

**Carson City  
Agenda Report**

**Date Submitted:** July 8, 2014

**Agenda Date Requested:** July 17, 2014

**Time Requested:** 20 Minutes

**To:** Mayor and Supervisors

**From:** Rob Joiner, Chair - Charter Review Committee

**Subject Title:** Status report and briefing on the work of the Charter Review Committee.

**Staff Summary:** The Charter Review Committee will provide a briefing of their meetings held on April 23, 2014, May 20, 2014 and June 23, 2014.

**Type of Action Requested:** (check one)  
☐ Resolution ☐ Ordinance  
☐ Formal Action/Motion ☒ Other (Specify) Status Report Only

**Does This Action Require A Business Impact Statement:** ☐ Yes ( XX ) No

**Recommended Board Action:** No Action, report only

**Explanation for Recommended Board Action:** N/A

**Applicable Statute, Code, Policy, Rule or Regulation:** N/A

**Fiscal Impact:** N/A

**Explanation of Impact:** N/A

**Funding Source:** N/A

**Alternatives:** N/A

**Supporting Material:** 2014 Charter Review Committee actions matrix and Charter Review Committee meeting minutes for April 23, 2014, May 20, 2014 and June 23, 2014.

**Prepared By:** Janet Busse, City Manager's Office

**Reviewed By:** Nicholas Mariano  
(City Manager)

Date: 7/8/14

[Signature]  
(District Attorney)

Date: 7/8/14

Dan Paulso  
(Finance Director)

Date: 7/8/14

**Board Action Taken:**

Motion: \_\_\_\_\_

1) \_\_\_\_\_

Aye/Nay

2) \_\_\_\_\_

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\_\_\_\_\_  
(Vote Recorded By)

## 2014 CHARTER REVIEW COMMITTEE

Meeting Date	Agenda Item	Action Taken
April 23, 2014	For Possible Action: Discussion and possible action regarding a change to the City Charter that allows School Board Trustees to be elected in the same manner as the proposed elections of Board of Supervisors. <i>(Submitted online by Maurice White)</i>	Motion: It was moved to postpone this agenda item to gather further information.
May 20, 2014		Motion: I move that we do not recommend to the Board of Supervisors that they make changes to the school trustees districting as a change to the Carson City Charter. <b>Approved (7-0-0)</b>
April 23, 2014	For Possible Action: Discussion and possible action to recommend to the Board of Supervisors an amendment to the Charter regarding changing the election of Supervisors from At Large to being elected by voters within the ward that they are to represent; the Mayor would continue to be elected At Large. <i>(Submitted online by John Vettel)</i>	Motion: "I move that we continue the item for another meeting." <b>Approved (7-0-0)</b>
May 20, 2014		Motion: None - <b><i>Died for lack of action.</i></b>
April 23, 2014	For Possible Action: Discussion and possible action regarding the chairperson or their Charter Review Committee (CRC) member appointee will attend the legislature, when a Charter change is made to represent the entire committee, and answer any or all legislative requests about Charter Review Committee agenda items. <i>(Submitted by Member Donna DePauw)</i>	Motion: "I move to change the charter to allow the chairperson or their member appointee to be able to attend the legislature as a representative of the Charter Committee on any change recommended and approved by the Board of Supervisors to go for a bill in request to change the charter." <b><i>Died for lack of a second</i></b>
April 23, 2014	For Possible Action: Discussion and possible action regarding all the Charter Review Committee (CRC) members will receive from Carson City Executive Office advance notice when CRC agenda items are to be presented or discussed at the Board of Supervisors meetings, during unscheduled and scheduled CRC meeting dates. <i>(Submitted by Member Donna DePauw)</i>	Member DePauw suggested postponing the discussion of the agenda item.

April 23, 2014	For Possible Action: Discussion and possible action regarding all Charter changes before recommended by staff to the Board of Supervisors for Charter changes and before going forward for approval by the Nevada Legislature will be reviewed in advance by the Charter Review Committee for their recommendation. <i>(Submitted by Member Donna Depauw)</i>	Member DePauw suggested postponing the discussion of the agenda item.
May 20, 2014	For Possible Action: Discussion and possible action regarding when any fax, email or US Postal letter arrives addressed to the Board of Supervisors, or similar type heading, examples: Mayor & Board of Supervisors; City Manager & Board of Supervisors. That all similar types of correspondences will be given to all Board of Supervisors. <i>(Submitted online by Jim Shirk)</i>	Motion: None - <b><i>Died for lack of action.</i></b>
May 20, 2014	For Possible Action: Discussion and possible action regarding the Mayor of Carson City should be elected every six years and serve only two terms. <i>(Submitted online by Jim Shirk)</i>	The committee agreed not to take action and advised Supervisor Shirk to return, should he wish to pursue the item further.
May 20, 2014	For Possible Action: Discussion and possible action regarding when the Board of Supervisors has an agenda item that requires the Board to vote and approve on two different dates on the same agenda item (example: imposing a new tax), then prior or at the second meeting of the Board - all minutes of the first meeting must be presented to the public and to the Board. <i>(Submitted online by Jim Shirk)</i>	Chairperson Joiner noted that this item would be discussed during the joint meeting with the Board of Supervisors.
June 23, 2014	For Possible Action: Discussion and possible action regarding the Charter Review Committee chairperson or their designee to attend the legislature with City representatives on any changes to the City Charter.	Motion: "I move to address, at the joint meeting [with the BOS], an amendment to the Charter to have the Charter [Review] Committee Chair or designee attend the legislative session, with exact changes to follow from the joint meeting." <i>Mr. Munn suggested recommending the appointment for the 2015 Legislative Session. Both mover and seconder agreed to the proposed amendment. Approved (6-0-0)</i>

**DRAFT MINUTES**  
**Regular Meeting**  
**Carson City Charter Review Committee**  
**Wednesday, April 23, 2014 ● 3:00 PM**  
**Community Center Sierra Room, 851 East William Street, Carson City, Nevada**

**Board Members:**

<b>Chair – Rob Joiner</b>	<b>Vice Chair – Bruce Robertson</b>
<b>Member – Donna DePauw</b>	<b>Member – Christine Fregulia</b>
<b>Member – Michael Matuska</b>	<b>Member – Larry Messina</b>
<b>Member – Keith Shaffer</b>	

**Staff:**

Marena Works, Interim City Manager  
Randall Munn, Chief Deputy District Attorney  
Tamar Warren/Deputy Clerk & Recording Secretary

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

The televised Carson City Charter Review Committee meetings are available on AccessCarsoncity.org, [http://www.breweryarts.org/?page\\_id=2611](http://www.breweryarts.org/?page_id=2611).

- 1. CALL TO ORDER (3:00:18)**
- 2. ROLL CALL AND DETERMINATION OF QUORUM (3:00:31)** – Roll was called and a quorum was present.

Attendee Name	Status	Arrived
Rob Joiner	Present	
Bruce Robertson	Present	
Donna DePauw	Present	
Christine Fregulia	Present	
Michael Matuska	Present	
Larry Messina	Present	
Keith Shaffer	Present	

**3. PUBLIC COMMENTS:**

(3:01:17) – Carson City Supervisor Jim Shirk suggested reexamining, in a future meeting, a policy regarding letters, faxes, or emails addressed to the Board of Supervisors (BOS) and distributed to them by the City Manager. He expressed concern that a BOS member could instruct the City Manager to withhold his or her mail, according to Charter Section 3.02.0. He also suggested revisiting the reelection policy of the Mayor, relating to supervisors who would not be able to run for that position due to the timing of their expiration terms. Supervisor Shirk also suggested examining the timing of BOS meeting minutes between the first and second reading of ordinances.

(3:05:48) – Chairperson Joiner suggested that Supervisor Shirk “comply with our requirements for application” in writing to the City Manager's Office.

(3:06:32) – Chairperson Joiner invited Member Matuska to introduce himself, since this was the first time the members had met him in person.

**4. FOR POSSIBLE ACTION: APPROVAL OF MINUTES - FEBRUARY 5, 2014.**

(3:07:33) – **MOTION: I move approve the minutes of the last Charter Review Committee meeting.**

<b>RESULT:</b>	<b>APPROVED (7-0-0)</b>
<b>MOVER:</b>	Shaffer
<b>SECONDER:</b>	Fregulia
<b>AYES:</b>	Joiner, Robertson, DePauw, Fregulia, Matuska, Messina, Shaffer
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	None

**5. FOR POSSIBLE ACTION: ADOPTION OF THE AGENDA (3:08:52)** – There were no modifications to the agenda.

**6. FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A CHANGE TO THE CITY CHARTER THAT ALLOWS SCHOOL BOARD TRUSTEES TO BE ELECTED IN THE SAME MANNER AS THE PROPOSED ELECTIONS OF BOARD OF SUPERVISORS.**

(3:09:15) – Chairperson Joiner read the submission information (incorporated into the record) by Maurice White and invited him to elaborate.

(3:09:52) – Mr. White cited Nevada Revised Statute (NRS) 386.200, noting the two ways that his proposal could be achieved. He added that the Committee should communicate to the BOS, directing Staff to set a process.

(3:12:18) – Member Shaffer received clarification that Mr. White’s request was to model the election of the School Board of Trustees after the proposed changes in the election of the BOS.

(3:15:50) – Discussion ensued whether School Board elections would fall under this Committee’s or the BOS’ charters.

(3:20:32) – Mr. Munn noted that a better understanding of the School District Structure was required in order to read the statutes.

(3:20:42) – Chairperson Joiner suggested postponing the item to allow time for additional research.

(3:20:27) – **MOTION: It was moved to postpone this agenda item to gather further information.**

(3:21:20) – Mr. Munn was given direction to review whether other districts in the State were involved in school board elections.

<b>RESULT:</b>	<b>APPROVED (7-0-0)</b>
<b>MOVER:</b>	Messina
<b>SECONDER:</b>	DePauw
<b>AYES:</b>	Joiner, Robertson, DePauw, Fregulia, Matuska, Messina, Shaffer
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	None

**7. FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION TO RECOMMEND TO THE BOARD OF SUPERVISORS AN AMENDMENT TO THE CHARTER REGARDING CHANGING THE ELECTION OF SUPERVISORS FROM AT LARGE TO BEING ELECTED BY VOTERS WITHIN THE WARD THAT THEY ARE TO REPRESENT; THE MAYOR WOULD CONTINUE TO BE ELECTED AT LARGE.**

(3:23:44) – Chairperson Joiner read a request by John Vettel, incorporated into the record, and invited him to elaborate on his proposal.

(3:26:10) – Mr. Vettel noted that this request would reduce the campaign expenditures to 25 percent of their current cost.

(3:27:30) – Chairperson Joiner clarified that this proposal had been presented to this Committee earlier, and noted that similar legislation had been vetoed by the Governor.

(3:28:50) – Member Messina noted that BOS members represented the interest of the entire City and not one ward, therefore he would vote against it.

(3:29:33) – Member DePauw expressed her support of the item, noting that she had observed the popularity of the issue when it was voted on by the legislature and vetoed by the Governor.

(3:31:38) – There were no public comments.

(3:31:55) – Vice Chairperson Robertson agreed with Member Messina that the BOS members vote on issues that concern the entire city and not a specific ward. This sentiment was echoed by Member Fregulia, who added that the primary elections could be ward-specific; however, the general elections should not. Discussion ensued and Member Matuska clarified that the agenda item was about amending the City's charter.

(3:43:03) – Mr. Munn stated that should this Committee vote for this agenda item, it would be addressed by the BOS. If the BOS disagreed with the Committee's decision, the members could appoint a representative to work with the legislature to introduce legislation. Discussion ensued regarding postponing the issue.

(3:48:54) – **MOTION: "I move that we continue the item for another meeting."**

<b>RESULT:</b>	<b>APPROVED (7-0-0)</b>
<b>MOVER:</b>	Messina
<b>SECONDER:</b>	DePauw
<b>AYES:</b>	Joiner, Robertson, DePauw, Fregulia, Matuska, Messina, Shaffer
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	None

**8. FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING THE CHAIRPERSON OR THEIR CHARTER REVIEW COMMITTEE (CRC) MEMBER APPOINTEE WILL ATTEND THE LEGISLATURE, WHEN A CHARTER CHANGE IS MADE TO REPRESENT THE ENTIRE COMMITTEE, AND ANSWER ANY OR ALL LEGISLATIVE REQUESTS ABOUT CHARTER REVIEW COMMITTEE AGENDA ITEMS.**

(3:49:44) – Member DePauw presented the agenda materials submitted by her. She also noted that this item would represent a change to the current charter. Chairperson Joiner stressed the importance of being notified when items of interest are agendaized for discussion during the legislative session.

(3:56:56) – Member DePauw clarified that changing the bylaws would not be as effective as a legislative change.

(3:58:40) – Mr. Munn read into the record the BOS Policies and Procedures for all City's Boards, Committees and Commissions regarding lobbying as an appointee. Chairperson Joiner noted that the policy was "negative".

(3:44:50) – There were no public comments.

(4:02:32) – Chairperson Joyner clarified that if the BOS rejects a proposal, the Charter Review Committee can take the item to the legislature.

(4:08:32) – Mr. Munn cautioned against having a quorum at the legislative session.

(4:09:30) – Vice Chairperson Robertson expressed concern that this Committee was appointed, and was unsure of representing the public with an opposing view to the BOS decision.

(4:13:08) – Member DePauw wished to have this Committee's chairperson or an appointee attend the legislative session.

(4:13:55) – **MOTION: "I move to change the charter to allow the chairperson or their member appointee to be able to attend the legislature as a representative of the Charter Committee on any change recommended and approved by the Board of Supervisors to go for a bill in request to change the charter."**

<b>RESULT:</b>	<b>Died for lack of a second</b>
<b>MOVER:</b>	DePauw
<b>SECONDER:</b>	None
<b>AYES:</b>	None
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	None

**9. FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING ALL THE CHARTER REVIEW COMMITTEE (CRC) MEMBERS WILL RECEIVE FROM CARSON CITY EXECUTIVE OFFICE ADVANCE NOTICE WHEN CRC AGENDA ITEMS ARE TO BE PRESENTED OR DISCUSSED AT THE BOARD OF SUPERVISORS MEETINGS, DURING UNSCHEDULED AND SCHEDULED CRC MEETING DATES.**



(4:16:13) – Member DePauw presented the agenda materials incorporated into the record, and called it another enhancement to the charter.

(4:20:12) – Vice Chairperson Robertson stated that receiving email notifications of BOS meetings and agenda would be sufficient, and that a change of the charter was not necessary.

(4:29:20) – Member Matuska suggested a recommendation from Staff.

(4:22:09) – Mr. Munn noted that Staff was responsible for all Committees and Boards and suggested not to make special requests that would add complexity to the notification process.

(4:23:40) – Ms. Works stated that should a request be made to Staff regarding hard copies of BOS agendas, they will be mailed to the requesters.

**PUBLIC COMMENTS:**

(4:28:09) – Mr. White stated that the issue dealt with an adversarial relationship created by Staff in the past. He suggested a mechanism for Staff to communicate better with this Committee.

(4:29:30) – Member DePauw suggested postponing the discussion of this agenda item and item 10 to a future date. Ms. Works reminded everyone to give their mailing addresses to her to ensure receipt of BOS meeting agendas.

**10. FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING ALL CHARTER CHANGES BEFORE RECOMMENDED BY STAFF TO THE BOARD OF SUPERVISORS FOR CHARTER CHANGES AND BEFORE GOING FORWARD FOR APPROVAL BY THE NEVADA LEGISLATURE WILL BE REVIEWED IN ADVANCE BY THE CHARTER REVIEW COMMITTEE FOR THEIR RECOMMENDATION. (Postponed).**

**11. FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION TO CANCEL THE MAY 7, 2014 CHARTER REVIEW COMMITTEE MEETING.**

(4:31:00) – Chairperson Joiner noted that the next CRC meeting will take place on Tuesday, May 20, 2014 at 5:30 p.m.

**12. PUBLIC COMMENT (4:32:00) – There were no public comments.**

**13. FOR POSSIBLE ACTION: TO ADJOURN (4:32:07) – Member Shaffer moved to adjourn. The meeting was adjourned at 4:33 p.m.**

The Minutes of the April 23, 2014 Carson City Charter Review Committee meeting are so approved this 20<sup>th</sup> day of May, 2014.

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ROB JOINER, Chair

**DRAFT MINUTES**  
**Regular Meeting**  
**Carson City Charter Review Committee**  
**Wednesday, May 20, 2014 ● 5:30 PM**  
**Community Center Sierra Room, 851 East William Street, Carson City, Nevada**

**Board Members:**

<b>Chair – Rob Joiner</b>	<b>Vice Chair – Bruce Robertson</b>
<b>Member – Donna DePauw</b>	<b>Member – Christine Fregulia</b>
<b>Member – Michael Matuska</b>	<b>Member – Larry Messina</b>
<b>Member – Keith Shaffer</b>	

**Staff:**

Stacey Giomi, Acting City Manager  
Randall Munn, Chief Deputy District Attorney  
Tamar Warren/Deputy Clerk & Recording Secretary

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

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- 1. CALL TO ORDER (5:30:38)**
- 2. ROLL CALL AND DETERMINATION OF QUORUM (5:30:42)** – Roll was called and a quorum was present.

Attendee Name	Status	Arrived
Rob Joiner	Present	
Bruce Robertson	Present	
Donna DePauw	Present	
Christine Fregulia	Present	
Michael Matuska	Present	
Larry Messina	Present	
Keith Shaffer	Present	

- 3. PUBLIC COMMENTS:**

(5:31:06) – None.

- 4. FOR POSSIBLE ACTION: APPROVAL OF MINUTES – APRIL 23, 2014.**

(5:31:36) – **MOTION: I move approve the minutes of the last Charter Review Committee meeting as amended.**

<b>RESULT:</b>	<b>APPROVED (7-0-0)</b>
<b>MOVER:</b>	Matuska
<b>SECONDER:</b>	Fregulia
<b>AYES:</b>	Joiner, Robertson, DePauw, Fregulia, Matuska, Messina, Shaffer
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	None

5. **FOR POSSIBLE ACTION: ADOPTION OF THE AGENDA (5:32:05)** – There were no modifications to the agenda.

6. **FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A CHANGE TO THE CITY CHARTER THAT ALLOWS SCHOOL BOARD TRUSTEES TO BE ELECTED IN THE SAME MANNER AS THE PROPOSED ELECTIONS OF BOARD OF SUPERVISORS.**

(5:32:19) – Chairperson Joiner read the submission information (incorporated into the record) by Maurice White and invited him to elaborate.

(5:32:37) – Mr. Munn noted that the School Board Trustees were “handled by State law”. He also explained the Nevada Revised Statute (NRS) process and the steps required to change the law (incorporated into the record).

(5:34:40) – Maurice White gave background regarding the item, noting that it had once been recommended by this Committee to the Board of Supervisors (BOS); approved by the legislature; and vetoed by the Governor. He suggested advising the BOS to take action, similar to the proposed primary-only ward voting.

(5:36:58) – Member Matuska received confirmation that Mr. White believed ward voting should happen in the primary elections and overall voting in the general election.

(5:38:37) – Alan Glover, Carson City Clerk Recorder, noted that the School District Board of Trustees, upon adoption of their redistricting plan, had specifically chosen to be elected by the voters at large. He also believed that this item was a School District and not a BOS decision. Mr. Glover explained the difficulty of creating 30+ precincts because the School District was not divided by ward and precinct lines, citing the cost involved should precincts be added.

(5:41:35) – Member Shaffer explained that a recommendation to the BOS would not be relevant since the issue did not fall within their responsibilities.

(5:42:05) – Chairperson Joiner reminded the Committee that a recommendation had been made to Mr. White to address the issue at the School District level.

(5:42:38) – Member DePauw suggested presenting all recommendations at the joint meeting with the BOS and leaving the decision to them.

(5:43:19) – **MOTION: I move that we do not recommend to the Board of Supervisors that they make changes to the school trustees districting as a change to the Carson City charter.**

<b>RESULT:</b>	<b>APPROVED (7-0-0)</b>
<b>MOVER:</b>	Shaffer
<b>SECONDER:</b>	Robertson
<b>AYES:</b>	Joiner, Robertson, DePauw, Fregulia, Matuska, Messina, Shaffer
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	None

**7. FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION TO RECOMMEND TO THE BOARD OF SUPERVISORS AN AMENDMENT TO THE CHARTER REGARDING CHANGING THE ELECTION OF SUPERVISORS FROM AT LARGE TO BEING ELECTED BY VOTERS WITHIN THE WARD THAT THEY ARE TO REPRESENT; THE MAYOR WOULD CONTINUE TO BE ELECTED AT LARGE.**

(5:44:14) – Chairperson Joiner read a request by John Vettel, which incorporated into the record. He also referred to a position paper submitted by Mr. Glover and incorporated into the record. Chairperson Joiner noted that this item was in parallel to, and not in conflict with, the ward voting item on the November ballot.

(5:45:39) – Member Messina reiterated his position that because five members on the BOS set city-wide policies, he wished to vote for all five positions. Member Messina also stated that ward voting may create divisiveness.

(5:46:22) – Chairperson Joiner commented on Mr. Glover’s position paper, noting that he had done an excellent job summarizing the issues. He also gave the example of North Las Vegas, noting that ward voting had created more voter turnout.

(5:48:45) – Member Matuska noted that this item would create confusion because of the issue placed on the November ballot. Discussion ensued regarding the details of the ballot item.

(5:52:50) – Mr. Glover clarified the ballot item details regarding 50 percent plus one votes received by ward only vote recipients. He also discussed residency issues regarding ward voting.

(5:57:08) – Member DePauw explained the financial benefits of ward voting.

(5:58:18) – Discussion ensued regarding the fact that this item already was on the ballot in another form.

(6:00:20) – Mr. Giomi noted that the ballot item is advisory only.

**PUBLIC COMMENT** – None.

(6:01:10) – **MOTION: None – Died for lack of action.**

**8. FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING WHEN ANY FAX, EMAIL OR US POSTAL LETTER ARRIVES ADDRESSED TO THE BOARD OF SUPERVISORS, OR SIMILAR TYPE HEADING, EXAMPLES: MAYOR & BOARD OF SUPERVISORS; CITY MANAGER & BOARD OF SUPERVISORS. THAT ALL SIMILAR TYPES OF CORRESPONDENCES WILL BE GIVEN TO ALL BOARD OF SUPERVISORS.**

(6:01:55) – Chairperson Joiner gave background and invited Supervisor Jim Shirk to present his request.

(6:02:31) – Supervisor Shirk explained his request and noted that no policy should override the right of a BOS member to receive his/her mail. He also noted that he had not found a place in the City’s charter where this item resides.

(6:04:48) – Mr. Munn explained that the City’s Executive Branch was responsible for the timely opening and addressing of the City’s mail in a timely fashion. He also explained that there is no BOS policy to address the issue, regarding receipt of mail. Mr. Munn cited a specific incident that had resulted in Supervisor Shirk’s concern.

(6:08:56) – Mr. Giomi noted that any mail addressed to the BOS would be considered public, and he believed that it was the responsibility of the City Manager’s Staff to respond to requests immediately in order for the “business of government to continue”.

(6:10:25) – Member Shaffer believed this item was not a charter issue, but one to be addressed between BOS and Staff.

(6:10:41) – Member DePauw encouraged Staff to copy BOS regarding handled requests. She also noted that she does not get a response from City Staff regarding receipt of her requests.

(6:12:28) – Member Fregulia suggested a section in the charter where the item could be incorporated.

#### **PUBLIC COMMENT**

(6:14:36) – Lori Bagwell suggested having a “reading file” for all acted-upon correspondence, indicating how it was handled.

(6:16:35) – Discussion ensued regarding duties of the Mayor, BOS, and Staff, including the issue that Carson City is both a City and a County.

**(6:18:23) – MOTION: None. Died for lack of action.**

#### **9. FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING THE MAYOR OF CARSON CITY SHOULD BE ELECTED EVERY SIX YEARS AND SERVE ONLY TWO TERMS.**

(6:18:54) – Supervisor Shirk presented the agenda item, incorporated into the record.

(6:22:30) – Member Matuska was informed by Mr. Munn that Article 15, Section 11 of the Nevada Constitution did not allow the creation of any office (except judicial offices), longer than four years, adding that the NRS mandated staggering the BOS terms. Discussion ensued regarding constitutional amendments required to have different election cycles.

(6:28:27) – Supervisor Shirk believed that the current election rules provide an unfair advantage to Wards one and three. Member DePauw agreed and noted that she was not in favor of a six-year mayoral term. Discussion ensued regarding rotating mayoral responsibilities and about related City ordinances.

#### **PUBLIC COMMENT**

(6:41:37) – Ms. Bagwell noted that should sitting supervisors become mayor, their term as supervisor would be reduced, based on current discussion.

(6:43:15) – Supervisor Shirk clarified that the discussion by Ms. Bagwell was not his initial proposal and reiterated that his issue still was the unfairness of the mayoral election to the two wards. Discussion ensued regarding the Sparks and Reno city models. It was also noted that since ward voting was being considered in November, this agenda item would cause more confusion.

(6:52:07) – the Committee agreed not to take action and advised Supervisor Shirk to return, should he wish to pursue the item further.

**10. FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING WHEN THE BOARD OF SUPERVISORS HAS AN AGENDA ITEM THAT REQUIRES THE BOARD TO VOTE AND APPROVE ON TWO DIFFERENT DATES ON THE SAME AGENDA ITEM (EXAMPLE: IMPOSING A NEW TAX), THEN PRIOR OR AT THE SECOND MEETING OF THE BOARD - ALL MINUTES OF THE FIRST MEETING MUST BE PRESENTED TO THE PUBLIC AND TO THE BOARD 11. FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION TO CANCEL THE MAY 7, 2014 CHARTER REVIEW COMMITTEE MEETING.**

(6:52:58) – Supervisor Shirk presented the agenda materials.

(6:55:17) – Mr. Munn explained that the Charter has driven the current requirements and explained the process in which an ordinance is adopted. He also explained the Open Meeting Law requirements and the publishing requirements, adding that if the minutes need to be approved, the second reading of an ordinance must be pushed to 45 days.

(7:00:01) – Chairperson Joiner explained that the meeting recordings are available online.

(7:01:10) – Supervisor Shirk noted that his request was for the citizens who were entitled to the information.

(7:02:13) – Mr. Giomi informed the Committee that ordinances had to be voted on during regularly-scheduled meetings, which would require a four-day turnaround time for minutes by the Clerk's Office in order to meet all posting and Open Meeting Law requirements per the NRS. Mr. Munn stated that the minutes are a summary of the votes and not a verbatim iteration of the meeting discussions. He also clarified that meeting minutes should be retained for five years and the recording for one year.

(7:03:46) – Supervisor Shirk stated his requirement to have the minutes of specific agenda items. Discussion ensued regarding viewing past meetings online versus posting minutes.

(7:11:24) – Member Shaffer noted that the minutes are not a part of the ordinance that is voted upon.

(7:12:35) – Member DePauw noted that the current practice was "not right".

**PUBLIC COMMENT – None.**

(7:14:01) – Chairperson Joiner called it "a great discussion" and noted that this item would be discussed during the meeting with the BOS.

**11. PUBLIC COMMENT**

(7:14:23) – There were no public comments.

(7:14:29) – Chairperson Joiner announced that the next meeting would take place on June 3, 2014, at 3:00 p.m. Mr. Giomi advised getting agenda items to Staff by May 23, 2014.

**12. FOR POSSIBLE ACTION: TO ADJOURN (7:15:39) – Member DePauw moved to adjourn. The meeting was adjourned at 4:16 p.m.**

The Minutes of the May 20, 2014 Carson City Charter Review Committee meeting are so approved this 23<sup>rd</sup> day of June, 2014.

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ROB JOINER, Chair

**MINUTES**  
**Regular Meeting**  
**Carson City Charter Review Committee**  
**Wednesday, June 23, 2014 • 5:30 PM**  
**Community Center Sierra Room, 851 East William Street, Carson City, Nevada**

**Board Members:**

<b>Chair – Rob Joiner</b>	<b>Vice Chair – Bruce Robertson</b>
<b>Member – Donna DePauw</b>	<b>Member – Christine Fregulia</b>
<b>Member – Michael Matuska</b>	<b>Member – Larry Messina</b>
<b>Member – Keith Shaffer</b>	

**Staff:**

Marena Works, Deputy City Manager  
Randall Munn, Chief Deputy District Attorney  
Tamar Warren/Deputy Clerk & Recording Secretary

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

The televised Carson City Charter Review Committee meetings are available on [AccessCarsoncity.org](http://www.breweryarts.org/?page_id=2611), [http://www.breweryarts.org/?page\\_id=2611](http://www.breweryarts.org/?page_id=2611).

1. **CALL TO ORDER (5:31:07)**
2. **ROLL CALL AND DETERMINATION OF QUORUM (3:31:16)** – Roll was called and a quorum was present.

Attendee Name	Status	Arrived
Rob Joiner	Present	
Bruce Robertson	Present	
Donna DePauw	Absent	
Christine Fregulia	Present	
Michael Matuska	Present	
Larry Messina	Present	
Keith Shaffer	Present	

3. **PUBLIC COMMENTS: (5:31:25)** – None.
4. **FOR POSSIBLE ACTION: APPROVAL OF MINUTES – APRIL 23, 2014.**

**(5:32:01) – MOTION: I move approve the minutes.**

<b>RESULT:</b>	<b>APPROVED (6-0-0)</b>
<b>MOVER:</b>	Messina
<b>SECONDER:</b>	Fregulia
<b>AYES:</b>	Joiner, Robertson, Fregulia, Matuska, Messina, Shaffer
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	None



5. **FOR POSSIBLE ACTION: ADOPTION OF THE AGENDA** – There were no modifications to the agenda.

6. **FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING THE CHARTER REVIEW COMMITTEE CHAIRPERSON OR THEIR DESIGNEE TO ATTEND THE LEGISLATURE WITH CITY REPRESENTATIVES ON ANY CHANGES TO THE CITY CHARTER.**

(5:32:46) – Chairperson Joiner gave background and introduced the agenda materials.

(5:33:22) – Discussion ensued regarding procedure versus charter.

(5:35:28) – Mr. Munn clarified that the Committee’s bylaws addressed the procedural issues.

(5:38:59) – Chairperson Joiner referred to Section 1.090, noting that it would be “the logical place for a slight amendment”.

(5:42:44) – Mr. Munn read from the Policies and Procedures of the Carson City Board of Supervisors (BOS), and stated that lobbying as a committee member would have to be authorized by the BOS; however, anyone could lobby as an individual. He also advised placing the item on the upcoming joint meeting agenda. Chairperson Joiner received clarification that the item would be discussed every two years with the BOS.

(5:46:20) – Member Matuska received clarification that amendments proposed by the Committee could officially be introduced by a legislator, should they not be approved by the BOS. Chairperson Joiner recommended an amendment to the charter instead of the bylaws.

(5:56:06) – **MOTION: I move to address, at the joint meeting [with the BOS], an amendment to the Charter to have the Charter [Review] Committee Chair or designee attend the legislative session, with exact changes to follow from the joint meeting.** Mr. Munn suggested recommending the appointment for the 2015 Legislative Session. **Both mover and seconder agreed to the proposed amendment.**

<b>RESULT:</b>	<b>APPROVED (6-0-0)</b>
<b>MOVER:</b>	Matuska
<b>SECONDER:</b>	Shaffer
<b>AYES:</b>	Joiner, Robertson, Fregulia, Matuska, Messina, Shaffer
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	DePauw

7. **FOR POSSIBLE ACTION: REVIEW, DISCUSSION AND POSSIBLE ACTION TO REFER FOR DISCUSSION ONLY WITH THE BOARD OF SUPERVISORS AT THE JOINT MEETING THE PREVIOUSLY AGENDIZED ITEMS FROM THE APRIL 23, 2014 AND MAY 20, 2014 CHARTER REVIEW COMMITTEE AGENDAS AS SET FORTH IN THE SUPPORTING MATERIAL MATRIX OF PREVIOUSLY CONSIDERED AGENDA ITEMS AND THE RESULTING PRIOR ACTION OR NON-ACTION BY THE CHARTER REVIEW COMMITTEE.**

(6:02:20) – Chairperson Joiner presented the agenda materials, which are incorporated into the record.

(6:03:10) – Discussion ensued regarding the recommended actions and discussions with BOS, listed on a matrix in the agenda packets.

(6:06:22) – **MOTION: To review the attached matrix with the Board of Supervisors at the next joint meeting.**

<b>RESULT:</b>	<b>APPROVED (6-0-0)</b>
<b>MOVER:</b>	Matuska
<b>SECONDER:</b>	Fregulia
<b>AYES:</b>	Joiner, Robertson, Fregulia, Matuska, Messina, Shaffer
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	DePauw

(6:06:45) – Chairperson Joiner noted that he had not entertained public comment as there were no members of the public present at this meeting.

**8. FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION TO REQUEST THE DATE FOR A JOINT MEETING WITH THE BOARD OF SUPERVISORS.**

(6:07:07) – Chairperson Joiner noted that July 17<sup>th</sup>, 2014 had been set aside for the joint meeting. The Committee preferred to have the discussion during the BOS morning session.

(6:07:47) – **MOTION: To have the joint meeting with the BOS on the morning of July 17, 2014.**

<b>RESULT:</b>	<b>Approved (6-0-0)</b>
<b>MOVER:</b>	Messina
<b>SECONDER:</b>	Shaffer
<b>AYES:</b>	None
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	DePauw

**9. PUBLIC COMMENTS:**

(6:08:33) – Member Matuska addressed the advisory question to be placed on the upcoming ballot. He wished to see a City-wide charter change regarding single candidates advancing to the general election, suggesting that always two candidates should advance to the general elections in order for the democratic system to be effective.

(6:15:45) – Mr. Munn cautioned against deliberating this issue.

(6:16:12) – Member Joiner commented on the benefits of voting for all candidates in the primary elections, regardless of party affiliations.

**10. FOR POSSIBLE ACTION: TO ADJOURN (6:17:55) – Member Shaffer moved to adjourn.** The meeting was adjourned at 6:18 p.m.

(6:18:01) – Chairperson Joiner expressed his thanks to Staff for their support of the Committee.

The Minutes of the June 23 2014 Carson City Charter Review Committee meeting are respectfully submitted this 2<sup>nd</sup> day of July, 2014.

ALAN GLOVER, Clerk - Recorder

By: \_\_\_\_\_

Tamar Warren, Deputy Clerk/Recording Secretary