

**CARSON CITY CONSOLIDATED MUNICIPALITY
NOTICE OF MEETING OF THE
OPEN SPACE ADVISORY COMMITTEE
AND
PARK AND RECREATION COMMISSION**

Day: Tuesday
Date: December 6, 2022
Time: Beginning at 5:30 pm
Location: Community Center, Robert ‘Bob’ Crowell Board Room
851 East William Street
Carson City, Nevada 89701

AGENDA

NOTICE TO THE PUBLIC:

Members of the public who wish only to view the meeting but do NOT plan to make public comment may watch the livestream of the Joint meeting of the Open Space Advisory Committee and Parks and Recreation Commission meeting at www.carson.org/granicus and by clicking on “In progress” next to the meeting date, or by tuning in to cable channel 191. Livestream of the meeting is provided solely as a courtesy and convenience to the public. Carson City does not give any assurance or guarantee that the livestream or cable channel access will be reliable. Although all reasonable efforts will be made to provide livestream, unanticipated technical difficulties beyond the control of City staff may delay, interrupt, or render unavailable continuous livestream capability.

The public may provide public comment in advance of a meeting by written submission to the following email address: parkspubliccomment@carson.org. For inclusion or reference in the minutes of the meeting, your public comment must include your full name and be submitted via email by not later than 3:00 p.m. the day before the meeting. Public comment during a meeting is limited to three minutes for each speaker.

1. Call to Order

2. Roll Call & Determination of Quorum

3. Public Comments ** The public is invited at this time to comment on and discuss any topic that is relevant to, or within the authority of the Open Space Advisory Committee or the Parks and Recreation Commission.

4. For Possible Action: Approval of Minutes – Joint Open Space Advisory Committee and Parks and Recreation Commission meeting of 7/18/2022; Parks and Recreation Commission meeting of 8/16/2022; Joint Open Space Advisory Committee and Parks and Recreation Commission Meeting of 8/16/2022; and Open Space Advisory Committee meeting of 10/17/2022.

5. Meeting Items:

5.A. For Discussion Only: Presentation regarding “A Trailhead in Every Park” and Nevada Division of Outdoor Recreation priorities, including legislation for the 2023 session. (*Matthew Weintraub, Deputy Administrator, Nevada Division of Outdoor Recreation*)

Staff Summary: At the Transportation, Trails and Tourism Summit, Matthew Weintraub, Deputy Administrator of the Nevada Division of Outdoor Recreation gave a presentation entitled “A Trailhead in Every Park” and Member Inversin requested the presentation be given to the Open Space Advisory Committee and Parks and Recreation Commission.

5.B. For Discussion Only: Presentation regarding activities related to two trail projects managed the Open Space Division: The Capital to Tahoe Trail, and the Odyssey Trail. (*Gregg Berggren, gberrgren@carson.org*)

Staff Summary: Updates regarding the history and status of The Capital to Tahoe Trail, as well as the Odyssey Trail on Prison Hill.

5.C. For Possible Action: Discussion and possible action regarding a recommendation to the Board of Supervisors (“Board”) concerning proposed updates to the Parks, Recreation and Open Space Department (“Department”) Fee Policy and Schedule. (*Jennifer Budge, jbudge@carson.org and Dan Earp, djearp@carson.org*)

Staff Summary: This item, if approved, will update policies, procedures and fees related to facilities, programs and services provided by the Department. Fees are based on a comparative market analysis, facility and program use, cost recovery, legal mandates, and staff input.

5.D. For Possible Action: Discussion and possible action regarding the Open Space Advisory Committee meeting schedule for calendar year 2023. (*Lyndsey Boyer, lboyer@carson.org*)

Staff Summary: The Open Space Advisory Committee shall meet four times per year, with two joint meetings with the Parks and Recreation Commission, as directed by the Board of Supervisors. This item, if approved, will establish the Committee's meeting schedule for calendar year 2023.

5.E. For Possible Action: Discussion and possible action regarding the Parks and Recreation Commission meeting schedule for calendar year 2023. (*Jennifer Budge, jbudge@carson.org*)

Staff Summary: The Parks and Recreation Commission shall meet four times per year, with two joint meetings with the Open Space Advisory Committee, as directed by the Board of Supervisors. This item, if approved, will establish the Commission's meeting schedule for calendar year 2023.

6. Staff Updates – For Discussion Only:

6.A. Director’s Report: Updates regarding the Department’s projects, programs, facilities, and events; grants; status of recruitment for vacant positions; OSAC/PRC Boards Retreat December

16; Mills Park Master Plan update; Dog Rules and Regulations Policy; legislative items; and Board of Supervisor's action items. (*Jennifer Budge*, jbudge@carson.org)

7. Members' Announcements and Requests for Information

8. Future Agenda Items – Discussion only

9. Public Comments:**

The public is invited at this time to comment on any matter that is not specifically included on the agenda as an action item. No action may be taken on a matter raised under this item of the agenda.

10. For Possible Action: To Adjourn

****PUBLIC COMMENT LIMITATIONS** – The Committee will provide at least two public comment periods in compliance with the minimum requirements of the Open Meeting Law prior to adjournment. No action may be taken on a matter raised under public comment unless the item has been specifically included on the agenda as an item upon which action may be taken. **Public comment will be limited to three minutes per speaker to facilitate the efficient conduct of a meeting and to provide reasonable opportunity for comment from all members of the public who wish to speak.** Testimony from a person who is directly involved with an item, such as City staff, an applicant or a party to an administrative hearing or appeal, is not considered public comment and is not subject to the three-minute time limitation.

Agenda Management Notice - Items on the agenda may be taken out of order; the public body may combine two or more agenda items for consideration; and the public body may remove an item from the agenda or delay discussion relating to an item on the agenda at any time.

Titles of agenda items are intended to identify specific matters. If you desire detailed information concerning any subject matter itemized within this agenda, you are encouraged to call the responsible agency or the City Manager's Office. You are encouraged to attend this meeting and participate by commenting on any agenda item.

Notice to persons with disabilities: Members of the public who are disabled and require special assistance or accommodations at the meeting are requested to notify the Parks, Recreation & Open Space Department by calling (775) 887-2262 or in writing at 3303 Butti Way, Building #9, Carson City, Nevada 89701 at least 24 hours in advance.

If you would like more information about any of the agenda items listed above, please contact the staff member listed at the end of the particular item you are interested in at (775) 887-2262.

To request a copy of the supporting materials for this meeting contact Patti Liebespeck at pliebespeck@carson.org or call (775) 887-2262.

This agenda and backup information are available on the City's website at www.carson.org/agendas and at the Carson City Parks, Recreation & Open Space Department located at 3303 Butti Way, Building #9, Carson City, Nevada, 89701.

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