

OPEN SPACE ADVISORY COMMITTEE STAFF REPORT

MEETING DATE: June 18, 2018

AGENDA ITEM NUMBER: 3E

STAFF: Ann Bollinger, Open Space Administrator

REQUEST: For Possible Action: Review of the 2018-2019 work plan; discussion regarding staff, projects, and priorities; and request to amend the budget allocations in the amount of \$55,000 for Fiscal Year 2018-2019.

GENERAL DISCUSSION:

At the February 26, 2018 meeting of the Open Space Advisory Committee and the agenda item for approval of the annual work plan, there were a number of comments and questions requesting further information. The purpose of this agenda item is to provide a thorough review of past, present and future operations of the Open Space Division including staff, projects, priorities, and budget.

Attached to this staff report are several documents for review and discussion:

- Carson City Municipal Code, Chapter 13.06
- Budget for Fiscal Year 2018-2019
- Organization Charts
 - Department-wide
 - Open Space Division
 - Current
 - Proposed
 - Recommendations from the "Management Plan for Open Space and Parks in the Carson River Area" (2016)
- Open Space Staffing Analysis and Assessment
- Open Space Opportunities Maps
 - East Side
 - West Side
 - Table with Status Updates
- Open Space Properties Map
- Work Plan for Fiscal Year 2018-2019 (noting staff lead and timeframes for completion)
- Work Plan for Fiscal Year 2017-2018 (noting completed projects)

Carson City Municipal Code, Chapter 13.06 – Open Space has been attached and specific sections regarding expenditures have been highlighted. The annual budget is usually reviewed by the Committee at the first meeting of the year and adopted by the Board of Supervisors in May. Attached, the Committee will find a copy of the entire budget (minus grants) for Fiscal Year

2018-2019, as well as past years for comparison. For Fiscal Year 2018-2019, the estimated revenue is \$1,166,759. Throughout the year, line items can be adjusted. Depending on the expense, approval from the Internal Finance Committee and/or Board of Supervisors may be required. Please note that some line items cannot be changed by the Committee.

In preparation of this agenda item, staff reviewed short-term and long-term goals of the Open Space Program. Past and future trends of land acquisition and staffing were considered. In the “Open Space Staffing Analysis and Assessment” worksheet, the Committee can see that the Open Space Program has been thoughtful and strategic about adding new staff positions, both full-time and part-time. Currently, the Program manages 6,730 acres with nine positions. While some projects in the Work Plan(s) have been delayed, the delays are a result of past understaffing levels. Open Space lands are generally low-maintenance, and Open Space staff believe that the current staffing level is sufficient to catch up and maintain our facilities.

In the short-term (2019-2024), with or without the additional acquisitions, staff recommends the upgrade (Trails Coordinator) and/or addition of one full-time and two part-time positions. This is primarily due to the anticipated increase of events at Silver Saddle Ranch and the Prison Hill Recreation Area as well as the imminent construction of trailhead facilities. An “Organizational Chart – Proposed” was developed to illustrate the change in organizational structure and supervisory responsibilities.

In the long-term (2024-2034), full “build-out” (acquisition all remaining properties) could result in an estimated total of 9,500 acres. Additional staff needs can be reviewed at that time.

Additionally, staff would like to request the purchase of another truck as well as a UTV (side-by-side). Currently, there are four full-time staff (including one Park Ranger who is managed by the Park Operations Superintendent), four part-time staff who need a vehicle, and only four vehicles. There is a near-daily juggle for vehicle usage, and there is not a spare vehicle if one is taken out of service. A UTV is highly desirable for effective management of the south end of the Prison Hill Recreation Area as well as other motorized routes. The estimated cost for a new, outfitted truck is \$37,000 and a new, outfitted UTV plus trailer is approximately \$18,000. Staff recommends the transfer of funds from the acquisition account to the equipment account.

RECOMMENDED ACTION: I move to amend the budget allocations in the amount of \$55,000 for Fiscal Year 2018-2019.

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).

13.06.090 - Annual report.

The committee shall provide an annual report of its activities to the board of supervisors.

(Ord. 1997-30 § 1 (part), 10, 1997).

13.06.100 - Preservation of land.

Generally, lands acquired with open space funds shall be preserved and managed in a near natural condition. Such lands might include scenic vistas, wetlands, streams, floodplains, trail corridors, agricultural lands, highly visible natural areas along major streets and open space buffers. Open space land will generally be open for passive recreation improvements developed where appropriate and environmentally compatible. Examples of compatible passive recreation include hiking, bicycling, equestrian trail uses, nature study, interpretive facilities, wildlife habitat, fishing and photography, or similar compatible uses. Development of traditional, active recreational facilities, such as athletic fields, swimming pools, and tennis courts are precluded. Shared participation in multi-use lands is possible. The open space element of the Carson City master plan, public hearing process and criteria developed by this committee shall provide direction for the acquisition of open space.

(Ord. 1997-30 § 1 (part), 11, 1997).

13.06.110 - Leasing open space lands.

Certain open space properties may be leased for continued open space agricultural uses such as farming or grazing. This approach can provide a link to Carson City's past, protect the land from development and can shift some maintenance costs to the leasee. Generally, the leased properties will continue to afford access for passive enjoyment, to the extent feasible.

(Ord. 1997-30 § 1 (part), 12, 1997).

13.06.120 - Disposal of open space lands and grants of exclusive licenses/permits.

In certain cases, it may be necessary to acquire a larger property in order to preserve a portion of the property as open space. In such cases, the city may dispose of the remainder. No open space lands may be sold, leased (does not include agricultural lease), traded, or otherwise conveyed, nor may any exclusive license or permit on such open space land be given until approval of such disposal or license or permit by the board of supervisors. The committee must hold a public hearing on a proposed disposal or license or permit. The city may not dispose of such lands or give any exclusive license or permit without a recommendation from the committee. The quality of life open space division shall be reimbursed the current market value of the disposed land at the time of its sale, or the cost of that land at the time of its original acquisition, whichever is higher.

(Ord. 1997-30 § 1 (part), 13, 1997).

13.06.130 - Statement of deed.

Any deed conveying to the city open space property that was purchased using open space funds shall contain the notation "This land was purchased with Quality Of Life Sales And Use Tax Funds, and is subject to provisions of the Carson City Municipal Code 13.06."

(Ord. 1997-30 § 1 (part), 14, 1997).

13.06.140 - Maintenance and management.

Except as otherwise provided in this chapter, open space land may not be improved after acquisition unless such improvements are necessary to protect or maintain the land or provide for passive recreation uses such as hiking, bicycling, equestrian and trailhead facilities, nature study, interpretative facilities, wildlife habitat, fishing and photography or similar compatible uses. It may be necessary to close an open space property temporarily, or seasonally, to protect a natural resource, or to make the property safe for public enjoyment. Maintenance and operation funds for open space acquired lands may be made available from the quality of life special revenue fund. The open space element of the Carson City master plan shall provide direction for the maintenance and management of open space lands pursuant to this chapter.

(Ord. 1997-30 § 1 (part), 15, 1997).

13.06.150 - Other public lands.

Funding for open space may be used for passive recreation improvements on other public lands, including federal, state and city-owned lands, maintained in a predominately undeveloped state within Carson City. Examples of compatible passive recreation improvements include trails, bicycling, equestrian and trailhead facilities, nature study, interpretative facilities, wildlife habitat, fishing and photography, or similar compatible uses.

(Ord. 1997-30 § 1 (part), 16, 1997).

	FY 16	FY 17	ESTIMATED	TENTATIVE	
ACCOUNT DESCRIPTION	ACTUALS	ACTUALS	FY 2018	FY 2019	
OFFICE SUPPLIES	1,406	1,134	4,000	4,000	
POSTAGE / SHIPPING	36	88	500	500	
OPERATING SUPPLIES	3,983	279	2,000	2,000	
BOOKS / PERIODICALS	22	0	250	250	
VEHICLE FUEL/OIL (CANNOT BE CHANGED)	1,895	4,747	6,000	5,000	
SUPPLIED UNIFORMS	1,792	511	1,000	1,000	
SMALL FURNISHINGS	0	1,132	-	-	
TELEPHONE	429	830	1,500	1,500	
ISC: GENERAL FUND (CANNOT BE CHANGED)	35,720	33,324	28,172	39,474	
FLEET MANAGEMENT (CANNOT BE CHANGED)	3,375	3,736	7,350	11,133	
* SERVICE AND SUPPLIES	255,371	172,067	499,847	230,070	
CAPITAL OUTLAY					BALANCE AFTER CARRYOVERS
254-5047-452.70-40 CONSTRUCTION	131,099	18,902	385,093	-	
254-5047-452.70-70 LABOR	690	1,218	-	-	
254-5047-452.74-01 LAND ACQUISITION	0	0	1,375,549	512,250	1,887,799
254-5047-452.77-75 EQUIPMENT	0	36,104	37,000	-	
* CAPITAL OUTLAY	131,789	56,224	1,797,642	512,250	

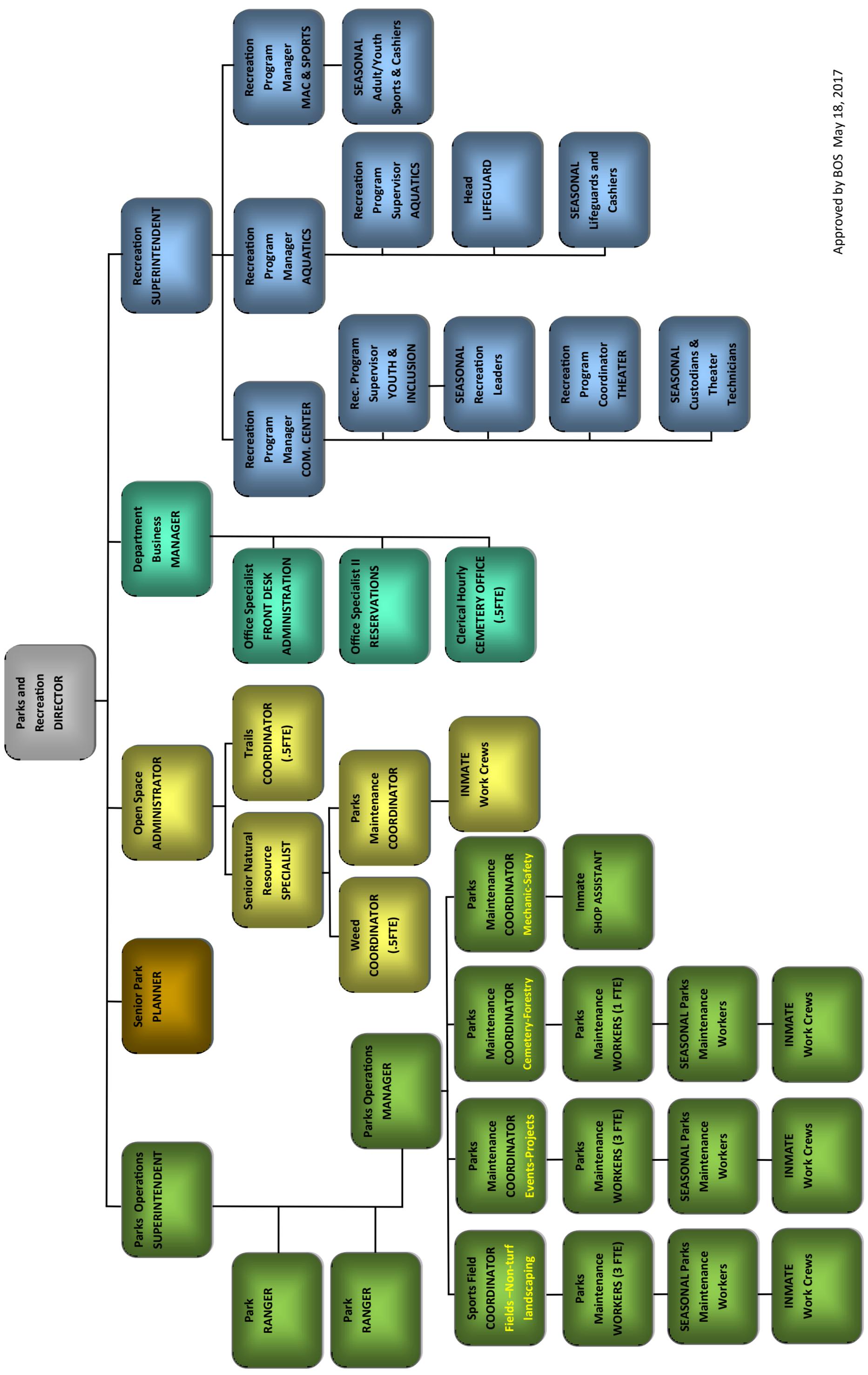
Open Space Staffing Analysis and Assessment

Year	Acres	Full-Time Staff	Part-Time Staff	PROPOSED
2000-2005	564	1) Open Space Administrator	1) Office Assistant	
2006-2007	564	1) Open Space Administrator	1) Natural Resource Specialist	
2008	706	1) Open Space Administrator 2) Natural Resource Specialist		
2009-2014	3,275	1) Open Space Administrator 2) Natural Resource Specialist		
2015	6,730	1) Open Space Administrator 2) Natural Resource Specialist 3) Park Ranger	1) ¼ time Seasonal Maintenance Worker 2) ¼ time Silver Saddle Ranch Caretaker	
2017	6,730	1) Open Space Administrator 2) Natural Resource Specialist 3) Park Ranger 4) Maintenance Coordinator	1) Seasonal Maintenance Worker 2) ¼ time Silver Saddle Ranch Caretaker 3) Trails Coordinator	
2018	6,956 (Anticipated Acquisitions: Fagen and Hamm)	1) Open Space Administrator 2) Natural Resource Specialist 3) Park Ranger 4) Maintenance Coordinator	1) Seasonal Maintenance Worker 2) ¼ time Silver Saddle Ranch Caretaker 3) Trails Coordinator 4) Seasonal Intern 5) Seasonal Maintenance Worker	

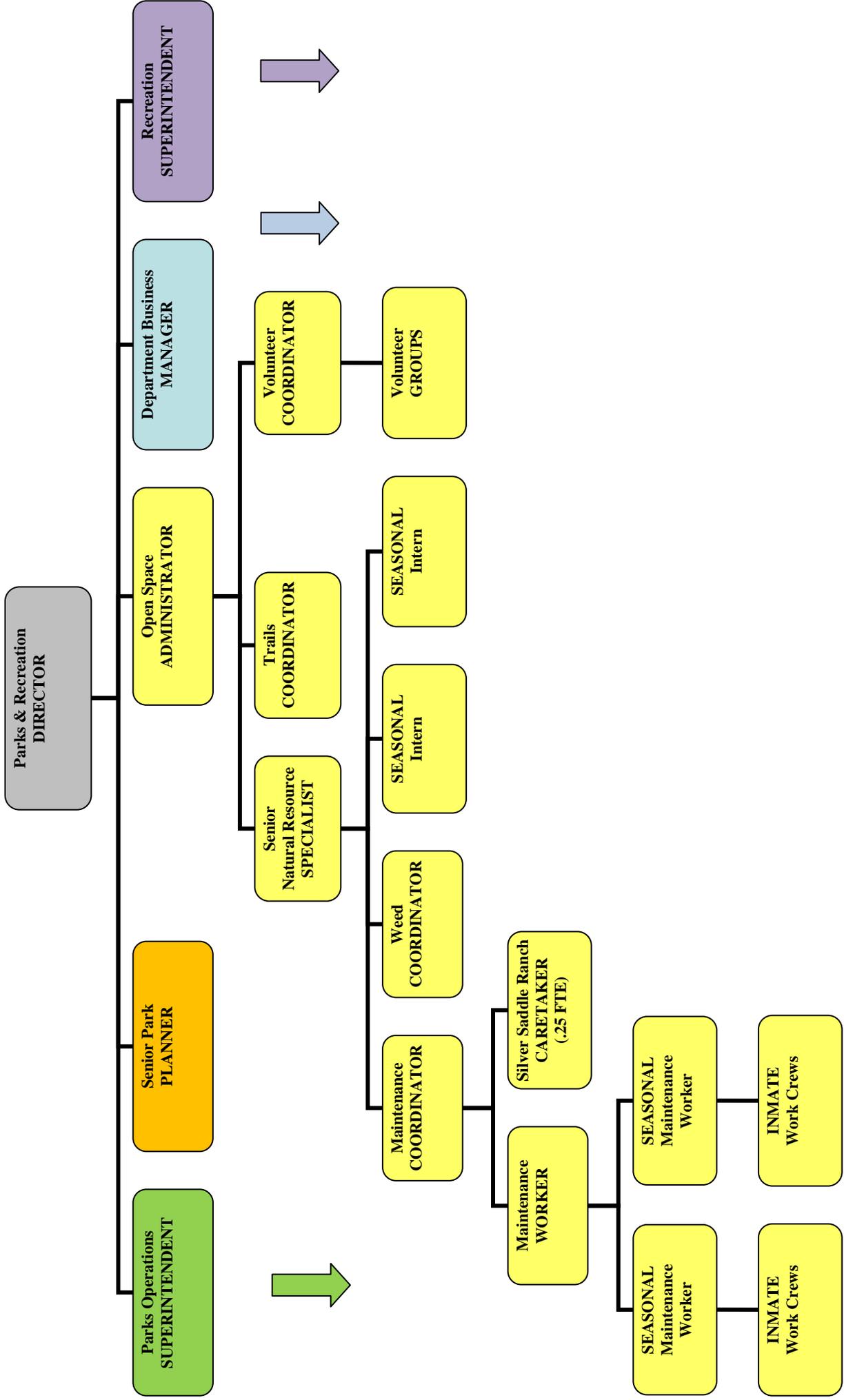
Open Space Staffing Analysis and Assessment

Year	Acres	Full-Time Staff	Part-Time Staff	PROPOSED
2019-2024	8,135 (Assuming acquisition of some previously identified properties.)			<ol style="list-style-type: none"> 1) Part-time/Full-time shared Volunteer Coordinator 2) Seasonal Intern 3) Full-time Trails Coordinator 4) Full-time Maintenance Worker
2024-2034	9,446 (Assuming acquisition of all previously identified properties.)			

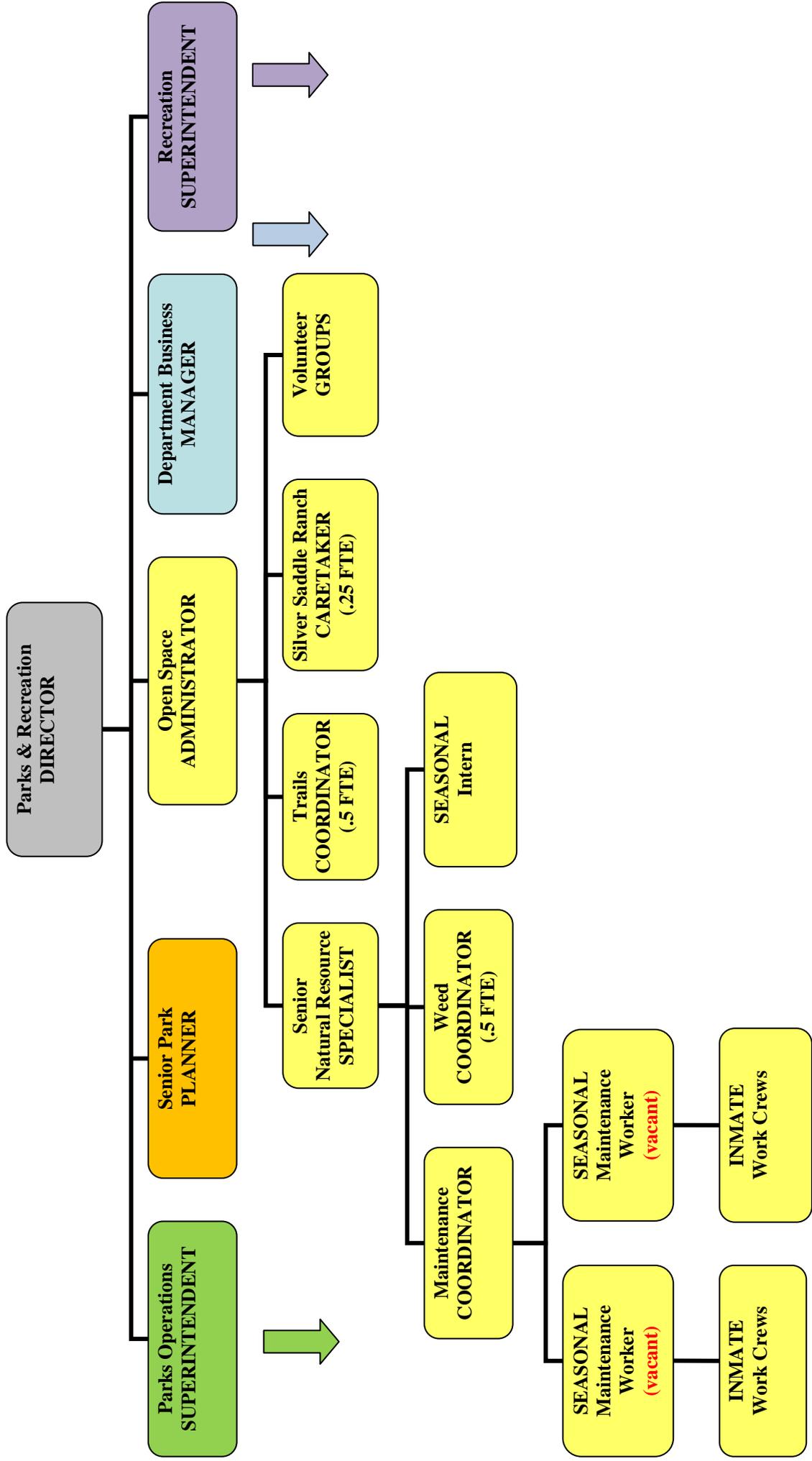
Carson City Parks, Recreation & Open Space Department—ORGANIZATIONAL STRUCTURE



Carson City Parks, Recreation & Open Space Department – Open Space Division
Organizational Chart
PROPOSED – June 18, 2018



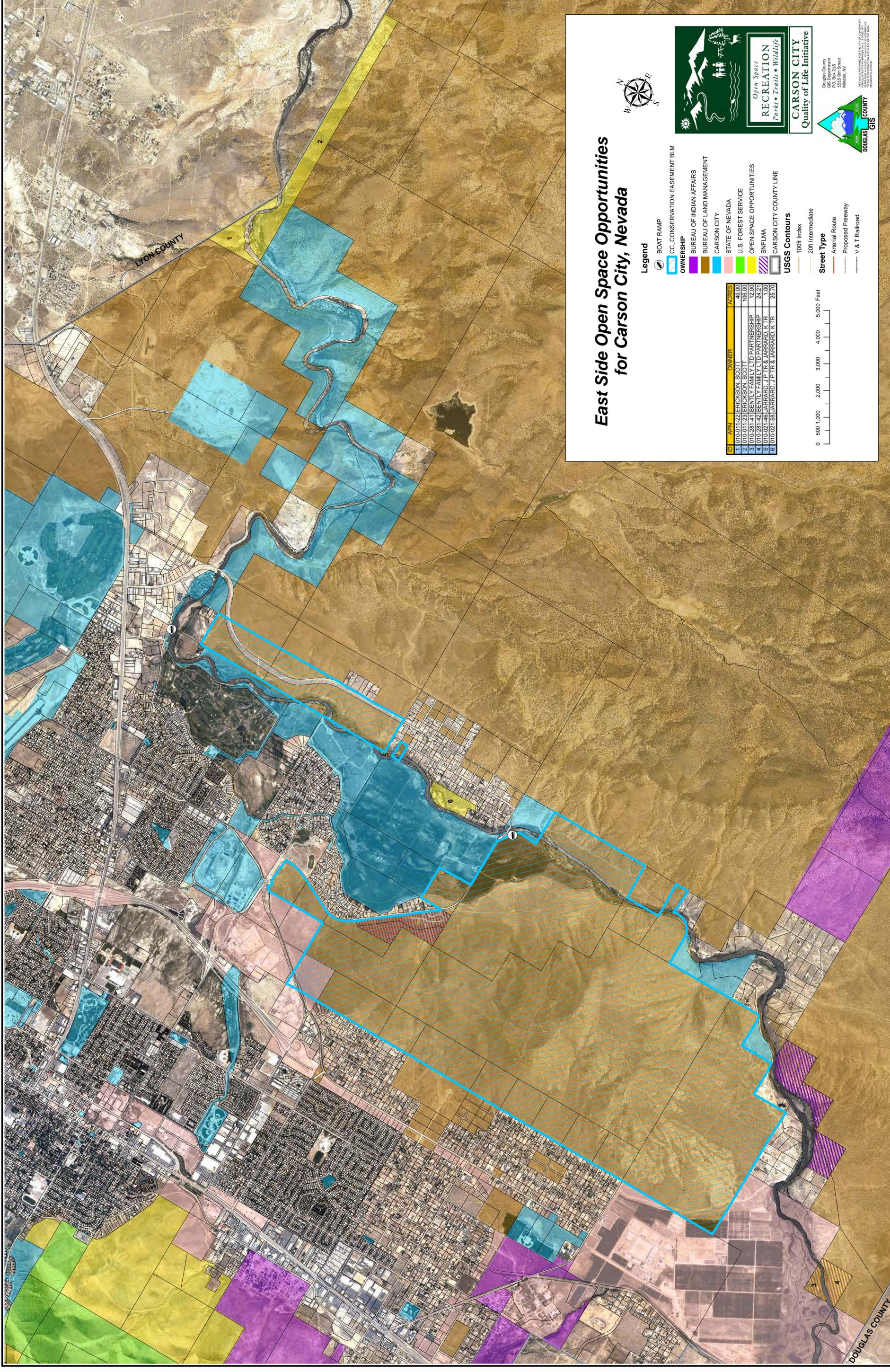
Carson City Parks, Recreation & Open Space Department – Open Space Division
Organizational Chart
CURRENT – June 18, 2018



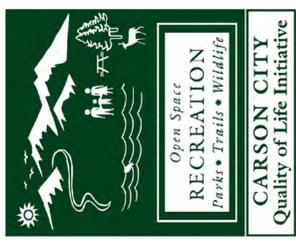
Refer to Open Space Opportunities Maps

ID	APN	OWNER	ACRES	STATUS
Likely / Immediate Acquisition				
11	007-051-81	FAGEN, WILLIAM MICHAEL 2005 TR	20	
26	007-091-66	HAMM, GERALD & LUANNA	187	
33	007-293-29	HAMM, GERALD & LUANNA	20	
		TOTAL	227	
Recent Conservations / Interested in a Transaction				
6	007-051-09	SCHULZ INVESTMENTS	81	
7	007-051-12	THE OLD WOODS RANCH LLC	80	Interested in a Conservation Easement
8	007-051-25	SCHULZ INVESTMENTS	44	
9	007-051-70	SCHULZ INVESTMENTS	275	
10	007-051-79	THE OLD WOODS RANCH LLC	50	Interested in a Conservation Easement
15	007-610-06	JOOST LAND & CATTLE CO, INC	64	Interested in a Conservation Easement
19	007-091-28	CARSON LODGE #1	82	
21	007-091-59	EAGLE VALLEY CONSTRUCTION CO	40	
22	007-091-60	EAGLE VALLEY CONSTRUCTION CO	77	
24	007-091-62	EAGLE VALLEY CONSTRUCTION CO	80	
25	007-091-63	EAGLE VALLEY CONSTRUCTION CO	60	
	007-031-23	NEVADA DIVISION OF STATE LANDS	40	
	007-031-35	NEVADA DIVISION OF STATE LANDS	32	
	007-051-85	NEVADA DIVISION OF STATE LANDS	28	
1 - East Side	010-011-22	ERICKSON, SCOTT	40	
2 - East Side	010-011-23	ERICKSON, SCOTT	106	
		TOTAL	1,179	
No Known History or Current Status				
1	007-031-19	HIGH CANYON TAHOE LLC	80	Past expectations of value were too high
2	007-031-20	HIGH CANYON TAHOE LLC	80	Past expectations of value were too high
3	007-031-25	HERTZ FAMILY LIVING TRUST	50	
4	007-031-31	WEST PEAK-HCT LLC	81	
5	007-031-32	HIGH CANYON TAHOE LLC	81	
13	007-061-05	DARLING SUR TR & DARLING MAR TR	37	Wants to pass down to daughter
14	007-061-06	SCHULZ LIVING TRUST DTD 6/2/80	14	Past expectations of value were too high
16	007-061-22	HAMILTON, WESLEY F	27	(NEW OWNER, HAMILTON FAMILY TRUST)
17	007-061-61	ADAMS, MAE B TRUST	12	(NEW OWNER, - ADAMS CARSON LLC)
18	007-082-01	HAMILTON, WESLEY F	19	(NEW OWNER, HAMILTON FAMILY TRUST)
20	007-091-29	GLENN, MADELINE & SKARAKIS, G	40	
23	007-091-61	WILLOW HILLS I LLC	40	
28	007-092-10	JACKALOPE LLC	9	
29	007-092-11	JACKALOPE LLC	25	
30	007-092-12	SAM NV PROPERTIES LLC SERIES 1	61	(NEW OWNER - SUAREZ REV FAM TR)
31	007-092-13	JACKALOPE LLC	23	
32	007-131-16	PEDERSON, GLADYS TRUST ET AL	25	
34	009-021-02	C C TREAS - TRUSTEE (STANTON PARK DEVELOPMENT INC)	251	

35	009-031-01	C C TREAS - TRUSTEE (STANTON PARK DEVELOPMENT INC)	147	
36	009-031-29	COOLEY, SCOTT M SEP PROP TRUST	73	
37	009-151-01	C C TREAS - TRUSTEE (STANTON PARK DEVELOPMENT INC)	73	
3 - East Side	010-281-41	BENTLY FAMILY LTD PARTNERSHIP	12	
4 - East Side	010-281-42	BENTLY FAMILY LTD PARTNERSHIP	24	
5 - East Side	010-021-46	JARRARD, J P CHILDREN'S TRUST	1	
6 - East Side	010-021-58	JARRARD, J P CHILDREN'S TRUST	26	
		TOTAL	1,311	
Sold/Developed/No Longer Available				
12	007-061-02	LONG, WILLIAM H JR	200	(NEW OWNER, 2018 - MANNSFELD)
27	007-092-07	HORNEMANN, COREY	25	Under Construction



East Side Open Space Opportunities for Carson City, Nevada



- Legend**
- BOAT RAMP
 - CC_CONSERVATION EASEMENT BLM
 - OWNERSHIP**
 - BUREAU OF INDIAN AFFAIRS
 - BUREAU OF LAND MANAGEMENT
 - CARSON CITY
 - STATE OF NEVADA
 - U.S. FOREST SERVICE
 - OPEN SPACE OPPORTUNITIES
 - SNPLMA
 - CARSON CITY COUNTY LINE

ID	APN	OWNER	ACRES
1	010-011-22	ERICKSON, SCOTT	40.00
2	010-011-23	ERICKSON, SCOTT	106.00
3	010-281-41	BENTLY FAMILY LTD PARTNERSHIP	12.00
4	010-281-42	BENTLY FAMILY LTD PARTNERSHIP	24.21
5	010-021-46	JARRARD, J P TR & JARRARD, K TR	1.00
6	010-021-58	JARRARD, J P TR & JARRARD, K TR	25.70

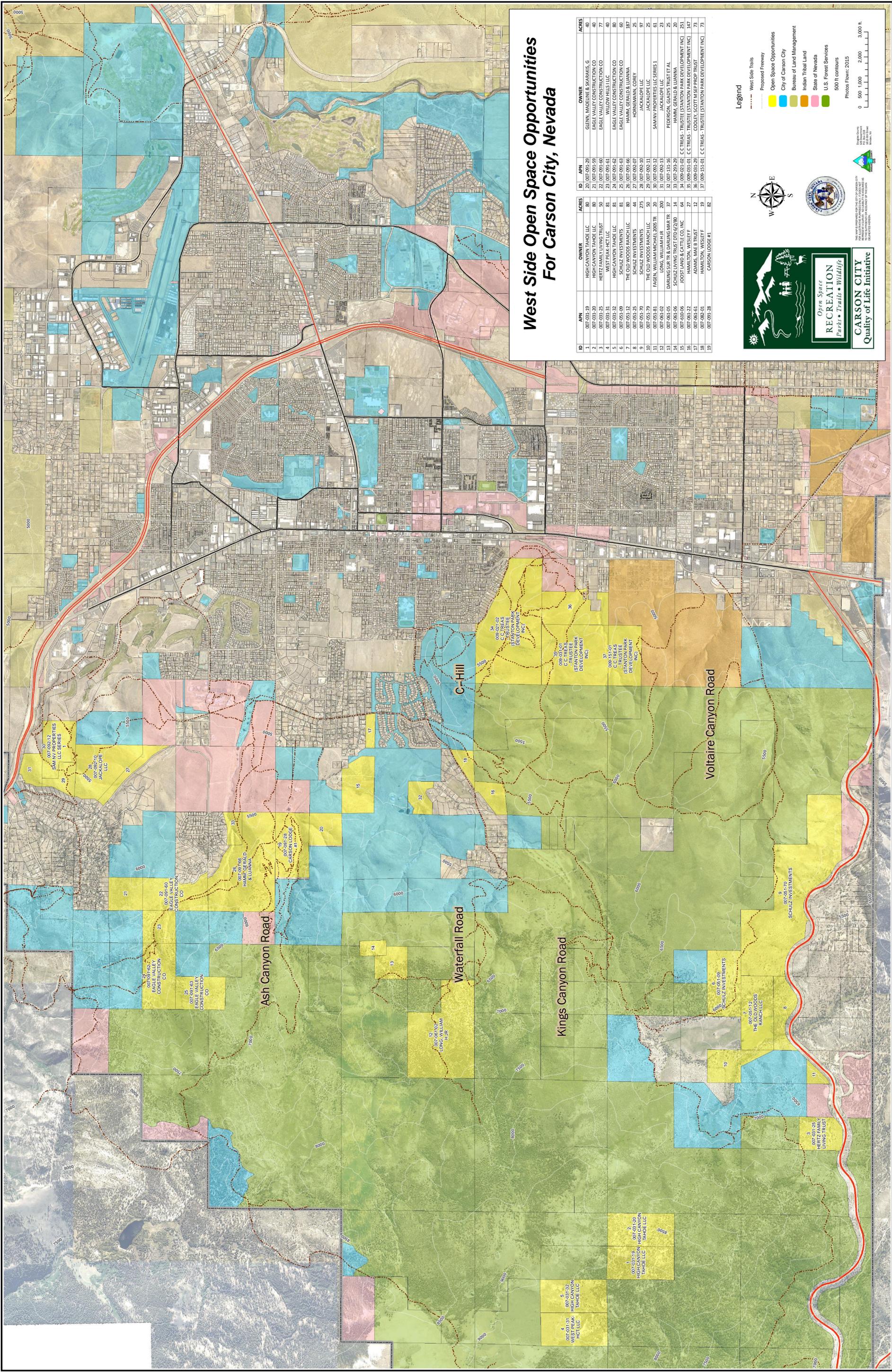
- USGS Contours**
- 100ft Index
 - 20ft Intermediate
- Street Type**
- Arterial Route
 - Proposed Freeway
 - V & T Railroad



Carson City
GIS Department
P.O. Box 218
Carson City, NV
89402

DOUGLAS COUNTY
GIS

THIS MAP PREPARED FOR THE CITY OF CARSON CITY
BY THE CITY OF CARSON CITY GIS DEPARTMENT
THE CITY OF CARSON CITY IS NOT RESPONSIBLE FOR
ANY ERRORS OR OMISSIONS THAT MAY OCCUR
OR FOR ANY DAMAGE TO PERSONS OR PROPERTY
THAT MAY BE CAUSED BY THE USE OF THIS
OR ANY OTHER INFORMATION.



West Side Open Space Opportunities For Carson City, Nevada

ID	APN	OWNER	ACRES	ID	APN	OWNER	ACRES
1	007-031-19	HIGH CANYON TAIHOE LLC	80	20	007-091-29	GERNA, MADELINE & SKARANS, G	40
2	007-031-20	HIGH CANYON TAIHOE LLC	80	21	007-091-59	EAGLE VALLEY CONSTRUCTION CO	40
3	007-031-25	HERTZ FAMILY LIVING TRUST	30	22	007-091-60	EAGLE VALLEY CONSTRUCTION CO	77
4	007-031-31	WEST PEAK HCT LLC	81	23	007-091-61	WILLOW HILLS LLC	40
5	007-031-32	HIGH CANYON TAIHOE LLC	81	24	007-091-62	EAGLE VALLEY CONSTRUCTION CO	40
6	007-031-33	HIGH CANYON TAIHOE LLC	81	25	007-091-63	EAGLE VALLEY CONSTRUCTION CO	80
7	007-051-12	THE OLD WOODS RANCH LLC	80	26	007-091-66	HAWK, GERALD & LUANNA	187
8	007-051-25	SCHULZ INVESTMENTS	44	27	007-092-07	HORNEMANN, COREY	25
9	007-051-70	SCHULZ INVESTMENTS	275	28	007-092-10	JACKALOPE LLC	97
10	007-051-79	THE OLD WOODS RANCH LLC	50	29	007-092-11	JACKALOPE LLC	25
11	007-051-81	FAGEN, WILLIAM MICHAEL 2005 TR	20	30	007-092-12	SAMMY PROPERTIES LLC SERIES 1	61
12	007-061-02	LONG, WILLIAM H JR	200	31	007-092-13	JACKALOPE LLC	23
13	007-061-05	DARLING CURT & DARLING MAR TR	37	32	007-131-16	JACKALOPE LLC	20
14	007-061-06	SCHULZ LIVING TRUST DTD 02/2/88	34	33	007-293-29	HAWK, GERALD & LUANNA	20
15	007-061-22	JOHN HAMILTON WESS CO, INC	37	34	007-293-30	TRUSTEE STANTON PARK DEVELOPMENT INC	21
16	007-061-23	ADAMS, MABEL TRUST	12	35	009-151-01	C C TREAS - TRUSTEE STANTON PARK DEVELOPMENT INC	43
17	007-061-63	HAMILTON, WESSLEY	12	36	009-151-28	C C TREAS - TRUSTEE STANTON PARK DEVELOPMENT INC	73
18	007-082-01	HAMILTON, WESSLEY	19	37	009-151-28	C C TREAS - TRUSTEE STANTON PARK DEVELOPMENT INC	73
19	007-091-28	CARSON LODGE #1	82				

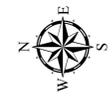
Legend

- West Side Trails
- Proposed Freeway
- Open Space Opportunities
- City of Carson City
- Bureau of Land Management
- Indian Tribal Land
- State of Nevada
- U.S. Forest Services

500 ft contours

Photos From: 2015

0 500 1,000 2,000 3,000 ft.



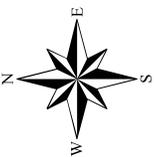
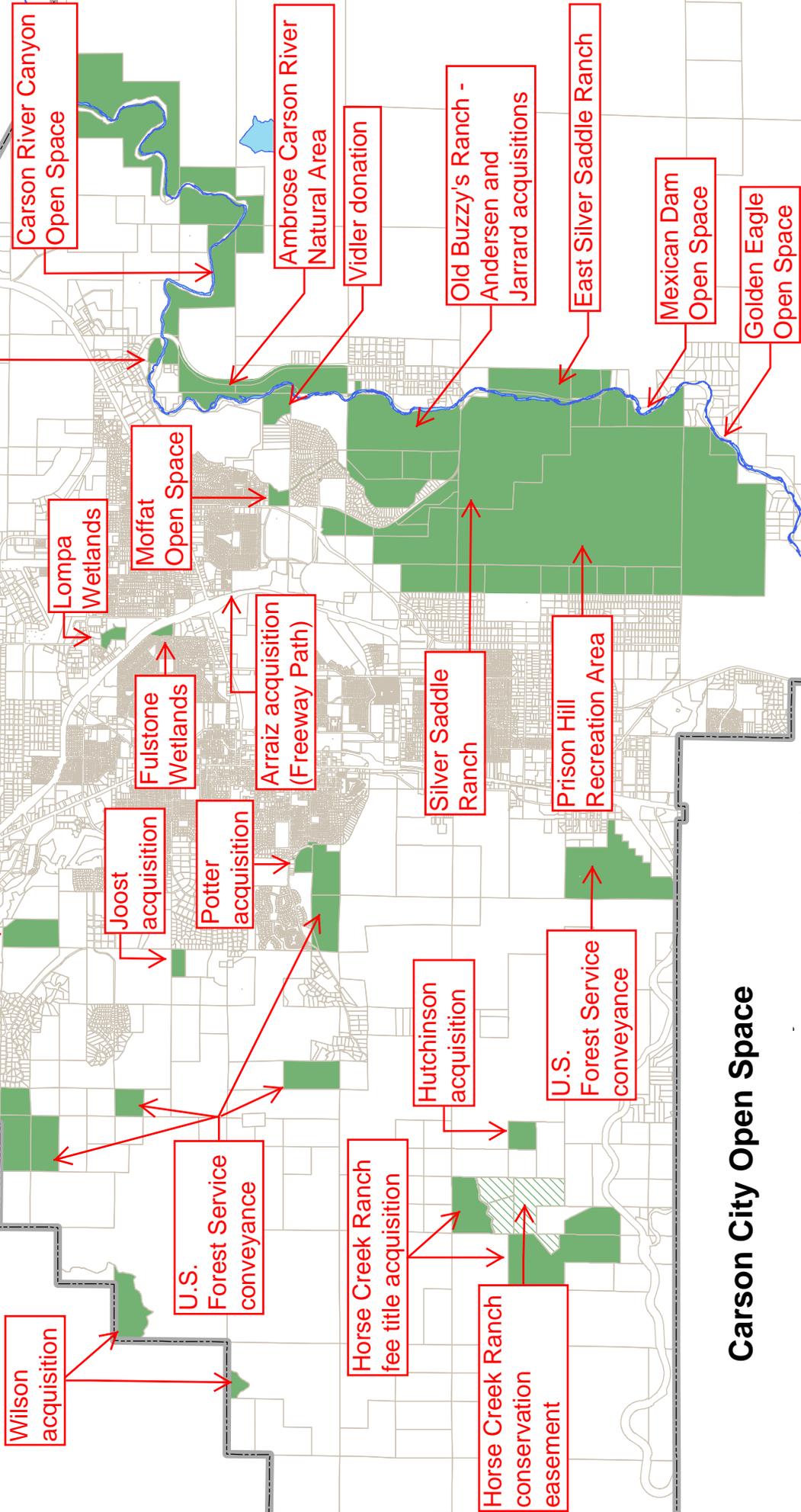
Open Space
RECREATION
Parks • Trails • Wildlife

CARSON CITY
Quality of Life Initiative



Map Elements

- Parcels
- Open Space Interest
- OPEN SPACE



Carson City Open Space

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Work Plan, Fiscal Year 2018-2019

Approved by the Open Space Advisory Committee on February 26, 2018

1. CAPITAL IMPROVEMENT PROJECTS

		Open Space Administrator (Ann)	Senior Natural Resource Specialist (Lyndsey)	Trails Coordinator (Gregg)	Maintenance Coordinator (Jared)	Timeframe
Disc Golf Course	Provide natural resource expertise and guidance towards minimizing impacts in the planning and design of the project. The project construction is anticipated to begin in Spring 2018.		X	Trail guidance		Ongoing
East Silver Saddle Ranch and Sierra Vista Lane	1) Public Works received a grant award from the Federal Lands Access Program for improvements to Sierra Vista Lane and adjacent trailheads. The project boundaries were staked at the beginning of February 2018, and the construction is anticipated to be completed by the end of May. 2) To complement the project and for improved management of East Silver Saddle Ranch, further trail and trailhead improvements will be initiated soon after.	X	X	X		1) 2018 2) 2018-2019
Old Buzzy's Ranch Property	Roof repair and rehabilitation of the old stone shed. The project has been on hold due to higher priorities.				X	No specific deadline
Prison Hill Recreation Area, 5 th Street Trailhead	Trail and trailhead improvements on the north end of Prison Hill. A grant in the amount of \$200,000 was awarded from the Recreational Trails Program. The design should be completed in Spring 2018, and the construction is anticipated to be completed by the end of 2018.		X	X		Dec 2019
Silver Saddle Ranch	1) The roofs on several structures need to be repaired / replaced. 2) Re-install lawn and landscaping around the red house. Water pressure and other related components also need to be addressed.	X (SHPO approval)			X	No specific deadline
Trails -- JohnD Winters Centennial Park	In coordination with Muscle Powered and the Carson Senators Mountain Bike Team, a new, sustainable single-track trail will be constructed. The new trail will add a loop option for non-motorized users.			X		2018-2019

		Open Space Administrator (Ann)	Senior Natural Resource Specialist (Lyndsey)	Trails Coordinator (Gregg)	Maintenance Coordinator (Jared)	Timeframe
Trails – Silver Saddle Ranch and Prison Hill Recreation Area	A \$1.8 million grant award from the Southern Nevada Land Management Act has provided funding for up to three trails within this vicinity. In 2018, the cultural resource surveys and alignment studies will be completed and the designs may begin.	X	X	X		June 27, 2022
V&T Trail, North of Combs Canyon Road	1) Acquire trail easements along the V&T Trail. 2) Trail construction on the new easement from the Eagle Valley Children’s Home linking the Carson-Tahoe Hospital with the Lakeview Subdivision. Currently, construction is scheduled for June 2018, in conjunction with National Trails Day.			X		1) 2019 2) 2018

2. LAND ACQUISITIONS / TRANSACTIONS

		Open Space Administrator (Ann)	Senior Natural Resource Specialist (Lyndsey)	Trails Coordinator (Gregg)	Maintenance Coordinator (Jared)	Timeframe
Clear Creek / Nevada State Lands	The Clear Creek Trail has been an ongoing collaborative trail project with many different public, private, corporate and non-profit partners since 2008. Staff anticipates submitting a grant application to the Forest Legacy Program for the fee-title purchase of approximately 100 acres.	X				No specific deadline
Freeway Multi-Use Path	The Parks Division may request assistance with the acquisition of small, select areas of land for the south extension of the Freeway Multi-Use Path.	X				No specific deadline
Lompa Lane/ Steinheimer Wetlands	The Carson City Property Manager has been reviewing documents in order to facilitate the donation.	X (and Public Works)				No specific deadline
Old Woods Ranch LLC	Staff is actively working with the family towards a conservation easement including an application for grant funding from the Forest Legacy Program.	X				No specific deadline
Schulz Investments	Staff is actively working with the family on a conservation easement on 135 acres, possibly to be combined in a project with the Old Woods Ranch conservation easement.	X				No specific deadline

		Open Space Administrator (Ann)	Senior Natural Resource Specialist (Lyndsey)	Trails Coordinator (Gregg)	Maintenance Coordinator (Jared)	Timeframe
W. Michael Fagen	Staff has actively been working towards a fee title acquisition with Mr. Fagen. Previous grant applications were unsuccessful; however, staff is still proceeding with an appraisal and a possible fee-title acquisition of the 20-acre property.	X				2018
Water Rights	When agricultural lands were purchased, particularly the old Buzzy's Ranch property, the Committee and the Board of Supervisors emphasized the need to keep the pastures green. Currently, there is not a proposal. Staff has begun working towards a solution.	X				No specific deadline

3. MANAGEMENT ACTIVITIES

		Open Space Administrator (Ann)	Senior Natural Resource Specialist (Lyndsey)	Trails Coordinator (Gregg)	Maintenance Coordinator (Jared)	Timeframe
Ash Canyon Road	Continue maintenance of the road from the water tanks to the west.				X	Ongoing
Education (Schools)	Continue partnerships and participation on environmental education activities with River Wranglers, Carson High School, and others.					Ongoing
Fuels Reduction Projects	Staff will continue collaboration with the Fire Department's efforts to manage fuels at the wildland-urban interface around town. The projects include sheep grazing on annual grasses, hand and mechanical treatments, chemical application, and reseeding efforts. The City has executed a cooperative agreement with NDF for fire suppression assistance and land rehabilitation.		X (and Park Rangers)		X	Ongoing
Kings Canyon Road	In coordination and partnership with U.S. Forest Service (USFS), the Nevada Off-Highway Vehicle Commission awarded a grant to the USFS to complete an engineering road design and cultural resources review on Kings Canyon Road. Due to the historic significance of the road, planning is required prior to any and all road repairs. Staff will submit a grant application to the Recreational Trails Program , who has already committed funds for actual repairs.		X		2018-2019	2018-2019

		Open Space Administrator (Ann)	Senior Natural Resource Specialist (Lyndsey)	Trails Coordinator (Gregg)	Maintenance Coordinator (Jared)	Timeframe
Signage	Replace all BLM signs on the lands conveyed to Carson City and begin installation of new signage per the recently approved Signage Master Plan.				X	Ongoing
Trail Maintenance	1) Continue coordination with Muscle Powdered on trail planning and maintenance needs. 2) Actively plan and schedule work days for regular trail maintenance.			X		Ongoing
Volunteer Opportunities/ Activities	Individuals Organizations Friends of Silver Saddle Ranch Great Basin Institute Muscle Powdered Pine Nut Mountain Trails Association Community Groups Eagle Scouts Kiwanis Clubs	X	X	X	X	Ongoing
Weed Control	Supervision of the Carson City Weed Coordinator, oversight of grant funds, and treatment of weeds across open space properties.		X		X	Ongoing
Wildlife Surveys	Related to the Southern Nevada Public Lands Management Act grant award and questions/concerns on the old Buzzy's Ranch property, staff will develop a plan to conduct wildlife surveys along several stretches of the Carson River.		X			

4. PLANNING ACTIVITIES / REPORTS

	Open Space Administrator (Ann)	Senior Natural Resource Specialist (Lyndsey)	Trails Coordinator (Gregg)	Maintenance Coordinator (Jared)	Timeframe
Annual Reports to the Board of Supervisors Charges and Fees	X				Ongoing
Conservation Easement Monitoring	X				2018-2019
		X			Ongoing

			Open Space Administrator (Ann)	Senior Natural Resource Specialist (Lyndsey)	Trails Coordinator (Gregg)	Maintenance Coordinator (Jared)	Timeframe
Development Plans	Continue to attend Major Project Reviews and review development plans regarding open space and trail recommendations.		X				
East Shore Tahoe Trail	Formerly referred to as the East Shore Bike Path and the Nevada Stateline-to-Stateline Bikeway Project, continue to participate in the multi-agency efforts to construct 30+ miles of pathway from the north shore to the south shore of Lake Tahoe.						
Education and Information	<ol style="list-style-type: none"> 1) Work with the Assessor's Office to update/correct the database and identify Open Space properties. 2) Continue the official naming of open space properties. 3) Develop maps and information which would be useful for staff and the public. Update the website. 4) Continue to partner with the Carson Water Subconservancy District, the Chamber of Commerce, University of Nevada and others to conduct education/ informational presentations. 		X				<ol style="list-style-type: none"> 1) 2018 2) 2019 3) Ongoing 4) Ongoing
Federal Agency Plans and Project Reviews	Carson City BLM Resource Management Plan (RMP) / Environmental Impact Statement (EIS)		X	X			Ongoing
Kings Canyon/ Waterfall Trailhead	Research the potential developments or improvements of the Kings Canyon/Waterfall Trailhead with the U.S. Forest Service.		X	X	X		
Old Buzzy's Ranch Property – Conservation Plan	Like Silver Saddle Ranch and related to the water rights acquisition identified elsewhere in this work plan, staff and the rancher needs to work with the Natural Resources Conservation Service to develop a conservation plan for the ranch. A conservation plan is a customized document that outlines the use and best management practices of the natural resources on the land. The plan defines and explains the resources in a simple, easy to understand manner. Typically, the plan will include land use maps, soils information, inventory of resources, engineering notes, and other supporting information.			X			

Programmatic Agreement (PA) for Cultural Resources on all BLM conveyed to Carson City per the Omnibus Public Lands Management Act and the Bently acquisition.	Open Space Administrator (Ann)	Senior Natural Resource Specialist (Lyndsey)	Trails Coordinator (Gregg)	Maintenance Coordinator (Jared)	Timeframe
1) The PA requires development of a Stewardship Plan. 2) The PA requires annual monitoring by an appropriate professional or a certified Nevada Archaeological Site Steward. A training program needs to be developed to train volunteers for the stewardship of cultural resources.	X	X			1) 2018 2) Ongoing
Silver Saddle Ranch 1) Assess and evaluate the structures, including the water and electric system, for compliance with Carson City codes and State regulations. 2) Complete a Site Master Plan. The goal is to identify future improvements at the ranch.	X				1) No specific deadline 2) 2018-2019
Trails 1) Submit an application to the Nevada Division of State Lands for the use and management of trails on their lands. 2) Coordinate planning efforts (environmental review) with the U.S. Forest Service for the Capital to State Park Trail and Lincoln Bypass Trail. 3) Work with various trails organizations on local and regional projects including the planning, construction and maintenance of all trails throughout Carson City.			X		1) 2018 2) 2018 3) Ongoing
Vehicle Access and/or Recreation 1) In coordination and partnership with Carson City, the National Off-Highway Vehicle Conservation Council was awarded a grant from the Nevada Off-Highway Vehicle Commission to conduct a trails inventory and assessment on the south end of the Prison Hill Recreation Area. The assessment will also help determine the capacity to hold motorized events. 2) Develop an OHV map for Carson City. 3) Improve signage and fencing in the Prison Hill Recreation Area, East Silver Saddle Ranch, and other locations. 4) Work with the federal agencies towards improved signage and information for the public.			X	X	1) 2018-2020 2) No specific deadline 3) 2018-2019 4) Ongoing

Work Plan, Fiscal Year 2017-2018

(Completed projects are **red** and marked with a **strike-through**)

1. CAPITAL IMPROVEMENT PROJECTS

Disc Golf Course	Provide natural resource expertise and guidance towards minimizing impacts in the planning and design of the project. A grant application will be submitted to the Land and Water Conservation Fund by the Parks Division in March 2017.
Golden Eagle Lane erosion and stabilization project	Staff has been working to acquire funding to install improvements in the area. Two grant applications have been awarded and construction is anticipated to begin in 2017.
Old Buzzy's Ranch Property	Roof repair and rehabilitation of the old stone shed.
Prison Hill Recreation Area, 5 th Street Trailhead	Trail and trailhead improvements on the north end of Prison Hill. One grant application has tentatively been awarded pending clearance of cultural resources. Design is anticipated to begin in 2017.
Sierra Vista Lane	Public Works received a grant award from the Federal Lands Access Program for improvements to Sierra Vista Lane and adjacent trailheads. Because the trailheads are located on Open Space property (East Silver Saddle Ranch), staff and the Committee should be involved in the design.
Silver Saddle Ranch	1) The roofs on several structures need to be repaired / replaced. 2) Re-install lawn and landscaping around the red house. Water pressure and other related components also need to be addressed.
V&T Trail, North of Combs Canyon Road	1) Acquire trail easements along the V&T Trail. 2) Trail construction on the new easement from the Eagle Valley Children's Home.

2. LAND ACQUISITIONS / TRANSACTIONS

Clear Creek / Nevada State Lands	The Clear Creek Trail has been an ongoing collaborative trail project with many different public, private, corporate and non-profit partners since 2008. Staff will coordinate with partners to acquire an easement or land for the trail and trailhead.
Freeway Multi-Use Path	The Parks Division may request assistance with the acquisition of small, select areas of land for the south extension of the Freeway Multi-Use Path.
Lompa Lane/ Steinheimer Wetlands	Staff will inquire whether the new property manager can develop agreements to facilitate the donation.
Old Woods Ranch LLC	Staff is actively working with the family towards a conservation easement including an application for grant funding from the Forest Legacy Program.
Schulz Investments	Staff is actively working with the family on a conservation easement on 135 acres, possibly to be combined in a project with the Old Woods Ranch conservation easement.
W. Michael Fagen	Staff has actively been working towards a fee title acquisition with Mr. Fagen. In February 2017, staff submitted a grant application to the Community Forest and Open Space Conservation Program. Additionally, staff will prepare second grant application to the Land and Water Conservation Fund, due in March 2017.
Water Rights	When agricultural lands were purchased, particularly the old Buzzy's Ranch property, the Committee and the Board of Supervisors emphasized the need to keep the pastures green. Currently, there is not a proposal. Staff has begun working towards a solution.

3. MANAGEMENT ACTIVITIES

Ash Canyon Road	Continue maintenance of the road from the water tanks to the west. NDEP Nonpoint Source Pollution grants will assist with erosion control.
Education (Schools)	Continue partnerships and participation on environmental education activities with River Wranglers, Carson High School, and others.

Fuels Reduction Projects	Staff will continue collaboration with the Fire Department's efforts to manage fuels at the wildland-urban interface around town. The projects include sheep grazing on annual grasses, hand and mechanical treatments, chemical application, and reseeding efforts. The City has executed a cooperative agreement with NDF for fire suppression assistance and land rehabilitation.
Signage	Replace all BLM signs on the lands conveyed to Carson City.
Trail Maintenance	1) Continue coordination with Muscle Powered on trail planning and maintenance needs. 2) Actively plan and schedule work days for regular trail maintenance.
Volunteer Opportunities/Activities	Individuals Organizations <ul style="list-style-type: none"> • Friends of Silver Saddle Ranch • Great Basin Institute • Muscle Powered Community Groups <ul style="list-style-type: none"> • Eagle Scouts • Kiwanis Clubs
Weed Control	Supervision of the Carson City Weed Coordinator, oversight of grant funds, and treatment of weeds across open space properties.
Wildlife Surveys	Related to the Southern Nevada Public Lands Management Act grant award and questions/concerns on the old Buzzy's Ranch property, staff will develop a plan to conduct wildlife surveys along several stretches of the Carson River.

4. PLANNING ACTIVITIES / REPORTS

Annual Reports to the Board of Supervisors	To be completed upon OSAC review and approval.
Charges and Fees	Adopt a fee schedule for activities and events, particularly for Silver Saddle Ranch.

Conservation Easement Monitoring	<ol style="list-style-type: none"> 1) Conduct annual monitoring and reporting for Horsecreek Ranch. 2) Conduct self-monitoring on the open space lands conveyed to Carson City for assurance and compliance with the BLM Conservation Easement.
Development Plans	Continue to attend Major Project Reviews and review development plans regarding open space and trail recommendations.
Education and Information	<ol style="list-style-type: none"> 1) Work with the Assessor's Office to update/correct the database and identify Open Space properties. 2) Work with GIS to update/correct the map identifying the shooting restrictions throughout Carson City. 3) Continue the official naming of open space properties. 4) Develop maps and information which would be useful for staff and the public. Update the website. 5) Continue to partner with the Carson Water Subconservancy District, the Chamber of Commerce, University of Nevada and others to conduct education/ informational presentations. 6) Partner with the University of Nevada Cooperative Extension on a 4-H Youth Day Camp.
Federal Agency Plans and Project Reviews	Carson City BLM Resource Management Plan (RMP) / Environmental Impact Statement (EIS)
Kings Canyon/ Waterfall Trailhead	Research the potential developments or improvements of the Kings Canyon/Waterfall Trailhead with the U.S. Forest Service.
East Shore Bike Path	Formerly referred to as the Nevada Stateline-to-Stateline Bikeway Project, continue to participate in the multi-agency efforts to construct 30+ miles of pathway from the north shore to the south shore of Lake Tahoe.
Old Buzzy's Ranch Property – Conservation Plan	Like Silver Saddle Ranch and related to the water rights acquisition identified elsewhere in this work plan, staff and the rancher needs to work with the Natural Resources Conservation Service to develop a conservation plan for the ranch. A conservation plan is a customized document that outlines the use and best management practices of the natural resources on the land. The plan defines and explains the resources in a simple, easy to understand manner. Typically, the plan will include land use maps, soils information, inventory of resources, engineering notes, and other supporting information.

Ordinances	Identify rules and regulations appropriate on open space properties, and develop ordinances for awareness and enforcement.
Programmatic Agreement (PA) for Cultural Resources on all BLM conveyed to Carson City per the Omnibus Public Lands Management Act and the Bently acquisition.	<ol style="list-style-type: none"> 1) The PA requires development of a Stewardship Plan. 2) The PA requires annual monitoring by an appropriate professional or a certified Nevada Archaeological Site Steward. A training program needs to be developed to train volunteers for the stewardship of cultural resources.
Signage	Develop standards for kiosks, trail wayfinding signs, interpretive signs, etc.
Silver Saddle Ranch	<ol style="list-style-type: none"> 1) Assess and evaluate the structures, including the water and electric system, for compliance with Carson City codes and State regulations. 2) Begin a Site Development Plan. A proposal will need to be developed and advertised. The goal is to identify future improvements at the ranch.
Trails	<ol style="list-style-type: none"> 1) Work with various trails organizations on local and regional projects including the planning, construction and maintenance of all trails throughout Carson City. 2) Submit an application to the Nevada of State Lands for the use and management of trails on their lands.
Vehicle Access and/or Recreation	<ol style="list-style-type: none"> 1) Conduct a trails inventory and assessment on the south end of the Prison Hill Recreation Area. 2) Develop an OHV map for Carson City. 3) Improve signage and fencing in the Prison Hill Recreation Area, East Silver Saddle Ranch, and other locations. 4) Work with the federal agencies towards improved signage and information for the public.