

**DRAFT MINUTES**  
**Joint Meeting**  
**Carson City Open Space Advisory Committee (OSAC)**  
**Carson City Parks and Recreation Commission (PRC)**  
**Monday, June 15, 2020 ● 5:30 PM**  
**Community Center Sierra Room**  
**851 East William Street, Carson City, Nevada**

**OSAC 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>	

**PRC Members**

<b>Chair – Lee-Ann Kever</b>	<b>Vice Chair – Kurt Meyer</b>
<b>Commissioner – Lori Bagwell</b>	<b>Commissioner – Stacie Wilke-McCulloch</b>
<b>Commissioner – Lea Cartwright</b>	<b>Commissioner – Dave Whitefield</b>
<b>Commissioner – Janice Caldwell</b>	

**Staff**

Jennifer Budge, Parks and Recreation Department Director  
Lyndsey Boyer, Open Space Manager  
Gregg Berggren, Trail Coordinator  
Mihaela Neagos, Deputy District Attorney  
Danielle Howard, Public Meetings Clerk

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

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

**CALL TO ORDER**

(5:30:10) – OSAC Chairperson Scott called the meeting to order at 5:30 p.m.

**ROLL CALL AND DETERMINATION OF QUORUM**

(5:30:41) – Roll was called, and a quorum was present.

OSAC Attendee Name	Status	Arrived
Chairperson Bruce Scott	Present	
Vice Chairperson Alan Welch	Present	
Member Margie Evans	Present via WebEx	
Member Jeremy Hall	Present via WebEx	
Member Donna Inversin	Present via WebEx	
Member Gerald Massad	Present via WebEx	
Member JoAnne Michael	Present via WebEx	

PRC Attendee Name	Status	Arrived
Chairperson Lee-Ann Keever	Present	
Vice Chairperson Kurt Meyer	Present via WebEx	
Commissioner Lori Bagwell	Present	
Commissioner Stacie Wilke-McCulloch	Present via WebEx	
Commissioner Lea Cartwright	Present via WebEx	
Commissioner Dave Whitefield	Present via WebEx	
Commissioner Janice Caldwell	Present via WebEx	

## PUBLIC COMMENTS

(5:32:05) – OSAC Chairperson Scott entertained public comments and indicated that the written public comments would be addressed during the appropriate Agenda items.

### 1. FOR POSSIBLE ACTION ON APPROVAL OF MINUTES: PARKS AND RECREATION COMMISSION MEETING OF FEBRUARY 4, 2020.

(5:35:38) – OSAC Chairperson Scott introduced the item, and PRC Chairperson Keever entertained comments, corrections, and/or a motion.

**(5:36:10) – MOTION: Commissioner Bagwell moved to approve the minutes of February 4, 2020 as presented. Chairperson Keever seconded the motion. Motion carried 7-0-0.**

### 2. MODIFICATIONS TO THE AGENDA

(5:37:15) – Ms. Budge noted that there were no modifications to the Agenda.

### 3. MEETING ITEMS

#### A. FOR DISCUSSION ONLY: REVIEW AND DISCUSSION REGARDING THE UPDATED 70% CONCEPTUAL DESIGN PLANS FOR THE PROPOSED WATERFALL TRAILHEAD PARKING AREA.

(5:37:30) – OSAC Chairperson Scott introduced the item. Mr. Berggren presented the Staff Report and accompanying documents, all of which are incorporated into the record. Transportation/Traffic Engineer Chris Martinovich provided a description of the road portion of the project, and he, Mr. Berggren, and Ms. Budge responded to clarifying questions.

(5:54:34) – PRC Chairperson Keever entertained Commissioner comments. Commissioner Bagwell was informed that the number of trailer parking spots was based on the number of vehicles that were existing at the trailhead parking area at the time and other comparable parking areas in the area.

(6:04:47) – PRC Chairperson Keever appreciated the work put into the trailhead parking area due to how chaotic the area had gotten, and she believed that assistance should be provided to residents when needed concerning residents' properties. She also asked if solar gates could be an option and if narrowing the road would hinder emergency vehicle access. Mr. Berggren noted that PRC Chairperson Keever's points would need to be considered by Staff.

(6:06:27) – Based on a resident’s concern regarding speeding on the road, Commissioner Whitefield inquired about consideration for a radar speed sign similar to those used in school zones and echoed PRC Chairperson Keever’s concern regarding having enough room on the road for emergency vehicles as well as for horse trailers.

(6:08:13) – OSAC Chairperson Scott entertained Member comments. Member Evans was in favor of making the area a one-way to improve the flow of traffic. Member Inversin agreed with Member Evans’s comment, and she was not in favor of reducing the number of parking stalls.

(6:11:02) – Member Hall proposed considering overflow parking “up the road” and away from the residences to reduce the number of parking stalls in the parking area in order to mitigate residents’ concerns. He also suggested relocating the trailhead further up the road and having one trailer parking stall instead of two, but he was not in favor of the restroom.

(6:16:13) – In response to OSAC Chairperson Scott’s question, Mr. Martinovich stated that the driveway improvements will require some temporary permissions to enter properties, which will require a surveyor to map out the property lines and get agreements in place with the affected property owners, although the roadway itself is within the existing right-of-way. Senior Transportation Planner Dirk Goering added that there were a few outstanding right-of-way issues that needed to be resolved. Responding to OSAC Chairperson Scott, Carson City Floodplain Manager and Senior Project Manager Robb Fellows noted that the lower Creek crossing was “sized for a 10-year event”; therefore, he believed it was adequate based on the past flood events of 1986, 1997, and 2005.

(6:18:57) – In response to PRC Chairperson Keever’s question, Ms. Budge stated that the United States Forest Service (USFS) was adamant about the restroom, and, relating to Member Hall’s suggestion, she added that Staff could discuss with the USFS the possibility of additional parking in the future.

## **PUBLIC COMMENT**

(6:20:49) – OSAC Chairperson Scott entertained public comments. Scott Kulla introduced himself as a resident of the Kings Canyon area and was concerned about the potential problems related to having a wider road above the road from Carson City to the Lower Creek crossing. He inquired whether a traffic parking study had been done and believed that the number of vehicles recorded parking in the area was inaccurate. Mr. Kulla was concerned about increasing demand to the Waterfall and requested consideration for the parking lot to be moved further south and to maintain the original cul-de-sac as a turnaround for emergency vehicles, as he pointed out that moving the parking lot further south would position it closer to the beginning of the trailhead as well as address the concern with the Stokes’s property. He was appreciative of Staff listening to the public and encouraged more engagement with the public.

(6:26:44) – Ernie Walsh introduced himself as a resident of the Kings Canyon area and was in favor of the 26-foot wide roadway. He stated that keeping the roadbed itself larger would allow approximately six feet for the bicycle lane as well as for travel up the road for hikers and equestrians without a paved surface. Mr. Walsh was not in favor of the restroom and suggested installing a unisex restroom instead. He also proposed implementing “No Parking” signs 500 feet below the parking area to get cars out of the immediate area of Stokes’s and Mr. Walsh’s properties and enforcing the signs with parking tickets.

(6:30:58) – Charles Clemmensen introduced himself as a resident around the Kings Canyon area and stated that he and other residents “look forward to sharing the asset that [they] have.” He believed in increasing the safety of the

access roads and trailhead and in minimizing impacts to the natural resources. He suggested expanding public access by putting the trailhead on the bus schedule for the Jump Around Carson (JAC) transit rather than adding more parking stalls.

(6:41:51) – Juan Guzman introduced himself as the Vice President of Muscle Powered and emphasized the importance of access. He believed that 30 parking stalls would be adequate, and he was in favor of the parking area design containing a restroom along with the effort to move the restroom away from the residences.

(6:46:32) – Ken Stokes introduced himself as a resident on Kings Canyon Road and stated that his quality of life in the Kings Canyon area has been substantially impacted in contrast to the “fairly tranquil” area it was before. He believed that situations regarding Kings Canyon visitors needed to be addressed, including trash and drug paraphernalia being left around the properties and trailhead. He requested that the entrance of his driveway be moved to as far away from the parking area as possible, preferably closer to the creek. Mr. Stokes was concerned about overshooting the budget and was in favor of the 26-foot wide road.

(6:52:45) – Miya MacKenzie introduced herself as a resident of the Kings Canyon area and agreed with points made by Mr. Stokes, Mr. Walsh, and Mr. Clemmensen, including how dangerous the Lower Creek crossing is due to the steep, narrowing incline. She believed that there needs to be significant interest in making the area of the road between the Lower Creek crossing and Longview Way safer. She pointed out that the road improvements are focusing on bicyclists when many hikers do not want to use the pavement, and it is dangerous for people with horses to use the small strip of dirt to ride a horse up the road. Ms. MacKenzie stated that the lack of available parking for horse trailers due to the traffic has deterred people with horses from using the trail.

(6:56:40) – PRC Chairperson Keever entertained Commissioner discussion. In response to Vice Chairperson Meyer’s question, Mr. Martinovich stated that Staff could discuss additional safety options with Central Federal Lands Highway Division. Ms. Budge also stated that, while the USFS was adamant about a two-unit restroom based on observations of the trailhead as well as other trailheads, Staff could follow up with the USFS to see if a one-unit restroom would be acceptable.

(7:03:09) – OSAC Chairperson Scott entertained Member discussion. He was in favor of the proposed larger parking area and believed that the situation created would be one that is controllable and enforceable contrary to that of a smaller parking area. He noted that Park Rangers could be available to do what the Deputy Sheriffs are unable to do unless they are called. OSAC Chairperson Scott pointed out that the restroom would essentially be the same building whether it has two units or one unit and that narrowing the road may make the road more dangerous for bicyclists and pedestrians.

(7:09:23) – Ms. Boyer mentioned that Staff has discussed implementing mitigating tactics for reducing erosion at the Waterfall. This item required no action.

**B. FOR DISCUSSION AND POSSIBLE ACTION: DISCUSSION AND POSSIBLE RECOMMENDATION TO THE BOARD OF SUPERVISORS APPROVAL OF THE DRAFT PRISON HILL RECREATION AREA MASTER PLAN.**

(7:12:57) – OSAC Chairperson Scott introduced the item. Mr. Berggren presented a PowerPoint Slide Show, which is incorporated into the record along with accompanying documents.

(7:39:16) – OSAC Chairperson Scott entertained Member comments and questions, and Mr. Berggren responded to clarifying questions. Member Massad commended Mr. Berggren’s presentation and recommended signage at access points.

(7:49:46) – PRC Chairperson Keever entertained Commissioner comments and questions. Commissioner Wilke-McCulloch echoed Member Massad’s recommendation and commented on how it is difficult to tell where the property lines are in the Prison Hill area. Mr. Berggren stated that the plan was to add designation for the off-highway vehicle (OHV) and non-OHV areas as well as implementing new trails, signage, fencing, and water management facilities after completing Section 106 cultural clearances [of the National Historic Preservation Act (NHPA)]. Ms. Boyer added that Staff had been working on getting the south end of Prison Hill cleared in regards to completing Section 106 while the west side of Prison Hill would be the next priority area.

(7:53:46) – Member Hall noted that, in the interest of transparency and to avoid any conflicts of interests, he would abstain from voting because he works for a for-profit consulting engineering planning and environmental company that had been conducting Section 106 compliance for the OHV area. OSAC Chairperson Scott entertained public comments and, when none were forthcoming, a motion.

**(7:54:38) – MOTION: OSAC Vice Chairperson Welch moved to recommend to the Board of Supervisors approval of the draft Prison Hill Recreation Area Master Plan. Member Massad seconded the motion. OSAC Chairperson Scott entertained further discussion and, when none were forthcoming, called for a vote. Motion carried 6-0-1 with Member Hall abstaining.**

**C. FOR POSSIBLE ACTION: TO APPROVE THE ANNUAL REPORT FOR CALENDAR YEAR 2019 REGARDING ACTIVITIES OF THE OPEN SPACE DIVISION TO BE SUBMITTED TO THE BOARD OF SUPERVISORS.**

(7:56:10) – OSAC Chairperson Scott introduced the item. Ms. Boyer presented the report, which is incorporated into the record along with the Staff Report.

(8:07:46) – OSAC Chairperson Scott entertained Member comments and questions, and Ms. Boyer responded to clarifying questions. Member Evans thanked Staff that had worked on the report and wished for the report to get a wider audience in order to show what Open Space funding is doing for the City.

(8:10:50) – OSAC Chairperson Scott entertained public comments and, when none were forthcoming, a motion.

**(8:11:08) – MOTION: OSAC Vice Chairperson Welch moved to approve the 2019 annual report of activities of the Open Space Division to be submitted to the Board of Supervisors. Member Massad seconded the motion. Motion carried 7-0-0.**

**D. FOR DISCUSSION ONLY: REVIEW AND DISCUSSION REGARDING THE CARSON CITY BEE CITY USA #76 ANNUAL REPORT FOR CALENDAR YEAR 2019.**

(8:12:33) – OSAC Chairperson Scott introduced the item. Ms. Boyer presented the Staff Report and the Carson City Bee City USA #76 Annual Report for Calendar Year 2019, both of which are incorporated into the record.

(8:19:25) – OSAC Chairperson Scott entertained Member comments and questions, and Ms. Boyer responded to clarifying questions. OSAC Chairperson Scott entertained public comments; however, none were forthcoming.

**E. FOR DISCUSSION ONLY: DISCUSSION REGARDING POSSIBLE SCHEDULING OF A JULY PARKS AND RECREATION COMMISSION MEETING TO DISCUSS DRAFT FEE SCHEDULE AND OUTSTANDING ITEMS DUE TO CANCELLATION OF THE APRIL MEETING.**

(8:21:06) – PRC Chairperson Kever introduced the item. Commissioner Bagwell believed that the item concerning “the dog use for the leashes” could be best discussed during the joint meeting with OSAC while the regular PRC meeting for August 18, 2020 could pertain to items concerning disk golf and the draft Fee Schedule. Commissioner Meyer and PRC Chairperson Kever agreed with Commissioner Bagwell’s comment. PRC Chairperson Kever entertained public comments; however, none were forthcoming.

**4. STAFF UPDATES - DISCUSSION ONLY**

**A. DIRECTOR’S REPORT: UPDATE ON DEPARTMENTAL IMPACTS RELATED TO COVID-19 INCLUDING BUDGET PLANNING, PROGRAMMING, PROJECTS, FACILITY OPERATIONS, AND STAFFING; CITYWIDE HIRING FREEZE AND STATUS OF RECRUITMENT FOR VACANT POSITIONS; FEDERAL LAND BILLS; AND BOARD OF SUPERVISOR’S ACTION ITEMS.**

(8:25:01) – Ms. Budge presented her report, which is incorporated into the record.

(8:35:33) – OSAC Chairperson Scott entertained Member and Commissioner comments and questions. In response to Commissioner Bagwell’s inquiry, Ms. Budge stated that the playgrounds would most likely be one of the last areas to be reopened to the public, as “high-touch” areas, in compliance with the guidance from Nevada Governor Steve Sisolak and the Centers for Disease Control and Prevention (CDC). Chairperson Scott entertained further Member comments and questions as well as public comments; however, none were forthcoming.

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

(8:37:57) – OSAC Chairperson Scott introduced the item. PRC Chairperson Kever mentioned that the regulars of Sonoma Park were appreciative of the Parks and Recreation Department Staff’s efforts put into maintaining the park. She also asked on behalf of the regulars what fertilizer Staff uses at the park and if it is available for purchase, and the regular visitors requested if the morning watering at Sonoma Park could be done earlier so the lawn would have started to dry by 7:00 a.m. Ms. Budge commented that Park Maintenance has been able to accomplish so much despite having had no inmate help, which is the equivalent to 20 full-time staff members at a time as well as having some Staff who were on light duty.

(8:39:52) – OSAC Chairperson Scott announced that Horse Creek Ranch has a new owner as of June 1, 2020, and Michael Fagan has been working closely with Staff on the transition. He informed that an application has been made for water rights temporarily with Buzzy’s Ranch, with the temporary water rights made the previous year expiring in early July 2020. OSAC Chairperson Scott also thanked the Parks and Recreation Department Staff on behalf of the Carson City Senior Center for their help.

(8:41:32) – Commissioner Whitefield thanked Ms. Budge and Staff for their help with the Mills Park pickleball court project.

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

(8:42:21) – OSAC Chairperson Scott introduced the item. Member Massad proposed a policy that limits the joint meeting Agenda to just the items that impact both PRC and OSAC.

(8:45:25) – Member Evans requested research information concerning work being done for the Fulstone Wetlands or wetlands near Steinheimer Park around the year 2011 and the couple of years following 2011.

**7. PUBLIC COMMENTS**

(8:48:00) – OSAC Chairperson Scott entertained public comments; however, none were forthcoming.

**8. FOR POSSIBLE ACTION ON ADJOURNMENT**

(8:48:38) – OSAC Chairperson Scott adjourned the meeting at 8:48 p.m.

The Minutes of the June 15, 2020 Carson City Open Space Advisory Committee and the Carson City Parks and Recreation Commission joint meeting are so approved this 18<sup>th</sup> day of August, 2019.