



STAFF REPORT

Report To: Board of Supervisors

Meeting Date: December 1, 2022

Staff Contact: Nancy Paulson, City Manager

Agenda Title: For Possible Action: Discussion and possible action regarding the appointment of three members to the Carson City Open Space Advisory Committee, one for a partial term that expires in January 2024 and the other two for full terms that expire in January 2027. (Nancy Paulson, npaulson@carson.org)

Staff Summary: Carson City Municipal Code ("CCMC") 13.06.040 provides for the Board of Supervisors to appoint to the Open Space Advisory Committee seven members who serve staggered four-year terms. There is one vacancy due to a resignation and two vacancies due to expiration of terms. A reappointment request was submitted by Mary Berge. New applications were received from Beth Harrison, Richard Nagel, Robert Buttner, Samuel Mozingo, Jay Wiggins, Laura Chavez, Jeff Rauh and Traci Nelson.

Agenda Action: Formal Action / Motion

Time Requested: 2.25 hours

Proposed Motion

I move to appoint _____ for a partial term that expires in January 2024 and to appoint _____ & _____ for a full term that expires in January 2027.

Board's Strategic Goal

Quality of Life

Previous Action

N/A

Background/Issues & Analysis

Applicable Statute, Code, Policy, Rule or Regulation

CCMC Chapter 13.06

Financial Information

Is there a fiscal impact? No

If yes, account name/number:

Is it currently budgeted?

Explanation of Fiscal Impact:

Alternatives

Reopen the positions for additional applicants.

Attachments:

[Open_Space_Packet normal 1.pdf](#)

Board Action Taken:

Motion: _____ 1) _____
2) _____

Aye/Nay

(Vote Recorded By)




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** 3 Terms

Additional

Meetings

•5:30 p.m. •Meets on the third Monday of every other month •Community Center, Robert "Bob" Crowell Board 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](#)



Carson City, NV

Open Space Advisory Committee

Board Roster



Mary K Berge

Partial Term May 06, 2021 - Jan 01, 2023



Robert Ghiglieri

Partial Term May 06, 2021 - Jan 01, 2024



Donna N Inversin

4th Term Feb 01, 2017 - Jan 01, 2025

Office/Role Vice Chair



Mark Kimbrough

1st Term Jan 07, 2021 - Jan 01, 2025



Susan Martinovich

1st Term Jan 07, 2021 - Jan 01, 2025



Alan Welch

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

Office/Role Chair



Vacancy

Profile

Mary

First Name

K

Middle Initial

Berge

Last Name

mberge765@gmail.com

Email Address

177 Pasture Drive

Street Address

Suite or Apt

Carson City

City

NV

State

89701

Postal Code

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 since 1978. At that time trails were few and far between. As our outdoor culture as developed I become more and more excited about where we are now, and where we will be going in the future! The biking, hiking, horseback, riding and floating possibilities here are phenomenal. I thank the City, Open Space Committee, Musclepower and everyone who has brought us this far. I would love to be apart of the next chapter that will continue to promote our home as a vibrant and healthy community. That is why I'm applying for the vacancy on the Open Space 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:

Open Space

Question applies to multiple boards

Term expiration:

Jan 1, 2023

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

College, Professional, Vocational or Other Schools attended:

Univ Nevada Reno BA(Go Wolfpack!) Sierra Nevada College Teacher Credential Lesley

University MA Education **Major Subject:** General Studies, History, Education

Degree Conferred:UNR BA General Studies

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

Dedicated, Active in many outdoor activities , Team builder, Problem solver
Want to be involved in making Carson City the gold standard or open space/parks

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

Musclepowered - member, CC Search and Rescue -past member, Nevada State Parks mtn bike patrol (past member) and numerous trail building projects, First Presbyterian Church - Angel Tree prison ministries, Samaritans Purse, Dream Center Christmas food collection, NOTS (Night Off The Streets) past volunteer

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

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

Beth

First Name

A

Middle Initial

Harrison

Last Name

beffywooga@gmail.com

Email Address

1221 Cedar Street

Street Address

Suite or Apt

Carson City

City

NV

State

89701

Postal Code

Mobile: (775) 530-2121

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 love this town and all the outdoor recreation that it offers. I would like to offer input from the perspective of a citizen raising a family here.

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

College, Professional, Vocational or Other Schools attended:

Carson High School Western Nevada College

Major Subject:

General studies

Degree Conferred:

High School Diploma

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

I am a user of our open space. I have been coaching for Senators Cycling for seven years and understand the physical and mental benefits to youth and adults of recreating outdoors.

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

Muscle Powered. Former board member and current technical advisor. Involved with trail building, leading mountain bike rides and volunteering for trash mobs and trail cleanup. Senators Cycling. Level three coach. Coaching middle school and high school athletes in mountain biking. Teaching athletes respect for trails and other users, the benefits of physical activity, and to be positive ambassadors of the sport. Ron Wood Family Resource Center. Former volunteer for WIC and the Food Bank.

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

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 *

Beth Harrison

OBJECTIVE

To secure a position in a field that promotes mental and physical well being through outdoor experiences.

EXPERIENCE

CUSTOMER SERVICE, SHOE TREE BREWING COMPANY; CARSON CITY,NV 2017-PRESENT

I create a comfortable environment and promote products while building relationships with customers.

LEVEL 3 COACH, NEVADA INTERSCHOLASTIC CYCLING ASSOCIATION; CARSON CITY,NV 2016-PRESENT

I provide a safe environment to learn, develop and implement the skills needed to enjoy the sport of mountain biking to youth, grades 6-12.

MTB RIDE LEADER, MUSCLE POWERED; CARSON CITY,NV 2018-PRESENT

I lead a weekly ladies mountain bike ride. I encourage women to get involved and gain confidence while safely exploring the sport of mountain biking.

EDUCATION

Carson High School

Western Nevada College

SKILLS

Wilderness first aid certification

CPR certification

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Profile

Richard

First Name

Nagel

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Email Address

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Street Address

Suite or Apt

Carson City

City

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State

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Postal Code

Mobile: (775) 434-9231

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?

We live in a beautiful city, surrounded by great riches of our natural environment. As a resident of Carson City, I would like to part of this committee that recommends ways to preserve our quality of life through a shared vision of our community.

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

College, Professional, Vocational or Other Schools attended:

Merritt College, Oakland California

Major Subject:

Nutrition

Degree Conferred:

Unfinished

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

I am an avid outdoors person and cyclist. I use a wide variety of trails and paths in Carson City on a consistent basis. We have a cherished resource in our open spaces which I would like to preserve and hand down for future generations to enjoy. In the past I have led fund raising efforts for food banks. For three years in a row, I planned and delivered the food services for the Boys and Girls Clubs of San Diego CA. fund raisers. So I am very comfortable with community outreach. I like to solve challenges in accomplishing goals and objectives of my team.

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

Volunteer Sheriff- customer service. Volunteer at Green House Garden Project - Managed data base Poll Worker 2022 primary and general election Graduate of Carson City's Citizen Academy, sponsored by the Carson City Sheriffs department. Participated in School board, Board of supervisors and planning commission meetings.

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

None

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 *

EXECUTIVE CHEF, CHEF OWNER

Results oriented leader with over 30 years of culinary & operations expertise with an exceptional track record of leadership in prestigious hotels, residential and healthcare facilities. Pro-active individual who mentors teams using proven expertise in the following areas: culinary innovation, procurement, safe food handling or storage, sanitation, budget management, guest satisfaction, and team building.

- **Key strengths include:**
 - Hire, train, develop union and company staff for food services and kitchen production
 - Creating quality dining experience for Guests, residents, patients and retail operations
 - Plan and execute menus for scheduled meals, Chef demos, on/off site catering events
 - Standardize recipe production, inventory rotation, purchasing, and budget controls
 - Client and employee satisfaction using active listening and problem solving
 - Provide HACCP, culinary techniques and in-service training for staff
 - Team building, scheduling, performance management of all kitchen and serving staff
- **Experience at leading companies** in the food service industry including:
 - Upscale hotel and restaurant catering, upscale retirement residential living, hospital and acute care unit food services
 - US and International culinary experience
- **Certifications**
 - Sous Chef Training Program, Sheraton, San Diego, CA
 - Mediterranean Cooking, Culinary Institute of America, Napa Valley, CA
 - ServSafe Certification, American National Standards Institute
 - Completed 5 college level nutrition classes (Nutrition, Nutrition & Disease, Sanitation & Safety, Food Production Systems, Supervision & Training), Merit College, Oakland, CA
 - Management, Mesa College, San Diego, CA
- **Recognition**
 - TV's Good Morning America for creating a line of desserts for diabetic patients
 - Employee of the Month Sharp Chula Vista Medical Center
- **Relocated to Carson City, Nevada, October 2017**

PROFESSIONAL EXPERIENCE in Nevada

Veterans Health Administration, Reno, NV | June 2018 - Present **Culinary Instructor, Cook**

Prepare hot and cold food for our veterans, while following HACCP food safety standards. Check each meal tray assembled to ensure that it follows clinical guidelines for that patient. Originate recipes to create nutritious complete meals. Instruct veterans to be self-sufficient at home by teaching them simple culinary meal options for low sodium and low fat diets.

The Greenhouse Project, Carson City, NV | 2018 - 2018 **Administrative Assistant Volunteer**

Federal Emergency Management Agency (FEMA), Carson City, NV | 2017 - 2017 Disaster Assistance Post Presidentially-declared disaster throughout US and Territories **Customer Service Representative**

PROFESSIONAL EXPERIENCE IN CALIFORNIA

ZUCKERBERG SAN FRANCISCO GENERAL HOSPITAL, San Francisco, CA | 2016-2017

Operated by the City and County of San Francisco, it is recognized as one of the nation's top trauma hospital, servicing 100,000 patients each year with inpatient, outpatient, emergency, diagnostic and psychiatry services

Food Services Supervisor

Plan, supervise, direct and train staff in the preparation, service and food storage. Requisition and inventory foods; plan work schedules to maintain adequate coverage for all shifts and position types; monitor quality control of foods prepared for consumption; supervise sanitation and safety procedures in a food service operation in accordance with health and safety regulations; interpret departmental policies and procedures; prepare and maintain personnel records such as performance evaluations, disciplinary actions, and employee injury/illness and payroll information. Supervise tray line service providing resident meals, catering and other related services.

CORK-MARK INTERNATIONAL, San Francisco, CA | 2014-2016

Largest national distributor of retail convenience merchandise

Merchandiser / CDM Student at College

Customer service agent responsible for ensuring stores are stocked, product is rotated according to FIFO, expired product is returned for credit. Resolve customer service concerns.

SODEXO, ZUCKERBERG SAN FRANCISCO GENERAL HOSPITAL CONTRACT, San Francisco, CA | 2013-2014

Operated by the City and County of San Francisco, it is recognized as one of the nation's top trauma hospital, servicing 100,000 patients each year with inpatient, outpatient, emergency, diagnostic and psychiatry services

Executive Chef

Oversee operations responsible for \$3M of managed annual volume servicing 2,500 patients and retail meals daily including cafeteria and catering operations. Manage purchasing, production and inventory levels to achieve client goals, disaster food stock and customer satisfaction.

SODEXO, CHANNING HOUSE CONTRACT, Palo Alto, CA | 2009-2013

Upscale retirement community of 250 residents with full-service restaurant, buffet, patient care and banquet services.

Executive Chef

Manage all kitchen, food operations and service staff for on-going catering and regularly scheduled events for residents and guests. Plan purchases for maximum inventory turnover, develop production schedules, manage supplier, staff evaluations for continuous quality improvements.

- Achieved optimum food service **operating costs at 24%** versus standard of 30% by implementing an commodity and finished goods monitoring process to minimize shortages and excesses
- Achieved the **2010 double gold score** in the National Safety Foundation Audit for sanitation and food handling accountability
- Hired, trained and managed performance reviews of kitchen personnel.
- Recognized for creative menu planning and execution at the Annual Sodexo Charity event catering for an exclusive donor list of 100 people.

CONTRACT CHEF, OWNER/MANAGER, Sweden | 2007-2009

Owned and managed restaurant with 5 staff at Langvindsbruk, Sweden

Patisserie, traditional hot & cold Swedish desserts, Gondolen, fine dining restaurant, Stockholm, Sweden

Responsibilities included menu planning, purchase and production of traditional Swedish and international cuisine to develop a profitable restaurant with 5 staff within 1st year of operation.

Developed targeted customer loyalty marketing programs, payroll, food handling and safety regulations required by Swedish retail regulations.

Responsible for creating traditional hot and cold desserts for Gondolen, a prestigious restaurant in Stockholm, Sweden.

EARLY PROFESSIONAL Career

SODEXHO, SHARPCHULA VISTA MEDICAL CENTER, San Diego, CA
 SharpChula Vista Medical Center is a 343 bed hospital in San Diego County
Executive Chef

Responsible for catering, retail and patient care menus, production, purchasing and scheduling of staff of 21 including staff culinary and HACCP training

Achieved food cost of 27% consistently

Recognized as Employee of the Month and interviewed on TV's "Good Morning America" for creating a line of sugar and fat free desserts which satisfied the carbohydrate requirements of a diabetic diet

MARIOTT, SHARP MEMORIAL HOSPITAL, San Diego, CA
Executive Sous Chef

SHERATON FOUR POINT HOTEL, San Diego, CA
Executive Chef

SHERATON HARBOR ISLAND EAST & WEST, San Diego, CA
Sous Chef

NEW ENGLAND BAKE SHOP Inc, Waltham MA
Co- owner

APLEYS RESTAURANT, SHERATON, Boston, MA
Garde Manager

33 DUNSTER STREET RESTAURANT, Boston MA
Sous Chef

Profile

Robert

First Name

R

Middle Initial

Buttner

Last Name

rrblabor@att.net

Email Address

4966 August Dr

Street Address

Suite or Apt

Carson City

City

NV

State

89706

Postal Code

Home: (775) 882-2884

Primary Phone

Home: (775) 230-3018

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?

As a member of the original Quality of life Initiative committee in 1996 (I was the representative of CC Little League at that time) I believe I have a unique perspective to share in the Open space discussion. I have been a public servant for most of my working career, 14 years as a Bureau of Land Management Wild land Firefighter and firefighting contractor and 26 years with the Reno Fire Department. I fully understand public service. I enjoy volunteering in various activities in the community, often just on my own. While hiking area trails with my dog, I pick up trash and other refuse and have repaired the practice pitching mounds at Governor's Fields. I'm a Native Nevadan and a resident of Carson City since 1960 and have seen our community grow and change. I'm an avid Nevada history buff, outdoorsman and hunter. And finally, I'm retired and have the time and energy to be a useful advocate for our Carson City community.

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

College, Professional, Vocational or Other Schools attended:

AA Degree, TMCC Bachelor of Arts Degree, University of Nevada-Reno EMT, Reno Fire Department

Major Subject:

Fire Science (Double Major) Journalism and Criminal Justice

Degree Conferred:

TMCC 1994 UNR 1981

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

40 years of public service as a Firefighter in both the Wildland and All-Risk fire service. 23 years as an Executive Board Member of the Reno Firefighter's Association where I served as President, Vice-President, Past President and grievance Chairman, Political Action committee, Insurance advisory committee and Contract Negotiation committee (including Chief Negotiator) Carson City Little League Executive Board 1992-1998, then again 2000-2003 Carson City Babe Ruth Executive Board 2004-2006 Building contractor, Partner in Buttner Construction, Inc. 1986-2004 Project Manager for CCLL in the construction of the T-Ball fields at Governors Field circa 1995

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

Carson City Little League Executive Board 1992-1998, then again 2000-2003 Carson City Babe Ruth Executive Board 2004-2006 Quality of life Initiative committee in 1996, representing Carson City Little League.

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

Professional Firefighters of Nevada

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

Samuel

First Name

Mozingo

Middle Initial

Last Name

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Email Address

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Street Address

Apartment A

Suite or Apt

Carson City

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State

89701

Postal Code

Home: (585) 419-5883

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 would like to serve on the Open Space Advisory Committee for Carson City because as a resident of this city I believe we are in a unique position to work with the greater community to create a responsible, curated and safe environment for people of all ages, race or gender to enjoy for decades to come. I am bringing a refreshed vision of community based leadership experiences in various roles over that I have held over last 7 years.

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

College, Professional, Vocational or Other Schools attended:

-State University of New York College at Plattsburgh, Plattsburgh, New York -Finger Lakes Community College Canandaigua, NY

Major Subject:

-Major: Hotel, Restaurant, and Tourism Management (ACPHA accredited) Minor: Business Administration (AACSB Accredited) -Major: Liberal Arts and Sciences A.A.

Degree Conferred:

-Bachelor of Science: School of Business and Economics (AACSB Accredited) -Associate of Arts: Liberal Arts and Sciences

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

I assist in managing 4 associations at my current position (Assistant General Manager, Resort at South Shore). I have relevant experience with Association Governance and am currently earning my "Certified Manager of Community Association" certification. Joining this committee would allow me to continue my growth and ability to serving my community.

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.

Eta Sigma Delta International Hospitality Honors Society Omicron Delta Kappa Leadership Honors Society Six Sigma Green Belt Certified Cvent Supplier Network Certified

Upload a Resume

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

☒ I Agree *

Samuel Mozingo

Email: Sam.Mozingo16@Gmail.com

Phone Number: (585)-419-5883

Education

State University of New York College at Plattsburgh, Plattsburgh, New York
Bachelor of Science: *School of Business and Economics* (AACSB Accredited)
Major: Hotel, Restaurant, and Tourism Management (ACPHA accredited)
Minor: Business Administration (AACSB Accredited)

Relevant Experience

Assistant General Manager

Wyndham Destinations, Club Wyndham & WorldMark South Shore, Zephyr Cove, NV
June 2020-Present

Guest Services Manager

Wyndham Destinations, Club Wyndham & WorldMark South Shore, Zephyr Cove, NV Dec.
2016-June 2020

- Increased resort "Check-In Experience" scores from 2016 to present. Averaged a minimum of 90% YOY
- Identified strong candidate from Guest Services department and developed into supervisor role in March 2018 to June 2020.
- Mentor for inaugural "Emerging Leader Program" and identified candidate from Guest Services department. Candidate successfully navigated through 13-week program.

Leadership Development Program Participant

Wyndham Destinations, Club Wyndham Harbour Lights, San Diego, CA June 2016-
December 2016

- Participated in an immersive 20-week leadership management training program for the Guest Services department
- Developed, presented and implemented leadership projects including a resort SMART plan, SWOT Analysis & IDP's
- Acting Guest Services manager for resort throughout five weeks of program

Resident Assistant

SUNY Plattsburgh Office of Housing & Residence Life, Plattsburgh, NY August
2015- May 2016

- Developed and maintained a positive living environment to link residents, create community, and resolve conflict
- Created, marketed and lead social and educational programs to promote understanding of health and diversity issues

Front Desk Agent

The Sagamore Resort, Bolton Landing, NY May 2015-
August 2015

- Coordinated front office activities for the resort and resolved problems arising from guest complaints, and room assignment activities

Summer Resident Assistant/Housekeeper

Finger Lakes College Association, Canandaigua, NY May 2014-
August 2014

- Facilitated guest registration and departure as front-end receptionist at the Finger Lakes College Housing Office
- Handled the preparation of all rooms for guests and completed daily room condition reports

Event Leader

Blue Apple Productions, Rochester, NY
December 2014

April 2012-

- Set-up, operated and packed inflatable bounce houses and other novelty products for parties, festivals, corporate functions and college events
- Supervised up to 15 team members for large scaled events

Profile

Jay

First Name

Wiggins

Middle Initial

Last Name

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Email Address

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Home: (775) 580-4090

Primary Phone

Business: (775) 721-7060

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?

As a resident of Carson City, I value and use the open space on a regular basis. I agree with the Carson City Master Plan that places value on the environment and scenic beauty of our area for our quality of life. As a Commissioner on the Carson City Planning Commission and Growth Commission, I have reviewed numerous projects that impact open space and it is a subject that I am interested in being directly involved in. I also wish to continue with public service and maintain my involvement with community matters.

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:

Carson City Planning Commission and Growth Commission

Question applies to multiple boards

Term expiration:

January 2023

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

College, Professional, Vocational or Other Schools attended:

Western Nevada College University of Nevada, Reno

Major Subject:

Mechanical Engineering Business Administration

Degree Conferred:

Bachelor of Science, Mechanical Engineering Masters, Business Administration

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

Long-term resident of Carson City that is familiar with land use and zoning regulations. Excellent communication skills and experience in public meeting protocols. Professional experience in regulatory and compliance matters.

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

Carson City Planning Commission-Commissioner, 2019-Present Boy Scouts Troop 341-Secretary, 2013-2018

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

Not Applicable

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 *

Jay Wiggins
1787 Vineyard Way Carson City, NV 89703
Phone 775-580-4090 ▪ Work 775-721-7060
jaywigginscc@gmail.com

Summary of Qualifications

- Planning Commission of Carson City Commissioner from 2019 to present, including Chairperson
- Carson City resident for over 26 years that continues to value community involvement
- Excellent communication, interpersonal, time management, and prioritization skills including master's degree in business administration and Toastmasters International certifications
- Over 20 years of professional experience in utility distribution and transmission engineering functions including budgeting, compliance, design, training, and safety
- Leadership experience in directing and managing personnel to ensure safety, reliability, and budgetary goals are achieved while focusing on integrity and teamwork

Education, Certifications, Community

Professional Engineer, Mechanical ▪ State of Nevada
Master of Business Administration ▪ University of Nevada, Reno, NV
Bachelor of Science in Mechanical Engineering ▪ University of Nevada, Reno, NV
Competent Communicator and Leadership Certifications ▪ Toastmasters International
Lean Six Sigma Green Belt ▪ Las Vegas Lean Six Sigma Inc.
CORE Leadership Training ▪ NV Energy/Berkshire Hathaway Energy
Commissioner/Chair ▪ Carson City Planning Commission

Interests

- Maintaining a healthy lifestyle and enjoying many outdoor activities including golf, mountain biking, skiing, boating, and exercise with my wife and two children
- Participation in running events including the Carson Canyons and Tahoe Rim Trail Ultra races in 2022
- Enjoy reading, continuous learning, and socializing with friends and colleagues
- Attending community events such as Nevada Day, Brewery Arts Center concert series, wine walk, and various other weekend activities

Professional Experience

Director, Natural Disaster Protection– NV Energy, Reno, NV ▪ 2021 – present

- Provide planning and ongoing support for electric system operations and emergency management in all operational activities, including public safety outage management events, to mitigate the risk of wildfires and other natural disasters
- Responsible for ensuring the compliance of the natural disaster protection program with existing statutes, codes, and regulations including oversight of fire mitigation, emergency management, and vegetation management personnel
- Develops and maintains the public safety outage management plan, including field documentation, support systems deployment, resource requirements, decision criteria, emergency stakeholder coordination and recovery

Manager/Sr. Consultant, Gas Compliance Operations – NV Energy, Reno, NV ▪ 2006 – 2021

- Oversaw compliance, training, cathodic protection, metering, system control, and administrative personnel to ensure that all regulatory/company commitments are met
- Investigated, audited, developed strategy, and defended company interests during regulatory compliance inspections, petitions, and rate case proceedings

Engineer I/ II – Southwest Gas Corporation, Carson City, NV ▪ 2004 – 2006

- Designed and provided project management for the construction of distribution gas pipeline systems and meter set assemblies throughout Northern Nevada service territory

Profile

Laura

First Name

Chavez

Last Name

shinenv@yahoo.com

Email Address

5500 Gentry Lane

Street Address

Suite or Apt

Carson City

City

NV

State

89701

Postal Code

Mobile: (775) 291-3827

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 been a resident of Carson City for more than 25 years and love everything about our community. As a resident of Carson City I would like to be more involved and help sustain for future Carson City generations to come.

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

College, Professional, Vocational or Other Schools attended:

Western Nevada College-Associates in Applied Science, General Business June 2010 Truckee Meadows Community College-Certificate of Spanish-English Translation Certificate September 2011 University of Nevada Reno-Certificate of Paralegal Studies November 2005

Major Subject:

Business

Degree Conferred:

Associates, paralegal and translation certificate

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

Please refer to resume attached-too many to list here

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

Please refer to resume attached

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

Please refer to resume attached

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 *

Laura E Chavez

5500 Gentry Lane
Carson City, NV 89701
775-291-3827 (Evening) / 775-887-1222 x4764 (Day)

Citizenship: USA

Profile

Detail oriented and results-driven Specialist and Energy Coordinator with more than sixteen years of experience with Rural Development. Highly responsible and experience in all aspects and functions of the Business and Cooperatives Programs. Possess strong analytical and problem-solving skills with the ability to function with all levels of support staff or individually. Skilled in current technologies that are integrated daily to improve, streamline processing and service to loans and grants.

Education

American Bankers Association Certificate in Business and Commercial Lending Online, self-led course	December 2019
Nevada Excellence in Leadership Graduate Northern Nevada Latino Alliance Reno, NV	March 2014
Nx Level Spanish course graduate Nevada Small Business Development Center Reno, NV	December 2014
Certificate of Spanish-English Translation Certificate Truckee Meadows Community College Reno, NV	September 2011
Competent Communicator Award, 10 Speech series and Humorous Speech Contest Capital Nevada Club 1813 District 39, Toastmasters Carson City, NV	September 2011
Associates in Applied Science, General Business Western Nevada College Carson City, NV	June 2010
Certificate of Paralegal Studies University of Nevada Reno Reno, NV	November 2005

Professional Summary of Qualifications

* Strong Analytical skills	* Credit & Financial Analysis	*Team orientated
* Strategic Planning	* Loan & Grant Administration	*Industry expert of renewable energy
* Typing 50 – 60 wpm	* Problem Solving Skills	* Customer Service
* Microsoft Office	* Written Correspondence	*Bilingual, fluent in Spanish
* Technical Assistance	* Business Structures & Mngt	*Agency translator and interpreter
* Expert in Nevada rural economic factors & trends		*media and radio presentations for agency
* University of Nevada Cooperative Extension, Peer Reviewer		* National and regional trainer for agency
*Member of various regional review panel, Washington DC and State of Nevada		
*Hiring panel member		*supervisory experience

Current and former affiliations

- Unión de Padres Activos, PTA Carson City School District
Board Member and Treasurer
Carson City, NV 2019-current
- Nevada Builders Foundation
Board Member and Safe Embrace Chairwoman
Carson City, NV 2016- current
- Tazmanian Boxing Club
Grant Writer and Board Member
Carson City, NV 2020-current
- Womens Money
Board Member and Mujer y Dinero Chairwoman
Reno, NV 2017-2019
- Latin American Chamber of Commerce
Board of Director, Special Events Coordinator
Reno, NV 2014-2016

Professional Experience

Energy Coordinator (GS 1165-12/05)

USDA, Rural Development
Carson City, NV

January 2018 to present
40 Hours/week
Current Salary \$98,539

-Supervisor: Chandler Allen 775.443.4766

May Contact: Yes

- 100 % responsible for all energy programs, Rural Energy for America Program, Energy Audit/Renewable Energy Development Assistance and 9005 payment programs
- Present on REAP programs across Nevada
- Media presentations for radio and television
- Oversee over \$1,000,000 in applications and servicing of various grants and guarantee programs
- Review semiannual and annual status reports for all projects
- Independently review REAP applications for completion, funding and servicing
- Prepare and provide technical assistance to complete environmental reviews and civil right impact analysis for all applications
- Answer all program inquiries, email and phone calls daily
- Review energy audits for completion and regulation requirements
- Process and ensure complete fund request as needed

Business Programs Specialist (GS 1165 – 12/05)

USDA, Rural Development
Carson City, NV

May 2015 – Current

40 Hours /Week

Current Salary: \$98,539

-Supervisor: Chandler Allen 775.443.4766

May Contact: Yes

- Processed and currently service loan and grants ranging in size and complexity ranging \$10,000 thousand to 25,000,000 million.
- Applications received vary from business entities and community organizations ranging from mom pop type business to complex multi-affiliated corporations, partnership, limited liability entities, cooperative and non-profit organizations. Businesses assisted have included shopping centers, hotels/motels, agricultural, real estate/commercial building, energy related projects and professional service-orientated businesses.
- Develop and maintain lender relationships with local and out of state bank. Provide ongoing technical assistance regarding eligibility, structuring, underwriting, documenting, monitoring and servicing of Business & Industry Guaranteed Loans and Rural Energy for America Guaranteed Loans.
- Reviewed, analyzed, processed and serviced RBS loans and grants. Presented and made recommendations to the State Loan Review Committee.
- Conducted in-depth review and analysis of loan and grant documents during the application, closing and servicing stage to evaluate the financial stability and performance of the applicant and to identify any credit risk.
- Mentored by Business Program Director regarding all aspects of the Business Programs operations. Being recognized as a key contributor to the Business Programs section, I routinely make recommendations regarding various areas of concern to ensure that Business Programs complies with it's regulatory and program requirements.
- Served as Acting Programs Director on an adhoc basis for the Business Programs section; overseeing a staff of three Loan Specialist and one technician located in the Nevada State Office.
- Develop and maintained various reports and spreadsheets to manage Nevada's active Business Programs loan and grant portfolio.
- Provide administrative expertise and guidance toward meeting RD's strategic goals, initiative and mission areas.
- Develop strong networks through the nation. Participate in successful collaborations with various State Office staff.
- Guaranteed Loan System (GLS) Team leader for the Western region (Nevada, Hawaii, California and Arizona).
- Planned, coordinated, and participated in various training, technical assistance and outreach activities in Nevada. Trainings often provide a brief overview of the various programs administered by RD. Activities have included participation in conducting lender training session, outreach/marketing events and webinars. Lender trainings have varied from informal meetings to comprehensive program training.
- I was one of nine individuals selected to serve in the 2015 Socially Disadvantage Group Grant (SDGG) application review panel in Washington, DC. Participated in interactive debates with panelist to achieve consensus on the score for each grant application. Strong collaborations with panelist and national office staff were forged. I was also required to provide applicable comments to support each scoring criteria that the panel agreed on.
- I continue to be proactive in developing individual job skills by participating in ongoing training and networking activities.

Professional Training

- | | |
|--|--|
| ❖ Civil Rights Training | ❖ Financial Statement & Analysis |
| ❖ Environmental Training | ❖ Microsoft programs various |
| ❖ QuickBooks Software | ❖ Mentoring Fundamentals |
| ❖ Business Bookkeeping | ❖ USDA Federal Appropriations Law Training |
| ❖ Business Programs / Cooperative Service Regional Training | ❖ USDA Cross Training: RUS, FSA , RMA, AMS and NRCS |
| ❖ Risk Management Association graduate Lending Academy 1 and 2 | ❖ Working with Tribal Leaders and Government |
| ❖ Understanding Financial Statements | ❖ Leadership Essentials: Creating your own Development Plan |
| ❖ Analyzing Income Statement & Balance Sheet | ❖ Professionalism, Business Etiquette, & Personal Accountability |
| ❖ The Basics of Budgeting | ❖ Aspiring Leadership Program |
| ❖ Analyzing Annual Report | |

- ❖ Toastmasters/Public Speaking courses
- ❖ Ignite Presentations
- ❖ American Bankers Association:
 - Evaluating & Structuring Commercial Loans: Level 5 – Evaluating & Structuring
- ❖ American Bankers Association:
 - Evaluating & Structuring Commercial Loans: Level 5 - Identifying Viable Secondary & Tertiary Sources of Repayment
- ❖ : American Bankers Association:
 - Evaluating & Structuring Commercial Loans: Level 5 - Key Documents, Loan Agreements, and Covenants
- ❖ American Bankers Association:
 - Evaluating & Structuring Commercial Loans: Level 5 - Loan Pricing & Negotiating
- ❖ American Bankers Association:
 - Evaluating & Structuring Commercial Loans: Budget Tracking
- ❖ NX Level course graduate
- ❖ Leadership in Excellence courses
- ❖ National Renewal Energy Laboratory classroom training on various renewal energy technologies

References

Herb Shedd
 1427 Mary Jo Drive
 Gardnerville, NV 89460
 775-781-8180
hsheddrpra@frontier.com

Michelle Kelly
 USDA Rural Development
 Carson City, NV
Michelle.kelly@usda.gov
 775.443.4765

Personal Experience

- Volunteered for the Carson City review panel for the Community Support Services Grant, 2022
- Wrote and received two awards for the nonprofit-Tazmanian Boxing Club, over \$200,000 in 2022
- Various College and University credits towards Bachelor
- In my spare time, I enjoy exploring Carson City and it's backyards by running or hiking the trails and lately riding my ebike where allowed.
- Resident of Carson City for 27 years

Profile

Jeff

First Name

Rauh

Last Name

jrauh301@gmail.com

Email Address

301 Marsh Road

Street Address

Suite or Apt

Carson City

City

NV

State

89701

Postal Code

Mobile: (775) 230-4786

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?

Open spaces and trails are important resources for our growing community.

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

College, Professional, Vocational or Other Schools attended:

MBA Northern IL University BS Geology University of IL

Major Subject:

Business Geology

Degree Conferred:

MBA BS

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

I am active in hiking, mountain biking, and any other outdoor activity.

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

Traci

First Name

Nelson

Last Name

traci4222@yahoo.com

Email Address

1020 North Wind Dr

Street Address

Suite or Apt

Carson City

City

NV

State

89701

Postal Code

Home: (442) 515-2389

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 an extreme passion for the great outdoors. I enjoy walking, hiking, cycling, mountainbiking, outdoor yoga or simply meditating outdoors. By promoting preservation of our environment and natural settings all of Carson City will be encouraged to venture outdoors into this beautiful area that we all are lucky to reside in.

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

College, Professional, Vocational or Other Schools attended:

University of Delaware Widener University

Major Subject:

Accounting Taxation

Degree Conferred:

BS Accounting MS Taxation

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

Held managerial positions throughout my career Extreme passion for the great outdoors. I enjoy walking, hiking, cycling, mountain biking, outdoor yoga or simply meditating outdoors.

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

VITA volunteer income tax assistance YMCA Yoga instructor

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 *

Traci Nelson, CPA
1020 North Wind Dr
Carson, City, NV 89701
442-515-2389
traci4222@yahoo.com

PROFESSIONAL EXPERIENCE

CCH Tax & Accounting, Wolters Kluwer

May 2012 - Present

Senior Technology Pre-Sales Product Engineer– Carson City, NV (Remote)

- Provide in-depth product expertise in a pre-sales environment, by partnering with Sales Representatives to deliver effective presentations of CCH Income Tax and Audit digital end-to end workflow automation solutions.
- Conduct strategically tailored, quality, engaging sales presentations to varied audiences in multiple formats including webinars, individual remote meetings and in-person meetings.

Agilent Technologies Inc

August 2008 – February 2012

Director of Income Tax Accounting (2010 – 2012); Sr Tax Accounting Manager (2008 – 2010)

- Directed all aspects of financial statement reporting of income taxes in a fast paced environment requiring strong analytical, organizational, and project management skills.
- Lead a team of domestic and foreign personnel. Traveled worldwide to lead live multi day training sessions of the same team.
- Participated in preparation and review of earnings forecasts by operating unit.
- Strong communication skills used to interface with upper management (C Suite included), audit, tax and accounting professionals.
- Participate in repatriation projects.
- Managed the worldwide implementation of tax accounting software (One Source/Tax Stream), which fully automated the tax provision calculation.
- SOX 404 process owner for the international and consolidated income tax accounting process.

Deloitte Tax

July 2007 – July 2008

Lead Tax Manager

- Managed a diverse array of large-scale client engagements spanning the pharmaceuticals, manufacturing, real estate management, food services, entertainment and investment management industries. Developed tax seniors and staff level employees to improve their technical and business skills.
- Reviewed and delivered tax return preparation services including but not limited to the following review of: consolidated federal and state income/franchise tax returns, book/tax differences, R&D credit calculations, and review of apportionment, allocation factors, and federal and state adjustments.
- Audited and reviewed income tax provisions in quarterly and year end financial statements.

First Midwest Bancorp, Inc.

May 2005 – June 2007

Tax Manager

- Efficiently managed a federal income and payroll tax audit resulting in a two-thirds reduction from IRS initial estimates of audit cycle time with zero adjustments. Managed state income tax audits.
- Managed preparation of federal and state income (corporate and REIT), personal property, and sales and use tax returns for all affiliates.
- Managed preparation of Forms 5500, 990 and 1041 for benefit and retirement plans.
- Managed resolution of all payroll tax issues.
- Coordinated the integration of tax accounting and compliance process of a billion dollar corporate acquisition.
- Automated the tax compliance process via the evaluation and implementation of tax compliance software and successfully filed the corporation's first electronic tax return.

MBNA America Bank, N.A.

May 1997 – May 2005

Tax Supervisor

- Supported the management of multiple Federal and State tax audits.
- Reviewed and prepared federal and state consolidated income tax filings.
- Managed information reporting compliance for all business areas.

- Prepared sales and use tax returns; filed VAT refund claims.
- Served as tax coordinator for the reengineering of the U.S. Oracle fixed asset system. Coordinated the automation of the UK and Canadian earnings and profit fixed asset accounting.

Faw, Casson, & Company, LLP

August 1994 – May 1997

Senior Accountant

- Planned, administered, and supervised team for audit, review, and compilation engagements. Clients include commercial enterprises, government agencies, and pension plans.
- Drafted financial statements for various engagements and reconciled general ledger account balances.
- Prepared and reviewed federal and state tax returns for corporations, partnerships, individuals, exempt organizations, trusts, and estates.
- Assisted in the conversion of client information systems.

EDUCATION

Licensed Certified Public Accountant in Colorado; Passed all four parts of CPA Examination on first sitting: Spring 1995.

Widener University

August 1997 – December 1999

Masters of Science in Taxation GPA 3.9

An AACBS accredited university in Chester, PA.

University of Delaware

June 1990 – June 1994

B.S. – Accounting; Minor in Management Information Systems/Decision Support Systems; Graduated Cum Laude GPA 3.6

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).

Dear Jennifer and Lyndsey

This is to formally let you know that due to a change in family circumstances, I am unable to continue serving on the Open Space Advisory Commission.

It has been a profound privilege to have served on OSAC. I have learned so much from staff and other members of the Commission. Everybody has been welcoming, helpful and professional toward me - the new kid on the block.

I wish I could stay but I hope that as circumstances change in the future, perhaps there will be another opportunity to serve - if not on OSAC perhaps another citizen's group.

Thank you to each of you for your substantial professionalism and warm demeanor. Carson City is fortunate to have not only the two of you but also everybody else I have come in contact with in the Recreation/Open Space department.

Most Sincerely,

Kristine Currie (Casey)

775-400-7162

PS, Let me know when a good time would be for me to swing by the office and drop off my giant