

**DRAFT MINUTES**  
**Regular Meeting**  
**Carson City Open Space Advisory Committee**  
**Monday, December 19, 2016 ● 5:30 PM**  
**Community Center Sierra Room**  
**851 East William Street, Carson City, Nevada**

**Committee Members**

<b>Chair – Bruce Scott</b>	<b>Vice Chair – Alan Welch</b>
<b>Member – Margie Evans</b>	<b>Member – Laura Fitzsimmons</b>
<b>Member – Jeremy Hall</b>	<b>Member – Donna Inversin</b>
<b>Member – Gerald Massad</b>	

**Staff**

Jennifer Budge, Parks and Recreation Department Director  
Ann Bollinger, Open Space Administrator  
Iris Yowell, Deputy District Attorney  
Tamar Warren, Deputy 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.

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

**CALL TO ORDER**

(5:31:33) – Chairperson Scott called the meeting to order at 5:31 p.m.

**ROLL CALL AND DETERMINATION OF QUORUM**

(5:31:59) – Roll was called; a quorum was present. In response to a question, Ms. Bollinger advised that Members Welch and Fitzsimmons were both out of town.

<b>Attendee Name</b>	<b>Status</b>	<b>Arrived</b>
Bruce Scott	Present	
Alan Welch	Absent	
Margie Evans	Present	
Laura Fitzsimmons	Absent	
Jeremy Hall	Present	
Donna Inversin	Present	
Gerald Massad	Present	

**PUBLIC COMMENTS**

(5:32:31) – There were no public comments.

- 1. FOR POSSIBLE ACTION ON APPROVAL OF MINUTES – October 17, 2016.**

(5:31:05) – MOTION: I move to approve the Open Space Advisory Committee meeting minutes for Monday, October 17, 2016.

<b>RESULT:</b>	<b>APPROVED (5-0-0)</b>
<b>MOVER:</b>	Inversin
<b>SECONDER:</b>	Massad
<b>AYES:</b>	Scott, Evans, Hall, Inversin, Massad
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	Welch, Fitzsimmons

**2. MODIFICATIONS TO THE AGENDA**

(5:33:43) – At Ms. Bollinger’s request, Chairperson Scott modified the agenda to address item 4(A) prior to item 3(A).

**3. MEETING ITEMS**

**A. PRESENTATION AND DISCUSSION ONLY ON THE WETLANDS ENHANCEMENT PROJECT AT THE OLD BUZZY’S RANCH PROPERTY BY MR. JOHN RANLETT WITH DUCKS UNLIMITED.**

(5:41:01) – Chairperson Scott introduced this item. Ms. Bollinger provided background information, and an overview of the agenda materials. Ducks Unlimited Regional Biologist John Ranlett reviewed the agenda materials in conjunction with displayed slides, and responded to questions of clarification. Chairperson Scott entertained public comments; however, none were forthcoming. He also thanked Mr. Ranlett, calling the project “a major upgrade of this portion of the ranch”.

**B. POSSIBLE ACTION REGARDING A POSSIBLE CONSERVATION EASEMENT WITH THE OLD WOODS RANCH LLC AND / OR SCHULZ INVESTMENTS, AND DISCUSSION ON VISION, COMPATIBILITIES, AND OUTCOMES WITH THE OPEN SPACE PROGRAM.**

(5:54:51) – Chairperson Scott introduced this item, and Ms. Bollinger reviewed the agenda materials in conjunction with displayed slides.

(5:59:23) Nevada Land Trust Conservation Director Kevin Hill stated that they were involved in the preparation of an application for the Forest Legacy Program, a part of which included a land owner questionnaire. Mr. Hill presented a summary of the responses compiled by Staff, and noted that the family members were mostly in agreement with each other and especially recognized the historic components on the site, past and present ranching activity, and the recognition of continuity relating to open space. Ms. Bollinger clarified for Chairperson Scott that the easement property acquired from Michael Fagan has one building envelope. Discussion ensued regarding meeting the family goals versus the preservation of “a very beautiful piece of property” and its yet-to-be-determined details. Chairperson Scott entertained public comments.

**PUBLIC COMMENT**

(6:10:10) – Carlo Luri introduced himself as a representative of the Carson Valley Trails Association (CVTA) and requested that the Committee encourage a public trail easement as a condition of approval. Ms. Bollinger noted the presence of several family members in the meeting room.

(6:15:45) – Nevada Division of Forestry Stewardship/Legacy Coordinator Heather Giger believed that the possibility of a family camp area provided “the biggest restriction” and believed a solid plan must be negotiated with the Forest Legacy Program due to its many restrictions.

(6:14:07) – Charlie Gifford, one of the Old Wood Ranch family members/owners, explained that the ranch had been a family-owned working ranch for 100 years and the family wished not to leave a heavy financial burden on the next generation. Mr. Gifford believed that whatever the plans will be, they would be passed down to the next generation with “not-to-exceed terms”. Chairperson Scott clarified that the Planning Division and grant application parameters were outside the Committee’s control. Mr. Gifford noted that anything they build will be tucked away “to allow the family some amenities to enjoy the Ranch more”. Member Inversin was informed by Mr. Gifford that a trail might work but it may be very steep and believed that the “concept of a trail” needed to be discussed with the family. Discussion ensued regarding a trail “above the meadow” across the property owned by Open Space. Ms. Bollinger believed that a connection to Kings Canyon may be possible by working with the Forest Service and Chairperson Scott suggested presenting “viable linkages” of area trails “for any kind of final consideration”.

(6:26:25) – Ms. Budge inquired about the presence of utilities on the site and was informed there were none, and that none were planned.

(6:29:01) – Member Evans suggested considering the pathways master plan and what is included in it regarding the future of the property. She also inquired whether the family would be interested in maintaining its historical context of the time the ranch was established. Member Hall inquired about already published literature about the ranch and Mr. Gifford noted that Mike Drews from Great Basin Consulting had visited the property and had been “pretty excited about our artifacts”, noting that they had discussed an additional grant for a barn to house antique items. Chairperson Scott reiterated his desire to have trail connectivity to Open Space properties, and Member Hall added that the connection between Carson City and Carson Valley was extremely important. The Chair entertained additional comments or questions of the committee members and of the public; however none were forthcoming. Ms. Giger believed that public access to trails was important when applying for grants. Member Inversin suggested working with wildlife officials to look into a trail that could also be used as a wildlife corridor under Highway 50, calling it “an important wildlife connectivity”. Ms. Bollinger acknowledged receipt of sufficient direction from this evening’s discussions.

**C. REVIEW OF THE OPEN SPACE OPPORTUNITIES MAP(S); DISCUSSION AND POSSIBLE ACTION ON POSSIBLE PROPERTY TRANSACTIONS WITH: SCHULZ INVESTMENTS (APN 007-051-70); WASHOE HILLVIEW PROPERTIES (APNs 008-942-01, 008-942-02, 008-942-03, 008-942-04, 008-942-05, 008-942-06, 008-942-07, AND 008-942-08); STATE OF NEVADA (APNs 007-031-23, 007-031-35, AND 007-051-85); AND GERALD AND LUANN HAMM (APNs 007-091-66 AND 007-293-29).**

(6:41:43) – Chairperson Scott introduced this item, and Ms. Bollinger reviewed the agenda materials in conjunction with displayed slides. She also responded to members’ clarifying questions. Member Inversin suggested exploring opportunities with the Carson Valley Trails Association, Douglas County, and the golf course community in the area as well, to maximize the Open Space dollars. Member Evans believed the dialogue should

stay open with “whoever is interested in the property” to ensure connectivity and Member Hall suggested that if the land is eventually developed, an easement would provide a win-win situation. Ms. Budge suggested considering a “relocatable trail easement” to secure the trail alignment prior to the sale of the property and believed a conversation with State Lands was warranted. Member Inversin thought that receiving “backing from the legislature” was beneficial as well.

Chairperson Scott entertained public comment.

## **PUBLIC COMMENT**

(6:57:00) – Mr. Luri described the trail development progression, calling it a multi-year process, and cited experiences where the trail easements were denied in order to increase property value, adding that due to unmarked trails, visitors have driven on private roads in the Clear Creek area. Jeremy Vican, also with CVTA, cited examples of how State Lands had facilitated working with the Forest Service to build a trailhead in Carson Valley. He suggested purchasing enough property to build a trailhead if possible and cited an example that had caused logistical issues for public access. Ms. Budge offered to work with Ms. Bollinger to find creative ways for joint ownership opportunities for easements. Member Evans also expressed interest in partnerships with organizations such as the Nature Conservancy.

(7:09:11) – Ms. Bollinger also presented the agenda materials for the Gerald and Luann Hamm property opportunity and noted that a 187-acre parcel was already for sale. Member Inversin noted that the subject property was of great interest to the Eagle Valley Trails Committee and that the property owners were interested in working with the City to take the property off the market in exchange for paying the property taxes. Ms. Budge indicated that the City currently owned over 7,300 acres of Open Space that provided management challenges on a daily basis, and suggested looking into how new acquisitions will be managed and what challenges will they have. Chairperson Scott expressed concern over defensible space management and Member Hall believed that the Hamm property is less of a priority relative to trail connectivity. Member Evans expressed appreciation for Ms. Budge’s “voice of reason” and believed that human resources should be in place prior to acquiring new properties. There were no public comments for this section of the agenda item.

(7:18:30) – Ms. Bollinger presented the agenda materials for the Washoe Hillview Properties and responded to clarifying questions. Chairperson Scott entertained public comments; however, none were forthcoming.

(7:24:11) – Ms. Bollinger acknowledged sufficient direction on all the presented properties and no formal action was taken. Chairperson Scott called for final public comments; however, none were forthcoming.

## **D. FOR POSSIBLE ACTION: TO APPROVE THE MONITORING REPORT FOR THE HORSECREEK RANCH CONSERVATION EASEMENT FOR 2016.**

(7:25:28) – Chairperson Scott introduced this item, and Ms. Bollinger gave background and reviewed the agenda materials, including new photographs, which are incorporated into the record. She also responded to several clarifying questions by the members and announced that Mr. Fagan was working with the Nevada Division of Forestry on a forest stewardship plan for the property. Chairperson Scott entertained public comments and when none were forthcoming, a motion.

**(7:31:36) – MOTION: I move to approve the monitoring report for the Horse Creek Ranch Conservation Easement for 2016.**

<b>RESULT:</b>	<b>APPROVED (5-0-0)</b>
<b>MOVER:</b>	Evans
<b>SECONDER:</b>	Inversin
<b>AYES:</b>	Scott, Evans, Hall, Inversin, Massad
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	Welch, Fitzsimmons

**E. DISCUSSION ONLY: UPDATE ON THE MID-YEAR REVISIONS TO THE QUALITY OF LIFE – OPEN SPACE BUDGET.**

(7:32:04) – Chairperson Scott introduced this item, and Ms. Bollinger reviewed the Staff Report which is incorporated into the record. There were no member or public comments. Chairperson Scott noted that he supported Staff’s recommendation.

**4. STAFF UPDATES – DISCUSSION ONLY**

**A. STAFF UPDATE ON DEPARTMENT STRATEGIC PLANNING, ORGANIZATIONAL STRUCTURE, AND RECRUITMENT FOR VACANT POSITIONS.**

(5:34:04) – Chairperson Scott introduced the item. Parks and Recreation Director Jennifer Budge updated the Committee on the vacancies and recruitment efforts to fill the open positions. Ms. Budge noted that Rich Wilkinson, Senior Natural Resource Specialist, was no longer with the Department and that the position has already been advertised throughout the United States, with a closing date of December 29, 2016. She also announced that Dan Earp had been hired as the Recreation Superintendent, and that the Recreation Program Supervisor position was still open. Ms. Budge stated that the Trails Coordinator position will be opened “by the first week in January”. She also believed that the Trails Coordinator position, although part time, was a very important position, adding that they would additionally pursue three full-time AmeriCorps Vista Grant volunteers, in partnership the with Truckee Meadows Parks Foundation. Ms. Budge thanked Chairperson Scott for his participation in the Department’s strategic planning efforts. Chairperson Scott requested calendaring this item as an on-going agenda item. There were no public comments.

**B. STAFF UPDATE ON WORKING GROUPS: (1) ORDINANCES; (2) SIGNAGE PLAN; (3) WEBSITE; AND (4) CULTURAL RESOURCES.**

(7:35:00) – Chairperson Scott introduced this item, and Ms. Budge advised that Deputy District Attorney Iris Yowell had forwarded to Committee members proposed draft language on ordinances and was expecting their responses. Chairperson Scott offered to discuss the item with Member Fitzsimmons and obtain feedback. Ms. Bollinger noted that she had been in contact with Members Massad and Evans to identify signage locations and proceed with a request for quote (RFQ) respectively. She also explained that the AmeriCorps volunteers and the new Recreation Superintendent would be driving the improved content on the website. Ms. Bollinger stated that she had worked with the Carson City Asset Manager to incorporate adopted trails into the already-licensed handheld applications. Member Inversin suggested coordinating with the Carson City Visitors Bureau to eliminate duplication of effort. Chairperson Scott advised meeting with the City’s IT department as well and offered his support to facilitate “our ability to respond or provide the inputs you need”. He also entertained public comment.

**PUBLIC COMMENT**

(7:44:23) – Robyn Orloff asked about public input regarding signs, and Ms. Bollinger confirmed that input from public would be sought. Ms. Orloff also inquired about a ridgeline fence near “graffiti rock”, about the Prison Hill conservation area, and a collaborative cleanup of OHV areas with the OHV community. Member Massad suggested a barrier “at the end of Bennett Avenue” to prevent motorized access to non-motorized areas.

(7:49:22) – Ron Moe indicated that Prison Hill had been through “a lot of changes” and noted the signs pointing to “existing trails” which, he believed were roads and not trails. Mr. Moe regretted to see the “vegetation is going away” and wished to see restrictions of motor vehicles. He also suggested changing the term “existing [roads]” to “designated” in order to avoid new roads created by individuals. Ms. Orloff spoke in favor of a stewardship program.

**C. STAFF UPDATE ON ACTIVITIES, PROJECTS, AND GRANTS LOCATED ON OPEN SPACE PROPERTIES WITHIN THE CARSON RIVER AREA.**

(7:59:26) – Chairperson Scott introduced this item, and Ms. Bollinger reviewed the Staff Report which is incorporated into the record. Chairperson Scott suggested emailing the highlights of the Southern Nevada Public Land Management Act grant to the Committee members. Ms. Budge praised Ms. Bollinger’s efforts in writing and submitting the grant application. There were no public comments.

**D. STAFF UPDATES ON ACTIVITIES, PROJECTS, AND GRANTS THROUGHOUT OTHER AREAS MANAGED BY THE OPEN SPACE DIVISION.**

(8:02:03) – Chairperson Scott introduced this item, and Ms. Bollinger reviewed the Staff Report which is incorporated into the record. Chairperson Scott suggested “thinking about” awards or plaques upon completion of scout projects. There were no public comments.

**5. MEMBERS’ ANNOUNCEMENTS AND REQUESTS FOR INFORMATION.**

(8:04:13) – Chairperson Scott entertained announcements and requests for information. Member Evans suggested having the park ranger check on the type of weeds on the “mowed side” of western Prison Hill. Ms. Bollinger offered to work with Member Evans to get an accurate location. Member Hall requested information on roads on Ash Canyon that are designated for closure, and Ms. Bollinger noted that areas where unauthorized vehicles had been driven were identified for closure. Chairperson Scott suggested a “field review for the committee at some point in the spring”.

**6. FUTURE AGENDA ITEMS – DISCUSSION ONLY.****7. PUBLIC COMMENTS**

(8:07:57) – There were no public comments.

**8. FOR POSSIBLE ACTION ON ADJOURNMENT**

(8:08:14) – **MOTION: Member Evans moved to adjourn. The motion was seconded by Member Hall. Motion carried 5-0-0. The meeting was adjourned at 8:08 p.m.**

The Minutes of the December 19, 2016 Carson City Open Space Advisory Committee meeting are so approved this 27<sup>th</sup> day of February, 2017.

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BRUCE SCOTT, Chair