

## **CARSON CITY BOARD OF SUPERVISORS**

### **Minutes of the August 21, 2014 Meeting**

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A regular meeting of the Carson City Board of Supervisors was scheduled for 8:30 a.m. on Thursday, August 21, 2014 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

**PRESENT:** Mayor Robert Crowell  
Supervisor Karen Abowd, Ward 1  
Supervisor Brad Bonkowski, Ward 2  
Supervisor John McKenna, Ward 3  
Supervisor Jim Shirk, Ward 4

**STAFF:** Nick Marano, City Manager  
Alan Glover, Clerk - Recorder  
Neil Rombardo, District Attorney  
Kathleen King, Chief Deputy Clerk

**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** (8:30:59) - Mayor Crowell called the meeting to order at 8:30 a.m. Mr. Glover called the roll; a quorum was present. Airport Road Church of Christ Pastor Bruce Henderson provided the invocation. At Mayor Crowell's request, Supervisor Bonkowski led the pledge of allegiance.

**5. PUBLIC COMMENT** (8:33:35) - Mayor Crowell entertained public comment. (8:33:50) Ward 3 Supervisor Candidate Lori Bagwell inquired as to a report on the recent storm. Mr. Marano advised that an official report would be presented during the second Board meeting in September. Mayor Crowell entertained additional public comment; however, none was forthcoming.

**6. POSSIBLE ACTION ON ADOPTION OF AGENDA** (8:34:44) - Mayor Crowell advised that item 14(D) would be deferred to a future meeting. He entertained additional requests for modifications to the agenda and, when none were forthcoming, deemed the agenda adopted, as published, with the exception of item 14(D).

#### **7. SPECIAL PRESENTATIONS:**

**7(A) PRESENTATION OF A PROCLAMATION RECOGNIZING SEPTEMBER 21 - 28, 2014 AS THE INTERNATIONAL WEEK OF PEACE AND NONVIOLENCE** (8:35:40) - Mayor Crowell invited Barbara Scott and the other Board members to join him at the podium. Mayor Crowell read into the record the language of a Proclamation, copies of which were included in the agenda materials. He presented the original Proclamation to Ms. Scott, who thanked the Board and discussed the International Week of Peace and Nonviolence Campaign goals.

**7(B) PRESENTATION OF LENGTH OF SERVICE AWARDS FOR CITY EMPLOYEES** (8:39:29) - Mayor Crowell introduced this item, and presented Information Technology Department Director John Wilkinson a Certificate of Appreciation for his five years of service to the City. Mayor Crowell presented Certificates of Appreciation to Firefighter / Paramedic Robbie Cook, Lead Support Specialist Karie Maxwell, Deputy Sheriff Steven Olson, Driver Operator Samuel Saunders, Firefighter /

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Paramedic Jeff Linscott, and thanked them for their ten years of dedicated service to the community. The Board members, City staff, and citizens present applauded.

### ORDINANCES, RESOLUTIONS, AND OTHER ITEMS

#### 8. SHERIFF

**8(A) POSSIBLE ACTION TO ACCEPT THE OFFICE OF CRIMINAL JUSTICE ASSISTANCE GRANT 14-JAG-02, REGIONAL GANG INITIATIVE, IN THE AMOUNT OF \$150,000** (8:45:28) - Mayor Crowell introduced this item, and Sheriff Ken Furlong reviewed the agenda materials. In response to a question, Finance Department Director Nick Providenti advised that the required matching funds will be allocated from the general fund. In response to a further question, Sheriff Furlong advised that the 2013 crime data had been provided to Ms. Works for review at the August 28<sup>th</sup> special Board meeting. Sheriff Furlong provided a brief overview of the same.

Mayor Crowell entertained public comment and, when none was forthcoming, a motion. **Supervisor Bonkowski moved to accept the Office of Criminal Justice Assistance Grant 14-JAG-02, Regional Gang Initiative, in the amount of \$150,000. Supervisor Abowd seconded the motion.** Mayor Crowell entertained discussion on the motion and, when none was forthcoming, called for a vote.

<b>RESULT:</b>	Approved [5 - 0]
<b>MOVER:</b>	Supervisor Brad Bonkowski
<b>SECOND:</b>	Supervisor Karen Abowd
<b>AYES:</b>	Supervisors Bonkowski, Abowd, McKenna, Shirk, and Mayor Crowell
<b>NAYS:</b>	None
<b>ABSENT:</b>	None
<b>ABSTAIN:</b>	None

**8(B) POSSIBLE ACTION TO ACCEPT THE OFFICE OF CRIMINAL JUSTICE ASSISTANCE GRANT 14-JAG-03, TRINET NARCOTICS TASK FORCE, IN THE AMOUNT OF \$78,500** (8:48:57) - Mayor Crowell introduced this item, and Sheriff Ken Furlong reviewed the agenda materials. In response to a question, Finance Department Director Nick Providenti advised that, for the subject and previous items, the associated expenses and the required matching funds had been budgeted. In response to a question, Sheriff Furlong advised that Douglas County participates in the Tri-Net Narcotics Task Force in the same way that Carson City does.

Mayor Crowell entertained public comment and, when none was forthcoming, a motion. **Supervisor Bonkowski moved to accept the Office of Criminal Justice Assistance Grant 14-JAG-03, Tri-Net Narcotics Task Force, in the amount of \$78,500. Supervisor Abowd seconded the motion.** Mayor Crowell entertained discussion on the motion and, when none was forthcoming, called for a vote.

<b>RESULT:</b>	Approved [5 - 0]
<b>MOVER:</b>	Supervisor Brad Bonkowski
<b>SECOND:</b>	Supervisor Karen Abowd
<b>AYES:</b>	Supervisors Bonkowski, Abowd, McKenna, Shirk, and Mayor Crowell
<b>NAYS:</b>	None
<b>ABSENT:</b>	None

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**9. 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 001-031-08; 002-134-07; 002-244-04; 002-662-06; 003-063-06; 003-284-02; 003-285-03; 004-055-06; 004-066-02; 004-068-08; 005-073-04; 005-073-05; 007-531-24; 008-161-39; 008-175-31; 008-522-12; 008-522-13; 008-562-25; 008-631-10; 008-691-07; 008-731-05; 009-657-37; 010-351-18; 010-402-10; 010-403-04; 010-425-38; 010-441-21; 010-582-01. WHILE THIS REQUIRED STEP TOWARDS A TAX SALE IS NOW BEING TAKEN, SOME OF THESE PROPERTIES MAY BE PROTECTED FROM SALE UNDER U.S. BANKRUPTCY LAWS (8:51:49) - Mayor Crowell introduced this item. Treasurer Al Kramer reviewed the agenda materials, and responded to questions of clarification.**

Mayor Crowell entertained public comment and, when none was forthcoming, a motion. **Supervisor Abowd moved 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 for the list of properties set forth in the agenda posted and published for this meeting. Supervisor McKenna seconded the motion.** Mayor Crowell entertained discussion on the motion and, when none was forthcoming, called for a vote.

<b>RESULT:</b>	Approved [5 - 0]
<b>MOVED:</b>	Supervisor Karen Abowd
<b>SECOND:</b>	Supervisor John McKenna
<b>AYES:</b>	Supervisors Abowd, McKenna, Bonkowski, Shirk, and Mayor Crowell
<b>NAYS:</b>	None
<b>ABSENT:</b>	None
<b>ABSTAIN:</b>	None

**10. ASSESSOR - POSSIBLE ACTION TO APPROVE RECLASSIFICATION OF THE ASSESSOR'S OFFICE HOURLY CLERICAL POSITION TO A MANAGEMENT ASSISTANT I USING THE MONIES FORFEITED TO THE GENERAL FUND FROM THE ASSESSOR'S TECHNOLOGY FUND (8:59:11) - Mayor Crowell introduced and provided a brief background on this item. Assessor Dave Dawley reviewed the agenda materials, and responded to questions of clarification. Extensive discussion followed with regard to the budget process relative to the subject request. In response to a question, Finance Department Director Nick Providenti explained that the Assessor's technology funding was returned to the general fund without any designation. "It's new money that the plan is to have him fund that position for the rest of the year and then bring back a supplemental request for the FY 2016 budget. ... the efficiency study will be done, ... we'll have all the other requests to determine if it can be funded." Mr. Providenti responded to additional questions of clarification.**

Mayor Crowell entertained public comment and, when none was forthcoming, a motion. **Supervisor Abowd moved to approve the reclassification of the Assessor's Office Hourly Clerical position to a Management Assistant I, using the monies forfeited to the general fund from the Assessor's technology fund. Supervisor McKenna seconded the motion.** Mayor Crowell entertained discussion on the motion and, when none was forthcoming, called for a vote.

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<b>RESULT:</b>	Approved [5 - 0]
<b>MOVER:</b>	Supervisor Karen Abowd
<b>SECOND:</b>	Supervisor John McKenna
<b>AYES:</b>	Supervisors Abowd, McKenna, Bonkowski, Shirk, and Mayor Crowell
<b>NAYS:</b>	None
<b>ABSENT:</b>	None
<b>ABSTAIN:</b>	None

**11. PUBLIC WORKS DEPARTMENT - POSSIBLE ACTION TO AUTHORIZE ADDITIONAL FUNDING TO THE TRANSIT FUND TO SUPPORT INCREASED SERVICE ON THE JUMP AROUND CARSON (“JAC”) TRANSIT SYSTEM (9:15:08)** - Mayor Crowell introduced this item. Transportation Manager Patrick Pittenger reviewed the agenda materials, and responded to questions of clarification. Discussion followed, and Mr. Pittenger responded to additional questions regarding the results of the surveys referenced in the agenda report and the requested funding amount.

Mayor Crowell entertained public comment. (9:35:16) Riley Rose, a member of WNC student government, discussed support for the requested service.

(9:36:06) Ricky Merlin, a WNC student, expressed support for the requested service.

(9:37:26) Sarah Mannee, a resident of Frost Yasmir Estates, expressed support for the requested service on her own behalf and on behalf of Sam Fleming, who was not able to attend the meeting. Ms. Mannee commended the JAC Assist Service, and discussed support for sidewalk widening projects around the community. Supervisor McKenna and Mr. Pittenger provided additional details on the sidewalk widening projects, specifically the project scheduled for Fifth Street.

Mayor Crowell entertained additional public comment and, when none was forthcoming, a motion. **Supervisor Abowd moved to authorize additional funding to the Transit Fund to support increased service on the Jump Around Carson Transit System. Supervisor Bonkowski seconded the motion.** Mayor Crowell entertained discussion on the motion, and expressed concern over “instituting things where we don’t know exactly how it’s going to play out.” He expressed trust for the judgement of the Regional Transportation Commission. In response to a question, Mr. Pittenger advised that ridership is tracked daily and that periodic reports will be provided to the Regional Transportation Commission. He further advised that costs will be tracked and reported. Mayor Crowell called for a vote on the pending motion.

<b>RESULT:</b>	Approved [5 - 0]
<b>MOVER:</b>	Supervisor Karen Abowd
<b>SECOND:</b>	Supervisor Brad Bonkowski
<b>AYES:</b>	Supervisors Abowd, Bonkowski, McKenna, Shirk, and Mayor Crowell
<b>NAYS:</b>	None
<b>ABSENT:</b>	None
<b>ABSTAIN:</b>	None

Mayor Crowell thanked the citizens for their attendance and participation.

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#### 12. COMMUNITY DEVELOPMENT DEPARTMENT, PLANNING DIVISION

##### 12(A) POSSIBLE ACTION TO APPROVE A REQUEST FROM JACK AND SHERYL McLAUGHLIN FOR HISTORICAL TAX DEFERMENT, ON PROPERTY LOCATED WITHIN THE HISTORIC DISTRICT, LOCATED AT 611 WEST ROBINSON STREET, APN 003-243-01

(9:43:02) - Mayor Crowell introduced this item, and Planning Manager Susan Dorr Pansky reviewed the agenda materials. She noted a correction to the agenda report, and advised of staff's recommendation for approval. Mayor Crowell entertained public comment and, when none was forthcoming, a motion.

**Supervisor Bonkowski moved to approve a request from Jack and Sheryl McLaughlin for historic tax deferment, on property located within the Historic District, located at 611 West Robinson Street, APN 003-243-01. Supervisor Abowd seconded the motion.** Mayor Crowell entertained discussion on the motion and, when none was forthcoming, called for a vote.

<b>RESULT:</b>	Approved [5 - 0]
<b>MOVER:</b>	Supervisor Brad Bonkowski
<b>SECOND:</b>	Supervisor Karen Abowd
<b>AYES:</b>	Supervisors Bonkowski, Abowd, McKenna, Shirk, and Mayor Crowell
<b>NAYS:</b>	None
<b>ABSENT:</b>	None
<b>ABSTAIN:</b>	None

##### 12(B) POSSIBLE ACTION TO APPROVE A REQUEST FOR A ONE-YEAR EXTENSION FOR THE TENTATIVE PLANNED UNIT DEVELOPMENT RESIDENTIAL SUBDIVISION, KNOWN AS CLEARVIEW RIDGE, LOCATED WEST OF COCHISE STREET, BETWEEN WEST ROVENTINI WAY AND WEST OVERLAND STREET, APNs 009-263-06, -07, -08, AND -09, EXTENDING THE TIME FOR FILING THE FIRST FINAL MAP TO SEPTEMBER 6, 2015

(9:45:08) - Mayor Crowell introduced this item, and Planning Manager Susan Dorr Pansky reviewed the agenda materials. In response to a question, Engineering Manager Danny Rotter provided an overview of the drainage studies conducted by the developers and advised that full improvements will be done along the north and south roads. Mayor Crowell entertained public comment and, when none was forthcoming, a motion.

**Supervisor Bonkowski moved to approve a request for a one-year extension for the tentative planned unit development residential subdivision, known as Clearview Ridge, located west of Cochise Street, between West Roventini Way and West Overland Street, APNs 009-263-06, -07, -08, and -09, extending the time for filing the first final map to September 6, 2015. Supervisor McKenna seconded the motion.** Mayor Crowell entertained discussion on the motion and, when none was forthcoming, called for a vote.

<b>RESULT:</b>	Approved [5 - 0]
<b>MOVER:</b>	Supervisor Brad Bonkowski
<b>SECOND:</b>	Supervisor John McKenna
<b>AYES:</b>	Supervisors Bonkowski, McKenna, Abowd, Shirk, and Mayor Crowell
<b>NAYS:</b>	None
<b>ABSENT:</b>	None
<b>ABSTAIN:</b>	None

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**13. CITY MANAGER - POSSIBLE ACTION TO RATIFY THE APPROVAL OF BILLS AND OTHER REQUESTS FOR PAYMENT BY THE CITY MANAGER FOR THE PERIOD OF JULY 8, 2014 THROUGH AUGUST 11, 2014 (9:48:47)** - Mayor Crowell introduced this item, and Mr. Marano provided a brief overview of the agenda report. Mayor Crowell entertained public comment and, when none was forthcoming, a motion. **Supervisor Abowd moved to ratify the approval of bills and other requests for payment by the City Manager, for the period of July 8, 2014 through August 11, 2014. Supervisor Bonkowski seconded the motion.** Mayor Crowell entertained discussion on the motion and, when none was forthcoming, called for a vote.

<b>RESULT:</b>	Approved [5 - 0]
<b>MOVER:</b>	Supervisor Karen Abowd
<b>SECOND:</b>	Supervisor Brad Bonkowski
<b>AYES:</b>	Supervisors Abowd, Bonkowski, McKenna, Shirk, and Mayor Crowell
<b>NAYS:</b>	None
<b>ABSENT:</b>	None
<b>ABSTAIN:</b>	None

## 14. FINANCE DEPARTMENT

**14(A) POSSIBLE ACTION TO ACCEPT THE REPORT ON THE CONDITION OF EACH FUND IN THE TREASURY AND THE STATEMENTS OF RECEIPTS AND EXPENDITURES, THROUGH AUGUST 12, 2014, PURSUANT TO NRS 251.030 AND NRS 354.290 (9:49:29)** - Mayor Crowell introduced this item and, in response to a question, Finance Department Director Nick Providenti advised of nothing unusual to bring to the Board's attention. Mayor Crowell entertained public comment and, when none was forthcoming, a motion. **Supervisor Abowd moved to accept the report on the condition of each fund in the treasury and the statements of expenditures, through August 12, 2014, pursuant to NRS 251.030 and NRS 354.290. Supervisor McKenna seconded the motion.** Mayor Crowell entertained discussion on the motion and, when none was forthcoming, called for a vote.

<b>RESULT:</b>	Approved [5 - 0]
<b>MOVER:</b>	Supervisor Karen Abowd
<b>SECOND:</b>	Supervisor John McKenna
<b>AYES:</b>	Supervisors Abowd, McKenna, Bonkowski, Shirk, and Mayor Crowell
<b>NAYS:</b>	None
<b>ABSENT:</b>	None
<b>ABSTAIN:</b>	None

**14(B) POSSIBLE ACTION TO ADOPT A RESOLUTION CREATING THE INFRASTRUCTURE FUND, A SPECIAL REVENUE FUND (9:50:11)** - Mayor Crowell introduced this item, and Finance Department Director Nick Providenti reviewed the agenda materials. Supervisor Bonkowski reviewed revisions to the resolution which had been distributed to the Board members, staff, and made available in the meeting room prior to the start of the meeting. Mayor Crowell entertained public comment; however, none was forthcoming. Supervisor Abowd read a prepared disclosure statement into the record, and advised that she would "lawfully consider, participate, and vote in this matter, pursuant to NRS 281A.420."

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Mayor Crowell entertained a motion. **Supervisor Bonkowski moved to adopt Resolution No. 2014-R-24, a resolution creating the infrastructure fund, a special revenue fund. Supervisor McKenna seconded the motion.** Mayor Crowell entertained discussion on the motion and, when none was forthcoming, called for a vote.

<b>RESULT:</b>	Approved [5 - 0]
<b>MOVER:</b>	Supervisor Brad Bonkowski
<b>SECOND:</b>	Supervisor John McKenna
<b>AYES:</b>	Supervisors Bonkowski, McKenna, Abowd, Shirk, and Mayor Crowell
<b>NAYS:</b>	None
<b>ABSENT:</b>	None
<b>ABSTAIN:</b>	None

**14(C) POSSIBLE ACTION TO APPROVE THE APPLICATION TO REMOVE THE UNCOLLECTIBLE ACCOUNTS RECEIVABLE SPECIFIED IN THE APPLICATION FROM THE RECORDS OF THE AMBULANCE FUND, FOR A TOTAL AMOUNT OF \$552,503.94, IN UNCOLLECTIBLE ACCOUNTS RECEIVABLE** (9:53:33) - Mayor Crowell introduced this item, and Finance Department Director Nick Providenti reviewed the agenda materials. Fire Chief Stacey Giomi responded to questions, and discussion took place, regarding the amount to be written off; statistical information on the number of patients transported annually and their respective coverages; consideration of alternative transport methods; the effect of writing off the uncollectible accounts receivable; the Carson-Tahoe Hospital nurse line; and monitoring of healthcare legislation.

Mayor Crowell entertained public comment and, when none was forthcoming, a motion. **Supervisor Abowd moved to approve the application to remove the uncollectible accounts receivable specified in the application from the records of the ambulance fund, for a total of \$552,503.94, in uncollectible accounts receivable. Supervisor Bonkowski seconded the motion.** Mayor Crowell entertained discussion on the motion and, when none was forthcoming, called for a vote.

<b>RESULT:</b>	Approved [5 - 0]
<b>MOVER:</b>	Supervisor Karen Abowd
<b>SECOND:</b>	Supervisor Brad Bonkowski
<b>AYES:</b>	Supervisors Abowd, Bonkowski, McKenna, Shirk, and Mayor Crowell
<b>NAYS:</b>	None
<b>ABSENT:</b>	None
<b>ABSTAIN:</b>	None

**14(D) POSSIBLE ACTION TO ADOPT A RESOLUTION OF INTENT, PROPOSING THE ISSUANCE OF, AND AUTHORIZING THE PUBLICATION OF NOTICES RELATING TO, GENERAL OBLIGATION (LIMITED TAX) INFRASTRUCTURE SALES TAX BONDS (ADDITIONALLY SECURED BY PLEDGED REVENUES) FOR THE PURPOSE OF FINANCING INFRASTRUCTURE PROJECTS FOR THE CITY; PROVIDING THE MANNER, FORM, AND CONTENTS OF THE NOTICES; AUTHORIZING THE CITY MANAGER OR CITY FINANCE DIRECTOR TO ARRANGE FOR THE SALE OF THE BONDS; PROVIDING OTHER MATTERS PROPERLY RELATED THERETO; AND PROVIDING THE EFFECTIVE DATE HEREOF** - Withdrawn.

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**14(E) POSSIBLE ACTION TO CONFIRM THE ENGAGEMENT OF SHERMAN & HOWARD AS BOND COUNSEL TO CARSON CITY, NEVADA IN CONNECTION WITH THE \$5,342,000 CARSON CITY, NEVADA GENERAL OBLIGATION (LIMITED TAX) WATER REFUNDING BONDS (ADDITIONALLY SECURED BY PLEDGED REVENUES) SERIES 2014C; THE \$3,641,000 CARSON CITY, NEVADA GENERAL OBLIGATION (LIMITED TAX) SEWER REFUNDING BONDS (ADDITIONALLY SECURED BY PLEDGED REVENUES) SERIES 2014D; AND THE \$8,791,000 CARSON CITY, NEVADA GENERAL OBLIGATION (LIMITED TAX) V&T HISTORICAL REFUNDING BONDS (ADDITIONALLY SECURED BY PLEDGED REVENUES) SERIES 2014E (10:06:59)** - Mayor Crowell introduced this item, and Finance Department Director Nick Providenti reviewed the agenda materials. Mr. Providenti responded to questions of clarification, and Mayor Crowell entertained public comment. When no public comment was forthcoming, Mayor Crowell entertained a motion. **Supervisor Bonkowski moved to confirm the engagement of Sherman & Howard, as bond counsel to Carson City, Nevada, in connection with the \$5,342,000 Carson City, Nevada General Obligation (Limited Tax) Water Refunding Bonds, additionally secured by pledged revenues, Series 2014C; the \$3,641,000 Carson City, Nevada General Obligation (Limited Tax) Sewer Refunding Bonds, additionally secured by pledged revenues, Series 2014D; and the \$8,791,000 Carson City, Nevada General Obligation (Limited Tax) V&T Historical Refunding Bonds, additionally secured by pledged revenues, Series 2014E. Supervisor McKenna seconded the motion.** Mayor Crowell entertained discussion on the motion. Supervisor Shirk advised of having voted against "this when it originally came through, but I cannot continually vote against something that's already been passed by this Board. So, I just wanted to clarify, my position was I was not in favor of this bond when it came through the first time. But, as we move forward, I cannot continually vote no on something when it's already been approved by this Board. So, in that respect, I just wanted to clarify my position and why I'm voting yea on it." Mayor Crowell called for a vote on the pending motion.

<b>RESULT:</b>	Approved [5 - 0]
<b>MOVER:</b>	Supervisor Brad Bonkowski
<b>SECOND:</b>	Supervisor John McKenna
<b>AYES:</b>	Supervisors Bonkowski, McKenna, Abowd, Shirk, and Mayor Crowell
<b>NAYS:</b>	None
<b>ABSENT:</b>	None
<b>ABSTAIN:</b>	None

**15. PURCHASING AND CONTRACTS - POSSIBLE ACTION TO DETERMINE THAT CONTRACT NO. 1415-050 IS A CONTRACT FOR PROFESSIONAL SERVICES AND, THEREFORE, NOT SUITABLE FOR PUBLIC BIDDING, PURSUANT TO NRS 332.115, AND TO APPROVE CONTRACT NO. 1415-050 FOR PROFESSIONAL SERVICES TO BE PROVIDED BY CHARLES ABBOTT ASSOCIATES, INC., THROUGH SEPTEMBER 2, 2016, FOR AN AMOUNT ESTABLISHED SOLELY FROM A PERCENTAGE OF BUILDING PERMIT FEES COLLECTED AS IDENTIFIED IN THE CONTRACT TO BE FUNDED FROM THE BUILDING DIVISION BUILDING PERMIT REVENUES, AS PROVIDED IN FY 2014 / 2015 AND FY 2015 / 2016 (10:11:43)** - Mayor Crowell introduced this item, and Community Development Director Lee Plemel reviewed the agenda materials. Mr. Plemel reviewed proposed revisions to the scope of services, attached to the contract as Exhibit A. Following a brief discussion, Mr. Rombardo agreed there was no need to have the exhibit executed separate from the contract. Mr. Plemel responded to questions of clarification regarding the effect of the proposed revisions to Exhibit A.

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(10:22:22) In response to a question, Buster Scholl, representing Charles Abbot Associates, explained the method by which punch list items are handled. "... we try to make sure that the applicant completely understands the corrections we write. We try to make them clear and concise and understandable. And, after they resubmit the corrections the first time, if we can see they do not understand for some reason and don't answer all the corrections, we'll give them a phone call. We won't just be bouncing it back and forth because that doesn't do anybody any good. We'll give them a phone call, try to make sure they understand the corrections because we want to approve the plans as quickly as we can." Mr. Scholl acknowledged promotion of a "user-friendly scenario."

Supervisor Bonkowski provided background information on past difficulties associated with the plan check process. In response to a question, Mr. Scholl provided additional clarification of the Charles Abbot Associates approach to the plan check process. "We try to preclude all of those additional concerns by doing a thorough review the first time. ... we can't totally preclude the fact that there may be additional corrections based on what's resubmitted. That happens, but we try to preclude that to the extent possible." In response to a question, Mr. Plemel provided clarification of the City's plan check process which may take a little longer. Supervisor Bonkowski pointed out that the insurance coverages carried by Charles Abbot Associates "are approximately twice what we require as minimums and the turn around times are ten days and five days for first check and second check in the memo, but we're ... at 15 and 7 in the contract."

(10:26:49) Builders Alliance of Western Nevada CEO Aaron West thanked Mr. Marano and City staff, and expressed support for "the privatization of ... fundamental services that make sense within the City." He discussed "key points within this contract that give us that level of comfort," including the level of service and protections, the flexibility to adjust to the demands of the market, and an improvement to the City's level of service in terms of technology upgrades.

Mr. Plemel responded to questions of clarification regarding the contract termination provisions. He acknowledged the public / private partnership aspect of the contract. Supervisor McKenna thanked Mr. Marano and Planning Division staff. "This is the way to go ..." He noted the importance of remaining sensitive to user feedback, and expressed the preference to use modern, electronic media to do the actual inspections on an as-needed basis. Supervisor Shirk thanked Mr. Marano and City staff "for looking for new means to accommodate the community and looking outside the normal box." In response to a question, Mr. Plemel advised that the contractor will report to the Community Development Director.

Mayor Crowell entertained public comment. (10:33:31) Ward 3 Supervisor Candidate Lori Bagwell suggested revisions to the contract termination provisions. Following a brief review, Mr. Rombardo deemed the termination provisions acceptable, as written.

(10:35:57) Carson City School District Capital Projects Manager Keith Shaffer provided background information on his professional experience and his experience in the community. He stated that "architects and engineers are preparing the documents that have to comply with Code. They are the professionals of record who are responsible for the compliance with Code and not one of those individuals was made party in the discussions of this moving forward ..." He discussed various concerns relative to access to the contractor in consideration of school district capital projects. In response to a question, he expressed no opposition but uncertainty as to "all of the parts and pieces." He urged the Board to be "very careful that as we move into this process into the future that we don't begin to feel like, 'Oh, we need to adopt some of those codes over here.' Because if we think that building here is difficult with some of the newer codes,

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if we end up being a subset of the California Building Code, development here will be impacted ..." Mayor Crowell encouraged Mr. Shaffer to review the contract. Supervisor Abowd acknowledged Mr. Shaffer's concerns, and assured him that flexibility and access were "a large part of this discussion."

(10:45:17) Interim Building Official Phil Herrington expressed the belief that "anyone that is designing a project, whether it's a homeowner or professional, that you include the City. And it's not just the Building [Division] but it's all the functions of the City that review the plans. Please include the City as part of the design team. We're not the designers, we're plan checkers, but Keith's comment is absolutely true. A designer will spend months and months developing a set of plans, bring them in to the Building Official and then there's issues how you look at a job."

(10:47:06) Mr. West advised of having engaged a prominent commercial builder and a residential developer in the process. He assured the Board that "a lot of ... good commentary back and forth resulted from that interaction. And key to ... some of the concerns that were just brought up was the idea that, regardless of ... what direction we were going with this, it was still paramount that we have access to that building official within that office."

Following additional discussion, Mr. Scholl advised that Charles Abbot Associates encourages pre-design and pre-submittal meetings. In response to a question, he advised of the intent to schedule workshops with the builders association, designers, architects, and engineers "to let them know we're here and we want to accommodate their needs to the extent we can and provide the answers to any questions ..." In response to a question, he discussed the approach to "look[ing] at the Code as the minimum requirements. And the Code does allow for alternate methods, materials, and there are some grey areas of the Code and we try to come up with the best, most flexible answer we can find and give different options to the design professionals so they can take advantage of those options. We don't like beating people over the head with the Code. We want to enforce the minimum requirements and find ways to approve things, not find ways to turn them down."

(10:52:55) Architect Darrin Berger expressed a desire to be "part of the process." In addition, he expressed a preference for "monies generated in Carson City being paid to people in Carson City and being spent in Carson City."

Mayor Crowell entertained additional public comment and, when none was forthcoming, a motion. **Supervisor McKenna moved to determine that Contract No. 1415-050 is a contract for professional services and, therefore, not suitable for public bidding, pursuant to NRS 332.115, and to approve Contract No. 1415-050, a request for professional services to be provided by Charles Abbott Associates, Inc. through September 2, 2016, for an amount established solely from a percentage of the building permit fees collected, as identified in the Contract, to be funded from the Building Division building permit revenues, as provided in FY 2014 / 2015 and FY 2015 / 2016, as modified and discussed by the Building Division. Supervisor Bonkowski seconded the motion.** Mayor Crowell entertained discussion on the motion. Supervisor Abowd assured Mr. Berger that his concerns had been discussed at length, and "trying to make our building process, going forward, be more user-friendly was paramount." Supervisor McKenna agreed, and offered additional assurances. He expressed agreement with keeping the City's money in Carson City, but noted the changing trend toward the world market. In

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response to a question, Mr. Marano reviewed the individuals and groups involved in discussions leading up to the subject contract. Mayor Crowell entertained additional discussion and, when none was forthcoming, called for a vote on the pending motion.

<b>RESULT:</b>	<b>Approved [5 - 0]</b>
<b>MOVED:</b>	<b>Supervisor John McKenna</b>
<b>SECOND:</b>	<b>Supervisor Brad Bonkowski</b>
<b>AYES:</b>	<b>Supervisors McKenna, Bonkowski, Abowd, Shirk, and Mayor Crowell</b>
<b>NAYS:</b>	<b>None</b>
<b>ABSENT:</b>	<b>None</b>
<b>ABSTAIN:</b>	<b>None</b>

Mr. Marano commended Interim Building Official Phil Herrington on his willingness to come out of retirement and assist the City at a “chaotic time.” Mr. Herrington thanked the City Manager and the Board for the opportunity. At Mr. Marano’s request, Mr. Scholl introduced Ray Proffitt, the proposed City Building Official, and provided background information on his experience and qualifications. (11:01:47) Mr. Proffitt discussed his “open” style of management, and assured the Board he will endeavor to ensure a smooth transition.

### **16. BOARD OF SUPERVISORS NON-ACTION ITEMS: FUTURE AGENDA ITEMS**

#### **STATUS REVIEW OF PROJECTS**

#### **INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS**

#### **CORRESPONDENCE TO THE BOARD OF SUPERVISORS**

**STATUS REPORTS AND COMMENTS FROM BOARD MEMBERS** (11:03:02) - Mayor Crowell provided an overview of a recent meeting regarding the Nevada State Prison, and a status report on a request to construct a stand-alone metal shed at the east gate of the V&T Railroad. (11:09:59) Supervisor McKenna provided a report on the last night’s tour of the Virginia City Water System, together with Supervisor Abowd, as part of the Carson Water Subconservancy District meeting. Supervisor McKenna encouraged Public Works Department Director Darren Schulz to contact Douglas County counterparts to ensure a regional approach to evaluation and future planning relative to flood events. Supervisor Bonkowski thanked Mr. Schulz for taking such good care of the citizens during the recent flooding events. Supervisor Abowd agreed, and encouraged Mr. Schulz to work closely with the Carson Water Subconservancy District in evaluation of the recent flood events. Supervisor Bonkowski noted that Douglas County recently hired a new County Manager.

**STAFF COMMENTS AND STATUS REPORT** (11:05:41) - Public Works Department Director Darren Schulz provided a report on investigations into the effects of recent flooding. He advised that a full and detailed report will be presented to the Board at the second meeting in September. He provided a status report on clean-up operations. Supervisor Shirk commended Public Works Department staff and crews on their response following the flooding. Supervisor McKenna commended the efficiency and courtesy of the Public Works Department crews.

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**17. PUBLIC COMMENT** (11:14:02) - Bonnie Vivant, a resident of Carson City, commended Public Works Department staff and crews on their courteous and efficient clean-up operations. She discussed concerns regarding a culvert adjacent to her residence which was unable to accommodate drainage during the recent flooding events. Mayor Crowell entertained additional public comment; however, none was forthcoming.

**18. ACTION TO ADJOURN** (11:18:23) - Mayor Crowell adjourned the meeting at 11:18 a.m.

The Minutes of the August 21, 2014 Carson City Board of Supervisors meeting are so approved this 4<sup>th</sup> day of December, 2014.

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ROBERT L. CROWELL, Mayor

ATTEST:

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ALAN GLOVER, Clerk - Recorder