



STAFF REPORT

Report To: Board of Supervisors **Meeting Date:** January 16, 2020

Staff Contact: Nancy Paulson, City Manager

Agenda Title: For Possible Action: Discussion and possible action regarding the appointment of two members to the Carson City Open Space Advisory Committee, each for a term that expires in January, 2024. (Nancy Paulson, npaulson@carson.org)

Staff Summary: CCMC Chapter 13.06.040 provides for the Board of Supervisors to appoint to the Open Space Committee seven members who serve staggered four-year terms. There are two openings due to the expiration of two terms. Reappointment requests were received from Margie Evans and Gerald Massad. New applications were received from David Strull, Gary Stone, David Francel and Daniel Greytak.

Agenda Action: Formal Action / Motion **Time Requested:** 1 hr 30 mins

Proposed Motion

I move to appoint _____ & _____ to the Open Space Advisory Committee.

Board's Strategic Goal

Quality of Life

Previous Action

N/A

Background/Issues & Analysis

N/A

Applicable Statute, Code, Policy, Rule or Regulation

CCMC Chapter 13.06.040

Financial Information

Is there a fiscal impact? No

If yes, account name/number:

Is it currently budgeted?

Explanation of Fiscal Impact: N/A

Alternatives

Open the position announcement for additional applicants.

Attachments:

[OSAC Packet 1-16-20.pdf](#)

Board Action Taken:

Motion: _____

1) _____

2) _____

Aye/Nay

(Vote Recorded By)




Carson City, NV

Open Space Advisory Committee

Board Details

Reporting to the Board of Supervisors, the Open Space Advisory Committee will develop, oversee, and support the Open Space Program by working in concert with staff and the public to acquire, interpret, preserve, and enhance natural landscape, agriculture and cultural resources while balancing the needs of the public's opportunities for passive recreation.

Overview

 **Size** 7 Seats

 **Term Length** 4 Years

 **Term Limit** N/A

Additional

Meetings

•5:30 p.m. •Meets on the third Monday of every other month •Community Center, Sierra Room 851 East William Street

Powers & Duties

To promote the quality of life for citizens of Carson City through the preservation and protection of the quality of the natural environment. To identify and prioritize for the city potential open space acquisitions and make recommendations. To obtain and consider public input before making recommendations to the Board of Supervisors.

Additional Information

[Chapter 13.06 OPEN SPACE.pdf](#)



Board Roster



Margie Evans

3rd Term Dec 01, 2011 - Jan 01, 2020

Appointing Authority Board of Supervisors



Jeremy Hall

2nd Term Feb 01, 2017 - Jan 01, 2021

Appointing Authority Board of Supervisors



Donna N Inversin

3rd Term Feb 01, 2017 - Jan 01, 2021

Appointing Authority Board of Supervisors



Gerald Massad

1st Term Feb 18, 2016 - Jan 01, 2020

Appointing Authority Board of Supervisors



JoAnne Michael

1st Term Feb 02, 2017 - Jan 01, 2021

Appointing Authority Board of Supervisors



Bruce Scott

7th Term Jan 17, 2019 - Jan 01, 2023

Appointing Authority Board of Supervisors

Office/Role Chair



Alan Welch

2nd Term Jan 17, 2019 - Jan 01, 2023

Appointing Authority Board of Supervisors

Office/Role Vice Chair

Profile

Margie

First Name

Evans

Last Name

Middle Initial

meg4bio@sbcglobal.net

Email Address

2640 Woodcrest Ln

Street Address

Suite or Apt

Carson City

City

NV

State

89701

Postal Code

Home: (775) 883-8918

Primary Phone

Mobile: (775) 720-0162

Alternate Phone

Which Boards would you like to apply for?

Open Space Advisory Committee: Submitted

Question applies to multiple boards

Why would you like to serve on this Board/Committee/Commission?

I believe my experience in natural resources and my history with OSAC and the Carson River Coalition give me insights that are valuable to the committee.

Question applies to multiple boards

Are you currently a registered voter in Carson City? Yes No

Question applies to multiple boards

Are you currently a member on any other Carson City Board, Committee or Commission? Yes No

Question applies to multiple boards

If yes, please list:

Question applies to multiple boards

Term expiration:

Conflict of Interest

Question applies to multiple boards

Within the past twelve (12) months, have you been employed by Carson City (including as an elected official)?

Yes No

Question applies to multiple boards

Do you currently have a contract with Carson City for services/good?

Yes No

Question applies to multiple boards

If yes, please provide contract details:

Question applies to multiple boards

Have you been convicted of a felony, domestic violence or gross misdemeanor involving moral turpitude (conduct contrary to community standards of justice, honesty and good morals)?

Yes No

Education

Note: only complete this section if a degree is required for this position

College, Professional, Vocational or Other Schools attended:

Major Subject:

Degree Conferred:

Briefly describe the qualifications you possess which you feel would be an asset to this Board/Committee/Commission:

Watershed resources experience -- Clean Water Act Municipal and public water systems oversight

List the community organizations in which you have participated and describe participation:

Open Space Advisory Committee River Wranglers American Association of University Women Capital Branch

List your affiliation with professional or technical societies: *if required for the position.

Upload a Resume

Declaration to Accept Terms & Conditions

I understand that my submitted application is considered public information. I understand the Board of Supervisors may require a pre-appointment background check for any position if deemed warranted.

I hereby declare that all statements given by me on this form are truthful and complete to the best of my knowledge.

I have read and understand the Carson City's Boards, Committees and Commissions Policies and Procedures.

I Agree *

Profile

Gerald

First Name

Massad

Last Name

gmassad@sbcglobal.net

Email Address

2376 Clearview Dr

Street Address

Suite or Apt

Carson City

City

NV

State

89701

Postal Code

Home: (775) 287-2691

Primary Phone

Mobile:

Alternate Phone

Which Boards would you like to apply for?

Open Space Advisory Committee: Submitted

Question applies to multiple boards

Why would you like to serve of this Board/Committee/Commission?

I just want to apply for another term. I want to complete a project that is already in the works.

Question applies to multiple boards

Are you currently a registered voter in Carson City?

 Yes No

Question applies to multiple boards

Are you currently a member on any other Carson City Board, Committee or Commission?

 Yes No

Question applies to multiple boards

If yes, please list:

Question applies to multiple boards

Term expiration:

Conflict of Interest

Question applies to multiple boards

Within the past twelve (12) months, have you been employed by Carson City (including as an elected official)?

Yes No

Question applies to multiple boards

Do you currently have a contract with Carson City for services/good?

Yes No

Question applies to multiple boards

If yes, please provide contract details:

Question applies to multiple boards

Have you been convicted of a felony, domestic violence or gross misdemeanor involving moral turpitude (conduct contrary to community standards of justice, honesty and good morals)?

Yes No

Education

Note: only complete this section if a degree is required for this position

College, Professional, Vocational or Other Schools attended:

Major Subject:

Degree Conferred:

Briefly describe the qualifications you possess which you feel would be an asset to this Board/Committee/Commission:

List the community organizations in which you have participated and describe participation:

List your affiliation with professional or technical societies: *if required for the position.

Upload a Resume

Declaration to Accept Terms & Conditions

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I have read and understand the Carson City's Boards, Committees and Commissions Policies and Procedures.

I Agree *

Profile

David _____ J _____ Strull _____
 First Name Middle Initial Last Name

mtndoc@charter.net _____
 Email Address

1750 Wellington West _____
 Street Address Suite or Apt

Carson City _____ NV _____ 89703 _____
 City State Postal Code

Home: (775) 230-6070 _____ Home: _____
 Primary Phone Alternate Phone

Which Boards would you like to apply for?

Open Space Advisory Committee: Submitted

Question applies to multiple boards

Why would you like to serve on this Board/Committee/Commission?

My family and I have been residents of Carson City since 1985 and value the quality of life here. I am an outdoor enthusiast and my spare time is often spent hiking, biking, skiing and paddle-boarding. I think the preservation of open space is critical to maintaining that quality of life. That is not to say that Carson City should not grow in a sustainable fashion. But rather it should not occur without the preservation of open spaces that are valuable not just for recreation and vistas, but preserving natural habitats and ecosystems.

Question applies to multiple boards

Are you currently a registered voter in Carson City?

Yes No

Question applies to multiple boards

Are you currently a member on any other Carson City Board, Committee or Commission?

Yes No

Question applies to multiple boards

If yes, please list:

Question applies to multiple boards

Term expiration:**Conflict of Interest**

Question applies to multiple boards

Within the past twelve (12) months, have you been employed by Carson City (including as an elected official)?

Yes No

Question applies to multiple boards

Do you currently have a contract with Carson City for services/good?

Yes No

Question applies to multiple boards

If yes, please provide contract details:

Question applies to multiple boards

Have you been convicted of a felony, domestic violence or gross misdemeanor involving moral turpitude (conduct contrary to community standards of justice, honesty and good morals)?

Yes No

Education

Note: only complete this section if a degree is required for this position

College, Professional, Vocational or Other Schools attended:

University of Maryland MD California Lutheran University California Institute of Finance- Graduate Studies in Business

Major Subject:

Degree Conferred:

Briefly describe the qualifications you possess which you feel would be an asset to this Board/Committee/Commission:

As an over thirty year resident of Carson City I have watched this community grow and evolve. I think the open spaces are one of the things that makes this community special. While my main career has been as an Emergency Physician, I also have a strong background in business and finance. I appreciate that the preservation of open space, must be balanced by the resources available to obtain and preserve it. I have no agenda beyond giving back to the community and preserving and enhancing our quality of life.

List the community organizations in which you have participated and describe participation:

Carson Tahoe Health Board of Trustees 2010- present

List your affiliation with professional or technical societies: *if required for the position.

Upload a Resume

Declaration to Accept Terms & Conditions

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I have read and understand the Carson City's Boards, Committees and Commissions Policies and Procedures.

I Agree *

David J Strull MD, FACEP

Professional experience

August 2018-present

Chief Business Officer, Carson Tahoe Emergency Physician

After 35 years of clinical practice I retired from the bedside. I continue to run our business, grow our practice, and mentor our new providers

June 1988 to August 2018

Director, Carson Tahoe Emergency Physicians

As the managing partner of this practice I have grown our organization from 5 to 28 physicians midlevel providers. We now care for over 50,000 patients per year

June 1985 to June 1988

Staff Physician, Carson Tahoe Emergency Physicians

Residency

Emergency Medicine

June 1982 to June 1985

Chief Resident

July 1984 to June 1985

Wake Forest School of Medicine

Winston Salem, North Carolina

Education

2010 California Lutheran University Graduate course in Business

1982 University of Maryland, School of Medicine Baltimore, Maryland
M.D.

1977 Oberlin College Oberlin, Ohio
BA

Certification

Board Certified, Emergency Medicine

1986, recertified 1995, 2004, 2014

Additional professional activities & Community Service

Board of Trustees, Carson Tahoe Regional Healthcare

2010- present

Chairman Department of Emergency Medicine
Carson Tahoe Hospital
1989-1992, 1994-1996, 1998-2000, 2002-2004
Vice Chairman 1992-1994, 1996-1998, 2000-2002, 2005-12
Chief of Staff, Carson Tahoe Hospital 1992-1993
Vice Chief of Staff 1991-1992
Director Advanced Cardiac Life Support, Carson Tahoe Hospital
1985-1992
Affiliate Faculty, Nevada American Heart Association
1986-1992
Chairman, Committee on Trauma Nevada State EMS
1985-1987
Medical Director, Carson Douglas EMS
1986-1991

Licensure

Nevada #5231
North Carolina #27318

Hospital Privileges

Carson Tahoe Regional Medical Center

Professional memberships

American College of Emergency Physicians
American Medical Association
Alpha Omega Alpha

Personal Information

Birth date: November 8, 1955
Birth place: Pittsburgh, Pennsylvania
Citizenship: United States
Spouse: Ilona
Children: Jason, age 34

Rachel age 33

Hobbies: Hiking, Biking, Skiing, Paddle boarding

Adventure Travel, Labrador Retrievers

References

Available upon request

Profile

Gary _____ Stone _____
 First Name Middle Initial Last Name

gmstone@sbcglobal.net _____
 Email Address

1602 N. Division St _____
 Street Address Suite or Apt

CARSON CITY _____ NV _____ 89703 _____
 City State Postal Code

Home: (775) 815-7950 _____ Home: _____
 Primary Phone Alternate Phone

Which Boards would you like to apply for?

Open Space Advisory Committee: Submitted

Question applies to multiple boards

Why would you like to serve on this Board/Committee/Commission?

I have lived in Carson City for 40 years and and enjoy hiking the numerous trails that have been developed. I would like to be a part of keeping them enjoyable.

Question applies to multiple boards

Are you currently a registered voter in Carson City?

Yes No

Question applies to multiple boards

Are you currently a member on any other Carson City Board, Committee or Commission?

Yes No

Question applies to multiple boards

If yes, please list:

Question applies to multiple boards

Term expiration:

Conflict of Interest

Question applies to multiple boards

Within the past twelve (12) months, have you been employed by Carson City (including as an elected official)?

Yes No

Question applies to multiple boards

Do you currently have a contract with Carson City for services/good?

Yes No

Question applies to multiple boards

If yes, please provide contract details:

Question applies to multiple boards

Have you been convicted of a felony, domestic violence or gross misdemeanor involving moral turpitude (conduct contrary to community standards of justice, honesty and good morals)?

Yes No

Education

Note: only complete this section if a degree is required for this position

College, Professional, Vocational or Other Schools attended:

Major Subject:

Degree Conferred:

Briefly describe the qualifications you possess which you feel would be an asset to this Board/Committee/Commission:

List the community organizations in which you have participated and describe participation:

List your affiliation with professional or technical societies: *if required for the position.

Upload a Resume

Declaration to Accept Terms & Conditions

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I hereby declare that all statements given by me on this form are truthful and complete to the best of my knowledge.

I have read and understand the Carson City's Boards, Committees and Commissions Policies and Procedures.

I Agree *

Profile

<u>David</u>	<u>W</u>	<u>Francel</u>
First Name	Middle Initial	Last Name

francel@att.net
Email Address

<u>2183 Canterbury Lane</u>	<u></u>
Street Address	Suite or Apt

<u>Carson City</u>	<u>NV</u>	<u>89703</u>
City	State	Postal Code

<u>Mobile: (775) 220-6057</u>	<u>Home:</u>
Primary Phone	Alternate Phone

Which Boards would you like to apply for?

Open Space Advisory Committee: Submitted

Question applies to multiple boards

Why would you like to serve of this Board/Committee/Commission?

I would like to serve on the Open Space Advisory committee because as an active retiree that moved to Carson City partially because of the open space activities, I believe the open spaces are some of the resources the city should be proud of and work to manage them for all citizens.

Question applies to multiple boards

Are you currently a registered voter in Carson City?

Yes No

Question applies to multiple boards

Are you currently a member on any other Carson City Board, Committee or Commission?

Yes No

Question applies to multiple boards

If yes, please list:

NA

Question applies to multiple boards

Term expiration:

NA

Conflict of Interest

Question applies to multiple boards

Within the past twelve (12) months, have you been employed by Carson City (including as an elected official)?

Yes No

Question applies to multiple boards

Do you currently have a contract with Carson City for services/good?

Yes No

Question applies to multiple boards

If yes, please provide contract details:

NA

Question applies to multiple boards

Have you been convicted of a felony, domestic violence or gross misdemeanor involving moral turpitude (conduct contrary to community standards of justice, honesty and good morals)?

Yes No

Education

Note: only complete this section if a degree is required for this position

College, Professional, Vocational or Other Schools attended:

Major Subject:

Degree Conferred:

Briefly describe the qualifications you possess which you feel would be an asset to this Board/Committee/Commission:

I worked as an Aero Space Engineering program Manager with Top Secret security clearance, managing multi million dollar budgets, with tight schedules and multiple teams of different skills while reporting to my management and the government. My management, people skills, love for the outdoors and being retired will allow me to work with and be an asset to the Open Space Advisory committee.

List the community organizations in which you have participated and describe participation:

I'm currently and active member of Mussel Power and Tahoe mountain bike patrol. I've served the last 3 years as Parade Marshal for the Nevada Day Parade. I started last year being a Judge for Carson City High School Senior Projects.

List your affiliation with professional or technical societies: *if required for the position.

Upload a Resume

Declaration to Accept Terms & Conditions

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I hereby declare that all statements given by me on this form are truthful and complete to the best of my knowledge.

I have read and understand the Carson City's Boards, Committees and Commissions Policies and Procedures.

I Agree *

David W. Francel
14342 Yukon Ave.
Hawthorne, CA 90250
(310) 219-0883 home (310) 334-7525 office

Objective

A challenging position utilizing formal education and work experience in a technical field with growth opportunities and increasing responsibilities.

Experience

Raytheon Systems Company, Sensors and Electronics Systems former Hughes Aircraft Company, Radar Systems Group – January 1983 to present
Started in the management training Manufacturing Development (Rotation) Program and progressed as Mechanical Design Engineer, Mechanical Systems Engineer, Project Engineer, Senior Project Engineer to the current position of Project Manager with the last two assignments listed below. Each assignment has had increasing responsibility for cost and schedule.

Project Manager Circulator Programs, Solid State Microwave (SSM) October 1995 – present

Project Manager for military radar circulator programs ranging from small quantity engineering prototypes to large quantity production programs. With the advent of Active Electronically Scanned Antennas (AESA) there was a need for Transmit – Receive (TR) switching circulators.

As Project Manager assigned to cultivate the new business venture, used all five Project Management Group Process areas; Project Initiation, Project Planning, Project Execution, Project Control, and Project Closing.

Developed Integrated Product Teams for design, implementation and production of circulators.

Managed many separate circulator programs from proposal to close with complete schedule and cost responsibility.

Project Manager Surface Acoustic Wave (SAW) delay line, Solid State Microwave (SSM), July 1994 – September 1995,

Project Manager for military radar Surface Acoustic Wave (SAW) delay line programs that was transferred to SSM from another laboratory that was being consolidated and moved out of state.

As Project Manager for the transferred technology with multiple existing programs, unutilized Project Execution, Project Control, and Project Closing. Analyzed all aspects of project schedules and costs to successfully complete projects in a timely manner.

Fluent in Microsoft Project and Office products.

DOD Top Secret security clearance.

David W. Francel

Education / Certification

Project Manager Professional (PMP) Certification, May 1999
Project Management Institute
Upper Darby, PA 19082

Master of Project Management, August 1998
Keller Graduate School of Management
Oakbrook Terrace, IL 60181

Bachelor of Science, Industrial Technology, May 1982
Concentration: Manufacturing Engineering
Minor: Business Administration
University of Wisconsin – Stout
Menomonie, WI 54751

Associate Degree, Liberal Arts, June 1980
Lakewood Community College
White Bear Lake, MN 55110

Profile

<u>Daniel</u> First Name	<u>J</u> Middle Initial	<u>Greytak</u> Last Name
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greytak@hotmail.com
Email Address

<u>5569 ELYMUS RD</u> Street Address	<u></u> Suite or Apt
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<u>CARSON CITY</u> City	<u>NV</u> State	<u>89701</u> Postal Code
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<u>Home:</u> Primary Phone	<u>Home:</u> Alternate Phone
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Which Boards would you like to apply for?

Open Space Advisory Committee: Submitted

Question applies to multiple boards

Why would you like to serve of this Board/Committee/Commission?

I have a strong interest in the CC open space program, especially the Carson River area.

Question applies to multiple boards

Are you currently a registered voter in Carson City?

Yes No

Question applies to multiple boards

Are you currently a member on any other Carson City Board, Committee or Commission?

Yes No

Question applies to multiple boards

If yes, please list:

Question applies to multiple boards

Term expiration:

Conflict of Interest

Question applies to multiple boards

Within the past twelve (12) months, have you been employed by Carson City (including as an elected official)?

Yes No

Question applies to multiple boards

Do you currently have a contract with Carson City for services/good?

Yes No

Question applies to multiple boards

If yes, please provide contract details:

Question applies to multiple boards

Have you been convicted of a felony, domestic violence or gross misdemeanor involving moral turpitude (conduct contrary to community standards of justice, honesty and good morals)?

Yes No

Education

Note: only complete this section if a degree is required for this position

College, Professional, Vocational or Other Schools attended:

Major Subject:

Degree Conferred:

Briefly describe the qualifications you possess which you feel would be an asset to this Board/Committee/Commission:

I have a natural resource management background. I am retired from the Nevada Division of Forestry (23 yrs.) in the Nursery/Seedbank program. I also was an Environmental Specialist with the Washoe Tribe Environmental Department (13 yrs).

List the community organizations in which you have participated and describe participation:

I served 3 terms on the Carson River Advisory Committee 7/2007 - 7/2013 representing wildlife interest I was a founding member of the Clear Creek Watershed Group, participating in a grass roots environmental organization (Approx. 10 yrs) I served as the Tribal representative to the Carson River Coalition, and sat on Flood Plane Management Committee I participated in the Silver Saddle Ranch Charrette 2008

List your affiliation with professional or technical societies: *if required for the position.

Former Certified Arborist, International Society of Arborist Past member of the International Erosion Control Association

Upload a Resume

Declaration to Accept Terms & Conditions

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I hereby declare that all statements given by me on this form are truthful and complete to the best of my knowledge.

I have read and understand the Carson City's Boards, Committees and Commissions Policies and Procedures.

I Agree *

Chapter 13.06 - OPEN SPACE

Sections:

13.06.010 - Purpose.

In the broadest sense, the objective of the open space program is to promote quality of life for citizens of Carson City through the preservation and protection of the quality of the natural environment which has given Carson City much of its character. This natural environment includes many spectacular views of the mountains, Carson River, and Eagle Valley. The natural streams, wetlands and open lands, with their water and related plant and animal life complement the scenic vistas and remind us of the area's early history. These natural areas, water bodies, vistas and panoramas, natural landmarks, and native flora and fauna are intended to be preserved and protected for the enjoyment of this and future generations by the judicious use of funding for open space.

As Carson City continues to grow, open spaces should be provided and woven into the fabric of the city. These open spaces may define developed areas within the community, and in certain areas may define the boundary of the city. They are intended to obtain a balance and harmony between physical development and open space for the benefit of Carson City citizens. Preservation of open space in all parts of the city will foster appreciation of the natural environment, provide increased opportunities for passive recreation, preserve agricultural uses, allow connecting open space corridors, and improve the quality of life.

Carson City encourages residents of this community and other concerned persons or parties to donate certain lands or funds for use in the open space program. The board of supervisors may by resolution accept properties not acquired with open space funds into the open space program after a recommendation from the open space advisory committee.

The open space advisory committee shall provide the oversight over the administration and expenditure of funds from the open space division of the quality of life special revenue fund established by Carson City Municipal Code 21.07. The funding for open space including interest and other income, may be used for the acquisition, restoration of natural resources, development and construction which afford for public access, health and safety, equipping, improvement, maintenance, conservation planning and management of real property for open spaces acquired through the fund; and administrative costs approved by the committee.

(Ord. 1997-30 § 1 (part), 2, 1997).

13.06.020 - Creation of an open space advisory committee.

There is hereby created an open space advisory committee, hereinafter referred to as the committee, consisting of seven (7) members appointed by the board of supervisors.

(Ord. 1997-30 § 1 (part), 3, 1997).

13.06.030 - Committee membership.

1. The members of the committee shall be residents of Carson City, and qualified electors. The members shall be selected on the basis of expertise in the areas of natural resources, real estate, community planning, community development, outdoor recreation/education or knowledge of the community.

(Ord. 1997-30 § 1 (part), 4, 1997).

13.06.040 - Term of office and vacancies.

Members of the committee shall serve for varying term lengths not to exceed four (4) years, provided that the first seven (7) members appointed to the committee shall be appointed two (2) for a two (2) year term, two (2) for a three (3) year term and three (3) for a four (4) year term so that thereafter members shall serve for staggered terms of like duration. (Vacancies shall be filled by board of supervisors from appointed alternates. If an alternate is not available, the vacancy shall be filled for the remainder of the term in the same manner that original appointments are made).

(Ord. 2001-1 § 1, 2001: Ord. 1997-30 § 1 (part), 5, 1997).

13.06.050 - Removal from committee.

1. The board of supervisors may remove a committee member for cause.

(Ord. 1997-30 § 1 (part), 6, 1997).

13.06.060 - Powers and duties of open space advisory committee.

1. The committee shall develop an open space element to the Carson City master plan for adoption by the regional planning commission. The committee shall identify and prioritize for the city potential open space acquisitions and make appropriate recommendations. The committee shall obtain and consider public input before making recommendations to the board of supervisors on prospective open space acquisitions, disposal, and management. The committee shall review and provide input and comment to the city manager's proposed budget as it relates to open space matters. The committee shall solicit comments of other affected advisory committees and commissions of Carson City. The committee shall also perform other duties as may be specifically assigned to it by the board of supervisors.
2. The committee in developing the open space element to the Carson City master plan, and in selecting open space lands for possible acquisition and preservation, shall be consistent with the intent of the 1996 ballot explanation, which was: The committee will work to sustain natural and scenic resources and the long-term quality of life in Carson City. And, acquisition of open space land will help preserve mountains, hills and scenic resources, conserve wildlife habitat, protect our drinking water sources and allow outdoor enjoyment of natural areas. Open space, which is defined as undeveloped land with valued natural resources, will be acquired from willing sellers, or by other mutually agreeable methods.
3. Open space will be acquired and maintained as conservancy areas to be used for the following purposes:
 - a. To provide off-street bicycle, hiking and equestrian trails, and trailhead facilities that connect parks, schools and the valley with the mountains.
 - b. To safeguard water resources: watershed areas, water-well sites and designated groundwater recharge areas.
 - c. To safeguard waterway corridors, floodplains, wetlands, streams and the Carson River.
 - d. To develop regional detention areas and protect floodplains.
 - e. To safeguard scenic vistas and enhance the gateways to our city.
 - f. Utilization of land for shaping the development of the city and defining growth by establishing an urban boundary.
 - g. Strategic acquisitions of land to allow for outdoor relaxation, education and future park settings.
 - h. Preservation or enhancement of significant natural areas, wildlife and culturally important lands.

- i. Connecting open space corridors.

(Ord. 1997-30 § 1 (part), 7, 1997).

13.06.070 - Organization and procedure of the open space advisory committee.

1. The committee shall elect a chair and a vice-chair. The committee shall keep minutes and records of its meetings and transactions.
2. The committee shall have regular meetings not less than once a month, unless otherwise determined by the committee.
3. Four (4) members of the committee shall constitute a quorum. An affirmative vote of a majority of the members present shall be necessary to authorize any action by the committee, except as otherwise expressly provided herein.

(Ord. 1997-30 § 1 (part), 8, 1997).

13.06.080 - Prohibited interest/confidentiality.

Any member appointed to the committee shall, upon the acceptance of such appointment, be deemed as having agreed to not disclose any data, the contents of any report or appraisal, or any information of whatsoever nature concerning any specific, prospective open space acquisition, to any person or entity except to other committee members, to members of the board of supervisors, to city staff members whose specific duties include the administration of the city's open space program, or as such disclosure may be required pursuant to court order. Any member who violates the conduct of confidentiality requirements shall be subject to being summarily suspended from the committee and such a violation may be deemed cause for removal.

(Ord. 1997-30 § 1 (part), 9, 1997).

CARSON CITY OPEN SPACE ADVISORY COMMITTEE BYLAWS

MISSION STATEMENT:

Reporting to the Board of Supervisors, the Open Space Advisory Committee will develop, oversee, and support the Open Space Program by working in concert with staff and the public to acquire, interpret, preserve, and enhance natural landscape, agriculture and cultural resources while balancing the needs of the public's opportunities for passive recreation.

1. MEETINGS:

It is the intent of the Open Space Advisory Committee to have regular meetings not less than once a month, unless otherwise determined by the committee, on the third Monday of the month. However, the Chair and the Open Space Manager together can decide to cancel a meeting if there is a lack of sufficient topics and agenda items in their opinion to warrant it.

Regular meetings may also be rescheduled in advance by a majority of Committee members at any regular meeting. If the meeting date is a legal holiday, the meeting may be rescheduled for another date in the same month if possible; the time will be designated by the Committee. All meetings, whether regular or special, shall be made public. A majority of members shall constitute a quorum for the transaction of business.

2. SPECIAL MEETINGS:

Special meetings may be called at any time by the Chair or by a quorum of the Committee. The purpose of the meeting shall be stated and shall be delivered to each member indicating the time, date, and place of the meeting. Non-decision making workshops may be called by the Chair or quorum of the Committee.

3. NOTICE OF MEETINGS:

Notices shall conform with the Nevada Open Meeting Law, N.R.S. Chapter 241. Notices of the meetings are to be posted at least three (3) working days prior to the scheduled meeting and in three locations.

4. OFFICERS:

At the first regular meeting of each calendar year, the Committee shall elect a Chair and Vice Chair for that year. In the absence of the Chair and Vice Chair, the quorum present shall appoint a Chair pro tempore by majority vote.

The City shall provide a Secretary to each and every meeting of the Committee to act as a recorder, vote counter, and to take roll.

OFFICERS: (Continued)

The terms of the office for the officers shall be one year, but any officer may be removed from office by a majority vote of the Committee. Any officer may resign his or her elected office at any time, with or without approval from the Committee. Except in circumstances where an officer is removed from the Committee for cause, an officer who is removed or resigns from an elected office may still remain on the Committee for the duration of his or her appointment as a Committee member.

The Chair can only serve as Chair for two consecutive years.

When an officer resigns his or her elected office, he or she shall communicate such resignation to the Committee. The Committee shall elect a new officer no later than the first regular meeting after an officer has been removed or has resigned from an elected office. The Committee may appoint an officer pro tempore to act during any interim period occurring after the removal or resignation of an officer and before any subsequent election of a new officer.

5. DUTIES OF CHAIR:

- a. The Chair shall be responsible for the conduct of all Open Space Advisory Committee meetings.
- b. The Chair shall confer with the Director of Parks and Recreation, or his designee, who places matters on the agenda.
- c. Any member of the Committee may request that items be scheduled for a Committee meeting.
- d. In the absence of the Chair, these duties shall be assumed by the Vice Chair, then the Chair pro tempore.

6. RESIGNATION:

Any Committee member may resign at any time by sending written notice of such resignation to the Parks and Recreation Department.

7. POWERS OF THE COMMITTEE:

The Committee shall have power as follows:

- a. Those powers written in the City Ordinance creating this Committee.
- b. To organize and dissolve subcommittee(s) of the Open Space Advisory Committee.
- c. To cooperate with other government agencies and civic groups in the advancement of sound open space planning and management.

8. AMENDMENT:

An amendment to these bylaws introduced at any regular meeting shall be voted on at the next meeting and require an affirmative vote of 2/3^{rds} of the total Committee membership in order to pass.

9. ATTENDANCE:

Regular attendance at meetings shall be expected of all members. In any calendar year, Committee members shall attend a minimum of seventy-five percent (75%) of the scheduled regular Open Space Advisory Committee meetings, and shall exercise due diligence in attending special meetings, public hearings, workshops, and study sessions.

- a. Approval for excused absence may be granted to any member by the Chair of the Committee. Should an absence be excused by the Chair for reasons of illness, death in the family, or an emergency, this will be recorded as an excused absence and will not reflect on the attendance record.
- b. Should a Committee member miss a meeting for other reasons, the Chair may find that this is an excused absence, and it will not reflect on the attendance record. This discretion of the Chair is based on the Committee member's overall attendance record.

10. QUORUM:

- a. A quorum shall be four (4) members of the Committee.
- b. To be considered an approval motion, a vote of a simple majority of the Committee present shall be required, unless a two-thirds vote is required for the action. A requirement for a two-thirds vote shall mean that five (5) Committee members vote aye on the motion.

11. CONDUCT OF THE MEETINGS:

- a. Committee members shall arrive in a timely manner prior to the opening gavel.
- b. There shall be no smoking or consumption of alcoholic beverages in the Committee chambers during the Committee meeting.
- c. Committee meetings shall not take place without a representative of the Parks and Recreation Department present.
- d. It shall be the policy of the Committee that a representative of the District Attorney shall be present if the Chair or a Committee member in consultation with the Chair and Open Space Manager so request. Staff will always have the right to request District Attorney representation.

12. REPORTS AND MEETING PACKETS:

- a. The Open Space Manager shall prepare reports on behalf of the Parks and Recreation staff or Open Space Advisory Committee member for each item for which a public hearing is scheduled.
- b. Each staff report shall be in the form and style as determined by the Open Space Manager. At a minimum, the report shall recommend to the Committee the necessary findings required to consider an action on a project; recommend language for a motion supporting the proposed action; and recommend conditions to ensure conformance of the proposed project with City policy and regulations.
- c. The Open Space Manager may present reports either orally or with written background materials for any other topics that are not scheduled as public hearing before the Committee. Such items shall be identified on the meeting agenda.

13. PARLIAMENTARY AUTHORITY:

Roberts Rules of Order shall apply at any time that a matter under consideration is not covered by these bylaws.