

**MINUTES**  
**Regular Meeting**  
**Carson City Open Space Advisory Committee (OSAC)**  
**Monday, December 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  
Gregg Berggren, Trails Coordinator  
Marenna Lovejoy, Senior Natural Resource Specialist  
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](http://www.CarsonCity.org/minutes).

**1. CALL TO ORDER**

(5:30:06) – Chairperson Kimbrough called the meeting to order at 5:30 p.m.

**2. ROLL CALL & DETERMINATION OF QUORUM**

(5:30:24) – Roll was called, and a quorum was present.

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

**3. PUBLIC COMMENT**

(5:30:41) – Chairperson Kimbrough entertained public comments. Ms. Boyer introduced Senior Natural Resource Specialist Marennna Lovejoy. Ms. Lovejoy said she worked as Carson City Weed Coalition Coordinator in 2018 and 2019 and was happy to be back.

(5:32:38) – Deni French, a Carson City resident, expressed concerns regarding Phase II and Phase III of the Prison Hill Connective Trail, stating that it was “overkill.” Mr. French emphasized the importance of conserving sagebrush.

(5:35:58) – Robyn Orloff, a Carson City resident, commended Staff for addressing unauthorized riding in the Off-Highway Vehicle (OHV) area. Ms. Orloff said she hoped that authorized designated trails could be assessed for sustainability and damage with a working group of OHV partners and users. She noted that the Bureau of Land Management (BLM) monitoring reports did not examine the interior of the OHV riding area and suggested that Open Space discuss the matter with BLM. Ms. Orloff thanked Staff for the extension of Odyssey Trail.

(5:39:51) – Lior Singer, a Carson City resident, shared concerns regarding the closure of the Ronald D. Wilson Memorial Park playground, stating that it has been closed since the beginning of the pandemic.

#### **4. FOR POSSIBLE ACTION: APPROVAL OF MINUTES – OPEN SPACE ADVISORY COMMITTEE MEETING OF OCTOBER 16, 2023.**

(5:41:54) – Chairperson Kimbrough introduced the item and entertained comments, corrections, and/or a motion. He noted an error on a comment made regarding item 5.A in the minutes of the October 16, 2023 meeting.

**(5:42:52) – MOTION: Vice Chair Inversin moved to approve the minutes of the October 16, 2023 meeting, as corrected. Member Wiggins seconded the motion. Members Ghiglieri and Martinovich abstained from the vote, as they were not present during the October 16, 2023 meeting.**

<b>RESULT:</b>	<b>APPROVED (4-0-2)</b>
<b>MOVER:</b>	Inversin
<b>SECONDER:</b>	Wiggins
<b>AYES:</b>	Kimbrough, Inversin, Mozingo, Wiggins
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	Ghiglieri, Martinovich
<b>ABSENT:</b>	Berge

#### **5. MEETING ITEMS:**

##### **5.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING THE OPEN SPACE ADVISORY COMMITTEE MEETING SCHEDULE FOR CALENDAR YEAR 2024.**

(5:43:24) – Chairperson Kimbrough introduced the item. Ms. Boyer referenced the Staff Report and the Open Space Advisory Committee Meeting Schedule for 2024, both of which are incorporated into the record.

(5:44:10) – Vice Chair Inversin noted schedule conflicts with the April 15, 2024 and June 17, 2024 OSAC meetings, however, she indicated that she would attempt to attend both meetings.

#### **PUBLIC COMMENTS**

(5:54:01) – Chairperson Kimbrough entertained public comments; however, none were forthcoming.

**(5:46:29) – MOTION: Member Martinovich moved to approve the Open Space Advisory Committee Meeting Schedule for calendar year 2024 as presented. Member Mozingo seconded the motion. Member Ghiglieri abstained from the vote, as he was not reapplying for the Committee once his term expired.**

<b>RESULT:</b>	APPROVED (5-0-1)
<b>MOVER:</b>	Martinovich
<b>SECONDER:</b>	Mozingo
<b>AYES:</b>	Kimbrough, Inversin, Martinovich, Mozingo, Wiggins
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	Ghiglieri
<b>ABSENT:</b>	Berge

**5.B FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING THE 2022 ANNUAL REPORT OF THE ACTIVITIES OF THE OPEN SPACE ADVISORY COMMITTEE TO BE PRESENTED TO THE BOARD OF SUPERVISORS.**

(5:47:07) – Chairperson Kimbrough introduced the item. Ms. Boyer provided the 2022 Open Space Advisory Committee Annual Report, which is incorporated into the record.

(6:01:11) – Member Martinovich said she appreciated the report, stating that it would help the public better understand the work conducted by the Open Space Program. Vice Chair Inversin said it was “phenomenal” what Staff had accomplished in a year. Mr. Berggren responded to clarifying questions.

(6:05:29) – Chairperson Kimbrough commended Open Space Staff for the “notable progress.” Vice Chair Inversin recommended creating surveys to determine the amount of trail users visiting from outside of Carson City.

**PUBLIC COMMENTS**

(6:09:58) – Chairperson Kimbrough entertained public comments. Mr. French asked why the Carson Ridge Disc Golf course wasn’t discussed despite being a part of the 2022 Annual Report. Ms. Boyer stated that the disc golf course was included to showcase volunteer efforts and noted that the property was managed by the Parks and Recreation Department, not Open Space.

(6:13:12) – Ms. Orloff shared concerns regarding freestyle OHV riding on open areas, emphasizing the need to preserve natural resources. She suggested reevaluating the allowance of riding over vegetation, proposing designated trails to minimize the impact, and creating signage to guide riders.

**(6:09:32) – MOTION: Member Ghiglieri moved to approve the 2022 Annual Report of activities of the Open Space Advisory Committee to be presented to the Board of Supervisors. Member Martinovich seconded the motion.**

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

**5.C FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A RECOMMENDATION TO THE BOARD OF SUPERVISORS FOR THE SUBMISSION OF AN APPLICATION TO THE CONSERVE NEVADA GRANT PROGRAM FOR THE BUZZY'S RANCH WATER RIGHTS ACQUISITION PROJECT.**

(6:16:42) – Chairperson Kimbrough introduced the item. Ms. Boyer referenced the Staff Report, which is incorporated into the record. She responded to clarifying questions.

(6:22:27) – Member Ghiglieri stated that the proposal was “a huge step” for the Buzzy’s Ranch property and would help solidify long-term management of it.

**PUBLIC COMMENTS**

(6:21:36) – Chairperson Kimbrough entertained public comments; however, none were forthcoming.

**(6:22:04) – MOTION:** Member Ghiglieri moved to recommend to the Board of Supervisors the submission of a grant application to Conserve Nevada for the Buzzy’s Ranch Water Rights Acquisition Project. Member Mozingo seconded the motion.

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

**5.D. FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A RECOMMENDATION TO THE BOARD OF SUPERVISORS OF PROPOSED AMENDMENTS TO THE OPEN SPACE ADVISORY COMMITTEE (“OSAC”) BYLAWS, SPECIFICALLY TO AMEND THE OSAC MISSION STATEMENT.**

(6:23:00) – Chairperson Kimbrough introduced the item. Ms. Boyer referenced the Staff Report and the OSAC Bylaws, both of which are incorporated into the record. Member Martinovich went over the edits to the OSAC Mission Statement, which is incorporated into the record and reads:

*“Reporting to the Board of Supervisors, the Open Space Advisory Committee (hereinafter referred to interchangeably as “OSAC” or “Committee”) advances, oversees, and supports the Open Space Program by working in conjunction with staff and the public to acquire, interpret, preserve and protect, educate, and enhance the natural landscape, agriculture and cultural resources while balancing the needs of the public’s quality of life opportunities for equitable connection to active and passive recreation.”*

(6:27:40) – Vice Chair Inversin suggested removing the word “and” between “preserve” and “protect” in the Mission Statement. Member Martinovich responded to clarifying questions.

(6:29:03) – Chairperson Kimbrough pointed out that the Mission Statement included both active and passive recreation and noted that the Carson City Municipal Code 13.06 states that Open Space provides opportunities for passive recreation. Member Ghiglieri said that OHV riding was considered active recreation. Ms. Budge explained that OHV was placed under the OSAC Bylaws by the Board of Supervisors (BOS) and suggested clarifying that there are designated active recreation areas in the Mission Statement.

## PUBLIC COMMENTS

(6:32:25) – Chairperson Kimbrough entertained public comments. Ms. Orloff recommended stating “designated OHV use” instead of the word “active.” Chairperson Kimbrough said the Committee would consider her suggestion.

(6:34:09) – Member Wiggins proposed removing “active and passive,” as there were only two types of recreation. Ms. Budge responded to clarifying questions. Ms. Budge and Member Ghiglieri agreed with Member Wiggins’ suggestion to remove “active and passive.”

(6:38:40) – **MOTION: Member Martinovich moved to recommend to the Board of Supervisors the proposed amendments to the Open Space Advisory Committee Bylaws and Mission Statement as presented, with two changes, to remove the word “and” between “preserve” and “protect” and removing the words “active and passive” so that the sentence would read “equitable connection to recreation.” Member Ghiglieri seconded the motion.**

(6:39:49) – In response to Vice Chair Inversin’s concerns regarding the motion, Ms. Budge clarified that specifying “Open Space” before “recreation” in the Mission Statement was not necessary since “Open Space” was already mentioned.

(6:41:17) – **Chairperson Kimbrough called for a vote.**

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

## 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.**

(6:41:53) – Chairperson Kimbrough introduced the item. Ms. Budge announced several open full-time positions including Parks Crew Coordinator, Park Maintenance Worker, and Park Ranger, as well as seasonal recreation positions.

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

(6:42:50) – Chairperson Kimbrough introduced the item. Mr. Berggren provided his report, which is incorporated into the record, and responded to clarifying questions.

**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.**

(6:57:12) – Chairperson Kimbrough introduced the item. Ms. Boyer presented her report, which is incorporated into the record, and responded to clarifying questions.

**7. MEMBERS' ANNOUNCEMENTS AND REQUESTS FOR INFORMATION**

(7:09:47) – Chairperson Kimbrough entertained Member announcements and requests for information.

(7:10:00) – Member Ghiglieri announced that this was his last OSAC meeting as he was not reapplying for the Committee after his term expired at the end of the 2023. He expressed appreciation for OSAC Members and Staff.

(7:11:43) – Chairperson Kimbrough referenced the OSAC Experience Matrix, which is incorporated into the record, and noted that there was “quite a bit of experience” on the Committee.

(7:13:10) – Chair Kimbrough referenced an article in the Nevada Appeal on Carson City trails and expressed appreciation for Open Space Staff and “all of the work that they do.”

**8. FUTURE AGENDA ITEMS – DISCUSSION ONLY**

(7:15:00) – Chairperson Kimbrough introduced the item. Ms. Boyer stated that the February 20, 2024 OSAC meeting will include the annual budget, a report on Horse Creek Ranch, and possibly the 2023 annual report. Ms. Budge noted that the next meeting will also include the election of a new OSAC chair and vice chair. Chair Kimbrough noted that the next meeting will include service recognition awards.

**9. PUBLIC COMMENT**

(7:16:49) – Chairperson Kimbrough entertained public comments. Mr. French recommended a future agenda item that clarified the types of motorized vehicles permitted on multi-use trails.

(7:20:05) – Ms. Orloff commented on the discussion regarding active versus passive recreation. She expressed disappointment with the road-like trail on Prison Hill. Ms. Orloff suggested creating an accessible paved trail from the Virginia Truckee Trail to the Carson River Trail. She also recommended matching the color of the Carson River Trail to the soil of the area and its natural surroundings.

**10. FOR POSSIBLE ACTION: TO ADJOURN**

**(7:23:39) – MOTION: Chairperson Kimbrough adjourned the meeting at 7:23 p.m.**

The Minutes of the December 18, 2023 Carson City Open Space Advisory Committee meeting are so approved on this 20<sup>th</sup> day of February 2024.