

DRAFT MINUTES
Regular Meeting
Carson City Open Space Advisory Committee (OSAC)
Monday, September 18, 2023 ● 5:30 PM
Community Center Robert “Bob” Crowell Board Room
851 East William Street, Carson City, Nevada

Committee Members

Chairperson – Mark Kimbrough
Member – Mary Berge
Member – Susan Martinovich
Member – Jay Wiggins

Vice Chair – Donna Inversin
Member – Robert Ghiglieri
Member – Samuel Mozingo

Staff

Jennifer Budge, Parks, Recreation and Open Space Director
Lyndsey Boyer, Open Space Manager
Todd Reese, Deputy District Attorney
Gregg Berggren, Trails Coordinator
Tamar Warren, Senior Deputy Clerk
Minutes by: Briana Munoz, 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.

All approved meeting minutes are available on www.CarsonCity.org/minutes.

1. CALL TO ORDER

(5:30:55) – Chairperson Kimbrough called the meeting to order at 5:30 p.m.

2. ROLL CALL & DETERMINATION OF QUORUM

(5:31:03) – Roll was called, and a quorum was present.

Attendee Name	Status	Arrived
Chair Mark Kimbrough	Present	
Vice Chair Donna Inversin	Present	
Member Mary Berge	Present	
Member Robert Ghiglieri	Present	
Member Susan Martinovich	Present	
Member Samuel Mozingo	Present	
Member Jay Wiggins	Absent	

3. PUBLIC COMMENT

(5:31:22) – Chairperson Kimbrough entertained public comments. Deni French introduced himself as a Carson City resident and shared concerns regarding the 10-foot-wide trail for Phase 3 of the Prison Hill Recreation Area because of the “bugs, plants, and animals that will be affected by the removal of the sage and other plants” and asked for the trail to be 8 feet wide instead of 10 so that it can still “accommodate horses, bicyclists, strollers, and wheelchairs.” Additionally, he recommended that the City encourage parents to accompany their children to the OHV Area after seeing “really young children by themselves on big vehicles.”

(5:35:29) – In response to Chairperson Kimbrough’s question, Mr. Berggren said an Open House to present plans for the trail will be held Tuesday, October 10, from 5 p.m. to 6:30 p.m. at the Community Center Lobby. He added that a mailing will be sent out to residents adjacent to the trail.

4. FOR POSSIBLE ACTION: APPROVAL OF MINUTES – THE JOINT MEETING BETWEEN PARKS AND RECREATION AND OPEN SPACE ADVISORY COMMITTEE OF JUNE 20, 2023.

(5:36:16) – Chairperson Kimbrough introduced the item and entertained comments, corrections, and/or a motion.

(5:41:47) –Member Martinovich moved to approve the June 20, 2023 meeting minutes as presented. The motion was seconded by Vice Chair Inversin.

RESULT:	APPROVED (6-0-0)
MOVER:	Martinovich
SECONDER:	Inversin
AYES:	Kimbrough, Inversin, Berge, Ghiglieri, Martinovich, Mozingo
NAYS:	None
ABSTENTIONS:	None
ABSENT:	Wiggins

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.

(5:37:19) – Chairperson Kimbrough introduced the item. Mr. Berggren introduced Samuel Gaskell, an Eagle Scout who is interested in leading a project at the Prison Hill Recreation Area to realign the West Loop trail segment of the area.

(5:38:18) – Mr. Gaskell presented a PowerPoint on his proposal to reroute the segment of the existing trail to make it more sustainable and user-friendly. Mr. Gaskell said that he will lead the project and it will be completed by volunteers. He said the work will involve marking the location of the trail, cutting brush and other plant material from the path, moving sand and rocks to create a trail, and covering the old trail with brush to direct hikers onto the new segment of trail. Mr. Gaskell stated that the new trail will be approximately 400 feet long and will have one turn.

(5:42:35) – Member Martinovich noted that she has visited the trail and appreciated the effort that Mr. Gaskell will be putting into the project. In response to Member Martinovich’s question, Mr. Gaskell said he visited the area with Mr. Berggren and Muscle Powered Technical Advisor Paul Sinnott to determine the alignment.

(5:43:22) – Chairperson Kimbrough complimented Mr. Gaskell on his presentation and stated that he has a lot of respect for the Boy Scouts Program.

PUBLIC COMMENTS

(5:44:39) – Chairperson Kimbrough entertained public comments. Mr. French commented that he was excited for the project. He stated that the path leading to the trail “was quite a trek” and suggested that volunteers helping with the project “be prepared for everybody needing a rest point.”

5.B FOR DISCUSSION ONLY: REVIEW AND DISCUSSION REGARDING CLAYTON JONES’ EAGLE SCOUT PROJECT TO CONDUCT MAINTENANCE ON A SEGMENT OF BOB’S TRAIL.

(5:45:35) – Chairperson Kimbrough introduced the item. Mr. Berggren said Clayton Jones would be arriving late to the meeting due to a prior obligation and asked to place the item aside until he arrived.

(5:45:53) – Chairperson Kimbrough tabled the item until the arrival of Mr. Jones.

(7:23:38) – Chairperson Kimbrough reintroduced the item. Mr. Berggren introduced Mr. Jones, an Eagle Scout of Troop 341, who is interested in leading a project to conduct maintenance on a segment of Bob’s Trail.

(7:24:17) – Mr. Jones presented a PowerPoint on his proposal to perform maintenance on a quarter mile segment of Bob’s Trail, located in the Ash Canyon area. He said maintenance will include “brushing to clear overgrown vegetation, blocking the trail to improve the line-of-sight, widening the trail, and removing large rocks and roots from the trail.” Mr. Jones added that the current trail segment is overgrown, has become narrow, and is cluttered with rocks and roots.

(7:28:09) – Member Berge thanked Mr. Jones for his presentation, stating that she was happy to hear the brush would be cleared.

(7:28:38) – In response to Member Martinovich’s question, Mr. Jones said the project is planned for October 14, but the date could change.

(7:29:00) –In response to Chairperson Kimbrough’s question, Mr. Jones said he chose a trail for his project because he enjoys mountain biking and hiking and was willing to help with the hard work required for maintaining the trail. Chairperson Kimbrough told Mr. Jones that the Boy Scouts Program is essential and added that he appreciated his project proposal.

PUBLIC COMMENTS

(7:30:24) – Mr. French commended Mr. Jones for his time and choice of project.

5.C REVIEW AND DISCUSSION OF THE PRISON HILL OHV AREA MONITORING REPORT, AND UPDATES ON THE PRISON HILL OHV AREA.

(5:45: 57) – Chairperson Kimbrough introduced the item. Ms. Boyer referenced the Staff Report and the 2023 Prison Hill off-highway vehicle (OHV) Monitoring Report, both of which are incorporated into the record.

(5:47:51) – Chairperson Kimbrough asked Members to provide a report on their tour of the OHV area.

(5:48:26) – Member Berge thanked Ms. Boyer for the tour and said the City is doing an incredible job at maintaining its OHV area. Member Berge stated that she witnessed many improvements.

(5:51:10) – Member Ghiglieri noted a “night and day” difference between the state of the OHV area he grew up with and its current condition. He said Staff has done a great job at identifying the designated routes and closing off certain areas. He added that he was impressed by the revegetation efforts on the trails, especially after this “heavy winter,” and appreciated that the area isn’t fenced allowing for an open recreation area.

(5:52:52) – Member Martinovich stated that she used “to live in that area and would go up there quite a bit” and was impressed by the “revegetation efforts where it was closed off,” as well as the signage in the area. She added that the reports and the before/after photos help document the care.

(5:54:00) – Vice Chair Inversin said she couldn’t believe how much the land has changed in a short amount of time. She noted that the area was previously a “free for all” and a mess. She echoed Members’ comments about the revegetation. Vice Chair Inversin complimented Staff’s efforts and said visitors will now know which areas are off-limits and what type of vehicles are allowed. She said that similar areas in California are “trashed” compared to the Prison Hill OHV Area. She added that the area was considered “a model area” at a national conference.

(5:56:41) – Member Mozingo commented on the area’s perfect balance between open and protected areas. He complimented Staff’s work and thanked them for the tour.

(5:58:14) – Chairperson Kimbrough said he was previously involved with two plans for OHV areas in Southern and Central Nevada and neither of them compare to the work put into the Prison Hill OHV area. He added that it must be a national model because there aren’t any other OHV areas like it especially one within the City where local residents can take their children out, learn how to ride OHVs while being safe, with signage posted and rangers present. He complimented Staff, stating that they “hit the ball out of the park” and that they were “the best.” Ms. Boyer responded to clarifying questions.

PUBLIC COMMENTS

(6:00:13) – Chairperson Kimbrough entertained public comments. Mr. French commented on the OHV area’s signage, stating that it was confusing. He asked if someone could go out to the area with him to explain the signage. Mr. French said he appreciated the regrowth areas. He said he was confused by the inconsistency in the consideration of insects and the environment, considering Staff’s knowledge and experience.

5.D FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A PROPOSED OPEN SPACE ADVISORY COMMITTEE ANNUAL AWARDS AND MEMBER SERVICE RECOGNITION PROGRAM.

(6:04:00) – Chairperson Kimbrough introduced the item and referenced the Staff Report and Award Proposal for the Open Space Advisory Committee, both of which are incorporated into the record.

(6:06:21) – Chairperson Kimbrough entertained Member comments and questions.

(6:06:59) – In response to Member Ghiglieri’s question, Chairperson Kimbrough clarified that there would be two awards per category.

(6:07:35) – In response to Vice Chair Inversin’s question on awards for past OSAC Members, Chairperson Kimbrough stated that it depended on “how far back we want to go.”

(6:08:10) – Member Berge stated that she “would like to see people from the past looked at and possibly given these awards.” She added that there are many individuals and organizations in the City that “really deserve them.” Member Berge asked if there was a way to “get these out starting now.” Ms. Boyer said that the budget could be accommodated recognizing past OSAC Members.

(6:10:18) – Member Martinovich stated that “there’s nothing that says there’s a limit to the amount in the past when they would be nominated.” She added that some OSAC Members could fall into both categories.

(6:12:14) – In reference to the timeframe for the recognition of past OSAC Members, Chairperson Kimbrough said that he wanted to “come back with the number at the next meeting with their names.”

(6:12:48) – Chairperson Kimbrough suggested recognizing OSAC Members from the past four or five years.

(6:13:06) – Referencing the award alternatives, Chairperson Kimbrough asked Members to select an award for winners to be presented with. Member Martinovich favored the third alternative with a picture plaque. Member Ghiglieri suggested using different photos for the picture plaque instead of repeating the same photo to show off the City’s variations of open space.

(6:14:17) – Chairperson Kimbrough asked if Members preferred to wait until next fall to implement the awards program or start this year. Vice Chair Inversin suggested honoring past OSAC members this year and the rest next year. Member Martinovich agreed, stating that previous OSAC members wouldn’t get diluted with other award winners that way.

PUBLIC COMMENTS

(06:16:07) – Chairperson Kimbrough entertained public comments. Mr. French said he appreciated the awards and recognition program because individuals deserve acknowledgement for their efforts.

(6:17:24) –Vice Chair Inversin moved to approve the proposed award program as presented and to recognize previous OSAC Members “from the last five years.” The motion was seconded by Member Ghiglieri.

RESULT:	APPROVED (6-0-0)
MOVER:	Inversin
SECONDER:	Ghiglieri
AYES:	Kimbrough, Inversin, Berge, Ghiglieri, Martinovich, Mazingo
NAYS:	None
ABSTENTIONS:	None
ABSENT:	Wiggins

5.E FOR DISCUSSION ONLY: REVIEW AND DISCUSSION OF THE OPEN SPACE ADVISORY COMMITTEE EXPERIENCE MATRIX.

(6:18:37) – Chairperson Kimbrough introduced the item and referenced the Staff Report and the OSAC Member Experience Matrix, both of which are incorporated into the record.

(6:19:30) – Vice Chair Inversin asked if Members should fill out the matrix with numerical rankings based on their knowledge or experience on a certain activity or with an “X.” Member Martinovich said using numbers would create more work and said that filling out the matrix with an “X” would make it easier to identify gaps in skillsets.

(6:22:45) – Member Ghiglieri agreed with using an “X” to fill out the matrix. Ms. Boyer responded to clarifying questions.

PUBLIC COMMENTS

(6:24:04) – Chairperson Kimbrough entertained public comments. Mr. French asked for clarification on the definition of “matrix.”

(6:25:20) – Mr. Reese stated that the experience matrix was provided in the Supporting Materials with the Agenda.

5.F FOR DISCUSSION ONLY: REVIEW AND DISCUSSION OF THE OSAC BYLAWS, SPECIFICALLY TO REVIEW THE OPEN SPACE ADVISORY COMMITTEE MISSION STATEMENT.

(6:27:03) – Chairperson Kimbrough introduced the item. Member Martinovich, who requested the item, referenced the Staff Report and the Strategic Planning Retreat Meeting Notes, both of which are incorporated into the record.

(6:29:06) – Member Ghiglieri said that there should be strong justification for a potential change to the OSAC Mission Statement.

(6:32:27) – Member Martinovich asked OSAC Members to reach out to her if they had any questions or comments on the mission statement.

(6:33:49) – Mr. Reese clarified that OSAC Members who were not part of the sub-committee should direct questions and comments to Ms. Boyer instead of Member Martinovich to avoid a violation of Open Meeting Law.

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; BOARDS AND COMMISSIONS ATTENDANCE POLICY; AND BOARD OF SUPERVISOR’S ACTION ITEMS.

(6:36:04) – Chairperson Kimbrough introduced the item, and Ms. Budge thanked Staff for their help with grants and announced that the Department has vacant full-time and part-time positions.

6.B TRAILS COORDINATOR REPORT: ACTIVITIES RELATED TO TRAIL PROJECTS MANAGED BY THE OPEN SPACE DIVISION, INCLUDING TRAIL-RELATED GRANTS, PROGRAMS, AND EVENTS.

(6:37:11) – Chairperson Kimbrough introduced the item. Mr. Berggren reported on the following:

- A grand opening for the Capital to Tahoe Trail was held in July. Mayor Bagwell cut the ribbon and the event was attended by representatives from Muscle Powered, State Parks, Forest Service, Members Kimbrough and Inversin, and Supervisors Schuette and White.
- A map of trails on the west side of Carson City was created and is available for digital download through the app Avenza by searching for 'Carson City West Side Map' and selecting download. The map includes State Park and Forest Service trails. The maps will be displayed on kiosks on the west side of the City.
- An update on trail conditions after the “Epic Winter of 2023.” Mr. Berggren said Buzzy’s Ranch Trail survived with minor damage. Riverview Park trails were badly damaged and would require a park closure for two days to perform repairs. Muscle Powered took care of a realignment on Bob’s Trail.
- An update on the Prison Hill Trail West Project and a reminder about the open house scheduled for October 10th from 5 p.m. to 6:30 p.m.
- Volunteer projects including maintenance on the North Kings Canyon Loop, maintenance activities on the Foothill Trail and V&T Extension, and a clean-up on Empire Ranch Trail.
- Eagle Scout Chris Collins created signage for the Carson Canyon River, which was publicized by CarsonNow and the Nevada Appeal.
- Eagle Scout Chris Borges worked on the alignment of a trail on Prison Hill to create a more sustainable connection.
- The Department recently acquired a “Grit Freedom Chair”, an all-terrain wheelchair, which will be incorporated into Ranger Programs.

(6:44:22) – Mr. Berggren responded to clarifying questions.

(6:45:34) – Member Martinovich said she appreciated the idea of an all-terrain wheelchair. She asked how Staff would inform the public about it and Mr. Berggren stated that it will be listed as an option in activity guides.

(6:53:20) – Vice Chair Inversin suggested calling the West Side Trail and similar trails “paths” instead of “trails.” Mr. Berggren agreed with her comment.

(6:56:24) – In response to Chairperson Kimbrough’s question on the total milage of trails on the West Side Map, Mr. Berggren said he was unsure and would have the total milage for him at a future meeting.

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.

(6:58:11) – Chairperson Kimbrough introduced the item. Ms. Boyer reported on the following:

- Staff visited the north end of Prison Hill to monitor the area where a fire occurred and collected vegetation data. Ms. Boyer noted more growth on the north slopes versus the south. She added that the monitoring effort will continue through future years.

- Staff completed the Silver Saddle Ranch Architectural Monitoring, which is an annual reporting requirement of the State Historic Preservation Office (SHPO) to show that the historic structures at Silver Saddle Ranch are in good condition. Ms. Boyer said the report can be brought to OSAC once it's completed.
- Staff conducted annual monitoring of bird species along the Buzzy's Ranch Trail and Riverview Park and found that 2023 had a greater number of birds than in 2019, 2020 and 2021 at Buzzy's Ranch and a greater number of birds than in 2019 and 2021 at Riverview. Ms. Boyer noted that one of the survey locations was inaccessible due to flooding. She added that more unique species were found this year.
- Staff conducted annual monitoring of the Canada Thistle rust fungus.
- Staff has been working with Chairperson Kimbrough and the National Parks Rivers, Trails and Conservation Assistance program to update the Carson River Master Plan. Ms. Boyer stated that Staff has met with the Carson Water Subconservancy District (CWSD) to bring them in as a partner on the project.
- CWSD held a "Get on the Bus Tour," a two-day watershed wide tour of the Carson River watershed, starting from Alpine County and ending at the Carson Sink.
- The riverbank along the Buzzy's Ranch Trail has eroded significantly due to last year's winter. Ms. Boyer referenced images of the riverbank, which are incorporated into the record. Ms. Boyer said Staff has been working with a consultant to undertake modeling and soil studies.
- The Board of Supervisors authorized Staff to move forward with the due diligence needed to review the City's water rights acquisition process. Staff met with other City Departments to determine if there are any internal water rights options to evaluate before going back to partners for a more concrete plan.
- Volunteer events have been held including a beautification event at Moffat Open Space to pull weeds and pick up trash and painting of cottonwoods. Ms. Boyer announced a volunteer event to pull thistles at Horsecreek Ranch Conservation Easement.
- Staff noticed a large amount of plastic bottles that had accumulated in the wetlands located at Blackwell's Pond Park and removed 10 garbage bags worth of plastic bottles.
- Students from the Tahoe Expedition Academy have been visiting Carson City to learn about the City's Bee City Program. Ms. Boyer provided them with a guided tour of the Bee Hotel, the Foothill Trail, and taught them about pollinators.
- Staff are working to gather signatures and execute a proposed amendment on the Programmatic Agreement with the State Historic Preservation Office.
- Marena Lovejoy started as the Senior Natural Resource Specialist on May 31, 2023 and Joe Steele began working as the Parks Maintenance Worker on May 29, 2023. Bob Tonseth will be starting October 2, 2023 as the Parks Maintenance Worker for Open Space and will round out the current Open Space Maintenance Program Team.
- A tour of the Old Woods Ranch was held at the end of August.

(7:14:40) – Chairperson Kimbrough asked Members to provide a report on their tour of the Old Woods Ranch. Before Member Berge gave her report, she commented on the numbers of bird sightings reported by Staff, stating that the numbers were encouraging. She described the Old Woods Ranch as "a fabulous property" and said she's excited to see the family of the property working with the City.

(7:16:47) – Member Ghiglieri stated that he was unable to attend the Old Woods Ranch Tour. He complimented Staff on the reseeded and revegetation efforts on the burned area of Prison Hill.

(7:17:10) – Member Martinovich said she appreciated the time and effort Staff put into activities. She added that she enjoyed the Old Woods Ranch tour and looked forward to “hearing the discussion of on the agreement” with the family of the property.

(7:17:56) – Vice Chair Inversin reported that she did not attend the tour but she had been on it before. She said she looked forward to finishing the process and seeing the trail go through the ranch.

(7:19:39) – Member Mozingo complimented Staff on their work and said it does not go unnoticed. He said he enjoyed touring the Old Woods Ranch and speaking to the family of the property. Member Mozingo added that the property was “jaw-dropping” and “beautiful.”

(7:20:51) – Chairperson Kimbrough said a high meadow environment is rare in Nevada and noted that the property was well taken care of. He was appreciative of the family’s willingness to share the property.

7. MEMBERS’ ANNOUNCEMENTS AND REQUESTS FOR INFORMATION

(7:31:47) – Chairperson Kimbrough entertained Member announcements and requests for information. Vice Chair Inversin announced that the Historic Virginia and Truckee Trail had its first annual bicycle ride with twenty-two riders and one rider completing the whole trail of 86 miles.

8. FUTURE AGENDA ITEMS – DISCUSSION ONLY

(7:32:57) – Chairperson Kimbrough introduced the item and referenced the agenda materials.

9. PUBLIC COMMENT

(7:33:40) – Chairperson Kimbrough entertained public comments.

(7:33:57) – Mr. French reported on the difficulty of approaching an OSAC member at the last meeting. He said that after trying to bring up a matter, it was suggested that he was trying to “micromanage.” Mr. French suggested using drones over Prison Hill and other trails “to review the brush and erosion problems.” He recommended that the then and now photos represent the same month to provide a progress report per season.

10. FOR POSSIBLE ACTION: TO ADJOURN

(7:37:46) – MOTION: Chairperson Kimbrough adjourned the meeting at 7:37 p.m.

The Minutes of the September 18, 2023 Carson City Open Space Advisory Committee meeting are so approved on this 16th day of October 2023.