

**CARSON CITY BOARD OF SUPERVISORS**  
**Minutes of the June 2, 2011 Meeting**  
**Page 1**

A regular meeting of the Carson City Board of Supervisors was scheduled for 8:30 a.m. on Thursday, June 2, 2011 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

**PRESENT:** Mayor Robert Crowell  
Supervisor Karen Abowd, Ward 1  
Supervisor Shelly Aldean, Ward 2  
Supervisor John McKenna, Ward 3  
Supervisor Molly Walt, Ward 4

**STAFF:** Larry Werner, City Manager  
Alan Glover, Clerk - Recorder  
Randal Munn, Chief Deputy District Attorney  
Kathleen King, Deputy Clerk / Recording Secretary

**NOTE:** A recording of these proceedings, the Board's agenda materials, and any written comments or documentation provided to the Clerk during the meeting are part of the public record. These materials are available for review, in the Clerk's Office, during regular business hours.

**1 - 4. CALL TO ORDER, ROLL CALL, INVOCATION, AND PLEDGE OF ALLEGIANCE** (8:28:31) - Mayor Crowell called the meeting to order at 8:28 a.m. Mr. Glover called the roll; a quorum was present. In consideration of the recent Memorial Day holiday, First United Methodist Church Retired Pastor Bill McCord remembered the actions of A-Company, 1<sup>st</sup> Battalion, 7<sup>th</sup> Marines, particularly the heroic acts of Corporal David Champlain, as they captured Hill 104 on May 28, 1952. He requested everyone to remember "all of the men and women who are in harm's way in so many different places in our world," and provided the invocation. Mayor Crowell thanked Pastor McCord and led the pledge of allegiance.

**5. ACTION ON APPROVAL OF MINUTES - May 5, 2011** (8:32:17) - Supervisor Aldean noted a number of clerical corrections, and moved to approve the minutes, as corrected. Supervisor Abowd seconded the motion. Motion carried 5-0.

**6. ADOPTION OF AGENDA** (8:32:52) - Mayor Crowell entertained modifications to the agenda and, when none were forthcoming, deemed it adopted.

**7. PUBLIC COMMENTS AND DISCUSSION** (8:33:02) - Mayor Crowell entertained public comment. (8:33:20) In reference to a recent Nevada Supreme Court decision, John Wagner inquired as to whether the Board has "the authority to take money away from dedicated funds as well; for instance, the ... parks and recreation, for example, and for the sewer bonds, for example. Money's been taken from these funds, totaling almost half a million dollars a year ... Does that same law apply to you?" Mayor Crowell requested further clarification, advising Mr. Wagner that there has been no transfer out of any enterprise fund into the general fund. There may have been an allocation of overhead costs, which is a different matter. He further advised that the City has consistently adhered to the law prohibiting such an action. Mr. Wagner suggested "it's a matter of terminology ... Money's been transferred from the fund. How you call

# **CARSON CITY BOARD OF SUPERVISORS**

## **Minutes of the June 2, 2011 Meeting**

### **Page 2**

it, to me, it still makes the transfer out and I'm not quite sure whether that comes under the law or not." Mr. Wagner questioned the legality "in lieu of what the Supreme Court has ruled." Mayor Crowell entertained additional public comment; however, none was forthcoming.

**8. CONSENT AGENDA (8:35:52) - Mayor Crowell entertained requests to hear items separate from the consent agenda. At Mr. Werner's request, Mayor Crowell withdrew item 8-3(B). Mayor Crowell entertained additional requests and, when none were forthcoming, a motion. Supervisor Aldean moved to approve the consent agenda, consisting of two items from the Sheriff's Department, under 8-1(A) and (B); one item under Public Works, 8-2, Resolution No. 2011-R-16; one item under Finance, 8-3(A); five items under Purchasing and Contracts, 8-4(A) through (E); and one item under the City Manager's Office, item 8-5. Supervisor McKenna seconded the motion. Motion carried 5-0.**

#### **8-1. SHERIFF**

**8-1(A) ACTION TO APPROVE THE NEVADA DEPARTMENT OF PUBLIC SAFETY, OFFICE OF TRAFFIC SAFETY GRANT #21-K8-18-10 IN THE AMOUNT OF \$5,300**

**8-1(B) ACTION TO APPROVE THE FY 2011 COOPERATIVE LAW ENFORCEMENT ANNUAL OPERATING PLAN AND FINANCIAL PLAN FOR PATROL SERVICES, BETWEEN THE UNITED STATES FOREST SERVICE, LAKE TAHOE MANAGEMENT UNIT AND THE CARSON CITY SHERIFF'S OFFICE, IN THE AMOUNT OF \$10,500 - AGREEMENT NUMBER 11-LE-11051360-232**

**8-2. PUBLIC WORKS DEPARTMENT - ACTION TO ADOPT A RESOLUTION APPROVING AND AUTHORIZING THE MAYOR TO SIGN AMENDMENT #1 TO AN INTERLOCAL AGREEMENT, BY AND BETWEEN CARSON CITY AND THE STATE OF NEVADA, DIVISION OF STATE LANDS AND CARSON CITY, FOR INDUCED WATER INFILTRATION SYSTEM, ROADWAY AND MONITORING WELLS IN VICEE CANYON**

#### **8-3. FINANCE DEPARTMENT**

**8-3(A) ACTION TO ACCEPT THE REPORT ON THE CONDITION OF EACH FUND IN THE TREASURY THROUGH MAY 24, 2011, PURSUANT TO NRS 251.030**

**8-3(B) ACTION TO CONFIRM THE ENGAGEMENT OF SWENDSEID AND STERN AS BOND COUNSEL TO CARSON CITY, NEVADA IN CONNECTION WITH THE \$3,000,000 CARSON CITY, NEVADA GENERAL OBLIGATION (LIMITED TAX) WATER BONDS (ADDITIONALLY SECURED BY PLEDGED REVENUES) SERIES 2011, AND THE \$2,500,000 CARSON CITY, NEVADA GENERAL OBLIGATION (LIMITED TAX) SEWER BONDS (ADDITIONALLY SECURED BY PLEDGED REVENUES) SERIES 2011 - Withdrawn.**

#### **8-4. PURCHASING AND CONTRACTS**

**8-4(A) ACTION TO APPROVE AMENDMENT NO. 6 FOR CONTRACT NO. 0405-076, THE RENEWAL OF THE CONTRACT THROUGH JUNE 30, 2012, FOR AMBULANCE BILLING SERVICES WITH ADVANCED DATA PROCESSING, INC.**

**CARSON CITY BOARD OF SUPERVISORS**

**Minutes of the June 2, 2011 Meeting**

**Page 3**

**8-4(B) ACTION TO DETERMINE THAT CONTRACT NO. 1011-230 IS A CONTRACT FOR PROFESSIONAL SERVICES AND, THEREFORE, NOT SUITABLE FOR PUBLIC BIDDING, PURSUANT TO NRS 332.115, AND TO APPROVE CONTRACT NO. 1011-230, A REQUEST FOR PROFESSIONAL SERVICES TO BE PROVIDED BY RITTER CONSULTING ASSOCIATES, INC. THROUGH JUNE 1, 2012, FOR A NOT-TO-EXCEED COST OF \$57,290.00, TO BE FUNDED FROM THE PROFESSIONAL SERVICES ACCOUNT IN THE CMO FUND, AS PROVIDED IN FY 2010 / 2011 AND FY 2011 / 2012**

**8-4(C) ACTION TO APPROVE CONTRACT NO. 1011-234, PURSUANT TO NRS 332.115(1)(b) AND NRS 625.530, WITH RESOURCE CONCEPTS, INCORPORATED, TO PROVIDE PROFESSIONAL SERVICES FOR CARSON CITY WATER RIGHTS ASSISTANCE THROUGH JUNE 1, 2013, FOR A NOT-TO-EXCEED AMOUNT OF \$90,000.00, TO BE FUNDED FROM THE WATER ACCOUNT - PROFESSIONAL SERVICES, AS PROVIDED IN FY 2010 / 2011, FY 2011 / 2012, AND FY 2012 / 2013**

**8-4(D) ACTION TO DETERMINE THAT CONTRACT NO. 1112-040 IS A CONTRACT FOR PROFESSIONAL SERVICES AND, THEREFORE, NOT SUITABLE FOR PUBLIC BIDDING, PURSUANT TO NRS 332.115, AND TO APPROVE CONTRACT NO. 1112-040, A REQUEST FOR PROFESSIONAL SERVICES TO BE PROVIDED BY PHYSICIAN SELECT MANAGEMENT, LLC, THROUGH JUNE 30, 2012, FOR AN AMOUNT NOT TO EXCEED THE COST OF \$140,000.00, TO BE FUNDED FROM THE INMATE MEDICAL CARE AND MEDICAL CARE ACCOUNTS IN THE PUBLIC ASSISTANCE FUND, AS PROVIDED IN FY 2011 / 2012**

**8-4(E) ACTION TO DETERMINE THAT CONTRACT NO. 1112-041 IS A CONTRACT FOR PROFESSIONAL SERVICES AND, THEREFORE, NOT SUITABLE FOR PUBLIC BIDDING, PURSUANT TO NRS 332.115, AND TO APPROVE CONTRACT NO. 1112-041, A REQUEST FOR PROFESSIONAL SERVICES TO BE PROVIDED BY PHYSICIAN SELECT MANAGEMENT, LLC, FOR AN AMOUNT NOT TO EXCEED THE COST OF \$155,000.00, TO BE FUNDED FROM THE NURSING GRANT / TITLE X AND PROFESSIONAL SERVICES / CLINIC SERVICE ACCOUNTS, AS PROVIDED IN FY 2011 / 2012**

**8-5. CITY MANAGER - REVIEW OF THE QUARTERLY SUMMARY FOR ALL ACTIVE GRANTS MADE TO CARSON CITY AS WELL AS A LISTING OF ALL PENDING GRANTS**

**9. RECESS BOARD OF SUPERVISORS (8:37:37) - Mayor Crowell recessed the Board of Supervisors at 8:37 a.m.**

**CARSON CITY BOARD OF SUPERVISORS**  
**Minutes of the June 2, 2011 Meeting**  
**Page 4**

**LIQUOR AND ENTERTAINMENT BOARD**

**10. CALL TO ORDER AND ROLL CALL (8:37:40)** - Chairperson Crowell called the Liquor and Entertainment Board to order at 8:37 a.m. Mr. Glover called the roll; a quorum was present, including Member Furlong.

**11. ACTION ON APPROVAL OF MINUTES - May 5, 2011 (8:37:56)** - Member Aldean moved to approve the minutes, with the previously noted clerical correction. Member McKenna seconded the motion. Motion carried 6-0.

**12. PUBLIC WORKS DEPARTMENT, BUSINESS LICENSE DIVISION - ACTION TO APPROVE JESUS NAVARRETE AS THE LIQUOR MANAGER FOR LOS CAPORALES SUPERMARKET, LIQUOR LICENSE NO. 11-28622, LOCATED AT 1621 HIGHWAY 50 EAST, CARSON CITY (8:38:30)** - Chairperson Crowell introduced this item. Principal Planner Jennifer Pruitt reviewed the agenda materials, noting staff's recommendation of approval.

(8:39:31) Chairperson Crowell invited Jesus Navarrete to the podium and, in response to a question, Mr. Navarrete reviewed his previous grocery store and corresponding employee training experience relative to the sale of alcohol. In response to a further question, he reviewed his business plan and inventory.

Member Furlong acknowledged his agreement with staff's recommendation of approval and Chairperson Crowell entertained a motion. **Member Abowd moved to approve Jesus Navarrete as the liquor manager for Los Caporales Supermarket, liquor license number 11-28622, located at 1621 Highway 50 East, Carson City. Member McKenna seconded the motion. Motion carried 6-0.** Chairperson Crowell wished Mr. Navarrete good luck, thanked him for his investment in the community, and requested his diligence in preventing the sale of alcohol to minors.

**13. ACTION TO ADJOURN LIQUOR AND ENTERTAINMENT BOARD (8:42:04)** - Member Walt moved to adjourn the Liquor and Entertainment Board at 8:42 a.m. Member McKenna seconded the motion. Motion carried 6-0.

**14. RECONVENE BOARD OF SUPERVISORS (8:42:24)** - Mayor Crowell reconvened the Board of Supervisors at 8:42 a.m.

**ORDINANCES, RESOLUTIONS, AND OTHER ITEMS**

**15. ANY ITEM(S) PULLED FROM THE CONSENT AGENDA WILL BE HEARD AT THIS TIME (8:42:29)** - None.

**16. CITY MANAGER**

**16(A) REVIEW OF THE CARSON CITY OPERATIONS SCORECARD (8:42:35)** - Mayor Crowell introduced this item. Special Projects Coordinator Linda Ritter reviewed the Operations Scorecard for the period ending April 30, 2011, which was displayed in the meeting room and copies of which were

**CARSON CITY BOARD OF SUPERVISORS**  
**Minutes of the June 2, 2011 Meeting**  
**Page 5**

included in the agenda materials. She responded to corresponding questions of clarification, and discussion took place regarding various aspects of the scorecard. She reviewed the capital projects status report, and advised that another update will be provided in the near future. In response to a question, she noted Carson City's more favorable position in consideration of fewer vacancies compared to adjacent counties. She advised that sales tax figures relative to manufacturing have increased from last year, but suggested economic recovery will be very, very slow. Discussion followed and Mayor Crowell entertained public comment. None was forthcoming.

**16(B) PRESENTATION ON THE COMPREHENSIVE REGIONAL WATER MANAGEMENT PLAN BEING CONDUCTED BY THE CARSON WATER SUBCONSERVANCY DISTRICT** (9:07:41) - Mayor Crowell introduced this item, welcomed Carson Water Subconservancy District ("CWSD") General Manager Ed James, and recessed the meeting at 9:08 a.m. (9:15:41) Mayor Crowell reconvened the meeting at 9:15 a.m. Mr. James narrated a SlideShow presentation of the Comprehensive Regional Water Management Plan, copies of which were included in the agenda materials.

In response to a question, Mr. James discussed the potential impact of quagga mussels to area water purveyors. He expressed serious concern over quagga mussels invading Lake Tahoe if they are found in the Lahontan and Rye Patch reservoirs. He anticipates that the watershed will be impacted by invasive species, and advised that the CWSD has been working to increase awareness. He advised that no one has yet significantly studied the cost or the ramifications. Supervisor Aldean advised there are plenty of examples across the country where the mussels have invaded and infrastructure improvement costs for remediation are staggering. She described details of the anti-aquatic invasive screening program at Lake Tahoe. Mr. James acknowledged the importance of addressing invasive species issues. "If you don't deal with it right away, up front, the costs grow significantly in the future."

In response to a further question, Mr. James discussed the importance of promoting conservation. The focus of the comprehensive regional water management plan is to avoid waste. "We're not trying to change lifestyles as much as, if you can avoid that waste, it helps everyone. You don't reduce your overall water usage as much by modifying your landscaping, but it does ... avoid that wasted water that costs for treatment ..." He anticipates "this year is just going to be a very tough year and your revenues are going to go down because Mother Nature is not providing those really hot periods." He noted the importance of focusing on the future and avoiding expensive increases. He and Mr. Werner responded to questions regarding the regional intertie project relative to Lyon County. In response to a further question, Mr. James discussed the effect of changing water quality standards. Discussion followed and, in response to a further question, Mr. James advised that a report by Steve Walker, of Walker and Associates, relative to reclaimed water will be incorporated into the comprehensive regional water management plan. Mr. James acknowledged the cost associated with conservation, and discussion ensued with regard to the same. In response to a further question, Mr. James discussed the mission and purpose of the CWSD. Mayor Crowell entertained public comment and, when none was forthcoming, thanked Mr. James for his presentation.

## **CARSON CITY BOARD OF SUPERVISORS**

### **Minutes of the June 2, 2011 Meeting**

#### **Page 6**

**17. PUBLIC WORKS DEPARTMENT - ACTION TO ADOPT A RESOLUTION APPROVING AND AUTHORIZING THE MAYOR TO SIGN AN INTERLOCAL AGREEMENT, BY AND BETWEEN CARSON CITY AND DOUGLAS COUNTY, WHICH PROVIDES FOR DOUGLAS COUNTY TO PROVIDE GEOGRAPHIC INFORMATION SYSTEM ("GIS") SERVICES TO CARSON CITY (10:04:54)** - Mayor Crowell introduced this item, and Public Works Department Director Andrew Burnham reviewed the agenda materials. He and Mr. Werner responded to questions regarding associated costs and staffing. Discussion took place regarding the provisions of the agreement relative to service levels and the possibility of reducing costs. In response to a further question, Mr. Burnham reviewed the education and experience of the incoming GIS technician. In response to a further question, he and Mr. Werner discussed previous research into outsourcing the GIS function.

Mayor Crowell entertained public comment and, when none was forthcoming, a motion. **Supervisor Aldean moved to adopt Resolution No. 2011-R-17, a resolution approving and authorizing the Mayor to sign an interlocal agreement, by and between Carson City and Douglas County, which provides for Douglas County to provide geographic information systems ("GIS") services to Carson City, subject to a minor clerical correction in the introductory paragraph in the interlocal agreement. Supervisor McKenna seconded the motion. Motion carried 5-0.**

**18. FINANCE DEPARTMENT - ACTION TO ADOPT THE CARSON CITY FUND BALANCE POLICY (10:23:35)** - Mayor Crowell introduced this item, and Finance Department Director Nick Providenti introduced Deputy Finance Director Nancy Paulson and Accounting Manager Proprietary Sheri Russell. Mr. Providenti narrated a PowerPoint presentation, which was displayed in the meeting room and copies of which were distributed to the Board members and the Clerk prior to the start of the meeting. Mr. Providenti and Mr. Werner responded to questions of clarification regarding the landfill postclosure fund, the differences between restricted and committed funding, and the mechanism of the proposed policy.

Mayor Crowell entertained public comment; however, none was forthcoming. Mr. Providenti acknowledged that the statutory minimum ending fund balance is four percent. He responded to questions of clarification and, following a brief discussion, Mayor Crowell entertained a motion. **Supervisor McKenna moved to adopt the Carson City Fund Balance Policy. Supervisor Abowd seconded the motion. Motion carried 5-0.**

#### **19. PUBLIC WORKS DEPARTMENT, PLANNING AND ZONING DIVISION**

**19(A) ACTION TO ADOPT A RESOLUTION APPROVING AN AMENDED INTERLOCAL AGREEMENT BETWEEN THE WESTERN NEVADA HOME CONSORTIUM ("WNHC"), CARSON CITY, AND OTHER MEMBER ENTITIES FOR FY 2012 - 2014 (10:53:29)** - Mayor Crowell introduced this item, and Planning Division Director Lee Plemel reviewed the agenda materials. Mr. Plemel introduced Management Assistant Janice Brod and WNHC Administrator Rex Massey. In response to a question, Mr. Munn advised that the District Attorney's Office will draft the required legal opinion relative to the interlocal agreement. Supervisor Aldean reviewed necessary clerical corrections to the interlocal agreement. Mr. Plemel acknowledged that the required deadlines will be met.

Mayor Crowell entertained public comment and, when none was forthcoming, a motion. **Supervisor Abowd moved to adopt Resolution No. 2011-R-18, a resolution in support of an amended interlocal**

## **CARSON CITY BOARD OF SUPERVISORS**

### **Minutes of the June 2, 2011 Meeting**

#### **Page 7**

agreement between the Western Nevada HOME Consortium, Carson City, and other member entities through fiscal years 2012 - 2014. Supervisor Walt seconded the motion. Motion carried 5-0.

**19(B) ACTION TO INTRODUCE, ON FIRST READING, AN ORDINANCE AMENDING CARSON CITY MUNICIPAL CODE, TITLE 18, ZONING, CHAPTER 18.06, HISTORIC DISTRICT, SECTION 18.06.025, QUALIFICATIONS OF MEMBERSHIP, TO CHANGE THE CURRENT HISTORIC RESOURCES COMMISSION QUALIFICATIONS FOR MEMBERSHIP, AND OTHER MATTERS PROPERLY RELATED THERETO (10:58:50)** - Mr. Plemel introduced this item, and reviewed the agenda materials. Supervisor Aldean and Mayor Crowell noted several clerical corrections. Mayor Crowell entertained public comment and, when none was forthcoming, a motion. **Supervisor Aldean moved to introduce, on first reading, Bill No. 105, an ordinance amending Carson City Municipal Code, Title 18, Zoning, Chapter 18.06, Historic District, Section 18.06.025, Qualifications of Membership, to change the current Historic Resources Commission qualifications for membership, and other matters properly related thereto, subject to the few clerical changes made on the record. Supervisor Walt seconded the motion. Motion carried 5-0.**

#### **20. HUMAN RESOURCES DEPARTMENT**

**20(A) ACTION TO APPROVE THE EMPLOYEE HEALTH INSURANCE PLAN WITH ST. MARY'S HEALTHFIRST, THE EMPLOYEE DENTAL AND LIFE INSURANCE PLANS WITH THE STANDARD, AND THE EMPLOYEE VISION PLAN WITH VSP, AND TO APPROVE THE EXTENSION OF THE HEALTH INSURANCE PLAN WITH ST. MARY'S HEALTHFIRST THROUGH JUNE 30, 2017 (11:02:50)** - Mayor Crowell introduced this item, and Human Resources Department Director Melanie Bruketta introduced Ellen Strutland, representing St. Mary's Group Health. Ms. Bruketta reviewed the agenda materials. Supervisor Aldean noted the Amendment 2, included in the agenda materials, which predates Amendment 1 and does not terminate until June 30, 2012. In response to a question, Ms. Bruketta advised of having made the same inquiry and of having been informed "this is the way they prefer to do it." She acknowledged the approach "is not intuitive." Supervisor Abowd expressed concern over the 90 percent loss ratio and, in response to a question, Ms. Bruketta advised that it has been fairly consistent over a number of years. She discussed the various programs, such as the Health Fairs and Maximum Meltdown, which have been implemented to address the same and advised that City retirees are also covered.

Ms. Strutland provided additional clarification in conjunction with review of a PowerPoint presentation, copies of which were included in the agenda materials. In response to a question regarding the possibility of St. Mary's being sold, she advised that "if the plan changes substantially, if the provider network changes substantially, then the ... City can walk away from the contract." She acknowledged "the future is uncertain, but because this agreement is so unusual, we would expect that another owner would not necessarily honor it." In response to a further question, she noted that "because St. Mary's ... is subsidizing the plan at least for the next year, this is absolutely the best deal." She acknowledged the importance of being prepared to fund a higher amount if events warrant. She responded to additional questions of clarification relative to the provisions of the agreement. Mr. Werner provided additional clarification regarding the proposed increases. In response to a previous question, Ms. Bruketta advised that the "underlying agreement with St. Mary's ... has a successor's clause in it and it does bind the successors and any assignees. ... that would be an argument that the City could make should ... Catholic Health sell the

**CARSON CITY BOARD OF SUPERVISORS**  
**Minutes of the June 2, 2011 Meeting**  
**Page 8**

hospital.” Supervisor Walt commended Ms. Bruketta and the Human Resources Department staff on the Health Fairs and the Maximum Meltdown program. Ms. Bruketta advised that open enrollment will begin after the Board takes action.

Mayor Crowell entertained public comment and, when none was forthcoming, a motion. **Supervisor Abowd moved to approve the employee health insurance plan with St. Mary’s HealthFirst, the employee dental and life insurance plans with The Standard, and the employee vision plan with VSP, and to approve the extension of the health insurance plan with St. Mary’s HealthFirst through June 30, 2017. Supervisor McKenna seconded the motion. Motion carried 5-0.**

**21. BOARD OF SUPERVISORS NON-ACTION ITEMS:**

**STATUS REVIEW OF PROJECTS (11:18:47) - None.**

**INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS - None.**

**CORRESPONDENCE TO THE BOARD OF SUPERVISORS - None.**

**STATUS REPORTS AND COMMENTS FROM BOARD MEMBERS (11:18:57) - Supervisor Abowd** advised that flower baskets were hung yesterday, and thanked everyone involved. Supervisor Walt congratulated all the high school graduates. Mayor Crowell advised of having participated in a mock Supreme Court appeal at Pioneer High School.

**STAFF COMMENTS AND STATUS REPORT (11:20:53) - Mr. Werner** announced a car and motorcycle show scheduled for Saturday, June 4<sup>th</sup> during which Carson Street will be closed. In response to a question, he described the method by which the street closures are being advertised. Discussion took place regarding the importance of coordinating community events.

**RECESS AND RECONVENE BOARD OF SUPERVISORS (11:25:01) - Mayor Crowell** recessed the meeting at 11:25 a.m. and reconvened at 1:30 p.m. All members of the Board of Supervisors were present, constituting a quorum.

**22. CITY MANAGER**

**22(A) ACTION TO APPROVE THE AMENDED CARSON CITY STRATEGIC PLAN (1:30:16) - Mayor Crowell** introduced this item. Special Projects Coordinator Linda Ritter provided background information, and reviewed the agenda materials in conjunction with displayed slides. She responded to corresponding questions of clarification and discussion ensued regarding various aspects of the plan.

Mayor Crowell entertained public comment. (2:19:51) Ande Engleman expressed appreciation for the Open and Accessible Government strategy. In response to an earlier question, she advised that “the bill having to do with public comment has passed but it was amended. They removed the part that said they

**CARSON CITY BOARD OF SUPERVISORS**  
**Minutes of the June 2, 2011 Meeting**  
**Page 9**

would be allowed to comment after each item on the agenda, only at the beginning and at the end.” Ms. Engleman commended the Board for allowing citizen comments after every agenda item. Discussion followed.

With regard to social media, Ms. Engleman reviewed background information on her experience and discussed recommendations to make information on the City’s website more accessible. Discussion followed, and Mayor Crowell entertained additional public comment. When none was forthcoming, he entertained a motion. **Supervisor Aldean moved to approve the amended Carson City Strategic Plan, with the comments on the record relative to potential amendments. Supervisor McKenna seconded the motion. Motion carried 5-0.**

**22(B) ACTION TO APPROVE 2011 / 2012 INITIATIVES TO SUPPORT THE CARSON CITY STRATEGIC PLAN (2:27:42)** - Mayor Crowell introduced this item, and Ms. Ritter reviewed the agenda materials in conjunction with displayed slides. She and Mr. Werner responded to questions of clarification and discussion ensued regarding transitional housing, zoning, wind energy, joint use opportunities, the historic district, arts and culture education, town hall meetings, and citizen surveys. Supervisor Aldean noted the importance of establishing realistic objectives.

Mayor Crowell entertained public comment. (3:10:56) Ande Engleman advised that a bill passed out of the Assembly earlier in the day “that requires public schools to work with the community in offering their playgrounds for public use.” She responded to questions of clarification. Supervisor McKenna advised that the City has existing joint use agreements with the School District. “... every school ground in the City is open to anybody that wants to use it as long as the school is not using it.” Ms. Engleman described historic meeting schedules of the Board. She commended the town hall meeting concept, but suggested scheduling them more often than twice a year. She strongly recommended outsourcing the citizen survey “because the public ... [won’t] trust the questions, the answers, or the privacy if it’s all done in house.”

Mayor Crowell entertained additional public comment and, when none was forthcoming, Ms. Ritter summarized the discussion, as follows: “Under healthy communities, ... eliminate ‘foreclosed’ and ‘downtown’ in the wording to look at all hotel properties as possible options for ... housing for mixed income levels; adding an initiative having to do with actively pursuing zoning changes pursuant to the master plan ...; change the ... due date as far as the theater use policy ... to match the joint use opportunities for presentation to the Parks and Rec Commission; discuss with ... the Historic Resources Commission the possibility of encouraging a nonprofit ... whose purpose is to assist property owners with restoring historic properties; adding to the multi-jurisdictional task force the public at large as a participant and to provide art and cultural, including project based and social educational learning opportunities ...; under Open and Accessible Government, at the town hall meetings, the entire Board [and department heads] would be there ... and use a venue other than the Sierra Room.” Supervisor McKenna suggested exploring the possibility of scheduling town hall meetings more often. A brief discussion ensued, and Ms. Ritter advised that as the citizens survey is developed, citizen input will be solicited prior to returning to the Board for review. She further advised that once the initiatives are approved, they will be added to the Operations Scorecard process.

**CARSON CITY BOARD OF SUPERVISORS**  
**Minutes of the June 2, 2011 Meeting**  
**Page 10**

Mayor Crowell entertained a motion. **Supervisor Abowd moved to approve the 2011 / 2012 initiatives, as amended on the record, to support the Carson City Strategic Plan. Supervisor McKenna seconded the motion. Motion carried 5-0.**

**22(C) ACTION TO APPROVE THE ANNUAL STRATEGIC PLANNING PROCESS FOR CARSON CITY** (3:18:23) - Mayor Crowell introduced this item, and Ms. Ritter reviewed the agenda materials. Mayor Crowell entertained public comment; however, none was forthcoming. In response to a question, Ms. Ritter noted a revision to the schedule. Mayor Crowell entertained a motion. **Supervisor Walt moved to approve the annual strategic planning process for Carson City, as presented by staff. Supervisor McKenna seconded the motion. Motion carried 5-0.** Mayor Crowell thanked Ms. Ritter.

**23. HUMAN RESOURCES DEPARTMENT - REVIEW OF THE CITY MANAGER'S PERFORMANCE FOR THE PERIOD DECEMBER 31, 2009 TO JUNE 2, 2011, AND DISCUSSION AND POSSIBLE ADMINISTRATIVE ACTION RELATING TO THE EMPLOYMENT OF LAWRENCE A. WERNER AS CITY MANAGER FOR CARSON CITY, AND ACTION TO ESTABLISH THE GOALS AND OBJECTIVES THROUGH DECEMBER, 2011** (3:21:52) - Mayor Crowell introduced this item, and Human Resources Department Director Melanie Bruketta advised that Mr. Werner had been provided notice of the performance evaluation review. She further advised that all of the Board's individual performance evaluations had been collected and included in the agenda materials. She requested the Board to discuss the method by which to conduct the performance review, and to make a determination as to the City Manager's performance for the period December 31, 2009 to June 2, 2011. She advised that after a determination had been made, she would request the Board to establish the City Manager's goals and objectives to be reviewed in January 2012. She further advised of having discussed with Supervisor Aldean a 360-degree evaluation, and that she will provide the information in July. In response to a question, she advised that the City Manager's contract provides for a performance evaluation in January of each year and to establish goals and objectives at that time. In response to a further question, she advised that the City Manager's contract was signed in December 2009 and expires in December 2012.

Mayor Crowell entertained input from the Board members. Supervisor McKenna expressed the opinion that "Larry ... is easy to work with, he gets things done, he ... adopts the Board's agenda ... as his own and proceeds in that direction versus having a staff agenda or his own agenda. All-in-all, I'm very pleased with Larry and I can work with him very well and I think he takes Carson City to the future it needs to go to."

Supervisor Aldean advised of having reviewed the Board members' evaluations, and noted the Board members were "all unanimous about his leadership abilities. We felt that they exceeded expectations. His relationship with the Board met expectations." She expressed the opinion, "it is a two-way street. Those of us who don't maintain offices at City Hall because we're working in another location, we feel like we're a little out of the queue, and [she] pledged to make a more concerted effort ... to meet with [Larry] on a more regular basis." She acknowledged the challenge of keeping the Board members "in the loop a hundred percent of the time," and committed to meeting with Mr. Werner on a more regular basis. With regard to managing resources, she noted the Board members indicated Mr. Werner "exceeded expectations." She noted community relations and communications as areas for improvement. She commended Mr. Werner's relationship with City staff noting, in particular, the most recent negotiations

**CARSON CITY BOARD OF SUPERVISORS**  
**Minutes of the June 2, 2011 Meeting**  
**Page 11**

with the City's bargaining units. She noted Mr. Werner's high marks in the areas of planning and innovation, problem solving and decision making, and professional knowledge. She respectfully requested Mr. Werner to allow her to "frame the question or ... [her] argument" before responding. Mr. Werner expressed understanding for the comments and acknowledged recognition of the areas for improvement.

Supervisor Abowd expressed agreement with Supervisor Aldean's comments, and encouraged "even more out-of-the-box thinking" in consideration of the tough economic times. She agreed that public communication is an area for constant improvement, and expressed appreciation for Mr. Werner's "excellent" communication with her and with City staff.

Supervisor Walt concurred with the comments of Supervisors Abowd and Aldean. She expressed concern over being "out of the know," and suggested allowing department heads to communicate directly with the Board members through Mr. Werner. Mr. Werner discussed difficulties associated with identifying each of the five Board members' individual interests and providing information accordingly. Discussion ensued, and Mr. Werner committed to "doing a better job" of communicating issues. Supervisor Walt expressed the opinion that the support of City staff and the department heads is "a testament to the job [Mr. Werner] is doing."

Mayor Crowell echoed the comments of the Board members, and agreed that public communication can always be improved. He commended Mr. Werner on the time spent with officials in adjacent counties. "In the economic development world, we now have at least the four counties, Douglas, Carson, Storey, and Lyon, all marching on the same tune. ... NNDA is thinking about expanding that ... That only helps ..." He noted the benefit of the four counties being able to unanimously approach the Legislature with "a consistent plan primarily on how we're going to deal with public health and health and human services issues." Mayor Crowell advised that Mr. Werner's standing among the other city managers is high "and we wouldn't get there without you." He expressed appreciation for out-of-the-box thinking and, to Finance Department Director Nick Providenti and Mr. Werner, noted the "really proactive stand on what we're doing financially in this community ... knowing daily how things are happening, what's going on in our economy, what we're doing in our finances and ways where we can try and address those and get ahead of them ... has been highly valuable." In consideration of City services being prompt and professional, he credited Mr. Werner's leadership.

Supervisor McKenna inquired of Mr. Werner his philosophy on Nevada's Open Meeting Law. Mr. Werner thanked the Board members for their comments, expressed understanding over concerns relative to areas of improvement, and committed to addressing them. He expressed appreciation for the opportunity to work for the current Board, and commended the dedicated City staff. Mr. Werner expressed belief in the Open Meeting Law, and advised that, in consideration of operational issues or direction which has been provided by the Board, he represents the City accordingly as its Chief Operating Officer. "I do not represent myself as being a politician, as a member of the Board ... If the Board thinks differently than what this City thinks, then that's up to the Board to make that decision and change whatever that's been." He explained that when he sends e-mail correspondence to the Board members prior to making a decision, he is seeking input. "What I look for, if there's something that I've overlooked that one of you may bring up to me as a point ... which may change what my final product may be, but it won't change my direction. It's not polling you. ... As you know, I don't share with other Board members what you say and I'm not asking for you to make

**CARSON CITY BOARD OF SUPERVISORS**  
**Minutes of the June 2, 2011 Meeting**  
**Page 12**

a deliberation on anything but I want to make sure that, in thinking this through, ... I've used all the data points available to me before I finalize. And that's even happened in front of the Legislature." Mr. Werner reiterated a "firm [belief] in the Open Meeting Law. I think the more transparent we are, the better we are, but I've got a City to run. ... it's a big corporation and I can't be running back and forth all the time, having a special meeting to determine whether or not we ought to do something."

Mayor Crowell entertained public comment. (3:43:00) Ande Engleman advised of her previous experience "running the builder's association here in Carson City and there was a moratorium on construction ..." She related anecdotal information relative to expanding the pipeline for the water system, and of the good working relationship with Mr. Werner who was the Public Works Department Director at the time. She expressed reluctance and uncertainty as to whether she would "comment on Larry Werner as much maybe as the Board and maybe not this Board; maybe a previous Board." She expressed concern over Mr. Werner's occasional impatience during public meetings. She advised of having "had a number of people complain that they've asked Larry for things, it's been promised, and it hasn't been delivered." She expressed a preference that the City Manager be required to live in Carson City. She commended Mr. Werner's "suit and tie," and requested the Board to keep in mind the tough financial times. Following a brief discussion, she discussed citizen involvement in interviewing previous city managers and expressed disappointment that Mr. Werner "did not look to the north" to consider Washoe County's process for interviewing state senators at the time the justice of the peace interview process was developed.

Mayor Crowell entertained additional public comment. (3:50:46) Carol Howell expressed agreement with previous comments, and advised of "several instances to interface with Mr. Werner." She commended his kindness in "meeting with several of us about an issue that we have been following fairly closely. Unfortunately, when I came out of that meeting, I didn't feel like we had come to an understanding or an agreement or really knew where we stood, where the City stood on the issue so it was still very, very cloudy." She related anecdotal information relative to concerns over transparency, and expressed concern that Mr. Werner had "openly ... support[ed]" the City Center project "without having public input or knowing that there was a good share of the public that ... is against that project." She expressed respect for Mr. Werner's "grasp of detail and being involved in almost every issue and can answer questions to every issue ..." Mr. Werner expressed agreement over concerns relative to supporting a position. "I guess that's where we'll always be trying to define the line ... between being the Chief Administrative Officer, as defined by the Charter, and the Board of Supervisors that sets policy." He acknowledged "taking positions that ... make sense for the City as an administrator that may not be popular with the public." He advised of always being mindful of the Charter requirement to administer the City. Mayor Crowell advised of having recently provided a presentation to the Chamber Leadership Class on the City Charter, and provided an overview of the same. Discussion followed.

Mayor Crowell entertained additional public comment; however, none was forthcoming. Ms. Bruketta suggested adopting the previously-adopted initiatives as the City Manager's goals and objectives. Discussion took place regarding a pay-as-you-go policy, the leases along Carson Street, improved communications between the City Manager and the Board members, and reviewing the advisory boards, commissions, and committees.

**CARSON CITY BOARD OF SUPERVISORS**  
**Minutes of the June 2, 2011 Meeting**  
**Page 13**

Mayor Crowell entertained a motion. **Supervisor Aldean moved that the City Manager's performance for the period between December 31, 2009 and June 2, 2011 for the most part exceeds our expectations and that the initiatives defined in the strategic plan, in addition to the initiatives that were defined here on the record, be used for his evaluation in January 2012. Supervisor McKenna seconded the motion. Motion carried 5-0.** Supervisor McKenna thanked Ms. Bruketta and Ms. Ritter for developing the evaluation procedure.

**24. ACTION TO ADJOURN (4:08:09)** - A motion was made, seconded, and carried unanimously to adjourn the meeting at 4:08 p.m.

The Minutes of the June 2, 2011 Carson City Board of Supervisors meeting are so approved this 7<sup>th</sup> day of July, 2011.

---

ROBERT L. CROWELL, Mayor

ATTEST:

---

ALAN GLOVER, Clerk - Recorder