

CARSON CITY BOARD OF SUPERVISORS

Minutes of the March 1, 2018 Meeting

Page 1

A regular meeting of the Carson City Board of Supervisors was scheduled for 8:30 a.m. on Thursday, March 1, 2018 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 John Barrette, Ward 4

STAFF: Nick Marano, City Manager
Sue Merriwether, Clerk - Recorder
Nancy Paulson, Deputy City Manager
Adriana Fralick, Chief Deputy District Attorney
Kathleen King, Chief Deputy Clerk

NOTE: A recording of these proceedings, the Board's agenda materials, and any written comments or documentation provided to the Clerk, during the meeting, are part of the public record. These materials are available for review, in the Clerk's Office, during regular business hours.

1 - 4. CALL TO ORDER, ROLL CALL, INVOCATION, AND PLEDGE OF ALLEGIANCE (8:32:22) - Mayor Crowell called the meeting to order at 8:32 a.m. Ms. Merriwether called the roll; a quorum was present. Fountainhead Foursquare Church Pastor Louie Locke provided the invocation. Mayor Crowell led the Pledge of Allegiance.

5. PUBLIC COMMENT (8:33:38) - Mayor Crowell entertained public comment. A resident of Empire Ranch Road advised of having been "shocked ... at the announcement of the sale ..." She requested to "be kept in the loop. Nobody knew that anything was happening." She advised of having "felt much better after meeting with the new owners on Saturday. They came and held a neighborhood meeting with us in the club house and ... many of us felt much better about it. Hopefully, it can be developed into something that's nice and not obnoxious to the neighborhood. We pay a lot of property taxes and we want to be considered. We want to be included and not be notified last minute. They told us they had planned originally to shut the golf course down Monday when they close. And because we found out about it and said, 'Wait a minute,' they at least will keep it open this summer as the plan develops. And my hope is that it maybe will turn into something nice. It's not in very good shape right now. It has a bad reputation. We all understand that but we want to be considered and not have things happen without knowing about it." Mayor Crowell expressed appreciation that the new owners had met with the neighbors, and stated, "It's a little difficult for the Board or any part of City government to get involved in a private transaction until the actual levers of government are being ... pulled." He assured the resident "when those levers need to be pulled, like for permits or things of that nature, that there's a process in place to give plenty of notice and plenty of public input ..." Mayor Crowell entertained additional public comment; however, none was forthcoming.

6. POSSIBLE ACTION ON APPROVAL OF MINUTES - February 15, 2018 (8:36:47) - Mayor Crowell introduced this item, and entertained suggested revisions to the minutes. When no suggested revisions were forthcoming, Mayor Crowell entertained a motion. **Supervisor Bonkowski moved to approve the minutes, as presented. The motion was seconded and carried unanimously.**

CARSON CITY BOARD OF SUPERVISORS

Minutes of the March 1, 2018 Meeting

Page 2

7. **POSSIBLE ACTION ON ADOPTION OF AGENDA** (8:37:09) - Mayor Crowell entertained modifications to the agenda and, when none were forthcoming, deemed the agenda adopted, as published. (10:56:50) Mayor Crowell advised that items 27(A) and (B) would be deferred to a future meeting.

CONSENT AGENDA

(8:37:20) - Mayor Crowell introduced the consent agenda and advised that items 9 and 11(B) would be separately heard. He entertained additional requests to hear items separate from the consent agenda and, when none were forthcoming, a motion. **Supervisor Bonkowski moved to approve the consent agenda, excluding items 9 and 11(B). Supervisor Barrette 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 John Barrette
AYES:	Supervisors Bonkowski, Barrette, Abowd, Bagwell, and Mayor Crowell
NAYS:	None
ABSENT:	None
ABSTAIN:	None

8. **CLERK - RECORDER - POSSIBLE ACTION TO SET THE CLOSING TIME OF THE COUNTY CLERK'S OFFICE TO 5:00 P.M. ON THE LAST TWO DAYS OF IN-PERSON VOTER REGISTRATION FOR THE 2018 PRIMARY AND GENERAL ELECTIONS**

9. **PARKS, RECREATION, AND OPEN SPACE DEPARTMENT - POSSIBLE ACTION TO APPROVE THE SUBMISSION OF AN \$81,788 LAND AND WATER CONSERVATION FUND PROGRAM GRANT APPLICATION BY THE PARKS, RECREATION, AND OPEN SPACE DEPARTMENT (USING APPROXIMATELY \$73,388 CITY CASH MATCH AND \$8,400 CITY IN-KIND MATCH) FOR PHASE 1 OF THE REHABILITATION PATH SYSTEM IN LONG RANCH PARK** (8:38:14) - Mayor Crowell introduced this item, and read a prepared disclosure statement into the record, advising that he would participate in discussion and action on this item. Mayor Crowell entertained additional disclosures; however, none were forthcoming. Parks, Recreation, and Open Space Department Director Jennifer Budge reviewed the agenda materials. Supervisor Abowd expressed appreciation for Ms. Budge's comments. Ms. Budge advised that if the grant is unsuccessful, "we'll take the money that we do have and we'll get it on the ground. ... we're just trying to take every opportunity to leverage the funding."

Mayor Crowell entertained additional questions or comments of the Board members and of the public. When no questions or comments were forthcoming, Mayor Crowell entertained a motion. **Supervisor Abowd moved to approve the submission of an \$81,788 Land & Water Conservation Fund Program grant application, by the Parks, Recreation, and Open Space Department, using approximately \$73,388 in City cash match and \$8,400 in City in-kind match, for Phase 1 of the rehabilitation of the path system in Long Ranch Park. Supervisor Bonkowski 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 March 1, 2018 Meeting

Page 3

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

10. FINANCE DEPARTMENT - POSSIBLE ACTION TO ACCEPT THE REPORT ON THE CONDITION OF EACH FUND IN THE TREASURY NAD THE STATEMENTS OF RECEIPTS AND EXPENDITURES, THROUGH FEBRUARY 16, 2018, PURSUANT TO NRS 251.030 AND NRS 354.290

11. PURCHASING AND CONTRACTS

11(A) POSSIBLE ACTION TO APPROVE THE PURCHASE OF ROOFING MATERIAL FOR THE WASTE WATER DIGESTER BUILDING FROM GARLAND DBS, INC., THROUGH JOINDER SEALED BID #09-5408, WITH US COMMUNITIES, A NATIONAL COOPERATIVE PURCHASING PROGRAM, FOR A TOTAL NOT-TO-EXCEED AMOUNT OF \$25,423.53, TO BE FUNDED FROM THE CONSTRUCTION PROJECTS / FACILITY UPGRADE ACCOUNT

11(B) POSSIBLE ACTION TO APPROVE CONTRACT NO. 1718-099, SOUTH CARSON STREET COMPLETE STREET LANDSCAPING DESIGN WITH DESIGN WORKSHOP, FOR A NOT-TO-EXCEED AMOUNT OF \$170,686, TO BE FUNDED FROM THE INFRASTRUCTURE TAX FUND (8:42:23) - 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. Mayor Crowell read a prepared disclosure statement into the record, and advised that he would participate in discussion and action. Supervisor Bonkowski read into the record a prepared disclosure statement, and advised that he would abstain from discussion and action due to a disqualifying conflict of interest.

Supervisor Barrette expressed concern that the subject landscape design “and the design for ... signs in the downtown were separated by inadvertence or by design to have the monies come out of two different pots. This money comes from one and the other comes from Redevelopment Authority money. It’s of concern to me because we often get things piecemeal here and I’m glad they’re on the same agenda. But the RACC had voted not to go through that design process with full funding, as requested from staff, which was \$30,000.”

Mayor Crowell entertained additional questions or comments of the Board members; however, none were forthcoming. City Engineer Dan Stucky reviewed the agenda materials. In response to a question, Mr. Marano provided background information on the former armory property. Mr. Marano explained that the Division of State Lands currently manages the former armory property for the Department of Public Safety. Division of State Lands representatives had declined the City’s proposal to offer the parcel for sale and use the sale proceeds to help fund their intended Public Safety Complex. “However, there is an additional parcel that parallels that frontage road ... that was absolutely essential to our South Carson Street project and the State did agree to transfer that parcel ... along with the rest of South Carson to the City when the

CARSON CITY BOARD OF SUPERVISORS

Minutes of the March 1, 2018 Meeting

Page 4

rest of the entire corridor does convey to the City. ... unfortunately, at this point, the State has declined to either develop the property, which we would be perfectly fine with, or to offer it for sale.” Mr. Stucky acknowledged that the landscape will be continuous to the downtown area since the additional parcel was agreed to be transferred.

Mayor Crowell entertained additional questions or comments of the Board members and of the public and, when none were forthcoming, a motion. **Supervisor Abowd moved to approve Contract No. 1718-099, South Carson Street Complete Street Landscaping Design with Design Workshop, for a not-to-exceed amount of \$170,686.00, to be funded from the Infrastructure Tax Fund. Supervisor Bagwell seconded the motion.** Mayor Crowell entertained discussion on the motion and, when none was forthcoming, called for a vote.

RESULT:	Approved [4 - 0 - 1]
MOVER:	Supervisor Karen Abowd
SECOND:	Supervisor Lori Bagwell
AYES:	Supervisors Bagwell, Abowd, Barrette, and Mayor Crowell
NAYS:	None
ABSENT:	None
ABSTAIN:	Supervisor Brad Bonkowski

ORDINANCES, RESOLUTIONS, AND OTHER ITEMS

12. ITEM(S) PULLED FROM THE CONSENT AGENDA WILL BE HEARD AT THIS TIME (8:38:09) - Please see the minutes for items 9 and 11(B).

13. ASSESSOR - POSSIBLE ACTION TO APPROVE CITY CONTRACT NO. 1718-140 FOR DIGITAL IMAGING AND SOFTWARE WITH PICTOMETRY INTERNATIONAL CORP, THROUGH GSA CONTRACT NO. GS-35F-0801N, FOR A TOTAL NOT-TO-EXCEED AMOUNT OF \$120,204.06, TO BE FUNDED FROM THE ACQUISITION / IMPROVEMENT OF TECHNOLOGY ACCOUNT (8:52:32) - Mayor Crowell introduced this item. Assessor Dave Dawley reviewed the agenda materials, and responded to questions of clarification. At Mayor Crowell’s request, Mr. Dawley explained the Pictometry digital imaging process. Mayor Crowell entertained additional questions or comments of the Board members and of the public and, when none were forthcoming, a motion. **Supervisor Bonkowski moved to approve Contract No. 1718-140 for digital imaging and software with Pictometry International Corp., through GSA Contract GS-35F-0801N, for a total not-to-exceed amount of \$120,204.06, to be funded from the Acquisition / Improvement of Technology Account. 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, Barrette, and Mayor Crowell
NAYS:	None
ABSENT:	None
ABSTAIN:	None

CARSON CITY BOARD OF SUPERVISORS
Minutes of the March 1, 2018 Meeting
Page 5

14. PURCHASING AND CONTRACTS

14(A) POSSIBLE ACTION TO APPROVE CONTRACT NO. 1718-011 WITH DEVNET, INC. FOR PROPERTY TAX AND CAMA SOFTWARE DEVELOPMENT AND LICENSING FOR A FIVE-YEAR PERIOD WITH A NOT-TO-EXCEED TOTAL AMOUNT OF \$674,565.00, TO BE FUNDED FROM THE CAPITAL PROJECTS FUND / SOFTWARE REPLACEMENT ACCOUNT, THE ASSESSOR'S TECHNOLOGY ACCOUNT, AND IT SOFTWARE MAINTENANCE ACCOUNT (8:57:21) - Mayor Crowell introduced this item, and Assessor Dave Dawley reviewed the agenda materials. At Mayor Crowell's request, Mr. Dawley reviewed the background information on this item, as outlined in the staff report. He responded to questions of clarification.

Mayor Crowell entertained public comment and, when none was forthcoming, a motion. **Supervisor Bagwell moved to approve Contract No. 1718-011 with DevNet, Inc. for Property Tax and CAMA software development and licensing, for a five-year period, with a not-to-exceed total amount of \$674,565.00, to be funded from the Capital Projects Fund / Software Replacement account, the Assessor's Technology Account, and IT Software Maintenance Account. Supervisor Abowd seconded the motion.** Mayor Crowell entertained discussion on the motion. Supervisor Barrette thanked DevNet, Inc. for sending a representative. Mayor Crowell entertained additional discussion 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, Barrette, and Mayor Crowell
NAYS:	None
ABSENT:	None
ABSTAIN:	None

14(B) POSSIBLE ACTION TO APPROVE CONTRACT NO. 1718-075, A LICENSE AND SERVICE AGREEMENT WITH TYLER TECHNOLOGIES, INC. FOR ENTERPRISE RESOURCE PLANNING, LAND MANAGEMENT, AND UTILITY BILLING SYSTEM AND IMPLEMENTATION SERVICES FOR A NOT-TO-EXCEED AMOUNT OF \$2,500,000, TO BE FUNDED FROM THE CAPITAL OUTLAY / SOFTWARE REPLACEMENT ACCOUNT IN THE CAPITAL PROJECTS FUND (9:05:53) - Mayor Crowell introduced this item, and Purchasing and Contracts Administrator Laura Rader reviewed the agenda materials. Chief Information Officer Eric Von Schimmelmann discussed the replacement of HTE and explained the Enterprise Resource Planning system. Mr. Marano provided additional clarification. Mayor Crowell entertained Board member questions or comments and public comments. Mr. Von Schimmelmann responded to questions of clarification. Supervisor Barrette discussed the importance of "look[ing] farther ahead. ... We're good at collecting money. We ought to really work harder at finding ways to spend it on things that people get for our collection of the money. Roads is a tough one. ... This is not a situation where you like to do band-aids, but we need to do something about it and I'm just going to keep harping on this."

Mayor Crowell entertained additional questions or comments and, when none were forthcoming, a motion. **Supervisor Abowd moved to approve Contract No. 1718-075, a license and service agreement with Tyler Technologies, Inc. for Enterprise Resource Planning, Land Management, and Utility Billing System, and Implementation Services, for a not-to-exceed amount of \$2,500,000, to be funded from**

CARSON CITY BOARD OF SUPERVISORS

Minutes of the March 1, 2018 Meeting

Page 6

the Capital Outlay / Software Replacement Account in the Capital Projects Fund. 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, Barrette, and Mayor Crowell
NAYS:	None
ABSENT:	None
ABSTAIN:	None

14(C) POSSIBLE ACTION TO DETERMINE THAT CONTRACT NO. 1718-161 IS A SOLE-SOURCE CONTRACT AND, THEREFORE, NOT SUITABLE FOR PUBLIC BIDDING, PURSUANT TO NRS 332.115, AND TO APPROVE CONTRACT NO. 1718-161 FOR THE PURCHASE AND INSTALLATION OF AUDIO / VIDEO SYSTEMS FROM COURTSMART DIGITAL SYSTEMS, FOR AN AMOUNT NOT TO EXCEED \$288,160, TO BE FUNDED FROM THE COURT RESTRICTED FUNDS, THE ADMINISTRATIVE OFFICE OF THE COURTS, AND GENERAL FUND CONTINGENCY (9:11:43) - Mayor Crowell introduced this item. Court Administrator Max Cortes reviewed the agenda materials, and responded to questions of clarification. Mayor Crowell entertained public comment and, when none was forthcoming, a motion. **Supervisor Bagwell moved to determine that Contract No. 1718-161 is a sole-source contract and, therefore, not suitable for public bidding, pursuant to NRS 332.115, and to approve Contract No. 1718-161 for the purchase and installation of audio / video systems from CourtSmart Digital Systems, for an amount not to exceed \$288,160, to be funded from the Court Restricted Funds, the Administrative Office of the Courts, and the General Fund contingency; additionally, the courts will pay back the money funded from the general fund by reducing the court restricted funds, on a monthly basis, beginning in December 2018, at a rate of \$5,000 per month until the general fund is reimbursed in full. 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, Barrette, and Mayor Crowell
NAYS:	None
ABSENT:	None
ABSTAIN:	None

15. FINANCE DEPARTMENT - POSSIBLE ACTION TO ADOPT BILL NO. 102, ON SECOND READING, AN ORDINANCE OF THE BOARD OF SUPERVISORS OF CARSON CITY, NEVADA PROVIDING FOR THE ISSUANCE OF GENERAL OBLIGATION (LIMITED TAX) SEWER BONDS (ADDITIONALLY SECURED BY PLEDGED REVENUES), SERIES 2018A, IN THE PRINCIPAL AMOUNT NOT TO EXCEED \$4,875,000 FOR THE IMPROVEMENT PROJECT PLUS THE PRINCIPAL AMOUNT NOT TO EXCEED \$3,075,000 FOR THE REFUNDING PROJECT, IF ANY (IN THE COMBINED AGGREGATE PRINCIPAL AMOUNT

CARSON CITY BOARD OF SUPERVISORS

Minutes of the March 1, 2018 Meeting

Page 7

NOT TO EXCEED \$7,950,000); AND PROVIDING THE FORM, TERMS, AND CONDITIONS THEREOF AND COVENANTS RELATING TO THE PAYMENT OF SAID BONDS (9:25:16) - Mayor Crowell introduced this item, and Chief Financial Officer Jason Link advised of having received no input since introduction of the bill, on first reading. Mayor Crowell entertained public comment and Board member comments and, when none were forthcoming, a motion. **Supervisor Bonkowski moved to adopt Bill No. 102, on second reading, Ordinance No. 2018-2, an ordinance of the Board of Supervisors of Carson City, Nevada, providing for the issuance of general obligation (limited tax) sewer bonds, additionally secured by pledged revenues, Series 2018A, in the principal amount not to exceed \$4,875,000, for the improvement project, plus the principal amount not to exceed \$3,075,000, for the refunding project, if any, in the combined aggregate principal amount not to exceed \$7,950,000; and providing for the form, terms, and conditions thereof, and covenants relating to the payment of said bonds. 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, Barrette, and Mayor Crowell
NAYS:	None
ABSENT:	None
ABSTAIN:	None

16. PARKS, RECREATION, AND OPEN SPACE DEPARTMENT - POSSIBLE ACTION TO APPROVE A LICENSE AGREEMENT, BETWEEN CARSON CITY AND DUNCAN GOLF MANAGEMENT DBA TDS GOLF AT EAGLE VALLEY LLC, FOR OPERATION, MANAGEMENT, AND MAINTENANCE OF EAGLE VALLEY GOLF COURSE (9:26:54) - Mayor Crowell introduced this item, and Parks, Recreation, and Open Space Department Director Jennifer Budge reviewed the agenda materials. Supervisor Bonkowski thanked all the City staff involved in revising and finalizing the agreement, and "Duncan Management for making this process as easy as possible on us." Supervisor Abowd agreed. Ms. Budge responded to questions of clarification, and discussion followed.

Mayor Crowell entertained public comment; however, none was forthcoming. Mayor Crowell commended the document and requested Deputy District Attorney Iris Yowell to take a look at paragraph 12.2. Discussion took place between Ms. Yowell and Mayor Crowell to revise the language. Ms. Yowell pointed out necessary revisions to the table of contents.

(9:38:02) Attorney Jim Cavilia, representing Duncan Golf Management, commended City staff on the license agreement. Mayor Crowell entertained questions or comments of the Board members and of the public and, when none were forthcoming, a motion. **Supervisor Bonkowski moved to approve the License Agreement, submitted as late material on February 28th, between Carson City and Duncan Golf Management dba TDS Golf at Eagle Valley LLC, for operation, management, and maintenance of the Eagle Valley Golf Course, with the addition of correcting the table of contents and paragraph 12.2, as read into the record by the Mayor. Supervisor Abowd seconded the motion.** Mayor Crowell entertained discussion on the motion and, when none was forthcoming, called for a vote.

CARSON CITY BOARD OF SUPERVISORS

Minutes of the March 1, 2018 Meeting

Page 8

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

17. RECESS BOARD OF SUPERVISORS MEETING (9:40:06) - Mayor Crowell recessed the meeting at 9:40 a.m., and passed the gavel to Redevelopment Authority Chairperson Karen Abowd.

REDEVELOPMENT AUTHORITY

18. CALL TO ORDER AND ROLL CALL (9:52:02) - Chairperson Abowd called the meeting to order at 9:52 a.m., noting the presence of a quorum.

19. PUBLIC COMMENT (9:52:17) - Chairperson Abowd entertained public comment. (9:52:30) TerraOne Founder and CEO Masih Madini distributed informational materials to the Redevelopment Authority members and City staff, and provided an overview of the same. Chairperson Abowd requested Community Development Director Lee Plemel to agendize an item for a future meeting. Chairperson Abowd entertained additional public comment; however, none was forthcoming.

20. POSSIBLE ACTION ON APPROVAL OF MINUTES - February 15, 2018 (9:56:15) - Chairperson Abowd introduced this item, and entertained a motion. **Member Bonkowski moved to approve the minutes, as presented. Member Barrette seconded the motion. Motion carried 5-0.**

21. COMMUNITY DEVELOPMENT DEPARTMENT - POSSIBLE ACTION TO MAKE A RECOMMENDATION TO THE BOARD OF SUPERVISORS REGARDING THE EXPENDITURE OF UP TO \$30,000 FROM THE FISCAL YEAR 2018 REDEVELOPMENT REVOLVING FUND, DOWNTOWN ENTRY SIGNS ACCOUNT, TO DESIGN AND CONSTRUCT DOWNTOWN GATEWAY SIGNAGE, IN CONJUNCTION WITH THE SOUTH CARSON STREET CARSON CITY GATEWAY PROJECT (9:56:37) - Chairperson Abowd introduced this item. Community Development Director Lee Plemel provided background information and reviewed the agenda materials. Mr. Plemel, City Engineer Dan Stucky, and Public Works Department Director Darren Schulz responded to questions, and discussion followed.

Chairperson Abowd entertained public comment and, when none was forthcoming, a motion. **Member Bonkowski moved to approve and recommend that the Board of Supervisors authorize the expenditure of up to \$5,000, from the FY 2018 Redevelopment Revolving Fund, Downtown Entry Signs Account, to create conceptual designs of potential downtown gateway signage, in conjunction with the South Carson Street Carson City Gateway Project as an expense incidental to carrying out the Redevelopment Plan that has been adopted by the Carson City Board of Supervisors, and based on the findings that there is a causal connection between this redevelopment effort and the need for the expenses; the expenses are needed to ensure the success of the Redevelopment Plan, and that the amount of the expense that are given are minor in comparison to the money required for the overall**

CARSON CITY BOARD OF SUPERVISORS

Minutes of the March 1, 2018 Meeting

Page 9

Redevelopment Plan; and direct staff to engage the Arts and Culture Commission as part of the design team. Member Barrette seconded the motion. Chairperson Abowd entertained discussion on the motion and, when none was forthcoming, called for a vote.

RESULT:	Approved [4 - 1]
MOVER:	Member Brad Bonkowski
SECOND:	Member John Barrette
AYES:	Members Bonkowski, Barrette, Crowell, and Chair Abowd
NAYS:	Vice Chair Lori Bagwell
ABSENT:	None
ABSTAIN:	None

22. PUBLIC COMMENT (10:15:54) - Chairperson Abowd entertained public comment; however, none was forthcoming.

23. ACTION TO ADJOURN REDEVELOPMENT AUTHORITY MEETING (10:16:02) - Chairperson Abowd adjourned the Redevelopment Authority meeting at 10:16 a.m., and passed the gavel to Mayor Crowell.

24. RECONVENE BOARD OF SUPERVISORS MEETING (10:16:06) - Mayor Crowell reconvened the Board of Supervisors meeting at 10:16 a.m.

25. COMMUNITY DEVELOPMENT DEPARTMENT, PLANNING DIVISION

25(A) POSSIBLE ACTION TO ADOPT A RESOLUTION AUTHORIZING THE EXPENDITURE OF UP TO \$30,000 FROM THE FISCAL YEAR 2018 REDEVELOPMENT REVOLVING FUND, DOWNTOWN ENTRY SIGNS ACCOUNT, TO DESIGN AND CONSTRUCT DOWNTOWN GATEWAY SIGNAGE, IN CONJUNCTION WITH THE SOUTH CARSON STREET CARSON CITY GATEWAY PROJECT, AS AN EXPENSE INCIDENTAL TO CARRYING OUT THE REDEVELOPMENT PLAN (10:16:05) - Mayor Crowell introduced this item, and incorporated, by reference, the discussion which took place under item 21. Mayor Crowell entertained questions or comments of the Board members and of the public and, when none were forthcoming, a motion. **Supervisor Bonkowski moved to adopt Resolution No. 2018-R-3, authorizing the expenditure of up to \$5,000 from the Fiscal Year 2018 Redevelopment Revolving Fund, Downtown Entry Signs Account, to create conceptual designs for potential downtown gateway signage, in conjunction with the South Carson Street Carson City Gateway Project, as an expense incidental to carrying out the Redevelopment Plan that has been adopted by the Carson City Board of Supervisors, and based on the findings that there is a causal connection between this redevelopment effort and the need for the expenses; the expenses are needed to ensure the success of the redevelopment plan, and that the amount of the expenses to be given are minor in comparison to the money required for the overall redevelopment plan; and to direct staff to engage the Cultural Commission as part of the design team. Supervisor Abowd seconded the motion.** Mayor Crowell entertained discussion on the motion and, when none was forthcoming, called for a vote.

CARSON CITY BOARD OF SUPERVISORS
Minutes of the March 1, 2018 Meeting
Page 10

RESULT:	Approved [4 - 1]
MOVER:	Supervisor Brad Bonkowski
SECOND:	Supervisor Karen Abowd
AYES:	Supervisors Bonkowski, Abowd, Barrette, and Mayor Crowell
NAYS:	Supervisor Lori Bagwell
ABSENT:	None
ABSTAIN:	None

25(B) POSSIBLE ACTION TO ADOPT, ON SECOND READING, BILL NO. 104, AN ORDINANCE RELATING TO ZONING; AMENDING TITLE 18, ZONING, OF THE CARSON CITY MUNICIPAL CODE, CHAPTER 18.02, ADMINISTRATIVE PROVISIONS, SECTION 18.02.010, PLANNING COMMISSION, TO AMEND THE PROCESS OF APPOINTING MEMBERS TO THE CARSON CITY PLANNING COMMISSION; AND MAKING VARIOUS TECHNICAL AND STRUCTURAL CHANGES TO THE EXISTING PROVISIONS OF SECTION 18.02.010 (10:18:01) - Mayor Crowell introduced this item and, in response to a question, Community Development Director Lee Plemel advised of no comments since introduction, on first reading. Mayor Crowell entertained public comment and, when none was forthcoming, a motion. **Supervisor Abowd moved to adopt, on second reading, Bill No. 104, Ordinance No. 2018-3, an ordinance relating to zoning; amending Title 18 of the Carson City Municipal Code, Chapter 18.02, Section 18.02.010, to amend the process of appointing members to the Carson City Planning Commission; and making various technical and structural changes to the existing provisions of Section 18.02.010. 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, Barrette, and Mayor Crowell
NAYS:	None
ABSENT:	None
ABSTAIN:	None

25(C) POSSIBLE ACTION TO ADOPT BILL NO. 103, ON SECOND READING, AN ORDINANCE AMENDING TITLE 18 OF THE CARSON CITY MUNICIPAL CODE TO INCLUDE TATTOO PARLORS, AS A CONDITIONAL USE IN THE RETAIL COMMERCIAL USE DISTRICT (10:19:46) - Mayor Crowell introduced this item, and Community Development Director Lee Plemel advised that, at the Board's direction, the applicant's special use permit had been processed by Planning Division staff. The Planning Commission approved the special use permit application at their February 28th meeting, contingent upon the subject ordinance being adopted, on second reading.

Mayor Crowell entertained public comment and, when none was forthcoming, a motion. **Supervisor Bagwell moved to adopt Bill No. 103, on second reading, Ordinance No. 2018-4, an ordinance amending Title 18 of the Carson City Municipal Code, to include tattoo parlors as a conditional use in the Retail Commercial Use District. Supervisor Abowd seconded the motion.** Mayor Crowell entertained discussion on the motion and, when none was forthcoming, called for a vote.

CARSON CITY BOARD OF SUPERVISORS
Minutes of the March 1, 2018 Meeting
Page 11

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

26. PUBLIC WORKS DEPARTMENT - PRESENTATION TO INFORM THE BOARD OF THE PROGRESS OF THE CITY'S ASSET MANAGEMENT PROGRAM; DISCUSSION TO FOLLOW (10:21:08) - Mayor Crowell introduced this item, and City Engineer Dan Stucky introduced Real Property Manager Stephanie Hicks and GIS and Asset Manager Matt Lawton. Mr. Stucky provided an overview of the subject item. Mr. Stucky and Ms Hicks narrated a PowerPoint presentation which was displayed in the meeting room and copies of which were included in the agenda materials. Mr. Lawton narrated that portion of the presentation relative to asset management software. Supervisor Bonkowski commended the Asset Management Program, and discussed its benefits to the community. Supervisor Barrette echoed his comments. Supervisor Bagwell requested the Public Works Department staff to provide the subject presentation to the Audit Committee. Mr. Lawton responded to questions of clarification, and discussion followed. Ms. Hicks expressed appreciation for all the City staff involved in developing the asset management program and compiling its data.

Mayor Crowell entertained additional questions or comments, and Supervisor Barrette discussed the importance of the community's "buy-in." Mayor Crowell thanked Mr. Stucky, Ms. Hicks, and Mr. Lawton for their presentation.

27. HEALTH AND HUMAN SERVICES DEPARTMENT

27(A) POSSIBLE ACTION TO ACCEPT AND PLACE A BUSINESS IMPACT STATEMENT ON FILE WITH THE BOARD OF SUPERVISORS FINDING THAT THE PROPOSED CHANGES TO CCMC TITLE 9, CHAPTER 9.04, DO NOT IMPOSE A DIRECT AND SIGNIFICANT ECONOMIC BURDEN ON A BUSINESS OR THAT THE PROPOSED CHANGES DO NOT DIRECTLY RESTRICT THE FORMATION, OPERATION, OR EXPANSION OF A BUSINESS (10:55:38) - Mayor Crowell introduced this item. Deputy District Attorney Iris Yowell advised that the subject and subsequent item would need to be deferred "because there's a page missing from the business impact statement, as it was published." Ms. Fralick explained that "this page actually contains the meat of the findings of all the comments."

27(B) POSSIBLE ACTION TO INTRODUCE, ON FIRST READING, AN ORDINANCE AMENDING TITLE 9, CHAPTER 9.05, HEALTH AND WELFARE - FOOD ESTABLISHMENTS, ADDING AND AMENDING SECTIONS RELATED TO THE PREVENTION OF FOODBORNE DISEASE OR ILLNESS - Deferred.

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

STATUS REVIEW OF PROJECTS

CARSON CITY BOARD OF SUPERVISORS
Minutes of the March 1, 2018 Meeting
Page 12

INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS (10:59:14) - Mr. Marano requested the residents to reacquaint themselves with the City's status map in consideration of inclement weather. He provided an overview of the same, accessible through the City's website.

CORRESPONDENCE TO THE BOARD OF SUPERVISORS

STATUS REPORTS AND COMMENTS FROM BOARD MEMBERS (10:57:35) - Supervisor Barrette congratulated Supervisor Abowd on her and Charlie Abowd's recent retirement announcement. Mayor Crowell announced a ceremony honoring Viet Nam Veterans scheduled for 5:00 p.m. on March 31st. He also announced that the traveling Viet Nam Veterans Memorial Wall will be in Minden on June 1st.

STAFF COMMENTS AND STATUS REPORTS

RECESS AND RECONVENE BOARD OF SUPERVISORS MEETING (11:01:05; 1:32:07) - Mayor Crowell recessed the meeting at 11:01 a.m., and reconvened at 1:32 p.m.

29. CITY MANAGER

29(A) POSSIBLE ACTION TO APPOINT ONE MEMBER TO THE CARSON CITY REGIONAL TRANSPORTATION COMMISSION TO FILL A PARTIAL TERM THAT EXPIRES DECEMBER 2019 (1:32:15) - Mayor Crowell introduced this item. Ms. Paulson advised that Donna Gray had withdrawn her application. (1:32:50) Mayor Crowell welcomed Christine Brandon to the meeting table. Ms. Brandon responded to questions regarding her interest in serving, her background and experience; her thoughts about public transit in Carson City; her understanding of the complete streets concept; the method by which to create a successful planning document with limited funding; ideas for increasing revenue for road maintenance; alternative pavement applications for increased longevity; and whether or not to take another shot at the fuel tax and how to promote its passage. Mayor Crowell provided Ms. Brandon the opportunity to comment further and, when she declined, he thanked her for participating in the interview process.

(1:45:04) Mayor Crowell welcomed Aster Girma to the meeting table. Ms. Girma responded to questions regarding her interest in serving and her background and experience; her thoughts on public transit; the method by which to promote passage of a fuel tax initiative; the method by which to create successful planning documents with limited funding; her definition of intermodal transportation and the method by which to incorporate it into a complete streets policy; and ideas to increase revenue for road maintenance. Mayor Crowell offered Ms. Girma the opportunity to comment further, and she expressed the opinion that her "skills will provide a good foundation and contribute to the skills that you have already ... and then I have a passion because my first work was in a city in ... Ethiopia and, afterwards, working with ... the original government and multi agencies ..." Ms. Girma also discussed her love for research as a potential asset to the commission. Mayor Crowell thanked Ms. Girma for participating in the interview process.

(2:04:19) Mayor Crowell welcomed Stephen Lincoln to the meeting table. Mr. Lincoln responded to questions regarding his background and experience and his interest in serving; his thoughts on public transportation; ideas for increasing revenue for road maintenance; his definition of intermodal transportation and the method by which to incorporate it into a complete streets policy; the method by which to create successful planning documents with limited funding; the method by which to sell an increase to the fuel tax; and his opinion of the ordinance against railroad tracks in Carson City. Mayor

CARSON CITY BOARD OF SUPERVISORS
Minutes of the March 1, 2018 Meeting
Page 13

Crowell offered Mr. Lincoln the opportunity to comment further, and he reiterated his interest in serving. Mayor Crowell thanked Mr. Lincoln for his participation in the interview process.

(2:13:08) Mayor Crowell welcomed Greg Stedfield to the meeting table. Mr. Stedfield responded to questions regarding his background and experience, and his interest in serving; his thoughts on public transportation in Carson City; the method by which to market another fuel tax ballot initiative; ideas for increasing revenue for road maintenance; the method by which to create successful planning documents with limited funding; his definition of intermodal transportation and the method by which to integrate it in a complete streets policy. Mayor Crowell offered Mr. Stedfield the opportunity to comment further, and he reiterated his interest in serving. Mayor Crowell thanked Mr. Stedfield for participating in the interview process.

The Board members discussed their preferences, and Mayor Crowell entertained a motion. **Supervisor Abowd moved to appoint Greg Stedfield to the Carson City Regional Transportation Commission to fill a partial term that expires December of 2019. Supervisor Bonkowski seconded the motion.** Mayor Crowell called for a vote on the motion.

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

Mayor Crowell recessed the meeting at 2:28 p.m., and reconvened at 2:36 p.m.

29(B) POSSIBLE ACTION TO APPROVE THE FIRST AMENDED COOPERATIVE AGREEMENT, BETWEEN CARSON CITY, A CONSOLIDATED MUNICIPALITY AND POLITICAL SUBDIVISION OF THE STATE OF NEVADA, AND THE CARSON CITY CULTURE AND TOURISM AUTHORITY, A COUNTY FAIR AND RECREATION BOARD, CREATED BY THE CITY, PURSUANT TO NRS 244A, FOR ADMINISTRATIVE SERVICES AND FACILITY USE AND MANAGEMENT, TO BE FUNDED BY 2% OF THE TOTAL 11% TRANSIENT LODGING TAX RATE, APPROXIMATELY \$414,000 IN FY 18 (2:36:14) - Mayor Crowell introduced this item, and Ms. Paulson reviewed the agenda materials. In response to a question, Ms. Paulson advised that the Culture and Tourism Authority voted unanimously on February 12th to recommend approval of the agreement to the Board. Ms. Paulson and Arts and Culture Director Mark Salinas responded to additional questions of clarification, and discussion followed.

Mayor Crowell entertained public comment and, when none was forthcoming, a motion. **Supervisor Bonkowski moved to approve the First Amended Cooperative Agreement, between Carson City, a consolidated municipality and political subdivision of the State of Nevada, and the Carson City Culture and Tourism Authority, a county fair and recreation board, created by the City, pursuant to NRS 244A, for administrative services and facility use and management to be funded by 2% of the total 11% transient lodging tax rate. Supervisor Abowd seconded the motion.** At Supervisor Bagwell's request, Supervisor Bonkowski amended his motion to specify that the new special revenue

CARSON CITY BOARD OF SUPERVISORS

Minutes of the March 1, 2018 Meeting

Page 14

fund will not be subject to cost allocation because the 1% fee is already an administrative charge. Supervisor Abowd continued her second. Mayor Crowell entertained additional 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 Abowd, Bonkowski, Bagwell, Barrette, and Mayor Crowell
NAYS:	None
ABSENT:	None
ABSTAIN:	None

30. PUBLIC COMMENT (2:49:21) - Mayor Crowell entertained public comment; however, none was forthcoming.

31. ACTION TO ADJOURN (2:49:39) - Mayor Crowell adjourned the meeting at 2:49 p.m.

The Minutes of the March 1, 2018 Carson City Board of Supervisors meeting are so approved this 5th day of April, 2018.

ROBERT L. CROWELL, Mayor

ATTEST:

SUSAN MERRIWETHER, Clerk - Recorder