

# CARSON CITY BOARD OF SUPERVISORS

## Minutes of the August 4, 2016 Meeting

Page 1

DRAFT

A regular meeting of the Carson City Board of Supervisors was scheduled for 8:30 a.m. on Thursday, August 4, 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 Clerk's Office, during regular business hours.

**1 - 4. CALL TO ORDER, ROLL CALL, INVOCATION, AND PLEDGE OF ALLEGIANCE** (8:31:55) - Mayor Crowell called the meeting to order at 8:31 a.m. Ms. Merriwether called the roll; a quorum was present. Calvary Chapel Pastor Pat Propster provided the invocation. At Mayor Crowell's request, Attorney Day Williams led the pledge of allegiance.

**5. PUBLIC COMMENT** (8:34:27) - Mayor Crowell entertained public comment. (8:34:31) A female speaker stated she would speak "anonymously because of the retaliation we survivors of domestic violence are receiving." She advised of having "received this letter from a Carson City employee and her offices are housed in Council Member Shirk's ward and she is the counterpart to Maxine Cortes. It's Jolie Higgins. She is the supervisor of the District Court. She received a child abuse court case file from Maxine Cortes' Justice Court and, in that file, ... were the falsified court documents that were generated."

Ms. Fralick reminded the public and the Board that "public comment is to hear comments on items that the Board has jurisdiction over and the judicial branch is not something that the Board has jurisdiction over and, on top of that, ... the member of the public has, in the past, mentioned litigation that's before the court and members that we may have jurisdiction over or represent, and so we can't comment on pending litigation ..." The anonymous female speaker expressed the understanding that the Board cannot comment, but stated, "this is public comment." Mayor Crowell clarified that Ms. Fralick's statements were relative to the Board's jurisdiction over the public meeting. "Since we're not the judicial branch of government, it's a separate branch of government, we don't have jurisdiction there. ... that comment ... is not appropriate in this forum." The anonymous female speaker expressed understanding, but pointed out, "these are Carson City employees. You do have authority over Carson City employees." Ms. Fralick clarified that the Carson City employees whom the anonymous female speaker referenced are "under the judicial branch which [the Board of Supervisors has] no jurisdiction over." The anonymous female speaker requested to "see that in

**CARSON CITY BOARD OF SUPERVISORS**

**Minutes of the August 4, 2016 Meeting**

**Page 2**

**DRAFT**

writing.” She advised that the referenced letter “went to another court. Jolie Higgins states that the documents that she worked off of were falsified and so Jolie wrote in the letter how the Maxine Cortes documents were falsified. And Jolie handled it correctly. She took accountability and responsibility for the falsified documents generated by both court administrators. Both are Carson City employees.”

(8:37:31) Carol Howell invited the Board members to participate in the Shootout for the Future II, a fundraiser to benefit the Rifle and Pistol Range, scheduled for August 27<sup>th</sup>. Ms. Howell reviewed the scheduled activities. Mr. Marano announced that he had received notice of a grant award to construct a restroom facility at the Rifle and Pistol Range.

(8:39:39) Molly Bundy-Toral advised that she lives in the area of the proposed Vintage project. She expressed a desire for “real democracy [to] have a chance to work regarding this project.” She expressed concern over the number of plans already approved, which amount to approximately 3,000 dwelling units, including homes and apartments. She read a prepared statement into the record, and proposed “that the City, whether it's the Planning [Division] or whatever to send a questionnaire to those living within 900 feet of the proposed development that would have just a few questions such as, 'Do the residents want the current zoning to be maintained or are they okay, in general terms, with the changes that will be necessary in order for the Vintage project to be approved?' I know this will cost and I am willing to pay for the mailing, both the mailing out and the return envelopes that ... need to come back to the Planning [Division].”

(8:44:03) Kiska Icard introduced herself as the “newly hired CEO ... for the Nevada Humane Society.” She provided background information on her experience, and discussed plans for the Nevada Humane Society. She commended the Board for “doing the really brave thing” in contracting with the Nevada Humane Society. Mayor Crowell welcomed Ms. Icard.

(8:46:50) Attorney Day Williams introduced Steven C. White, and provided background information on Mr. White's work to draft municipal codes to protect the rights of artists. Mr. Williams requested the City to designate areas where people can display and sell their art. He referenced *White v. City of Sparks*, copies of which had been distributed to the Board members and the Clerk. In response to a question, Ms. Fralick advised that Deputy District Attorney Iris Yowell has been working with Community Development Director Lee Plemel on the matter.

(8:49:45) Steven White expressed appreciation for the Sheriff's Office and the Sheriff's Deputies. Mr. White discussed the First Amendment rights of artists to express themselves.

(8:55:54) Steve Rozier read a prepared statement into the record, expressing the opinion that Farmer's Market Manager Linda Marrone's has “breached her contract. She's not acting ... her contract states that she has to be a goodwill ambassador to vendors and customers.” Mr. Rozier requested Ms. Marrone's termination, and for the Farmer's Market contract to be submitted to the bid process. Mr. Rozier submitted his written statement to the Clerk for inclusion in the public record.

(8:58:50) Parks and Recreation Department Director Jennifer Budge introduced Deputy Director Steven Bruner and provided background information on his experience. Mayor Crowell thanked Mr. Bruner for his 28 years of service in the U.S. Marine Corps. (8:59:36) Mr. Bruner expressed appreciation for the opportunity, and looks forward to “supporting our staff and the community, and ensuring that we have the

**CARSON CITY BOARD OF SUPERVISORS**

**Minutes of the August 4, 2016 Meeting**

**Page 3**

**DRAFT**

best parks and recreational facilities and open spaces in the community.” The Mayor and Supervisors welcomed Mr. Bruner. Mayor Crowell entertained additional public comment; however, none was forthcoming.

**6. POSSIBLE ACTION ON APPROVAL OF MINUTES - June 22, 2016 and July 7, 2016 (9:00:58)** - 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 of June 22<sup>nd</sup> and July 7<sup>th</sup>, 2016, as presented. The motion was seconded and carried unanimously.**

**7. POSSIBLE ACTION ON ADOPTION OF AGENDA (9:01:25)** - Mayor Crowell entertained modifications to the agenda and, when none were forthcoming, deemed the agenda adopted, as published.

**8. RECESS BOARD OF SUPERVISORS (9:01:34)** - Mayor Crowell recessed the Board of Supervisors meeting at 9:01 a.m.

**LIQUOR AND ENTERTAINMENT BOARD**

**9. CALL TO ORDER AND ROLL CALL (9:01:36)** - Chairperson Crowell called the Liquor and Entertainment Board meeting to order at 9:01 a.m., noting the presence of a quorum, including Member Ken Furlong.

**10. PUBLIC COMMENT (9:01:44)** - Chairperson Crowell entertained public comment; however, none was forthcoming.

**11. POSSIBLE ACTION ON APPROVAL OF MINUTES - June 16, 2016 and July 7, 2016 (9:01:50)** - Chairperson Crowell introduced this item, and entertained suggested revisions. When no suggested revisions were forthcoming, Chairperson Crowell entertained a motion. **Member Bonkowski moved to approve the minutes of June 16 and July 7, 2016, as presented. Member Abowd seconded the motion. Motion carried 6-0.**

**12. COMMUNITY DEVELOPMENT DEPARTMENT, BUSINESS LICENSE DIVISION - POSSIBLE ACTION TO APPROVE AMY LOOPER AS THE ADDITIONAL LIQUOR MANAGER FOR DOLGEN MIDWEST, LLC DBA DOLLAR GENERAL #14780, LIQUOR LICENSE NUMBER 17-29913, LOCATED AT 3059 HIGHWAY 50 EAST (9:02:15)** - Chairperson Crowell introduced this item, and invited Amy Looper to the meeting table. Senior Permit Technician Lena Reseck reviewed the agenda materials, noting staff's recommendation of approval. Ms. Reseck responded to questions of clarification. (9:03:34) Ms. Looper provided background information on her residence and work experience.

Chairperson Crowell entertained questions or comments of the board members and, when none were forthcoming, a motion. **Member Abowd moved to approve Amy Looper as the additional liquor manager for Dolgen Midwest, LLC, dba Dollar General #14780, liquor license number 17-29913, located at 3059 Highway 50 East, subject to the following condition: that the additional liquor manager must complete a server training course acceptable to the Sheriff's Office within 120 days, pursuant to CCMC 4.13.060. Member Bagwell seconded the motion.** Chairperson Crowell entertained

**CARSON CITY BOARD OF SUPERVISORS**

**Minutes of the August 4, 2016 Meeting**

**Page 4**

**DRAFT**

discussion on the motion and, when none was forthcoming, called for a vote.

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

Ms. Looper acknowledged understanding of the condition of approval, and Mayor Crowell directed her to Sheriff Furlong with any questions.

**13. PUBLIC COMMENT(9:05:20)** - Chairperson Crowell entertained public comment; however, none was forthcoming.

**14. ACTION TO ADJOURN LIQUOR AND ENTERTAINMENT BOARD (9:05:26)** - Chairperson Crowell adjourned the Liquor and Entertainment Board meeting at 9:05 a.m.

**15. RECONVENE BOARD OF SUPERVISORS MEETING (9:05:29)** - Mayor Crowell reconvened the Board of Supervisors meeting at 9:05 a.m.

**ORDINANCES, RESOLUTIONS, AND OTHER ITEMS**

**16. 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 JULY 22, 2016, PURSUANT TO NRS 251.030 AND NRS 354.290 (9:05:33)** - Mayor Crowell introduced this item, and entertained questions or comments of the Board members and of the public. When no questions or comments were forthcoming, Mayor Crowell 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 July 22, 2016, 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.

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

**CARSON CITY BOARD OF SUPERVISORS**

**Minutes of the August 4, 2016 Meeting**

**17. PURCHASING AND CONTRACTS**

**17(A) POSSIBLE ACTION TO APPROVE THE PURCHASE OF CRACK SEALANT FROM MAXWELL PRODUCTS, INC. FOR A NOT-TO-EXCEED ANNUAL AMOUNT OF \$140,000, TO BE FUNDED FROM THE STREET REPAIR ACCOUNT; MAXWELL PRODUCTS HOLDS THE PATENT AND IS CONSIDERED A SOLE SOURCE FOR CRACK SEALING PACKAGING (9:06:06)** - Mayor Crowell introduced this item, and Purchasing and Contracts Administrator Laura Tadman reviewed the agenda materials. Public Works Department Director Darren Schulz provided additional clarification and responded to questions.

Mayor Crowell entertained additional Board member questions or comments and public comments. When no further questions or comments were forthcoming, Mayor Crowell entertained a motion. **Supervisor Bagwell moved to approve the purchase of crack sealant from Maxwell Products, Inc. for a not-to-exceed amount of \$140,000, to be funded from the Street Repair Account. Supervisor Abowd seconded the motion.** Mayor Crowell entertained discussion on the motion and, when none was forthcoming, called for a vote.

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

**17(B) POSSIBLE ACTION TO APPROVE CONTRACT NO. 1617-040, INFORMATION TECHNOLOGY HARDWARE, A JOINDER CONTRACT WITH INSIGHT PUBLIC SECTOR THROUGH US COMMUNITIES CONTRACT #4400006644; MOUNTAIN STATES NETWORKING / CISCO THROUGH NATIONAL ASSOCIATION OF STATE PROCUREMENT OFFICIALS (“NASPO”) CONTRACT #AR223; DELL THROUGH NASPO CONTRACT #AR602; APPLE THROUGH NASPO CONTRACT #MNWNC-102; CDW GOVERNMENT LLC THROUGH NATIONAL INTERGOVERNMENTAL PURCHASING ALLIANCE (“NIPA”); AND SHI INTERNATIONAL CORP. THROUGH NASPO / WSCA CONTRACT #ADSP011 00000358-3, FOR AN AMOUNT NOT TO EXCEED \$500,000 FROM VARIOUS CITY ACCOUNTS, AS APPROVED IN THE FY 2017 BUDGET (9:14:20)** - Mayor Crowell introduced this item, and Purchasing and Contracts Administrator Laura Tadman reviewed the agenda materials. Chief Information Officer Eric Von Schimmelmann provided additional information, and responded to questions of clarification. At Mayor Crowell's request, Mr. Von Schimmelmann provided background information on the free wi-fi at McFadden Plaza. Mr. Marano provided additional information on extending wireless service to community neighborhoods.

Mayor Crowell entertained public comment and, when none was forthcoming, a motion. **Supervisor Abowd moved to approve Contract No. 1617-040, Information Technology Hardware, a joinder contract with Insight Public Sector, through US Communities Contract No. 4400006644; Mountain States Networking / Cisco, through National Association of State Procurement Officials (“NASPO”), Contract No. AR233; Dell, through NASPO Contract No. AR602; Apple, through NASPO Contract No. MNWNC-102; CDW Government LLC, through National Intergovernmental Purchasing**

**CARSON CITY BOARD OF SUPERVISORS**

**Minutes of the August 4, 2016 Meeting**

**Alliance (“NIPA”); and SHI International Corp., through NASPO / WSCA Contract No. ADSP011 00000385-3, for an amount not to exceed \$500,000 from various City accounts, as approved in the FY17 budget. Supervisor Bonkowski seconded the motion.** Mayor Crowell entertained discussion on the motion and, when none was forthcoming, called for a vote.

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

Mayor Crowell recessed the meeting at 9:22 a.m., and reconvened at 9:32 a.m.

**18. PARKS AND RECREATION DEPARTMENT, OPEN SPACE DIVISION**

**18(A) POSSIBLE ACTION TO ACCEPT THE RECOMMENDATION OF THE OPEN SPACE ADVISORY COMMITTEE, AND APPROVE THE WORK PROGRAM OUTLINE FOR FY 2016 - 17 (9:32:57)** - Mayor Crowell introduced this item. Open Space Administrator Ann Bollinger reviewed the agenda materials, and responded to questions of clarification throughout the presentation. At Mayor Crowell's request, Ms. Bollinger described the function of conservation easements, particularly relative to Horsecreek Ranch and Silver Saddle Ranch.

Mayor Crowell entertained additional questions or comments of the Board members and of the public. When no additional questions or comments were forthcoming, Mayor Crowell entertained a motion. **Supervisor Bagwell moved to accept the recommendation of the Open Space Advisory Committee, and approve the work program outline for FY 2016 - 17. Supervisor Shirk seconded the motion.** Mayor Crowell entertained discussion on the motion and, when none was forthcoming, called for a vote.

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

Mayor Crowell requested Ms. Bollinger to convey the Board's appreciation to the Open Space Advisory Committee for their service to the community.

**CARSON CITY BOARD OF SUPERVISORS**

**Minutes of the August 4, 2016 Meeting**

**Page 7**

**DRAFT**

**18(B) POSSIBLE ACTION TO ACCEPT THE RECOMMENDATION FROM THE OPEN SPACE ADVISORY COMMITTEE FOR THE SUBMITTAL OF A GRANT APPLICATION TO THE FOREST LEGACY PROGRAM FOR A CONSERVATION EASEMENT ON FOUR PARCELS - APNs 007-051-12 AND 007-051-79, OWNED BY THE OLD WOODS RANCH, LLC; APN 007-051-09, OWNED BY SCHULZ INVESTMENTS, LLC; AND THE WESTERN 55 ACRES OF APN 007-051-70, OWNED BY SCHULZ INVESTMENTS, LLC (9:46:28)** - Mayor Crowell introduced this item, and Open Space Administrator Ann Bollinger reviewed the agenda materials in conjunction with displayed slides. Ms. Bollinger responded to questions of clarification throughout the presentation.

Mayor Crowell expressed appreciation to the Schulz family, and entertained public comment. (9:58:03) Old Woods Ranch, LLC Manager and Schulz Investments, LLC Member Sharon Miller commended Ms. Bollinger's presentation, provided additional historic information on the subject properties, and discussed the reasons for the proposed conservation easement. Ms. Miller advised of "absolutely no plans of building any permanent living structure up there. Our plans are to put in ... the JRS Camp (JRS stands for our grandfather, who bought it, John Robert Schulz) ... and it's mainly a camp area where RVs and tents and ... a picnic pavilion ... As far as permanent structures, some members have talked about putting up ... a very basic cabin area that is just meant to be used for anybody who wants to go up and doesn't want to have to cart up a tent or an RV ... But those are all just talk right now. ... there would be nobody living on the ranch permanently." Ms. Miller introduced Jeff Schulz.

In response to a question, Ms. Bollinger advised that public access has not yet been decided. "... right now, ... the conversation is on the table ... Public access is not guaranteed." Ms. Miller agreed. "We've always been very private. We have a couple main concerns about having public access. One is the cattle ... The other is fire danger ... So those are the real major things for us that we really have to think about as to what kind of public access we would be willing to give. I don't think we would ever have motorized access, but we'll see. We're talking about it ..."

Supervisor Bonkowski pointed out that conservation easements do not grant public access. "Typically, it's stripping development rights off of a property. So you're actually purchasing the development rights unless, of course, public access is negotiated into the easement." Supervisor Bonkowski discussed concerns over the adjacent trailhead and future connectivity to the north. He advised of having discussed the matter with Ms. Bollinger, and "there are other alternatives to getting trail connectivity." At Supervisor Bonkowski's request, Ms. Bollinger discussed the other alternatives in conjunction with displayed slides. Discussion followed. Ms. Bollinger responded to additional questions regarding available and anticipated future funding. At Mayor Crowell's request, Ms. Miller provided additional historical information on the subject area.

Mayor Crowell entertained public comment and, when none was forthcoming, a motion. **Supervisor Bonkowski moved to accept the recommendation from the Open Space Advisory Committee for the submittal of a grant application to the Forest Legacy Program for a conservation easement on four parcels, APNs 007-051-12 and 007-051-79, owned by the Old Woods Ranch, LLC; APN 007-051-09, owned by Schulz Investments, LLC; and the western 55 acres of APN 007-051-70, owned by Schulz Investments, LLC. Supervisor Abowd seconded the motion.** Mayor Crowell entertained discussion on the motion. In response to question, Ms. Bollinger, Ms. Miller, and Mr. Schulz discussed the benefits of the conservation easement. Mayor Crowell entertained additional discussion on the motion and, when none

**CARSON CITY BOARD OF SUPERVISORS**

**Minutes of the August 4, 2016 Meeting**

was forthcoming, called for a vote.

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

**19. FIRE DEPARTMENT - POSSIBLE ACTION TO ADOPT A RESOLUTION ADOPTING AND APPROVING THE CARSON CITY HAZARD MITIGATION PLAN (10:13:30)** - Mayor Crowell introduced this item. Fire Chief / Emergency Manager Bob Schreihans introduced Deputy Emergency Manager Stacey Belt, and reviewed the agenda materials. Chief Schreihans and Ms. Belt responded to questions of clarification. Mayor Crowell entertained public comment and, when none was forthcoming, a motion. **Supervisor Abowd moved to adopt Resolution No. 2016-R-21, a resolution adopting and approving the Carson City Hazard Mitigation Plan. Supervisor Bagwell seconded the motion.** Mayor Crowell entertained discussion on the motion and, when none was forthcoming, called for a vote.

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

**20. COMMUNITY DEVELOPMENT DEPARTMENT, PLANNING DIVISION**

**20(A) POSSIBLE ACTION TO APPROVE A REQUEST FROM CHRISTOPHER WHITE FOR AN HISTORICAL TAX DEFERMENT, ON PROPERTY LOCATED WITHIN THE HISTORIC DISTRICT AT 506 WEST SPEAR STREET, APN 003-232-01 (10:21:00)** - Mayor Crowell introduced this item. Planning Manager Hope Sullivan reviewed the agenda materials, noting staff's recommendation of approval. Ms. Sullivan and Community Development Director Lee Plemel responded to questions of clarification. Mayor Crowell entertained public comment and, when none was forthcoming, a motion. **Supervisor Abowd moved to approve a request from Christopher White for an historical tax deferment, on property located within the Historic District, at 506 West Spear Street, APN 003-232-01. Supervisor Shirk seconded the motion.** Mayor Crowell entertained discussion on the motion and, when none was forthcoming, called for a vote.

**CARSON CITY BOARD OF SUPERVISORS**

**Minutes of the August 4, 2016 Meeting**

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

**20(B) POSSIBLE ACTION TO REPORT ON THE BUILDING ENTERPRISE FUND FOR FY 2015 - 16, AND TO PROVIDE DIRECTION TO STAFF REGARDING THE CONTINUATION OF CONTRACT NO. 1415-050 AND AMENDMENT NO. 1 TO SAID CONTRACT, FOR BUILDING PERMIT SERVICES FROM CHARLES ABBOTT ASSOCIATES, INC. (10:23:53)** - Mayor Crowell introduced this item, and Community Development Director Lee Plemel reviewed the agenda materials in conjunction with displayed slides. (10:34:44) Chief Building Official Shawn Keating discussed increases in quality service and customer satisfaction over the past two years, and reviewed technology upgrades and performance standards.

Supervisor Abowd conveyed commendations from a contractor and a commercial real estate broker in the community. Supervisor Bonkowski read email correspondence into the record, from John Anderson, expressing praise for the service provided by the Building Division. Supervisor Bonkowski advised that “surrounding counties are now looking at our program to use it as a template on how to provide this service correctly.” Supervisor Bonkowski advised that he and his staff interact at least weekly with Mr. Keating, and commended Mr. Keating's knowledge and service in ensuring proper guidance to clients interested in moving businesses to, or purchasing properties in, Carson City. Mayor Crowell commended the Building Division inspectors relative to a recent project at his law office. He advised of having received numerous accolades for the Building Division, and could not recall any complaint over the last 12 to 18 months.

(10:53:18) In reference to his involvement in the request for proposals process, Nevada Builders Alliance CEO Aaron West stated, “there were really three things that we were looking for. ... first and foremost was accountable customer service ... and the system that is in place and the job that's being done by Shawn and his crew over there is impeccable.” Mr. West commended Mr. Keating on the collaborative relationship between the Building Division staff and the builders. “The second thing we were looking for was responsiveness to changes in the industry and workload. ... In the past, we've had problems ... just within the government system ... and, as you've seen from the numbers, we're very excited with the change in the industry and the improvement in the industry and where things are headed right now. Permit activity is up considerably ... And then the third part is the fiscal management and the idea that ... it was pretty well accepted that the Building Department, under the previous system was ... being subsidized by the general fund. The idea that their fees, regardless of what those numbers are on the page, the fact that they're a percentage of the fees that are being collected, the City never has to worry about going into that hole again. ... for those three reasons, ... we were very excited to be a part of the experiment. ... at this point, it's been a very successful experiment and ... we are now ... touting this program in other communities. ... We love going around the State and talking about what a success it is here.”

Mayor Crowell entertained additional public comment; however, none was forthcoming. In response to a question, Mr. Keating provided additional clarification of the electronic plan check system. Mayor

**CARSON CITY BOARD OF SUPERVISORS**

**Minutes of the August 4, 2016 Meeting**

**Page 10**

**DRAFT**

Crowell called again for additional questions or comments and, when none were forthcoming, a motion. **Supervisor Abowd moved to continue Contract No. 1415-050 and Amendment No. 1 to said contract for building permit services, from Charles Abbott Associates, Inc., subject to the Board of Supervisors review in one year. Supervisor Bonkowski seconded the motion.** Mayor Crowell entertained discussion on the motion and, when none was forthcoming, called for a vote.

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

**21. CITY MANAGER - POSSIBLE ACTION TO APPOINT ONE MEMBER OF THE BOARD OF SUPERVISORS AS CARSON CITY'S REPRESENTATIVE ON THE NEVADA LEAGUE OF CITIES AND MUNICIPALITIES BOARD OF DIRECTORS (10:59:14)** - Mayor Crowell introduced this item, and reviewed the meeting schedule. He entertained volunteers and, when none were forthcoming, offered to serve as the representative. **Supervisor Bonkowski moved to appoint Mayor Bob Crowell as Carson City's representative to the Nevada League of Cities and Municipalities Board of Directors. Supervisor Abowd seconded the motion.** In response to a question, Mr. Marano offered to provide the League of Cities dues invoice to Supervisor Shirk. Mayor Crowell called for a vote on the pending motion.

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

**22. BOARD OF SUPERVISORS NON-ACTION ITEMS:**

**FUTURE AGENDA ITEMS (11:01:07)** - Supervisor Bagwell advised of the possibility of requesting a future agenda item to review leash laws.

**STATUS REVIEW OF PROJECTS**

**INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS**

**CORRESPONDENCE TO THE BOARD OF SUPERVISORS**

**STATUS REPORTS AND COMMENTS FROM BOARD MEMBERS (11:01:49)** - Supervisor Abowd thanked Visitors Bureau Executive Director Joel Dunn and the interview panel, which included Mr. Marano, Jonathan Boulware, and Christina Fey, “for all the time spent ... interviewing candidates for the Arts and Culture Coordinator position.” Supervisor Abowd expressed the belief that Mr. Dunn will be

**CARSON CITY BOARD OF SUPERVISORS**

**Minutes of the August 4, 2016 Meeting**

**Page 11**

**DRAFT**

making an offer today. Mayor Crowell advised of having attended the interview process, and commended the quality of the candidates.

Mayor Crowell commended the Public Works Department staff and everyone involved in the design and construction of the Bob McFadden Plaza, and all that is being done on Carson Street. Mayor Crowell entertained additional status reports and comments from the Board members; however, none were forthcoming.

**STAFF COMMENTS AND STATUS REPORTS**

**RECESS AND RECONVENE BOARD OF SUPERVISORS MEETING (11:03:06; 1:00:52)** - Mayor Crowell provided an overview of the interview process agendized for the afternoon session. He recessed the Board of Supervisors meeting at 11:03 a.m., and reconvened at 1:00 p.m.

**23. CITY MANAGER - POSSIBLE ACTION TO APPOINT ONE MEMBER TO THE CARSON CITY PLANNING COMMISSION FOR A PARTIAL TERM THAT EXPIRES JUNE 2018 (1:01:03)** - Mayor Crowell introduced and provided background information on this item, and provided an overview of the interview process.

(1:02:46) Mayor Crowell welcomed Hope Tingle to the meeting table. Ms. Tingle responded to questions regarding the purposes for special use permits and variances; her interest in serving; how to rationally circumvent the “not in my backyard” sentiment and render a sound decision in the face of adamant neighborhood opposition; whether or not to approve a project that meets all of the City's master plan and Code requirements but is opposed by the neighbors; her opinion of the Planning Commission's decisions over the past year or two; and the possibility of considering the requirement for a neighborhood vote on certain development projects.

(1:13:07) Mayor Crowell welcomed Charles Borders, Jr. to the meeting table. Mr. Borders responded to questions regarding the purposes for special use permits and variances; his interest in serving; how to rationally circumvent the “not in my backyard” sentiment and render a sound decision in the face of adamant neighborhood opposition; whether or not to approve a project that meets all of the City's master plan and Code requirements but is opposed by the neighbors; the possibility of considering the requirement for a neighborhood vote on certain development projects; and his opinion of the Planning Commission's decisions over the past year or two. Mayor Crowell offered Mr. Borders the opportunity to comment further. Mr. Borders expressed the opinion that he brings sufficient experience so as not to be considered a “new member,” and advised that he has sufficient time to serve.

Mayor Crowell telephoned Stacey Giomi, and provided an overview of the interview process. (1:29:21) Mr. Giomi responded to questions regarding the purposes for special use permits and variances; his interest in serving; how to rationally circumvent the “not in my backyard” sentiment and render a sound decision in the face of adamant neighborhood opposition; whether or not to approve a project that meets all of the City's master plan and Code requirements but is opposed by the neighbors; the possibility of considering the requirement for a neighborhood vote on certain development projects; and his opinion of Planning Commission decisions over the past year or two. Mayor Crowell offered Mr. Giomi the opportunity to comment further, and Mr. Giomi thanked the Board for their time and for the opportunity to interview. He advised that he would be dedicated to the responsibilities if selected to serve.

**CARSON CITY BOARD OF SUPERVISORS**

**Minutes of the August 4, 2016 Meeting**

**Page 12**

**DRAFT**

(1:40:36) Mayor Crowell welcomed Alex Baca to the meeting table. Mr. Baca responded to questions regarding the purposes for special use permits and variances; his contractor experience; his interest in serving; how to rationally circumvent the “not in my backyard” sentiment and render a sound decision in the face of adamant neighborhood opposition; whether or not to approve a project that meets all of the City's master plan and Code requirements but is opposed by the neighbors; his opinion of the Planning Commission's decisions over the past year or two; and the possibility of considering the requirement for a neighborhood vote on certain development projects. Mayor Crowell offered Mr. Baca the opportunity to comment further; however, he declined.

(1:47:31) Mayor Crowell welcomed Deborah Hayward to the meeting table. Ms. Hayward responded to questions regarding the purposes for special use permits and variances; her interest in serving; how to rationally circumvent the “not in my backyard” sentiment and render a sound decision in the face of adamant neighborhood opposition; whether or not to approve a project that meets all of the City's master plan and Code requirements but is opposed by the neighbors; the possibility of considering the requirement for a neighborhood vote on certain development projects; and her opinion of the Planning Commission's decisions over the past year or two. Mayor Crowell offered Ms. Hayward the opportunity to comment further; however, she declined.

(1:56:46) Mayor Crowell welcomed Michael Alvarez to the meeting table. Mr. Alvarez responded to questions regarding the purposes for special use permits and variances; his interest in serving; how to rationally circumvent the “not in my backyard” sentiment and render a sound decision in the face of adamant neighborhood opposition; whether or not to approve a project that meets all of the City's master plan and Code requirements but is opposed by the neighbors; his opinion of the Planning Commission's decisions over the past year or two; and the possibility of considering the requirement for a neighborhood vote on certain development projects. Mayor Crowell offered Mr. Alvarez the opportunity to comment further, and he expressed appreciation for the opportunity to interview. In response to a question, Mr. Alvarez described the interview process for a Planning Commission position he held in the State of Washington.

(2:04:30) Mayor Crowell welcomed Casey Otto to the meeting table. Mr. Otto responded to questions regarding the purposes for special use permits and variances; his interest in serving; how to rationally circumvent the “not in my backyard” sentiment and render a sound decision in the face of adamant neighborhood opposition; whether or not to approve a project that meets all of the City's master plan and Code requirements but is opposed by the neighbors; whether or not the surrounding neighbors of a proposed development should have the right to vote on that development; and his opinion of Planning Commission decisions over the past year or two. Mayor Crowell offered Mr. Otto the opportunity to comment further and he expressed appreciation for the opportunity to interview.

(2:10:08) Mayor Crowell welcomed Brandon Robinson to the meeting table. Mr. Robinson responded to questions regarding the purposes for special use permits and variances; his interest in serving; and how to rationally circumvent the “not in my backyard” sentiment and render a sound decision in the face of adamant neighborhood opposition. Supervisor Bonkowski disclosed a past business relationship with Mr. Robinson, but advised it is “not a continuing and substantial relationship,” and that he would participate in the interview process and action on this matter. Mr. Robinson responded to additional questions regarding whether or not to approve a project that meets all of the City's master plan and Code requirements but is opposed by the neighbors; his opinion of Planning Commission decisions over the past year or two;

**CARSON CITY BOARD OF SUPERVISORS**

**Minutes of the August 4, 2016 Meeting**

and whether or not surrounding neighbors should have a right to vote on certain proposed developments. Mayor Crowell offered Mr. Robinson the opportunity to comment further, and he expressed appreciation for the opportunity to interview. At Mayor Crowell's request, Mr. Robinson described his business RDM Infinity.

(2:16:51) Mayor Crowell welcomed Aster Grima to the meeting table. Ms. Grima responded to questions regarding the purposes for special use permits and variances; her interest in serving; how to rationally circumvent the "not in my backyard" sentiment and render a sound decision in the face of adamant neighborhood opposition; whether or not to approve a project that meets all of the City's master plan and Code requirements but is opposed by the neighbors; her opinion of the Planning Commission's decision over the last year; and whether or not surrounding neighbors should have a right to vote on certain proposed developments.

Mayor Crowell polled the Board members for their top two candidates. Following discussion, Mayor Crowell entertained a motion **to direct the Mayor to appoint Charles Borders to the unexpired term which ends June 2018.** Mayor Crowell explained the statutory requirement relative to the suggested motion. **Supervisor Abowd so moved.** Mayor Crowell called for a vote on the pending motion.

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

Mayor Crowell thanked the applicants for their attendance and participation, and congratulated Mr. Borders.

Mr. Marano advised of the need for a closed attorney - client session to discuss anticipated litigation. Ms. Fralick clarified "it's a non-meeting."

**24. PUBLIC COMMENT (2:36:20)** - Mayor Crowell entertained public comment. (2:36:28) In reference to earlier public comment, Ward 4 Supervisor Candidate John Barrette commended Attorney Day Williams and Steven C. White. Mr. Barrette further commended the "new downtown" as a "great place." Mayor Crowell entertained additional public comment; however, none was forthcoming.

**25. ACTION TO ADJOURN (2:37:57)** - Mayor Crowell adjourned the meeting at 2:37 p.m.

The Minutes of the August 4, 2016 Carson City Board of Supervisors meeting are so approved this \_\_\_\_\_ day of September, 2016.

ATTEST:

\_\_\_\_\_  
ROBERT L. CROWELL, Mayor

\_\_\_\_\_  
SUSAN MERRIWETHER, Clerk - Recorder