

# CARSON CITY BOARD OF SUPERVISORS

## Minutes of the August 20, 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, August 20, 2015 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 Lori Bagwell, Ward 3  
Supervisor Jim Shirk, Ward 4

**STAFF:** Nick Marano, City Manager  
Sue Merriwether, Clerk - Recorder  
Jason Woodbury, 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 Recording Secretaries Division of the Clerk's Office, during regular business hours.

**1 - 4. CALL TO ORDER, ROLL CALL, INVOCATION, AND PLEDGE OF ALLEGIANCE** (8:27:53) - Mayor Crowell called the meeting to order at 8:27 a.m. Ms. Merriwether called the roll; a quorum was present. In lieu of an invocation, Mayor Crowell requested a moment of silence in honor of Deputy Sheriff Carl Howell.

**5. PUBLIC COMMENT** (8:29:02) - Mayor Crowell entertained public comment. (8:29:15) Mr. Marano read into the record email correspondence from Steven David. A copy was made available for the record. Mayor Crowell entertained additional public comment; however, none was forthcoming.

**6. POSSIBLE ACTION ON APPROVAL OF MINUTES - May 18, 2015 and July 2, 2015** (8:30:55) - Mayor Crowell entertained a motion. **Supervisor Bonkowski moved to approve the minutes of May 18, 2015, as presented. Supervisor Abowd seconded the motion. Motion carried 5-0.** Mayor Crowell entertained a motion. **Supervisor Bonkowski moved to approve the minutes of July 2, 2015, as presented. Supervisor Abowd seconded the motion. Motion carried 5-0.**

**7. POSSIBLE ACTION TO ADOPT THE AGENDA** (8:31:18) - Mayor Crowell introduced this item, and proposed modifying the agenda to address the following items: items 9(A) and (B); items 14(A), (D), (E); item 15(A); and concluding public comment. Mayor Crowell entertained additional modifications. Supervisor Shirk recommended postponing items 14(D) and (E) until the first meeting in September. Mayor Crowell entertained a motion to postpone items 14(D) and (E). **Supervisor Shirk moved to postpone items 14(D) and (E). Motion died for lack of a second.** Mayor Crowell entertained a motion. **Supervisor Abowd moved to address items 14(D) and (E), as presented. Supervisor Bonkowski seconded the motion.** Mayor Crowell called for a vote on the pending motion.

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

(8:52:41) Mayor Crowell further modified the agenda to address item 12, item 10, item 11, and item 16.

#### 8. SPECIAL PRESENTATIONS:

**8(A) RECOGNITION OF SHERIFF FURLONG FOR BEING SELECTED THE 2015 DEA / DARE LAW ENFORCEMENT EXECUTIVE OF THE YEAR** - Deferred.

**8(B) PRESENTATION OF LENGTH OF SERVICE CERTIFICATES TO CITY EMPLOYEES** - Deferred.

### ORDINANCES, RESOLUTIONS, AND OTHER ITEMS

#### 9. TREASURER

**9(A) PUBLIC HEARING ON THE CITY INVESTMENT POLICY; REVIEW AND POSSIBLE ACTION TO ACCEPT THE POLICY, AS PRESENTED** (8:33:54) - Mayor Crowell introduced this item, and thanked Treasurer Gayle Robertson and her staff for the opportunity to have assisted at the counter earlier in the week. Ms. Robertson 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 accept the policy, as presented. Supervisor Shirk 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 Jim Shirk  |
| <b>AYES:</b>    | Supervisors Abowd, Shirk, Bonkowski, Bagwell, and Mayor Crowell |
| <b>NAYS:</b>    | None  |
| <b>ABSENT:</b>  | None  |
| <b>ABSTAIN:</b> | None  |

**9(B) POSSIBLE ACTION TO APPROVE THE REMOVAL OF TAXES, PENALTIES, AND INTEREST FROM THE REAL PROPERTY TAX ROLL, FOR PARCEL NO. 010-592-09, EMPIRE RANCH / DIVOT ROAD, AND PARCEL NO. 010-602-01, 1466 EMPIRE RANCH ROAD, IN THE AMOUNT OF \$20.96, PER PARCEL** (8:36:50) - Mayor Crowell introduced this item. Treasurer Gayle Robertson provided background information, 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 approve the removal of taxes and penalties and interest from the 2013 / 2014 and the 2014 / 2015 real property tax rolls for parcel 010-592-09,**

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**Empire Ranch / Divot Road, and parcel 010-602-01, 1466 Empire Ranch Road, in the amount of \$20.96 per parcel. Supervisor Shirk 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 Brad Bonkowski                                       |
| <b>SECOND:</b>  | Supervisor Jim Shirk  |
| <b>AYES:</b>    | Supervisors Bonkowski, Shirk, Abowd, Bagwell, and Mayor Crowell |
| <b>NAYS:</b>    | None  |
| <b>ABSENT:</b>  | None  |
| <b>ABSTAIN:</b> | None  |

**10. HEALTH AND HUMAN SERVICES DEPARTMENT - POSSIBLE ACTION TO ADOPT A RESOLUTION ACCEPTING THE INTERLOCAL CONTRACT, AT A FEE OF \$401,211, FOR JULY 1, 2015 - JUNE 30, 2016 (THE ADULT DAY CARE IS PROJECTED TO BE IN OPERATION FOR SIX MONTHS), AND AN ESTIMATED FEE OF \$514,438, PER FISCAL YEAR, BEGINNING JULY 1, 2016, WITH DOUGLAS COUNTY, FOR CARSON CITY HEALTH AND HUMAN SERVICES TO PROVIDE COMMUNITY HEALTH NURSING AND ADULT DAY CARE SERVICES IN DOUGLAS COUNTY; THE CONTRACT WILL AUTOMATICALLY RENEW ANNUALLY UNLESS SOONER TERMINATED BY EITHER PARTY OR EITHER PARTY DETERMINES TERMS OF CONTRACT NEED TO BE RENEGOTIATED; AND TO APPROVE HIRING THE DIRECTOR AND ACTING DIRECTOR TO FULFILL THE ADULT DAY CARE SCOPE OF WORK (8:54:48) - Mayor Crowell introduced this item.** Health and Human Services Department Director Nicki Aaker reviewed the agenda materials, responded to questions of clarification, and noted a necessary correction to the NAC citation at paragraph 2.2 of the contract. Mayor Crowell entertained public comment and, when none was forthcoming, a motion. **Supervisor Abowd moved to adopt Resolution No. 2015-R-35, accepting an interlocal contract in an amount not to exceed \$401,211, for July 1, 2015 through June 30, 2016; the adult day care is projected to be in operation for six months; and an estimated fee of \$514,438 per fiscal year, beginning July 1, 2016, with Douglas County for Carson City Health and Human Services to provide community health nursing and adult day care services in Douglas County; the contract will automatically renew yearly unless sooner terminated by either party or either party determines terms of contract need to be renegotiated. Supervisor Abowd moved to approve the hiring of the director and the acting director which are needed to fulfill the adult day care scope of work, with the revisions as stated on the record. Supervisor Shirk 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 Jim Shirk  |
| <b>AYES:</b>    | Supervisors Abowd, Shirk, Bonkowski, Bagwell, and Mayor Crowell |
| <b>NAYS:</b>    | None  |
| <b>ABSENT:</b>  | None  |
| <b>ABSTAIN:</b> | None  |

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**11. 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 11, 2015, PURSUANT TO NRS 251.030 AND NRS 354.290** (8:59:59) - Mayor Crowell introduced this item, and Finance Department Director Nancy Paulson reviewed the agenda materials. Mayor Crowell entertained a motion. **Supervisor Bagwell moved to accept the report on the condition of each fund in the treasury, and the statement of receipts and expenditures, through August 11, 2015, 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.

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

**12. HUMAN RESOURCES DEPARTMENT - POSSIBLE ACTION TO APPROVE AMENDMENT NO. 14 TO THE STANDARD LIFE INSURANCE PLAN, EFFECTIVE SEPTEMBER 1, 2015** (8:52:43) - Mayor Crowell introduced this item. Human Resources Department Director Melanie Bruketta reviewed the agenda materials, and responded to questions of clarification. Mayor Crowell entertained public comment and, when none was forthcoming, a motion. **Supervisor Shirk moved to approve Amendment No. 14 to the Standard Life Insurance Plan, effective September 1, 2015. Supervisor Abowd 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 Jim Shirk  |
| <b>SECOND:</b>  | Supervisor Karen Abowd  |
| <b>AYES:</b>    | Supervisors Shirk, Abowd, Bonkowski, Bagwell, and Mayor Crowell |
| <b>NAYS:</b>    | None  |
| <b>ABSENT:</b>  | None  |
| <b>ABSTAIN:</b> | None  |

### **13. PARKS AND RECREATION DEPARTMENT, OPEN SPACE PROGRAM**

**13(A) 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** - Deferred.

**13(B) POSSIBLE ACTION TO APPROVE THE POSSIBLE DISPOSAL / TRADE OF TWO CITY-OWNED PARCELS IN EXCHANGE FOR ONE 20-ACRE PARCEL, APN 007-051-81, LOCATED ON THE NORTH SIDE OF U.S. HIGHWAY 50, JUST EAST OF THE CLEAR CREEK INTERSECTION, AND OWNED BY MR. W. MICHAEL FAGEN** - Deferred.

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#### **14. PUBLIC WORKS DEPARTMENT**

**14(A) POSSIBLE ACTION TO ACCEPT THE DEDICATION OF RIGHT-OF-WAY FROM APN 002-441-12, LOCATED AT THE NORTHWEST CORNER OF THE INTERSECTION OF U.S. HIGHWAY 50 AND STATE STREET (8:39:15)** - Mayor Crowell introduced this item. Engineering Manager Danny Rotter introduced Real Property Manager Ruth Borrelli, and reviewed the agenda materials. Mr. Rotter responded to questions of clarification. Mayor Crowell entertained public comment and, when none was forthcoming, a motion. **Supervisor Bonkowski moved to approve the dedication of right-of-way from APN 002-441-12, located at the northwest corner of the intersection of U.S. Highway 50 and State Street. Supervisor Shirk 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 Brad Bonkowski                                       |
| <b>SECOND:</b>  | Supervisor Jim Shirk  |
| <b>AYES:</b>    | Supervisors Bonkowski, Shirk, Abowd, Bagwell, and Mayor Crowell |
| <b>NAYS:</b>    | None  |
| <b>ABSENT:</b>  | None  |
| <b>ABSTAIN:</b> | None  |

**14(B) 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** - Deferred.

**14(C) 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** - Deferred.

**14(D) POSSIBLE ACTION TO ACCEPT THE REPORT FROM THE CHAIR OF THE UTILITY FINANCIAL OVERSIGHT COMMITTEE FROM THE JUNE 30, 2015 MEETING (8:40:55)** - Mayor Crowell introduced this item, and invited Utilities Financial Oversight Committee Chair Andrea Engleman to the podium. Ms. Engleman read a prepared report into the record, and responded to questions of clarification. Mayor Crowell entertained public comment and, when none was forthcoming, a motion. **Supervisor Bonkowski moved to accept the report from the Chair of the Utility Financial Oversight Committee for the June 30, 2015 meeting. Supervisor Abowd 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 Brad Bonkowski                                       |
| <b>SECOND:</b>  | Supervisor Karen Abowd  |
| <b>AYES:</b>    | Supervisors Bonkowski, Abowd, Bagwell, Shirk, and Mayor Crowell |
| <b>NAYS:</b>    | None  |
| <b>ABSENT:</b>  | None  |
| <b>ABSTAIN:</b> | None  |

Mayor Crowell thanked Ms. Engleman for her report, and requested her to convey the Board's appreciation to the Utility Financial Oversight Committee.

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**14(E) POSSIBLE ACTION TO DIRECT STAFF TO INITIATE THE PROCESS OF CHANGING CONNECTION FEES FOR THE WATER AND SEWER UTILITY (8:46:03)** - Mayor Crowell introduced this item, and Utility Manager David Bruketta introduced FCS Group Principal Karen Johnson. Ms. Johnson reviewed the agenda materials, in conjunction with displayed slides.

Mayor Crowell entertained public comment and, when none was forthcoming, a motion. **Supervisor Bagwell moved to direct staff to initiate the process of changing the water and sewer connection fees, as outlined on page 11 and 13 of the presentation and, once rates are fully implemented, increase said fees annually for inflation, based on the Engineering News Record's Construction Cost Index with a cap of three percent per year; the connection fees may only be used for new capital projects of the water and sewer fund, and any appropriate debt service for that new capital. Supervisor Shirk seconded the motion.** Mayor Crowell entertained discussion on the motion. Following discussion, **Supervisor Shirk rescinded his second. Supervisor Bonkowski seconded the pending motion. Supervisor Shirk moved to amend the time frame to three years, not five years. The motion to amend died for lack of a second.** Mayor Crowell called for a vote on the pending motion.

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

**15. CITY MANAGER - POSSIBLE ACTION TO RATIFY THE APPROVAL OF BILLS AND OTHER REQUESTS FOR PAYMENTS BY THE CITY MANAGER FOR THE PERIOD OF JULY 7, 2015 THROUGH AUGUST 10, 2015 (8:51:45)** - Mayor Crowell introduced this item, and Mr. Marano provided a brief overview of the agenda materials. Mayor Crowell entertained a motion. **Supervisor Abowd moved to ratify the approval of the bills and other requests for payment by the City Manager, for the period of July 7, 2015 through August 10, 2015. Supervisor Bonkowski seconded the motion.** Mayor Crowell entertained public comment and, when none was forthcoming, called for a vote on the pending motion.

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

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

**STATUS REVIEW OF PROJECTS**

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**INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS**

**CORRESPONDENCE TO THE BOARD OF SUPERVISORS**

**STATUS REPORTS AND COMMENTS FROM BOARD MEMBERS (9:01:40)** - Mayor Crowell thanked the Board members and the citizens for their consideration today. A brief discussion took place regarding the day's schedule.

**STAFF COMMENTS AND STATUS REPORTS (9:00:42)** - In response to a question, Mr. Marano provided direction with regard to joining the funeral procession for Deputy Carl Howell.

**17. PUBLIC COMMENT (9:02:54)** - Mayor Crowell entertained public comment; however, none was forthcoming.

**18. ACTION TO ADJOURN (9:03:00)** - Mayor Crowell adjourned the meeting at 9:03 a.m.

The Minutes of the August 20, 2015 Carson City Board of Supervisors meeting are so approved this 1<sup>st</sup> day of October, 2015.

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ROBERT L. CROWELL, Mayor

ATTEST:

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SUSAN MERRIWETHER, Clerk - Recorder