

**CARSON CITY BOARD OF SUPERVISORS**  
**Minutes of the April 16, 2020 Meeting**  
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A regular meeting of the Carson City Board of Supervisors was scheduled for 8:30 a.m. on Thursday, April 16, 2020 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

**PRESENT:**

Mayor Robert Crowell (Via WebEx)  
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 and audio recordings are available for review at: <https://www.carson.org/minutes>.

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

(8:31:21) – Mayor Pro Tem Bonkowski called the meeting to order at 8:31 a.m. He also noted that Mayor Crowell would be participating via videoconference; therefore, he would chair this meeting as Mayor Pro Tem to avoid any unforeseen technical issues. Ms. Rowlatt called roll and noted that a quorum was present. Mayor Pro Tem Bonkowski led the Pledge of Allegiance.

**4. PUBLIC COMMENT**

(8:32:42) – Mayor Pro Tem Bonkowski introduced the item and read a statement into the record noting that per the Open Meeting Law, public comment will be entertained now and during final public comment (agenda item 23); however, public comment will not be taken during each individual agenda item. There were no public comments.

**5. FOR POSSIBLE ACTION: APPROVAL OF MINUTES – MARCH 19, 2020**

(8:33:54) – Mayor Pro Tem Bonkowski introduced the item and read several corrections into the record. Supervisor Giomi also provided corrected language to item 14.C and Mayor Pro Tem Bonkowski suggested the meeting clerk work with Ms. Hicks and Supervisor Giomi to correct the minutes.

**(8:40:30) – Supervisor Giomi moved to approve the minutes as corrected. The motion was seconded by Supervisor Barrette and carried 5-0-0.**

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**6. FOR POSSIBLE ACTION: ADOPTION OF AGENDA**

(8:41:15) – Mayor Pro Tem Bonkowski introduced the item and noted that item 20.A will be pulled from the agenda. No other changes were proposed by the Board. Mayor Pro Tem Bonkowski considered the agenda adopted, without item 20.A.

**CONSENT AGENDA**

(8:41:52) – Mayor Pro Tem Bonkowski introduced the Consent Agenda and entertained requests to hear items separately. However, none were forthcoming. **Supervisor Bagwell moved to approve the Consent Agenda as published. Supervisor Barrette seconded the motion.** Mayor Pro Tem Bonkowski entertained discussion on the motion and, when none was forthcoming, called for a vote.

<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, Giomi, Mayor Pro Tem Bonkowski, and Mayor Crowell
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	None

**7. City Manager**

**7.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 MARCH 7, 2020 THROUGH APRIL 3, 2020**

**8. FINANCE**

**8.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 APRIL 3, 2020, PER NRS 251.030 AND NRS 354.290.**

**ORDINANCES, RESOLUTIONS, AND OTHER ITEMS**

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

No items were pulled from the consent agenda.

**10. COMMUNITY DEVELOPMENT - PLANNING**

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**10.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION TO ADOPT ON SECOND READING, BILL NO. 103, AN ORDINANCE CHANGING THE ZONING FROM CONSERVATION RESERVE TO SINGLE FAMILY ONE ACRE, ON PROPERTY LOCATED ON THE SOUTH SIDE OF KELVIN ROAD AND ON CACHET COURT, CORRINNE COURT, GABRIELLE COURT, AND DANIELLE DRIVE, APNS 008-816-07 THROUGH 008-816-35 AND 008-814-05 THROUGH 008-814-13.**

(8:42:23) – Mayor Pro Tem Bonkowski introduced the item. Community Development Director Lee Plemel provided a brief summary of the item, incorporated into the record, and noted that this was the second reading to adopt Bill No. 103. There were no additional comments. Mayor Pro Tem Bonkowski entertained a motion.

**(8:43:36) – Supervisor Giomi moved to adopt Bill No. 103, on second reading, Ordinance No. 2020-3. Supervisor Barrette seconded the motion.** Mayor Pro Tem Bonkowski entertained discussion on the motion and, when none was forthcoming, called for a vote.

<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, Mayor Pro Tem Bonkowski, and Mayor Crowell
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	None

**10.B FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION TO INTRODUCE, ON FIRST READING, AN ORDINANCE DECLARING A MORATORIUM, FOR A PERIOD OF UP TO 180 DAYS WITH THE ABILITY TO EXTEND IT BY RESOLUTION FOR UP TO AN ADDITIONAL 60 DAYS, ON THE ACCEPTANCE AND PROCESSING OF PLANNING OR OTHER APPLICATIONS FOR THE CULTIVATION OF HEMP IN CARSON CITY.**

(8:44:05) – Mayor Pro Tem Bonkowski introduced the item. Mr. Plemel gave background and noted that the Planning Commission had recommended approval of the moratorium on hemp cultivation, in their March 25, 2020 meeting, by a vote of 6-0-0. There were no additional comments; therefore, Mayor Pro Tem Bonkowski entertained a motion.

**(8:47:11) – Supervisor Bagwell moved to introduce Bill No. 104, pursuant to the late material received on the item. Supervisor Giomi seconded the motion.** Mayor Pro Tem Bonkowski entertained discussion on the motion and, when none was forthcoming, called for a vote.

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

**10.C FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A PROPOSED RESOLUTION REPORTING THE CITY ENGINEER'S ESTIMATED ASSESSMENT ROLL FOR FISCAL YEAR 2021, IDENTIFYING THE COST TO BE PAID BY THE DOWNTOWN NID (NEIGHBORHOOD IMPROVEMENT DISTRICT) FOR THE PURPOSE OF PAYING FOR MAINTENANCE OF THE DOWNTOWN STREETSCAPE ENHANCEMENT PROJECT; DIRECTING CITY STAFF TO FILE THE ASSESSMENT ROLL WITH THE CLERK'S OFFICE; FIXING THE TIME AND PLACE TO HEAR COMPLAINTS, PROTESTS AND OBJECTIONS REGARDING THE ASSESSMENT; AND DIRECTING CITY STAFF TO PROVIDE NOTICE OF THE PUBLIC HEARINGS PURSUANT TO NRS CHAPTER 271.**

(8:47:42) – Mayor Pro Tem Bonkowski introduced the item. Mr. Plemel presented the Staff Report, incorporated into the record, and responded to clarifying questions. He advised initiating the assessment process via the proposed Resolution to implement the annual assessment for FY 2021, as provided in the Nevada Revised Statute (NRS) Chapter 271. He noted that staff recommended a Consumer Price Index (CPI) increase in the City's contribution for FY 2021 to match the property owners' base assessment increase. Additionally, he stated that the Board may consider a reduced assessment in accordance with the ordinance establishing the NID, conveying the NID Board president's preference of spreading out the reduction over five years.

(8:51:35) – Supervisor Bagwell inquired whether an increase in services was expected with the increased contribution by the City. Mr. Plemel noted that plant material would be purchased this year, and that there might be "additional wiggle room" for improved services. Mayor Pro Tem Bonkowski inquired whether discussion had taken place to freeze the current assessment value instead of reducing it, until the appropriate reserve amount had been reached. Mr. Plemel stated "we are exceeding the maximum reserves that were established in the Ordinance." Supervisor Giomi anticipated hardship determinations as well and Mr. Plemel confirmed that the determination would be based on "income limitation." Ms. Paulson noted that today's decision was for FY 2021 and Mayor Pro Tem Bonkowski believed that "all parties here want to avoid having to reassess a year from now." He also entertained a motion.

**(8:58:18) – Supervisor Giomi moved to adopt Resolution No. 2020-R-7, with an assessment for FY 2021 in the amount of \$45,399. Supervisor Bagwell seconded the motion. Mayor Pro Tem Bonkowski entertained discussion on the motion and, when none was forthcoming, called for a vote.**

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

**10.D PUBLIC HEARING: FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A REQUEST TO EXPAND THE HISTORIC DISTRICT BY ADDING THE PROPERTY LOCATED AT 1614 NORTH CURRY STREET, APN 001-155-02.**

(8:58:43) – Mayor Pro Tem Bonkowski introduced the item. Ms. Sullivan noted that she would present both items 10.D and 10.E simultaneously as they pertained to the same subject property; however, she clarified that two separate actions were required by the Board. Ms. Sullivan introduced the subject property and presented the two Staff Reports, incorporated into the record, and recommended approval, stating that she had advised the property owner that her presence at this meeting was not necessary. There were no Board comments; therefore, Mayor Pro Tem Bonkowski entertained motions on both items.

(9:01:37) – Supervisor Bagwell moved to approve Resolution No. 2020-R-8. Supervisor Giomi seconded the motion. Mayor Pro Tem Bonkowski entertained discussion on the motion and, when none was forthcoming, called for a vote.

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

**10.E For Possible Action: Discussion and possible action regarding a request for a Historical Tax Deferment on property located within the Historic District on property zoned Residential Office, located at 1614 North Curry Street, APN 001-155-02.**

(9:02:10) – Based on the discussion during item 10.E, Mayor Pro Tem Bonkowski entertained a motion.

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(9:02:13) – Supervisor Bagwell moved to approve the request for a Historical Tax Deferment with the exception of the detached garage. Supervisor Giomi seconded the motion. Mayor Pro Tem Bonkowski entertained discussion on the motion and, when none was forthcoming, called for a vote.

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

## 11. FINANCE

(9:02:43) – Mayor Pro Tem Bonkowski introduced and opened the discussion on both items 11.A and 11.B. Carson City Chief Financial Officer Sheri Russell reviewed both Staff Reports and the proposed resolution to enter into a medium-term bond obligation in an amount up to \$7,740,000, under NRS Chapter 350, in order to finance the cost of refunding certain outstanding obligations of the City. She noted that the bond proceeds would be used to refund five outstanding obligations in order to reduce interest rates without extending the final maturity of any refunded bond. Staff anticipated over \$250,000 in savings. The proceeds would be used to refund the 2013 Installment Purchase Agreement on the Community Development Building (BRIC), 2010B Water Bonds, 2010D Wastewater Bonds, 2014C Water Bonds, and 2014D Stormwater Bonds. JNA Consulting Group's projected interest rate is 1.6 percent. Ms. Russell also responded to clarifying questions by the Board. Mayor Pro Tem Bonkowski entertained public comments; however, none were forthcoming.

### **11.A PUBLIC HEARING: FOR DISCUSSION ONLY: PUBLIC HEARING ON THE INTENTION OF THE BOARD OF SUPERVISORS TO ACT UPON A PROPOSED RESOLUTION AUTHORIZING A MEDIUM-TERM OBLIGATION IN AN AMOUNT OF UP TO \$7,740,000 TO FINANCE THE COST OF REFUNDING CERTAIN OUTSTANDING OBLIGATIONS OF THE CITY.**

This item was not agendized for action. Please refer to agenda item 11 above.

### **11.B FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A PROPOSED RESOLUTION AUTHORIZING A MEDIUM-TERM OBLIGATION IN AN AMOUNT OF UP TO \$7,740,000 TO FINANCE THE COST OF REFUNDING CERTAIN OUTSTANDING OBLIGATIONS OF THE CITY.**

*PURSUANT TO NRS 350.087, THIS RESOLUTION MUST BE ADOPTED BY A TWO-THIRDS VOTE OF THE BOARD OF SUPERVISORS*

(9:05:01) – Mayor Pro Tem Bonkowski closed the public hearing on item 11.A and entertained a motion on item 11.B.

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**(9:05:08) – Supervisor Bagwell moved to adopt Resolution No. 2020-R-9 based on late material received. The motion was seconded by Supervisor Giomi. Mayor Pro Tem Bonkowski called for the vote.**

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

**11.C FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING FISCAL YEAR 2020 CAPITAL IMPROVEMENTS THAT WERE PREVIOUSLY APPROVED DURING THE FY 2020 BUDGET PROCES.**

(9:05:55) – Mayor Pro Tem Bonkowski introduced the item. Ms. Russell gave background and reviewed a list of FY 2020 Capital Projects which had not yet begun or, in some cases, were in the design phase which meant only the construction costs could be deferred. Along with Public Works Department Director Darren Schulz, Ms. Russell responded to clarifying questions. Mayor Pro Tem Bonkowski clarified that the intent of this exercise was “not to necessarily remove from the budget or cancel any projects, but to defer them for three [or] six months, until we have actual numbers coming back and know where we sit, so that we’re making decisions based on data and not on projections.” There were no additional comments; therefore, Mayor Pro Tem Bonkowski entertained a motion.

**(9:16:20) – Supervisor Giomi moved “to delay capital projects from the formerly approved 2020 Capital Improvement Plan as discussed and to direct Staff to transfer to ‘Board designated’.” Supervisor Bagwell recommended adding the fund amount of \$901,262 to the motion. Both the mover and the seconder agreed to the amendment. Mayor Pro Tem Bonkowski called for the vote.**

<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, Mayor Pro Tem Bonkowski, and Mayor Crowell
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	None

(9:17:37) – Mayor Pro Tem Bonkowski recessed the meeting.

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(9:28:05) – Mayor Pro Tem Bonkowski reconvened the meeting. A quorum was still present.

**11.D FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING THE PROPOSED CARSON CITY FY 2021 TENTATIVE BUDGET WHICH INCLUDES THE GENERAL FUND, ENTERPRISE FUNDS AND ALL OTHER BUDGETED FUNDS.**

(9:28:12) – Mayor Pro Tem Bonkowski introduced the item. Ms. Russell thanked the Finance Department Staff for their additional background work, such as ensuring the appropriate codes had been assigned to the Families First Act for granting agency reimbursement, during the COVID 19 Pandemic. She also thanked Supervisors Bagwell and Bonkowski for discussing their concerns regarding the budget, calling the events “unprecedented.” Ms. Russell informed the Board that the tentative budget had been filed with the State on April 15, 2020; however, she wished to discuss how the Capital Fund should be handled in order to return on May 7, 2020 after receiving Board direction.

(9:31:40) – Ms. Russell reviewed a PowerPoint presentation, incorporated into the record, and responded to clarifying questions. She also believed that an augmentation will most likely be needed in the September timeframe. Supervisor Bagwell recommended a standing monthly update to the budget. Mayor Pro Tem Bonkowski was in favor of keeping the budget as it currently is and adjusting it after reviewing the received data. Supervisors Giomi and Barrette recommended designating the available landfill monies as a contingency fund. Supervisor Bagwell noted that the Nevada State Fair funding should be removed from the budget. Mayor Crowell praised Ms. Russell for the management of the Enterprise Funds. Ms. Paulson clarified that the Senior Center had received \$50,000 in emergency funding from the State and the Board instructed Staff to ensure seniors receive a meal. The Board also requested Senior Center Executive Director, Courtney Warner to provide updates in future meetings. Ms. Russell also anticipated salary savings after retiree departure and prior to hiring replacements. Mayor Crowell and Supervisor Giomi thanked the Finance Staff for their thorough job on the budget. Mayor Pro Tem Bonkowski entertained additional comments and when none were forthcoming, a motion.

**(10:38:51) – Supervisor Bagwell moved to approve the proposed Carson City FY 2021 Tentative Budget and direct staff to implement the changes discussed today on the record and return to the Board with a final budget for adoption at the Public Hearing scheduled for May 21, 2020. The motion was seconded by Supervisor Giomi. Mayor Pro Tem Bonkowski called for the vote.**

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

**12. RECESS AS BOARD OF SUPERVISORS**

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(10:39:36) – Mayor Pro Tem Bonkowski recessed the Board of Supervisors meeting.

**REDEVELOPMENT AUTHORITY**

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

(10:39:54) – Chairperson Bagwell called the meeting to order. Ms. Rowlatt called roll and noted that a quorum was present.

**14. PUBLIC COMMENT**

(10:40:20) – Chairperson Bagwell entertained public comments; however, none were forthcoming.

**15. FOR POSSIBLE ACTION: APPROVAL OF MINUTES - MARCH 19, 2020.**

(10:40:31) – Chairperson Bagwell introduced the item and entertained comments or corrections.

**(10:40:38) – Member Bonkowski moved to approve the Carson City Redevelopment Authority minutes of the March 19, 2020 meeting. The motion was seconded by Member Barrette and carried 5-0-0.**

**16. FINANCE**

**16.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING THE PROPOSED CARSON CITY REDEVELOPMENT AUTHORITY FY 2021 TENTATIVE BUDGET, CAPITAL IMPROVEMENT PROGRAM, AND TO PROVIDE FURTHER DIRECTION GIVEN THE CORONAVIRUS (COVID-19) PANDEMIC.**

(10:40:58) – Chairperson Bagwell introduced the item. Carson City Chief Financial Officer Sheri Russell presented the Carson City Redevelopment Authority FY 2021 Tentative Budget & Capital Improvement Program, incorporated into the record, and responded to clarifying questions. She also noted two corrections to two line items in the PowerPoint presentation. Discussion ensued regarding the Epic Ride event and Ms. Paulson noted the possibility of not having the event this year. She also explained that a contract extension may come before the Board for the event next year. Chairperson Bagwell wished to “see the whole [contract] package” before committing any dollars to the event. Ms. Russell explained that the final budget will be presented to the Authority on May 21, 2020, prior to its due date of June 1, 2020 to the Department of Taxation. Chairperson Bagwell entertained a motion.

**(10:50:35) – Vice Chair Giomi moved to approve the proposed Carson City Redevelopment Authority FY 2021 Tentative Budget and Capital Improvement Program and direct staff to implement the changes discussed today and return to the Board with a final budget for adoption at the meeting scheduled for May 21, 2020. The motion was seconded by Member Bonkowski. Chairperson Bagwell entertained discussion, and when none were forthcoming, she called for the vote.**

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

**17. PUBLIC COMMENT**

(10:51:14) – Chairperson Bagwell entertained public comments; however, none were forthcoming.

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

(10:52:26) – Chairperson Bagwell adjourned the Redevelopment Authority meeting at 10:52 a.m.

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

(10:52:38) – Mayor Pro Tem Bonkowski reconvened the Board of Supervisors meeting at 10:52 a.m.

**20. HEALTH AND HUMAN SERVICES**

**20.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A PROPOSED REVISION TO THE CARSON CITY HUMAN SERVICES GUIDELINES AND STANDARDS TO TEMPORARILY MODIFY THE INCOME ELIGIBILITY CRITERIA TO BENEFIT HOUSEHOLDS WHOSE INCOMES HAVE BEEN NEGATIVELY AFFECTED BY THE IMPACT OF THE COVID-19 PANDEMIC, TO BE EFFECTIVE IMMEDIATELY THROUGH DECEMBER 31, 2020.**

(10:52:47) – Mayor Pro Tem Bonkowski reminded the Board and the public that this item had been pulled from the agenda.

**20.B FOR DISCUSSION ONLY: DISCUSSION AND PRESENTATION ON THE INTENDED USE OF A PUBLIC HEALTH EMERGENCY PREPAREDNESS (PHEP) GRANT IN THE AMOUNT OF \$704,628, RECEIVED BY CARSON CITY HEALTH AND HUMAN SERVICES (CCHHS) FROM THE STATE OF NEVADA, DEPARTMENT OF PUBLIC AND BEHAVIORAL HEALTH THAT ORIGINATED FROM THE CENTERS FOR DISEASE CONTROL AND PREVENTION (CDC).**

(10:52:46) – Mayor Pro Tem Bonkowski introduced the item. Carson City Health and Human Services (CCHHS) Director Nicki Aaker gave background on the grant noting that the \$704,628 grant had been provided by the Centers for Disease Control (CDC), through the State, as emergency funding.

(10:54:48) – Public Health Preparedness Division Manager Jeanne Freeman explained that the majority of the grant funds will be allocated to staffing and the emergency response efforts, including Personal Protection

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Equipment (PPE), adding that the additional overtime costs will continue to be charged to the Federal Emergency Management Agency (FEMA). She also explained that the budgeted amount would carry the efforts through the end of October [2020], if operating at the current level, adding that should the time frame get extended, additional federal funding could be available. Mayor Pro Tem Bonkowski thanked the presenters and entertained discussion; however, none were forthcoming. No action was required for this item.

**21. Board of Supervisors**

**21.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING DIRECTIVES AND RECOMMENDATIONS CONCERNING CARSON CITY DEPARTMENTAL AND STAFF FUNCTIONS AND FUNCTIONS IN CARSON CITY AS A CONSOLIDATED MUNICIPALITY IN RELATION TO THE EXERCISE OF EMERGENCY POWERS PURSUANT TO NRS CHAPTERS 244 AND 414 AND CCMC CHAPTER 6.02 FOR THE PURPOSE OF ENSURING THE HEALTH, SAFETY AND WELFARE IN CARSON CITY IN RESPONSE TO THE GLOBAL CORONAVIRUS (COVID-19) PANDEMIC.**

(10:58:09) – Mayor Pro Tem Bonkowski introduced the item. Ms. Paulson indicated that her office had received requests for additional signage from businesses on a temporary basis. She noted that the signs would be used by essential businesses for now and by all businesses for 30 days after reopening. Ms. Paulson offered to provide appropriate text at the next meeting for the Board’s approval. Mayor Pro Tem Bonkowski noted that the Board had approved such signage during the recession; however, it had become an entitlement for and had been abused by businesses. Supervisor Bagwell wished to see the Governor’s directive of a “slow roll” on which businesses can be open first, before making a decision. Supervisor Giomi was in favor of allowing businesses to have temporary signage for 30 or 60 days. Supervisor Barrette was in agreement with Mayor Pro Tem Bonkowski. Mayor Crowell was also concerned about the previous experience of businesses abusing the privilege. Mayor Pro Tem Bonkowski noted that since the general consensus of the Board was not to act at this time.

(11:02:44) – Ms. Paulson announced that the Carson City Library had been working on three-dimensional (3-D) printing of face shields and swabs for the COVID 19 test kits and had been producing 324 swabs per day. She noted that the Senior Center had been going strong and providing meals for the seniors. Ms. Paulson also stated that her office was working with the National Association of Counties (NACo) and the City’s lobbyists to request direct funding to local governments from the federal government and reviewed the CARES Act guidelines and the emergency paid leave payroll tax credits exclusion for public employers. She explained that NACo and the League of Cities had requested that cities and counties reach out to the Nevada delegation and request the allocation of additional funds directly to local governments and the Board did not have any objections. Ms. Paulson clarified since the City was self-insured for unemployment claims, the City Manager’s Office was looking into how the CARES Act could help in those situations. She also informed Supervisor Giomi that the largest layoffs (about 150 part-time employees) had been from the Parks and Recreation Department.

(11:09:10) – Carson City Fire Chief and Emergency Manager Sean Slamon provided an overview of the Quad County Emergency Operations Center (EOC) activities and highlighted the accolades received from the State on the cooperation between the counties. He also estimated that the Center received about 85 calls per day. He noted that the “stay at home” message continues to be reinforced per the CDC guidelines, including having all firefighters’ temperatures being taken as they report to work every day. Chief Slamon also noted that the PPE

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equipment was purchased “on our own” and not through the State, and commented that the vendors are experiencing back order issues, adding that the gloves were in short supply. He updated the Board on the cleaning and disinfecting methodology, especially relating to the ambulances. Mayor Crowell received a report that the Quad County Emergency Operations had been running smoothly and that they are working with the State on daily briefings.

(11:18:54) – Ms. Aaker explained that her role was “to continue to run the operations at the Health Department” but did not have a seat at the EOC. She indicated that they were assisting quarantined individuals in getting their medical or diabetic supplies and were communicating with restaurants to address their needs including food safety and employee temperature checks. Ms. Aaker thanked Ms. Freeman for the relationships she has built with the emergency managers and for conveying the importance of health education. She also stated that she could not divulge whether any City employees had been tested positive to date.

(11:26:00) – Ms. Freeman introduced herself and clarified the methodology used to determine the local COVID 19 curve. She stated that the cases are “still on the climb” as it has taken seven days to double the cases locally versus nine days. She encouraged reinforcing the “stay at home” message as the weather gets better in addition to the social distancing, hand washing, and following the Governor’s directives. Discussion ensued regarding recovery and reopening of the State and Ms. Freeman referenced tweets from the Governor hinting at a phased reopening, which she believed would make it difficult for them to plan the reopening of Carson City. Mr. Yu responded to the state versus federal government constitutional provisions and the powers of the governor in case of emergencies, and outlined the statutory provisions granted to the Governor, the EOC, and the City Manager, noting the “multi-tiered breakdown” that exists in Nevada and the “disagreement of where exactly lines are drawn.” Supervisor Giomi wished to see the State consult with local governments regarding reopening the State, he also noted the lack of antibody testing which he believed is a key element. Mr. Yu indicated that local governments are able to declare a state of emergency such as the case of the Carson City flooding many years ago.

(11:46:19) – Mayor Pro Tem Bonkowski summarized the discussion on “whether we should start the initiation process with the State” or whether the City should wait for the State to initiate the conversation regarding the reopening. Chief Slamon noted that they have not seen any signs of reopening at the State level, at least for the next two weeks. Additionally, he stated that the EOC would reach out to its business partners and the Carson City Chamber of Commerce to discuss local reopenings; however, he indicated that they had not heard anything at the State level. Ms. Freeman provided the data containing active, recovered, and hospitalized numbers and explained that for every case, follow up is needed with five to eight close contacts. She also noted that anecdotally, the two primary places of contact have been through work and family, indicating community spread. Ms. Freeman updated the Board on the hospital capacity in the quad counties, including but not limited to COVID 19, stating that 51 percent of Northern Nevada acute care and 48 percent of the ICU beds were occupied and 24 percent of the ventilators were in use; however, in the three quad county hospitals 47 acute care and 46 percent of the ICU beds were occupied, and 16 percent of the ventilators were in use. Ms. Freeman noted all the accolades the Quad County EOC has received as well. She also explained to Mayor Crowell that they are trained to monitor and report many diseases such as influenza; however, the health impact of COVID 19 will last for several years due to the lack of a vaccine and “herd immunity.”

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(11:59:48) – In response to a question by Mayor Crowell, Ms. Aakers affirmed that due to partnerships with different agencies and the expertise provided by CCHHS, “we can find the resources and we can figure out from the health side what we need to make it an adequate reopening.” Ms. Freeman called believed that the health side is not black and white; however, she agreed with Ms. Aakers that along with their regional and community partners they can make [the reopening] happen. Supervisor Barrette recommended a dialogue with the State. Supervisor Giomi believed the decision to reopen will be driven by economics. Supervisor Bagwell expressed concern over declining mental health. Mayor Pro Tem Bonkowski was concerned about “the tidal wave of economic hardship” and the resulting mental health issues. He also recommended reaching out to the Governor’s Office and request “not lumping us in” with the two larger counties because the City’s reopening issues were different here.

(12:09:11) – Ms. Aakers explained that she had been advised by legal counsel that she could discuss the number of City employees affected by COVID 19 and was pleased to announce that no City employees had tested positive to date. She also thanked the Public Health Staff for working behind the scenes as well as those on the front line for all their hard work. Mayor Crowell was in agreement that the urban area reopening timelines and conditions would differ from areas such as Carson City. Discussion ensued on how to reach out to the Governor’s Office and convey that “we would like to be involved in the [reopening] discussions.” Ms. Freeman believed that the daily Emergency Operations calls are taking both the urban and rural counties into account. Supervisor Bagwell inquired about the elections. Ms. Rowlatt explained that the primary elections are moving forward with “all mail elections”; however, they were required to have one polling location, the County Courthouse. She also noted that they were not certain how many voters would like to vote in person at this time. Ms. Rowlatt stated that ballots were mailed to all active registered voters which meant that the inactive registered voters could come and request a ballot in person, in addition to registering to vote on the same day. She also expressed concern about accommodating nine persons or less inside the building, adding that the logistics are being worked out. Discussion ensued on ways to observe social distancing. Supervisors Bagwell and Giomi encouraged Ms. Rowlatt to “tap into” the City resources.

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

(12:25:15) – Mayor Pro Tem Bonkowski introduced the item.

**FUTURE AGENDA ITEMS**

N/A

**STATUS REVIEW OF PROJECTS**

N/A

**INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS**

(12:25:35) – Mayor Pro Tem Bonkowski relayed a conversation he had had with a financial institution and had been informed that they had received over 5,000 Payroll Protection Program (PPP) loan applications and had been able to process only 135 of those applications. Supervisor Barrette also provided anecdotal data from an Airport Authority Fixed Base Operator whose business had declined by 90 percent. Mayor Crowell thanked Mayor Pro Tem Bonkowski for chairing the meeting and the Information Technology Department for facilitating the WebEx

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meeting. Mayor Crowell thanked the Board for being fiscally responsible as well. Supervisor Giomi informed the Board that the Culture and Tourism Authority was dealing with a decreased budget and had witnessed a “big hit” within the lodging industry. Supervisor Giomi also reported on the Carson Water Subconservancy District meeting and noted that “through mid-April, the snow water equivalent for our Basin is at 92 percent, but for [precipitation] we’re only at 71 percent.” Supervisor Bagwell thanked members of the public for practicing social distancing and for being “good fellow neighbors.” Supervisor Bonkowski also thanked the Information Technology Department for organizing the virtual meetings.

**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

**26. PUBLIC COMMENT**

(12:33:14) – Mayor Pro Tem Bonkowski entertained concluding public comments. Carson City Assessor Dave Dawley explained that with all the new construction in the City, the Assessor’s Office non-exempt employees had been working overtime, which was not budgeted. He recommended that the Board consider either full-time or part-time assistance to make the legislative deadlines.

**18. FOR POSSIBLE ACTION: TO ADJOURN**

(12:36:10) – Mayor Pro Tem Bonkowski adjourned the meeting at 12:36 p.m.

The Minutes of the April 16, 2020 Carson City Board of Supervisors meeting are so approved this 21<sup>st</sup> day of May, 2020.



BRAD BONKOWSKI, Mayor Pro Tem

ATTEST:



AUBREY ROWLATT, Clerk - Recorder