

CARSON CITY BOARD OF SUPERVISORS

Minutes of the December 15, 2011 Meeting

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A regular meeting of the Carson City Board of Supervisors was scheduled for 8:30 a.m. on Thursday, December 15, 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 (8:31:21) - Mayor Crowell called the meeting to order at 8:31 a.m. Mr. Glover called the roll; a quorum was present. First United Methodist Church Retired Pastor Bill McCord congratulated Mayor Bob and Mrs. Susan Crowell on their 40th wedding anniversary, to be celebrated Sunday, December 18th. Pastor McCord provided the invocation. At Mayor Crowell's request, Mr. Munn led the pledge of allegiance.

5. PUBLIC COMMENTS AND DISCUSSION (8:33:23) - Mayor Crowell entertained public comment. (8:33:40) Donna Inversin invited everyone to participate in the Annual Sierra Club New Year's Day Hike. She distributed flyers to the Board members and the Clerk. Mayor Crowell congratulated Ms. Inversin on her recent appointment to the Open Space Advisory Committee. In response to a question, Ms. Inversin provided additional details relative to the New Year's Day Hike.

Mayor Crowell entertained additional public comment. (8:35:34) Adam Peterson advised of having been "assaulted ... a couple months ago," and that he is "pursuing a legal case now and pursuing matters through political and court systems." He noted items 9-1(A) and (B) and, in consideration of the City's economic condition, expressed the opinion "we could use these funds towards a more positive matter in this community." He inquired as to the possibility of creating a Police Department. Mayor Crowell explained that the Sheriff's Department is created by the City's Charter, and directed Mr. Peterson to the Carson City Municipal Code via the City's home page. Mr. Peterson requested the Board to "look into the future of Carson City, not just now ..." He expressed the belief that "Mr. Furlong does a decent job for what he has to do and what he has to manage." He expressed the opinion that "Carson has grown too big and that we are at a point in Carson now you guys need to explore other options into a Sheriff's Department, Police Department, maybe expanding the Capitol Police Department." Mr. Peterson expressed the opinion "there's a big issue right now in Carson City and that you guys will continue signing checks to victims as long as this continues." He expressed the belief that "everything happens for a reason and maybe this happened ... for this reason." He offered to get involved and to help the City. Mayor Crowell entertained additional public comment; however, none was forthcoming.

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6. POSSIBLE ACTION ON APPROVAL OF MINUTES - November 17, 2011 (8:38:53) - Supervisor Aldean advised of non-substantive clerical corrections which she offered to provide to the recording secretary. Supervisor Aldean moved to approve the minutes, as amended. Supervisor Abowd seconded the motion. Motion carried 5-0.

7. POSSIBLE ACTION TO ADOPT THE AGENDA (8:39:28) - Mayor Crowell requested to pull items 16(A) and 17 from the agenda. He proposed addressing the non-action items and public comment, and adjourning the public portion of the meeting prior to addressing item 16(B), in the closed session. He responded to questions of clarification. He reviewed the method by which the closed session, following item 8, would be addressed. He entertained additional questions or objections and, when none were forthcoming, deemed the agenda adopted.

8. SPECIAL PRESENTATIONS:

8(A) PRESENTATION OF THE “RUNNER FRIENDLY COMMUNITY” PLAQUE (8:41:41) - Mayor Crowell introduced this item. Dr. Sean Lehmann provided background information, advised that the “runner friendly community” designation is valid for a five-year period, and that Carson City has been “put in the mix for ... an ‘outstanding runner community’” designation “which is kind of the best of the best. There’s only one, so far, in the country which is Monterey, California ...” Dr. Lehmann advised of other programs necessary for the “outstanding runner community” designation, such as running programs in schools. He offered to make “runner friendly community” decals available to community businesses.

Mayor Crowell commended Dr. Lehmann, and discussed the marketing benefits made possible by the “runner friendly community” designation. “... it means a lot in terms of how we sell quality of life and how we promote quality of life in our community.” Dr. Lehmann advised that the logo can be used for the next five years, and recommended using it as much as possible. Mayor Crowell requested the appropriate City departments to utilize the logo on their websites.

Supervisor Walt thanked Dr. Lehmann for his efforts, noting that he has also worked with the Carson City Convention and Visitors Bureau, which is utilizing the “runner friendly community” logo on their website. Dr. Lehmann presented the plaque to Mayor Crowell.

8(B) PRESENTATION OF A PLAQUE BY UNIVERSITY OF NEVADA COOPERATIVE EXTENSION 4-H YOUTH, THEIR FAMILIES, AND LEADERS TO CARSON CITY PARKS AND RECREATION FOR ALL THEIR OUTSTANDING SUPPORT THROUGH THE YEARS (8:46:19) - University of Nevada Cooperative Extension (“UNCE”) Educator JoAnn Skelly introduced UNCE Carson City - Storey County Community Based Instructors Sandy Wallin and Jim Barcellos. Ms. Wallin provided background information on the plaque to be presented to the Parks and Recreation Department “for their continued support of ... safe spaces for 4-H youth and making sure that they have places to run their events, hold their meetings, and their workshops.” She thanked the City, and presented the plaque to Parks and Recreation Director of Operations Scott Fahrenbruch. The Board members, City staff, and citizens present applauded.

(8:47:13) Mr. Fahrenbruch commented on the “long-standing partnership and relationship with Cooperative Extension and 4-H and so this means a lot to us. It’s always nice when we get recognition internally from the Board and from the City Manager and from the various departments, but it’s extra special when we get

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recognition from our users because that's what parks and recreation is all about." Mr. Fahrenbruch advised that Mr. Moellendorf was unable to attend this meeting. On behalf of Mr. Moellendorf and the rest of the Parks and Recreation Department staff, Mr. Fahrenbruch expressed appreciation for the honor and the Board members, City staff, and citizens present again applauded. Mayor Crowell thanked the UNCE representatives.

RECESS AND RECONVENE BOARD OF SUPERVISORS (8:48:20) - At Mayor Crowell's request, Mr. Munn reviewed the process by which the Board would recess into closed session to meet in a separate room with legal counsel and necessary personnel. Mayor Crowell recessed the meeting at 8:48 a.m., and reconvened at 9:30 a.m.

9. CONSENT AGENDA (9:30:40) - Mayor Crowell introduced this item and entertained requests to hear items separate from the consent agenda. When none were forthcoming, he entertained a motion for approval of the consent agenda. **Supervisor Aldean moved to approve the consent agenda consisting of two items from the District Attorney's office; one item from Finance; three items from Purchasing and Contracts; and two items from the City Manager's Office, with acknowledgment of the reappointments of Anne Keast and Tina Petersen to the 9-1-1 Surcharge Advisory Committee for two-year terms; one item from Health and Human Services; and one item from the Treasurer's Office. Supervisor McKenna seconded the motion.** Mayor Crowell entertained public comment and, when none was forthcoming, called for a vote on the pending motion. **Motion carried 5-0.**

9-1. DISTRICT ATTORNEY

9-1(A) POSSIBLE ACTION TO APPROVE AND AUTHORIZE PAYMENT OF \$67,500 IN FULL SETTLEMENT OF ALL EXISTING AND ANY POTENTIAL FUTURE CLAIMS, CAUSES OF ACTION, AND DAMAGES AGAINST CARSON CITY ALLEGED OR COULD HAVE BEEN ALLEGED BY MELISSA MULDER IN UNITED STATES DISTRICT COURT FOR THE DISTRICT OF NEVADA, CASE NO. 3:10-CV-00652-LRH-RAM, OR ANY OTHER COURT

9-1(B) POSSIBLE ACTION TO APPROVE AND AUTHORIZE PAYMENT OF \$60,000.00 IN FULL SETTLEMENT OF ALL EXISTING AND ANY POTENTIAL FUTURE CLAIMS, CAUSES OF ACTION, AND DAMAGES AGAINST CARSON CITY, AND JASON BUENO, INDIVIDUALLY, AND GARY UNDERHILL, INDIVIDUALLY, ALLEGED OR COULD HAVE BEEN ALLEGED BY ELVIN LEE FRED IN UNITED STATES DISTRICT COURT FOR THE DISTRICT OF NEVADA, CASE NO. 3:11-CV-00064-HDM-VPC, OR ANY OTHER COURT

9-2. FINANCE DEPARTMENT - POSSIBLE ACTION TO ACCEPT THE REPORT ON THE CONDITION OF EACH FUND IN THE TREASURY THROUGH DECEMBER 6, 2011, PURSUANT TO NRS 251.030

9-3. PURCHASING AND CONTRACTS

9-3(A) POSSIBLE ACTION TO ACCEPT THE CARSON CITY AUDIT COMMITTEE'S RECOMMENDATION TO RETAIN MOSS-ADAMS, LLP, CERTIFIED PUBLIC ACCOUNTANTS, AND AUTHORIZE CARSON CITY STAFF, TOGETHER WITH A MEMBER OF THE AUDIT COMMITTEE, TO NEGOTIATE WITH THE MOSS-ADAMS, LLP FIRM TO PERFORM THE CITY'S INTERNAL AUDIT FUNCTION FOR A NOT-TO-EXCEED COST OF

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\$110,000.00, TO BE FUNDED FROM THE INTERNAL AUDIT BUDGET ACCOUNT, AS PROVIDED IN FY 2011 / 2012

9-3(B) POSSIBLE ACTION TO DETERMINE THAT CONTRACT NO. 1112-141 IS A SOLE SOURCE PURCHASE FOR EQUIPMENT WHICH, BY REASON OF THE TRAINING OF THE PERSONNEL OR OF AN INVENTORY OF REPLACEMENT PARTS MAINTAINED BY THE LOCAL GOVERNMENT IS COMPATIBLE WITH EXISTING EQUIPMENT AND, THEREFORE, NOT SUITABLE FOR PUBLIC BIDDING, PURSUANT TO NRS 332.115, AND TO APPROVE CONTRACT NO. 1112-141, A REQUEST TO PURCHASE AND INSTALL A LIBRARY BRANCH ANYWHERE UNIT FROM EVANCED SOLUTIONS, INC. FOR A NOT-TO-EXCEED COST OF \$134,400.00, TO BE FUNDED FROM THE BOYS AND GIRLS CLUBS BRANCH GRANT FUND ACCOUNT, AS PROVIDED IN FY 2011 / 2012

9-3(C) POSSIBLE ACTION TO DETERMINE THAT CONTRACT NO. 1112-143 IS A CONTRACT FOR PROFESSIONAL SERVICES AND, THEREFORE, NOT SUITABLE FOR PUBLIC BIDDING, PURSUANT TO NRS 332.115, AND TO APPROVE CONTRACT NO. 1112-143, A REQUEST FOR PROFESSIONAL SERVICES TO BE PROVIDED BY PHYSICIAN SELECT MANAGEMENT, LLC, FOR AN AMOUNT NOT TO EXCEED \$60,000.00, TO BE FUNDED FROM THE IMMUNIZATION BILLING GRANT ACCOUNT, AS PROVIDED IN FY 2011 / 2012

9-4. CITY MANAGER

9-4(A) POSSIBLE ACTION TO REAPPOINT ANNE KEAST AND TINA PETERSEN TO THE 9-1-1 SURCHARGE ADVISORY COMMITTEE FOR TWO-YEAR TERMS, EXPIRING ON DECEMBER 31, 2013

9-4(B) POSSIBLE ACTION TO RATIFY THE APPROVAL OF BILLS AND OTHER REQUESTS FOR PAYMENT BY THE CITY MANAGER FOR THE PERIOD OF NOVEMBER 9, 2011 THROUGH DECEMBER 6, 2011

9-5. HEALTH AND HUMAN SERVICES DEPARTMENT - POSSIBLE ACTION TO ACCEPT A SUBGRANT IN THE AMOUNT OF \$143,620 FOR ONE YEAR FROM THE NEVADA STATE HEALTH DIVISION, BUREAU OF CHILD, FAMILY, AND COMMUNITY WELLNESS; THIS GRANT WILL BE EFFECTIVE BEGINNING JANUARY 1, 2011, AND WILL HAVE THE ABILITY TO BE RENEWED FOR A TOTAL OF FOUR YEARS; THE PURPOSE OF THIS GRANT IS TO WORK WITH THE DIVISION OF CHILD AND FAMILY SERVICES TO OBTAIN REFERRALS FROM THE FOSTER CARE SYSTEM IN CARSON CITY, AND THE COMMUNITY AT LARGE, TO CREATE A WORK GROUP TO PROMOTE ABSTINENCE AMOUNT 9 - 12 YEAR OLDS

9-6. TREASURER - POSSIBLE ACTION TO ORDER AND DIRECT THE CARSON CITY TREASURER TO SELL, AFTER GIVING NOTICE OF SALE, FOR A TOTAL AMOUNT NOT LESS THAN THE AMOUNT OF TAXES, COSTS, PENALTIES AND INTEREST, LEGALLY CHARGEABLE AGAINST THE PROPERTY, AS STATED IN THE ORDER, THE FOLLOWING PROPERTIES: APNs 001-032-04, 001-156-03, 002-095-07, 002-122-24, 002-225-01, 002-601-03, 002-731-01, 002-731-16, 004-042-20, 004-055-13, 004-066-01, 004-143-05, 005-061-02, 007-051-34, 007-293-

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24, 008-141-13, 008-141-36, 008-141-37, 008-141-38, 008-141-40, 008-141-41, 008-141-42, 008-141-43, 008-161-12, 008-173-22, 008-173-26, 008-174-30, 008-174-37, 008-191-36, 008-191-37, 008-191-38, 008-191-39, 008-271-04, 008-307-07, 008-334-21, 008-342-30, 008-353-20, 008-591-01, 008-611-04, 008-783-10, 009-021-02, 009-031-01, 009-151-01, 009-151-50, 009-653-22, 010-192-10, 010-363-27, 010-401-03, 010-402-03, 010-402-04, 010-402-05, 010-402-07, 010-402-11, 010-403-19, 010-403-20, 010-403-21, 010-403-29, 010-403-30, 010-444-01, 010-581-15, 010-592-09, 010-602-01, 010-603-18, 010-605-13

ORDINANCES, RESOLUTIONS, AND OTHER ITEMS

10. ANY ITEM(S) PULLED FROM THE CONSENT AGENDA WILL BE HEARD AT THIS TIME (9:31:40) - None.

11. FINANCE DEPARTMENT

11(A) POSSIBLE ACTION TO ACCEPT THE CARSON CITY COMPREHENSIVE ANNUAL FINANCIAL REPORT FOR THE FISCAL YEAR ENDED JUNE 30, 2011 (9:31:44) - Mayor Crowell introduced this item, and Finance Department Director Nick Providenti introduced Kafoury, Armstrong & Co. personnel. (9:32:15) Kafoury, Armstrong & Co. Financial Statement Audit Project Manager Dan Carter reviewed the 2011 Audit Results, as displayed in the meeting room. A copy was distributed to the Clerk for the record. Mr. Providenti provided additional clarification throughout the presentation. Mr. Carter entertained questions or comments; however, none were forthcoming.

Kafoury, Armstrong & Co. Engagement Shareholder Kristen Burgess reviewed the Summary of Audit Results, as displayed in the meeting room. A copy was provided to the Clerk for the record, and the corresponding comprehensive annual financial report ("CAFR") was included in the agenda materials. Mr. Providenti provided clarification of Note 2B to the financial statements at page 25 of the CAFR. In response to a question, he advised that a plan of corrective action will be presented to the Board of Supervisors within 60 days. He responded to additional questions of clarification. "We think we've got a better handle on anticipating the expenses now because [Public Works Department Director] Andy [Burnham] actually has a person dedicated to doing cash flows and matching the expenses and the revenues." Mr. Werner provided additional clarification relative to anticipated street fund revenues and anticipated capital projects, and corresponding contract expansions. Mr. Providenti clarified, "We can't increase the budget just because we're spending more. You have to have unanticipated revenues in order to increase the budget."

In response to a question, Mr. Providenti characterized the issue as "an accounting problem. ... we just didn't anticipate ... these actual costs in May when we actually did the work, when we did the augmentations." He acknowledged the funding was authorized through the proper procedures. "It was just the budget process. There was actually money in there, you had actually approved the contracts. It's just that we didn't appropriate the money correctly at the end of the year." Mr. Werner reiterated that accounting processes are being reviewed as a result. Mr. Providenti acknowledged that expenses incurred in one fiscal year and paid in the next fiscal year are not handled through a budget augmentation. "You have to actually anticipate the expense when you augment the budget."

Ms. Burgess provided an overview of the yellow book report relative to internal controls, beginning at page 170 of the CAFR. She reported no material weaknesses in internal controls and, therefore, no findings in this year's report. Ms. Burgess provided an overview of the audit results relative to the City's federal

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award programs, beginning at page 172 of the CAFR. In response to a question, Ms. Burgess advised of “a variety of hoops ... to jump through in order to qualify as a low-risk auditee.” She explained that the City was not considered low risk for FY 2011 “because for ‘10, we had identified a material weakness in connection with internal controls on the basic financial statements side. And that ends up throwing you into high risk status.” Ms. Burgess anticipates “with no findings this year, ... fiscal ‘12, you’ll be considered a low-risk auditee.”

In response to a question, Mr. Providenti advised that the grants coordinator responsibilities have been temporarily transferred to the Purchasing and Contracts Manager. City management is uncertain as to the long-term solution at this point. In response to a question, Mr. Providenti advised of the requirement to present the financial statements according to Generally Accepted Accounting Principles. “The law requires it. In order to issue bonds, we have to present this information. ... there’s a way to ... balance the need versus the cause and effect ... Basically, we’re not going to be perfect ... If we had twenty budget violations and all kinds of material weaknesses in financial accounting and internal control, then we might ... raise the white flag ... But I don’t think we’re at that point. The folks in the Finance Department have been together ten, twelve years and we pretty much all know what’s going on.” Mr. Providenti reviewed his staff, which consists of three CPAs, and expressed the opinion that “we’re fine. It’s just keeping on top of it. As you’ll see, there are a lot of accounting standards that we always have to keep on top of and ... we have a really good relationship with Kafoury, Armstrong. If we have issues, we’ll call them ... and they’ll give suggestions on how we account for things so we don’t have issues in the future.”

Ms. Burgess acknowledged that the City meets the statutory requirement for ending fund balance. In response to a question, Mr. Providenti advised that the state requirement is four percent. The City’s target is 5 percent. Ms. Burgess advised that the City’s fund balance policy, under GASB 54, is required to be disclosed. She referred to page 25 of the CAFR. Mr. Providenti acknowledged that the City is compliant with the applicable statutes.

Ms. Burgess reviewed the “On the Horizon” portion of the 2011 Audit Results. Mayor Crowell entertained questions or comments from the Board members. Supervisor Aldean commended the Finance Department staff on a great job. In response to a question, Ms. Burgess expressed the opinion, based on the issued reports, that the City staff and the Finance Department staff “do a fantastic job.”

Mayor Crowell entertained public comment. (10:01:16) Bill Prowse inquired as to the relative cost of an audit “as a low-risk versus high-risk” designee. Ms. Burgess explained that “typically what happens when you roll into the high-risk auditee status, 50 percent of the federal monies are required to be subject to audit; whereas, with the low-risk position, ... it’s 25 percent.” Mr. Burgess advised of not having reviewed the figures, but expressed the belief “you probably would have had two less major programs subject to audit if you were in low-risk status for FY ‘11. So, it’s great that you’ll be rolling into low-risk status for fiscal ‘12. The opportunity to have fewer programs subject to audit would be great because each additional major program is \$5,000 in audit fee.” Ms. Burgess acknowledged the potential of a \$10,000 savings with a low-risk auditee designation. Mr. Prowse commented on the benefit of being “very careful on accounting for federal money. You don’t want to come to the attention of the program officials because ... they will create a great deal of stress and additional work if they show up. ... With the federal money comes the unpleasant need for even more careful tracking of funds and matching funds, especially in-kind, is very easy to lose track of. And federal auditors love to identify those and question costs related to that.” Mr. Prowse expressed support for “more accounting” as it “pays off in the long-run.”

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Mayor Crowell entertained additional public comments and, when none were forthcoming, a motion. **Supervisor Abowd moved to accept the Carson City Comprehensive Annual Financial Report for the fiscal year ended June 30, 2011. Supervisor Aldean seconded the motion. Motion carried 5-0.** Mayor Crowell thanked the Finance Department staff and Kafoury, Armstrong & Co. representatives for their presentation.

11(B) POSSIBLE ACTION TO ADOPT A RESOLUTION RELATING TO GENERAL OBLIGATION (LIMITED TAX) BONDS (ADDITIONALLY SECURED BY PLEDGED REVENUES), FOR THE PURPOSE OF REFINANCING REFUNDING CERTAIN OUTSTANDING BONDS OF THE CITY; AUTHORIZING THE CITY MANAGER OR CITY FINANCE DIRECTOR TO ARRANGE FOR THE SALE OF SUCH BONDS; PROVIDING OTHER MATTERS PROPERLY RELATED THERETO; AND PROVIDING THE EFFECTIVE DATE HEREOF (10:04:13) - Mayor Crowell introduced this item, and Mr. Providenti reviewed the agenda materials. In response to a question, Mr. Providenti advised of a correction to the proposed water bond issuance to reflect \$3,750,000.

Mayor Crowell entertained additional Board member and public comments. When none were forthcoming, he entertained a motion. **Supervisor Aldean moved to adopt Resolution No. 2011-R-42, a resolution relating to general obligation (limited tax) bonds (additionally secured by pledged revenues) for the purpose of refinancing refunding certain outstanding bonds of the City; authorizing the City Manager or City Finance Director to arrange for the sale of such bonds; providing other matters properly related thereto; and providing the effective date hereof. Supervisor McKenna seconded the motion. Motion carried 5-0.**

12. HEALTH AND HUMAN SERVICES DEPARTMENT - POSSIBLE ACTION TO ADOPT A RESOLUTION ACCEPTING AN INTERLOCAL AGREEMENT IN THE AMOUNT OF \$387,351 PER YEAR WITH DOUGLAS COUNTY FOR CARSON CITY HEALTH AND HUMAN SERVICES ("CCHHS") TO PROVIDE COMMUNITY HEALTH NURSING SERVICES IN DOUGLAS COUNTY (10:06:49) - Mayor Crowell introduced this item, and Health and Human Services Department Director Marena Works reviewed the agenda materials. She acknowledged the reimbursement will be sufficient to cover the costs, and reviewed Attachment A: Scope of Work which was included in the agenda materials.

In response to a question, Ms. Works advised of no reason not to enter into the agreement. She explained, "It's an even agreement and ... it's a good, cooperative effort." Supervisor Aldean noted that the figure reflected in the agenda report did not include the \$21,200 from Douglas County to cover start up costs. Ms. Works explained that the start-up costs were excluded "just because they weren't going to be ongoing and the contract went until June 30, 2013." She acknowledged that the \$21,200 is part of Douglas County's total obligation. In response to a question, Ms. Works advised that Lyon County is not interested in the same clinic services. "However, they're still interested in going forward with environmental health services. We're just a little bit hung up ... Storey County would actually like to go forward with whatever we could offer them and I'm still working on figuring that out."

Mayor Crowell entertained additional questions or comments from the Board members and from the public. When none were forthcoming, he commended the regional cooperation. Supervisor Aldean noted the late material which corrected a typographical error in the proposed resolution. She noted a typographical error

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in the interlocal agreement, but suggested letting it go since it had already been executed by Douglas County representatives. **Supervisor Aldean moved to adopt Resolution No. 2011-R-43, accepting an interlocal agreement in the amount of \$408,552 from Douglas County; this contract will be effective to June 30, 2013, and will be used for personnel and operating expenses to operate and maintain community health nursing services within the county. Supervisor Abowd seconded the motion. Motion carried 5-0.**

13. LIBRARY AND PUBLIC WORKS DEPARTMENT, PLANNING AND ZONING DIVISION - POSSIBLE ACTION TO APPROVE AND AUTHORIZE THE MAYOR TO SIGN A MEMORANDUM OF UNDERSTANDING BETWEEN THE BOARD OF REGENTS OF THE NEVADA SYSTEM OF HIGHER EDUCATION, ON BEHALF OF THE UNIVERSITY OF NEVADA, RENO, THE NEVADA SMALL BUSINESS DEVELOPMENT CENTER ("NSBDC") AND CARSON CITY, FOR THE PURPOSE OF PROVIDING A FRAMEWORK FOR COOPERATION BETWEEN NSBDC AND THE CITY IN ESTABLISHING SERVICES AT THE BRIC (BUSINESS RESOURCE INNOVATION CENTER) (10:11:27) - Mayor Crowell introduced this item. Library Director Sara Jones provided background information and reviewed the agenda materials. She introduced BRIC Manager Michael Salogga who, at Mayor Crowell's request, discussed his vision for the BRIC and his new responsibilities.

Supervisor Aldean inquired as to Mr. Salogga's intent relative to business recruitment. Mr. Salogga discussed his responsibilities relative to working with the Northern Nevada Development Authority ("NNDA") "and supporting whatever they're doing. ... Right now, my time is being balanced based on what the needs of the community are." Supervisor Aldean discussed the importance of retaining existing businesses, and encouraged Mr. Salogga to circulate. She noted the frustration associated with sometimes being "the last to hear ... in City government ... about ... a new retailer looking at this area for purposes of relocation, [or] a retailer who intends to close their operation. And, oftentimes, by the time we learn what's in the works, it's too late to prevent it." She encouraged Mr. Salogga to be "really proactive" in this "extraordinarily dynamic ... market." She noted the importance of retaining primary jobs in our manufacturing sector, and further encouraged Mr. Salogga to reach out. Mr. Salogga anticipates focusing on "a balance of building infrastructure and services that we're offering and marketing and getting out there and being in the community."

In reference to his work with the NNDA, Supervisor Abowd inquired as to whether Mr. Salogga will focus on cluster development "so that we ... ensure the success of the businesses that we're able to get." Mr. Salogga advised of a request for research into the aerospace and defense industry "which is one of those defined clusters." Mr. Werner advised of having requested Mr. Salogga to represent the City at the NNDA. "NNDA has really taken a refocus of ... working with the existing industrial [sector]. Their teams ... are really dynamic and they involve a lot of the players out at the industrial park, education, real estate; so we're seeing a lot more activity through NNDA that reaches out a long ways." Mr. Werner discussed the importance of "be[ing] a player on that team and spend more time with them then probably doing independent because that's where we were having trouble before. We ended up ... working at cross purposes. We weren't coordinated." Mayor Crowell discussed the importance of "staying ahead of the curve in terms of what's happening in the market out there. On the other hand, ... we don't want to ... infringe on ... private business transactions ..."

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Mayor Crowell entertained public comment; however, none was forthcoming. Mr. Plemel provided background information on previous contracts with the Nevada Small Business Development Center. "But with this agreement, there's no cost. We provide the space. They give us the training and ... this is a good benefit to the City." Ms. Jones advised that the grant funding for Mr. Salogga's position expires in June 2013. She expressed the hope that "there's great demonstration ... in the value and ..., if we can do some things for the economy, then maybe things look different in 18 months." She assured the Board that the recruitment was clear in that the position is funded for 18 months. She commended the NSBDC on the collaboration. In response to a question, Ms. Jones provided clarification relative to the December 31, 2014 term, as delineated in the MOU. Supervisor Aldean noted the 90-day termination provision, and expressed no concern relative to the term date.

Mayor Crowell again called for public comment and, when none was forthcoming, entertained a motion. **Supervisor Abowd moved to approve and authorize the Mayor to sign a Memorandum of Understanding between the Board of Regents of the Nevada System of Higher Education, on behalf of the University of Nevada, Reno, the NSBDC, and Carson City, for the purpose of providing a framework for cooperation between the NSBDC and the City in establishing services at the BRIC.** Supervisor Walt seconded the motion. Motion carried 5-0. Mayor Crowell welcomed Mr. Salogga.

14. PUBLIC WORKS DEPARTMENT, PLANNING AND ZONING DIVISION

14(A) POSSIBLE ACTION TO APPROVE A MASTER PLAN AMENDMENT APPLICATION TO CHANGE THE LAND USE MAP DESIGNATION OF CERTAIN PROPERTIES OWNED BY CARSON CITY LOCATED IN THE VICINITY OF THE CARSON RIVER AND MEXICAN DAM, CHANGING THE MASTER PLAN DESIGNATION OF APNs 010-121-44 (20 ACRES), 010-121-43 (22 ACRES), 010-121-42 (22 ACRES), AND 010-502-01 (19 ACRES), FROM RURAL RESIDENTIAL TO OPEN SPACE (MPA-11-130); and 14(B) POSSIBLE ACTION TO INTRODUCE, ON FIRST READING, AN ORDINANCE TO CHANGE THE ZONING OF APNs 010-121-44 (20 ACRES), 010-121-43 (22 ACRES), 010-121-42 (22 ACRES), AND 010-502-01 (19 ACRES) FROM SINGLE FAMILY FIVE ACRE (SF5A) TO PUBLIC COMMUNITY (PC) (ZMA-11-131) (10:26:45) - Mayor Crowell introduced this item, and Planning Division Director Lee Plemel provided an overview of this and the following ten items. He acknowledged that all the items were unanimously approved by the Planning Commission. He requested to address each master plan amendment and corresponding ordinance together, with separate motions. He reviewed the agenda materials relative to the subject item and item 14(B) in conjunction with displayed slides. He provided an overview of Open Space Property Manager Juan Guzman's presentation to the Planning Commission, and a letter of opposition included in the agenda materials.

Mr. Guzman acknowledged that Mark and Sandy Gregory's main concerns are relative to trespass and safety issues associated with the open space adjacent to their property. He discussed the topographical aspects of the Gregorys' land which makes public access easy, and advised that their concern is that "these designations are going to show up in maps ... and documents that will then lead a flood of users into that area and will trespass to their land to get to the River or will trespass from the River into their land to get out. What we mentioned is that it would take a very intellectual user to go looking for zoning designations in areas that they can or cannot participate; ... that we believed that changing the zoning wasn't going to affect the way people use the property; that we have designated facilities that are north of their land for putting in and putting out of the River far away from them, about a mile or more from them, and that we were not anticipating any improvement to these lands ... for ... the aquatic trail; that when that happens, it

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will be the subject of public hearings, they will be notified. [Planning Commission] Chairman Kimbrough was also really ... good. He thought right away that we are presently involved in the development of a management plan for the River lands and encouraged them to participate in that process and have much more ... meaningful, one-on-one, detailed input into the properties and what can we do.” Mr. Guzman advised that the park ranger and Open Space / Parks Department staff check the properties from time to time. “However, the eyes of the people and the neighbors are really the best ... to enforce activities that are not appropriate in our lands and if we get a call, we’ll investigate” as soon as possible. “And if it’s an emergency situation, both the Fire Department and the Sheriff respond.”

In response to a question, Mr. Guzman pointed out the Gregory property on a displayed map. Supervisor Aldean noted that one of the subject properties was acquired in 2007 and one in 2008. “So they have, for all intents and purposes, been open to public use for that length of time.” Supervisor Aldean inquired as to the time line relative to the Gregorys’ concerns. Mr. Guzman advised that the Gregorys have improvements but no residence on their property. He acknowledged that the property is posted with proper signage, but that it has been vandalized on several occasions. Supervisor Aldean suggested designating private property on the City’s maps, and encouraging avoidance. Mr. Guzman explained the attractiveness of the Gregorys’ property “as opposed to our side that is full of willows and equipment for the intake of the Mexican Dam. So what we can do to help them, ... is eventually develop facilities that encourage users to go to our side as opposed to their side of the shore.” Mr. Guzman acknowledged that signage will be installed directing users to the open space property rather than the Gregorys’ property.

Mayor Crowell entertained public comments and, when none were forthcoming, a motion for item 14(A). **Supervisor McKenna moved to approve a master plan amendment application to change the land use map designation of certain properties owned by Carson City located in the vicinity of the Carson River and Mexican Dam, as published on the agenda, changing the master plan designation, from rural residential to open space, based on the findings contained in the staff report. Supervisor Abowd seconded the motion. Motion carried 5-0.**

Mayor Crowell entertained public comment relative to item 14(B) and, when none was forthcoming, a motion. **Supervisor McKenna moved to introduce, on first reading, Bill No. 122, an ordinance to change the zoning of certain properties owned by Carson City located in the vicinity of the Carson River and Mexican Dam, as published on the agenda, from single family five acre to public community, based upon the findings contained in the staff report. Supervisor Abowd seconded the motion. Motion carried 5-0.** Mayor Crowell commented on the benefit of open space in Carson City, and noted the importance of respecting private property rights. He requested the citizens to be sensitive to the rights of others.

14(C) POSSIBLE ACTION TO APPROVE A MASTER PLAN AMENDMENT APPLICATION TO CHANGE THE LAND USE DESIGNATION FROM PUBLIC / QUASI-PUBLIC TO MEDIUM DENSITY RESIDENTIAL (MDR), ON A PORTION OF PROPERTY LOCATED AT 1946 HAMILTON AVENUE, APN 002-523-18 (MPA-11-056); and 14(D) POSSIBLE ACTION TO INTRODUCE, ON FIRST READING, AN ORDINANCE TO CHANGE THE ZONING OF A PORTION OF APN 002-523-18, LOCATED AT 1946 HAMILTON AVENUE, FROM PUBLIC NEIGHBORHOOD TO SINGLE FAMILY 6,000 (ZMA-11-055) (10:41:57) - Mayor Crowell introduced these items, and Mr. Plemel reviewed the agenda materials in conjunction with displayed slides. He advised that Robert Morris was present at the Planning Commission meeting where

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these items were unanimously approved. Mr. Plemel provided background information on the abandonment process relative to the subject property. In response to a question, he advised that the existing configuration is one parcel, owned by the Morriszes. He acknowledged the possibility that the lot could be split into two at some point in the future, subject to a public process. He responded to questions of clarification relative to the zoning designation of the parcels.

Mayor Crowell entertained public comments relative to both items and, when none were forthcoming, a motion. **Supervisor Aldean moved to approve a master plan amendment application to change the land use designation from public / quasi-public to medium density residential, on property located at 1946 Hamilton Avenue, APN 002-523-18, based on the findings contained in the staff report. Supervisor Abowd seconded the motion. Motion carried 5-0.**

Mayor Crowell entertained a motion for item 14(D). **Supervisor Aldean moved to introduce, on first reading, Bill No. 123, an ordinance to change the zoning of a portion of APN 002-523-18, located at 1946 Hamilton Avenue, from public neighborhood to single family 6,000, based on the findings contained in the staff report. Supervisor Walt seconded the motion. Motion carried 5-0.**

14(E) POSSIBLE ACTION TO APPROVE A MASTER PLAN AMENDMENT APPLICATION TO CHANGE THE LAND USE MAP DESIGNATION OF CERTAIN PROPERTIES OWNED BY CARSON CITY, LOCATED IN AND AROUND THE VICINITY OF THE NORTHWEST QUADRANT OF CARSON CITY, CHANGING APNs 007-092-08 (77 ACRES), 007-601-02 (96 ACRES), AND 007-031-04 (15 ACRES) FROM CONSERVATION RESERVE (PRIVATE) TO OPEN SPACE (MPA-11-123); and 14(F) POSSIBLE ACTION TO INTRODUCE, ON FIRST READING, AN ORDINANCE TO CHANGE THE ZONING OF APN 007-092-08 (77 ACRES) FROM CONSERVATION RESERVE (CR) TO PUBLIC COMMUNITY (PC), AND APNs 007-601-02 (96 ACRES) AND 007-031-04 (15 ACRES) FROM CONSERVATION RESERVE (CR) TO PUBLIC REGIONAL (PR) (ZMA-11-124) (10:47:37) - Mayor Crowell introduced these items, and Mr. Plemel reviewed the agenda materials in conjunction with displayed slides. In response to a question, Open Space Property Manager Juan Guzman provided background information and additional clarification relative to the location of the property donated by the Casey Trust and various trails in the area.

Mayor Crowell entertained public comments and, when none were forthcoming, a motion. **Supervisor Abowd moved to approve a master plan amendment application to change the land use map designation of APNs 007-092-08, 007-601-02, and 007-031-04, from conservation reserve (private) to open space, based on the findings contained in the staff report. Supervisor Aldean seconded the motion. Motion carried 5-0.**

Mayor Crowell entertained a motion for item 14(F). **Supervisor Abowd moved to introduce, on first reading, Bill No. 124, an ordinance to change the zoning of APN 007-092-08 from conservation reserve to public community, and APNs 007-601-02 and 007-031-04, from conservation reserve to public regional, based on the findings contained in the staff report. Supervisor Aldean seconded the motion. Motion carried 5-0.**

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14(G) POSSIBLE ACTION TO APPROVE A MASTER PLAN AMENDMENT APPLICATION TO CHANGE THE LAND USE MAP DESIGNATION OF CERTAIN PROPERTIES OWNED BY CARSON CITY, LOCATED IN AND AROUND THE NORTHEAST QUADRANT OF CARSON CITY, CHANGING THE MASTER PLAN DESIGNATION OF APNs 008-541-92 (16 ACRES), 008-541-73 (16 ACRES), 008-531-39 (138 ACRES), 008-531-05 (0.73 ACRES), 010-011-26 (80 ACRES), 010-011-27 (100 ACRES), 008-531-40 (20 ACRES), 010-021-55 (35 ACRES), 010-681-02 (39 ACRES), AND 010-681-01 (0.06 ACRES) FROM CONSERVATION RESERVE (PRIVATE) TO OPEN SPACE; AND APNs 010-071-26 (71 ACRES) AND 010-021-47 (257 ACRES) FROM RURAL RESIDENTIAL CONSERVATION RESERVE (PRIVATE), AND LOW-DENSITY RESIDENTIAL TO OPEN SPACE; AND APN 010-071-27 (40 ACRES) FROM RURAL RESIDENTIAL AND LOW-DENSITY RESIDENTIAL TO OPEN SPACE (MPA-11-126); and 14(H) POSSIBLE ACTION TO INTRODUCE, ON FIRST READING, AN ORDINANCE TO CHANGE THE ZONING OF APN 008-922-11 (17.6 ACRES) FROM LIMITED INDUSTRIAL (LI) TO PUBLIC NEIGHBORHOOD (PN), APN 002-101-73 (8.6 ACRES) FROM SINGLE FAMILY 6,000 (SF6) TO PUBLIC NEIGHBORHOOD (PN), APNs 008-541-92 (16 ACRES), 008-541-73 (16 ACRES), AND 008-531-05 (0.73 ACRES) FROM AGRICULTURE (A) TO PUBLIC REGIONAL (PR), APNs 010-011-26 (80 ACRES), 010-011-27 (100 ACRES), 008-531-40 (20 ACRES), AND 010-021-55 (35 ACRES) FROM CONSERVATION RESERVE (CR) TO PUBLIC REGIONAL (PR), AND APNs 010-681-01 (0.06 ACRES) AND 010-681-02 (39 ACRES) FROM SINGLE FAMILY ONE ACRE (SF1A) TO PUBLIC COMMUNITY (PC) (ZMA-11-127) (10:53:32) - Mayor Crowell introduced these items, and Mr. Plemel reviewed the agenda materials in conjunction with displayed slides. In response to a question, Mr. Plemel explained that right-of-way construction would not require a special use permit. Mr. Plemel expressed the opinion that nothing needs to be done “because ... [the V&T Railway Commission has] already gone through public property around the landfill area without needing that.” In response to a question, Mr. Guzman discussed the importance of clarifying ownership rights. “Up to this point, as the V&T comes from Virginia City, they have been purchasing easements ... in federal lingo ... rights-of-way. ... The land underneath belongs to somebody else, they just have the right to use the surface of the land. ... presently, ... just at the very north edge where the River does that squiggly curve is the Bently property. The track extends to that point. Before it goes to that point, the track crosses BLM instances and those were obtained through federal processes. The track will continue along the Bently property in a transaction that you are going to be hearing on January [5th] ... The V&T will purchase easement, will own the entire land. That is exactly the same situation on the ... former Serpa property ... The V&T owns the easement; we own the land. And that is the subject of very careful ... appraisals in order that the transaction is done to ... ascertain that the funds used for Open Space are specifically used for Open Space and the funds that are generated by the V&T which are mostly of an economic development nature continue to be used for economic development use. So, they don’t help us. We don’t help them directly; however, we both have a symbiotic relationship because if we were not doing it together, there would not be a sale. There would not have been the possibility to purchase these lands.”

Supervisor Aldean expressed concern that no one ever questions the right of the V&T Railway Commission and the V&T to use that track. She expressed understanding that there is an easement, but concern that the use is not specifically listed in our Code. Mr. Plemel offered to follow up with the District Attorney’s staff. He noted a similar situation exists “where Highway 50 goes through. They just have an easement but we’re not requiring special use permits for them to do transportation improvements in the right-of-way.”

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Mayor Crowell entertained public comment and, when none was forthcoming, a motion for item 14(G). **Supervisor Walt moved to approve master plan amendment application MPA-11-126 to change the land use map designation of certain properties owned by Carson City, located in and around the northeast quadrant of Carson City, as published on the agenda, based on the findings contained in the staff report. Supervisor Aldean seconded the motion. Motion carried 5-0.**

Mayor Crowell entertained public comment relative to item 14(H) and, when none was forthcoming, a motion. **Supervisor Aldean moved to introduce, on first reading, Bill No. 125, an ordinance to change the zoning of certain properties owned by Carson City, located in and around the northeast quadrant of Carson City, as published on the agenda, based on the findings contained in the staff report. Supervisor Abowd seconded the motion. Motion carried 5-0.**

14(I) POSSIBLE ACTION TO APPROVE A MASTER PLAN AMENDMENT APPLICATION TO CHANGE THE MASTER PLAN LAND USE MAP DESIGNATION OF A PROPERTY OWNED BY CARSON CITY, LOCATED IN THE VICINITY OF THE SOUTHWEST QUADRANT OF CARSON CITY, CHANGING THE MASTER PLAN DESIGNATION OF APN 007-051-07 (40 ACRES) FROM CONSERVATION RESERVE (PRIVATE) TO OPEN SPACE (MPA-11-128); and 14(J) POSSIBLE ACTION TO INTRODUCE, ON FIRST READING, AN ORDINANCE TO CHANGE THE ZONING OF APNs 007-051-07 (40 ACRES), 007-051-80 (60 ACRES), 007-051-76 (93 ACRES), AND 007-031-33 (222 ACRES) FROM CONSERVATION RESERVE (CR) TO PUBLIC REGIONAL (PR) (ZMA-11-129) (11:04:14) - Mayor Crowell introduced these items, and Mr. Plemel reviewed the agenda materials in conjunction with displayed slides. Mayor Crowell entertained public comment for both items and, when none was forthcoming, a motion. Supervisor McKenna moved to approve a master plan amendment application to change the land use map designation of APN 007-051-07 from conservation reserve (private) to open space, based on the findings contained in the staff report. Supervisor Abowd seconded the motion. Motion carried 5-0.

Mayor Crowell entertained public comment for item 14(J) and, when none was forthcoming, a motion. **Supervisor McKenna moved to introduce, on first reading, Bill No. 126, an ordinance to change the zoning of certain properties owned by Carson City, located in the southwest quadrant of Carson City, as published on the agenda, from conservation reserve to public regional, based upon the findings contained in the staff report. Supervisor Walt seconded the motion. Motion carried 5-0.**

14(K) POSSIBLE ACTION TO ACCEPT THE CARSON CITY MASTER PLAN ANNUAL REPORT, INCLUDING RECOMMENDED ACTIONS FOR THE IMPLEMENTATION OF THE GOALS AND POLICIES OF THE MASTER PLAN (MPA-11-117) (11:06:38) - Mayor Crowell introduced this item, and Mr. Plemel reviewed the agenda materials in conjunction with displayed slides. Supervisor Aldean expressed lingering concerns regarding not moving forward as expeditiously as possible with zoning and design standards in the V&T special planning area. "... even though we're currently in a recession, eventually those properties will be developed and ... we have enough intrusion on the scenic attractiveness of the area traversed by that railroad track." Supervisor Aldean suggested that property owners may be more receptive to discussing zoning changes or the implementation of specific design standards to guide any future development along those portions of the right-of-way "we'd like to protect to enhance the visitors' experience." Mr. Plemel expressed appreciation for the feedback, and assured the Board he would move forward on the suggestion.

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In reference to the priority listing, Supervisor Abowd discussed the importance of “1.1e ..., Encouraging the use of sustainable building materials and construction techniques through programs such as the U.S. Green Building Council’s LEED Program.” Mr. Plemel advised of a new green initiative implemented by the Builders Association of Western Nevada within the last few years.

Supervisor Aldean suggested amending the report to indicate that future CCCVB branding recommendations will be implemented. In response to a question, Supervisor Walt advised of no current branding recommendation from the CCCVB, and discussed the issue of funding relative to hiring a consultant. Supervisor Aldean suggested engaging the public in a contest to develop a brand, and Supervisor Walt offered to convey the suggestion at the next CCCVB Board of Directors meeting. In response to a question, Mr. Plemel advised of a large portion of property in the V&T SPA that is zoned industrial. There are also commercial and general industrial zoned parcels. Mr. Plemel acknowledged numerous issues to consider relative to rezoning the area. Supervisor Aldean reiterated the alternative of implementing design standards “so that you can mitigate the impact of an industrial use along the right-of-way.”

Mayor Crowell entertained public comment and, when none was forthcoming, a motion. **Supervisor Aldean moved to accept the Carson City Master Plan Annual Report. Supervisor Abowd seconded the motion. Motion carried 5-0.** Mayor Crowell thanked Mr. Plemel and Mr. Guzman. Mr. Guzman thanked Planning Division staff for the effort invested in ensuring public participation.

15. CLERK / RECORDER - POSSIBLE ACTION TO ADOPT, ON SECOND READING, BILL NO. 121, AN ORDINANCE AMENDING CARSON CITY MUNICIPAL CODE, TITLE 2, ADMINISTRATION AND PERSONNEL, CHAPTER 2.02, BOARD OF SUPERVISORS, BY AMENDING SECTION 2.02.010, WARD BOUNDARIES, BY DELETING THE EXISTING WARD DESCRIPTIONS AND ESTABLISHING THAT THE FOUR CONTIGUOUS VOTING WARD BOUNDARIES SHALL BE ADOPTED BY RESOLUTION OF THE BOARD OF SUPERVISORS IN THE CARSON CITY, NEVADA OFFICIAL WARD MAP TO BE FILED AND RECORDED WITH THE OFFICE OF THE CARSON CITY CLERK - RECORDER, AND OTHER MATTERS PROPERLY RELATED THERETO (11:24:04) - Mayor Crowell introduced this item, and Mr. Glover reviewed the agenda materials. He emphasized the major difference between the subject ordinance and similar past ordinances is adoption of the ward boundaries by reference to a map recorded in the Office of the County Recorder as compared to writing out the legal descriptions of every ward or by adopting census blocks. He noted that the census blocks had been included in the agenda materials, and advised of no feedback from the general public since introduction on first reading.

Mayor Crowell entertained public comment. (11:25:21) Andrea Engelmann questioned the purpose of this item. “The people in Carson City don’t get to vote by ward. Everything is at large. There is absolutely no purpose in drawing these ward lines or making sure that they’re even. You don’t even allow the public to vote on whether or not they want to nominate you by ward.” In response to a comment, Ms. Engelmann reviewed historic information on the issue of ward nomination / voting.

In response to a question, Mr. Glover discussed the Constitutional requirement to equally apportion every district in the United States. “The district you represent must be equal in population. It applies both to county commissioners and, in our case, Board of Supervisors, ... city councils, school boards ...” Ms. Engelmann advised that Carson City is one of three cities in the state that doesn’t have election by ward.

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She requested the Board to agendaize discussion relative to placing a question on the ballot regarding this issue.

Supervisor Aldean advised of having made a presentation to the Board of Supervisors, a number of years ago in her capacity as Charter Review Committee Chair, in support of ward nomination and at-large election. She recommended requesting the Charter Review Committee to reconsider the issue, receive public comment, and make a recommendation to the Board of Supervisors. Ms. Engelmann suggested holding the Charter Review Committee meetings in the Sierra Room in order that they can be broadcast. Supervisor Aldean offered to contact Charter Review Committee Member Stephen Lincoln to request that an item be placed on the agenda.

Mayor Crowell entertained additional public comment and, when none was forthcoming, a motion. **Supervisor McKenna moved to adopt, on second reading, Bill No. 121, Ordinance No. 2011-21, an ordinance amending Carson City Municipal Code, Title 2, Administration and Personnel, Chapter 2.02, Board of Supervisors, by amending Section 2.02.010, Ward Boundaries, by deleting the existing ward boundaries and establishing that the four contiguous voting ward boundaries shall be adopted by resolution of the Board of Supervisors in the *Carson City, Nevada Official Ward Map*, to be filed and recorded with the Office of the Carson City Clerk - Recorder, and other matters properly related thereto. Supervisor Aldean seconded the motion. Motion carried 5-0.**

16. CITY MANAGER

16(A) POSSIBLE ACTION TO DETERMINE THAT PERFORMANCE MEASURES OF THE ACTIVITIES AND FUNCTIONS OF THE CITY DEPARTMENTS ARE KEY TO MANAGEMENT OF THE SERVICES PROVIDED BY THE CITY TO ITS CONSTITUENTS AND THAT THE CONTINUED COLLECTION AND ANALYSIS OF PERFORMANCE DATA IS A HIGH PRIORITY; THAT AN UPPER LEVEL STAFF MEMBER LOCATED IN THE CITY MANAGER'S OFFICE IS NEEDED TO MANAGE THE PROCESS; AND TO AUTHORIZE THE CITY MANAGER TO ADD THE NEW POSITION TO THE BUDGET WITHIN THE RANGE OF A DEPUTY CITY MANAGER (UNCLASSIFIED UNC 46) - Withdrawn.

16(B) CLOSED EXEMPT PROCEEDING, PURSUANT TO NRS 288.220, TO CONSIDER THE NEGOTIATIONS AND INFORMAL DISCUSSIONS BETWEEN THE CITY MANAGER AND THE CITY'S VARIOUS LABOR UNIONS REGARDING ANY POTENTIAL FOR CONTRACT CONCESSIONS TO ASSIST THE CITY IN BALANCING THE FY 2011 - 2012 ANNUAL BUDGET

RECESS AND RECONVENE BOARD OF SUPERVISORS

17. CITY MANAGER

17(A) POSSIBLE ACTION TO APPOINT TWO MEMBERS TO THE CARSON CITY AUDIT COMMITTEE FOR TWO-YEAR TERMS, ENDING DECEMBER 2013 - Deferred.

17(B) POSSIBLE ACTION TO APPOINT TWO MEMBERS TO THE CARSON CITY REGIONAL TRANSPORTATION COMMISSION FOR TWO-YEAR TERMS, EXPIRING DECEMBER 31, 2013 - Deferred.

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18. BOARD OF SUPERVISORS NON-ACTION ITEMS:

STATUS REVIEW OF PROJECTS (11:35:47) - In response to a question, Public Works Department Director Andy Burnham reported on the Fifth Street improvement project. "They're supposed to not start in the mornings until about 8:30 after the rush ... and try to be done before school's out, but ... working with the contract is difficult. It was originally supposed to be night work but the temperatures at night don't allow for it ..." In response to a further question, Mr. Burnham advised that the contract provides for no more than a ten minute wait for area resident access. He anticipates the project will be completed within two weeks. Supervisor McKenna recommended traffic control on Fairview Drive "simply because it's about a half a car away from the roundabout and it's going to be a real mess." Mr. Burnham acknowledged the subject portion of the project is the "worst piece to be done for traffic control ..."

INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS

CORRESPONDENCE TO THE BOARD OF SUPERVISORS

STATUS REPORTS AND COMMENTS FROM BOARD MEMBERS (11:32:30) - Supervisor Aldean advised of having spent yesterday in a TRPA Governing Board meeting, and reported that the Homewood Resort Development proposed by Art Chapman was unanimously approved. "... it is one of what we call our community enhancement program projects. There were nine of them and these projects were allowed to move forward in advance of the adoption of the regional plan amendment because they were to demonstrate a net environmental gain." Supervisor Aldean expressed the opinion that the Homewood project "has some extraordinary environmental improvements incorporated into it." She advised of having been encouraged that "despite our occasional disagreements on the Governing Board that everyone realized that, although the project may not be perfect, it's an example of how our partnership with the private sector and the use of private capital is going to enable us to achieve our environmental objectives."

Supervisor Walt advised that the November 2012 NACo Conference will be held in Carson City. She wished everyone Merry Christmas and encouraged continued use of the ice rink. She reported that the ice rink operation is "currently in the black." Supervisor Abowd invited everyone to The Greenhouse Project ribbon cutting ceremony scheduled for Friday, December 16th at 2:30 p.m. Supervisor McKenna reported on the IHOP reopening, and encouraged patronage. (11:36:55) Supervisor Walt acknowledged the upcoming weekend as the last for the Polar Express. In response to a question, she advised that tickets were sold out after the first week. The CCCVB has offered to put anyone who was unable to get tickets this year on an e-mail notification list for next year's event. Supervisor Walt commended the event and everyone involved. Supervisor Abowd advised of reports that Carson City's Polar Express was better than the Sacramento Polar Express. Supervisor Walt commended the CCCVB staff and involved members of the CCCVB Board of Directors.

STAFF COMMENTS AND STATUS REPORT

19. PUBLIC COMMENT - None.

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20. ACTION TO ADJOURN (11:39:40) - At Mayor Crowell's request, Mr. Munn provided direction with regard to adjourning into the exempt proceeding. In response to a question, he advised that the public had been properly notified of an exempt proceeding. **Supervisor Aldean moved to adjourn the meeting at 11:39 a.m. The motion was seconded and carried 5-0.**

The Minutes of the December 15, 2011 Carson City Board of Supervisors meeting are so approved this 19th day of January, 2012.

ROBERT L. CROWELL, Mayor

ATTEST:

ALAN GLOVER, Clerk - Recorder