

CARSON CITY BOARD OF SUPERVISORS

Minutes of the September 3, 2015 Meeting

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A regular meeting of the Carson City Board of Supervisors was scheduled for 8:30 a.m. on Thursday, September 3, 2015 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

PRESENT: Mayor Robert Crowell
Supervisor Brad Bonkowski, Ward 2
Supervisor Lori Bagwell, Ward 3
Supervisor Jim Shirk, Ward 4

STAFF: Nick Marano, City Manager
Sue Merriwether, Clerk - Recorder
Adriana Fralick, 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 (8:29:37) - Mayor Crowell called the meeting to order at 8:29 a.m. Ms. Merriwether called the roll; a quorum was present. Supervisor Abowd was absent. First Christian Church Pastor Ken Haskins provided the invocation. At Mayor Crowell's request, Bob McCulloch led the pledge of allegiance.

5. PUBLIC COMMENT (8:31:22) - Mayor Crowell entertained public comment. (8:32:04) Fire Chief Bob Schreihans introduced Assistant Fire Chiefs Tom Tarulli and Bob Charles. Chief Schreihans discussed the involvement of Fire Department personnel in responding to the scene involving Deputy Sheriff Carl Howell, and the involvement of the Fire Department Honor Guard in Deputy Howell's funeral procession and services. (8:33:39) Sheriff Ken Furlong expressed agreement with Chief Schreihans' comments, and humble appreciation for the support of the Fire Department personnel. Mayor Crowell expressed appreciation for all the "first responders," and included the Public Works Department personnel and the dispatchers. Supervisor Bonkowski stated, "It seems that our City, unfortunately, has had to call on you too many times in the last few years and it's very comforting to us to know that you're there when we need you." Supervisor Shirk acknowledged the community support during Deputy Howell's funeral procession. Supervisor Bagwell expressed appreciation.

Mayor Crowell and the Board members stepped away from the dais. Chief Schreihans recognized the Fire Department personnel, who were present in the meeting room, who were involved in responding to the scene and in preparing for the funeral procession. Mayor Crowell read into the record the language of a plaque, which he presented to Fire Captain Dan Albee. The Board members, City staff, and the citizens present applauded. (8:42:59) Sheriff Furlong expressed appreciation for the involvement of Public Works Department personnel. Mayor Crowell called again for public comment; however, none was forthcoming.

6. POSSIBLE ACTION ON APPROVAL OF MINUTES - July 16, 2015 (8:43:41) - Mayor Crowell introduced this item, and entertained suggested revisions. When none were forthcoming, he entertained a motion. **Supervisor Bonkowski moved to approve the minutes of July 16, 2015, as presented. The motion was seconded, and carried unanimously.**

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7. POSSIBLE ACTION ON ADOPTION OF AGENDA (8:43:57) - Mayor Crowell entertained modifications to the agenda and, when none were forthcoming, deemed it adopted, as published.

8. SPECIAL PRESENTATION - RECOGNITION OF SHERIFF KEN FURLONG FOR BEING SELECTED AS THE 2015 DEA / DARE LAW ENFORCEMENT EXECUTIVE OF THE YEAR (8:44:04) - Mayor Crowell introduced this item, and Mr. Marano advised that the item would be re-agendized.

9. RECESS BOARD OF SUPERVISORS (8:44:45) - Mayor Crowell recessed the Board of Supervisors meeting at 8:44 a.m.

LIQUOR AND ENTERTAINMENT BOARD

10. CALL TO ORDER AND ROLL CALL (8:45:00) - Chairperson Crowell called the Liquor and Entertainment Board meeting to order at 8:45 a.m., noting the presence of a quorum, including Sheriff Ken Furlong. Member Abowd was absent.

11. PUBLIC COMMENT(8:45:07) - Chairperson Crowell entertained public comment; however, none was forthcoming.

12. POSSIBLE ACTION ON APPROVAL OF MINUTES - June 18, 2015 and July 2, 2015 (8:45:15) - Chairperson Crowell entertained suggested revisions and, when none were forthcoming, a motion. **Member Bonkowski moved to approve the minutes of June 18, 2015, as presented. Member Bagwell seconded the motion.** Chairperson Crowell entertained discussion on the motion and, when none was forthcoming, called for a vote. **Motion carried 5-0.** Chairperson Crowell entertained a motion. **Member Bonkowski moved to approve the minutes of July 2, 2015, as presented. Member Bagwell seconded the motion.** Chairperson Crowell entertained discussion on the motion and, when none was forthcoming, called for a vote. **Motion carried 5-0.**

13. COMMUNITY DEVELOPMENT, BUSINESS LICENSE DIVISION - POSSIBLE ACTION TO APPROVE ROBERTA ANN DAVIES AS THE LIQUOR MANAGER FOR BLEU CAFÉ, LLC, LIQUOR LICENSE NUMBER 16-30816, LOCATED AT 240 EAST WINNIE LANE (8:45:53) - Chairperson Crowell introduced this item. Senior Permit Technician Lena Reseck reviewed the agenda materials, noting staff's recommendation of approval. (8:46:45) At Chairperson Crowell's request, Roberta Ann Davies described her restaurant, and discussed future plans to begin serving dinner. In response to a question, she discussed the methods by which she and her staff will prohibit serving alcohol to minors.

Chairperson Crowell entertained board member questions or comments and, when none were forthcoming, a motion. **Member Bonkowski moved to approve Roberta Ann Davies, as the liquor manager for Bleu Café, LLC, Liquor License No. 16-30816, located at 240 East Winnie Lane. Member Bagwell seconded the motion.** Chairperson Crowell entertained discussion on the motion and, when none was forthcoming, called for a vote.

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RESULT:	Approved [5 - 0]
MOVER:	Member Brad Bonkowski
SECOND:	Member Lori Bagwell
AYES:	Members Bonkowski, Bagwell, Furlong, Shirk, and Mayor Crowell
NAYS:	None
ABSENT:	Member Karen Abowd
ABSTAIN:	None

Chairperson Crowell wished Ms. Davies well, and thanked her for investing in Carson City.

14. PUBLIC COMMENT (8:48:53) - Chairperson Crowell entertained public comment; however, none was forthcoming.

15. ACTION TO ADJOURN LIQUOR AND ENTERTAINMENT BOARD (8:48:59) - Chairperson Crowell adjourned the Liquor and Entertainment Board meeting at 8:48 a.m.

16. RECONVENE BOARD OF SUPERVISORS (8:49:04) - Mayor Crowell reconvened the Board of Supervisors meeting at 8:49 a.m.

ORDINANCES, RESOLUTIONS, AND OTHER ITEMS

17. ASSESSOR - POSSIBLE ACTION TO ADOPT A RESOLUTION APPROVING AND AUTHORIZING THE MAYOR TO SIGN AN INTERLOCAL AGREEMENT, BY AND BETWEEN CARSON CITY ASSESSOR'S OFFICE AND LANDER COUNTY ASSESSOR'S OFFICE, WHICH PROVIDES FOR CARSON CITY ASSESSOR'S OFFICE TO MAINTAIN, CREATE, AND UPDATE EXISTING PARCEL DATA SETS FOR LANDER COUNTY ASSESSOR'S OFFICE (8:49:06) - Mayor Crowell introduced this item. Assessor Dave Dawley provided background information, reviewed the agenda materials, and responded to questions of clarification. Mayor Crowell entertained a motion. **Supervisor Bonkowski moved to adopt Resolution No. 2015-R-36, a resolution approving and authorizing the Mayor to sign an Interlocal Agreement, by and between Carson City Assessor's Office and Lander County Assessor's Office, which provides for the Carson City Assessor's Office to maintain, create, and update parcel data for the Lander County Assessor. Supervisor Shirk seconded the motion.** Mayor Crowell entertained discussion on the motion and, when none was forthcoming, called for a vote.

RESULT:	Approved [4 - 0]
MOVER:	Supervisor Brad Bonkowski
SECOND:	Supervisor Jim Shirk
AYES:	Supervisors Bonkowski, Shirk, Bagwell, and Mayor Crowell
NAYS:	None
ABSENT:	Supervisor Karen Abowd
ABSTAIN:	None

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18. FIRE DEPARTMENT - POSSIBLE ACTION TO ACCEPT A GRANT FROM THE NEVADA DEPARTMENT OF TRANSPORTATION, IN THE AMOUNT OF \$42,646, FOR THE PURCHASE OF A WHEELCHAIR VAN, AND TO PROVIDE A MATCH OF \$8,529.20 (8:52:40) - Mayor Crowell introduced this item, and Fire Chief Bob Schreihans provided an overview of the agenda materials. Assistant Fire Chief Tom Tarulli provided background information, and reviewed the agenda materials. Supervisor Bonkowski and Assistant Chief Tarulli reviewed revisions to the figures reflected in the agenda report, which had been submitted as late material. Assistant Chief Tarulli and Chief Schreihans responded to questions of clarification, and discussion ensued.

Mayor Crowell entertained a motion. **Supervisor Shirk moved to accept a grant from the Nevada Department of Transportation, in the amount of \$42,611, for the purchase of a wheelchair van, and to provide a match of \$8,522.20.** Supervisor Bonkowski suggested amending the motion to indicate the correct amount of the grant at \$34,088.80. **Supervisor Shirk so amended his motion. The motion was seconded.** Mayor Crowell entertained discussion on the motion and, when none was forthcoming, called for a vote.

RESULT:	Approved [4 - 0]
MOVER:	Supervisor Jim Shirk
SECOND:	The motion was seconded.
AYES:	Supervisors Shirk, Bonkowski, Bagwell, and Mayor Crowell
NAYS:	None
ABSENT:	Supervisor Karen Abowd
ABSTAIN:	None

19. FINANCE DEPARTMENT - POSSIBLE ACTION TO ACCEPT THE REPORT ON THE CONDITION OF EACH FUND IN THE TREASURY AND THE STATEMENTS OF RECEIPTS AND EXPENDITURES, THROUGH AUGUST 25, 2015, PURSUANT TO NRS 251.030 AND NRS 354.290 (9:03:56) - Mayor Crowell introduced this item, and entertained Board member questions or comments. Finance Department Director Nancy Paulson responded to questions of clarification. Mayor Crowell entertained public comment and, when none was 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 August 25, 2015, pursuant to NRS 251.030 and NRS 354.290.** **Supervisor Bagwell seconded the motion.** Mayor Crowell entertained discussion on the motion and, when none was forthcoming, called for a vote.

RESULT:	Approved [4 - 0]
MOVER:	Supervisor Brad Bonkowski
SECOND:	Supervisor Lori Bagwell
AYES:	Supervisors Bonkowski, Bagwell, Shirk, and Mayor Crowell
NAYS:	None
ABSENT:	Supervisor Karen Abowd
ABSTAIN:	None

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20. PURCHASING AND CONTRACTS

20(A) POSSIBLE ACTION TO APPROVE PURCHASE ORDER Nos. 2016-022, -023, -024, FOR THE PURCHASE OF VARIOUS SOFTWARE, HARDWARE, AND ASSOCIATED PERIPHERAL EQUIPMENT AND DEVICES FOR COMPUTERS, THROUGH JOINDER CONTRACT 1516-036, WITH INSIGHT PUBLIC SECTOR, SHI INTERNATIONAL CORP., AND CVE TECHNOLOGIES, FOR A TOTAL AMOUNT NOT TO EXCEED \$575,000.00, TO BE FUNDED FROM CAPITAL PROJECTS AND VARIOUS OPERATING SUPPLY ACCOUNTS THROUGHOUT THE CITY, AS PROVIDED FOR IN THE FY 2015 / 2016 BUDGET (9:05:02) - Mayor Crowell introduced this item, and Purchasing and Contracts Administrator Laura Tadman reviewed the agenda materials. Interim Information Technology Department Director Eric Von Schimmelmann and Deputy Finance Director Sheri Russell responded to questions regarding the funding mechanism, internal controls, and expenditure history. Discussion ensued.

Mayor Crowell entertained public comment and, when none was forthcoming, a motion. Supervisor Bonkowski moved to approve Purchase Order Nos. 2016-022, -023, and -024 for software, hardware, and associated peripheral equipment and devices, through Joinder Contract No. 1516-036, for an amount not to exceed \$575,000. Supervisor Bagwell seconded the motion. Mayor Crowell entertained discussion on the motion and, when none was forthcoming, called for a vote.

RESULT:	Approved [4 - 0]
MOVER:	Supervisor Brad Bonkowski
SECOND:	Supervisor Lori Bagwell
AYES:	Supervisors Bonkowski, Bagwell, Shirk, and Mayor Crowell
NAYS:	None
ABSENT:	Supervisor Karen Abowd
ABSTAIN:	None

20(B) POSSIBLE ACTION TO DETERMINE THAT CURTIS AND SONS, INC. IS THE LOWEST RESPONSIVE AND RESPONSIBLE BIDDER, PURSUANT TO NRS CHAPTER 338, AND TO AWARD CONTRACT NO. 1516-014, TITLED, "CARSON CITY FIBER OPTIC - DISPATCH TO PUBLIC WORKS AND COMMUNITY CENTER TO PUBLIC WORKS," TO CURTIS AND SONS, INC. FOR THE BID AMOUNT OF \$290,203.50, WITH A TEN PERCENT CONTINGENCY AMOUNT OF \$29,020.35, FOR A TOTAL NOT-TO-EXCEED AMOUNT OF \$319,223.85, TO BE FUNDED FROM THE CAPITAL PROJECTS / CONSTRUCTION ACCOUNT, AS PROVIDED IN THE FY 2015 / 2016 BUDGET (9:13:30) - Mayor Crowell introduced this item, and Purchasing and Contracts Administrator Laura Tadman reviewed the agenda materials. Control Systems Operations Manager James Jacklett and Interim Information Technology Department Director Eric Von Schimmelmann discussed the purpose of the project. Both gentlemen responded to questions of clarification, and discussion followed.

Mayor Crowell entertained public comment and, when none was forthcoming, a motion. Supervisor Bonkowski moved to determine that Curtis and Sons, Inc. is the lowest responsive and responsible bidder, pursuant to NRS Chapter 338, and to award Contract 1516-014, titled, "Carson City Fiber Optic Dispatch to Public Works and Community Center to Public Works," to Curtis and Sons, Inc. for the bid amount of \$290,203.50, and a contingency amount of \$29,020.35, for a total not-to-exceed

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amount of \$319,223.85. Supervisor Shirk seconded the motion. Mayor Crowell entertained discussion on the motion and, when none was forthcoming, called for a vote.

RESULT:	Approved [4 - 0]
MOVER:	Supervisor Brad Bonkowski
SECOND:	Supervisor Jim Shirk
AYES:	Supervisors Bonkowski, Shirk, Bagwell, and Mayor Crowell
NAYS:	None
ABSENT:	Supervisor Karen Abowd
ABSTAIN:	None

20(C) POSSIBLE ACTION TO DETERMINE THAT PURCHASE ORDER NO. 8797 IS FOR THE PURCHASE OF A SOLE SOURCE PRODUCT FROM MAXWELL PRODUCTS AND, THEREFORE, NOT SUITABLE FOR PUBLIC BIDDING, PURSUANT TO NRS 332.115, AND TO APPROVE P. O. NO. 8797, A REQUEST TO PURCHASE CRACK SEALANT FROM MAXWELL PRODUCTS, INC., FOR A NOT-TO-EXCEED COST OF \$125,000.00, TO BE FUNDED FROM PUBLIC WORKS STREET FUND ACCOUNT, AS PROVIDED IN FY 2015 / 2016 BUDGET (9:28:04) - Mayor Crowell introduced this item, and Purchasing and Contracts Administrator Laura Tadman reviewed the agenda materials. Public Works Department Director Darren Schulz responded to questions of clarification.

Mayor Crowell entertained public comment and, when none was forthcoming, a motion. **Supervisor Bagwell moved to approve Purchase Order No. 8797 for the purchase of crack sealant from Maxwell Products, Inc. for a not-to-exceed cost of \$125,000.00; pursuant to NRS 332.115(1)(a), the Board of Supervisors declares that the contract is not adapted to award by competitive bidding.** Supervisor Bonkowski seconded the motion. Mayor Crowell entertained discussion on the motion and, when none was forthcoming, called for a vote.

RESULT:	Approved [4 - 0]
MOVER:	Supervisor Lori Bagwell
SECOND:	Supervisor Brad Bonkowski
AYES:	Supervisors Bagwell, Bonkowski, Shirk, and Mayor Crowell
NAYS:	None
ABSENT:	Supervisor Karen Abowd
ABSTAIN:	None

21. PUBLIC WORKS DEPARTMENT

21(A) POSSIBLE ACTION TO ADOPT A RESOLUTION ADOPTING AND APPROVING A JOINT FUNDING AGREEMENT FOR A COOPERATIVE WATER RESOURCE MONITORING PROGRAM WITH THE U.S. GEOLOGICAL SURVEY (9:36:33) - Mayor Crowell introduced this item. Public Works Department Director Darren Schulz reviewed the agenda materials, and responded to questions of clarification. Mayor Crowell entertained public comment and, when none was forthcoming, a motion. **Supervisor Bonkowski moved to adopt Resolution No. 2015-R-37, adopting and approving a Joint Funding Agreement for a Cooperative Water-Resource Monitoring Program with the U.S. Geological Survey. Supervisor Bagwell seconded the motion.** Mayor Crowell entertained discussion on the motion and, when none was forthcoming, called for a vote.

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RESULT:	Approved [4 - 0]
MOVER:	Supervisor Brad Bonkowski
SECOND:	Supervisor Lori Bagwell
AYES:	Supervisors Bonkowski, Bagwell, Shirk, and Mayor Crowell
NAYS:	None
ABSENT:	Supervisor Karen Abowd
ABSTAIN:	None

21(B) POSSIBLE ACTION TO AUTHORIZE THE MAYOR TO SIGN A ONE-YEAR LOST LAKES RESERVOIRS WATER LEASE AGREEMENT, BETWEEN CARSON CITY AND CARSON WATER SUBCONSERVANCY DISTRICT (9:38:54) - Mayor Crowell introduced this item, and Public Works Department Director Darren Schulz introduced Water Operations Supervisor Rit Palmer. In response to a question, Mr. Palmer described the locations of Lost Lakes and Mud Lake Reservoirs. Mr. Palmer and Mr. Schulz responded to additional questions of clarification regarding the purpose of the subject and following lease agreements.

Mayor Crowell entertained public comment and, when none was forthcoming, a motion. **Supervisor Bonkowski moved to authorize the Mayor to sign a one-year Lost Lakes Reservoirs Water Lease Agreement, between Carson City and Carson Water Subconservancy District. Supervisor Bagwell seconded the motion.** Mayor Crowell called for a vote on the pending motion.

RESULT:	Approved [4 - 0]
MOVER:	Supervisor Brad Bonkowski
SECOND:	Supervisor Lori Bagwell
AYES:	Supervisors Bonkowski, Bagwell, Shirk, and Mayor Crowell
NAYS:	None
ABSENT:	Supervisor Karen Abowd
ABSTAIN:	None

21(C) POSSIBLE ACTION TO AUTHORIZE THE MAYOR TO SIGN A FIVE-YEAR MUD LAKE RESERVOIR WATER LEASE AGREEMENT, BETWEEN CARSON CITY AND CARSON WATER SUBCONSERVANCY DISTRICT (9:42:23) - Mayor Crowell introduced this item, and Public Works Department Director Darren Schulz acknowledged the subject lease as corollary to item 21(B). Mayor Crowell entertained public and Board member comments and, when none were forthcoming, a motion. **Supervisor Bonkowski moved to authorize the Mayor to sign a five-year Mud Lake Reservoir Water Lease Agreement, between Carson City and Carson Water Subconservancy District. Supervisor Bagwell seconded the motion.** Mayor Crowell entertained discussion on the motion and, when none was forthcoming, called for a vote.

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RESULT:	Approved [4 - 0]
MOVED:	Supervisor Brad Bonkowski
SECOND:	Supervisor Lori Bagwell
AYES:	Supervisors Bonkowski, Bagwell, Shirk, and Mayor Crowell
NAYS:	None
ABSENT:	Supervisor Karen Abowd
ABSTAIN:	None

22. PARKS AND RECREATION DEPARTMENT, OPEN SPACE DIVISION - POSSIBLE ACTION TO ACCEPT THE RECOMMENDATION FROM THE OPEN SPACE ADVISORY COMMITTEE, AND APPROVE A NEW FULL-TIME PARK RANGER POSITION DEDICATED TO THE OPEN SPACE DIVISION (9:42:59) - Mayor Crowell introduced this item, and welcomed Parks and Recreation Department Director Roger Moellendorf, Open Space Advisory Committee Chair Bruce Scott, and Open Space Administrator Ann Bollinger. Mr. Moellendorf provided an overview of the presentation, and background information on the Open Space Program and the federal lands bill. Ms. Bollinger narrated a PowerPoint presentation. She and Mr. Moellendorf responded to questions of clarification throughout the presentation. In response to a question, Mr. Scott provided background information on, and discussed, the Open Space Advisory Committee's recommendation. In response to a question, Ms. Bollinger reviewed management responsibility over lands on the west side of town near Western Nevada College. Mr. Scott provided additional clarification. In response to a further question, Ms. Bollinger discussed motorized and non-motorized uses in the area of Prison Hill.

Mayor Crowell entertained public comment. (10:21:49) Friends of Silver Saddle Ranch President Nancy Santos reviewed her September 2, 2015 letter, a copy of which was included in the agenda materials.

(10:24:52) Bill Prowse identified himself as "a very frequent user of the open space," and expressed support for staff's recommendation. He described incidents which would justify the park ranger position.

(10:28:23) Mark Kimbrough discussed his experience as a park ranger, and expressed support for the park ranger position.

(10:34:54) In response to Colleen Schiller's question, Ms. Bollinger advised that the Silver Saddle Ranch Host / Caretaker earns \$10 per hour.

Mayor Crowell entertained additional public comment and, when none was forthcoming, additional Board member questions or comments. Supervisor Bonkowski discussed the responsibility to maintain the open space, and expressed support for "an appropriate and adequate number of staff to manage and maintain ... our open space areas." Mayor Crowell entertained a motion. **Supervisor Shirk moved to accept the recommendation from the Open Space Advisory Committee, and approve a new, full-time park ranger position dedicated to the Open Space Division. Supervisor Bagwell seconded the motion.** Mayor Crowell entertained discussion on the motion and, when none was forthcoming, called for a vote.

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RESULT:	Approved [4 - 0]
MOVED:	Supervisor Jim Shirk
SECOND:	Supervisor Lori Bagwell
AYES:	Supervisors Shirk, Bagwell, Bonkowski, and Mayor Crowell
NAYS:	None
ABSENT:	Supervisor Karen Abowd
ABSTAIN:	None

**23. 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 (10:37:03) - Supervisor Shirk requested the Mayor and the City Manager to consider providing the answers to questions posed by individual Board members to all Board members. He announced a ceremony scheduled for September 11th at Mills Park. He commended the Public Works Department on repainting the historic blue line.

Mayor Crowell thanked Supervisor Shirk for working on the September 11th ceremony. Mayor Crowell discussed an offer from the U.S.N.S. Carson City Commander to hold a ceremony in Sacramento.

STAFF COMMENTS AND STATUS REPORTS

24. PUBLIC COMMENT (10:40:17) - Mayor Crowell entertained public comment; however, none was forthcoming.

25. ACTION TO ADJOURN (10:40:23) - Mayor Crowell adjourned the meeting at 10:40 a.m.

The Minutes of the September 3, 2015 Carson City Board of Supervisors meeting are so approved this _____ day of October, 2015.

ROBERT L. CROWELL, Mayor

ATTEST:

SUSAN MERRIWETHER, Clerk - Recorder