

**DRAFT MINUTES**  
**Joint Meeting**  
**Carson City Open Space Advisory Committee**  
**Carson City Parks and Recreation Commission**  
**Monday, August 17, 2015 ● 6:00 PM**  
**Community Center Sierra Room**  
**851 East William Street, Carson City, Nevada**

**OSAC Members**

**Chair – Bruce Scott**                      **Vice Chair – Howard Riedl**  
**Member – Margie Evans**              **Member – Laura Fitzsimmons**  
**Member – Donna Inversin**          **Member – Alan Welch**  
**Member – Toby Welborn**

**PRC Members**

**Chair – Brett Long**    **Vice Chair – Lee-Ann Keever**  
**Commissioner – Chuck Adams**                              **Commissioner – Lori Bagwell**  
**Commissioner – Joe Cacioppo**                              **Commissioner – Justin Colburn**  
**Commissioner – Donna Curtis**                              **Commissioner – Robert Glenn**  
**Commissioner – Sean Lehmann**

**Staff**

Roger Moellendorf, Parks and Recreation Department Director  
Jennifer Mayhew, Deputy District Attorney  
Ann Bollinger, Open Space Administrator  
Rich Wilkinson, Natural Resources Specialist  
Vern Krahn, Senior Park Planner  
Tamar Warren, Deputy Clerk/Recording Secretary

**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.

An audio recording of this meeting is available on [www.CarsonCity.org/minutes](http://www.CarsonCity.org/minutes).

**CALL TO ORDER**

(6:00:08) – Chairperson Scott called the meeting to order at 6:00 p.m. and requested a moment of silence for fallen Deputy Carl Howell of the Carson City Sheriff’s Office. He also invited the Open Space Advisory Committee and the Parks and Recreation Commission members to introduce themselves.

**ROLL CALL AND DETERMINATION OF QUORUM**

(6:02:20) – Roll was called. A quorum was present.

<b>OSAC Attendee Name</b>	<b>Status</b>	<b>Arrived</b>
Bruce Scott	Present	
Howard Riedl	Present	
Margie Evans	Present	

Laura Fitzsimmons	Present	
Donna Inversin	Present	
Toby Welborn	Present	
Alan Welch	Present	

<b>PRC Attendee Name</b>	<b>Status</b>	<b>Arrived</b>
Brett Long	Present	
Lee-Ann Keever	Present	
Chuck Adams	Present	
Lori Bagwell	Present	
Joe Cacioppo	Absent	
Justin Colburn	Absent	
Donna Curtis	Present	
Robert Glenn	Absent	
Sean Lehmann	Present	

**PUBLIC COMMENTS**

(6:03:05) – None.

**1. FOR POSSIBLE ACTION ON APPROVAL OF MINUTES**

**(6:03:30) – MOTION: I move to approve the Open Space Advisory Committee meeting minutes for Monday, June 15, 2015.**

<b>RESULT:</b>	<b>APPROVED (7-0-0)</b>
<b>MOVER:</b>	Riedl
<b>SECONDER:</b>	Inversin
<b>AYES:</b>	Scott, Riedl, Evans, Fitzsimmons, Inversin, Welborn, Welch
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	None

**2. MODIFICATIONS TO THE AGENDA**

(6:03:52) – Commissioner Curtis requested postponing the vote on agenda item 3A until the other meeting items had been heard. Chairperson Scott suggested hearing item 3A and choosing projects that would benefit both the OSAC and the PRC, with the stipulation that action may be deferred until after hearing item 3C.

**3. MEETING ITEMS**

**A. FOR POSSIBLE ACTION: TO APPROVE LETTERS OF SUPPORT TO THE BUREAU OF LAND MANAGEMENT, U.S. FOREST SERVICE AND NEVADA DIVISION OF STATE PARKS REGARDING TRAIL PROJECTS AND TO AUTHORIZE THE SIGNATURES FROM THE CHAIRMAN OF THE OPEN SPACE ADVISORY COMMITTEE AND THE PARKS AND RECREATION COMMISSION.**

(5:59:58) – Chairperson Scott introduced the item.

(6:06:20) – Ms. Bollinger presented the Staff Report which is incorporated into the record. She also introduced three draft letters, also incorporated into the record, to the Bureau of Land Management (BLM), the U.S. Forest Service, and the Nevada Division of State Parks respectively, in support of Muscle Powered’s trail development activities, as identified in Carson City’s Unified Pathways Master Plan (UPMP).

(6:07:11) – Jeff Potter of Muscle Powered introduced himself and presented the remainder of the agenda materials, incorporated into the record. He also proposed to build or maintain several trails as part of the UPMP.

(6:15:03) – Commissioner Lehmann was informed that Mr. Potter’s priority would be to build the Tahoe Rim Trail. Discussion ensued regarding the prioritization of the trails as relating to the UPMP. Chairperson Scott stressed the importance of coordination between Parks and Recreation, Open Space, and Muscle Powered, especially regarding joint grant applications, prioritizations and trail maintenance, in order not to compete for grants. Member Inversin clarified that Muscle Powered designs, builds, and maintain their trails. PRC Chairperson Long spoke in support of the letters and of Muscle Powered. Mr. Potter noted that the Waterfall Bypass groundbreaking would take place on Monday, August 24, 2015.

**PUBLIC COMMENTS**

(6:34:45) – Maurice White inquired about the Centennial Park Trail OHV use and Mr. Potter explained that the motorized use was “up to the BLM” as Muscle Powered would only maintain the non-motorized trails. Ms. Bollinger clarified that the BLM was in the process of completing its Resource Management Plan, and once completed, they would work on the Travel Management Plan.

**(6:43:45) – MOTION: I move to approve letter of support to the Bureau of Land Management, U.S. Forest Service, and Nevada Division of State Parks regarding trail projects, and to authorize a signature from the Chairman of the Parks and Recreation Commission (PRC), specifically including single-track trails.**

<b>RESULT:</b>	<b>APPROVED (6-0-0)</b>
<b>MOVER:</b>	Lehmann
<b>SECONDER:</b>	Adams
<b>AYES:</b>	Long, Keever, Adams, Bagwell, Curtis, Lehmann,
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	

**(6:44:55) – MOTION: I move to approve letter of support to the Bureau of Land Management, U.S. Forest Service, and Nevada Division of State Parks regarding trail projects, and to authorize a signature from the Chairman of the Open Space Advisory Committee (OSAC), specifically for single-track trails.**

<b>RESULT:</b>	<b>APPROVED (7-0-0)</b>
<b>MOVER:</b>	Welch
<b>SECONDER:</b>	Inversin
<b>AYES:</b>	Scott, Riedl, Evans, Fitzsimmons, Inversin, Welborn, Welch
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	None

**B. FOR DISCUSSION ONLY TO REVIEW THE AUTHORITY AND RESPONSIBILITY OF THE OPEN SPACE ADVISORY COMMITTEE AND THE PARKS AND RECREATION COMMISSION AS STATED IN THE RESPECTIVE ENABLING ORDINANCES.**

(6:45:29) – Chairperson Scott introduced the item and Mr. Moellendorf presented the agenda materials which are incorporated into the record, including the ordinances that created the PRC and the OSAC. Commissioner Bagwell questioned the youth member requirement and suggested removing it from the PRC ordinance. Chairperson Scott clarified that 40 percent of the designated Quality of Life Funds (QLF) would be allocated to Open Space, 40 percent to Parks and Recreation, and 20 percent for maintenance and noted that there were upcoming large maintenance opportunities with all the land acquisitions.

There were no public comments

**C. FOR DISCUSSION ONLY TO IDENTIFY POTENTIAL PROJECTS FOR GRANT FUNDING THROUGH THE SOUTHERN NEVADA PUBLIC LAND MANAGEMENT ACT – PARKS, TRAILS, AND NATURAL AREAS GRANT PROGRAM.**

(7:08:57) – Chairperson Scott introduced the item. Mr. Moellendorf presented the Staff Report, incorporated into the record, and highlighted the “underserved communities” prioritization of the Southern Nevada Public Land Management Act (SNPLMA) – Parks, Trails, and Natural Areas (PTNA) grant program. Mr. Moellendorf also read a list of potential projects, suggested by Staff and incorporated into the Staff Report. Ms. Bollinger noted that phased projects favorably viewed. Discussion ensued regarding grant applications for a large project versus several smaller projects. Mr. Moellendorf brought up the Staff’s workload and the difficulty of managing multiple projects. He suggested applying for a large and phased project grant. Commissioner Curtis suggested a multi-phased project at Silver Saddle Ranch. Member Evans suggested an ADA-friendly trail. Commissioner Bagwell noted her agreement with Member Evans’ suggestion and recommended being near a school where the lunches were 100 percent free, to qualify as an “underserved community”. Member Fitzsimmons recommended creating a staging area at Silver Saddle Ranch for vehicles carrying disabled persons. Commissioner Lehmann noted that focusing solely on the underserved community would mean denying taxpayers who live “on the west side of town” where no path has been constructed for a long time. He suggested a project that connects the west and east sides of Carson City.

**Public Comments**

(7:54:12) – Juan Guzman introduced himself and encouraged the members and commissioners to “think large”. He noted that most Southern Nevada projects are large and they get approved. He also suggested proposing connecting projects.

(7:58:55) – Chairperson Scott acknowledged the good ideas being discussed and suggested moving to item 3D to assign representatives to a joint review team.

**D. FOR POSSIBLE ACTION: TO NAME TWO MEMBERS FROM EACH COMMITTEE/COMMISSION TO REVIEW AND EVALUATE POTENTIAL PROJECTS WITH STAFF FOR SUBMITTAL TO THE SOUTHERN NEVADA PUBLIC LAND MANAGEMENT ACT – PARKS, TRAILS, AND NATURAL AREAS GRANT PROGRAM.**

(7:59:32) – Chairperson Scott introduced the item, and Mr. Moellendorf noted that he would find out the SNPLMA timelines then determine the schedule for the workgroup meetings. He anticipated that the grant applications would be due in fall 2016.

There were no public comments

**(8:01:50) – Commissioner Adams nominated Commissioners Curtis and Lehman to represent the PRC. Vice Chairperson Keever seconded the nomination which carried unanimously (6-0-0). Commissioners Cacioppo, Glenn, and Colburn were absent.**

**(8:03:24) – Member Welborn nominated Members Evans and Welch to represent OSAC. The nomination was seconded by Vice Chairperson Riedl which carried unanimously (7-0-0).**

#### **4. STAFF UPDATES - DISCUSSION ONLY**

##### **A. GRACEWORKS PROJECT ON MAY 16, 2015**

(8:05:00) – Mr. Wilkinson presented the Staff Report which is incorporated into the record. Chairperson Scott noted the amount of trash generated in a short amount of time, and believed that a park ranger could educate residents in addition to helping prevent the generation of so much trash.

(8:07:40) – Mr. Krahn also thanked the Graceworks Project for cleaning up Linear Park in Carson City.

(8:10:16) – Ms. Bollinger announced the upcoming ribbon cutting event for Ash to Kings Canyon Trail on Saturday, August 29, 2015 at 8:30 a.m. She also noted that Saturday, September 26, 2015 is Public Lands Day, and the Kiwanis Club had sponsored a free barbeque lunch for the volunteers after which the land exchange with BLM would take place.

There were no public comments.

#### **5. FUTURE AGENDA ITEMS**

**(8:12:07) – Chairperson Long requested an update on the Nevada Fair and Mr. Moellendorf noted that it would be scheduled for the October PRC meeting. Commissioner Bagwell suggested a presentation on the changes made to the Residential Construction Tax.**

(8:18:50) – Discussion ensued regarding future joint meetings. Member Fitzsimmons noted that this meeting had been productive and suggested having another meeting once the working group has met. Mr. Moellendorf cautioned against calling the working group a “subcommittee”.

(8:23:30) – Commissioner Curtis announced the launching of the Foundation for Carson City Parks and Recreation.

#### **6. PUBLIC COMMENTS**

(8:18:09) – None.

#### **7. FOR POSSIBLE ACTION ON ADJOURNMENT**

(8:24:20) – **MOTION: Commissioner Keever moved to adjourn. The motion was seconded by Member Fitzsimmons.** The meeting was adjourned at 8:25 p.m.

The Minutes of the August 17, 2015 Carson City Open Space Advisory Committee meeting are so approved this, 16<sup>th</sup> day of November, 2015.

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BRUCE SCOTT, Chair