

## **CARSON CITY BOARD OF SUPERVISORS**

### **Minutes of the August 7, 2014 Meeting**

**Page 1**

A regular meeting of the Carson City Board of Supervisors was scheduled for 8:30 a.m. on Thursday, August 7, 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:** Marena Works, Deputy City Manager  
Alan Glover, Clerk - Recorder  
Sue Merriwether, Chief Deputy Clerk - Elections  
Randal Munn, Chief Deputy 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** (8:31:41) - Mayor Crowell called the meeting to order at 8:31 a.m. Mr. Glover called the roll; a quorum was present. First Christian Church Pastor Ken Haskins provided the invocation. At Mayor Crowell's request, Carson City Chamber of Commerce Chairman of the Board Terri McNutt led the pledge of allegiance.

**5. PUBLIC COMMENT** (8:33:17) - Mayor Crowell entertained public comment. (8:33:30) University of Nevada Cooperative Extension 4-H and Youth Programs Coordinator Sandy Wallin expressed appreciation for the Board's support of the NV150 Fair. (8:34:43) Carson City Chamber of Commerce Chairman of the Board Terri McNutt congratulated and thanked the Board for their support of the NV150 Fair. She commended the organization and the various activities. Mayor Crowell commended the Chamber of Commerce for their involvement in the success of the fair. (8:37:23) Renee Plain advised of having attended the NV150 Fair, and discussed her family's enjoyment of the event. She expressed the hope that the fair will be an annual event.

**6. POSSIBLE ACTION ON APPROVAL OF MINUTES - April 17, 2014; April 24, 2014; May 1, 2014** (8:38:42) - Mayor Crowell introduced this item, and entertained a series of motions. **Supervisor Bonkowski moved to approve the minutes of April 17, 2014, as presented in the late material distributed prior to the start of the meeting. Supervisor Abowd seconded the motion.** Mayor Crowell entertained discussion on the motion. In response to a comment, Information Technology Department Director John Wilkinson explained work being done to make the audio recordings of the Board of Supervisors meetings available via the City's website. Mayor Crowell entertained additional discussion on the motion and, when none was forthcoming, called for a vote on the pending motion. **Motion carried 5-0.**

Mayor Crowell entertained a motion for the April 24, 2014 minutes. **Supervisor Bonkowski moved to approve the minutes of April 24, 2014, as presented. Supervisor Abowd seconded the motion.** Mayor Crowell entertained discussion on the motion and, when none was forthcoming, called for a vote. **Motion**

## CARSON CITY BOARD OF SUPERVISORS

### Minutes of the August 7, 2014 Meeting

Page 2

**carried 5-0.** Mayor Crowell entertained a motion for the May 1, 2014 minutes. **Supervisor Bonkowski moved to approve the minutes of May 1, 2014, as presented. Supervisor Abowd seconded the motion.** Mayor Crowell entertained discussion on the motion and, when none was forthcoming, called for a vote. **Motion carried 5-0.**

**7. POSSIBLE ACTION ON ADOPTION OF AGENDA** (8:41:33) - Mayor Crowell entertained modifications to the agenda and, when none were forthcoming, deemed it adopted, as published. In response to a question, Mayor Crowell explained Mr. Marano's absence.

### ORDINANCES, RESOLUTIONS, AND OTHER ITEMS

**8. JUVENILE PROBATION DEPARTMENT - POSSIBLE ACTION TO APPROVE THE CARSON CITY JUVENILE PROBATION DEPARTMENT RECEIVING \$47,408.21 IN STATE FUNDS FROM THE STATE JUVENILE JUSTICE PROGRAMS OFFICE FOR SPECIALIZED FOSTER CARE ROOM AND BOARD MEDICAID FUNDING** (8:42:39) - Mayor Crowell introduced this item, and Chief Juvenile Probation Officer Ben Bianchi reviewed the agenda materials. Mayor Crowell entertained Board member and public comments and, when none were forthcoming, a motion. **Supervisor Abowd moved to approve the Carson City Juvenile Probation Department receiving \$47,408.21 in state funds, from the State Juvenile Justice Programs Office, for specialized foster care room and board Medicaid funding. 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

### **9. PURCHASING AND CONTRACTS**

**9(A) POSSIBLE ACTION TO APPROVE THE AMENDMENT, SUPPORT AGREEMENT, AND SOFTWARE LICENSING AGREEMENT WITH TIBURON FOR SERVICES THAT WILL BE USED BY A RESPONSE AGENCY; THEREFORE, NOT SUITABLE FOR PUBLIC BIDDING, PURSUANT TO NRS 332.115(1)(g) AND (h), FOR A NOT-TO-EXCEED COST OF \$899,000 TO BE FUNDED FROM THE 2014 TIBURON PROJECT ACCOUNT IN THE 911 SURCHARGE FUND (FILE NO. 1415-035)** (8:44:23) - Mayor Crowell introduced this item, and Accounting Manager Sheri Russell reviewed the agenda materials. At Sheriff Ken Furlong's request, Information Technology Department Director John Wilkinson responded to questions of clarification which had been sent by email prior to the meeting date. Supervisor Bonkowski expressed appreciation for Mr. Wilkinson's thorough clarifications, and emphasized that "we are not buying something where there are hidden costs going forward unless we need a certain upgrade for Tiburon, not for Windows. And, at that point, it would come back to the Board so that we could discuss it and decide if it was a critical upgrade or not." Mr. Wilkinson acknowledged the accuracy of the statement.

## CARSON CITY BOARD OF SUPERVISORS

### Minutes of the August 7, 2014 Meeting

Page 3

Sheriff Ken Furlong acknowledged that the proposed upgrade will satisfy the needs of the Sheriff's Department. Following a brief discussion, Sheriff Furlong, Fire Chief Stacey Giomi, and Mr. Wilkinson responded to additional questions of clarification regarding the upgrade, the available funding, and the third-party escrow service provider. Supervisor Bonkowski suggested requiring the third-party escrow service provider to send an acknowledgment receipt at the time they receive a deposit for an upgrade. Additional discussion followed, and Mayor Crowell entertained public comment. When no further comment was forthcoming, Mayor Crowell entertained a motion. **Supervisor Bonkowski moved to approve the Amendment, Support Agreement, and Software License Agreement with Tiburon for services that will be used by a response agency; therefore, not suitable for public bidding, pursuant to NRS 332.115(1)(g) and (h), for a not-to-exceed cost of \$899,975, to be funded from the 2014 Tiburon Project Account in the 911 Surcharge 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>MOVED:</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

**9(B) POSSIBLE ACTION TO DETERMINE THAT SIERRA NEVADA CONSTRUCTION IS THE LOWEST RESPONSIVE AND RESPONSIBLE BIDDER, PURSUANT TO NEVADA REVISED STATUTES CHAPTER 338, AND TO AWARD CONTRACT NO. 1314-175, TITLED "E-W WATER TRANSMISSION MAIN PROJECT, PHASE 2A-1 - REBID," TO SIERRA NEVADA CONSTRUCTION FOR A BASE BID AMOUNT OF \$2,232,000.00, TO BE FUNDED FROM THE CAPITAL PROJECTS / CONSTRUCTION ACCOUNTS IN THE WATER FUND, AS PROVIDED IN THE FY 2014 / 2015 BUDGET** (8:59:18) - Mayor Crowell introduced this item, and Accounting Manager Sheri Russell reviewed the agenda materials. Public Works Department Director Darren Schulz introduced Project Manager Tom Grundy and Construction Manager Rick Cooley, and provided background information on this item. Mr. Schulz and Mr. Grundy responded to questions of clarification regarding the rebid process; available funding; project limits; potential traffic impacts and planned controls; project details and timeframe. Supervisor Bonkowski read into the record necessary typographical corrections to the contract.

Mayor Crowell entertained additional Board member comments or questions and, when none were forthcoming, public comment. When no public comment was forthcoming, he entertained a motion. **Supervisor Bonkowski moved to determine that Sierra Nevada Construction is the lowest responsive and responsible bidder, pursuant to NRS Chapter 338, and to award Contract No. 1314-175, titled, "East - West Water Transmission Main Project, Phase 2A-1 - Rebid," to Sierra Nevada Construction, for a base bid amount of \$2,029,007, with a contingency amount not to exceed \$202,993.00, for a total contract amount of \$2,232,000.00, to be funded from the Capital Projects / Construction Accounts in the Water Fund, as provided in FY 2014 / 2015, as amended. Supervisors McKenna and Abowd seconded the motion.** Mayor Crowell entertained discussion on the motion and, when none was forthcoming, called for a vote.

## CARSON CITY BOARD OF SUPERVISORS

Minutes of the August 7, 2014 Meeting

Page 4

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

**9(C) POSSIBLE ACTION TO DETERMINE THAT RADCO COMMUNICATION, LLC IS THE LOWEST RESPONSIVE AND RESPONSIBLE BIDDER, PURSUANT TO NRS CHAPTER 338, AND TO AWARD CONTRACT NO. 1314-184, TITLED “SUGARLOAF COMMUNICATION SITE - REBID” TO RADCO COMMUNICATION, LLC FOR A BASE BID AMOUNT OF \$272,398, WITH A CONTINGENCY AMOUNT NOT TO EXCEED \$26,000 FOR A TOTAL CONTRACT AMOUNT OF \$298,298, TO BE FUNDED FROM THE CAPITAL PROJECTS / CONSTRUCTION ACCOUNTS IN THE FLEET FUND, AS PROVIDED IN THE FY 2014 / 2015 BUDGET, AND A BUDGET AUGMENTATION FROM WORKING CAPITAL OF THE SEWER AND WATER FUNDS (9:08:03) -** Mayor Crowell introduced this item, and Accounting Manager Sheri Russell reviewed the agenda materials. In response to a question, Control Systems Operations Manager James Jacklett discussed the purpose for the project. He responded to questions of clarification regarding the funding sources, the subject tower site, the Snow Valley Peak site, and partnership with the Nevada Department of Transportation.

Mayor Crowell entertained additional Board member comment and, when none was forthcoming, public comment. When no public comment was forthcoming, he entertained a motion. **Supervisor Abowd moved to determine that RADCO Communication, LLC is the lowest responsive and responsible bidder, pursuant to NRS Chapter 338, and to award Contract No. 1314-184, titled, “Sugarloaf Communication Site - Rebid,” to RADCO Communication, LLC, for a base bid amount of \$272,298, with a contingency amount not to exceed \$26,000, for a total contract amount of \$298,298, to be funded from the capital projects / construction accounts in the fleet fund, as provided in the FY 2014 / 2015 budget, and a budget augmentation from working capital of the sewer and water funds. 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

**9(D) POSSIBLE ACTION TO ACCEPT THE WORK AS COMPLETED, TO ACCEPT THE CONTRACT SUMMARY AS PRESENTED, AND TO APPROVE THE RELEASE OF FINAL PAYMENT, IN THE AMOUNT OF \$4,333.88 FOR CONTRACT NO. 1314-155, TITLED “FAIRGROUNDS ARENA PICNIC SHELTER PROJECT” TO HORIZON CONSTRUCTION,**

## CARSON CITY BOARD OF SUPERVISORS

### Minutes of the August 7, 2014 Meeting

Page 5

**INC.** (9:14:48) - Mayor Crowell introduced this item, and Accounting Manager Sheri Russell reviewed the agenda materials, noting the approximate \$16,000 in savings. Public Works Department Director Darren Schulz responded to questions of clarification regarding project details.

Mayor Crowell entertained public comment and, when none was forthcoming, a motion. **Supervisor Bonkowski moved to accept the work as completed, to accept the contract summary as presented, and to approve the release of final payment, in the amount of \$4,333.88, for Contract No. 1314-155, titled, "Fairgrounds Arena Picnic Shelter Project," to Horizon Construction, Inc. 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

**9(E) POSSIBLE ACTION TO AUTHORIZE THE PUBLIC WORKS DEPARTMENT TO UTILIZE JOINDER CONTRACT NO. 060311-CAT (A CONTRACT APPROVED BY NATIONAL JOINT POWERS ALLIANCE (“NJPA”)) FOR THE PURCHASE OF A CATERPILLAR 305.5E CR COMPACT EXCAVATOR, THROUGH CASHMAN EQUIPMENT, WHICH IS EXEMPT FROM COMPETITIVE BIDDING, PURSUANT TO NRS 332.115(1)(m) AND NRS 332.195, PROVIDING CARSON CITY'S APPROVED FUNDING AND PURCHASING PROCEDURES ARE FOLLOWED** (9:16:38) - Mayor Crowell introduced this item, and Accounting Manager Sheri Russell reviewed the agenda materials. Public Works Department Director Darren Schulz and Fleet Supervisor Zach Good responded to questions regarding the existing equipment and the equipment proposed to be purchased; the relationship between the proposed purchase and the fleet audit; maintenance; and the reasons for not considering equipment rental.

Mayor Crowell entertained public comment. (9:27:03) Ward 1 Supervisor Candidate Lisa Helget commended Supervisor Bonkowski's comments, and discussed opposition to “trading it in or giving it away to a different department if there's still maintenance issues ...” She requested to have the fleet study re-evaluated, and expressed support for leasing heavy equipment.

Mr. Schulz acknowledged that the existing equipment will be sold at auction, and that the subject equipment has had several maintenance issues that make it very expensive to repair. He explained the method by which maintenance costs are evaluated against the standards and the expense of purchasing new equipment.

Mayor Crowell entertained additional public comment and, when none was forthcoming, a motion. **Supervisor Abowd moved to authorize the Public Works Department to utilize Joinder Contract No. 060311-CAT, a contract approved by National Joint Powers Alliance, for the purchase of a Caterpillar 305.5E CR Compact Excavator, through Cashman Equipment, which is exempt from competitive bidding, pursuant to NRS 332.115(1)(m) and NRS 332.195, providing Carson City's**

## CARSON CITY BOARD OF SUPERVISORS

Minutes of the August 7, 2014 Meeting

Page 6

**approved funding and purchasing procedures are followed. Supervisor Bonkowski seconded the motion.** Mayor Crowell entertained discussion on the motion. Supervisor McKenna deferred to Mr. Schulz's judgment relative to the subject equipment, and expressed the preference to follow the fleet study recommendations or modify the study to "fit Carson City." In response to a question, Mr. Schulz advised that the fleet study is in the process of being implemented, at the direction of the Board. He anticipated that staff will return to the Board in approximately 12 months to provide an update. He estimated that 30 percent of the fleet study recommendations had to do with the software used to manage the Fleet Division. He advised that the software was purchased and, "it takes us some time to enter that data, all the equipment citywide, and build this database and, then, that software is what's going to give us these recommendations and generate a report moving forward as far as capital needs." He responded to questions of clarification and Mayor Crowell entertained additional discussion. When none was forthcoming, he pointed out that Moss-Adams, LLP, the City's contract internal auditor, had prepared the fleet study. Mayor Crowell called for a vote on the pending motion.

<b>RESULT:</b>	Approved [5 - 0]
<b>MOVED:</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

**9(F) POSSIBLE ACTION TO APPROVE CONTRACT NO. 1415-037, JOINDER CONTRACT WITH CATERPILLAR, THROUGH THE NATIONAL JOINT POWERS ALLIANCE ("NJPA") FOR THE PURCHASE OF A CATERPILLAR 550 KW DIESEL GENERATOR FOR A NOT-TO-EXCEED AMOUNT OF \$141,192.00, TO BE FUNDED FROM THE WATER AND EMERGENCY GENERATOR PROGRAM ACCOUNTS IN THE RESPECTIVE FUNDS, AS PROVIDED FOR IN FY 2014 / 2015, FILE NO. 1415-037 (9:35:25) -** Mayor Crowell introduced this item, and Accounting Manager Sheri Russell reviewed the agenda materials. Public Works Department Director Darren Schulz introduced Control Systems Operations Manager James Jacklett and provided background information on the subject item. Mr. Jacklett responded to questions regarding various contract provisions, the purpose for the proposed generator, protection for the generator, and plans for the existing generator. In response to a further question, he discussed the availability of emergency generators and responded to corresponding questions of clarification. In response to a further question, he discussed the anticipated life span of the generator.

Mayor Crowell entertained public comment and, when none was forthcoming, a motion. **Supervisor Bonkowski moved to approve Contract No. 1415-037, Joinder Contract with Caterpillar through the National Joint Powers Alliance, for the purchase of a Caterpillar 550 KW Diesel Generator for a not-to-exceed amount of \$141,192.00, to be funded from the Water and Emergency Generator Program accounts in the respective funds, as provided for in FY 2014 / 2015. Supervisor Abowd seconded the motion.** Mayor Crowell entertained discussion on the motion and, when none was forthcoming, called for a vote.

## CARSON CITY BOARD OF SUPERVISORS

Minutes of the August 7, 2014 Meeting

Page 7

<b>RESULT:</b>	Approved [5 - 0]
<b>MOVED:</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

**9(G) POSSIBLE ACTION TO DETERMINE THAT P.O. NO. 8075 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 P.O. NO. 8075, A REQUEST TO PURCHASE DOMESTIC WATER METERS FROM BADGER METER, INC. FOR A NOT-TO-EXCEED COST OF \$165,000.00, TO BE FUNDED FROM WATER FUND ACCOUNT - WATER METERS AND SERVICES - 520-3502-435-04-49, AS PROVIDED IN FY 2014 / 2015, CONTRACT FILE NO. 1415-045** (9:50:23) - Mayor Crowell introduced this item, and Accounting Manager Sheri Russell reviewed the agenda materials. In response to a question, Public Works Department Director Darren Schulz provided background information on, and discussed the purpose of, this item. He responded to corresponding questions of clarification, and discussion ensued.

Mayor Crowell entertained public comment and, when none was forthcoming, a motion. **Supervisor Abowd moved to determine that Purchase Order No. 8075 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 P.O. No. 8075, a request to purchase domestic water meters from Badger Meter, Inc., for a not-to-exceed cost of \$165,000.00, to be funded from the water fund account - water meters and services - 520-3502-435-04-49, as provided in the FY 2014 / 2015 budget. 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>MOVED:</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

## 10. FINANCE DEPARTMENT

**10(A) POSSIBLE ACTION TO ACCEPT THE REPORT ON THE CONDITION OF EACH FUND IN THE TREASURY AND THE STATEMENTS OF RECEIPTS AND EXPENDITURES, THROUGH JULY 29, 2014, PURSUANT TO NRS 251.030 AND NRS 354.290** (9:57:57) - Mayor Crowell introduced this item, and Deputy Finance Director Nancy Paulson reviewed the agenda materials.

## CARSON CITY BOARD OF SUPERVISORS

Minutes of the August 7, 2014 Meeting

Page 8

Mayor Crowell entertained public and Board member comments and, when none were forthcoming, a motion. **Supervisor Bonkowski moved to accept the report on the condition of each fund in the treasury, and the statement of receipts and expenditures, through July 29, 2014, pursuant to NRS 251.030 and NRS 354.290.** 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 Abowd, Bonkowski, McKenna, Shirk, and Mayor Crowell
<b>NAYS:</b>	None
<b>ABSENT:</b>	None
<b>ABSTAIN:</b>	None

**10(B) POSSIBLE ACTION TO APPROVE AN INTERLOCAL AGREEMENT, BETWEEN CARSON CITY, A POLITICAL SUBDIVISION OF THE STATE OF NEVADA, AND THE STATE OF NEVADA DEPARTMENT OF TAXATION, THE “DEPARTMENT;” COLLECTIVELY, THE “PARTIES,” FOR THE PURPOSE OF COLLECTING THE ONE-EIGHTH CENT SALES TAX FOR INFRASTRUCTURE, PURSUANT TO NRS 377B (9:58:57) -** Mayor Crowell introduced and provided an overview of this item. Mayor Crowell entertained disclosures, and Supervisor Abowd read a prepared disclosure statement into the record. Deputy Finance Director Nancy Paulson responded to questions regarding various provisions of the interlocal agreement.

Mayor Crowell entertained public comment and, when none was forthcoming, a motion. **Supervisor Abowd moved to approve an interlocal agreement, between Carson City, a political subdivision of the State of Nevada, and the State of Nevada Department of Taxation, the “Department,” collectively, the “Parties,” for the purpose of collecting the one-eighth cent sales tax for infrastructure, pursuant to NRS 377B.100.** 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

Mayor Crowell recessed the meeting at 10:01 a.m., and reconvened at 10:13 a.m.

## 11. CITY MANAGER

**11(A) POSSIBLE ACTION TO ACCEPT THE RETENTION AND EXPANSION ECONOMIC DEVELOPMENT PLAN FOR CARSON CITY, AS PRESENTED BY THE NORTHERN NEVADA DEVELOPMENT AUTHORITY (“NNDA”), AND APPROVE FUNDING IN THE AMOUNT OF \$74,574 FOR FY 2014 / 2015, AND \$75,682 FOR FY 2015 / 2016, TO BE FUNDED FROM CONTINGENCY OR, AS AN ALTERNATIVE, VARIOUS ACCOUNTS AS**

## CARSON CITY BOARD OF SUPERVISORS

### Minutes of the August 7, 2014 Meeting

Page 9

**DETERMINED BY THE BOARD** (10:13:58) - Mayor Crowell introduced this item, and welcomed Northern Nevada Development Authority Executive Director Rob Hooper to the podium. Mr. Hooper provided background information on this item, and reviewed details of the proposed plan which was included in the agenda materials. He responded to questions of clarification regarding the proposed budget; Microdell; the method by which to measure success; and marketing the school district. Supervisor Shirk expressed objection to the documentation provided by NNDA prior to the start of the meeting. Mr. Hooper responded to questions of clarification and extensive discussion ensued. Supervisor Shirk expressed the opinion that “we'd be better off looking at a long-term investment with Chris Holt ... and work with the manufacturers on that side.” He expressed the further opinion that a “wiser investment” would be the “next state fair that will come to Carson City.”

Mayor Crowell entertained public comment, and provided direction with regard to the same. (11:01:08) Ward 3 Supervisor Candidate Lori Bagwell questioned whether the proposed investment is “the best use of your money.” She suggested postponing the decision until after the Board's strategic planning session.

(11:03:32) Bill Miles introduced himself as a “local developer, local contractor,” and discussed his work with the NNDA over the past 25 years. He expressed support for the requested funding, and commended NNDA's focus on workforce education. Following a brief discussion, Mr. Miles suggested that Supervisor Shirk meet with NNDA staff and board members to review their 25-year history.

Mayor Crowell entertained additional public comment and, when none was forthcoming, a motion. **Supervisor Bonkowski moved to accept the Retention and Expansion Economic Development Plan for Carson City, as presented by the Northern Nevada Development Authority, and approve funding in the amount of \$74,574.00 for FY 2014 / 15, and \$75,682.00 for FY 2015 / 16, to be funded from contingency for FY 14 / 15 and to be built into the budget for FY 15 / 16. Supervisor Abowd seconded the motion.** Mayor Crowell entertained discussion on the motion. Supervisor Bonkowski advised of having worked with NNDA for nearly 20 years, and discussed the importance of building relationship with the manufacturing industry to “create and retain our economic base. And that's what this program is about.” Supervisor Abowd discussed the importance of investing in our community. Supervisor Shirk discussed objection to the motion, and agreed with earlier comments that the decision should be postponed. “... we should look at this, wait, and talk to other such persons who could help us as well.” Mayor Crowell and Supervisor McKenna discussed the importance of investing in the manufacturing community. Mayor Crowell entertained additional discussion and, when none was forthcoming, called for a vote on the pending motion.

<b>RESULT:</b>	Approved [4 - 1]
<b>MOVER:</b>	Supervisor Brad Bonkowski
<b>SECOND:</b>	Supervisor Karen Abowd
<b>AYES:</b>	Supervisors Bonkowski, Abowd, McKenna, and Mayor Crowell
<b>NAYS:</b>	Supervisor Jim Shirk
<b>ABSENT:</b>	None
<b>ABSTAIN:</b>	None

**11(B) STATUS REPORT AND FINAL BRIEFING ON THE NV150 FAIR** (11:19:07) - Mayor Crowell introduced this item, and Ms. Works clarified the agenda report that she will be providing the final report on the fair in September. She provided a detailed overview of the event. Supervisor Abowd

## **CARSON CITY BOARD OF SUPERVISORS**

**Minutes of the August 7, 2014 Meeting**

**Page 10**

requested Finance Department Director Nick Providenti to research revenues from restaurants, bars, and lodging properties over the duration of the fair. She expressed the opinion this is “an important return on investment that needs to be considered.” Supervisor Bonkowski requested research into the numbers of out of town visitors and local visitors to the fair, and the actual impact to the local economy. Supervisor McKenna commended the success of the event as part of Nevada's 150<sup>th</sup> anniversary celebration. He discussed his experience attending several days of the event. Supervisor Shirk commended the event and everyone involved. Mayor Crowell discussed the “grass roots” origins of this year's fair.

Mayor Crowell entertained public comment. (11:43:28) Treasurer Al Kramer discussed his involvement as a volunteer.

Discussion ensued regarding various details of the fair event, and Mayor Crowell thanked Ms. Works for her presentation.

### **12. BOARD OF SUPERVISORS NON-ACTION ITEMS:**

**FUTURE AGENDA ITEMS** (11:48:00) - Supervisor Bonkowski requested a status report on Eagle Valley Golf Course operations.

**STATUS REVIEW OF PROJECTS**

**INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS**

**CORRESPONDENCE TO THE BOARD OF SUPERVISORS**

**STATUS REPORTS AND COMMENTS FROM BOARD MEMBERS**

**STAFF COMMENTS AND STATUS REPORT**

**RECESS AND RECONVENE BOARD OF SUPERVISORS** (11:48:41; 1:31:36) - Mayor Crowell recessed the meeting at 11:48 a.m., and reconvened at 1:31 p.m.

### **13. COMMUNITY DEVELOPMENT DEPARTMENT - PLANNING DIVISION**

**13(A) POSSIBLE ACTION TO CONSIDER A ONE-YEAR EXTENSION REQUEST FOR RIGHT-OF-WAY ABANDONMENT, AB-10-038, ASSOCIATED WITH PROPERTIES LOCATED AT 444 WEST WASHINGTON STREET AND 812 NORTH DIVISION STREET, APNs 001-191-05 AND -06, MISC-14-057** (1:31:58) - Mayor Crowell introduced this item. Planning Manager Susan Dorr Pansky reviewed the agenda materials, and responded to questions of clarification, in conjunction with displayed slides.

Mayor Crowell entertained public comment and, when none was forthcoming, a motion. **Supervisor Abowd moved to approve a request for a one-year extension for AB-10-038, a right-of-way abandonment for properties located at 444 West Washington Street and 812 North Division Street, APN 001-191-05 and -06. Supervisor McKenna seconded the motion.** Mayor Crowell entertained discussion on the motion and, when none was forthcoming, called for a vote.

## CARSON CITY BOARD OF SUPERVISORS

Minutes of the August 7, 2014 Meeting

Page 11

<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

**13(B) POSSIBLE ACTION TO APPROVE A FINAL SUBDIVISION MAP, KNOWN AS SCHULZ RANCH, PHASE 1, FROM SCHULZ RANCH, LLC, RESULTING IN THE CREATION OF 100 RESIDENTIAL LOTS, ON PROPERTY ZONED SINGLE FAMILY 6,000 - SPECIFIC PLAN AREA (“SF6-SPA”), LOCATED AT 7001 CENTER DRIVE, APNs 009-311-65, -67, AND -68, WHICH FULLY COMPLIES WITH ALL THE CONDITIONS OF APPROVAL, AS CONTAINED IN THE SCHULZ RANCH COMMON OPEN SPACE DEVELOPMENT TENTATIVE MAP STAFF REPORT AND SCHULZ RANCH DEVELOPMENT AGREEMENT, AS AMENDED, PURSUANT TO THE REQUIREMENTS OF THE CARSON CITY MUNICIPAL CODE, FSM-14-015 (1:35:17) - Mayor Crowell introduced this item. Planning Manager Susan Dorr Pansky reviewed the agenda materials, and responded to questions of clarification, in conjunction with displayed slides. Engineering Manager Danny Rotter and Ms. Dorr Pansky responded to additional questions of clarification regarding various conditions of approval, as outlined in the staff report.**

Mayor Crowell entertained public comment and, when none was forthcoming, a motion. Supervisor Bonkowski moved to approve a final subdivision map, known as Schulz Ranch, Phase 1, from Schulz Ranch, LLC, resulting in the creation of 100 residential lots, on property zoned single-family 6,000 - specific plan area, located at 7001 Center Drive, APNs 009-311-65, -67, and -68, which fully complies with all of the conditions of approval, as contained in the Schulz Ranch Common Open Space Development Tentative Map staff report and Schulz Ranch Development Agreement, pursuant to the requirements of the Carson City Municipal Code. 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

**13(C) POSSIBLE ACTION TO APPROVE A REQUEST FROM SCHULZ INVESTMENTS, LLC FOR A TENTATIVE SUBDIVISION MAP FOR SIX SINGLE-FAMILY RESIDENTIAL LOTS, RANGING IN SIZE FROM 5.13 ACRES TO 5.87 ACRES, ON PROPERTY ZONED SINGLE FAMILY FIVE ACRE (SF5A), LOCATED ON OLD CLEAR CREEK ROAD, APN 007-051-72, TSM-14-022 (1:42:27) - Mayor Crowell introduced and provided background information on this item. In response to a question, Planning Manager Susan Dorr Pansky reviewed the requirements to utilize Highway 50 for construction access. She advised that the developer's representative and staff have**

## **CARSON CITY BOARD OF SUPERVISORS**

### **Minutes of the August 7, 2014 Meeting**

#### **Page 12**

concluded that utilizing Highway 50 for construction access is infeasible. In response to a question, she advised that staff considers access as part of the approval process for a tentative subdivision map. Engineering Manager Danny Rotter provided background information on the subject property in conjunction with displayed maps. Ms. Dorr Pansky provided additional clarification, and she, Mr. Rotter, and Chris Baker, of Manhard Consulting, responded to corresponding questions and questions regarding access and utilities. Extensive discussion followed.

Ms. Dorr Pansky reviewed the July 28, 2014 memo which was included in the agenda materials, specifically conditions of approval 22, and 54 through 56. She further reviewed a memo, dated August 7, 2014, which was distributed to the Board members, staff, and the public prior to the start of the meeting. She responded to corresponding questions of clarification. In response to a question, Fire Chief Stacey Giomi provided background information on condition of approval 22. He and Mr. Baker responded to additional questions of clarification, and discussion ensued. Mr. Baker responded to questions of clarification regarding conditions of approval 54 and 55.

Chief Giomi advised of having spoken with the State Fire Marshal, who advised that “since adoption of the code, they haven't had any requests or instances where they've had to deviate from that 20-foot width.” He suggested looking at the “site on a case-by-case basis, make a determination if additional hardening of the property could be done. ... But, generally, he would require 20 feet where 20 feet would exist or where 20 feet were possible and, where it wasn't, he would consider alternatives as proposed by a developer.” Following review of condition of approval 22, Chief Giomi expressed agreement with the proposed language “with the understanding to everyone involved that it's going to be 20 feet unless there's some engineering reason why it can't be made to be 20 feet.” Discussion followed.

Mayor Crowell entertained public comment, and provided direction with regard to the same. (2:39:59) In conjunction with displayed slides, Sandra Tarr pointed out “another shared driveway that goes right to Mr. Schulz's property. It's a much more direct route ...” She advised of having spoken with the owner of the residence to the right of the shared driveway, who informed her that no one had ever approached them to discuss access to the Schulz parcel. She discussed concerns regarding utilities, widening the road by 20 feet, and the potential for a decrease in her property value. She responded to questions of clarification, and discussed additional concerns over ongoing construction associated with the proposed subdivision. Discussion took place regarding the purpose of easement.

(2:51:11) In conjunction with displayed slides, Dean Anderson provided background information on his communications with the Schulz family regarding access at the time parcel map 1740, recorded November 30, 1989, was made. Mr. Rotter reviewed details of parcel map 1286, recorded July 1986, which provided for a 60-foot wide public utility access and drainage easement that was not along the alignment of the existing road. Parcel map 1583 revised that alignment and called it a public utility access and drainage easement. Parcel map 1740 “is the one with the language stating A, C, and D as shown on record plat 1018, and for the northeast quarter of the southwest quarter of section 35.” Mr. Anderson provided additional background information on the development of parcel 1740. He explained, “when we did that, something slipped by then because we tried to make sure that there was no access simply to make the lots ... worth more. And we tried to keep it a little private on the road because we didn't want all the people on the road.”

## **CARSON CITY BOARD OF SUPERVISORS**

### **Minutes of the August 7, 2014 Meeting**

**Page 13**

(2:55:10) In response to a question by Steve Granelli, Fire Chief Stacey Giomi advised of “clauses in the Fire Code that allow wiggle room ... for 'alternative means and methods.' So that essentially means that you have to do A, unless you can come up with an alternative means or method that gets you the same thing that A is getting you. ... given that the topography and the slope allows for 20 feet, it's going to be 20 feet. Someone's going to have to come to me and I'm going to have to go to the State Fire Marshal for them to prove to me that they absolutely cannot do 20 feet. It's an engineering impossibility. Because the natural extension of that is you deny someone the use of their property because of a foot or a half a foot. And that's not what we try and do in the Fire Code.” Chief Giomi acknowledged that the easement is 60-feet wide and most of the road is 11 feet.

Mr. Granelli advised of having reviewed the video of the July 17, 2014 Board of Supervisors meeting, and that there had been no neighborhood meeting scheduled. He further advised of having met with Dave Rubin from the Fire Department, Ms. Pansky, and Mr. Rotter to “raise [his] concerns.” He advised of having made a video recording of the driveway. Mayor Crowell noted the recorded public access to the Schulz property. Mr. Granelli expressed extreme concern over “a road that is approximately 11 feet wide, quite steep, and adding 12 - 15 cars on that road. That is a major safety issue.” Discussion followed in conjunction with displayed slides. In response to a question, Mayor Crowell advised that Old Clear Creek Road is not part of the decision making process relative to the subject item. Mr. Granelli advised of having been informed that “sometime in the mid-1990s, the Department of Public Works from Carson City came up to the abandoned road and did some improvement to that road.” He suggested that “this becomes a major point of litigation. ... this is a road built by taxpayer dollars, maintained by taxpayer dollars, abandoned, multiple meetings with neighbors about recognizing that it's a hazard and trying to get something done. ... no effort has been made in approximately eight years and now you have this little thing going on where ... probably somebody from Carson City, with probably very good intent, came up and touched that road. Now, the question is do they own it.” Mr. Granelli advised that the video he made of Old Clear Creek Road “is so eye-opening with piles of sand coming out onto the road after this rainstorm which was approximately three or four days after the fire ... And I have on video a county-maintained road full of sand and a hazard.” He expressed the belief that “there is a moral responsibility from the Schulz development to do some road repair, minimal, but to at least make it safe.” He recommended that the Board watch the video he had emailed to Supervisor Shirk.

(3:13:13) Dixie Bush provided historic information on Old Clear Creek Road, based on her 17-year residence at the top of the canyon, noting that “technically speaking, it's a private road ...” Discussion followed.

Supervisor McKenna requested any interested citizen with pertinent information to provide said information to Public Works Department Director Darren Schulz. He expressed the belief that the responsibility for Old Clear Creek Road needs to be determined “once and for all” and that the Regional Transportation Commission is the “place to do it.”

(3:20:39) Margaret “Peg” Kehres commended Carson City Fire Department personnel on the way they handled the recent evacuation. She pointed out the difference between “driveways to people's homes [which are] not necessarily roads. They're not constructed as roads, according to the City [Codes].” She advised that there were “three huge [fire] rigs in [her] drive” during the evacuation, and the firemen seemed happy with all the driveways. In reference to a meeting with Mr. Baker and a few of her neighbors, she noted the possibility that houses may never be constructed in the proposed subdivision. Mayor Crowell

## CARSON CITY BOARD OF SUPERVISORS

### Minutes of the August 7, 2014 Meeting

Page 14

acknowledged the difficulties associated with “know[ing] what we really are discussing.” Ms. Kehres referenced the July 31, 2014 letter, which was distributed as “late material,” and advised that it had been written on the advice of a local attorney.

(3:25:50) Jim Tarr reviewed the July 31, 2014 letter, and discussed recent percolation tests conducted by Resource Concepts, Inc. which included the use of heavy equipment. He respectfully suggested that the Board defer action until such time as all the possibilities for access are investigated.

Mayor Crowell recessed the meeting at 3:29 p.m., and reconvened at 3:39 p.m. Mayor Crowell entertained additional public comment and, when none was forthcoming, a motion. **Supervisor Bonkowski moved to approve a request from Schulz Investments, LLC for a tentative subdivision map for six single-family residential lots ranging in size from 5.13 acres to 5.87 acres, on property zoned single-family five acre, located on Old Clear Creek Road, APN 007-051-72, based on the findings and subject to the revised conditions of approval, including revision to condition 22, so it shall read: “The access road from Old Clear Creek Road to the subject property may be widened to a minimum surface width of 20 feet, subject to site assessment and topographical conditions, if deemed necessary by the Engineering Division or the Fire Department for public safety reasons. An alternate solution may be proposed to limit maintenance impacts on existing homeowners, but shall be reviewed and approved by the Engineering Division and the Fire Department prior to final map approval. Due to the unique circumstances of the project residential area and low traffic impacts, full depth reconstruction on any improvements will not be required”; and to add condition 54 and 55; and to delete condition 56 of the staff report. Supervisor Abowd seconded the motion.** Mayor Crowell entertained discussion on the motion. Supervisor Bonkowski discussed the importance of legal access from Old Clear Creek Road to the Schulz property. “Unfortunately or fortunately, depending on your viewpoint, private property rights are equal under the law for all property owners which means, as long as you have legal access to the Schulz property, he has the right to develop it and that is the issue that is here before us today.” With regard to the final map conditions of approval, Supervisor Abowd requested ongoing discussion between the existing and the new property owners “such that the road is maintained.” She referenced condition of approval 55. Mayor Crowell noted that Supervisor McKenna, as chair of the Regional Transportation Commission, had requested to agendize discussion and possible action of the Old Clear Creek Road maintenance issue. 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 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

Mayor Crowell thanked the citizens for their articulate and courteous comments. Supervisor McKenna requested Ms. Works to include the Old Clear Creek Road residents on the mailing list for the Regional Transportation Commission agendas.

**14. PUBLIC COMMENT (3:44:24)** - Mayor Crowell entertained public comment; however, none was forthcoming.

**CARSON CITY BOARD OF SUPERVISORS**

**Minutes of the August 7, 2014 Meeting**

**Page 15**

**15. ACTION TO ADJOURN (3:44:45)** - Mayor Crowell adjourned the meeting at 3:44 p.m.

The Minutes of the August 7, 2014 Board of Supervisors meeting are so approved this 4<sup>th</sup> day of December, 2014.

---

ROBERT L. CROWELL, Mayor

ATTEST:

---

ALAN GLOVER, Clerk - Recorder