

**CARSON CITY BOARD OF SUPERVISORS**  
**Minutes of the December 19, 2019 Meeting**  
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7A regular meeting of the Carson City Board of Supervisors was scheduled for 8:30 a.m. on Thursday, December 19, 2019 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

**PRESENT:** Mayor Robert Crowell  
Supervisor Stacey Giomi, Ward 1  
Supervisor Brad Bonkowski, Ward 2  
Supervisor Lori Bagwell, Ward 3  
Supervisor John Barrette, Ward 4

**STAFF:** Nancy Paulson, City Manager  
Aubrey Rowlatt, Clerk - Recorder  
Stephanie Hicks, Deputy City Manager  
Dan Yu, Assistant District Attorney  
Tamar Warren, Senior Public Meetings 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. All meeting minutes are available for review at: <https://www.carson.org/minutes>.

**1 - 4. CALL TO ORDER, ROLL CALL, INVOCATION, AND PLEDGE OF ALLEGIANCE**

(8:31:14) – Mayor Crowell called the meeting to order at 8:31 a.m. Ms. Rowlatt called the roll; a quorum was present. First Christian Church of Carson City Pastor Dr. Ken Haskins provided the invocation. Mayor Crowell led the Pledge of Allegiance.

**5. PUBLIC COMMENT**

(8:33:18) – Mayor Crowell entertained public comments; however, none were forthcoming.

**6. FOR POSSIBLE ACTION: APPROVAL OF MINUTES - NOVEMBER 21, 2019**

(8:33:39) – Mayor Crowell introduced the item. **Supervisor Bonkowski moved to approve the November 21, 2019 meeting minutes, as presented. The motion was seconded by Supervisor Bagwell. Motion carried 4-0-1, with Mayor Crowell abstaining as he was not present at that meeting.**

**7. FOR POSSIBLE ACTION: ADOPTION OF THE AGENDA**

(8:34:19) – Mayor Crowell introduced the item and noted that item 15 will be pulled from the agenda. Ms. Paulson indicated there were no additional changes to the agenda. Mayor Crowell considered the agenda adopted as published, with the exception of item 15.

**8. SPECIAL PRESENTATIONS**

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**8.A PRESENTATION OF LENGTH OF SERVICE CERTIFICATES TO CITY EMPLOYEES.**

(8:34:49) – Mayor Crowell introduced this item and thanked the following employees for their service and invited them to join him and the Board to receive their Certificates:

30 years

Karin Mracek, Public Safety Communications Manager

Todd Mitchell, Sewer Operations Foreman

20 years

Jeff Bradshaw, Senior Wastewater Plant Mechanic

5 years

Brendon Gibb, Environmental Health Specialist

Jamie Stevenson, Accounting Manager

The Board members, City staff, and citizens present applauded each of the honorees. The Board also posed for a photograph with the employees and their friends and families.

**CONSENT AGENDA**

(8:46:09) – Mayor Crowell introduced the item and entertained requests for items to be pulled from the Consent Agenda. Supervisor Bonkowski requested pulling items 11.A, 11.B, and 11.C. Supervisor Bagwell wished to pull item 9.B, and Supervisor Barrette noted a typographical error on page [299] of the agenda materials corresponding to item 12.A.

**(8:47:29) – Supervisor Bagwell moved to approve the consent agenda as published with the correction noted for 12.A, and with the exception of items 9.B, 11.A, 11.B, and 11.C. Supervisor Barrette seconded the motion.**

<b>RESULT:</b>	<b>APPROVED (5-0-0)</b>
<b>MOVER:</b>	Supervisor Bagwell
<b>SECONDER:</b>	Supervisor Barrette
<b>AYES:</b>	Supervisors Bagwell, Barrette, Bonkowski, Giomi, and Mayor Crowell
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	None

**9. CITY MANAGER**

**9.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION ON RATIFYING THE APPROVAL OF BILLS AND OTHER REQUESTS FOR PAYMENTS BY THE CITY MANAGER FOR THE PERIOD OF NOVEMBER 8, 2019 THROUGH DECEMBER 6, 2019.**



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**9.B FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING THE APPOINTMENT OF TWO MEMBERS TO THE CARSON CITY REGIONAL TRANSPORTATION COMMISSION, EACH TO FILL A TERM THAT EXPIRES IN DECEMBER, 2021.**

**10. FINANCE**

**10.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING THE REPORT ON THE CONDITION OF EACH FUND IN THE TREASURY AND THE STATEMENTS OF RECEIPTS AND EXPENDITURES THROUGH DECEMBER 6, 2019, PER NRS 251.030 AND NRS 354.290.**

**11. PURCHASING AND CONTRACTS**

**11.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING CONTRACT NO. 1718-004B, CONFLICT COUNSEL, WITH WALTER B. FEY, ESQ., FOR A NOT TO EXCEED AMOUNT OF \$66,989.58 THROUGH JUNE 30, 2020 TO BE FUNDED FROM THE GENERAL FUND COURTS PROFESSIONAL SERVICES/CONFLICT ACCOUNT**

**11.B FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING THE PURCHASE OF PRESCRIPTION MEDICATIONS FOR PERSONS DETAINED IN THE CARSON CITY JAIL (FILE NO. 19300101), UTILIZING JOINDER CONTRACT #MMS17017 THROUGH MINNESOTA MULTISTATE CONTRACTING ALLIANCE FOR PHARMACY (MMCAP) WITH DIAMOND PHARMACY, A CORRECTIONAL PHARMACY SERVICES PROVIDER, FROM JANUARY 1, 2020 THROUGH DECEMBER 31, 2020, WITH A ONE YEAR ADDITIONAL PERIOD IF THE CONTRACT IS EXTENDED, FOR A NOT TO EXCEED ANNUAL AMOUNT OF \$125,000, TO BE FUNDED FROM THE GENERAL FUND/INMATE MEDICAL CARE AND THE SUPPLEMENTAL INDIGENT FUND/INMATE MEDICAL CARE ACCOUNTS.**

**11.C FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A DETERMINATION THAT D & D PLUMBING, INC. IS THE LOWEST RESPONSIVE AND RESPONSIBLE BIDDER PURSUANT TO NRS CHAPTER 338 AND WHETHER TO AWARD CONTRACT NO. 19300069, HEALTH DEPARTMENT BOILER REPLACEMENT, TO D & D PLUMBING, INC. FOR A TOTAL NOT TO EXCEED AMOUNT OF \$155,924.00.**

**12. SHERIFF**

**12.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A PROPOSED INTERLOCAL AGREEMENT BETWEEN CARSON CITY AND DOUGLAS COUNTY, TO PASS \$50,000 IN GRANT FUNDS FROM THE DEPARTMENT OF JUSTICE, 2019 EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT PROGRAM, TO DOUGLAS COUNTY FOR THE TRINET NARCOTICS TASK FORCE.**

**(END OF CONSENT AGENDA)**



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**ORDINANCES, RESOLUTIONS, AND OTHER ITEMS**

**13. ITEM(S) PULLED FROM THE CONSENT AGENDA WILL BE HEARD AT THIS TIME.**

**9.B FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING THE APPOINTMENT OF TWO MEMBERS TO THE CARSON CITY REGIONAL TRANSPORTATION COMMISSION, EACH TO FILL A TERM THAT EXPIRES IN DECEMBER, 2021.**

(8:47:54) – Mayor Crowell introduced the item. Supervisor Bagwell invited Mr. Yu to review the new policy regarding appointments.

(8:48:33) – Mr. Yu explained that applicant Charles Macquarie (one of the two applicants to be appointed to the Regional Transportation Commission {RTC}) had disclosed in his application that his employer Lumos and Associates had an existing contract with the Carson City Parks and Recreation Department for a trail, which is not under the purview of the RTC. Mr. Yu noted that he did not believe this was an actual conflict; however, he had reached out to different City stakeholders to ensure Mr. Macquarie's employer did not have a current contract with RTC. Mr. Yu indicated that he had considered the possibility of future contracts between the RTC and Lumos and Associates, but after "reviewing the fairly recently-adopted version of the conflicts provision by this Board earlier this year, I don't think that that qualifies as a disqualifying conflict at this time." Supervisor Bonkowski noted that Mr. Macquarie was applying for a reappointment. Supervisor Giomi received confirmation that in the case of a conflict of interest the applicant would "disclose and abstain". Mayor Crowell entertained additional comments and when none were forthcoming, a motion.

**(8:50:30) – Supervisor Bagwell moved to appoint Charles Macquarie & Gregory Stedfield to the Carson City Regional Transportation Commission, each to fill a term that expires in December, 2021. The motion was seconded by Supervisor Barrette.**

<b>RESULT:</b>	<b>APPROVED (5-0-0)</b>
<b>MOVER:</b>	Supervisor Bagwell
<b>SECONDER:</b>	Supervisor Barrette
<b>AYES:</b>	Supervisors Bagwell, Barrette, Bonkowski, Giomi, and Mayor Crowell
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	None

**11.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING CONTRACT NO. 1718-004B, CONFLICT COUNSEL, WITH WALTER B. FEY, ESQ., FOR A NOT TO EXCEED AMOUNT OF \$66,989.58 THROUGH JUNE 30, 2020 TO BE FUNDED FROM THE GENERAL FUND COURTS PROFESSIONAL SERVICES/CONFLICT ACCOUNT.**

(8:50:53) – Mayor Crowell introduced the item. Supervisor Bonkowski noted that he had requested to pull the item from the consent agenda to correct the effective date which was shown throughout the document as December 20, 2020, and wished to have it corrected to indicate December 20, 2019. Supervisor Bagwell suggested labeling the attachment as Exhibit A. Mayor Crowell entertained a motion.



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**(8:51:47) – Supervisor Bonkowski moved to approve the contract with the corrections which were read into the record. Supervisor Bagwell seconded the motion.**

<b>RESULT:</b>	<b>APPROVED (5-0-0)</b>
<b>MOVER:</b>	Supervisor Bonkowski
<b>SECONDER:</b>	Supervisor Bagwell
<b>AYES:</b>	Supervisors Bonkowski, Bagwell, Barrette, Giomi, and Mayor Crowell
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	None

**11.B FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING THE PURCHASE OF PRESCRIPTION MEDICATIONS FOR PERSONS DETAINED IN THE CARSON CITY JAIL (FILE NO. 19300101), UTILIZING JOINDER CONTRACT #MMS17017 THROUGH MINNESOTA MULTISTATE CONTRACTING ALLIANCE FOR PHARMACY (MMCAP) WITH DIAMOND PHARMACY, A CORRECTIONAL PHARMACY SERVICES PROVIDER, FROM JANUARY 1, 2020 THROUGH DECEMBER 31, 2020, WITH A ONE YEAR ADDITIONAL PERIOD IF THE CONTRACT IS EXTENDED, FOR A NOT TO EXCEED ANNUAL AMOUNT OF \$125,000, TO BE FUNDED FROM THE GENERAL FUND/INMATE MEDICAL CARE AND THE SUPPLEMENTAL INDIGENT FUND/INMATE MEDICAL CARE ACCOUNTS.**

(8:52:04) – Mayor Crowell introduced the item. Supervisor Bonkowski explained that the Board was being asked to extend this contract for an additional year with “no information on the extension terms”. He wished to clarify that if the contract is approved for an additional one-year period that the terms and conditions will remain unchanged “and the underlying contracts are extended”.

(8:53:02) – Director of Carson City Health and Human Services Nicki Aaker read into the record a memorandum, incorporated into the record as late material, that she had sent to the Board at the request of Supervisor Bonkowski. There were no public comments.

**(8:54:26) – Mayor Crowell entertained a motion to approve Item 11.B which would include as part of the record the underlying contract and a memorandum dated 12/19/2019 to the Board of Supervisors from the Director of the Carson City Health and Human Services, which Supervisor Bonkowski accepted as a motion and seconded.**

<b>RESULT:</b>	<b>APPROVED (5-0-0)</b>
<b>MOVER:</b>	Mayor Crowell
<b>SECONDER:</b>	Supervisor Bonkowski
<b>AYES:</b>	Mayor Crowell, Supervisors Bonkowski, Bagwell, Barrette, and Giomi
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	None

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**11.C FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A DETERMINATION THAT D & D PLUMBING, INC. IS THE LOWEST RESPONSIVE AND RESPONSIBLE BIDDER PURSUANT TO NRS CHAPTER 338 AND WHETHER TO AWARD CONTRACT NO. 19300069, HEALTH DEPARTMENT BOILER REPLACEMENT, TO D & D PLUMBING, INC. FOR A TOTAL NOT TO EXCEED AMOUNT OF \$155,924.00.**

(8:55:02) – Mayor Crowell introduced the item. Supervisor Bonkowski clarified that D&D Plumbing was not the low bid but was the lowest responsive bid and requested Purchasing and Contracts Administrator Carol Akers to provide an explanation. Ms. Akers cited NRS 338.141 which stated that “the prime contractor must self list”; however the other bidder had not done that, which she informed Supervisor Bonkowski had been disclosed at the bid opening. Mayor Crowell entertained public comments and when none were forthcoming, a motion.

**(8:56:20) – Supervisor Bonkowski moved to award the contract as presented. Supervisor Giomi seconded the motion.**

<b>RESULT:</b>	<b>APPROVED (5-0-0)</b>
<b>MOVER:</b>	Supervisor Bonkowski
<b>SECONDER:</b>	Supervisor Giomi
<b>AYES:</b>	Supervisors Bonkowski, Giomi, Bagwell, Barrette, and Mayor Crowell
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	None

**14. CITY MANAGER**

**14.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING THE APPOINTMENT OF ONE MEMBER TO THE CARSON CITY AUDIT COMMITTEE, FOR A TERM THAT EXPIRES IN DECEMBER, 2021.**

(8:56:46) – Mayor Crowell introduced the item and noted that Rachelle Resnick had applied for the public-at-large vacancy on the Audit Committee.

(8:57:15) – At Mayor Crowell’s request, Ms. Resnick approached the “public comments table”, thanked the Board for the opportunity, and gave background on her qualifications and her activities as a volunteer. Mayor Crowell entertained a motion.

**(8:59:09) – Supervisor Bagwell moved to appoint Rachelle Resnick to the Audit committee, for a term that expires in December, 2021. Supervisor Barrette seconded the motion.**

<b>RESULT:</b>	<b>APPROVED (5-0-0)</b>
<b>MOVER:</b>	Supervisor Bagwell
<b>SECONDER:</b>	Supervisor Barrette
<b>AYES:</b>	Supervisors Bagwell, Barrette, Bonkowski, Giomi, and Mayor Crowell
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	None



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**14.B FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING THE APPOINTMENT OF THREE MEMBERS TO THE 9-1-1 SURCHARGE ADVISORY COMMITTEE, EACH TO FILL A TERM THAT WILL EXPIRE IN DECEMBER, 2021.**

(8:59:32) – Mayor Crowell introduced the item. Ms. Paulson stated that applicant Miette Lopez was unable to attend; therefore, her application was being pulled. Since the other two applications were for reappointments, Mayor Crowell entertained a motion.

(9:00:11) – Supervisor Giomi moved to reappoint Tina Petersen and Mary Katherine Durbin each to fill terms that will expire in December, 2021 to the 911 Surcharge Advisory Committee. Supervisor Barrette seconded the motion.

<b>RESULT:</b>	<b>APPROVED (5-0-0)</b>
<b>MOVER:</b>	Supervisor Giomi
<b>SECONDER:</b>	Supervisor Barrette
<b>AYES:</b>	Supervisors Giomi, Barrette, Bagwell, Bonkowski, and Mayor Crowell
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	None

**15. ASSESSOR**

**15.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING THE APPOINTMENT OF A MEMBER TO THE CARSON CITY BOARD OF EQUALIZATION.**

This item was pulled from the agenda.

**16. PURCHASING AND CONTRACTS**

**16.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING THE PURCHASE OF 28 VEHICLES FOR SEVERAL DEPARTMENTS THROUGHOUT THE CITY, UTILIZING THE STATE OF NEVADA'S COMPETITIVE BID LIST AND COOPERATIVE PURCHASING AGREEMENTS THROUGH SOURCEWELL AND HGACBUY FOR A TOTAL NOT TO EXCEED AMOUNT OF \$2,055,099.48.**

(9:00:44) – Mayor Crowell introduced the item. Ms. Akers gave background and Fleet Services Supervisor Rich Hardcastle explained that the 28 vehicles were replacements for those that were “at the end of their useful lives”. Supervisor Bagwell thanked Staff for the 2019 Vehicle Purchase Spreadsheet which is incorporated into the record. She also requested that the spreadsheet be updated to reflect the vehicles that have already been purchased for under \$50,000. There were no public comments. Mayor Crowell entertained a motion.

(9:03:04) – Supervisor Bagwell moved to approve the purchases as presented. Supervisor Barrette seconded the motion.

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<b>RESULT:</b>	<b>APPROVED (5-0-0)</b>
<b>MOVER:</b>	Supervisor Bagwell
<b>SECONDER:</b>	Supervisor Barrette
<b>AYES:</b>	Supervisors Bagwell, Barrette, Bonkowski, Giomi, and Mayor Crowell
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	None

**17. PUBLIC WORKS**

**17.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING THE FY 2017 TIGER GRANT AGREEMENT, BETWEEN CARSON CITY AND THE U.S. DEPARTMENT OF TRANSPORTATION (USDOT) FOR THE SOUTH CARSON COMPLETE STREETS PROJECT, AND AUTHORIZATION FOR THE CITY MANAGER TO SIGN FUTURE AMENDMENTS TO THIS AGREEMENT CONCERNING TIME EXTENSIONS OR A CHANGE IN THE TOTAL AGREEMENT AMOUNT UP TO 10% OF THE AMOUNT.**

(9:03:18) – Mayor Crowell introduced the item. City Engineer Dan Stucky gave background and presented the agenda materials, including the late material, all of which are incorporated into the record. Supervisor Bonkowski noted that “projects through RTC have been coming in under budget lately” and asked “if this goes out to bid and the bids come in...lower, is there an increased scope that will be added to the work at that point?” Mr. Stucky stated that there was a way to add scope to the project in the agreement which has to receive approval from the Build Office and “go through the official process there”. Supervisor Giomi wished to see a contingency plan to spend “all the federal money”. He also thanked Staff for the Summary. At Supervisor Giomi’s request, Mr. Stucky reviewed the project timeline which included a construction contract approval during the February 6, 2020 Board of Supervisors meeting and a completion date prior to Nevada Day 2020. Mayor Crowell thanked the RTC and the Public Works Staffs for the TIGER grant application and for the large grant fund amount. There were no additional comments; therefore, Mayor Crowell entertained a motion.

**(9:09:08) – Supervisor Bonkowski moved to approve the agreement, and authorize the City Manager to sign future amendments to this agreement regarding time extensions or a change of up to 10% of the total agreement amount. Supervisor Giomi seconded the motion.**

<b>RESULT:</b>	<b>APPROVED (5-0-0)</b>
<b>MOVER:</b>	Supervisor Bonkowski
<b>SECONDER:</b>	Supervisor Giomi
<b>AYES:</b>	Supervisors Bonkowski, Giomi, Bagwell, Barrette, and Mayor Crowell
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	None

**18. FIRE**



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**18.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING APPROVAL TO SUBMIT A GRANT APPLICATION TO THE FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) THROUGH THE STATE OF NEVADA, DEPARTMENT OF PUBLIC SAFETY - DIVISION OF EMERGENCY MANAGEMENT FOR FUNDING TO UPDATE THE CARSON CITY HAZARD MITIGATION PLAN 2021 THROUGH 2026.**

(9:09:30) – Mayor Crowell introduced the item. Deputy Emergency Manager Tom Raw introduced himself and presented the agenda materials. Mayor Crowell entertained public comments and when none were forthcoming, a motion.

(9:11:00) – Supervisor Giomi moved to approve submission of the grant application. Supervisor Barrette seconded the motion.

<b>RESULT:</b>	<b>APPROVED (5-0-0)</b>
<b>MOVER:</b>	Supervisor Giomi
<b>SECONDER:</b>	Supervisor Barrette
<b>AYES:</b>	Supervisors Giomi, Barrette, Bagwell, Bonkowski, and Mayor Crowell
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	None

(9:11:11) – Mayor Crowell cited a personal experience of being in an emergency situation and thanked the Fire Department for their response.

**19. RECESS AS THE BOARD OF SUPERVISORS**

(9:12:10) – Mayor Crowell recessed the Board of Supervisors meeting at 9:12 a.m.

**REDEVELOPMENT AUTHORITY**

**20. CALL TO ORDER & ROLL CALL - REDEVELOPMENT AUTHORITY**

(9:12:26) – Chairperson Bagwell called the Redevelopment Authority meeting to order at 9:12 a.m. and stated for the record that all members were present

**21. PUBLIC COMMENT**

(9:12:35) – Chairperson Bagwell entertained public comments; however, none were forthcoming.

**22. FOR POSSIBLE ACTION: APPROVAL OF MINUTES - SEPTEMBER 5, 2019**

(9:12:42) – Chairperson Bagwell introduced the item and entertained a motion.

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**(9:12:54) – Member Bonkowski moved to approve the minutes of the September 5, 2019 Redevelopment Authority meeting minutes as presented. Member Giomi seconded the motion.**

<b>RESULT:</b>	<b>APPROVED (5-0-0)</b>
<b>MOVER:</b>	Member Bonkowski
<b>SECONDER:</b>	Member Giomi
<b>AYES:</b>	Members Bonkowski, Giomi, Barrette, Crowell, and Chairperson Bagwell
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	None

**23. COMMUNITY DEVELOPMENT**

**23.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A RECOMMENDATION TO THE BOARD OF SUPERVISORS CONCERNING THE EXPENDITURE OF \$11,800 FROM THE FY 2020 REDEVELOPMENT REVOLVING FUND FOR A NEW MESSAGE SIGN AT THE CHILDREN’S MUSEUM, LOCATED AT 813 N. CARSON STREET.**

(9:13:11) – Chairperson Bagwell introduced the item. Ms. Paulson noted that Community Development Director Lee Plemel had not yet arrived and suggested a recess.

(9:13:54) – Chairperson Bagwell recessed the meeting at 9:13 a.m.

(9:27:10) – Chairperson Bagwell reconvened the meeting at 9:27 a.m. A quorum was still present.

(9:27:25) – Mr. Plemel presented the Staff Report and accompanying plans, and noted that the Redevelopment Authority Citizens Committee (RACC) had already heard the item earlier in the month and was recommending approval of the expenditure. Mr. Plemel added that the Historic Resources Commission and the State Historic Preservation Office had approved the sign as well. He also indicated that a Special Use Permit will be required for the sign. Member Barrette noted that he was a member of RACC and that he had encouraged the Museum Director to request a longer term lease from the City as he believed “it’s going to improve that whole block a great deal.” There were no public comments. Chairperson Bagwell entertained a motion.

**(9:31:35) – Member Giomi moved to recommend to the Board of Supervisors approval of the expenditure of \$11,800 for the Children’s Museum improvements. Member Barrette seconded the motion.**

<b>RESULT:</b>	<b>APPROVED (5-0-0)</b>
<b>MOVER:</b>	Member Giomi
<b>SECONDER:</b>	Member Barrette
<b>AYES:</b>	Members Giomi, Barrette, Bonkowski, Crowell, and Chairperson Bagwell
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	None



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**23.B FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A RECOMMENDATION TO THE BOARD OF SUPERVISORS REGARDING THE EXPENDITURE OF UP TO \$450,000 IN ADDITION TO THE PREVIOUSLY APPROVED EXPENDITURE OF \$190,000, FOR A TOTAL EXPENDITURE OF UP TO \$640,000 IN FY 2020 FOR THE DESIGN AND CONSTRUCTION THE 3RD STREET PARKING LOT REHABILITATION PROJECT, LOCATED AT 202 S. CURRY STREET, TO INCLUDE SHADE STRUCTURES AND OTHER UPGRADES TO ACCOMMODATE SPECIAL EVENTS.**

(9:31:57) – Chairperson Bagwell introduced the item. Mr. Plemel gave an overview of the project, incorporated in the Staff Report, highlighted the recommendation by the RACC, and noted that Mr. Stucky would present several alternatives. Mr. Stucky gave a brief history of the parking lot and delivered a presentation, incorporated into the record, which included issues and recommendations by experts such as arborists. Mr. Stucky referenced several items such as tree removal, which he believed was essential as they had damaged the parking lot. He also outlined efficiencies such as getting power to accommodate events like the Farmers' Market. Mr. Stucky reviewed several options, including having shade structures. Mr. Plemel noted that during the RACC meeting, the Committee had discussed events such as the farmers' market which would not be able to fit in the McFadden Plaza, adding that the new design would "replace closing the streets".

(9:45:08) – Member Bonkowski was informed that the tree removal recommendation by the arborist was due to "some disease and some unstable branches" that could not be trimmed, and the damage it caused to the infrastructure. Parks and Recreation Director Jennifer Budge stated that the replacement trees would not be able to provide the desired canopy because they would be trees that would not create more damage to the parking lot. Member Bonkowski expressed concern that the parking venue was not the best design for events. He also inquired "what other projects could the RACC or the Redevelopment Authority fund with \$450,000 or \$500,000 in funding?" Mr. Plemel noted that they were improving sidewalks, streetlamps, and underground power and that with fewer obligations in the upcoming year, more revenue would be available. He also believed that they could have a five-year plan on how to spend Redevelopment funds. Discussion ensued regarding a downtown events center and Mr. Plemel clarified that the parking lot needed rehabilitation and that it would not be an amphitheater. Member Bonkowski pointed out other venues that could benefit from the funding and become event centers and wished to have options to make an informed decision.

(9:53:05) – Member Barrette believed that the City had a long-term commitment to have a farmers' market and noted that "when you're trying to be all things to all people, you wind up being nothing to anybody" which explained his "no vote" at the RACC meeting. However, he offered to vote with the majority of the Board, should they decide to approve the recommendation.

(9:55:10) – Member Giomi pointed out the City's investments "in improving our downtown over the last 5, 6, 7 years" with the infrastructure improvements that had to happen. He believed that if designed right, the location could be both an events center and a parking lot since it is owned by the City, unlike venues such as the Brewery Arts Center.

(6:58:01) – Member Barrette stated that he did not like the proposed parking lot configuration since six spaces will be lost, and believed parking is already an issue downtown. Mr. Stucky explained to Member Bonkowski that the proposed design represented the least amount of removed parking spaces, and that multiple parking



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spaces were added due to the closing of driveways. Member Giomi cited the example of a parking lot in Las Vegas that accommodated both parking and events with strategically placed poles and shade sails. Member Bonkowski suggested tabling the item until different designs are explored. Mr. Stucky explained that the shade structures are expensive and require long-term maintenance, especially with the snow. He also sought direction on whether to pursue hiring a design expert. Chairperson Bagwell wondered whether an event center was needed, given the McFadden Plaza which did not require street closures.

(10:08:35) – Member Crowell believed that the ambiance provided by the trees at the farmers' market will never be replaced; however, he believed there was a need for more parking for the McFadden Plaza events. He also agreed with Member Giomi that the parking lot can serve both purposes [event center and parking lot] as growth continues, and suggested shaded parking. Member Crowell wished to see "other uses for this money" as well. Member Giomi was in favor of paving, upgrading the electrical needs, looking at "some shade continuity between Third Street Plaza and this parking lot", and was in favor of hiring the right professional to explore options. Member Bonkowski was also in favor of upgrading the electrical needs and repaving the lot, which would require removing the trees and consequently having a need for shade. He also wished to explore "other potential options" and did not object to hiring a consultant. Members Crowell and Barrette were in agreement with Member Giomi's suggestions as well.

(10:16:48) – In response to a question by Member Giomi, Mr. Stucky estimated the cost of the designs to be between \$10,000 and \$20,000. Member Bonkowski suggested doing it right and thinking it through. Mr. Stucky believed that the parking lot would be safe for another year, noting that several hazards had been removed. Mr. Plemel indicated that Breana Coons, Carson Farmers' Market Manager was present in the audience and could answer questions. He also believed that a parking lot was necessary for the workdays and if any rehabilitation were to be done prior to the opening of the 2020 farmers' market "they must be made today"; otherwise, it would wait for another year. Member Bonkowski was also concerned about the "conflict between pedestrians and cars" during the farmers' market hours. Chairperson Bagwell entertained public comments.

(10:21:35) – Ronni Hannaman introduced herself as a member of the RACC and explained that the Committee in general and the Chair in particular had expressed concerns similar to Member Bonkowski's, adding that the lot was "too small to be a viable events venue...and Minnesota Street, where you have all your concerts, that is just a few blocks away." Ms. Hannaman relayed that the RACC did not know who had requested to use the parking lot for an events center, which would require street closures. She also recommended improving the area sidewalks with the money.

(10:23:31) – Breana Coons introduced herself as the Carson Farmers' Market Manager and spoke in support of the shade structure in order to have vendors display their items. She also stated that the market brings around 30,000 people and acknowledged the parking issues for the attendees. Ms. Coons believed that the farmers' market provided support to area businesses. Chairperson Bagwell inquired about having the market at Mills Park and Ms. Coons believed it could be an option; however, she was concerned that they "may not make it" there. Member Giomi suggested keeping the market at its current location for now, but "heavily promoting" its move to Mills Park the following year. Discussion ensued regarding the Levitt Amp events at the Brewery Arts Center which could conflict with the farmers' market. Mr. Plemel reminded the Board that "Redevelopment supports the farmers' market financially...and I believe it does that because the farmers' market is



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downtown...because it supports the businesses downtown.” Chairperson Bagwell noted that Mills Park is also in the Redevelopment Area.

(10:30:38) – Member Bonkowski believed that the discussion to consider moving the farmers’ market must take place prior to hiring a consultant to redesign the parking lot. Member Crowell believed that the move to Mills Park would not be helpful to the farmers’ market; however, he believed that hiring a consultant for the parking lot improvements would be helpful. Member Barrette did not wish to see the farmers market leave downtown; however, he was not in favor of shade structures. Chairperson Bagwell believed that the parking lot was restrictive because the farmers market continued to grow and that the Brewery Arts Center would be preferable, if possible. Mr. Plemel stated that the Authority has the ability to authorize a consultant at this time; however, he was uncertain of the cost. Chairperson Bagwell suggested tabling the item until the next meeting to have Staff pursue consulting quotes. Discussion ensued regarding direction to Staff. Member Giomi was not in favor of spending funds “to look at the Brewery Arts Center” as an alternative, and suggested allocating “a no-to-exceed amount to study options for improving McFadden Plaza by adding shade and to provide continuity to a parking lot that can occasionally [be used] for events.” Member Bonkowski wished to consider alternative sites and to hear from the Brewery Arts Center on whether they would like to pursue the idea. He also expressed concern regarding “spending a half-a-million dollars on enhancing a parking lot so that we can have an occasional event.” Member Bonkowski was in favor of allocating funds to hire a designer to explore the Third Street parking, McFadden Plaza, and possibly the Brewery Arts Center sites, adding that he preferred seeing the farmers market remain downtown. Chairperson Bagwell entertained a motion.

**(10:44:05) – Member Giomi moved to recommend to the Board of Supervisors approval of the expenditure of a not-to-exceed amount of \$25,000 to engage a consultant/design professional to examine options for providing shade, parking, and “associated accoutrements” for the McFadden Plaza and the Third Street parking lot. Member Barrette seconded the motion. Chairperson Bagwell entertained discussion.**

(10:44:43) – Member Bonkowski explained that he would support the motion “if it also included language to look at alternative sites without specifying what those sites may be, because that would be dependent on conversations between third-parties that we don’t control.” Member Giomi was in agreement; however, he believed that it would not narrow the direction for Staff. Mr. Stucky requested clarification on the discussion and Member Giomi stated “before you expend those funds, let’s engage the Brewery Arts Center in a discussion, to see if they have an interest, and let’s, from the Staff’s perspective, see if there are other alternatives in the immediate area that could also be considered.” Further discussion ensued and Supervisor Giomi stated that he would not amend the original motion. Mr. Plemel clarified that the item would require a two-thirds Board of Supervisors vote later on in the agenda. Member Bonkowski wished to see all possibilities, including initiating a conversation between the City, the farmers’ market, and the Brewery Arts Center (and other alternative locations), explored “before we spend a half-a-million dollars” and to ensure that the right decisions are made. Chairperson Bagwell recommended “a quick conversation” with the Brewery Arts Center prior to authorizing the expenditure. She was also not in favor of “picking a dollar amount out of the air” and suggested Staff “do a little homework” prior to authorizing the funds.

(10:54:32) – Mr. Stucky recommended having a conversation with the Brewery Arts Center. Additionally he suggested dividing the project scope and fees into two tasks. Task one would include the Third Street parking



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lot and the McFadden Plaza, while task two would be for the Brewery Arts, should they agree to the dialogue. He believed this would give the Authority one or two options to proceed.

(10:55:20) – Member Giomi withdrew his motion in favor of Mr. Stucky’s suggestion. The seconder agreed to the withdrawal of the motion as well.

**(10:55:43) – Member Giomi moved to direct Staff to begin discussions with the Brewery Arts Center and to work with a consultant to bring plans to explore improvements to McFadden Plaza and the Third Street parking lot [as task one], and to include designs to the Brewery Arts Center [as task two, based on the discussions]. The motion was seconded by Member Crowell.**

<b>RESULT:</b>	<b>APPROVED (5-0-0)</b>
<b>MOVER:</b>	Member Giomi
<b>SECONDER:</b>	Member Crowell
<b>AYES:</b>	Members Giomi, Barrette, Bonkowski, Crowell, and Chairperson Bagwell
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	None

**24. PUBLIC COMMENT**

(10:57:55) – Chairperson Bagwell entertained public comments; however, none were forthcoming.

**25. FOR POSSIBLE ACTION: TO ADJOURN AS THE REDEVELOPMENT AUTHORITY**

(10:56:08) – Chairperson Bagwell adjourned the Redevelopment Authority meeting at 10:56 a.m. and recessed the meeting.

**26. RECONVENE AS THE BOARD OF SUPERVISORS**

(11:05:55) – Mayor Crowell reconvened the Board of Supervisors meeting at 11:05 a.m. A quorum was still present.

**27. COMMUNITY DEVELOPMENT – PLANNING**

**27.A For Possible Action: Discussion and possible action regarding the adoption of a Resolution authorizing the expenditure of \$11,800 from the Fiscal Year 2020 Redevelopment Revolving Fund for a new message sign at the Children’s Museum, located at 813 N. Carson Street, as an expense incidental to the carrying out of the Redevelopment Plan.**

(11:05:58) – Mayor Crowell introduced the item and noted that pursuant to NRS 279.628, this resolution must be adopted by a two-thirds vote of the Board of Supervisors. He also referenced the discussion during item



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23.A which had led to a motion of recommendation by the Redevelopment Authority. Mayor Crowell entertained additional discussion and when none were forthcoming, a motion.

**(11:06:20) – Supervisor Bonkowski moved to approve Resolution Number 2019-R-33 as incorporated into the record.**

<b>RESULT:</b>	<b>APPROVED (5-0-0)</b>
<b>MOVER:</b>	Supervisor Bonkowski
<b>SECONDER:</b>	Supervisor Bagwell
<b>AYES:</b>	Supervisors Bonkowski, Bagwell, Barrette, Giomi, and Mayor Crowell
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	None

**27.B FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING THE ADOPTION OF A RESOLUTION AUTHORIZING THE EXPENDITURE OF \$450,000 IN ADDITION TO THE PREVIOUSLY APPROVED EXPENDITURE OF \$190,000, FOR A TOTAL EXPENDITURE OF UP TO \$640,000 IN FY 2020 FOR THE DESIGN AND CONSTRUCTION OF THE 3RD STREET PARKING LOT REHABILITATION PROJECT, LOCATED AT 202 S. CURRY STREET, AS AN EXPENSE INCIDENTAL TO THE CARRYING OUT OF THE REDEVELOPMENT PLAN.**

This item was tabled based on the discussion during agenda item 23.B.

**27.C FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A REPORT RELATING TO THE ORDERLY MANAGEMENT OF GROWTH IN CARSON CITY TO BE SUBMITTED TO NEVADA LEGISLATORS PURSUANT TO THE PROVISIONS OF ASSEMBLY BILL (AB) 240, WHICH WAS ADOPTED BY THE NEVADA LEGISLATURE DURING THE 2019 LEGISLATIVE SESSION.**

(11:06:58) – Mayor Crowell introduced the item. Mr. Plemel referenced AB240, incorporated into the agenda materials, and reviewed its requirement of submitting a growth management report to the State Legislature. He also indicated that he had used the Growth Management Commission Report to the Board of Supervisors in July 2019 as a basis for the one to be forwarded to the legislators. Mr. Plemel noted a correction that had already been made prior to submitting the report. There were no public comments. Mayor Crowell entertained a motion.

**(11:09:10) – Supervisor Bagwell moved to authorize submission of the report with a few noted corrections. Supervisor Barrette seconded the motion.**

(11:09:25) – Supervisor Bonkowski believed that the bill was “an attempt to make the rurals confer with Washoe County on regional growth management. Right now, we work very well and partner with all of our surrounding counties. We don’t meet regularly with Washoe County.” Supervisor Bonkowski pointed out that

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the legislature was “trying to force us to tailor our regional development plans and growth management plans to what’s going on in Washoe County.” Supervisor Barrette was in agreement with Supervisor Bonkowski,

<b>RESULT:</b>	<b>APPROVED (5-0-0)</b>
<b>MOVER:</b>	Supervisor Bagwell
<b>SECONDER:</b>	Supervisor Barrette
<b>AYES:</b>	Supervisors Bagwell, Barrette, Bonkowski, Giomi, and Mayor Crowell
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	None

**27.D FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING THE MASTER PLAN ANNUAL REPORT FROM THE PLANNING COMMISSION.**

(11:11:02) – Mayor Crowell introduced the item. Mr. Plemel referenced the report which accompanied the Staff Report and is incorporated into the record, and reviewed its contents with the Board. He also responded to clarifying questions by the supervisors.

(11:20:10) – Supervisor Bonkowski explained that he was not in favor of completely revamping the Master Plan. However, he was in favor of correcting the “one-off event” and praised Staff for the work they are doing, and the direction the Board has given to meet the City’s needs. Supervisor Barrette wished to see a new Master Plan “sometime in my lifetime” and believed citizens should weigh in on the Master Plan at least “every two decades”. Mayor Crowell entertained public comments and when none were forthcoming, a motion.

**(11:24:30) – Supervisor Bonkowski moved to accept the Master Plan report from the Planning Commission.. Supervisor Giomi seconded the motion.**

<b>RESULT:</b>	<b>APPROVED (5-0-0)</b>
<b>MOVER:</b>	Supervisor Bonkowski
<b>SECONDER:</b>	Supervisor Giomi
<b>AYES:</b>	Supervisors Bonkowski, Giomi, Bagwell, Barrette, and Mayor Crowell
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	None

**27.E FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING AUTHORIZATION FOR THE COMMUNITY DEVELOPMENT DIRECTOR TO WAIVE THE LATE PENALTY ON A BUSINESS LICENSE FEE NOT PAID BY JANUARY 15, 2020 IF THE LICENSE FEE IS PAID BY FEBRUARY 15, 2020.**

(11:24:45) – Mayor Crowell introduced the item. Ms. Sullivan gave background, presented the agenda materials which are incorporated into the record, and responded to clarifying questions.



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(11:26:22) – Supervisor Giomi believed a 30-day late penalty waiver was not enough and preferred not to see “a business pay a penalty because of something we did.” Ms. Sullivan was in favor of a 60-day extension and noted that a learning curve would be required for businesses. Supervisor Bonkowski also agreed to the 60-day versus the 30-day penalty waiver. Supervisor Bagwell wished to see the penalty waiver occur at Staff’s discretion “based on evidence presented” if they are truly unable to set up the payment online. Mayor Crowell entertained public comments and when none were forthcoming, a motion.

**(11:29:45) – Supervisor Bagwell moved to approve the waiver of the late penalty at the discretion of the Director of Community Development. Supervisor Bonkowski seconded the motion for discussion.**

(11:30:22) – Mr. Plemel explained that this “broad discretion [would not be] a good idea” if it were written into code; however, he understood the issue of someone making a good effort to comply, but can’t make it in time. Supervisor Bagwell clarified that the motion would apply for the year 2020 only. Supervisor Giomi and Bonkowski preferred to have an end date such as June 30, 2020, and Supervisor Bagwell agreed to amend her motion to reflect that. Supervisor Barrette suggested a 90-day period. Mayor Crowell recommended a new motion; therefore the mover withdrew her motion and the seconder noted that he had not continued his second.

**(11:34:05) – Supervisor Bagwell moved to approve the waiver of the late penalty through June 30, 2020. Supervisor Bonkowski seconded the motion.**

<b>RESULT:</b>	<b>APPROVED (5-0-0)</b>
<b>MOVER:</b>	Supervisor Bagwell
<b>SECONDER:</b>	Supervisor Bonkowski
<b>AYES:</b>	Supervisors Bagwell, Bonkowski, Barrette, Giomi, and Mayor Crowell
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	None

**28. BOARD OF SUPERVISORS**  
**NON-ACTION ITEMS**

(11:34:42) – Supervisor Giomi showed an informative video titled *I am Carson River Watershed* and prepared by the Carson Water Subconservancy District, calling it “really well done”.

(11:38:14) – Ms. Hicks notified the Board that the Carson Rifle and Pistol Range frequently asked questions (FAQs) had been uploaded on the reservations website. She also announced that the Range renovations bid opening had taken place on December 17, 2019 with 12 submissions, adding that the lowest bid would be brought to this Board on January 2, 2020. Ms. Hicks presented a rough timeline of the Range project noting that the contract would be drafted, signed, and executed within two to three weeks after which the project would take approximately 40-45 days to complete.

(11:39:15) – Ms. Hicks also explained that a continuing covenant will be recorded against the re-conveyance of the Brewery Arts Center property prior to the final Economic Development Administration (EDA) release,

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adding that it had been reviewed by the District Attorney's Office and the Brewery Arts Center and would be reviewed by this Board.

(11:40:35) – Mayor Crowell thanked the Board “for excusing me for the last two meetings” especially Mayor Pro Tem Bagwell for Chairing the meetings in his absence. He also wished everyone *Happy Holidays*, and called Carson City “a very special place to live...because of the people we have here.”

**FUTURE AGENDA ITEMS**

N/A

**STATUS REVIEW OF PROJECTS**

N/A

**INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS**

N/A

**CORRESPONDENCE TO THE BOARD OF SUPERVISORS**

N/A

**STATUS REPORTS AND COMMENTS FROM THE MEMBERS OF THE BOARD**

N/A

**STAFF COMMENTS AND STATUS REPORT**

N/A

**29. PUBLIC COMMENT**

(11:42:50) – Mayor Crowell noted that he would miss the Board of Health meeting in the afternoon as he was scheduled to chair another meeting. There were no additional public comments.

**30. FOR POSSIBLE ACTION: TO ADJOURN AS THE BOARD OF SUPERVISORS**

(11:43:48) – Mayor Crowell adjourned the Board of Supervisors meeting at 11:43 a.m.

**-- LUNCH BREAK - RETURN 1:30 P.M. --**

**BOARD OF HEALTH**



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**31. CALL TO ORDER & ROLL CALL - BOARD OF HEALTH**

(1:30:52) – Chairperson Pintar called the Board of Health meeting to order at 1:30 p.m. Ms. Warren called the roll; a quorum was present. Members Crowell and Furlong were absent.

**32. PUBLIC COMMENT**

(1:31:05) – Chairperson Pintar entertained public comments; however, none were forthcoming.

**33. FOR POSSIBLE ACTION: APPROVAL OF MINUTES - AUGUST 15, 2019**

(1:31:59) – Chairperson Pintar introduced the item and entertained a motion. **Member Bonkowski moved to approve the minutes of the August 15, 2019 meeting as presented. The motion was seconded by Member Barrette and carried unanimously.**

**34. HEALTH AND HUMAN SERVICES**

**34.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING ACCEPTANCE OF THE HEALTH OFFICER'S REPORT.**

(1:32:27) – Chairperson Pintar introduced the item, provided her report which included updates on influenza vaccines, and responded to clarifying questions. Discussion ensued regarding the school-age children being vaccinated in the schools (currently not a grant funded program) and Ms. Aaker noted that this effort is at the quad-county level. She believed some parents and even some teachers are opposed to it. Member Bagwell suggested agendizing the item for a School Board/Board of Supervisors joint meeting. Chairperson Pintar congratulated the Carson Tahoe Hospital and the Eagle Valley Children's home for being recognized on a National Honor Roll by the Immunization Action Coalition for immunizing 100 percent of their health care workers.

(1:42:50) – Chairperson Pintar also recognized the following Public Health Preparedness Program employees for receiving recognitions and nominations from Immunize Nevada, a Statewide organization that champions vaccines: for Outstanding Community Partners Cari Rioux, Jeanne Freeman, Jessica Rapp, Toni Orr, Lauren Staffen, Marianne Garvey, Jennifer Allen, Julie Pomi, and Cindy Guerrero. The Chair also recognized Susana Melgarejo, Outstanding Immunization Champion nominee and Outstanding Champion winner Veronica Galas, Clinical Services Manager. The nominees and winners posed for photographs with Board of Health members and were applauded for their accomplishments. Ms. Aaker announced that the Influenza Activity Report is available on the Health and Human Services website. There were no public comments. Chairperson Pintar entertained a motion.

(1:47:12) – **Member Bagwell moved to accept the Health Officer's report as presented. Member Barrette seconded the motion.** Chairperson Pintar entertained discussion on the motion and, when none was forthcoming, called for a vote. **Motion carried 5-0-0.**



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**34.B FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING APPROVAL OF THE BIENNIAL 2019 REPORT FROM VITALITY UNLIMITED AS REQUIRED BY CONTRACT #1718-118 BETWEEN CARSON CITY AND VITALITY UNLIMITED.**

(1:47:32) – Chairperson Pintar introduced the item. Carson City Vitality Program Director Judith Ricketts-Stookey introduced herself and several of the Vitality Program Staff members, gave background, presented her report which is incorporated into the record, and responded to clarifying questions. Discussion ensued regarding insurance coverage and fees, and Chairperson Pintar was informed that Vitality was Medicare-certified and that they were trying to get as many insurance companies to participate. Member Bagwell was informed that treatment can occur via remote access. She also inquired about success rates and percentages, and Ms. Stookey offered to return with the data at a later date. Vice Chair Giomi received confirmation that the follow up care ensured that the residential counselors were providing continuity with after care. There were no public comments.

(2:04:01) – Vice Chair Giomi moved to accept Vitality Unlimited's report as presented. The motion was seconded by Member Barrette and carried 5-0-0.

**34.C FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING APPROVAL OF THE CARSON CITY HEALTH AND HUMAN SERVICES' (CCHHS) DIRECTOR'S REPORT WHICH INCLUDES: (1) A SUMMARY OF THE PRESENTATION GIVEN TO THE STATE OF NEVADA'S INTERIM COMMITTEE ON HEALTHCARE ON DECEMBER 11, 2019; (2) AN UPDATE ON FUNDING FROM SENATE BILL 263 (2019); (3) AN UPDATE ON RE-ACCREDITATION EFFORTS OF CCHHS AND INTRODUCTION OF HAYDON COOK, PART TIME ACCREDITATION COORDINATOR; (4) AN UPDATE OF A DISTRICT HEALTH DEPARTMENT; (5) A DISCUSSION OF BEHAVIORAL HEALTH AND HOMELESS WITHIN THE COMMUNITY (IN COLLABORATION WITH SHERIFF FURLONG); AND (6) AN OVERVIEW OF UPCOMING EVENTS.**

(2:04:23) – Chairperson Pintar introduced the item. Ms. Aaker presented the Staff Report which is incorporated into the record and responded to clarifying questions by the Board members. She provided highlights from her presentation to the State of Nevada Interim Committee on Healthcare (on December 11, 2019), and gave a legislative update on SB263, which requires vaping products to be taxed in the same manner as tobacco products.

(2:10:08) – Member Bagwell wished to understand the number one priority for CCHHS and Ms. Aaker stated that because many of the programs are grant funded; therefore, “we’re all working on grant deliverables”. Member Bagwell suggested focusing on community goals and pursuing grants for those needs. Ms. Aaker explained that the flexible funding will be used for the community needs, which is being communicated to the State. She also reviewed the vaping education grant and noted that they have received many requests for presentations. Ms. Aaker introduced Hayden Cook, part-time accreditation coordinator. Mr. Cook provided the Board with the reaccreditation timeline, and Chairperson Pintar noted that this Board will be “heavily involved” in the discussions. Ms. Aaker also updated the Board on several grant opportunities. Ms. Aaker noted that several public and private agencies have been dealing with the issue of mental health and homelessness, which she believed will eventually be discussed at the Board of Supervisors level. She also referenced the Board’s



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upcoming events calendar, incorporated into the record. There were no public comments. Chairperson Pintar entertained a motion.

**(2:26:45) – Member Bagwell moved to approve the Director’s report as presented. Member Barrette seconded the motion. Motion carried 5-0-0.**

**34.D FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING APPROVAL OF THE CARSON CITY HEALTH AND HUMAN SERVICES’ (CCHHS) STRATEGIC PLAN.**

(2:27:10) – Chairperson Pintar introduced the item. CCHHS Public Educator Valerie Cauhape introduced herself and presented the CCHHS five-year plan which is incorporated into the record, and noted that it will be reviewed annually. Ms. Cauhape also responded to clarifying questions by the Board. Discussion ensued regarding grants and Vice Chair Giomi requested to see the statutory requirements versus the voluntary ones “that we as a community have chosen to do.” He also recommended integrating health issues and items with other internal and external agency activities to eliminate overlap, and cited emergency plans as an example. Ms. Aaker noted that improvements have already been seen in working with City organizations such as the Fire Department and the Sheriff’s Office. Ms. Cauhape stated that the approved plan will be finalized and published on the CCHHS website and will be updated regularly.

(3:13:08) – Vice Chair Giomi stated that he was “slightly troubled by the lack of community focused objectives in this document.” Member Bagwell suggested adding an objective to identify gaps and add a recommendation on “how are we going to fill these gaps?” Both Vice Chair Giomi and Member Bagwell recommended adding a community component to the partnerships section in addition to the internal partnerships. Vice Chair Giomi was in favor of crafting a motion that would allow the plan to go to the Board of Supervisors for approval. Member Barrette was in agreement with Member Bagwell, who thanked Staff for doing so much. Chairperson Pintar entertained a motion.

**(3:22:29) – Vice Chair Giomi moved to direct Staff to update the CCHHS Strategic Plan, incorporating the input received in the Board of Health meeting and to authorize the Board of Supervisors to approve the Strategic Plan at a future meeting. The motion was seconded by Member Bagwell. Mr. Yu was consulted about the motion and he believed the motion was “good to go”. The motion carried 5-0-0.**

**35. PUBLIC COMMENT**

(3:23:54) – Chairperson Pintar entertained public comments; however, none were forthcoming.

**36. FOR POSSIBLE ACTION: TO ADJOURN AS THE BOARD OF HEALTH**

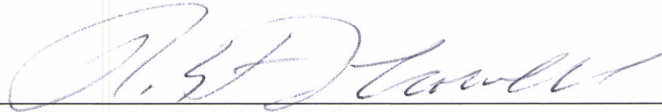
(3:24:00) – Chairperson Pintar adjourned the Board of Health meeting at 3:24 p.m.

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The Minutes of the December 19, 2019 Carson City Board of Supervisors meeting are so approved this 16<sup>th</sup> day of January, 2020.



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ROBERT L. CROWELL, Mayor

ATTEST:



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AUBREY ROWLATT, Clerk - Recorder