



STAFF REPORT

Agenda Item: 5D

Report To: Open Space Advisory Committee

Meeting Date: September 18, 2023

Staff Contact: Lyndsey Boyer, Open Space Manager, lboyer@carson.org

Agenda Title: For Possible Action: Discussion and possible action regarding a proposed Open Space Advisory Committee (“OSAC”) annual awards and member service recognition program. *(Requested by Chair Mark Kimbrough) (Lyndsey Boyer, lboyer@carson.org)*

Staff Summary: Chair Mark Kimbrough has requested further discussion regarding the development of an awards program to recognize achievements of past OSAC members and community leaders who have made important contributions to the Open Space program.

Agenda Action: Other/Presentation

Time Requested: 20 minutes

Proposed Motion

I move to approve the proposed award program as presented.

Board’s Strategic Goal

Quality of Life

Previous Action

April 24, 2023 – (Item 5B) – The OSAC moved to approve the creation of the proposed award program with staff to bring the item back with a draft policy.

Background/Issues & Analysis

As requested by Chair Mark Kimbrough, this item is for discussion and possible action to review the revised draft Award Proposal for the Open Space Advisory Committee Annual Awards Program. Specifically, the goal is to develop of an awards program to recognize volunteers, past OSAC members and community members for their achievements or contributions to the Open Space program. The awards program would be coordinated through the Foundation for Carson City Parks and Recreation and funded through the Quality of Life – Open Space fund. The estimated budget for these awards would be approximately \$200/year for community awards, plus additional award costs as OSAC members retire.

EXHIBIT A – Award Proposal for the Open Space Advisory Committee

Applicable Statute, Code, Policy, Rule or Regulation

N/A

Financial Information

Is there a fiscal impact? Yes No

If yes, account name/number: Quality of Life, Open Space – Operating Supplies. 2545047-500625

Is it currently budgeted? Yes No

Explanation of Fiscal Impact: Anticipated costs related to the OSAC Awards Program are approximately \$200-\$300/year.

Alternatives

Provide alternative direction to staff regarding the OSAC annual awards proposal and member service recognition.

Open Space Advisory Committee Annual Awards

During the August OSAC meeting, a call for nominations will be announced and subsequently sent out through all the media opportunities available through the Carson City Parks, Recreation & Open Space Department. Nominations will be due September 30.

A non-quorum subcommittee will meet in the first week of October with staff to review nominations and select the winners before the October OSAC meeting where the winner(s) will be invited and presented for recognition. The winners will be notified in first week of October.

Nominations will be accepted for recognition and appreciation for demonstrating significant exemplary, dedicated service toward the mission and goals of Carson City Open Space program.

There will be a maximum of 2 selected award recipients per category.

NOTE: There may be some years where no nominations are received or awarded for any category.

Nominations will be accepted for the following two categories:

1. An organization/non-profit/ business that has given substantial time, financial contributions, or in-kind to the Open Space program;
- OR**
2. A person who has given substantial time, financial contributions, or in-kind to the Open Space program.

Nominations procedure.

Nominations will be sent as an email to Carson City Open Space Manager by September 30.

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Nominations will include the person or organization nominating, the name of the nominee and a short paragraph describing the nominees' qualifying details for the award. The nomination will be limited to 2 pages. OSAC will invite the nominator(s) to the October OSAC Meeting to provide support and make any comment in favor of the winner(s).

Awards Proposal
Carson City
Open Space Advisory Committee



For

Past Board Members

And

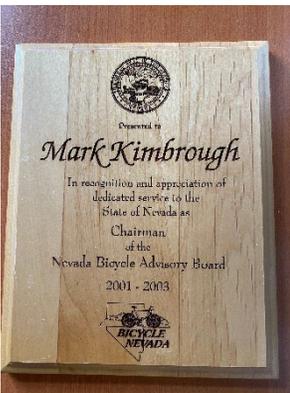
Annual Awards Presentation

1st Alternative



Acrylic Frosted Mountain Award- 6” tall [\$50.00]

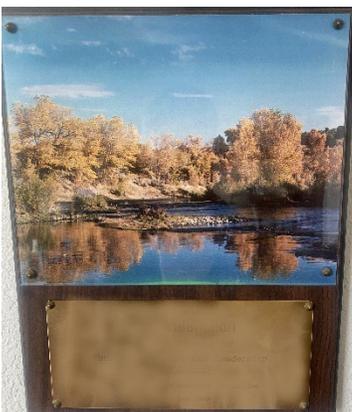
2nd Alternative



Wooden Engraved 8 x 10” [\$35.00]

Stands [2 for \$2.25]

3rd Alternative



Picture 9 x 12 plaque [\$30.00]

w/5 x 7 picture