



STAFF REPORT

Report To: Board of Supervisors

Meeting Date: January 17, 2019

Staff Contact: Nancy Paulson, City Manager

Agenda Title: For Possible Action: To approve the appointment by the Mayor of Jay Wiggins to the Planning Commission for a four-year term ending December 31, 2022.

Staff Summary: NRS 278.040(2) states: "In Carson City, the members of the planning commission established as provided in NRS 278.030 are appointed by the Mayor from the city at large, with the approval of the Board of Supervisors." The City's policy is to allow the supervisors to make a nomination, but the nominee still has to be appointed by the Board as a whole. Supervisor Bagwell's nominee is Jay Wiggins.

Agenda Action: Formal Action/Motion

Time Requested: 5 mins

Proposed Motion

I move to approve the appointment by the Mayor of _____ and Jay Wiggins to the Planning Commission for a four-year term ending December 31, 2022.

Board's Strategic Goal

Efficient Government

Previous Action

N/A

Background/Issues & Analysis

The Board of Supervisors approved new policies related to Planning Commissioner duties and responsibilities on October 19, 2017, and directed staff on December 7, 2017, to develop a process whereby newly elected Board members would recommend individuals for appointment to the Commission. On February 15, 2018 the Board of Supervisors approved the amended BCC Policies and Procedures and established the appointment process for Planning Commissioners.

Applicable Statute, Code, Policy, Rule or Regulation

NRS 278.040 and the BCC Policies and Procedures

Financial Information

Is there a fiscal impact? ☐ Yes ☒ No

If yes, account name/number:

Is it currently budgeted? ☐ Yes ☐ No

Explanation of Fiscal Impact:

Alternatives

N/A

Board Action Taken:

Motion: _____

1) _____

2) _____

Aye/Nay

(Vote Recorded By)

NRS 278.040 Members: Appointment; qualifications; compensation and expenses; terms; removal; vacancies.

2. In Carson City, the members of the planning commission established as provided in [NRS 278.030](#) are appointed by the Mayor from the city at large, with the approval of the Board of Supervisors.

3. The governing body may provide for compensation to its planning commission in an amount of not more than \$80 per meeting of the commission, with a total of not more than \$400 per month, and may provide travel expenses and subsistence allowances for the members in the same amounts as are allowed for other officers and employees of the county or city.

4. Except as otherwise provided in this subsection, the term of each member is 4 years, or until his or her successor takes office. If applicable, the term of each member of a county or city planning commission in any county whose population is 700,000 or more is coterminous with the term of the member of the governing body who recommended the appointment to the appointing authority. If the recommending member resigns his or her office before the expiration of his or her term, the corresponding member of the planning commission may continue to serve until the office is next filled by election. If the office of the recommending member becomes vacant before the expiration of the term for any other reason, the corresponding member of the planning commission may continue to serve for the duration of the original term.

5. Except as otherwise provided in this subsection, members of a county or city planning commission may be removed, after public hearing, by a majority vote of the governing body for just cause. In a county whose population is 700,000 or more, members of a county or city planning commission serve at the pleasure of their appointing authority.

6. Vacancies occurring otherwise than through the expiration of term must be filled for the unexpired term.

Boards, Committees, and Commissions Policies and Procedures

(Amended February 15, 2018)

Nominations of Planning Commission members by Individual Members of the Board of Supervisors

Notwithstanding any other provision of these policies and procedures, each member of the Board of Supervisors shall recommend one person from Carson City at large for consideration and approval, by majority vote, of the Board for appointment by the Mayor to the Planning Commission.

Recommendations and appointments must be made during the first meeting of the year in which new or re-elected members of the Board are sworn in. If the recommendation of a Board member is not approved for appointment by the Mayor, the recommending Board member may make successive recommendations of other persons until approval and appointment.

The Mayor shall recommend one person from Carson City at large for consideration and approval, by a majority vote, of the Board for appointment by the Mayor to the Planning Commission in the first year after the new or re-elected Mayor is sworn in.

In accordance with NRS 278.040 and Title 18 of CCMC, the term of each member appointed to the Planning Commission is four years. Vacancies occurring before the expiration of an appointed member's term and vacancies occurring in years between elections for the Board of Supervisors must be filled by the Mayor from the City at large, with the approval of the Board, through the acceptance and consideration of applications submitted by interested applicants in the same manner provided for in these policies and procedures.