

DRAFT MINUTES
Joint Meeting
Carson City Open Space Advisory Committee (OSAC)
Carson City Parks and Recreation Commission (PRC)
Tuesday, December 6, 2022 ● 5:30 P.M.
Community Center Robert “Bob” Crowell Board Room
851 East William Street, Carson City, Nevada

PRC Members

Chair – Lea Case	Vice Chair – Kurt Meyer
Commissioner – Lisa Schuette	Commissioner – Stacie Wilke-McCulloch
Commissioner – Lee-Ann Keever	Commissioner – Dave Whitefield
Commissioner – Janice Caldwell	

OSAC Members

Chair – Alan Welch	Vice Chair – Mark Kimbrough
Member – Donna Inversin	Member – Susan Martinovich
Member – Mary Berge	Member – Robert Ghiglieri

Staff

Dan Earp, Recreation Superintendent
David Navarro, Parks Superintendent
Ben Johnson, Senior Deputy District Attorney
Gregg Berggren, Trails Coordinator
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.

The approved minutes for this meeting are available on www.CarsonCity.org/minutes.

1. CALL TO ORDER

(5:31:59) – PRC Vice Chairperson Meyer called the meeting to order at 5:31 p.m.

2. ROLL CALL & DETERMINATION OF QUORUM

(5:32:17) – Roll was called, and a quorum was present.

PRC Attendee Name	Status	Arrived
Chairperson Lea Case	Absent	
Vice Chairperson Kurt Meyer	Present	
Commissioner Lisa Schuette	Present	
Commissioner Stacie Wilke-McCulloch	Present	
Commissioner Lee-Ann Keever	Absent	
Commissioner Dave Whitefield	Present	

Commissioner Janice Caldwell	Present	
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OSAC Attendee Name	Status	Arrived
Chairperson Alan Welch	Present	
Vice Chairperson Mark Kimbrough	Present	
Member Donna Inversin	Present	
Member Susan Martinovich	Present	
Member Mary Berge	Present	
Member Robert Ghiglieri	Present	

3. PUBLIC COMMENT

(5:33:53) – PRC Vice Chairperson Meyer entertained public comments. Deni French introduced himself and thanked Carson City Parks Project Manager Nick Wentworth for helping Mr. French understand information related to the Mills Park Master Plan update survey, and he wished for Mr. Wentworth to make the information that was provided to Mr. French available to the entire public because Mr. French did not believe that the information was accessible to the entire public. He was opposed to constructing any sort of asphalt area on Mills Park. He noted that there were members of the public who were concerned about backyards being considered as open space as well as “the wording” in regards to open space, so he believed that there should be a designated difference in the wording concerning open space. Mr. French stated that it was difficult to find the Members and Commissioners and pointed out that the City activity calendar did not “format out” when making a copy. He requested considering the formation and format on City calendars, and he believed that City calendars should include all meetings. He also commented about the removal of trees possibly due to some work that was completed for the Carson Ridge Disc Golf Park and Interpretive Trails and noted that the public may not have been notified of the changes in the area of the Carson Ridge Disc Golf Park and Interpretive Trails.

(5:39:11) – Carson Ridge Disc Golf Club Secretary Michael Plansky introduced himself and, referencing Mr. French’s public comment, assured those present that the Carson Ridge Disc Golf Club has not removed any trees. He read the following written statement into the record:

“Thank you, members of the committees/the Parks Department for this time. My name is Michael Plansky, and I’m Secretary of Carson Ridge Disc Golf Club. I began my activism for disc golf in Carson City in 2009 working with Kyle Horvath to develop a disc golf course in Centennial Park, but there wasn’t a Parks Foundation back then to help get a new course and club on its feet. That project did not materialize, but under the umbrella of the Foundation for Carson City Parks and Recreation, spearheaded by Mayor Bagwell, the Stadium Course at Carson Ridge Disc Golf Park and Interpretive Trails is now ranked number one in Nevada, then ranked well above all other courses in the Tahoe-Carson region. It all started with a \$118,000 Land and Water Conservation Fund matching grant. The volunteer hours for that grant were quickly overmatched, and our club’s volunteer army model has steadily grown since opening in 2019. The volunteer efforts led by our club officers made the Capital City Disc Golf Championships last October, a successful showcase of community-based recreation. Our club would like to thank Parks Department and Visit Carson [City] for their assistance with the event; Visit Carson [City] has sponsored hole 18’s tee sign with a message that suggests golfers explore more of Carson City after their round, and we get a lot of people visiting because of the high rating, visiting the course, so there’s opportunity there. So we’re looking forward to completing the vision and expansion of Carson Ridge as a template for sustainable conservation and tourism for future courses. We would like to meet and exceed the Land and Water Conservation

Fund grant objectives of attractiveness, conservation, and community accessibility for the five-year review coming up in only two years. At this time, our club would like to present our capital improvement needs itemized with cost estimates at your February Parks and Recreation Commission meeting. Thank you very much.

(5:42:12) – Commissioner Wilke-McCulloch thanked Mr. Plansky and commented that the Carson Ridge Disc Golf Park was “so much fun.” She added that her son-in-law had complimented the Carson Ridge Disc Golf Park for having “one of the best courses,” and she appreciated the presentation event for the park as well as the time offered by the volunteers and the Carson City Parks and Recreation Department staff.

(5:43:20) – Robyn Orloff introduced herself and requested agendaizing an item regarding the Carson River Trail #3, traveling from the Prison Hill off-highway vehicle (OHV) area past Clearview Drive and up to Snyder Avenue and Koontz Lane. Since OHV use would not be allowed on the trail, she believed that constructing a non-OHV trail in the OHV area was “a step backwards.” She stated that “the spirit of cooperation and respect” had “greatly increased” in the area between OHV users and “non-OHVs” and believed that the addition of a trail prohibiting OHV use would be “a real slap in the face,” as it “violates a lot of the ongoing spirit now of this OHV area because they can ride wherever they want.” Ms. Orloff also believed that constructing another trail behind the homes on Gentry Lane may be difficult, since the trail would be a 10- to 12-foot-wide trail, and there was already a “very wide” firebreak in that location. Additionally, a lot of flora and fauna would need to be destroyed in order to construct the trail through the referenced area. She commended Muscle Powered and complimented the trails to be discussed during agenda item 5.B. She added that the grant funding for the trail was not for fuels reduction, even though many neighbors in that area were told that the trail would help with fuels reduction and fire prevention.

4. FOR POSSIBLE ACTION: APPROVAL OF MINUTES – JOINT OPEN SPACE ADVISORY COMMITTEE AND PARKS AND RECREATION COMMISSION MEETING OF 7/18/2022; PARKS AND RECREATION COMMISSION MEETING OF 8/16/2022; JOINT OPEN SPACE ADVISORY COMMITTEE AND PARKS AND RECREATION COMMISSION MEETING OF 8/16/2022; AND OPEN SPACE ADVISORY COMMITTEE MEETING OF 10/17/2022.

(5:46:32) – PRC Vice Chairperson Meyer introduced the item, and he and OSAC Chairperson Welch entertained corrections and a motion on each of the meeting minutes. Commissioner Schuette noted an error on page #10 of the August 16, 2022 OSAC-PRC joint meeting minutes that had since been corrected.

(5:47:06) – MOTION: Commissioner Schuette moved to approve the July 18, 2022 OSAC-PRC joint meeting minutes as presented. OSAC Chairperson Welch seconded the motion. The motion carried 5-0-0 by the PRC votes and 5-0-1 by the OSAC votes, with Member Martinovich abstaining, as she was not present during the July 18, 2022 joint meeting.

(5:48:34) – MOTION: Commissioner Wilke-McCulloch moved to approve the August 16, 2022 PRC regular meeting minutes as presented. Commissioner Caldwell seconded the motion. The motion carried 5-0-0.

(5:49:09) – MOTION: Member Inversin moved to approve the August 16, 2022 OSAC-PRC joint meeting minutes as corrected. Member Berge seconded the motion. The motion carried 5-0-0 by the PRC votes and 6-0-0 by the OSAC votes.

(5:49:42) – **MOTION:** Member Martinovich moved to approve the October 17, 2022 OSAC regular meeting minutes as presented. OSAC Vice Chairperson Kimbrough seconded the motion. The motion carried 5-0-1, with Member Ghiglieri abstaining, as he was not present during the October 17, 2022 meeting.

5. MEETING ITEMS:

5.A. FOR DISCUSSION ONLY: PRESENTATION REGARDING “A TRAILHEAD IN EVERY PARK” AND NEVADA DIVISION OF OUTDOOR RECREATION PRIORITIES, INCLUDING LEGISLATION FOR THE 2023 SESSION.

(5:50:29) – PRC Vice Chairperson Meyer introduced the item. Mr. Berggren introduced the Deputy Administrator of the Nevada Division of Outdoor Recreation, Matthew Weintraub, and Mr. Weintraub presented a Slideshow titled “Division Update and Trailhead in Every Park,” which is incorporated into the record. Mr. Weintraub also responded to clarifying questions.

(6:32:26) – OSAC Vice Chairperson Kimbrough complimented Mr. Weintraub on his presentation. He thanked and acknowledged Mr. Weintraub and Mr. Weintraub’s team for organizing the 2022 Nevada Transportation, Trails, and Tourism Summit as well as engaging with the community and such City public bodies as PRC and OSAC.

(6:36:53) – Member Inversin commented about being “taken with” the presentation during the 2022 Nevada Transportation, Trails, and Tourism Summit and noted that the OSAC and the PRC seemed to be prioritizing dog parks instead of children. She wished to start a discussion on teaching the community’s children about safely riding bicycles and getting children comfortable with riding bicycles on streets starting from a young age. She believed that it would be beneficial to evaluate connectivity between parks and open space areas during the joint meetings of the OSAC and the PRC in order to assess potential “gaps” because she wished to ensure that children could travel from their homes to their schools, the parks, and the open space areas without needing a car. Member Inversin suggested the possibility of the PRC and the OSAC working with Safe Routes to School (SRTS) and the Carson City Public Works Department. Member Berge thanked Mr. Weintraub for the presentation. She agreed with Member Inversin’s feedback and suggested involving the Carson City School District. She noted that there were many linear trails that were not being used by children. In response to Member Berge’s question, Mr. Weintraub stated that SRTS funding could be used to construct linear bicycle trails with the condition that the trails connect to neighborhoods, and he pointed out that there were some examples of SRTS funds being used in similar instances. Commissioner Wilke-McCulloch mentioned that the parks in which playground equipment was being removed could be used for some of the linear parks.

(6:46:43) – Commissioner Schuette complimented and agreed with the contents of the presentation.

5.B. FOR DISCUSSION ONLY: PRESENTATION REGARDING ACTIVITIES RELATED TO TWO TRAIL PROJECTS MANAGED THE OPEN SPACE DIVISION: THE CAPITAL TO TAHOE TRAIL, AND THE ODYSSEY TRAIL.

(6:50:20) – PRC Vice Chairperson Meyer introduced the item. Mr. Berggren and Muscle Powered Trails Coordinator Pete Doenges referenced the Staff Report and photographs related to the Capital to Tahoe Trail and the Odyssey Trail, all of which are incorporated into the record.

(7:17:06) – PRC Vice Chairperson Meyer entertained input and questions. OSAC Chairperson Welch thanked Muscle Powered Crew Leader Paul Sinnott and Mr. Doenges for their work. He mentioned how the OSAC and the

PRC intended to eventually connect the Lincoln Bypass Trail and the Clear Creek Trail for more “connectedness” between Carson City and Carson Valley.

(7:19:46) – OSAC Vice Chairperson Kimbrough commented that groups of people, such as Muscle Powered, that “go out and put your heart and soul to build these trails that last” deserved “nothing but accolades.” Member Berge thanked Mr. Doegnes and Muscle Powered and stated that Mr. Doegnes and those who perform similar projects as Muscle Powered were the reason why the community was “special.” She noted that “bringing people together in a healthy way” was the goal of the Carson City Parks, Recreation, and Open Space Department.

5.C. FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A RECOMMENDATION TO THE BOARD OF SUPERVISORS (“BOARD”) CONCERNING PROPOSED UPDATES TO THE PARKS, RECREATION AND OPEN SPACE DEPARTMENT (“DEPARTMENT”) FEE POLICY AND SCHEDULE.

(5:33:06) – Vice Chairperson Meyer indicated that the item would not be addressed during this meeting.

5.D. FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING THE OPEN SPACE ADVISORY COMMITTEE MEETING SCHEDULE FOR CALENDAR YEAR 2023.

(7:22:10) – PRC Vice Chairperson Meyer introduced the item. OSAC Chairperson Welch entertained input on the 2023 OSAC meeting dates, which are incorporated into the record, and entertained a motion.

(7:23:30) – MOTION: Member Ghiglieri moved to approve the Open Space Advisory Committee meeting schedule for calendar year 2023 with the exception of June 19, 2023, which would be reconsidered by Staff. Member Martinovich seconded the motion. The motion carried 6-0-0.

5.E. FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING THE PARKS AND RECREATION COMMISSION MEETING SCHEDULE FOR CALENDAR YEAR 2023.

(7:23:57) – PRC Vice Chairperson Meyer introduced the item and entertained input on the 2023 PRC meeting dates, which are incorporated into the record, as well as entertained a motion.

(7:24:31) – MOTION: Commissioner Caldwell moved to approve the Parks and Recreation Commission meeting schedule for calendar year 2023 with the exception of June 19, 2023, which would be reconsidered by Staff. Commissioner Schuette seconded the motion. The motion carried 5-0-0.

(7:24:52) – Member Martinovich requested that Staff review dates within the same month when reconsidering the joint meeting date of June 19, 2023.

6. STAFF UPDATES – DISCUSSION ONLY

6.A. DIRECTOR’S REPORT: UPDATES REGARDING THE DEPARTMENT’S PROJECTS, PROGRAMS, FACILITIES, AND EVENTS; GRANTS; STATUS OF RECRUITMENT FOR VACANT POSITIONS; OSAC/PRC BOARDS RETREAT DECEMBER 16; MILLS PARK MASTER PLAN UPDATE; DOG RULES AND REGULATIONS POLICY; LEGISLATIVE ITEMS; AND BOARD OF SUPERVISOR’S ACTION ITEMS.

(7:25:45) – PRC Vice Chairperson Meyer introduced the item. Mr. Navarro reminded the Commissioners and the Members that the OSAC and PRC Special Workshop was scheduled on December 16, 2022 from 9:00 a.m. to 4:00 p.m. He reported that the Parks, Recreation, and Open Space Department had employed a third Park Ranger, Danielle Sattler, on September 27, 2022, and the Department had employed a seasonal Park Ranger to start at the beginning of the year 2023. He announced that the Department had regained the Nevada Department of Corrections (NDOC) Offender Work Program, which would begin again in the end of August 2023 or beginning of September 2023 with a total of 10 inmate workers at this time, and the assistance from inmate workers has helped the Department get caught up on deferred maintenance that was delayed since March 2020. He mentioned that Department staff members Andrew Menendez and John Burnham would be recognized by the Carson City Board of Supervisors (BOS) for their five-year anniversary. Mr. Navarro stated that a public meeting had been conducted on November 15, 2022 from 4:00 p.m. to 6:00 p.m. regarding the Mills Park Master Plan, during which many “great” ideas and feedback were shared by those that attended, and Staff had prepared two plans based on the Mills Park Master Plan update survey results, so Staff have been compiling the comments received by members of the public for the purpose of developing a conceptual Master Plan for the Members’ and the Commissioners’ review during the beginning of 2023. He reported that the Department had recently completed the asphalt parking lot project and paving by the Multi-Purpose Athletic Center (MAC) as well as the tennis courts project at Ross Gold Park. He indicated that the Dog Rules and Regulations Policy would be presented to the BOS in January 2023. Mr. Navarro thanked the Carson Ridge Disc Golf Club and noted that the Carson Ridge Disc Golf Club hosted its first disc golf tournament on October 16, 2022, during which approximately 78 participants signed up for the tournament and over 100 people attended the event. Mr. Navarro also responded to clarifying questions.

(7:37:23) – Mr. Earp reported that the Department was able to employ three additional full-time employees, including Supervising Lifeguard Albert Hardgrave, Arts and Culture Recreation Supervisor Sierra Scott, and Recreation Coordinator Kris Orduno. He stated that Staff were preparing a Winter Activity Guide that they hoped to publish by the end of December 2022, and the third annual Homestead Holidays event would be taking place from December 9, 2022 through December 11, 2022 at Silver Saddle Ranch with extended available services. Mr. Earp also responded to clarifying questions.

7. MEMBERS’ ANNOUNCEMENTS AND REQUESTS FOR INFORMATION

(7:43:33) – Commissioner Whitefield thanked the Parks, Recreation, and Open Space Department for donating the MAC for the Carson City Dinks and Drinks pickleball tournament on October 22 and 23, 2023, during which 136 players participated in the tournament of 320 matches over the course of the two-day event, and medals were award in 17 categories. He stated that over \$5,000 were raised for the Pickleball Project, and the City earned “a considerable sum” from the alcohol sales at the event. He added that the event was “well-received.” He also thanked Carson City Sports Recreation Program Manager Scott Chapman and Mr. Orduno for their assistance with the event. Commissioner Whitefield announced the Move with the Mayor event taking place on January 10, 2023 from 6:00 p.m. to 8:00 p.m. at the MAC, and the event would be a beginners’ introduction to pickleball. He indicated that those interested in participating could sign up on the Department webpage, and the event was limited to 30 players. Additionally, six courts would be available for five players per court and approximately 15 volunteers to assist with the event.

(7:45:29) – Commissioner Wilke-McCulloch indicated that there would be two new members joining the Carson City School Board, which included her in place of her position on the School Board. She thanked Staff and the

Commission for the years of service and commented that “it’s been a nice ride.” She added that she was looking forward to participating with the Commission at volunteering capacity.

8. FUTURE AGENDA ITEMS – DISCUSSION ONLY

(7:41:59) – PRC Vice Chairperson Meyer introduced the item and acknowledged Mr. Plansky’s public comment requesting an agenda item pertaining to a presentation of the Carson Ridge Disc Golf Club’s capital improvement needs with cost estimates. He and OSAC Chairperson Welch entertained additional future agenda item requests. Member Martinovich believed that the OSAC should discuss a statement that was made in regards to a potential painted rocks policy.

(7:46:10) – Commissioner Caldwell wished to prioritize improvements for Centennial Park, as the tennis courts were “an eyesore.”

9. PUBLIC COMMENT

(7:46:54) – PRC Vice Chairperson Meyer entertained public comments. Mr. French requested agenda item regarding Empire Cemetery for a meeting of either the OSAC or the PRC, as he was concerned about “some of the situation” at the cemetery. He thanked the OSAC and the PRC for meeting for joint meetings and believed that the “connectivity” of the OSAC and the PRC meeting together would help. He also wished to have an item placed on the PRC’s agenda concerning continued updates of Mills Park because, after speaking with Commissioner Whitefield, he understood that “things have changed even since I spoke last to Nick Wentworth as far as the suggestions and the considerations,” and Mr. French indicated that he had contacted the property manager for Capital Plaza Business Center in order to “field” the idea of possibly using the property across from Mills Park between the Capital Plaza Business Center and the neighboring car wash if no parking options were immediately located. He added that it seemed that the developers began the primary grading, and the housing development would move forward. He believed “we’ve got to look around” for additional parking options and noted that renting or borrowing a property with a parking area that is underused would be useful for large events. Mr. French also commented that the information that was provided to him by Mr. Wentworth “went way beyond” what was available to most members of the public, and he believed that such information should be made available to the public. He encouraged a review on how the Parks, Recreation, and Open Space Department was communicating information.

10. FOR POSSIBLE ACTION: TO ADJOURN

(7:51:58) – OSAC Vice Chairperson Kimbrough adjourned the meeting at 7:51 p.m.

The Minutes of the December 6, 2022 Carson City Open Space Advisory Committee and the Carson Parks and Recreation Commission joint meeting are so approved this 7th day of February 2023.