

DRAFT MINUTES
Regular Meeting
Carson City Open Space Advisory Committee (OSAC)
Monday, October 16, 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
Gregg Berggren, Trails Coordinator
Ben Johnson, Senior Deputy District Attorney
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

(5:31:50) – Chairperson Kimbrough called the meeting to order at 5:31 p.m.

2. ROLL CALL & DETERMINATION OF QUORUM

(5:31:52) – 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	Absent	
Member Susan Martinovich	Absent	
Member Samuel Mozingo	Present	
Member Jay Wiggins	Present	

3. PUBLIC COMMENT

(5:32:30) – Chairperson Kimbrough entertained public comments. Deni French introduced himself as a Carson City resident and shared concerns regarding the feasibility of a “freeway” through Prison Hill. He also expressed concerns with the project’s environmental impact.

(5:36:49) – Robyn Orloff introduced herself as a Carson City resident and said she was concerned with a discussion from the September 18, 2023 OSAC meeting under Item 5.C regarding tours of the Prison Hill Off-Highway Vehicle (OHV) area. Ms. Orloff said she felt the discussion was a violation of Open Meeting Law (OML) because reports on the tour were not included as part of the item. She referenced OML [6.02] which states “Generic items such as ‘reports’ or ‘general comments by board members’ invite trouble because discussions spawned under them may be of great public interest and may lead to deliberations or actions without the benefit of public scrutiny or input. Generic items should be used sparingly and carefully, and actual discussions should be controlled tightly. Matters of public interest should be rescheduled for further discussion at later meetings.” Ms. Orloff noted that OSAC’s tour of the OHV area with Staff was of “great” interest to her.

(5:40:56) – Todd McMillen introduced himself as a Carson City resident and the host of the Pony Express Tags at the Carson Ridge Disc Golf Park. Mr. McMillen thanked the City for taking over the course and highlighted the value of the park’s short course, noting that it was a “great” entry level point for people interested in disc golf. He added that the park was now holding long course tag rounds.

4. FOR POSSIBLE ACTION: APPROVAL OF MINUTES – OPEN SPACE ADVISORY COMMITTEE MEETING OF SEPTEMBER 18, 2023.

(5:43:51) – Chairperson Kimbrough introduced the item and entertained comments, corrections, and/or a motion. Mr. Johnson addressed Ms. Orloff’s public comment regarding the alleged OML violation and stated that a violation did not occur because the discussion was a general update on Prison Hill. He noted that he was not in attendance at the September 18, 2023 meeting and said “based on the description of the comments made by OSAC Members, the discussion was not a violation of OML.” He stated that the Prison Hill tours did not include a quorum of OSAC Members, so public noticing was not required.

(5:45:43) – Chairperson Kimbrough entertained comments, corrections, and/or a motion on the September 18, 2023, minutes.

(5:45:48) – Vice Chair Inversin moved to approve the September 18, 2023 meeting minutes as presented. Member Wiggins abstained from voting, as he was not present during the September 18, 2023 meeting.

RESULT:	APPROVED (4-0-1)
MOVER:	Inversin
SECONDER:	Berge
AYES:	Kimbrough, Inversin, Berge, Mozingo
NAYS:	None
ABSTENTIONS:	Wiggins
ABSENT:	Ghiglieri, Martinovich

5. MEETING ITEMS:

5.A FOR DISCUSSION ONLY: REVIEW AND DISCUSSION REGARDING DYLAN COOLEY’S EAGLE SCOUT PROJECT TO REALIGN A SEGMENT OF TRAIL ON LONE MOUNTAIN.

(5:46:10) – Chairperson Kimbrough introduced the item. Mr. Berggren introduced Eagle Scout Dylan Cooley to discuss his Eagle Scout Project on Lone Mountain. Mr. Cooley referenced the Eagle Project Proposal presentation, which is incorporated into the record, and provided an overview on his project.

(5:51:55) – In response to Vice Chair Inversin’s question, Mr. Cooley clarified that the presentation included an error and said that the trail was on the east side of the hill, not the west side.

(5:52:36) – Chairperson Kimbrough said he appreciated that Mr. Cooley selected the trail for his Eagle Scout project and added that the trail was “disgusting.” He mentioned that he loved that Mr. Cooley’s generation was “doing good things for the planet.”

PUBLIC COMMENTS

(5:54:01) – Chairperson Kimbrough entertained public comments. Mr. French commended Mr. Cooley for his project and said that “we could learn a lot from the ways that scouts deal with trails, it’s much more humane to the trail and much more of a trail instead of a road.”

5.B FOR DISCUSSION ONLY: DISCUSSION REGARDING THE 30% DESIGN PLANS FOR TRAIL CONSTRUCTION ON THE CARSON RIVER TRAIL SYSTEM, PHASE III – PRISON HILL WEST PROJECT.

(5:55:43) – Chairperson Kimbrough introduced the item. Mr. Berggren reported that an Open House for the Carson River Trail System Phase III Prison Hill West project was held on October 10, 2023. He stated that 22 people signed in at the event but more were likely in attendance and summarized comments received.

(5:57:50) – Mr. Berggren referenced the Staff Report, which is incorporated into the record, and added that Staff planned to create a webpage to provide project updates. He introduced Michelle Gamble, an engineer with Lumos & Associates leading the Prison Hill West project.

(5:58:50) – Ms. Gamble referenced the Carson River Trail System, Phase III Prison Hill West presentation, which is incorporated into the record, and provided an overview on the trail. She also responded to clarifying questions.

(6:08:10) – Vice Chair Inversin said she was thrilled to see the project moving forward and noted that the path would benefit many residents including seniors and individuals with disabilities. She stated that the trail would bring a lot of tourism to Carson City.

(6:09:33) – Chair Kimbrough suggested adding a crosswalk button for equestrians on Edmonds Drive to prevent them from having to dismount. In response to a question from Chairperson Kimbrough, Ms. Gamble said the 30 percent design plans did not include final grading to ensure that the proposed layout was what the City was looking for. She responded to clarifying questions regarding the final grading plans.

(6:15:36) – In response to Chair Kimbrough’s question, Mr. Berggren said that there are several existing trails in the Carson River/Prison Hill area, some of which will be retained. He noted that several roads would likely be decommissioned overtime to create single-track sustainable alternatives.

(6:16:54) – In response to Chairperson Kimbrough’s question, Ms. Gamble stated that the next project submittal will be at 90 percent design plans. Referring to the roads brought up by Chair Kimbrough, Member Berge noted that they were “pretty trashed” and mainly used by pedestrians. She added that they were “being retaken by the hill naturally.” Mr. Berggren responded to clarifying questions regarding the roads.

PUBLIC COMMENTS

(6:20:21) – Mr. French expressed concerns regarding access to the trail for wheelchair users. He said he visited the staging area and was worried about a lack of supervision because it’s “a lot of area to keep track of.”

(6:23:58) – Betsy Strasburg, a Carson City resident, said a workshop to discuss the Carson River Trail System, Phase III was held on August 25, 2023 with Mr. Berggren, Open Space Manager Lyndsey Boyer, Chairperson Kimbrough, and Vice Chair Inversin in attendance. Ms. Strasburg noted that approximately 50 people attended the meeting, including those living near Gentry Lane and neighboring areas.

(6:24:34) – Ms. Strasburg asked for clarification on the changes anticipated for the 90 percent project design plans and suggested that another public meeting be held at 90 percent. She added that she preferred a “presentation-style” meeting instead of the “picture board-style.” Chairperson Kimbrough told Ms. Strasburg that additional meetings will be held at 90 percent. Mr. Berggren added that regular updates will be provided at each OSAC meeting and a website page with links to the plans will be created.

(6:26:51) – Ms. Orloff thanked Ms. Gamble and Lumos & Associates. She expressed appreciation for the Open House, noting that it was “informative.” Ms. Orloff stated that she had visited the Carson River Trail with someone from Bureau of Land Management (BLM) and they recommended that the City utilize a visual resource impact specialist to consider how the road will look from a distance.

5.C DISCUSSION AND POSSIBLE ACTION REGARDING THE CREATION OF AN OPEN SPACE ADVISORY COMMITTEE MEMBER SERVICE RECOGNITION PROGRAM.

(6:30:30) – Chairperson Kimbrough introduced the item and referenced the Staff Report, which is incorporated into the record. He said that the Staff Report included retired OSAC Members from the last five years and mentioned that former Member Margie Evans had passed away.

(6:3:46) – In response to Vice Chair Inversin’s question, Chairperson Kimbrough said that OSAC will be responsible for selecting the photos used for the plaques. Ms. Budge noted that the Department has “amazing” photographers.

(6:32:53) – In response to Member Mozingo’s question, Chairperson Kimbrough indicated that the awards will be distributed at a future OSAC meeting.

(6:33:48) – Ms. Budge referred to Chair Kimbrough’s comment on Margie Evans and stated that the Department had the Memorials Policy, if the Committee wanted “to do something special for her.” She noted that Ms. Evans was passionate about the Carson City River and suggested dedicating a bench to her near the river.

(6:34:09) – In response to Vice Chair Inversin’s question, Ms. Budge referenced the Staff Report and said the awards would cost no more than \$350. Vice Chair Inversin inquired about the potential cost of a memorial. Ms. Budge suggested placing a plaque on an existing bench since a new bench would cost about \$1,000. She added that the memorial for Ms. Evans could be undertaken as “a side note” since it was not the focus of the item and said Ms. Evans was a valued member of OSAC and a “great” mentor.

PUBLIC COMMENTS

(6:35:36) – Chairperson Kimbrough entertained public comments. Mr. French said he felt some names were missing from the list on the Staff Report and stated that he would like to suggest a few. He added that the recognition program was a “great” idea.

(6:36:15) – Chairperson Kimbrough told Mr. French that an awards program for community members will be implemented in Fall 2024.

(6:36:40) – In response to Member Wiggins’ question, Chairperson Kimbrough said previous OSAC Members must have served a full-term and retired in the last five years in order to be nominated.

(6:37:17) – Vice Chair Inversin moved to approve the proposed award program as presented.

RESULT:	APPROVED (5-0-0)
MOVER:	Inversin
SECONDER:	Berge
AYES:	Kimbrough, Inversin, Berge, Mozingo, Wiggins
NAYS:	None
ABSTENTIONS:	None
ABSENT:	Ghiglieri, Martinovich

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.

(6:37:57) – Chairperson Kimbrough introduced the item. Ms. Budge reported on the following:

- A Celebration of Life for Sports Coordinator Kris Orduno was scheduled for October 21, 2023.
- Vacant positions included the Sports Coordinator, Parks Crew Coordinator, Park Maintenance Worker, and seasonal positions.
- Ms. Budge thanked Mr. McMillan for helping with the Carson Ridge Disc Golf Course.

7. MEMBERS’ ANNOUNCEMENTS AND REQUESTS FOR INFORMATION

(6:39:39) – Chairperson Kimbrough entertained Member announcements and requests for information. He thanked OSAC Members for serving on the Committee.

8. FUTURE AGENDA ITEMS – DISCUSSION ONLY

(6:40:19) – Chairperson Kimbrough introduced the item. Ms. Budge referenced the Future Agenda Items, which are incorporated into the record. She noted that the joint meeting between the Parks and Recreation Commission and OSAC will be cancelled because both Boards had several items to cover individually. Ms. Budge stated that the next OSAC meeting was scheduled for December 18, 2023 to review the Old Woods Ranch Conservation Easement and the Annual Report for 2022.

9. PUBLIC COMMENT

(6:41:33) – Chairperson Kimbrough entertained public comments. Mr. French expressed concerns regarding the alleged OML violation related to the OHV tour and requested specific details. He added that Open Space should “start thinking outside the box” and said the Carson River Trail project plans were “overkill” because they would require more maintenance and supervision. Mr. French added that it was “great” that OSAC went on the OHV tours to get familiarized with Prison Hill, but it was unfair to the community since “we can’t discuss it, because we’re not even sure we’re talking about the same areas.”

(6:46:05) – Ms. Orloff said she was disappointed because she and other community members had requested a site visit with OSAC, the public, and Staff. She added that including the public on the OHV tours would have been “very communicative and helpful for everyone.” Ms. Orloff reminded OSAC that they should listen to the public.

10. FOR POSSIBLE ACTION: TO ADJOURN

(6:49:30) – MOTION: Chairperson Kimbrough adjourned the meeting at 6:49 p.m.

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