

**CARSON CITY BOARD OF SUPERVISORS**  
**Minutes of the December 16, 2021 Meeting**  
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A regular meeting of the Carson City Board of Supervisors was scheduled for 8:30 a.m. on Thursday, December 16, 2021 in the Community Center Robert “Bob” Crowell Boardroom, 851 East William Street, Carson City, Nevada.

**PRESENT:**

Mayor Lori Bagwell  
Supervisor Stacey Giomi, Ward 1  
Supervisor Maurice White, Ward 2  
Supervisor Stan Jones, Ward 3  
Supervisor Lisa Schuette, Ward 4

**STAFF:**

Nancy Paulson, City Manager  
Aubrey Rowlett, Clerk-Recorder  
Dan Yu, Assistant District Attorney  
Stephanie Hicks, Deputy City Manager  
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**

(8:34:11) – Mayor Bagwell called the meeting to order at 8:34 a.m. Ms. Rowlett called roll and noted the presence of a quorum. Sierra Lutheran High School Executive Director Brian Underwood provided the invocation. Mayor Bagwell led the Pledge of Allegiance.

**5. PUBLIC COMMENT**

(8:36:30) – Mayor Bagwell entertained public comments. Eric Johnson, whose written comments are also incorporated into the record, addressed item 22.B and requested that the proposed affordable housing project at 3410 Butti Way include a wall between his housing tract and the new project. He also wished to see that it becomes part of the conveyance.

(8:40:17) – Quad-County Public Health Preparedness Manager Jeanne Freeman thanked all “FEMA Blueshirts” who had been assisting with the COVID-19 pandemic and celebrated the last four departing members: Donnell Cunningham, Shari Grennan, Towanna Cooper, and Ronald Lopez for their “exemplary work” and for integrating themselves into the community. She also presented them with a COVID-19 State of Nevada Challenge Coin. The Board thanked the recipients who joined them for a commemorative photograph.

(8:45:04) – Carson City Senior Center Executive Director Courtney Warner updated the Board on the funding sources that would allow the Senior Center to expand its services. She highlighted the following programs:

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compostable packaging; piloting a social connection through the Meals on wheels program to combat senior isolation; a technology grant to upgrade the Meals on Wheels software; marketing outreach campaign to all, including the City's Spanish-speaking population; and the remodeling of the Senior Center dining room.

(8:48:20) – Ms. Paulson introduced Stephen Wood, Carson City's new Government Affairs Liaison. She noted that Mr. Wood was formerly with the State's Health and Human Services Department and the Nevada State Assembly Caucus. Mr. Wood provided a brief background and noted that he was looking forward to working with everyone "to make the City a better place."

**6. FOR POSSIBLE ACTION: APPROVAL OF MINUTES – NOVEMBER 18, 2021**

(8:49:35) – Mayor Bagwell introduced the item and entertained a motion.

**(8:49:33) – Supervisor Giomi moved to approve the minutes of the November 18, 2021 Board of Supervisors meeting as presented. The motion was seconded by Supervisor Jones and carried 5-0-0.**

**7. SPECIAL PRESENTATIONS**

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

(8:49:57) – Mayor Bagwell introduced the item and presented a five-year service certificate to Jennifer Williamson and invited the Board to join her for a commemorative photograph.

**CONSENT AGENDA**

(8:51:52) – Mayor Bagwell introduced the item and noted that item 10.A would be removed from the Consent Agenda. She also entertained other items to be pulled from the agenda and when none were forthcoming, a motion.

**(8:52:12) – Supervisor Giomi moved to approve the Consent Agenda consisting of items 8.A, 9.A, 11.A, 12.A, 12.B, 13.A, and 14.A. Supervisor Schuette seconded the motion.**

|                     |                                                              |
|---------------------|--------------------------------------------------------------|
| <b>RESULT:</b>      | <b>APPROVED (5-0-0)</b>                                      |
| <b>MOVER:</b>       | Supervisor Giomi                                             |
| <b>SECONDER:</b>    | Supervisor Schuette                                          |
| <b>AYES:</b>        | Supervisors Giomi, Jones, Schuette, White, and Mayor Bagwell |
| <b>NAYS:</b>        | None                                                         |
| <b>ABSTENTIONS:</b> | None                                                         |
| <b>ABSENT:</b>      | None                                                         |

**8. CITY MANAGER**

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**8.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 6, 2021 THROUGH DECEMBER 3, 2021.**

**9. FINANCE**

**9.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 3, 2021, PER NRS 251.030 AND NRS 354.290.**

**10. PARKS, RECREATION & OPEN SPACE**

**10.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING THE DEDICATION OF CARSON CITY ASSESSOR'S PARCEL NUMBERS ("APN") 010-733-03, 010-733-06, 010-731-01 AND 010-733-18, WHICH WERE OFFERED TO CARSON CITY FOR PUBLIC USE AS COMMON AREAS B, C, D AND E ("COMMON AREAS") IN THE FINAL MAP FOR SCHULZ RANCH SUBDIVISION - PHASE 3, RECORDED AS MAP NUMBER 2929 ON NOVEMBER 16, 2017 ("FINAL MAP").**

This item was removed from the Consent Agenda.

**11. PUBLIC WORKS**

**11.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A PROPOSED GRANT OF A NON-EXCLUSIVE EASEMENT ("EASEMENT") FROM CARSON CITY TO THE STATE OF NEVADA, DIVISION OF STATE LANDS FOR PORTIONS OF THE MARLETTE WATER PIPELINE ("PIPELINE") LOCATED ON CARSON CITY LAND WITH ASSESSOR PARCEL NUMBERS 007-091-66, 007-091-78 AND 007-091-79 ("PROPERTY").**

**12. PURCHASING AND CONTRACTS**

**12.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A PROPOSED \$160,000 INCREASE TO DIAMOND PHARMACY PURCHASE ORDER ("PO") 22200203 FOR THE PURCHASE OF CARSON CITY JAIL MEDICATIONS, FOR A NEW TOTAL AMOUNT NOT TO EXCEED \$285,000, AND A PROPOSED EXTENSION OF THE PURCHASE AUTHORITY THROUGH JUNE 30, 2022.**

**12.B FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A DETERMINATION THAT RAPID CONSTRUCTION, INC. ("RAPID") IS THE LOWEST RESPONSIVE AND RESPONSIBLE BIDDER PURSUANT TO NEVADA REVISED STATUTES ("NRS") CHAPTER 338 AND WHETHER TO AWARD CONTRACT NO. 21300222 FOR THE LONE MOUNTAIN CEMETERY IRRIGATION UPGRADES ("PROJECT") TO RAPID FOR A TOTAL AMOUNT NOT TO EXCEED \$326,361.20.**

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**13. TREASURER**

**13.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING THE TREASURER'S MONTHLY STATEMENT OF ALL MONEY ON DEPOSIT, OUTSTANDING CHECKS AND CASH ON HAND FOR NOVEMBER 2021, SUBMITTED PER NEVADA REVISED STATUTES ("NRS") 354.280.**

**14. SHERIFF**

**14.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING AN INTERLOCAL AGREEMENT ("AGREEMENT") BETWEEN CARSON CITY, ON BEHALF OF THE CARSON CITY SHERIFF'S OFFICE ("CCSO"), AND THE STATE OF NEVADA, ON BEHALF OF THE OFFICE OF TRAFFIC STUDY WITHIN THE DEPARTMENT OF PUBLIC SAFETY ("DPS"), WITH A TERM ENDING SEPTEMBER 30, 2024, TO PARTICIPATE IN THE NEVADA CRASH DATA REPOSITORY ("NCDR") WITHOUT COST TO THE CITY.**

**END OF CONSENT AGENDA**

**ORDINANCES, RESOLUTIONS, AND OTHER ITEMS**

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

No items were pulled for discussion and Item 10.A was removed from the Consent Agenda.

**16. CITY MANAGER**

**16.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING THE APPOINTMENT OF TWO MEMBERS TO THE CARSON CITY REGIONAL TRANSPORTATION COMMISSION ("RTC"), EACH TO FILL A TERM THAT EXPIRES IN DECEMBER, 2023.**

(8:52:54) – Mayor Bagwell introduced the item and announced that Ramona Russell had withdrawn her application. She also explained the interview process to each candidate, stating that all applicants would be asked the same questions by each Board member, after which the Supervisors would deliberate and take action. The Board interviewed the following applicants: Loren Houle, Gregory Novak, and Samuel Flakus. Applicant Brent Layton was not present; however, Ms. Paulson suggested consideration of his application. Mayor Bagwell noted that current Commissioner Charles Macquarie had also sought reappointment; however, reappointment applicants were not required to appear before the Board.

(9:23:51) – At the completion of the interviews, Mayor Bagwell reminded the Board that Mr. Macquarie's and Mr. Layton's applications should be considered during discussion. She also praised Mr. Macquarie's contributions to the Regional Transportation Commission (RTC) and recommended his reappointment. Mayor Bagwell highlighted the "diverse group" of applicants and noted Mr. Novak's experience working with roads and infrastructure "for so many years." She believed he was "ready to jump right in." Supervisor Jones also believed that Mr. Novak and Mr. Macquarie would bring the benefit of their experience to the RTC. Supervisor Schuette

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was in agreement with the Mayor and Supervisor Jones, that Mr. Macquarie and Mr. Novak were the most experienced in matters handled by the RTC. Supervisor Giomi stated that according to his scoresheet Mr. Novak and Mr. Flakus were tied; however, he would support the Board's decision. Mayor Bagwell entertained a motion.

**(9:27:13) – Supervisor Schuette moved to reappoint Charles Macquarie and appoint Gregory Novak each for a term that expires in December, 2023. Supervisor Giomi seconded the motion.**

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|---------------------|--------------------------------------------------------------|
| <b>RESULT:</b>      | <b>APPROVED (5-0-0)</b>                                      |
| <b>MOVER:</b>       | Supervisor Schuette                                          |
| <b>SECONDER:</b>    | Supervisor Giomi                                             |
| <b>AYES:</b>        | Supervisors Giomi, Jones, Schuette, White, and Mayor Bagwell |
| <b>NAYS:</b>        | None                                                         |
| <b>ABSTENTIONS:</b> | None                                                         |
| <b>ABSENT:</b>      | None                                                         |

**17. CLERK RECORDER**

**17.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION: (1) TO INTRODUCE, ON FIRST READING, A PROPOSED ORDINANCE REVISING VARIOUS PROVISIONS OF THE CARSON CITY MUNICIPAL CODE (“CCMC”) GOVERNING THE PROCESS BY WHICH ELECTION WARD BOUNDARIES MAY BE REALIGNED, REVISING VARIOUS CCMC PROVISIONS RELATING TO MEETINGS OF THE BOARD OF SUPERVISORS AND REPEALING CCMC PROVISIONS DESCRIBING DISTRICTS OF WARDS; AND (2) TO CONSIDER A BUSINESS IMPACT STATEMENT CONCERNING THE PROPOSED ORDINANCE.**

(9:28:13) – Mayor Bagwell introduced the item. Senior Deputy District Attorney Ben Johnson referenced the agenda materials, which are incorporated into the record, and explained that items 17.A and 17.B were related; however, 17.A was “a cleanup” of the Carson City Municipal Code (CCMC) that had not been consistent with the City Charter, which required the redistricting map to be adopted by an ordinance and not a resolution. He noted minor clerical changes as well. Mayor Bagwell was pleased with the changes and believed they would make it easier for the public to follow. Mr. Jonson also responded to clarifying questions by the Supervisors.

(9:33:33) – Ms. Paulson explained that the business impact statement showed that the proposed ordinance would not impose a direct and significant economic burden upon a business, or directly restrict the formation, operation, or expansion of a business. Mayor Bagwell entertained a motion.

**(9:33:52) – Supervisor Giomi moved to approve the business impact statement as presented and to introduce, on first reading, Bill No. 116. The motion was seconded by Supervisor Schuette.**

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|---------------------|--------------------------------------------------------------|
| <b>RESULT:</b>      | <b>APPROVED (5-0-0)</b>                                      |
| <b>MOVER:</b>       | Supervisor Giomi                                             |
| <b>SECONDER:</b>    | Supervisor Schuette                                          |
| <b>AYES:</b>        | Supervisors Giomi, Jones, Schuette, White, and Mayor Bagwell |
| <b>NAYS:</b>        | None                                                         |
| <b>ABSTENTIONS:</b> | None                                                         |
| <b>ABSENT:</b>      | None                                                         |

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**17.B FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION: (1) TO INTRODUCE, ON FIRST READING, A PROPOSED ORDINANCE REALIGNING THE BOUNDARIES OF ELECTION WARDS BY ADOPTION OF A NEW CARSON CITY, NEVADA OFFICIAL BOARD OF SUPERVISORS WARD BOUNDARIES MAP, AS REQUIRED BY THE CARSON CITY CHARTER AND THE CARSON CITY MUNICIPAL CODE (“CCMC”) AND PURSUANT TO THE RESULTS OF THE 2020 UNITED STATES DECENNIAL CENSUS; AND (2) TO CONSIDER A BUSINESS IMPACT STATEMENT CONCERNING THE PROPOSED ORDINANCE.**

(9:34:18) – Mayor Bagwell introduced the item. Ms. Rowlett introduced team members Elections Chief Deputy Miguel Camacho, GIS/Asset Manager Tyler Jesse, and Mr. Johnson and thanked them for their hard work. She also reviewed the agenda materials, incorporated into the record, which included the 2020 Census information, the redistricting process, and the ward boundaries and amended map. Ms. Rowlett also noted that a public feedback opportunity was held from November 18, 2021 through November 30, 2021 and that a request had been received from Las Vegas Indian Center (LVIC) to keep “Communities of Interest” together. Ms. Rowlett stated that in Carson City, that Community in its entirety fit in Ward 4, adding that in Carson all votes are “at large.”

(9:37:50) – Mr. Jesse reviewed the proposed ward maps and Ms. Paulson confirmed that the business impact statement showed that the proposed ordinance would not impose a direct and significant economic burden upon a business, or directly restrict the formation, operation, or expansion of a business. Mayor Bagwell entertained additional comments or questions and when none were forthcoming, a motion.

**(9:40:29) – Supervisor Jones moved to approve the business impact statement as presented and to introduce, on first reading, Bill No. 117. The motion was seconded by Supervisor Schuette.**

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| <b>RESULT:</b>      | <b>APPROVED (5-0-0)</b>                                      |
| <b>MOVER:</b>       | Supervisor Jones                                             |
| <b>SECONDER:</b>    | Supervisor Schuette                                          |
| <b>AYES:</b>        | Supervisors Giomi, Jones, Schuette, White, and Mayor Bagwell |
| <b>NAYS:</b>        | None                                                         |
| <b>ABSTENTIONS:</b> | None                                                         |
| <b>ABSENT:</b>      | None                                                         |

**18. CITY MANAGER**

**18.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION ON WHETHER TO HOLD AN ADDITIONAL REGULAR MEETING OF THE BOARD OF SUPERVISORS IN DECEMBER, 2021.**

(9:41:17) – Mayor Bagwell introduced the item and noted that the proposed meeting was to agendize the second reading for bills 116 and 117 (agenda items 17.A and 17.B). She recommended having the meeting on Thursday, December 30, 2022 at 9:00 a.m. There were no objections from the Board; therefore, she entertained a motion.

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**(9:41:49) – Supervisor Giomi moved to hold an additional regular meeting of this Board on December 30, 2021 at 9:00 a.m. in the Bob Crowell Boardroom. Supervisor Jones seconded the motion.**

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| <b>RESULT:</b>      | <b>APPROVED (5-0-0)</b>                                      |
| <b>MOVER:</b>       | Supervisor Giomi                                             |
| <b>SECONDER:</b>    | Supervisor Jones                                             |
| <b>AYES:</b>        | Supervisors Giomi, Jones, Schuette, White, and Mayor Bagwell |
| <b>NAYS:</b>        | None                                                         |
| <b>ABSTENTIONS:</b> | None                                                         |
| <b>ABSENT:</b>      | None                                                         |

**19. HEALTH AND HUMAN SERVICES**

**19.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING AUTHORIZATION FOR THE CARSON CITY HEALTH AND HUMAN SERVICES DEPARTMENT ("CCHHS") TO APPLY FOR THE TITLE X FAMILY PLANNING SERVICES GRANT, THROUGH THE OFFICE OF THE ASSISTANT SECRETARY FOR HEALTH, OFFICE OF POPULATION AFFAIRS, FEDERAL FUNDING OPPORTUNITY NUMBER: PA-FPH-22-001, FOR AN ESTIMATED AMOUNT OF \$1,950,000 OVER A 5-YEAR GRANT PERIOD.**

**(9:42:13) – Mayor Bagwell introduced the item and entertained Board questions/comments; however, none were forthcoming. She also entertained a motion.**

**(9:42:39) – Supervisor Schuette moved to authorize submission of the grant application. The motion was seconded by Supervisor Jones.**

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| <b>RESULT:</b>      | <b>APPROVED (5-0-0)</b>                                      |
| <b>MOVER:</b>       | Supervisor Schuette                                          |
| <b>SECONDER:</b>    | Supervisor Jones                                             |
| <b>AYES:</b>        | Supervisors Giomi, Jones, Schuette, White, and Mayor Bagwell |
| <b>NAYS:</b>        | None                                                         |
| <b>ABSTENTIONS:</b> | None                                                         |
| <b>ABSENT:</b>      | None                                                         |

**20. FINANCE**

**20.A FOR DISCUSSION ONLY: DISCUSSION AND PRESENTATION ON FINANCIAL HIGHLIGHTS OF THE CURRENT YEAR ANNUAL COMPREHENSIVE FINANCIAL REPORT ("ACFR") BY CARSON CITY STAFF, AND INFORMATION FROM HINTONBURDICK CPAS & ADVISORS RELATING TO THEIR AUDIT PROCEDURES AND THE RESULTS OF THOSE PROCEDURES CONCERNING THE CARSON CITY ACFR FOR THE FISCAL YEAR ENDED JUNE 30, 2021.**

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(9:43:02) – Mayor Bagwell introduced the item. Chief Financial Officer Sheri Russell thanked the Board for reading all the supporting documentation of the Staff Report, incorporated into the record, and for their questions. She also thanked the Finance Department and HintonBurdick CPAs and Advisors for their hard work. Ms. Russell noted several minor typographical errors and reviewed the Financial Highlights of the Annual Comprehensive Financial Report, which is incorporated into the record, and responded to clarifying questions. Supervisor Jones was informed that deferred maintenance items primarily consisted of facilities. Supervisor White suggested combining stormwater work with street work when possible. Supervisor Giomi recommended spending cautiously and saving for the unknown future, adding that Carson City had acted responsibly as a local government. Mayor Bagwell believed an increase in the fund balance would be a good way to save. Supervisor Schuette agreed with the previous comments; however, she was also in favor of taking advantage of grants and using the funds wisely as matches.

(10:03:02) – Chad Atkinson of HintonBurdick CPAs and Advisors Reviewed the FY 2021 Audit Presentation, praised the professionalism of the City’s Finance Department, and congratulated the City for being a Low Risk Auditee due to the controls put in place. Mr. Atkinson also responded to clarifying questions.

**20.B FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING  
RECOMMENDED ACCEPTANCE OF THE CARSON CITY ANNUAL COMPREHENSIVE  
FINANCIAL REPORT FOR THE FISCAL YEAR ENDED JUNE 30, 2021.**

(10:09:35) – Based on the discussion during item 20.A, Mayor Bagwell entertained a motion.

(10:09:45) – Supervisor Giomi moved to accept the report as corrected on the record by Ms. Russell. Supervisor Schuette seconded the motion.

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| <b>RESULT:</b>      | <b>APPROVED (5-0-0)</b>                                      |
| <b>MOVER:</b>       | Supervisor Giomi                                             |
| <b>SECONDER:</b>    | Supervisor Schuette                                          |
| <b>AYES:</b>        | Supervisors Giomi, Jones, Schuette, White, and Mayor Bagwell |
| <b>NAYS:</b>        | None                                                         |
| <b>ABSTENTIONS:</b> | None                                                         |
| <b>ABSENT:</b>      | None                                                         |

(10:10:17) – Mayor Bagwell recessed the meeting.

(10:17:10) – Mayor Bagwell reconvened the meeting. A quorum was still present.

**20.C FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING  
RECOMMENDATIONS OF THE CARSON CITY AUDIT COMMITTEE TO APPROVE THE  
COMPLETED REMEDIATION PLANS AND REMOVE FINDINGS FROM THE AUDIT FINDINGS  
TRACKING SUMMARY REPORT.**

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(10:17:12) – Mayor Bagwell introduced the item. Ms. Russell presented the Staff Report and supporting documentation which included the items recommended for closure by the Audit Committee. Mayor Bagwell entertained Board comments/questions and when none were forthcoming, a motion.

**(10:19:30) – Supervisor Schuette moved to approve the Audit Committee's recommendation as presented. Supervisor White seconded the motion.**

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| <b>RESULT:</b>      | <b>APPROVED (5-0-0)</b>                                      |
| <b>MOVER:</b>       | Supervisor Schuette                                          |
| <b>SECONDER:</b>    | Supervisor White                                             |
| <b>AYES:</b>        | Supervisors Giomi, Jones, Schuette, White, and Mayor Bagwell |
| <b>NAYS:</b>        | None                                                         |
| <b>ABSTENTIONS:</b> | None                                                         |
| <b>ABSENT:</b>      | None                                                         |

**21. COMMUNITY DEVELOPMENT - PLANNING**

**21.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION TO INTRODUCE, ON FIRST READING, AN ORDINANCE APPROVING A CHANGE OF ZONING FROM GENERAL COMMERCIAL (“GC”) TO MULTI-FAMILY APARTMENTS (“MFA”) FOR PARCELS CREATED AS PART OF THE SUNDANCE RIDGE SUBDIVISION AND EDMONDS INDUSTRIAL PARK, LOCATED ON LEPIRE DRIVE, CASSIDY COURT, AND ETTA PLACE, ASSESSOR’S PARCEL NUMBERS (“APNS”) 010-351-06, 010-351-07, 010-351-14, 010-351-15, 010-351-95, 010-351-96, 010-651-14 THROUGH -22, 010-651-25, 010-651-29 THROUGH -50; AND FROM GC TO PUBLIC (“P”) FOR PARCELS LOCATED ON ETTA PLACE AND CASSIDY COURT, APNS 010-351-94 AND 010-651-24.**

(10:20:00) – Mayor Bagwell introduced the item. Planning Manager Heather Ferris gave background and presented the Staff Report with supporting documentation. She also recommended approval of the zoning map change as recommended by the Planning Commission, based on making all three findings of fact in the affirmative. Ms. Ferris noted a typographical error in the published ordinance, stating that APN 010-651-25 should read APN 010-651-23. She also responded to clarifying questions. Supervisor White inquired about single-family homes or duplexes in the zoning area and wished to understand how they fit as multi-family apartment zoning. Ms. Ferris explained that “multi-family apartment zoning does allow, as a permitted primary use, single family residences.” Supervisor Schuette was informed that an established use may continue as a “non-conforming use” after a zoning change, but could expand only with a special use permit. Discussion ensued regarding owners of a parcel who had informed Supervisor White that they had chosen not to pursue the apartment construction. Supervisor White expressed concern that commercial properties were difficult to find. Supervisor Giomi believed that the subject property was not conducive to commercial zoning. Mayor Bagwell and Supervisor Giomi noted that the property owners had not appeared before the Board to inform them that they were no longer interested in building apartments. There were no other comments; therefore, Mayor Bagwell entertained a motion.

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**(10:31:23) – Supervisor Giomi moved to introduce, on first reading, Bill No. 118 with the corrected parcel number read into the record by Ms. Ferris. The motion was seconded by Supervisor Schuette.**

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|---------------------|-------------------------------------------------------|
| <b>RESULT:</b>      | <b>APPROVED (4-1-0)</b>                               |
| <b>MOVER:</b>       | Supervisor Giomi                                      |
| <b>SECONDER:</b>    | Supervisor Schuette                                   |
| <b>AYES:</b>        | Supervisors Giomi, Jones, Schuette, and Mayor Bagwell |
| <b>NAYS:</b>        | Supervisor White                                      |
| <b>ABSTENTIONS:</b> | None                                                  |
| <b>ABSENT:</b>      | None                                                  |

**21.B FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A MASTER PLAN AMENDMENT TO CHANGE THE MASTER PLAN DESIGNATIONS FROM LOW-DENSITY RESIDENTIAL (“LDR”), COMMUNITY/REGIONAL COMMERCIAL (“C/RC”), AND MIXED-USE COMMERCIAL (“MUC”) TO C/RC FOR THE ENTIRE PARCEL LOCATED AT 4619 HIGHWAY 50 EAST, ASSESSOR’S PARCEL NUMBER (“APN”) 008-283-04.**

(10:32:03) – Mayor Bagwell introduced items 21.B and 21.C and noted that they would be discussed concurrently but would be acted upon separately. Ms. Ferris presented both Staff Reports and supporting documents, all of which are incorporated into the record, and recommended approval based on the recommendation by the Planning Commission. She also responded to clarifying questions by the Supervisors. Mayor Bagwell entertained a motion.

**(10:35:59) – Supervisor Giomi moved to amend the Master Plan Land Use Map as presented. The motion was seconded by Supervisor White.**

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|---------------------|--------------------------------------------------------------|
| <b>RESULT:</b>      | <b>APPROVED (5-0-0)</b>                                      |
| <b>MOVER:</b>       | Supervisor Giomi                                             |
| <b>SECONDER:</b>    | Supervisor White                                             |
| <b>AYES:</b>        | Supervisors Giomi, Jones, Schuette, White, and Mayor Bagwell |
| <b>NAYS:</b>        | None                                                         |
| <b>ABSTENTIONS:</b> | None                                                         |
| <b>ABSENT:</b>      | None                                                         |

**21.C FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION TO INTRODUCE, ON FIRST READING, AN ORDINANCE CHANGING THE ZONING FROM SINGLE-FAMILY 12,000 (“SF12”), GENERAL COMMERCIAL (“GC”), AND GENERAL INDUSTRIAL (“GI”) TO GC FOR THE ENTIRE PARCEL LOCATED AT 4619 HIGHWAY 50 EAST, APN 008-283-04.**

(10:36:19) – Based on the discussion during item 21.B, Mayor Bagwell entertained a motion.

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**(10:36:23) – Supervisor Giomi moved to introduce, on first reading, Bill No. 119. The motion was seconded by Supervisor White.**

|                     |                                                              |
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| <b>RESULT:</b>      | <b>APPROVED (5-0-0)</b>                                      |
| <b>MOVER:</b>       | Supervisor Giomi                                             |
| <b>SECONDER:</b>    | Supervisor White                                             |
| <b>AYES:</b>        | Supervisors Giomi, Jones, Schuette, White, and Mayor Bagwell |
| <b>NAYS:</b>        | None                                                         |
| <b>ABSTENTIONS:</b> | None                                                         |
| <b>ABSENT:</b>      | None                                                         |

**22. PUBLIC WORKS**

**22.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION TO ADOPT, ON SECOND READING, BILL NO. 115, AN ORDINANCE APPROVING A DEVELOPMENT AGREEMENT BETWEEN CARSON CITY AND PALASEEK LLP (“PALASEEK”), OIKOS DEVELOPMENT CORPORATION (“OIKOS”) AND SIERRA FLATS SENIOR LP (“SIERRA FLATS”) CONCERNING THE CONVEYANCE OF APPROXIMATELY 2.91 ACRES OF CITY-OWNED LAND AND THE DEVELOPMENT OF AN AFFORDABLE HOUSING PROJECT ON THAT LAND, LOCATED WITHIN ASSESSOR’S PARCEL NUMBER (“APN”) 010-037-04 (“PROPERTY”).**

(10:36:49) – Mayor Bagwell introduced items 22.A, 22.B, and 22.C and stated that all three items would be discussed concurrently but would be acted upon separately. Deputy Public Works Director Dan Stucky gave background and acknowledged the presence of the PalaSeek LLP and Oikos Development Corporation development teams in the Boardroom and via WebEx. He also thanked Deputy District Attorney Adam Tully’s efforts on the project. Mr. Stucky reviewed the Staff Report and noted the changes made to the proposed ordinances and responded to the Board’s questions. At Mayor Bagwell’s request, Mr. Stucky addressed the public comment provided earlier by Mr. Johnson, noting that he had discussed the request with the Planning Division and had been informed that a parking lot separated the upcoming building from the properties to its north, adding that “some sort of screening” was required between the parking lot and the existing properties and that the development team had chosen to do landscaping.

(10:43:01) – PalaSeek LLP President Michael Schneider believed that a wall would cost “hundreds of thousands of dollars” and cited examples of hazardous situations in Las Vegas involving double walls. He also explained that the landscaping would be “nice,” and cited the rising cost of material and appliances. Mr. Stucky believed that the fence referenced by Mr. Johnson was the responsibility of the existing homeowners. Mr. Tully clarified for Supervisor Giomi that the project was governed by the Development Agreement and the Declaration of Covenants, Conditions, and Restrictions (CC&Rs). Supervisor White reiterated his concern of “giving away public property.” Mayor Bagwell entertained separate motions for each agenda item.

**(10:53:57) – Supervisor Giomi moved to adopt Bill No. 115, Ordinance No. 2021-14. The motion was seconded by Supervisor Jones.**

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|                     |                                                       |
|---------------------|-------------------------------------------------------|
| <b>RESULT:</b>      | <b>APPROVED (4-1-0)</b>                               |
| <b>MOVER:</b>       | Supervisor Giomi                                      |
| <b>SECONDER:</b>    | Supervisor Jones                                      |
| <b>AYES:</b>        | Supervisors Giomi, Jones, Schuette, and Mayor Bagwell |
| <b>NAYS:</b>        | Supervisor White                                      |
| <b>ABSTENTIONS:</b> | None                                                  |
| <b>ABSENT:</b>      | None                                                  |

**22.B FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A PROPOSED RESOLUTION CONCERNING AN APPLICATION UNDER NEVADA REVISED STATUTES (“NRS”) 244.287 FOR THE CONVEYANCE, WITHOUT CONSIDERATION, OF APPROXIMATELY 2.91 ACRES OF UNDEVELOPED LAND AT THE WESTERN END OF ASSESSOR’S PARCEL NUMBER (“APN”) 010-037-04 (“PROPERTY”), MORE COMMONLY KNOWN AS 3410 BUTTI WAY, WHICH IS OWNED BY CARSON CITY, TO OIKOS DEVELOPMENT CORPORATION (“OIKOS”), A TAX-EXEMPT 501(C)(3) ORGANIZATION, FOR THE DEVELOPMENT OF AN AFFORDABLE HOUSING PROJECT.**

(10:54:19) – Mayor Bagwell entertained a motion.

(10:54:23) – Supervisor Giomi moved to adopt Resolution No. 2021-R-38. The motion was seconded by Supervisor Jones.

|                     |                                                       |
|---------------------|-------------------------------------------------------|
| <b>RESULT:</b>      | <b>APPROVED (4-1-0)</b>                               |
| <b>MOVER:</b>       | Supervisor Giomi                                      |
| <b>SECONDER:</b>    | Supervisor Jones                                      |
| <b>AYES:</b>        | Supervisors Giomi, Jones, Schuette, and Mayor Bagwell |
| <b>NAYS:</b>        | Supervisor White                                      |
| <b>ABSTENTIONS:</b> | None                                                  |
| <b>ABSENT:</b>      | None                                                  |

**22.C FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A PROPOSED EXCLUSIVE NEGOTIATING RIGHTS AGREEMENT BETWEEN CARSON CITY AND PALASEEK LLP (“PALASEEK”), TO EXPIRE ON OR BEFORE DECEMBER 31, 2022, FOR THE POTENTIAL DEVELOPMENT OF AN AFFORDABLE HOUSING PROJECT LOCATED ON EITHER (1) APPROXIMATELY 3.40 ACRES OF CITY-OWNED LAND WITHIN ASSESSOR’S PARCEL NUMBER (“APN”) 010-037-04 (“PHASE 2 AGREEMENT”), OR ALTERNATIVELY (2) APPROXIMATELY 6.31 ACRES OF CITY-OWNED LAND WITHIN APN 010-037-04 (“PHASE 1 & 2 AGREEMENT”).**

(10:54:42) – Mayor Bagwell entertained a motion.

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**(10:54:44) – Supervisor Giomi moved to approve the Phase 2 Agreement, as presented. The motion was seconded by Supervisor Jones.**

|                     |                                                       |
|---------------------|-------------------------------------------------------|
| <b>RESULT:</b>      | <b>APPROVED (4-1-0)</b>                               |
| <b>MOVER:</b>       | Supervisor Giomi                                      |
| <b>SECONDER:</b>    | Supervisor Jones                                      |
| <b>AYES:</b>        | Supervisors Giomi, Jones, Schuette, and Mayor Bagwell |
| <b>NAYS:</b>        | Supervisor White                                      |
| <b>ABSTENTIONS:</b> | None                                                  |
| <b>ABSENT:</b>      | None                                                  |

(10:55:45) – Mayor Bagwell thanked Mr. Johnson for a well-presented letter and hoped that the landscaping and screening will help protect the neighbors. Supervisor Schuette agreed with the Mayor’s comments and complimented Mr. Johnson for his letter.

**23. BOARD OF SUPERVISORS**

**NON-ACTION ITEMS:**

**FUTURE AGENDA ITEMS**

**STATUS REVIEW OF PROJECTS**

**INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS**

**CORRESPONDENCE TO THE BOARD OF SUPERVISORS**

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

**STAFF COMMENTS AND STATUS REPORT**

(10:56:50) – Mayor Bagwell introduced the item. Ms. Paulson congratulated the City’s Open Space Staff for securing a \$2.4 million grant for Carson River Trails Phase 3, Prison Hill West and for a \$1.9 million grant for the Buzzy’s Ranch Water Rights and Wetland Enhancement. Ms. Hicks announced that 62 percent of the business license renewals had been issued to date and that the deadline for renewals was January 15, 2022. Supervisor Giomi noted that the Carson City Culture and Tourism Authority would sponsor an event at the Nevada State Railroad Museum during the July 2022 Independence Day weekend to feature almost all remaining V&T engines in celebration of a landmark V&T Railroad anniversary. He also announced that Nevada would host its first Super Bowl game in Las Vegas in 2024.

(11:03:20) – Mayor Bagwell called the Christmas tree lighting event “spectacular” and thanked LifePoint Church, the Downtown Business Association, and the Department of Parks and Recreation for their support. The Board praised the holiday lights funded by the Redevelopment Authority and the extending of the lights beyond Downtown, and Supervisor Jones reiterated his thanks. Supervisor Schuette informed the Board that the Parks and Recreation Commission was discussing dog leash policies, praised Muscle Powered for their most recent trash mob, and thanked Benson’s Feed for the photos with Santa event to benefit the Carson Animal Services Initiative (CASI). Supervisor Schuette also noted successful events such as the Carson City Symphony, the Holiday with a Hero, and the Homestead Holiday events.

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**CLOSED NON-MEETING TO CONFER WITH MANAGEMENT REPRESENTATIVES AND COUNSEL**

This item did not take place.

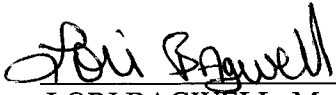
**24. PUBLIC COMMENT**

(11:07:50) – Mayor Bagwell entertained final public comments. Carson City Health and Human Services Executive Director Nicki Aaker reiterated her Department’s thanks to the “FEMA Blueshirts” and extended her gratitude to the volunteers, Staff, the Nevada National Guard, and “everybody we’ve come across” who have worked very hard. Mr. Schneider thanked the Board for their earlier vote and advised the Board that the City’s transportation tax dollars were declining because of the fuel efficient and electric vehicles. He recommended discussing a mileage tax option with the legislators.

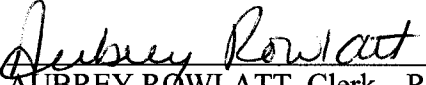
**25. FOR POSSIBLE ACTION: TO ADJOURN**

(11:13:10) – Mayor Bagwell adjourned the meeting at 11:13 a.m.

The Minutes of the December 16, 2021 Carson City Board of Supervisors meeting are so approved on this 20<sup>th</sup> day of January, 2022.

  
LORI BAGWELL, Mayor

ATTEST:

  
AUBREY ROWLATT, Clerk – Recorder

Attachments: written public comments

Late Material 12/16/21

Erik R. Johnson  
P.O. Box 224  
Carson City, NV 89702  
775-430-2671

December 14, 2021

Mayor Lori Bagwell  
Carson City Board of Supervisors  
201 N. Carson St., Suite 2  
Carson City, NV 89701

Hand delivered "Public Comment"

Dear Mayor Bagwell and Supervisors:

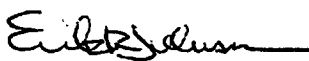
I own a house on the south side of Desatoya Drive and recently received a public notice concerning the Butti Way Affordable Housing Project scheduled for public hearing the day after tomorrow. I reviewed the development agreement and the restrictive covenants and was pleased to note that it provided for the developer to "assure that the tenants have a safe, secure and quiet environment in which to live" (sec. 4.03). My concern is that there appears to be no such provision for the same quiet enjoyment of those in the existing single family homes, like mine, that adjoin the project.

When the tract my house is part of was approved circa 1980, apparently the developer was required to provide a non-combustible barrier separating the homes from the undeveloped city land on Butti. This barrier wisely provided some protection from trespassers and brush fires. However, over the decades, that cement fence has deteriorated and parts are missing and replacements are unavailable. It is not going to stand up to a high density affordable housing project on the other side.

In the hope that my concerns have been addressed already, I met with Dan Stucky and Stephanie Hicks. Unfortunately, my worst fear was realized: The only thing planned between our backyards and bedrooms and either a three story building or a parking lot would be "the existing fence" and unspecified landscaping. The developer's claim, of course, is that a new block wall would render the 160 unit project "financially infeasible". However, in the long run, the wall would be cheaper than installing screening landscaping and maintaining it and its irrigation for fifty years.

Decades ago, my neighborhood at the time was involved in a battle with a utility company, two of our supervisors went to bat for us, and the project was changed, saving our property. There have been changes in Carson City, but one can still hope that you will look out for us again.

Sincerely,



Erik R. Johnson,

cc: Dan Stucky, Stephanie Hicks