

CARSON CITY BOARD OF SUPERVISORS
Minutes of the February 18, 2016 Meeting
Page 1

A regular meeting of the Carson City Board of Supervisors was scheduled for 8:30 a.m. on Thursday, February 18, 2016 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
Adriana Fralick, Chief Deputy District Attorney
Cheryl Eggert, Deputy Clerk
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 Carson City Clerk's Office, during regular business hours.

1 - 4. CALL TO ORDER, ROLL CALL, INVOCATION, AND PLEDGE OF ALLEGIANCE (8:32:00) - Mayor Crowell called the meeting to order at 8:32 a.m. Ms. Merriwether called the roll; a quorum was present. Mayor Crowell called for United Methodist Church Reverend Bill McCord; however, he was not present. At Mayor Crowell's request, a moment of silence was observed. At Mayor Crowell's request, Public Guardian Deborah Marzoline led the pledge of allegiance.

5. PUBLIC COMMENT (8:34:00) - Mayor Crowell entertained public comment. (8:34:29) Don Leonard discussed concerns regarding urban deer destroying his residential landscape. Mayor Crowell acknowledged the concern, and discussed corresponding issues. Mayor Crowell entertained additional public comment; however, none was forthcoming.

6. POSSIBLE ACTION ON APPROVAL OF MINUTES - January 7, 2016 (8:36:37) - Mayor Crowell introduced this item, and entertained suggested revisions. When no suggested revisions were forthcoming, he entertained a motion. **Supervisor Bonkowski moved to approve the minutes, as presented. The motion was seconded, and carried unanimously.**

7. POSSIBLE ACTION ON ADOPTION OF AGENDA (8:36:59) - Mayor Crowell entertained modifications to the agenda and, when none were forthcoming, deemed the agenda adopted as published.

8. SPECIAL PRESENTATIONS:

8(A) PRESENTATION AND UPDATE OF FEDERAL ISSUES BY CONGRESSMAN MARK AMODEI (8:37:10) - Mayor Crowell introduced this item, and welcomed Congressman Mark Amodei. Congressman Amodei requested Mayor Crowell to convey to Mrs. Crowell his commendation on her sponsorship of the christening of the U.S. Naval Ship Carson City in Mobile, Alabama. Congressman Amodei discussed a bill, which passed the House of Representatives, approving the sale of small tracts of land along the eastern front of the Sierra Nevada range. He described the tracts of land, and

CARSON CITY BOARD OF SUPERVISORS

Minutes of the February 18, 2016 Meeting

Page 2

advised of no opposition to the bill in the Senate. He described the bill as “a housekeeping thing that needs to be taken care of so that the Forest Service has authorization to sell those in a publicly transparent process. Those properties can be put on the tax roll and then come under the jurisdiction of, for instance in Carson City, this Board for planning and zoning matters ...” Congressman Amodei encouraged the Board members to correspond with their legislative representatives, and offered to provide any additional information necessary.

Congressman Amodei discussed a bipartisan discharge petition, developed within the House of Representatives, on the Export / Import Bank. He explained, “that bank loans money to ... overseas borrowers that buy products that are manufactured in the U.S. It is a tool that 60 other countries have and all of our major trading partners and competitors.” He further explained the purpose of a discharge petition relative to local manufacturing and agricultural operations.

Congressman Amodei discussed possible cuts to emergency management funding. He advised that Congressman Lou Barletta, Chair of the Transportation and Infrastructure Subcommittee, will be in Carson City to meet with League of Cities, NACo, utility, and State government representatives to discuss “how responsive FEMA has been, in a preparedness sense, for those cyber issues.” Congressman Amodei invited a City representative to attend, and offered to provide scheduling details.

Congressman Amodei advised of having “been active on behalf of the hospital in terms ... of Medicare reimbursement and how they audit things like that. ... It has impacts, not only in terms of Carson-Tahoe, but for hospitals all over the state ...” Congressman Amodei reviewed the congressional calendar, noting “about thirty days, from July 15th to December 31st, are scheduled to be in session.”

In response to a question, Congressman Amodei advised that the FEMA flood plain updates are “in the 90-day comment period.” He anticipates that revisions will be published following the comment period. He acknowledged that any questions or requests for assistance should be referred to his office, and discussion followed.

Mayor Crowell entertained additional questions and, when none were forthcoming, thanked Congressman Amodei for his attendance and participation.

8(B) PRESENTATION OF LENGTH OF SERVICE CERTIFICATES TO CITY EMPLOYEES (8:54:12) - Mayor Crowell introduced this item, and invited Public Guardian Deborah Marzoline to join him at the podium. He presented Ms. Marzoline a Certificate of Appreciation for five years' continuous, dedicated service to Carson City. He thanked Ms. Marzoline, and provided an overview of her responsibilities. The Board members, City staff, and citizens present applauded.

8(C) PRESENTATION OF A RETIREMENT PLAQUE TO ROD TEMPLE, CARSON CITY FIRE DEPARTMENT (8:54:35) - Mayor Crowell introduced this item. Fire Chief Bob Schreihans reviewed the agenda materials and introduced Firefighter / Paramedic Rod Temple. Mayor Crowell read into the record a Certificate of Appreciation recognizing 25 years of dedicated service to the Carson City Fire Department and the community of Carson City.

CARSON CITY BOARD OF SUPERVISORS

Minutes of the February 18, 2016 Meeting

Page 3

(8:56:22) Firefighter / Paramedic Rod Temple thanked everyone, and expressed appreciation for the opportunity to have worked for the Carson City Fire Department. He commended his co-workers and staff, and expressed gratitude. The Board members, City staff, and citizens present applauded.

9. RECESS BOARD OF SUPERVISORS (8:59:00) - Mayor Crowell recessed the Board of Supervisors meeting at 8:59 a.m.

LIQUOR AND ENTERTAINMENT BOARD

10. CALL TO ORDER AND ROLL CALL (8:59:05) - Chairperson Crowell called the Liquor and Entertainment Board meeting to order at 8:59 a.m., noting the presence of a quorum. Chairperson Crowell advised that Assistant Sheriff Ken Sandage would serve as the representative from the Sheriff's Office.

11. PUBLIC COMMENT(8:59:26) - Chairperson Crowell entertained public comment; however, none was forthcoming.

12. POSSIBLE ACTION ON APPROVAL OF MINUTES - January 7, 2016 (8:59:42) - Chairperson Crowell entertained suggested revisions and, when none were forthcoming, a motion. **Member Bonkowski moved to approve the minutes, as presented. Member Abowd seconded the motion. Motion carried 6-0.**

13. COMMUNITY DEVELOPMENT DEPARTMENT, BUSINESS LICENSE DIVISION

13(A) POSSIBLE ACTION TO APPROVE JOSE ESCOBAR AS THE LIQUOR MANAGER FOR LA SANTANECA, LIQUOR LICENSE NO. 16-31215, LOCATED AT 316 EAST WINNIE LANE (8:59:57) - Chairperson Crowell introduced this item. Senior Permit Technician Lena Reseck reviewed the agenda materials, noting staff's recommendation of approval. Chairperson Crowell invited Jose Escobar to the podium. (9:00:39) Mr. Escobar reviewed his business experience. Chairperson Crowell entertained a motion. **Member Abowd moved to approve Jose Escobar as the liquor manager for La Santaneca, liquor license number 16-31215, located at 316 East Winnie Lane. Member Bagwell seconded the motion.** Chairperson Crowell entertained discussion on the motion and, when none was forthcoming, called for a vote.

RESULT:	Approved [6 - 0]
MOVER:	Member Karen Abowd
SECOND:	Member Lori Bagwell
AYES:	Members Abowd, Bagwell, Bonkowski, Sandage, Shirk, and Chair Crowell
NAYS:	None
ABSENT:	None
ABSTAIN:	None

13(B) POSSIBLE ACTION TO APPROVE JUAN REA-MARISCAL AS THE LIQUOR MANAGER FOR NATIONAL'S CAFÉ, LIQUOR LICENSE NO. 16-31233, LOCATED AT 1701 NORTH CARSON STREET (9:01:34) - Chairperson Crowell introduced this item, and invited Mr. Rea-Mariscal to the podium. Senior Permit Technician Lena Reseck reviewed the agenda materials, noting staff's recommendation of approval. (9:02:12) Mr. Rea-Mariscal provided background information on his business. Chairperson Crowell entertained a motion. **Member Bonkowski moved to approve Juan Rea-**

CARSON CITY BOARD OF SUPERVISORS

Minutes of the February 18, 2016 Meeting

Page 4

Mariscal as the liquor manager for National's Café, liquor license number 16-31233, located at 1701 North Carson Street. Member Abowd seconded the motion. Chairperson Crowell entertained discussion on the motion and, when none was forthcoming, called for a vote.

RESULT:	Approved [6 - 0]
MOVED:	Member Brad Bonkowski
SECOND:	Member Karen Abowd
AYES:	Members Bonkowski, Abowd, Bagwell, Sandage, Shirk, and Chair Crowell
NAYS:	None
ABSENT:	None
ABSTAIN:	None

14. PUBLIC COMMENT (9:03:05) - Chairperson Crowell entertained public comment; however, none was forthcoming.

15. ACTION TO ADJOURN LIQUOR AND ENTERTAINMENT BOARD (9:03:13) - Chairperson Crowell adjourned the meeting at 9:03 a.m.

16. RECONVENE BOARD OF SUPERVISORS (9:03:15) - Mayor Crowell reconvened the Board of Supervisors meeting at 9:03 a.m., and thanked Assistant Sheriff Sandage for his attendance and participation in the Liquor and Entertainment Board meeting.

ORDINANCES, RESOLUTIONS, AND OTHER ITEMS

17. CITY MANAGER

17(A) PRESENTATION AND UPDATE ON THE RECENT ACTIVITIES OF THE WESTERN NEVADA DEVELOPMENT DISTRICT (9:03:38) - Mayor Crowell introduced this item, and invited Western Nevada Development District Executive Director Ron Radil and Business Development Manager Michael Salogga to the meeting table. Mr. Radil reviewed the agenda materials in conjunction with displayed slides, and responded to questions of clarification throughout the presentation. Supervisor Bagwell announced the Nevada Economic Development Conference Forum, scheduled for September 20 through 22, 2016 at the University of Nevada, Reno Joe Crowley Student Union. Mayor Crowell entertained public comment; however, none was forthcoming. Mr. Salogga discussed the importance of WNDD's regional focus. Mayor Crowell thanked Mr. Radil for his presentation.

17(B) DISCUSSION AND POSSIBLE ACTION TO APPROVE A COOPERATIVE AGREEMENT FOR THE CREATION OF NEVADAWORKS (9:26:04) - Mayor Crowell introduced this item, and Business Development Manager Michael Salogga introduced NevadaWorks Executive Director John Thurman and former City Treasurer Al Kramer. Mr. Salogga reviewed the staff report. (9:27:59) Mr. Kramer discussed his eight-year term on the NevadaWorks Board, and reviewed the NevadaWorks mission, purpose, and programs. (9:29:56) Mr. Thurman reviewed the agenda materials in conjunction with displayed slides. He responded to questions of clarification and discussion ensued. Supervisor Bonkowski expressed the opinion, "the most critical need ... today is workforce development." He noted that "workforce development imports jobs and creates jobs for our residents ... in manufacturing."

CARSON CITY BOARD OF SUPERVISORS

Minutes of the February 18, 2016 Meeting

Page 5

He commended NevadaWorks. At Supervisor Abowd's request, Mr. Thurman described the Jobs for America's Graduates Program. In response to a further question, he described the Workforce Innovation and Opportunity Act benefits available to veterans. He responded to additional questions of clarification.

Mayor Crowell entertained public comment and, when none was forthcoming, a motion. **Supervisor Abowd moved to approve the Cooperative Agreement for the Creation of NevadaWorks. Supervisor Bonkowski seconded the motion.** Mayor Crowell entertained discussion on the motion and, when none was forthcoming, called for a vote.

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

Mayor Crowell thanked Mr. Thurman and Mr. Kramer.

17(C) POSSIBLE ACTION TO RATIFY THE APPROVAL OF BILLS AND OTHER REQUESTS FOR PAYMENTS BY THE CITY MANAGER FOR THE PERIOD OF JANUARY 9, 2016 THROUGH FEBRUARY 5, 2016 (9:48:45) - Mayor Crowell introduced this item, and entertained questions or comments of the Board and of the public. When no questions or comments were forthcoming, he entertained a motion. **Supervisor Bonkowski moved to ratify the approval of bills and other requests for payments by the City Manager, for the period of January 9, 2016 through February 5, 2016. Supervisor Abowd seconded the motion.** Mayor Crowell entertained discussion on the motion and, when none was forthcoming, called for a vote.

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

18. PARKS AND RECREATION DEPARTMENT - POSSIBLE ACTION TO APPROVE SUBMITTAL OF A GRANT APPLICATION TO THE NEVADA DEPARTMENT OF WILDLIFE FOR A VAULT TOILET RESTROOM AND ASSOCIATED SITE IMPROVEMENTS FOR THE CARSON CITY RIFLE AND PISTOL RANGE (9:49:10) - Mayor Crowell introduced this item. Senior Park Planner Vern Krahn reviewed the agenda materials, and responded to questions of clarification. Supervisor Bagwell advised that, as a member of the Nevada Law Enforcement Instructors Association, she had helped to raise funds for the project. Mr. Krahn expressed appreciation for the fund raising efforts of the Nevada Law Enforcement Instructors Association and the Northern Sierra Ladies Gun Club.

CARSON CITY BOARD OF SUPERVISORS

Minutes of the February 18, 2016 Meeting

Page 6

Mayor Crowell entertained public comment and, when none was forthcoming, a motion. **Supervisor Bagwell moved to approve submittal of a grant application to the Nevada Department of Wildlife for a vault toilet restroom and associated site improvements for the Carson City Rifle and Pistol Range. Supervisor Bonkowski seconded the motion.** Mayor Crowell entertained discussion on the motion and, when none was forthcoming, called for a vote.

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

Mayor Crowell recessed the meeting at 9:55 a.m., and reconvened at 10:09 a.m.

19. PUBLIC WORKS DEPARTMENT - INFORMATION TO REVIEW AND DISCUSS THE DOWNTOWN CORRIDOR CONSTRUCTION BUSINESS SUPPORT PLAN (10:09:25) - Mayor Crowell introduced this item, and Engineering Manager Danny Rotter reviewed the agenda materials in conjunction with displayed slides. Mr. Rotter responded to questions of clarification throughout his presentation. Supervisor Bonkowski commended “the level of communication and interaction and effort ... to communicate this out to the public.” Mr. Rotter and Mr. Marano responded to additional questions of clarification regarding the project time line and the live chat staffing requirements. Mayor Crowell entertained public comment; however, none was forthcoming.

20. FIRE DEPARTMENT - PRESENTATION OF EMERGENCY OPERATIONS CENTER MANAGEMENT REVIEW (10:23:49) - Mayor Crowell introduced this item, and Fire Chief Bob Schreihans provided an overview. Deputy Emergency Manager Stacey Belt narrated the presentation, which was displayed in the meeting room. Chief Schreihans provided additional detail of the CodeRED Emergency Notification System, and he and Ms. Belt responded to questions of clarification. In response to a question, Ms. Fralick provided clarification of Nevada Open Meeting Law requirements in the event of a declared emergency. Mayor Crowell entertained public comment; however, none was forthcoming.

21. INFORMATION TECHNOLOGY - DISCUSSION AND POSSIBLE ACTION TO ELIMINATE THE FULL-TIME OFFICE SPECIALIST (CCEA GRADE A2) POSITION CURRENTLY BUDGETED UNDER THE FIRE DEPARTMENT AND TO APPROVE BUDGETING A FULL-TIME INFORMATION MANAGEMENT OFFICER (UNCLASSIFIED, GRADE T1) POSITION WHICH WILL REPORT TO THE CHIEF INFORMATION OFFICER (10:50:23) - Mayor Crowell introduced this item, and Chief Information Officer Eric Von Schimmelmann reviewed the agenda materials. Fire Chief Bob Schreihans provided background information, and responded to questions of clarification. Mr. Von Schimmelmann responded to questions of clarification regarding the information management officer responsibilities, funding for the position, and the departments which utilize social media. In response to a question, Chief Schreihans discussed the possibility of requiring an additional position in the Fire Department. Mr. Marano expressed confidence “that we’re going to be able to cover down on the requirements.” He advised that Chief Schreihans already has a part-time position and that the responsibilities of the Office Specialist will be carefully reviewed. He

CARSON CITY BOARD OF SUPERVISORS

Minutes of the February 18, 2016 Meeting

Page 7

discussed the importance of social media relative to community information, including emergency situations. Discussion followed. In response to a question, Sheriff's Department Business Manager Kathie Heath clarified that the Sheriff's Office pays a \$300 fee to an outside company for social media services. There is no formal contract.

Mayor Crowell entertained public comment. (11:08:03) CCEA President Brian Doyal inquired as to the status of the position being vacated. Human Resources Department Director Melanie Bruketta advised that the Office Specialist classification is not being eliminated. "We still have other office specialists throughout the City." Ms. Bruketta clarified that the new position will be unclassified and fall under the administrative exemption of the Fair Labor Standards Act. Mr. Doyal acknowledged his understanding.

Mayor Crowell entertained additional public comment and, when none was forthcoming, commended Mr. Marano for "looking to find a way to address these issues on a Citywide basis." Mayor Crowell acknowledged the need to coordinate departments, but expressed the opinion, "in today's age, what we're seeing is the ability to really get a lot of information out in a coherent way that can be highly beneficial."

Mayor Crowell entertained a motion. **Supervisor Abowd moved to eliminate the full-time Office Specialist (CCEA Grade A2) position currently budgeted under the Fire Department, and to approve budgeting a full-time Information Management Officer (Unclassified, Grade T1) position which will report to the Chief Information Officer. Supervisor Bonkowski seconded the motion.** Mayor Crowell entertained discussion on the motion. Supervisor Shirk expressed support for the direction represented by the action. Supervisor Bonkowski expressed concerns about "being nickel and dimed on positions; adding positions. But, at the same time, we have a City Manager for a reason ... and this is his call." Supervisor Bonkowski expressed support for the motion. Mayor Crowell entertained public comment. (11:12:17) Rachael Ann Schneider provided background information on her education and experience, and expressed the belief she has "what it takes to foster in a new way of communication on behalf of the City and increase community engagement as well." She expressed appreciation for the opportunity. Mayor Crowell called for a vote on the pending motion.

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

22. FINANCE DEPARTMENT

22(A) POSSIBLE ACTION TO AUTHORIZE STAFF TO SUBMIT AN APPLICATION TO THE NATIONAL ENDOWMENT OF THE ARTS ("NEA") FOR THE ART WORKS GRANT PROGRAM, IN THE AMOUNT OF \$40,000 (11:13:17) - Mayor Crowell introduced this item, and entertained questions or comments of Grants Coordinator Janice Keillor. Ms. Keillor reviewed the agenda materials. Supervisor Abowd suggested interactive art as a consideration for the downtown project. Ms. Keillor advised that visual arts is the category of the application, and offered to speak with Supervisor Abowd about other suggestions. Mayor Crowell entertained additional Board member questions or comments and, when none were forthcoming, public comments. When no public comments were

CARSON CITY BOARD OF SUPERVISORS

Minutes of the February 18, 2016 Meeting

Page 8

forthcoming, Mayor Crowell entertained a motion. **Supervisor Bonkowski moved to authorize staff to submit an application to the National Endowment of the Arts for the Art Works Grant Program, in the amount of \$40,000. Supervisor Abowd seconded the motion.** Mayor Crowell entertained discussion on the motion and, when none was forthcoming, called for a vote.

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

22(B) POSSIBLE ACTION TO ACCEPT THE REPORT ON THE CONDITION OF EACH FUND IN THE TREASURY, AND THE STATEMENTS OF RECEIPTS AND EXPENDITURES, THROUGH FEBRUARY 5, 2016, PURSUANT TO NRS 251.030 AND NRS 354.290 (11:15:26) - Mayor Crowell introduced this item, and entertained questions or comments. When no questions or comments were forthcoming, he entertained a motion. **Supervisor Bonkowski moved to accept the report on the condition of each fund in the treasury, and the statements of receipts and expenditures, through February 5, 2016, pursuant to NRS 251.030 and NRS 354.290.** The motion was seconded and carried unanimously.

RESULT:	Approved [5 - 0]
MOVER:	Supervisor Brad Bonkowski
SECOND:	The motion was seconded.
AYES:	Supervisors Bonkowski, Abowd, Bagwell, Shirk, and Mayor Crowell
NAYS:	None
ABSENT:	None
ABSTAIN:	None

22(C) POSSIBLE ACTION TO ALLOW THE FINANCE DEPARTMENT TO DELETE CAPITAL ASSETS FROM THE GOVERNMENTAL FUNDS CAPITAL ASSET LISTING FOR FISCAL YEAR 2014 - 2015 (11:15:55) - Mayor Crowell introduced this item. Chief Financial Officer Nancy Paulson reviewed the agenda materials, and responded to questions of clarification. Mayor Crowell entertained additional questions or comments and, when none were forthcoming, a motion. **Supervisor Bagwell moved to allow the Finance Department to delete capital assets from the governmental capital asset listing for fiscal year 2014 - 15. Supervisor Abowd seconded the motion.** Mayor Crowell entertained discussion on the motion and, when none was forthcoming, called for a vote.

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

CARSON CITY BOARD OF SUPERVISORS

Minutes of the February 18, 2016 Meeting

Page 9

22(D) POSSIBLE ACTION TO ALLOW THE FINANCE DEPARTMENT TO DELETE CAPITAL ASSETS FROM THE BUSINESS TYPE ACTIVITY FUNDS CAPITAL ASSET LISTING FOR FISCAL YEAR 2014 - 2015 (11:17:23) - Mayor Crowell introduced this item, and Chief Financial Officer Nancy Paulson reviewed the agenda materials. In response to a question, Ms. Paulson provided detail on the eight listed vehicles. Mayor Crowell entertained public comment and, when none was forthcoming, a motion. **Supervisor Bagwell moved to allow the Finance Department to delete capital assets from the Business Type Activity Funds Capital Asset listing for FY 2014 - 15.** Supervisor Abowd seconded the motion. Mayor Crowell called for a vote on the pending motion.

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

22(E) POSSIBLE ACTION TO ACCEPT THE CARSON CITY COST ALLOCATION PLAN FOR THE FISCAL YEAR ENDED JUNE 30, 2015 (11:20:37) - Mayor Crowell introduced this item. Chief Financial Officer Nancy Paulson provided an overview of the agenda materials, and introduced Marchelle Mahoney, of Mahoney & Associates. Ms. Paulson reviewed the agenda materials, in conjunction with displayed slides, and discussion took place with regard to the method by which costs are allocated. Deputy Chief Financial Officer Sheri Russell, Engineering Manager Danny Rotter, and Ms. Paulson responded to questions of clarification and additional discussion ensued.

Mayor Crowell entertained public comment and, when none was forthcoming, a motion. **Supervisor Bonkowski moved to accept the Carson City Cost Allocation Plan for the fiscal year ended June 30, 2015, for use in preparing the FY 2017 Carson City budget.** Supervisor Abowd seconded the motion. Mayor Crowell entertained discussion on the motion. Supervisor Bagwell suggested amending the motion to direct staff to "add the true-up line in the cost allocation ... for the future year." **Supervisor Bonkowski so amended his motion. Supervisor Abowd continued her second.** Mayor Crowell called for a vote on the pending motion.

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

22(F) PRESENTATION, DISCUSSION, AND POSSIBLE ACTION TO PROVIDE DIRECTION REGARDING ASSUMPTIONS STAFF WILL USE TO PREPARE CARSON CITY'S BUDGET FOR FY 2016 - 2017 (11:35:26) - Mayor Crowell introduced this item. Chief Financial Officer Nancy Paulson reviewed the agenda materials in conjunction with displayed slides. Ms. Paulson responded to questions of clarification, and discussion ensued. Supervisor Bonkowski reiterated a preference for

CARSON CITY BOARD OF SUPERVISORS
Minutes of the February 18, 2016 Meeting
Page 10

decreasing the property tax rate each year. He expressed understanding for this year's complications resulting from the CPI and the property tax cap which will impact the City's budget. He expressed a willingness to "leave it the same this year to overcome that." He clarified, however, "there is no real shortfall. It is a ... shortfall based on a projection that we've known for three years now is not accurate because we've been lowering the property tax rate." He expressed agreement with Ms. Paulson's recommendation to change the ending fund balance policy, from five percent to 8.3 percent, and increase the goal rate higher than the 8.33 percent. He expressed the opinion that "we are on the path to balancing both our revenue side and our expense side, and meeting our financial priorities."

In response to a question, Ms. Paulson explained the projected shortfall. Assessor Dave Dawley and Ms. Paulson responded to questions regarding projections related to new construction. In response to a further question, Mr. Dawley advised that, based on calculations, the property tax cap will be established at 0.1 percent for both commercial and residential properties. Mayor Crowell discussed the importance of prudence. Mr. Dawley and Ms. Paulson responded to additional questions and discussion ensued.

Supervisor Abowd expressed agreement with previous comments and the opinion that, in light of increases in Waste Management and water and sewer fees, the property tax rate should remain the same. She expressed agreement with increasing the rainy day fund.

Mayor Crowell entertained public comment and, when none was forthcoming, a motion. **Supervisor Abowd moved to direct staff to use \$3.52 as the property tax rate in preparing the 2016 - 2017 Carson City budget. Supervisor Shirk seconded the motion.**

RESULT:	Approved [5 - 0]
MOVER:	Supervisor Karen Abowd
SECOND:	Supervisor Jim Shirk
AYES:	Supervisors Abowd, Shirk, Bonkowski, Bagwell, and Mayor Crowell
NAYS:	None
ABSENT:	None
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 (12:00:05) - Supervisor Shirk advised of having received email correspondence from citizens. He further advised "we are not installing the wi-fi, per se, in the downtown corridors. What we are installing, to my knowledge or what I've been told, is the furnishings that will allow a vendor to put in the wi-fi wires. We're just putting in the piping, I guess, is the basics for that." Supervisor Shirk referred to an earlier comment regarding a car dealership, and advised of "a article in the paper, to the editor." He further advised of having received

CARSON CITY BOARD OF SUPERVISORS

Minutes of the February 18, 2016 Meeting

Page 11

email and “at this juncture, I don't have any answers for that.” Supervisor Shirk expressed appreciation for the City Manager's updates. He requested to consider decreased fees for handicapped and low income citizens at the aquatic facility and the MAC.

Supervisor Abowd expressed sympathy to John Procaccini and his family and to Kitty McKay over the loss of their grandson. She advised of services scheduled for 3:00 p.m. on February 19th at the Brewery Arts Center Performance Hall.

In reference to a potential auto dealership, Mayor Crowell anticipates that the Redevelopment Authority Citizens Committee will be hearing an application for redevelopment funding. Mayor Crowell entertained additional status reports or comments; however, none were forthcoming.

STAFF COMMENTS AND STATUS REPORT

RECESS AND RECONVENE BOARD OF SUPERVISORS (12:02:07; 2:01:23) - Mayor Crowell recessed the meeting at 12:02 p.m., and reconvened at 2:01 p.m.

24. CITY MANAGER

24(A) POSSIBLE ACTION TO APPOINT TWO MEMBERS TO THE CARSON CITY PARKS AND RECREATION COMMISSION, EACH TO FILL A FOUR-YEAR TERM EXPIRING JANUARY 2020 (2:01:27) - Mayor Crowell introduced this item. In response to a question, Ms. Fralick explained the degree of consanguinity which would create a conflict of interest for a Board member listed as an applicant's reference. Mayor Crowell disclosed that Robert Stansbury had listed him as a reference, but advised he would participate in the interview process and in subsequent action. Mayor Crowell provided an overview of the staff report.

Mayor Crowell welcomed Lee-Ann Keever to the meeting table. (2:05:22) Ms. Keever responded to questions regarding her interest in reappointment; suggestions for restructuring the coordination between the Parks and Recreation Department and other governmental and volunteer organizations; her highest priorities for the Parks and Recreation Department; the methodology for determining Parks and Recreation Commission recommendations to the Board of Supervisors; methods for dealing with wildlife and domestic animals and their effects on park facilities. Mayor Crowell entertained additional questions and, when none were forthcoming, offered Ms. Keever the opportunity to comment. Ms. Keever thanked the Board for the opportunity to interview.

(2:12:04) Robert Stansbury introduced himself for the record. He responded to questions regarding his interest in serving; methods for dealing with wildlife and domestic animals and their effects on the park facilities; suggestions for prioritizing park needs in making recommendations for expenditure to the Board of Supervisors; his opinion of the highest priorities for parks and recreation; suggestions for restructuring the coordination between the Parks and Recreation Department and other governmental and volunteer organizations. Mayor Crowell entertained additional questions and, when none were forthcoming, offered Mr. Stansbury the opportunity to comment. Mr. Stansbury requested the Board's consideration of his application.

Mr. Marano acknowledged that Brett Long would not be in attendance, and that he had emailed a letter to each of the Board members. He advised that Mr. Long was not disqualified from consideration due to his

CARSON CITY BOARD OF SUPERVISORS
Minutes of the February 18, 2016 Meeting
Page 12

inability to attend and be interviewed. Mr. Marano further acknowledged that Brett Long had presented the Parks and Recreation Commission report at the last Board meeting.

Mayor Crowell polled the Board members. Following a brief discussion, **Supervisor Bagwell moved to appoint Lee-Ann Keever to the Parks and Recreation Commission to fill a term which will expire January 2020. The motion was seconded.** Mayor Crowell called for a vote on the pending motion.

RESULT:	Approved [5 - 0]
MOVER:	Supervisor Lori Bagwell
SECOND:	The motion was seconded.
AYES:	Supervisors Bagwell, Abowd, Bonkowski, Shirk, and Mayor Crowell
NAYS:	None
ABSENT:	None
ABSTAIN:	None

Mayor Crowell congratulated Ms. Keever, and entertained a motion relative to the second vacancy. **Supervisor Abowd moved to appoint Brett Long to the Parks and Recreation Commission to fill a term set to expire January 2020. Supervisor Bagwell seconded the motion.** Mayor Crowell entertained discussion on the motion and, when none was forthcoming, called for a vote.

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

Mayor Crowell encouraged Mr. Stansbury to stay involved in the community.

24(B) POSSIBLE ACTION TO APPOINT TWO MEMBERS TO THE CARSON CITY OPEN SPACE ADVISORY COMMITTEE, EACH FOR FOUR-YEAR TERMS EXPIRING JANUARY 2020 (2:23:13) - Mayor Crowell introduced this item, and entertained disclosures. Supervisor Abowd read a prepared disclosure statement into the record, and advised that she would participate in discussion and action on this item.

Mayor Crowell welcomed Gerald Massad to the meeting table. (2:24:34) Mr. Massad responded to questions regarding his interest in serving; his suggestions for eliminating damage to open space properties; his suggestions for improvements along the Carson River; his suggestions for maintenance and improvements to open space properties; his suggestions for shared items between the Parks and Recreation Commission and the Open Space Advisory Committee; and his suggestions for addressing the issue of discourteous users of open space properties. Discussion followed.

Mayor Crowell entertained a motion. **Supervisor Abowd moved to appoint Gerald Massad and Margie Evans to the Open Space Advisory Committee, each to fill terms set to expire in January 2020. The motion was seconded.** Mayor Crowell called for a vote on the pending motion.

CARSON CITY BOARD OF SUPERVISORS

Minutes of the February 18, 2016 Meeting

Page 13

RESULT:	Approved [5 - 0]
MOVER:	Supervisor Karen Abowd
SECOND:	The motion was seconded.
AYES:	Supervisors Abowd, Bonkowski, Bagwell, Shirk, and Mayor Crowell
NAYS:	None
ABSENT:	None
ABSTAIN:	None

25. COMMUNITY DEVELOPMENT DEPARTMENT, PLANNING DIVISION

25(A) POSSIBLE ACTION TO ACCEPT THE HISTORIC RESOURCES COMMISSION ANNUAL REPORT FOR 2015 (2:35:05) - Mayor Crowell introduced this item, and welcomed Planning Manager Susan Dorr Pansky and Historic Resources Commission Chair Michael Drews to the meeting table. Ms. Dorr Pansky reviewed the agenda materials in conjunction with displayed slides. Mayor Crowell entertained Board member and public comments and, when none were forthcoming, a motion. **Supervisor Bonkowski moved to accept the 2015 Historic Resources Commission Annual Report, as presented by staff. Supervisor Shirk seconded the motion.** Mayor Crowell entertained discussion on the motion and, when none was forthcoming, called for a vote.

RESULT:	Approved [5 - 0]
MOVER:	Supervisor Brad Bonkowski
SECOND:	Supervisor Jim Shirk
AYES:	Supervisors Bonkowski, Shirk, Abowd, Bagwell, and Mayor Crowell
NAYS:	None
ABSENT:	None
ABSTAIN:	None

25(B) POSSIBLE ACTION TO SUBMIT AN APPLICATION TO THE NEVADA STATE HISTORIC PRESERVATION OFFICE, ON BEHALF OF THE NATIONAL PARK SERVICE, FOR THE 2016 HISTORIC PRESERVATION FUND GRANT FOR STAFF CONFERENCE ATTENDANCE AT THE 2016 NAPC FORUM CONFERENCE, A CAMP TRAINING PROGRAM, AND THE PREPARATION OF UP TO FIVE HISTORIC STRUCTURES REPORTS FOR THE NEVADA STATE PRISON (2:39:44) - Mayor Crowell introduced this item. Planning Manager Susan Dorr Pansky reviewed the agenda materials, and responded to questions of clarification. Mayor Crowell entertained additional questions or comments and, when none were forthcoming, a motion. **Supervisor Abowd moved to submit an application to the Nevada State Historic Preservation Office, on behalf of the National Park Service, for the 2016 Historic Preservation Fund Grant, in the amount of \$75,000, for staff conference attendance at the 2016 NAPC Forum Conference, a CAMP Training Program, and the preparation of up to five historic structures reports for the Nevada State Prison. Supervisor Bagwell 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 February 18, 2016 Meeting

Page 14

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

25(C) POSSIBLE ACTION TO INTRODUCE, ON FIRST READING, AN ORDINANCE APPROVING AN AMENDMENT TO THE DEVELOPMENT AGREEMENT, BETWEEN CARSON CITY AND ROSS PARK, LLC, TO EXTEND THE TENTATIVE PLANNED UNIT DEVELOPMENT MAP EXPIRATION DATE TO MARCH 15, 2017, FOR THE DEVELOPMENT KNOWN AS ROSS PARK, LOCATED AT 4749 SNYDER AVENUE, APN 009-139-01 (MISC-16-006) (2:44:24) - Mayor Crowell introduced this item, and Planning Manager Susan Dorr Pansky reviewed the agenda materials in conjunction with displayed slides. Ms. Dorr Pansky and Attorney Joan Wright, representing the applicant, responded to questions of clarification.

Mayor Crowell entertained public comment and, when none was forthcoming, a motion. **Supervisor Bonkowski moved to introduce, on first reading, Bill No. 103, an ordinance approving an amendment to the Development Agreement, between Carson City and Ross Park, LLC, to extend the tentative planned unit development map expiration date to March 15, 2017, for the development known as Ross Park, located at 4749 Snyder Avenue, APN 009-139-01, and matters properly related thereto. Supervisor Abowd seconded the motion.** Mayor Crowell entertained discussion on the motion and, when none was forthcoming, called for a vote.

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

25(D) POSSIBLE ACTION TO INTRODUCE, ON FIRST READING, AN ORDINANCE TO CHANGE THE ZONING FROM SINGLE FAMILY 6,000 (SF6) TO NEIGHBORHOOD BUSINESS (NB), ON PROPERTY LOCATED ON EMERSON DRIVE, APN 002-751-07 (ZMA-15-178) (2:50:08) - Mayor Crowell introduced this item, and Planning Manager Susan Dorr Pansky reviewed the agenda materials in conjunction with displayed slides. Ms. Dorr Pansky and Community Development Director Lee Plemel responded to questions of clarification. In response to a suggestion, Mr. Plemel advised that the Carson City Municipal Code provides for the Planning Commission and Board of Supervisors to initiate a zoning map application. He offered to reach out to adjacent property owners in accordance with the discussion. In response to a question, Ms. Dorr Pansky advised of having received no objection to the proposed ordinance.

CARSON CITY BOARD OF SUPERVISORS

Minutes of the February 18, 2016 Meeting

Page 15

Mayor Crowell entertained public comment and, when none was forthcoming, a motion. **Supervisor Bonkowski moved to introduce, on first reading, Bill No. 104, an ordinance to change the zoning from Single-Family 6,000 to Neighborhood Business, on property located on Emerson Drive, APN 002-751-07, based on the findings contained in the staff report, including the direction to staff that was part of the discussion today. Supervisor Bagwell seconded the motion.** Mayor Crowell entertained discussion on the motion and, when none was forthcoming, called for a vote.

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

Mayor Crowell recessed the meeting at 2:56 p.m., and reconvened at 3:04 p.m.

25(E) POSSIBLE ACTION TO PROVIDE DIRECTION TO STAFF REGARDING THE ENFORCEMENT OF VARIOUS CITY CODE ISSUES RELATED TO LONG-TERM-STAY MOTELS AND THE POSSIBLE IMPLEMENTATION OF A “MOTEL SAFETY PROGRAM” TO ADDRESS THE ISSUES ACROSS VARIOUS CITY DEPARTMENTS (3:04:24) - Mayor Crowell introduced and provided an overview of this item. Community Development Director Lee Plemel reviewed the agenda materials in conjunction with displayed slides. Mr. Plemel and various City staff responded to questions of clarification throughout the presentation.

Supervisor Abowd advised of having researched the subject matter, and provided an overview of the same. She suggested including a requirement for inspection as part of the business license renewal process. She further suggested that increased calls for service should serve as a signal for additional inspection. She pointed out that the property owners “walk a fine line ... between being a landlord and a motel operator ... We have a duty to the business, but we also have a duty to the people that live there.” Discussion followed.

(3:25:07) In response to a question, Carson City Visitors Bureau Executive Director Joel Dunn reviewed statistical information relative to long-term occupancy motels.

In response to a question, Mr. Plemel advised that the motels are classified as such “because they were constructed as motels, the room set up is motels which could have little efficiency refrigerators and things like that in them. But they’re still motels. They are not apartments ... by zoning or building code or fire code. So that’s why, even though they are now sometimes rented for longer-term stay, they still are in the motel category. And to bring them up to an apartment standard, a true permanent living safety standard actually requires quite a bit of improvement to the buildings.”

In response to a question, Mr. Plemel advised that business licenses are reviewed for a period of one year. In response to a further question, he reviewed conditions under which a business license could be revoked. Mayor Crowell suggested invoking a 90-day time period to meet business license conditions, after which the license would automatically expire if the conditions are not met. Mr. Plemel advised that staff would review the provisions of the Municipal Code with the District Attorney’s staff. (3:28:53) Fire Chief Bob

CARSON CITY BOARD OF SUPERVISORS

Minutes of the February 18, 2016 Meeting

Page 16

Schreihans cautioned that the Fire Department would “still have to deal with the Code violations. ... And if you revoke their license, then we have to remove the people.” Chief Schreihans explained that fire department personnel have the authority to walk into residences “where the Sheriff’s Department can’t just do that.” He advised of having visited the subject motels. “It’s not just one or two people. You’ve got a family of nine living in some of these things. ... So, we have to be able to deal with that. They’re not designed to be that way, but that’s kind of what happens sometimes. So, when we look at this process, we’ll have to look at a complete package on how to fix it. One, how do we fix ... some of the issues that we have with the folks that are there. ... Secondarily, through our processes, they have the ability, if we give them a citation, they have time to fix things ... And then the other thing is, if we just come in and it’s so despondent that we have to shut it down, then we have to open up shelters and everything else. It’s ... a complicated issue, but we can work on those. It just can’t happen all at once.”

In response to a question, Chief Schreihans explained that different time frames are assigned to various violations needing correction. “... we’d have to look at that as a complete package to figure out ... what kind of time frame are we going to have and what kind of violation it is. If it’s an extreme Fire Code problem, then it’s ... like, for instance, somebody’s got a stove on the inside where they’re not supposed to, we can have that removed immediately. But, we still have some other issues.” Chief Schreihans discussed the requirements associated with converting motels to apartments, and various approaches to bringing long-term occupancy motels into compliance with City codes. Discussion followed.

(3:34:45) In response to a question, Fire Prevention Captain Dave Ruben advised that the expectation of privacy in a motel room is not the same as for a residential apartment or house. “It’s designed for transient living. We have the authority to go in there and, typically, we try to just spot check the rooms. If we start having problems, then we’ll look at every single room.” Captain Ruben related details of a recent incident which required inspection of every room. “That was a situation where we told the owner, ... ‘We’ll be back at 4:00 and, if they’re not fixed, then those people have to be relocated because they can’t stay here.’ ... that’s an extreme case where, if the life safety systems aren’t working, the people have to be relocated and those rooms can’t be used.” Discussion followed and, in response to a question, Captain Ruben advised that new business license applications include an inspection by the Fire Department. Supervisor Bonkowski suggested that consideration be given to addressing the extended-occupancy motels at the same time the infrastructure improvements are being completed along each of the corridors.

Mayor Crowell entertained public comment. (3:41:30) Terry Search, owner of the Lander Studio Suites and the Stewart Street Inn, agreed with concerns over problems in extended-stay motels. She discussed the economic status of most extended-stay occupants, and the need to provide them with “decent living facilities.” She advised of tenants at the Stewart Street Inn who have lived there for 19 years. “This is their home. They’re residents of Carson City. Thirty percent of ... my tenants are veterans. These are people that we need to provide good living conditions for.” Ms. Search expressed a willingness to work with the City to address any problems. She expressed support for “more inspections.” She suggested providing for extended-stay motels in the municipal code, with different requirements than a nightly motel.

(3:44:34) Dwight Millard, owner of the Plaza Hotel, requested the Board to consider the cost of addressing the subject issue. He suggested that “lack of exterior maintenance and poor appearance really doesn’t have anything to do with extended stay. For every one of the extended stay motels you can show me on Carson Street, I’ll show you three buildings of worse condition ... We need a lot of work downtown but we can’t just focus on the motel industry. ... You’ve got to look at the global picture here. We’re talking about

CARSON CITY BOARD OF SUPERVISORS

Minutes of the February 18, 2016 Meeting

Page 17

people who, as Terry stated, are below poverty and we're providing housing for those people. And we, at the Plaza, have buildings that were built '97 and newer, and we still take weeklies, monthlies, and extended stay because, if we don't, we're going to be very, very vacant. Carson City is not a great destination place. It is for us. We live here. We think this is the greatest place on earth. But we are not, from a tourist standpoint, that big of a place. And if you don't have some weeklies in some situations, the hotels will have trouble surviving.

"Now, given a history lesson from Reno. Reno had a lot of hotels on East Fourth Street ... all the way through town. And, if you lived there when I did back in the days of the '60s, that was the place everybody stayed is in those motels. Well, it didn't take very many high rises with big numbers of rooms ... to put a whole lot of motels at risk. And those motels on Fourth Street became extended stay motels. They are a problem in Reno. That's why Reno adopted and accepted their ordinance for motels. I don't think that's our problem here. Our bypass has not left us with 50 or 60 motels in a mile stretch that we need to take care of. Are there a few that ... have a few problems of exterior maintenance? Perhaps so. But, I can also show you some vacant buildings down there that have been vacant for 15-20 years that may need the same kind of appearance update as before. My opinion is that's sort of what redevelopment was set up to do was to help redevelop properties that were in bad shape. But I'm not sure that we now have that. The 28-day rule, I think, was instigated through the legislature for room tax ... I don't know where that came from. I know that a lot of you people go to Arizona and golf and you stay six weeks in a little place and they're motels. I've been down there for the race car races and you go into a motel or a hotel and you stay and they got kitchenettes in them. You guys are really biting off a big, big elephant here to describe what it is exactly you're doing.

"We have a lot of people that come stay at the Plaza six weeks at a time. They came here because you built a nice hospital that does cancer treatment and those kinds of things. And those people stay with us and we give them shuttle service to and from the hospital or their doctor. So, I don't know if you even thought about that or not of why people got to extended stay. And the first person I want you to tell they can't stay in a hotel longer than 28 days is the legislators that come here every two years. And I remember the year they went clear up to July and we wanted to raise our rates ... and I actually got a call from Marv Teixeira, the mayor then, and a call from the governor saying, 'Hey, you can't raise your rates.' And I said, 'It's July the 4th! Come on!' So the first people who want to pay a lower rate are the legislators and their friends.

"Whether we talk about crime in a motel, you're talking about people. ... And you're talking about being able to go in and the privacy of people. I just went into one of our apartments ... and the garbage was piled four feet high throughout most of the house. That's not an extended stay. It's not in a motel. Now, we're talking about an apartment. I can probably show you houses that have been rented that have the same problem. The problem that you're trying to fix here I don't know is going to be fixed with a lot of regulations on this extended-stay housing. I just see this as a real problem."

Mayor Crowell inquired as to the obligation to ensure or provide a habitable place for people to live. "Who's obligation is that? The City's? Yours? Or some other entity? Who has that primary obligation?" Mr. Millard expressed the opinion, "... it has to do with the person that's actually renting it. But ... the landlord, in the very beginning, has to provide the habitable, clean facility for them to be in. But, prior to that, it's the City's responsibility to have made sure that it was built to code and that they're meeting the current codes in terms of fire safety things." Mr. Millard expressed concern "that there's some issue here that we want to talk about terrible looking buildings, not being kept up ... which really isn't a health / safety

CARSON CITY BOARD OF SUPERVISORS

Minutes of the February 18, 2016 Meeting

Page 18

issue. And we're masking our desire to get people to clean up properties through a safety and health thing which I think they don't exist. I think they're kind of far apart. The Fire Department comes over routinely and regularly goes through our building and checks it out."

Mayor Crowell inquired as to what stops a landlord from fixing a problem. Mr. Millard expressed the opinion "it's the regulatory telling me I have to." He explained that many extended-stay occupants "have problems. A lot of them are veterans. A lot of them have mental problems and do we need to help them? We do, but it needs to be collaboration of ... the City and the owners as opposed to you guys deciding what we're going to do and then telling us and expecting us to be all happy about it. Because if you come to a table with some meetings and stuff, there may be a lot of the owners here that would do different things if they felt like they were a part of the solution and a part of making the regulations that affect them rather than you guys making regulations that we have to live with that maybe we don't even understand why they correlate." Mayor Crowell expressed appreciation for the discussion.

Supervisor Abowd agreed, and discussed the façade improvement program for the redevelopment area. From the restaurant point of view, she discussed the immediate action required for violations. "And if you don't meet certain code requirements in terms of exiting and this and that ..., you can be shut down." Supervisor Abowd inquired as to why the motel industry should be exempted. Mr. Millard clarified he was not advocating an exemption for the motel industry. He acknowledged the problem, "but the problem really starts with the people you're dealing with. When people move into a clean room and you go in five months later and it's a total disaster and there's garbage and everything everywhere, the question is where did we go wrong. Well, it's not really the landlord's fault and whether it's an extended stay or an apartment house or a house is immaterial." Mr. Millard advised of having been involved in "entries on all levels if there's crime going on. It just happens that the people that we're talking about are of poorer means and this is where they live and this is where you're going to find more problems. And I don't know that painting the place is going to change the fact that this is where the people that are in this price range are going to end up being. We have a lot of apartments on Edmonds. I've taken a lot of flack over the years for those, but I can tell you that they turn around instantly when they go vacant because there is such a demand for that price of housing in town." Mr. Millard reviewed expenses required to "keep those things upgraded. It just takes that much to keep them up and keep them going and we're in a time now where people just tear stuff up and ... you can't just believe what people do to devastate places.

"So coming back to the extended stay. I don't know if there's a middle of the ground or not ... We class ourselves as transient lodging but extended stay as well. And we dedicate almost one whole building to extended stay. The difference that I think ... is the biggest issue in changing from a hotel / motel to an apartment house, one of the biggest issues is parking. ... And maybe what we need to do is look at that as ideas, maybe you would ... give me an incentive to convert to an apartment. ... if we come to the workshop table, there maybe reasons that you guys could say, '... we'll let you become a ... hostel or somewhere in between and you don't need the required parking but you've got to meet these requirements.' And maybe we invent the new word for what it is that's halfway between. I don't know. But I'm just saying we've got to be very, very, very careful, in my opinion, as we move forward because these people are ... and I'm here to speak on behalf of them. In all the years that I've been involved with housing, I've called ourselves affordable and I really believe there's a really big need for this in terms of people who have problems mentally, physically, and ... financially."

CARSON CITY BOARD OF SUPERVISORS

Minutes of the February 18, 2016 Meeting

Page 19

Supervisor Bonkowski inquired as to whether it would be helpful to a landlord to have the inspection provision in place “so that you don't have to go five months before you see that room and find out that the room you just put \$2,000 in to clean up has now been completely trashed again. You'd have the ability to see that room before it got to that point and be able to do something about it.” Mr. Millard explained he has the ability to go into any room at any time “because we own it. So it's not an inspection. ... I really don't want to see your inspectors. I want my place to run without them. But I would say that if you came and inspected and there was something really bad, that you should probably then inspect the whole thing. That's my give to you to say I don't want your inspectors. That's your give. 'Okay. We won't come and inspect you but if we do and we do find a problem, then we would like to inspect the whole thing.' And I think that's fair, which then gives me an incentive to keep everything nice so that you're not coming and doing an inspection.”

Supervisor Bonkowski acknowledged no need for City inspectors to visit properties owned by responsible owners and landlords. “But that's not necessarily the case on all properties. So how do you account for that, if we have properties that don't have responsible owners that are not maintaining and keeping the properties in compliance with health / safety standards?” Mr. Millard inquired as to who the inspector would be and what they would be inspecting. He expressed understanding for fire inspections. He questioned the need for Health and Human Services Department inspections. “People are dirty? They're nasty? They don't shower? They don't take their garbage out daily? ... this is part of the elephant.” In response to a question, Mr. Millard inquired as to the reason to look more closely at extended stay motels than at an apartment that's got five families living in it. “Are we going there? Do we care about the communicable disease there? I guess I'm saying there needs to be a reason and once ... we find a problem in one room, then we have a tendency to look all the way around. A good example ... if you find bed bugs in a room and they come in on people and their travel and stuff. You immediately ... quarantine the room, isolate it and go after it and then you look in the rooms around it. But we do that as landlords because ... it's our reputation that's on the line and we don't want to be known to have those. But ... going back to your question, Brad, and I tried to read into who was going to come and do all these ... and we're talking about Health and Human Services. And I'm going, 'Well, does that open up your house and my house? The Mayor's house?' What if I heard that there was garbage in his living room? I just don't know how far we think we go with these people and, of course, we need to have the services available when they have mental problems and when they have financial problems and when they're veterans. We use the veteran's service down on Main Street ... quite a bit. ... We get a lot of veterans but a lot of them come with problems.”

Mayor Crowell pointed out the difference between a private home or apartment and an extended-stay motel because one is a commercial enterprise where you're making money on it. He acknowledged the same level of health / safety issues could exist, “but there's a difference.” He pointed out “the commercial nature of the rental agreement creates that difference. And ... in a sense, ... that's where regulations have a role.” In response to a question, Mr. Millard was uncertain as to the number of extended-stay motels whose owners live out of state. “It's just like an apartment house that has an out-of-town owner and it's in the hands of a property manager.” Mr. Millard expressed support for public workshops, and the opinion “we need to also make sure that all of the resources that are available for these types of people ...” He discussed the difficulties for some people associated with renting an apartment. “They can come to an extended stay and they just pay one bill and they've got their TV, their internet, everything's paid for. ... that's sounds simple to us but, to a lot of people, ... it's a bigger issue than just what we think it is.” Mayor Crowell thanked Mr. Millard for his attendance and participation.

CARSON CITY BOARD OF SUPERVISORS

Minutes of the February 18, 2016 Meeting

Page 20

(4:06:03) Northern Nevada Dream Center Executive Director Susan Sorenson advised of having ‘been reaching out to people in motels for, starting next month, two years. So every month we take a team out. Right now, we go up to eight different motels and we take people a hot meal, we go and talk to them, we spend time with them, we do an activity with the kids, we take them free clothing. So I kind of have a good idea of the type of people that live at the motels, the situations that they’re in. ... people can be at motels for a hundred different reasons. So, I think if there was a workshop, definitely include agencies like ours that are out helping people because I think we’re part of the solution too. Like Mr. Millard said, you’ve got to look at the people.” Ms. Sorenson expressed agreement with Code enforcement. “There are a lot of problems in the rooms, ... but the problem is much bigger than that. ... We try to do a lot of referrals and work with other agencies in town so we have helped people move out into apartments but they need a lot of hand-holding and help to get to that point.” She reiterated a request to be included in the solution.

(4:07:54) Betty Brinson read a prepared statement into the record, from Back on Track Inn Manager George Vincent, with which she expressed agreement. Mayor Crowell inquired as to whether a landlord has an obligation to see that people have a habitable residence. Ms. Brinson advised that most of her tenants have “lived at [her] motels five years or more; one of them ten years. I’ve been in business 15 years. That’s home to them.” Supervisor Bonkowski inquired as to the responsibility of a motel operator to ensure rooms meet life safety conditions. Ms. Brinson expressed the opinion she has no right to go into someone’s home “and say anything ...” In response to a question, she advised that her properties are “inspected thoroughly and our rooms are impeccable when they enter. We can’t help it if they’ve been there ten years and I’ve not gone in and said, ‘Hey, your home is not what I would like it to be.’ I can’t do that to anybody. Fire Department and everybody come in. All the inspectors come in and we don’t seem to have a problem with Code Enforcement or anything.” Discussion followed.

(4:17:00) Salvation Army Lieutenant Mark Cyr provided background information on his work experience. “Due to my position with the Salvation Army, I get the privilege of entering people’s homes; not as an inspector but in a pastoral role.” He advised of having had the privilege of visiting people in some of the motels discussed. He further advised that he has “not been in some worse motels in Compton, Sacramento, and Oakland, California. ... We place people in motels here in town. We give vouchers to families as the Salvation Army serves people here in the community.” Lieutenant Cyr expressed concern over “the ability for the motel to provide an affordable housing after they renovate. As ... a ministry, I’ve faced the same inspections they’re talking about here. I’ve had Captain Ruben come into ... our church and had to make repairs and they’re very patient. When there’s problems, they’ll work with you and tell you how to fix them and it needs to be done. It’s a safety issue. My unique relationship with the Salvation Army, I live in a home owned by the Salvation Army and once a year I open my house up for an inspection by the Salvation Army because I am the steward of their property and expected to keep it in order. I’m kind of torn between I want these motels put into an order that is safe for the families that live in them, the families I minister to on a regular basis. As a matter of fact, I have an employee that lives in one of these motels and I also, at the same time, want to make sure that these hotels are still affordable for these families and that we’re not too aggressive against the business owners.” Lieutenant Cyr acknowledged the Board’s concern for the people of Carson City, “so I’m entrusting that to you.” In response to a question, Lieutenant Cyr suggested praying over the matter and encouraged the Board to seek some wise counsel. He suggested Ms. Sorenson and Jim Peckham, and also offered his assistance.

Mayor Crowell entertained additional public comment; however, none was forthcoming. Mr. Plemel summarized the discussion, as follows: “Correlate compliance to some sort of trigger, like a business

CARSON CITY BOARD OF SUPERVISORS

Minutes of the February 18, 2016 Meeting

Page 21

license. ... We'll look at possible nuisance code requirement modifications, if needed to help with enforcement. And I also heard correlating any program to corridor improvements as those go along." Supervisor Abowd reminded Mr. Plemel that increased calls for service could serve as an indication that a property may need to be inspected. Supervisor Bagwell suggested working with individuals and organizations in the community. Mr. Plemel offered assurances that "we're not going to do this in a black box and just surprise any of the motel owners or any other properties. We'll work with them. We'll let them know ... ahead of time what the deal is and what we're looking at, where this program's going. We'll work with FISH and the other service providers that may need to be a part of this as we go in. But we'll keep the motel property owners involved and aware of what's happening well before anything's implemented." Discussion followed, and Mayor Crowell suggested researching the motel property ownership and sending a note to the out-of-state owners. He requested to be informed of the property owners who do not participate in the process. He emphasized that the landlords have a fundamental and legal obligation to provide a suitable place for people to live.

Mayor Crowell entertained a motion. **Supervisor Abowd moved to direct staff to develop a motel safety program plan, and to bring it back to the Board of Supervisors with more detailed operational and budget information, to include the direction discussed on the record. Supervisor Bagwell seconded the motion.** Mayor Crowell entertained discussion on the motion and, when none was forthcoming, called for a vote.

RESULT:	Approved [5 - 0]
MOVED:	Supervisor Karen Abowd
SECOND:	Supervisor Lori Bagwell
AYES:	Supervisors Abowd, Bagwell, Bonkowski, Shirk, and Mayor Crowell
NAYS:	None
ABSENT:	None
ABSTAIN:	None

Mayor Crowell thanked everyone for their attendance and participation, and encouraged continued participation.

26. PUBLIC COMMENT (4:26:18) - Mayor Crowell entertained public comment; however, none was forthcoming.

27. ACTION TO ADJOURN (4:26:30) - Mayor Crowell adjourned the meeting at 4:26 p.m.

The Minutes of the February 18, 2016 Carson City Board of Supervisors meeting are so approved this 7th day of April, 2016.

ROBERT L. CROWELL, Mayor

ATTEST:

SUSAN MERRIWETHER, Clerk - Recorder