

**CARSON CITY OPEN SPACE ADVISORY COMMITTEE**  
**Minutes of the February 22, 1999 Meeting**  
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A regular meeting of the Carson City Open Space Advisory Committee was held at 6:00 p.m. on Monday, February 22, 1999 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

**PRESENT:** Chairperson Steve Hartman  
Vice Chairperson Deborah Uhart  
Mike Fischer  
Dan Jacquet  
Don Quilici  
Bruce Scott  
Robin Williamson

**STAFF:** Walter Sullivan, Community Development Director  
Steve Kastens, Parks and Recreation Director  
Vern Krahn, Park Planner  
Kathleen King, Recording Secretary  
(OSAC 02/22/99; 1-0001)

**NOTE:** Unless indicated otherwise, each item was introduced by Chairperson Hartman. A tape recording of these proceedings is on file in the Clerk-Recorder's Office. This tape is available for review and inspection during normal business hours.

**A. DETERMINATION OF A QUORUM (1-0002)** - Chairperson Hartman called the meeting to order at 6:02 p.m. A quorum was present. Member Quilici arrived at 6:12 p.m.

**B. DISCUSSION AND ACTION ON APPROVAL OF MINUTES (1-0007)** - Member Fischer moved to approve the minutes of the February 11, 1999 meeting. Member Scott seconded the motion. Member Fischer moved to approve the minutes of the January 7, 1999 meeting with the corrected spelling of Mr. Schleicher's name. Member Scott seconded the motion. Motions carried 6-0-1-0.

**C. MODIFICATION OF AGENDA (1-0023)** - None.

**D. PUBLIC COMMENT (1-0025)** - None.

**E. DISCLOSURES (1-0028)** - None.

**F. PUBLIC MEETING ITEMS**

**F-1. DISCUSSION AND POSSIBLE ACTION REGARDING THE OPEN SPACE MASTER PLAN AND POSSIBLE AMENDMENTS; THE OPEN SPACE MANAGER POSITION; COMMENTS RECEIVED FROM INTERESTED PARTIES; AND MAPPING ISSUES NECESSARY TO COMPLETE THE OPEN SPACE MASTER PLAN (1-0030)** - Chairperson Hartman discussed changes which had been incorporated into the most recent version of the draft master plan. The changes have been sent to Mr. Winston, together with the memorandum prepared by the Open Space Advisory Subcommittee, for his review. (1-0058) Mr. Kastens discussed alternatives for the open space manager position and provided job descriptions for similar positions in Sonoma County, Santa Rosa and Mountain View, California. He discussed responsibilities, salary, a combined position of open space manager/property manager for which funding would also be combined from Question 18 revenues and the general fund, and the possibility of contractual services. Mr. Kastens distributed, to the Committee members, an opinion from the District Attorney's office, together with a copy of the Open Space Ordinance, and discussed the Committee's involvement in acquisition of open space property and the feasibility of Open Space being a division of Parks and Recreation. Discussion ensued with regard to ensuring the public is well informed as to the need for an open space manager if and when filling the position becomes necessary; the benefit of acquisition of open space property through conservation easements; forming subcommittees based on the individual expertise of the Committee members; acquiring pro bono services from members of the

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community such as attorneys, real estate professionals, etc.; preparing for the future possibility of an open space manager; and postponing the hiring of a manager until the work load becomes such that it is necessary and then adding the position gradually, i.e., a part time position which eventually works into a full time position. Committee consensus was that Open Space become a division of the Parks and Recreation Department. Carter Schleicher discussed the necessary experience and background requirements for an open space manager according to the master plan, including people skills, legal background, real estate background, to act as a point of contact, to be involved with public relations, to work with the Chamber of Commerce and entities of that nature, to be a part of the Parks and Recreation Department, and to work with subcommittees. Committee consensus was the description fit the Open Space Advisory Committee. Discussion ensued with regard to Mr. Krahn and the Committee members having more time to address open space issues after the planning phase is finished. (1-0689) Further discussion ensued regarding input from City department heads on the draft master plan, modifications to the draft plan based on public input, documentation of public comments, and the timing of public meeting dates. (1-0804) Member Jacquet reported on a meeting with Juan Guzman, Vern Krahn and Eric Ingbar to map out general areas of open space priorities, including the Carson River corridor, the hillsides, and the irrigated agricultural lands. The task of identifying specific trailheads and corridors will be left to the Committee and City staff. Member Jacquet then reviewed the specifics of the map. Discussion ensued with regard to the map being an accurate reflection of the Committee's priorities as well as those of the community, refining the map to include City parks and properties, the boundaries of the Carson River corridor, and trailhead and corridor linkages. Mr. Schleicher discussed forwarding the finalized map to Mr. Winston as soon as possible in order that he may begin drafting text. He further discussed Mr. Winston's suggestions for consideration by the Committee, including viewing the plan as a single, comprehensive document by using the bubble map in the main area of the plan and showing other detailed maps, i.e., map one - general constraints; map two - parks and existing open space area; and map three - areas prone to development, as appendices.

**F-2. DISCUSSION AND POSSIBLE ACTION REGARDING THE QUALITY OF LIFE/OPEN SPACE FUND (1-1050)** - Mr. Kastens reviewed the year-to-date, estimated 1999, and tentative 2000 budget. Discussion ensued with regard to expenses from the operating supplies category, the difference between the adjusted 1999 budget and estimated 1999 budget, social security requirements for the hourly position, interest on the \$1.2 million, and investments of public funds. Member Scott moved to authorize Steve Kastens to proceed with the tentative FY 1999/2000 budget as presented. Member Fischer seconded the motion. Motion carried 7-0-0-0.

**G. INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS (NON-ACTION ITEMS)**

**G-1. CONSULTANT REPORT (NON-ACTION) (1-1242)** - None.

**G-2. COMMITTEE MEMBER REPORTS (NON-ACTION) (1-1243)** - None.

**G-3. STAFF REPORTS (NON-ACTION) (1-1245)** - Mr. Krahn distributed a copy of the open space video, produced by David Morgan, to each Committee member. The video is being broadcast on CAT-10 and runs for approximately 30 minutes.

**G-4. FUTURE COMMITTEE ITEMS AND POSSIBLE MEETING DATES (1-1284)** - Discussion ensued with regard to meeting on March 1, agendaizing for a future meeting discussion regarding substations on open space lands and open space vs. public zoning designations. Member Williamson requested that staff research and develop criteria for discussion on the issue of allowing substations on open space lands. Member Scott requested an update on the status of OSAC input regarding the Forest Service planning process. Committee consensus was to cancel the meeting for March 1.

**H. ADJOURNMENT (1-1642)** - Member Fischer moved to adjourn the meeting at 7:39 p.m. Member Quilici seconded the motion. Motion carried 7-0-0-0.

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ARE SO APPROVED \_\_\_\_\_, 1999.

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STEVE HARTMAN, Chairperson