

**CARSON CITY CONSOLIDATED MUNICIPALITY  
NOTICE OF MEETING OF THE  
OPEN SPACE ADVISORY COMMITTEE**

**Day:** Monday  
**Date:** September 18, 2023  
**Time:** Beginning at 5:30 pm  
**Location:** Community Center, Robert ‘Bob’ Crowell Board Room  
851 East William Street  
Carson City, Nevada 89701

**AGENDA**

**NOTICE TO THE PUBLIC:**

Members of the public who wish only to view the meeting but do NOT plan to make public comment may watch the livestream of the Open Space Advisory Committee meeting at [www.carson.org/granicus](http://www.carson.org/granicus) and by clicking on “In progress” next to the meeting date, or by tuning in to cable channel 191. Livestream of the meeting is provided solely as a courtesy and convenience to the public. Carson City does not give any assurance or guarantee that the livestream or cable channel access will be reliable. Although all reasonable efforts will be made to provide livestream, unanticipated technical difficulties beyond the control of City staff may delay, interrupt, or render unavailable continuous livestream capability.

The public may provide public comment in advance of a meeting by written submission to the following email address: [parkspubliccomment@carson.org](mailto:parkspubliccomment@carson.org). For inclusion or reference in the minutes of the meeting, your public comment must include your full name and be submitted via email by not later than 3:00 p.m. the day before the meeting. Public comment during a meeting is limited to three minutes for each speaker.

**1. Call to Order – Open Space Advisory Committee**

**2. Roll Call & Determination of Quorum**

**3. Public Comments** \*\* The public is invited at this time to comment on and discuss any topic that is relevant to, or within the authority of the Open Space Advisory Committee.

**4. For Possible Action: Approval of Minutes** – The joint meeting between Parks and Recreation and Open Space Advisory Committee of June 20, 2023.

**5. Meeting Items:**

**5.A For Discussion Only:** Review and discussion regarding Samuel Gaskell’s Eagle Scout Project to realign a segment of trail on Prison Hill. (Gregg Berggren, [gberggren@carson.org](mailto:gberggren@carson.org))

**Staff Summary:** Mr. Samuel Gaskell will discuss his Eagle Scout Project at the Prison Hill Recreation Area. Samuel recently expressed to staff his interest in helping with a trail project. His PowerPoint presentation will share his proposal to reroute a steep and erosive segment of existing trail to make it more sustainable and user-friendly.

**5.B For Discussion Only:** Review and discussion regarding Clayton Jones' Eagle Scout Project to conduct maintenance on a segment of Bob's Trail. (*Gregg Berggren, [gberggren@carson.org](mailto:gberggren@carson.org)*)

**Staff Summary:** Mr. Clayton Jones will discuss his Eagle Scout Project on the Eagle View Open Space. Clayton recently expressed to staff his interest in helping with a trail project. His PowerPoint presentation will share his proposal to conduct maintenance activities on a segment of Bob's Trail.

**5.C For Discussion Only:** Review and discussion of the Prison Hill OHV Area Monitoring Report, and updates on the Prison Hill OHV Area. (*Lyndsey Boyer, [lboyer@carson.org](mailto:lboyer@carson.org) and Gregg Berggren, [gberggren@carson.org](mailto:gberggren@carson.org)*)

**Staff Summary:** The annual Prison Hill OHV Monitoring was completed by staff throughout the summer of 2023, and the associated Monitoring Report has been produced for review and discussion by OSAC. This report features repeat photo monitoring, as well as an update on activities, events and maintenance projects occurring at the Prison Hill OHV Area.

**5.D For Possible Action:** Discussion and possible action regarding a proposed Open Space Advisory Committee annual awards and member service recognition program. (*Requested by Chair Mark Kimbrough*)

**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.

**5.E For Discussion Only:** Review and discussion of the Open Space Advisory Committee Experience Matrix. (*Requested by Chair Mark Kimbrough*)

**Staff Summary:** Chair Mark Kimbrough has requested further discussion regarding the development of an OSAC Experience Matrix for OSAC members, as identified in the Strategic Planning Retreat between the Parks and Recreation Commission ("PRC") and OSAC.

**5.F For Discussion Only:** Review and discussion of the OSAC Bylaws, specifically to review the Open Space Advisory Committee mission statement. (*Requested by Member Susan Martinovich*)

**Staff Summary:** A special workshop between the Parks and Recreation Commission ("PRC") and OSAC was held on December 16, 2022. Discussion from the workshop, as well as a pre-workshop survey identified the OSAC mission for potential revision to better match the vision and goals of the committee. This item is for members to further discuss the OSAC mission statement.

## **6. Staff Updates - For Discussion Only**

**6.A Director's Report:** Updates regarding the Department's projects, programs, facilities, and events; grants; status of recruitment for vacant positions; Boards and Commissions Attendance Policy; and Board of Supervisor's action items. (*Jennifer Budge, [jbudge@carson.org](mailto:jbudge@carson.org)*)

**6.B Trails Coordinator Report:** Activities related to trail projects managed by the Open Space Division, including trail-related grants, programs, and events. (*Gregg Berggren, [gberggren@carson.org](mailto:gberggren@carson.org)*)

**6.C Senior Natural Resource Specialist and Open Space Manager Report:** Activities related to projects managed by the Open Space Division, including updates within the Carson River corridor. (*Lyndsey Boyer, [lboyer@carson.org](mailto:lboyer@carson.org)*)

## 7. Members' Announcements and Requests for Information

## 8. Future Agenda Items – Discussion only

## 9. Public Comment:\*\*

The public is invited at this time to comment on any matter that is not specifically included on the agenda as an action item. No action may be taken on a matter raised under this item of the agenda.

## 10. For Possible Action: To Adjourn

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**\*\*PUBLIC COMMENT LIMITATIONS** – The Committee will provide at least two public comment periods in compliance with the minimum requirements of the Open Meeting Law prior to adjournment. No action may be taken on a matter raised under public comment unless the item has been specifically included on the agenda as an item upon which action may be taken. **Public comment will be limited to three minutes per speaker to facilitate the efficient conduct of a meeting and to provide reasonable opportunity for comment from all members of the public who wish to speak.** Testimony from a person who is directly involved with an item, such as City staff, an applicant or a party to an administrative hearing or appeal, is not considered public comment and is not subject to the three-minute time limitation.

Agenda Management Notice - Items on the agenda may be taken out of order; the public body may combine two or more agenda items for consideration; and the public body may remove an item from the agenda or delay discussion relating to an item on the agenda at any time.

Titles of agenda items are intended to identify specific matters. If you desire detailed information concerning any subject matter itemized within this agenda, you are encouraged to call the responsible agency or the City Manager's Office. You are encouraged to attend this meeting and participate by commenting on any agenda item.

Notice to persons with disabilities: Members of the public who are disabled and require special assistance or accommodations at the meeting are requested to notify the Parks, Recreation & Open Space Department by calling (775) 887-2262 or in writing at 3303 Butti Way, Building #9, Carson City, Nevada 89701 at least 24 hours in advance.

If you would like more information about any of the agenda items listed above, please contact the staff member listed at the end of the particular item you are interested in at (775) 887-2262.

To request a copy of the supporting materials for this meeting contact Patti Liebespeck at [pliebespeck@carson.org](mailto:pliebespeck@carson.org) or call (775) 887-2262.

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Carson City, Nevada, 89701.

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