

**CARSON CITY CONSOLIDATED MUNICIPALITY
NOTICE OF MEETING OF THE
OPEN SPACE ADVISORY COMMITTEE**

Day: Monday
Date: December 18, 2023
Time: Beginning at 5:30 pm
Location: Community Center, Robert ‘Bob’ Crowell Board Room
851 East William Street
Carson City, Nevada 89701

AGENDA

NOTICE TO THE PUBLIC:

Members of the public who wish to view the meeting may watch the livestream of the Open Space Advisory Committee meeting at www.carson.org/granicus and by clicking on “In progress” next to the meeting date, or by tuning in to cable channel 191. Livestream of the meeting is provided solely as a courtesy and convenience to the public. Carson City does not give any assurance or guarantee that the livestream or cable channel access will be reliable. Although all reasonable efforts will be made to provide livestream, unanticipated technical difficulties beyond the control of City staff may delay, interrupt, or render unavailable continuous livestream capability.

The public may provide public comment in advance of a meeting by written submission to the following email address: parkspubliccomment@carson.org. For inclusion or reference in the minutes of the meeting, your public comment must include your full name and be submitted via email by not later than 3:00 p.m. the day before the meeting. Public comment during a meeting is limited to three minutes for each speaker.

1. Call to Order – Open Space Advisory Committee

2. Roll Call & Determination of Quorum

3. Public Comments ** The public is invited at this time to comment on and discuss any topic that is relevant to, or within the authority of the Open Space Advisory Committee.

4. For Possible Action: Approval of Minutes – Open Space Advisory Committee meeting of October 16, 2023.

5. Meeting Items:

5.A For Possible Action: Discussion and possible action regarding the Open Space Advisory Committee meeting schedule for calendar year 2024. (*Lyndsey Boyer*, lboyer@carson.org)

Staff Summary: The Open Space Advisory Committee (“Committee”) shall meet four times per year, with two joint meetings with the Parks and Recreation Commission, as directed by the Board of Supervisors. This item, if approved, will establish the Committee's meeting schedule for calendar year 2024.

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. (Lyndsey Boyer, lboyer@carson.org)

Staff Summary: Carson City Municipal Code 13.06.090 states that the Committee shall provide an annual report of its activities to the Board of Supervisors. The information has been organized into the following categories: History of Open Space, Land Acquisitions, Land Management, Grant Funding, Capital Improvement Projects, Activities and Events. Staff drafted a report in newsletter format which highlights the achievements and successes to be presented to the Board of Supervisors.

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. (Lyndsey Boyer, lboyer@carson.org)

Staff Summary: Conserve Nevada is accepting nominations for the 2024 grant cycle. Staff are proposing the submittal of one nomination, the Buzzy's Ranch Water Rights Acquisition Project. Nominations are due to the Conserve Nevada grant on December 28, 2023.

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. (Requested by Member Susan Martinovich) (Lyndsey Boyer, lboyer@carson.org)

Staff Summary: The Committee will review the Open Space Advisory Committee Bylaws, which were last updated in 2020 and make recommendations to the Board of Supervisors regarding potential changes to the mission statement. The bylaws serve as the guidance and procedural document for the Committee.

6. Staff Updates - For 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. (Jennifer Budge, jbudge@carson.org)

6.B Trails Coordinator Report: Activities related to trail projects managed by the Open Space Division, including trail-related grants, programs, and events. (Gregg Berggren, gberggren@carson.org)

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. (Lyndsey Boyer, lboyer@carson.org)

7. Members' Announcements and Requests for Information

8. Future Agenda Items – Discussion only

9. Public Comment:**

The public is invited at this time to comment on any matter that is not specifically included on the agenda as an action item. No action may be taken on a matter raised under this item of the agenda.

10. For Possible Action: To Adjourn

****PUBLIC COMMENT LIMITATIONS** – The Committee will provide at least two public comment periods in compliance with the minimum requirements of the Open Meeting Law prior to adjournment. No action may be taken on a matter raised under public comment unless the item has been specifically included on the agenda as an item upon which action may be taken. **Public comment will be limited to three minutes per speaker to facilitate the efficient conduct of a meeting and to provide reasonable opportunity for comment from all members of the public who wish to speak.** Testimony from a person who is directly involved with an item, such as City staff, an applicant or a party to an administrative hearing or appeal, is not considered public comment and is not subject to the three-minute time limitation.

Agenda Management Notice - Items on the agenda may be taken out of order; the public body may combine two or more agenda items for consideration; and the public body may remove an item from the agenda or delay discussion relating to an item on the agenda at any time.

Titles of agenda items are intended to identify specific matters. If you desire detailed information concerning any subject matter itemized within this agenda, you are encouraged to call the responsible agency or the City Manager's Office. You are encouraged to attend this meeting and participate by commenting on any agenda item.

Notice to persons with disabilities: Members of the public who are disabled and require special assistance or accommodations at the meeting are requested to notify the Parks, Recreation & Open Space Department by calling (775) 887-2262 or in writing at 3303 Butti Way, Building #9, Carson City, Nevada 89701 at least 24 hours in advance.

If you would like more information about any of the agenda items listed above, please contact the staff member listed at the end of the particular item you are interested in at (775) 887-2262.

To request a copy of the supporting materials for this meeting contact Patti Liebespeck at pliebespeck@carson.org or call (775) 887-2262.

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581 E. William Street, Carson City, Nevada
Carson City Parks, Recreation & Open Space Department
3303 Butti Way, Building #9, Carson City, Nevada
www.carson.org/agendas
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