

**DRAFT MINUTES**  
**Regular Meeting**  
**Carson City Open Space Advisory Committee**  
**Monday, April 15, 2019 ● 5:30 PM**  
**Community Center Sierra Room**  
**851 East William Street, Carson City, Nevada**

**Committee Members**

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

**Staff**

Jennifer Budge, Parks, Recreation, and Open Space Director  
Ann Bollinger, Open Space Administrator  
Ben Johnson, Deputy District Attorney  
Tamar Warren, Deputy Clerk

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

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

Please note that the time stamps reflect the video and not the audio times.

**CALL TO ORDER**

(1:15) – Chairperson Scott called the meeting to order at 5:30 p.m.

**ROLL CALL AND DETERMINATION OF QUORUM**

(1:25) – Roll was called and a quorum was present.

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

**PUBLIC COMMENTS**

(2:01) – Chairperson Scott introduced the item and noted that each meeting item will also provide an opportunity for public comment. Nicole Woodson introduced herself and explained that the road in the Prison Hill Open Space Area had not been maintained since it was washed out, and she wished to see the City “maintaining the road that accesses out property”. Chairperson Scott noted “we are doing some planning on the Prison Hill Motorized Recreation Area” and thanked Ms. Woodson for her comments.

**1. FOR POSSIBLE ACTION ON APPROVAL OF MINUTES (FEBRUARY 25, 2019)**

(3:21) – Chairperson Scott introduced the item and entertained comments or corrections.

**(3:43) – MOTION: I move to approve the minutes of the February 25, 2019 meeting.**

<b>RESULT:</b>	<b>APPROVED (5-0-0)</b>
<b>MOVER:</b>	Hall
<b>SECONDER:</b>	Evans
<b>AYES:</b>	Scott, Evans, Hall, Inversin, Massad
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	Welch, Massad

**2. MODIFICATIONS TO THE AGENDA**

None.

**3. MEETING ITEMS**

**A. FOR PRESENTATION AND DISCUSSION ONLY: PRESENTATION FROM THE FRIENDS OF SILVER SADDLE RANCH REGARDING THE ORGANIZATION AND ACTIVITIES FOR CALENDAR YEAR 2019.**

(4:06) – Chairperson Scott introduced the item. Ms. Bollinger introduced Nancy Santos, President of Friends of Silver Saddle Ranch. Ms. Santos thanked the Board members and gave an overview of the area via a PowerPoint Presentation and responded to clarifying questions. She reviewed the activities of the past year and highlighted many of the conservation efforts and the education programs. Ms. Santos also invited the members to visit the Ranch.

(18:49) – Chairperson Scott requested adding agenda item numbers to the Staff Reports in the future.

**B. FOR DISCUSSION ONLY: UPDATE REGARDING THE PROCESS TOWARDS CREATION OF A CONCEPTUAL PLAN AND POTENTIAL MANAGEMENT STRATEGIES FOR THE WEST SIDE OF THE PRISON HILL RECREATION AREA.**

(19:13) – Chairperson Scott introduced the item. Ms. Bollinger gave background and presented the Staff Report which is incorporated into the record. She also reviewed the trail improvement activities on the west side of

Prison Hill and highlighted the motorized area improvements on the east side, using Southern Nevada Public Land Management Act (SNPLMA) grant funds. Ms. Bollinger referenced the map which is incorporated into the record and discussed the City's plans to receive feedback from the community via a survey prior to developing a conceptual plan and possible management strategies, adding that the project will be led by Senior Park Planner Vern Krahn. Chairperson Scott was in favor of the public input and believed that Open Space should take the lead in this case. Member Inversin believed that a joint survey should be discussed during the upcoming joint meeting with the Parks and Recreation Commission and noted that the parking area "could use some improvement". Member Evans believed the area should be "more welcoming". Member Hall inquired about funding for road improvements and Mr. Bollinger believed that the road was not a designated street by the City; therefore, it would not be maintained by the Department of Public Works. Ms. Budge clarified for Member Massad that the road improvements on Koonz Lane were requested by BLM and were done by the Public Works Department, adding that it was not designed for public access. Discussion ensued regarding improvements to the trail and Chairperson Scott believed that the survey would address those needs. Member Massad stressed the importance of signage as part of enforcement, compliance, and education. Chairperson Scott entertained public comments.

### **PUBLIC COMMENT**

(38:15) – Robyn Orloff inquired about the land designation and Ms. Bollinger clarified that the line "west of the fence line" was designated as "parks and public purpose" per the Omnibus Public Lands Management Act of 2009. Member Massad noted that it is "confusing [because of] what kind of vehicles are allowed" as Public Works employees access it for official use; however, he added that a "no motorized vehicles are allowed" sign was also placed on the property. Ms. Orloff felt that "the east side is being sacrificed". Ms. Budge thanked Ms. Orloff for always being involved and she noted that the public process was being put in place to come up with a better solution. She also believed that should the BLM dispose of the six parcels of land they own, they may be zoned similar to their current zoning area, which comprises homes. Ms. Orloff was also informed that the disposal would happen by congressional ruling; however, she said she had an issue "with all that BLM land disposal" preferring to see it being managed by Open Space. Ms. Santos also received clarification that the parcels are owned by BLM and should the Lands Bill go through, they would continue to be owned by BLM and may eventually be sold. Ms. Budge also noted that the Board of Supervisors had directed this action which had been through a public process already. Member Massad believed that should the residential one-acre parcels be developed, the City would pave and maintain the street leading to "the public purpose land". He also received confirmation that a public survey will be conducted. Ms. Bollinger reiterated the survey process and Ms. Budge stated that those without computer access could take them in the Parks and Recreation office.

### **C. FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING AN UPDATE TO THE BUDGET FOR FISCAL YEAR 2019-2020 AND APPROVAL FOR FULL FUNDING OF A FULL-TIME TRAILS COORDINATOR POSITION.**

(56:51) – Chairperson Scott introduced the item. Ms. Bollinger presented the Staff Report which is incorporated into the record and highlighted the savings of \$10,750 from the Nevada Division of Forestry's (NDF) fire suppression contract. She also noted that they would recommend that the Park Ranger position not be partially funded through the Open Space Program, and be fully funded from by the General Fund. Ms. Bollinger reviewed her proposal for a full-time Trails Coordinator Position, also incorporated into the record, and hoped to have it partially funded (25 percent) by the Carson City Culture and Tourism Authority to support the tourism events

involving trails, except Epic Rides. She also responded to clarifying questions by the members. Ms. Budge stated that they are currently in the process of taking their proposals to the Internal Finance Committee (IFC). Ms. Budge inquired whether the position could be 100 percent funded by the OSAC should the CTA decline the funding request. Ms. Bollinger informed Member Inversin that the previously-mentioned cost savings would allow 100 percent funding of the Trails Coordinator position. Member Hall preferred to fund the position at 75%; however, he was not opposed to the full funding. Member Inversin explained that at the last Eastern Sierra Trails Coalition meeting, there had been support for trail connectivity. Ms. Budge described some of the responsibilities such as maintenance plans, planning, and construction while looking at regional needs. Member Inversin’s first choice was to receive funding from the CTA; however, due to the importance of the position, she supported the full funding of the position as well. Chairperson Scott entertained public comments; and when none were forthcoming, a motion.

**(1:13:15) – MOTION: I move that we, if needed, pay for a full-time Trails Coordinator, if the funding through the Carson City [Culture and Tourism Authority] does not come through.**

(1:14:09) – Mr. Johnson suggested amending the motion to state that the Committee will recommend to the Board of Supervisors approval of hiring a full-time Trails Coordinator should the CTA not fund 25 percent of the salary.

**Both the mover and the seconder accepted the amendment.**

<b>RESULT:</b>	<b>APPROVED (5-0-0)</b>
<b>MOVER:</b>	Evans
<b>SECONDER:</b>	Massad
<b>AYES:</b>	Scott, Evans, Hall, Inversin, Massad
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	Welch, Michael

**4. STAFF UPDATES - DISCUSSION ONLY**

**A. WORKING GROUPS REPORTS: 1) CULTURAL RESOURCES, 2) OHV WORKING GROUP, 3) EVENTS, 4) CONSERVATION EASEMENT WITH THE OLD WOODS RANCH LLC, AND 5) CONCEPTUAL PLAN FOR THE WEST SIDE OF THE PRISON HILL RECREATION AREA.**

(1:15:04) – Ms. Bollinger updated the Committee on the meeting with the City Manager and the State Historic Preservation Office regarding cultural resources. She also noted that they were “at a pause right now” with the National Off-Highway Vehicles Conservation Council regarding two grants for the south end of Prison Hill, because of a business license issue but hoped to have them on-site in the May 2019 timeframe for inventory and assessment. Ms. Bollinger thanked Member Michael for her offer to assist with events. She informed the Committee that she, along with Vice Chair Welch, had met with a family member of the Old Woods Ranch and had made progress with a letter of intent to the Nevada Division of Forestry regarding the Conservation Easement, adding that the item will be agendaized for the Committee’s August meeting. Member Massad was informed that Park Planner Vern Krahn would be in touch with him regarding the Prison Hill Area survey. There were no public comments.

**B. DIRECTOR’S REPORT: NON-SUBSTANTIVE UPDATE REGARDING DEPARTMENTAL PROJECTS, PROGRAMS AND GRANTS; LEGISLATIVE UPDATE AND BOARD OF SUPERVISORS’ ACTION ITEMS.**

(1:18:32) – Ms. Budge referenced the agenda materials, incorporated into the record, which included Board actions from March and early April. She also updated the Committee on bills related to Open Space and their possible impacts on funding sources.

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

(1:21:44) – Ms. Bollinger reviewed the Staff Report, incorporated into the record, and emphasized the importance of a conservation plan for Buzzy’s Ranch. Chairperson Scott gave an update on the water rights permits, and stated that Buzzy’s Ranch water right would be “fine” this year. There were no public comments.

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

(1:31:50) – Ms. Bollinger presented the Staff Report, incorporated into the record, and responded to clarifying questions. She also updated the Committee on the Department’s Open Space hiring efforts. There were no public comments.

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

(1:37:40) – Ms. Bollinger referenced the trails Staff Report by Gregg Berggren, Trails Coordinator, which is incorporated into the record, and responded to clarifying questions. There were no public comments.

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

(1:40:23) – Chairperson Scott introduced the item. There were no announcements or public comments.

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

(1:40:40) – Member Evans requested an update on the naming of Open Space locations and Ms. Bollinger noted that she planned an update during the August 19, 2019 meeting. Chairperson Scott also reminded the Committee that the joint meeting with the Parks and Recreation Commission would take place on June 17, 2019. Ms. Bollinger suggested recognizing Carson High School Representative Member Filson at the next meeting since she would be graduating this year and would be unable to serve on the Committee any longer.

**7. PUBLIC COMMENTS**

(1:42:12) – There were no public comments. Chairperson Scott announced that he would attend the next Board of Supervisors meeting in support of the budget items discussed earlier and invited other members to join.

**8. FOR POSSIBLE ACTION ON ADJOURNMENT**

**(1:42:41) – MOTION: Chairperson Scott adjourned the meeting at 7:14 p.m.**

The Minutes of the April 15, 2019 Carson City Open Space Advisory Committee meeting are so approved this, 17<sup>th</sup> day of June, 2019.

---

BRUCE SCOTT, Chair