. There were no public comments.

**E. ACTIVITIES, PROJECTS, AND GRANTS THROUGHOUT OTHER AREAS MANAGED BY THE OPEN SPACE DIVISION.**

(6:15:12) – Chairperson Scott introduced the item. Ms. Bollinger and Ms. Boyer presented the Staff Report which is incorporated into the record and responded to clarifying questions. Member Evans suggested having an Open Space open house, possibly conducted by the AmeriCorps volunteer Marketing and Outreach Coordinator, Chaja Hogeweg. There were no public comments.

**F. ACTIVITIES RELATED TO TRAIL PROJECTS MANAGED BY THE OPEN SPACE DIVISION.**

(6:24:40) – Chairperson Scott introduced the item. Ms. Bollinger referenced a memo, incorporated into the record, from Trails Coordinator Gregg Berggren and highlighted the included activities. Member Inversin was informed that the Mexican Dam Safe Passage trail will also accommodate equestrian usage. There were no public comments.

**4. STAFF UPDATES – DISCUSSION ONLY**

**A. WORKING GROUPS: 1) SIGNAGE PLAN, 2) WEBSITE, 3) CULTURAL RESOURCES.**

(6:33:03) – Chairperson Scott introduced the item. Member Evans explained that the hierarchy of signs outlined in the charrette will be very useful and well designed, and believed that the design will work well for Carson City. Member Hall updated the Committee on the integration of the Silver Saddle [Ranch] elements into the City’s Geographic Information System (GIS). Ms. Bollinger believed that the cultural resources next steps may require an addendum to the agreement with the State Historic Preservation Office (SHPO) to allow Open Space to do routine maintenance. She also stated that SHPO wished to have an Architectural Historian identify the specific use of each structure. Member Inversin noted the progress AmeriCorps Volunteer Chaja Hogeweg had made on the website and explained that duplications will be eliminated as well. She also offered to test the website changes and gather data from the Committee to describe the uses of public funds.

**B. DIRECTORS REPORT: UPDATES TO INCLUDE: 2017 FLOOD REPAIRS AND MITIGATION, AMERICORPS, NATIONAL RECREATION AND PARKS ASSOCIATION 2017 AGENCY PERFORMANCE REPORT, RECRUITMENT FOR VACANT POSITIONS, AND BOARD OF SUPERVISORS ACTION ITEMS.**

(6:40:36) – Chairperson Scott introduced the item. Ms. Budge announced a flood repair updated page on the City’s Parks and Recreation website page. She also noted that the western portion of the Riverview Park repairs will begin construction this week, but will be a two or three phased repair. Ms. Budge explained the Long Ranch Park repairs will also start in “the next week or two”, adding that a 90-day hold was placed “on any projects that haven’t had the FEMA clearances, inspections, and identified project numbers” due to the natural disasters in other parts of the country. Ms. Budge also announced the department’s new hires and gave an update on the recruitment efforts. There were no public comments.

**5. MEMBERS’ ANNOUNCEMENTS AND REQUESTS FOR INFORMATION.**

(6:44:38) – Chairperson Scott noted that agenda item 3B will be rescheduled for the February meeting. Member Inversin announced the nomination of Muscle Powered to the Governor’s Points of Light Award and noted that although they did not win, being nominated by Carson City Mayor Crowell was an honor. She also stated that she, along with Juan Guzman, had submitted a grant application to the National Park Service’s Rivers, Trails, and Conservation Assistance Program for the Virginia and Truckee Rail Trail Development Plan, adding that they had received one-third of the grant, 80 hours of feasibility studies on the Rail Trail, and requested any mapping information of the original trail from members. In response to a question by Chairperson Scott, Ms. Bollinger noted that Member Filson had been given the most recent meeting packet and the management plan for the Carson River Area. He also suggested giving her several maps. There were no public comments.

**6. FUTURE AGENDA ITEMS – DISCUSSION ONLY.**

(6:53:39) – Chairperson Scott introduced the item and Ms. Bollinger announced that the Parks and Recreation Commission and the Open Space Advisory Committee joint meeting may take place on December 18, 2017 and that the Signage Master Plan, the Unified Pathways Master Plan, and new departmental policies will be agendized. Ms. Budge noted that AB379, enabling legislation to create park districts, may be agendized as well. Chairperson Scott, Member Evans, and Member Inversin noted that they had conflicts on the first Tuesday of December.

**7. PUBLIC COMMENTS**

(6:56:50) – None.

**8. FOR POSSIBLE ACTION ON ADJOURNMENT**

(6:57:12) – **MOTION: Member Evans moved to adjourn. The motion was seconded by Member Massad. Chairperson Scott adjourned the meeting at 6:57 p.m.**

The Minutes of the October 16, 2017 Carson City Open Space Advisory Committee meeting are so approved this 18<sup>th</sup> day of December, 2017.

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BRUCE SCOTT, Chair