

# **CARSON CITY BOARD OF SUPERVISORS**

## **Minutes of the February 17, 2022 Meeting**

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**DRAFT**

A regular meeting of the Carson City Board of Supervisors was scheduled for 8:30 a.m. on Thursday, February 17, 2022 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 Rowlatt, 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**

(8:30:11) – Mayor Bagwell called the meeting to order at 8:30 a.m. Ms. Warren called roll and noted the presence of a quorum. Brady Roser, Associate Pastor, The Bridge Church, provided the invocation. Mayor Bagwell led the Pledge of Allegiance.

### **5. PUBLIC COMMENT**

(8:32:00) – Mayor Bagwell introduced the item and highlighted the updated public comment sign-in sheet. She explained that since the Governor had lifted the mask requirements, the Board would now hear public comments for each agenda item, as indicated on the public comment sheet. Mayor Bagwell also stated that item 11.C would be removed from the agenda and would not be addressed in this meeting.

(8:33:17) – Elections Chief Deputy Clerk Miguel Camacho announced the candidate filing dates which would begin on March 7, 2022 and end on March 18, 2022. He clarified that the filing would take place during the hours of 8:00 a.m. and 5:00 p.m. Mondays through Fridays, excluding legal holidays. Mr. Camacho noted that the filing would take 20-30 minutes and advised candidates to bring photo identification, with proof of residency information if the address on the driver’s license does not have a Carson City address. He also reminded candidates that fees must be paid by cash, certified check, or cashier’s check as personal checks [or credit cards] would not be accepted. Mr. Camacho invited candidates to visit the Clerk-Recorder’s page on the City’s website where the candidate packets and associated fees are housed.

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**6. FOR POSSIBLE ACTION: APPROVAL OF MINUTES – JANUARY 20, 2022.**

(8:34:40) – Mayor Bagwell introduced the item and entertained comments or corrections and when none were forthcoming, a motion.

**(8:34:47) – Supervisor Giomi moved to approve the minutes of the January 20, 2022 Board of Supervisors meeting as presented. The motion was seconded by Supervisor White and carried 5-0-0.**

**7. SPECIAL PRESENTATIONS**

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

(8:35:09) – Mayor Bagwell introduced the item and presented Length of Service certificates to the following employees:

- Allen Annett, Landfill Foreman – 20 years.
- John Hitch, Sergeant – 15 years.
- Casey Otto, Department Business Manager and Joshua Valdes, Deputy Sheriff – five years.

The Board joined Mayor Bagwell and the certificate recipients for a commemorative photograph.

**CONSENT AGENDA**

(8:38:24) – Mayor Bagwell introduced the item and reminded everyone that item 11.C would be removed from the agenda as previously announced, and that item 14.A would be pulled for discussion. She inquired whether the Board wished to pull other items; however, none were forthcoming. Mayor Bagwell entertained a motion.

**(8:38:50) – Supervisor Giomi moved to approve the Consent Agenda consisting of items 8.A, 8.B, 9.A, 10.A, 11.A, 11.B, 12.A (Resolution No. 2022-R-6), 12.B, and 13.A as published. Supervisor White seconded the motion.**

<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

**8. ASSESSOR**

**8.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A REQUEST FOR PARTIAL REMOVAL OF REAL PROPERTY TAXES FOR FISCAL YEARS (“FY”)**

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**2020/2021 AND 2021/2022 FROM PROPERTY LOCATED AT 1640 TULE PEAK CIRCLE, ASSESSOR'S PARCEL NUMBER ("APN") 010-733-03, PER NRS 361.765 FOR A TOTAL OF \$3,462.49, AND AUTHORIZATION FOR A REFUND OF TAXES IN THE AMOUNT OF \$2,665.09.**

**8.B FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A REQUEST FOR PARTIAL REMOVAL OF REAL PROPERTY TAXES FOR FISCAL YEAR ("FY") 2021/2022 FROM PROPERTY LOCATED AT 6904 WHEELER PEAK DRIVE, ASSESSOR'S PARCEL NUMBER ("APN") 010-753-16, PER NRS 361.765 FOR A TOTAL OF \$3,150.06, AND AUTHORIZATION FOR A REFUND OF TAXES IN THE AMOUNT OF \$1,906.28.**

**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 JANUARY 8, 2022 THROUGH FEBRUARY 4, 2022.**

**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 FEBRUARY 4, 2022, PER NRS 251.030 AND NRS 354.290.**

**11. PURCHASING AND CONTRACTS**

**11.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING AMENDMENT NO. 4 TO CONTRACT NO. 1718-127 FOR FEDERAL LOBBYING SERVICES WITH PORTER GROUP, LLC, TO EXTEND THE CONTRACT TERM FOR AN ADDITIONAL YEAR THROUGH FEBRUARY 20, 2023 AND FOR A NOT TO EXCEED ADDITIONAL AMOUNT OF \$49,800.**

**11.B FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION ON A REPORT OF EMERGENCY EXPENDITURES TO CARSON PUMP, LLC ("CARSON PUMP") FOR WATER WELL REPAIRS AND AN INCREASE IN THE FISCAL YEAR ("FY") 2022 PURCHASE AUTHORITY FOR CARSON PUMP'S ON-CALL WORK FROM \$49,999 TO A NEW NOT TO EXCEED AMOUNT OF \$100,000 TO ALLOW THE EMERGENCY WORK TO BE COMPLETED.**

**11.C FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING CONTRACT NO. 21300207 WITH FARR WEST ENGINEERING ("FWE") TO PROVIDE DESIGN SERVICES FOR PHASES 9, 10 AND 12 OF THE SOUTHEAST MANDATORY SEWER EXTENSION PROJECT ("PROJECT"), FOR A NOT TO EXCEED AMOUNT OF \$495,414.**

This item was removed from the agenda.

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**12. PUBLIC WORKS**

**12.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A PROPOSED RESOLUTION REGARDING THE DEDICATION OF RIGHT-OF-WAY DESIGNATED AS CARSON CITY ASSESSOR'S PARCEL NUMBER ("APN") 004-387-01 AND ALSO KNOWN AS PORTIONS OF NORTH WIND DRIVE, VINE GATE ROAD, MIDDLE GATE ROAD, WEST END STREET, CENTERVILLE STREET AND VILLA STREET, AS OFFERED FOR DEDICATION BY THE FINAL MAP FOR ARBOR VILLAS PHASE 2, RECORDED AS MAP NUMBER 2998 ON NOVEMBER 9, 2020.**

(Resolution No. 2022-R-6 approved via Consent Agenda)

**12.B FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A REQUEST FROM THE STATE OF CALIFORNIA, GOVERNOR'S OFFICE OF EMERGENCY SERVICES ("CALOES") FOR A LETTER OF CONCURRENCE FOR CALOES TO USE FREQUENCIES WHICH ARE ADJACENT TO FREQUENCIES LICENSED TO AND USED BY THE CITY.**

**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 JANUARY 2022, SUBMITTED PER NEVADA REVISED STATUTE ("NRS") 354.280.**

**14. SHERIFF**

**14.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A PROPOSED RESOLUTION APPROVING AND ACCEPTING THE FIRST LEASE AMENDMENT TO THE LEASE UNDER NRS 277.050 OF APPROXIMATELY 2,330 SQUARE FEET OF SPACE IN THE CARSON CITY SHERIFF'S OFFICE ("CCSO") FACILITY, LOCATED AT 911 EAST MUSSEY STREET, CARSON CITY, NEVADA, ASSESSOR'S PARCEL NUMBER ("APN") 004-174-09, TO THE STATE OF NEVADA'S PUBLIC WORKS DIVISION AS THE LESSEE AND THE DEPARTMENT OF PUBLIC SAFETY'S NEVADA HIGHWAY PATROL ("NHP") AS THE TENANT FOR \$2,912.50 PER MONTH FOR FISCAL YEAR ("FY") 2023 (JULY 1, 2022 THROUGH JUNE 30, 2023), AND FOR \$3,029.00 PER MONTH FOR FYS 2024 AND 2025 (JULY 1, 2023 THROUGH JUNE 30, 2025).**

(8:39:20) – Mayor Bagwell introduced the item and entertained public comments; however, none were forthcoming. She entertained a motion.

(8:39:42) – Supervisor Giomi moved to adopt resolution 2022-R-7. Supervisor White 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 White
<b>AYES:</b>	Supervisors Giomi, Jones, Schuette, White, and Mayor Bagwell
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	None

**END OF CONSENT AGENDA**

**ORDINANCES, RESOLUTIONS, AND OTHER ITEMS**

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

Please see minutes for item 14.A.

**16. COMMUNITY DEVELOPMENT – PLANNING**

**16.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING THE HISTORIC RESOURCES COMMISSION ANNUAL REPORT FOR 2021.**

(8:40:17) – Mayor Bagwell introduced the item. Historic Resources Commission Chair Mike Drews reviewed the information contained in the Staff Report and incorporated into the record. He also responded to clarifying questions. Mayor Bagwell entertained a motion.

**(8:46:24) – Supervisor Schuette moved to accept the annual report. Supervisor White seconded the motion.**

<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

**17. CITY MANAGER**

**17.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING THE DETERMINATION OF AN APPROPRIATE BARGAINING UNIT FOR SIX AT-WILL, GRANT-FUNDED EMPLOYEES OCCUPYING THE POSITIONS OF SENIOR WILDLAND FIRE CREW MEMBER, WILDLAND FIRE CREW MEMBER, WILDLAND FIRE EQUIPMENT OPERATOR AND WILDLAND FUELS MANAGEMENT OFFICER (COLLECTIVELY, “WILDLAND POSITIONS”).**

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(8:46:43) – Mayor Bagwell introduced the item and Deputy District Attorney Adam Tully, who would address the Board’s questions. Supervisor Giomi inquired whether the Wildland Fuels Management Officer, an exempt supervisory position, could be included in the same bargaining unit as those reporting to that position. Mr. Tully noted that the supervisory position operated under the Fire Marshall. Mayor Bagwell explained that the Wildlands Positions were created “on a grant” to help protect the community; however, the positions were still “at will, grant funded positions” that would go away once the grant funding was gone. She also believed that they should be recognized as their own bargaining unit. Supervisor Giomi was in favor of continuing the positions “as long as they’re grant funded,” and was also in favor of a separate bargaining unit. Supervisor Jones was also in favor of the separate bargaining unit. Supervisor White highlighted the following section in the Staff Report: *In lieu of substantive revisions, a viable option would be the execution of an agreement to maintain the status quo between the parties until a successor CBA is negotiated, as offered by Local 2251*, and Mayor Bagwell explained that the Board would not consider that option, based on this discussion. Supervisor Schuette was also in favor of creating a separate bargaining unit. Mayor Bagwell entertained public comments and when none were forthcoming, a motion.

**(8:52:27) – Supervisor Giomi moved to recognize the Wildlands Positions as a separate bargaining unit, should the employees, or another recognized bargaining unit, request that negotiations begin. Supervisor Jones seconded the motion.**

<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

**18. 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**

(8:54:01) – Mayor Bagwell introduced the item and congratulated Carson Ridge Disc Golf for being ranked number one in Nevada by the Professional Disc Golf Association. She also thanked the Foundation for Carson City Parks and Recreation for the championing the Beautify Saliman Pathway project on Saturday, March 19, 2022, at 9:00 a.m. until 1:00 p.m. which would encompass cleaning up the area and installing benches. Mayor Bagwell encouraged other wards to organize their cleanup events, noting that a Waste Management dumpster

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would be available to them for that purpose. Supervisor Giomi informed the Board that during the Carson Water Subconservancy Meeting he had been made aware that federal funds were available through the State from the Clean Drinking Water Act, adding that he had already informed the Public Works Director of the fund availability. He also announced Mark Twain Days, a new Culture and Tourism Authority event for 2023 on which Mayor Bagwell was working and invited her to provide details. Mayor Bagwell explained that some of the plans for the three-day event in April of 2023 included an upcoming Christmas ornament and a newspaper with Mark Twains “witty-isms.” Supervisor Giomi also highlighted an art panel project for a dry cleaning business renovation, a Stewart Indian School Museum display at the Reno Tahoe Airport, and an environmental art project.

(9:01:19) – Supervisor Schuette announced the Tails and Trails Dog Adoption Event on February 26, 2022, a joint project between the Carson City Parks, Recreation, and Open Space Department and the Nevada Humane Society, at Riverview Park. She also reported on an informal meeting to discuss lifeguarding, with an emphasis on inviting baby boomers to become lifeguards. Mayor Bagwell highlighted the 16 different certification programs offered by Carson High School, including lifeguarding. Supervisor Jones announced that the Airport Authority had approved a new sign for the Carson City Airport, similar to the City’s gateway signs.

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

This item did not take place.

**19. PUBLIC COMMENT**

(9:04:33) – Mayor Bagwell entertained final public comments; however, none were forthcoming.

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

(9:04:45) – Mayor Bagwell adjourned the meeting at 9:04 a.m.

The Minutes of the February 17, 2022 Carson City Board of Supervisors meeting are so approved on this 17<sup>th</sup> day of March, 2022.

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LORI BAGWELL, Mayor

ATTEST:

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AUBREY ROWLATT, Clerk – Recorder

Attachments: written public comments