

# **CARSON CITY BOARD OF SUPERVISORS**

## **Minutes of the October 19, 2023 Meeting**

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A regular meeting of the Carson City Board of Supervisors was scheduled for 8:30 a.m. on Thursday, October 19, 2023, 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 Curtis Horton, Ward 3  
Supervisor Lisa Schuette, Ward 4

#### **STAFF:**

Nancy Paulson, City Manager  
Dan Yu, Assistant District Attorney  
Stephanie Hicks, Deputy City Manager  
Tamar Warren, Senior Deputy 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**

(8:29:46) – Mayor Bagwell called the meeting to order at 8:29 a.m. Ms. Warren called roll and noted the presence of a quorum. Ken Haskins, Pastor, First Christian Church, delivered the invocation. At Mayor Bagwell’s request, 2023 Leadership Class participant James Hardiman led the Pledge of Allegiance.

#### **5. PUBLIC COMMENT**

(8:31:34) – Mayor Bagwell entertained public comments. Deni French referenced his written public comment, incorporated into the record, regarding his opposition to artificial turf and recommended doing a thorough review to assess its environmental dangers prior to the installation of new or removal of existing artificial turf. He also opposed asphalt trails with yellow lines in the middle. Carson City Health and Human Services (CCHHS) Director Nicki Aaker announced the Great American Shakeout on October 19<sup>th</sup> at 10:19 a.m. She recommended that everyone practice “drop, cover, and hold on” until the shaking stops. She also suggested staying inside, if indoors at the time of the earthquake. Ms. Aaker noted that at 10:19 a.m. she would sound the alarm for everyone to practice the aforementioned drill.

#### **6. FOR POSSIBLE ACTION: APPROVAL OF MINUTES – SEPTEMBER 7, 2023.**

(8:38:12) – Mayor Bagwell introduced the item and entertained comments, corrections, or a motion.

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(8:38:21) – Supervisor Giomi moved to approve the minutes of the September 21, 2023 meeting of the Carson City Board of Supervisors 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.**

(8:38:47) – Mayor Bagwell invited the Board to join her in awarding Length of Service Certificates to Carson City Employees. Each Department Head read the accomplishments of the following employees receiving their longevity awards:

- Denise Bauer, P.S. Communications Supervisor – 20 years, presented by Sheriff Ken Furlong
- Salvador Acosta, Sergeant – 20 years, presented by Sheriff Ken Furlong
- Daniel Gonzales, Assistant Sheriff – 20 Years, presented by Sheriff Ken Furlong
- Jamie Carillo, Deputy Sheriff – 5 years, presented by Sheriff Ken Furlong
- Julio Lopez, Marshal/Bailiff – 20 years, presented by Chief Juvenile Probation Officer Ali Banister, Justice of the Peace/Municipal Court Judge Kristin Luis, Retired Justice of the Peace, and Municipal Court Judge John Tatro
- Julian Montoya, Court Fiscal Services Manager – 5 years, presented by Justice of the Peace/Municipal Court Judge Kristin Luis
- Eric Engels, Senior Street Technician – 15 years, presented by Public Works Director Darren Schulz
- Andrew Hummel, Utility Manager – 5 years, presented by Public Works Director Darren Schulz

All the award recipients, presenters, coworkers, and family members joined the Board for a commemorative photograph.

##### **7.b. PROCLAMATION AND PRESENTATION OF THE EMPLOYEE-OF-THE-QUARTER AWARD TO LORENA GONZALEZ, YOUTH ADVISOR.**

(8:55:44) – Mayor Bagwell read into the record a proclamation, incorporated into the record, and presented Youth Advisor Lorena Gonzalez with the Employee-of-the-Quarter Award. She also invited Ms. Gonzalez and the coworkers who nominated her for a commemorative photograph with the Board.

#### **CONSENT AGENDA**

(8:39:31) – Mayor Bagwell introduced the item and inquired whether the Board or the members of the public wished to pull any additional items; however, none were forthcoming. She then entertained a motion.

(8:59:46) – Supervisor Giomi moved to approve the Consent Agenda consisting of items 8.a, 8.b, 9.a, 10.a, 11.a, and 12.a, as presented. 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, Horton, Schuette, White, and Mayor Bagwell
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	None

**8. CITY MANAGER**

**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 SEPTEMBER 9, 2023, THROUGH OCTOBER 6, 2023.**

**8.b. FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING AUTHORIZATION FOR CONVERSE CONSULTANTS ("CONVERSE") TO ACCESS CARSON CITY AIRPORT ("AIRPORT") PROPERTY LOCATED AT 2600 COLLEGE PARKWAY TO PERFORM A PHASE I ENVIRONMENTAL SITE ASSESSMENT.**

**9. COMMUNITY DEVELOPMENT**

**9.a. FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING THE PROPOSED CLOSURE OF 2ND STREET FROM CARSON STREET TO CURRY STREET BEGINNING ON OCTOBER 27, 2023, AT 8:00 AM AND ENDING ON OCTOBER 28, 2023, AT 7:00 PM, FOR EVENTS RELATED TO THE NEVADA DAY PARADE.**

**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 OCTOBER 6, 2023, PER NRS 251.030 AND NRS 354.290.**

**11. PURCHASING AND CONTRACTS**

**11.a. FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A PROPOSED INTERLOCAL AGREEMENT WITH REFERENCE NUMBER 26871 ("AGREEMENT") BETWEEN CARSON CITY AND THE STATE OF NEVADA, DIVISION OF CHILD AND FAMILY SERVICES ("DCFS"), FOR THE DEPARTMENT OF ALTERNATIVE SENTENCING ("DAS") TO PROVIDE RANDOM DRUG TESTING FOR AN ANNUAL AMOUNT OF \$4,500 FOR 4 YEARS TOTALING \$18,000, EFFECTIVE THROUGH SEPTEMBER 30, 2027.**

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**12. TREASURER**

**12.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 SEPTEMBER 2023, SUBMITTED PER NEVADA REVISED STATUTES ("NRS") 354.280.**

**END OF CONSENT AGENDA**

**ORDINANCES, RESOLUTIONS, AND OTHER ITEMS**

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

No items were pulled from the Consent Agenda.

**14. FIRE**

**14.a. FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING AUTHORIZATION FOR THE SUBMITTAL OF A GRANT APPLICATION BY THE CARSON CITY FIRE DEPARTMENT (“CCFD”) TO THE U.S. DEPARTMENT OF AGRICULTURE FOREST SERVICE (“USDAFS”), FOR THE FISCAL YEAR 2023 COMMUNITY WILDFIRE DEFENSE GRANT (“CWDG”) IN THE AMOUNT OF \$4,508,255, EFFECTIVE JULY 2024 THROUGH JUNE 2029, FOR WILDFIRE PREVENTION ACTIVITIES IN THE SOUTHEAST QUADRANT OF CARSON CITY, THE PRISON HILL RECREATION AREA, AND AUTHORIZATION TO ACCEPT THE GRANT, IF AWARDED.**

(9:00:12) – Mayor Bagwell introduced the item. Carson City Fire Department Battalion Chief Kevin Nyberg reviewed the Staff Report, incorporated into the record, and responded to clarifying questions. In response to Mayor Bagwell’s question regarding a grant match, Battalion Chief Nyberg explained that Carson City may be responsible for a 25 percent match for the grant in a total amount of approximately \$1,127,064; however, he noted that they have been “up front” with the Forest Service by informing them that they would seek a “match waiver.” Mayor Bagwell entertained public comments. Mr. French requested more specific color coding on the maps accompanying the Staff Report. Mayor Bagwell instructed Battalion Chief Nyberg to speak with Mr. French after the meeting and provide an explanation of the maps. She also entertained a motion.

**(9:04:03) – Supervisor Giomi moved to authorize submittal of the grant application and authorize the Fire Chief or the City Manager to accept the grant, if the grant is awarded and the cost-share waiver is obtained. The motion was seconded by Supervisor White.**

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

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**15. PURCHASING AND CONTRACTS**

**15.a. FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING CONTRACT NO. 24300090 (“CONTRACT”) FOR CLARION AND ASSOCIATES (“CLARION”) TO PERFORM THE UPDATE OF THE CARSON CITY LAND USE MASTER PLAN PROJECT (“PROJECT”) FOR A TOTAL NOT TO EXCEED AMOUNT OF \$199,871.**

(9:04:30) – Mayor Bagwell introduced the item. Community Development Director Hope Sullivan gave background and informed the Board that Clarion and Associates, the consultant chosen for the project had actually written the 2006 Master Plan. She also noted the corrected information that was reflected in the late material. Ms. Sullivan reminded the Board that they had approved the hiring of a contract planner to assist with the project and introduced Armando Ornelas, former City of Sparks Community Services Director, who will manage the community outreach of the project. Purchasing and Contracts Administrator Carol Akers corrected an error in the Staff Report, noting that the contract would not have any federal funding. Ms. Sullivan responded to clarifying questions and noted that the consultant would meet with Board members on December 5, 2023. Supervisor White suggested meeting with nonprofits who do business in Carson City. Supervisor Giomi stressed the importance of community outreach. Supervisor Schuette suggested explaining “why a Master Plan is so incredibly important.” There were no public comments and Mayor Bagwell entertained a motion.

**(9:11:27) – Supervisor White moved to approve the Contract as presented. Supervisor Schuette seconded the motion.**

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

**16. PUBLIC WORKS**

**16.a. FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING THE 90% DESIGN CONCEPTS FOR THE EAST WILLIAM STREET COMPLETE STREETS PROJECT (“PROJECT”) AND AUTHORIZATION TO FINALIZE THE PROJECT DESIGN. (Randall Rice,**

(9:11:50) – Mayor Bagwell introduced the item. City Engineer Randy Rice and Project Manager Darren Anderson reviewed the 90 percent design concepts that have been developed for the complete street improvements along East William Street between North Carson Street and the I-580/U.S. Highway 50 interchange, including pavement reconstruction and preservation, utility replacement, safety enhancements, undergrounding of overhead utilities and multi-modal transportation infrastructure. They highlighted changes based on input from members of the community and key stakeholders such as the Regional Transportation Commission, the Redevelopment Authority Citizen’s Committee, and the Board of Supervisors. Mr. Rice and Mr. Anderson reviewed a PowerPoint

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presentation, incorporated into the record, and highlighted the key changes and the next steps noted in the presentation. They also responded to clarifying questions. Supervisor White expressed concern regarding a left turn (westbound) from Mills Park, next to a crosswalk, and Mr. Rice noted that modifications were planned to address that issue. Mr. Anderson Clarified for Supervisor Giomi that the Nevada Department of Transportation (NDOT) approval was needed because they were the oversight agency of “the federal appropriations money.” Mr. Rice also explained the steps involved from the inception of a project to its completion, noting all the steps that would take years to accomplish. Supervisor Giomi thanked the presenters and called the project “stellar.” There were no additional comments; therefore, Mayor Bagwell entertained a motion.

**(9:30:47) – Supervisor White moved to approve the 90 percent design and authorize staff to complete the design of the East William Street Complete Streets Project. Supervisor Giomi seconded the motion.**

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

#### **16.b. FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION TO INTRODUCE, ON FIRST READING, A PROPOSED ORDINANCE AMENDING VARIOUS PROVISIONS OF THE CARSON CITY MUNICIPAL CODE ("CCMC") RELATING TO FLOOD DAMAGE PREVENTION.**

(9:32:14) – Mayor Bagwell introduced the item. Ms. Warren read the title of the proposed Ordinance and Mr. Rice gave background and reviewed the contents of the Staff Report which is incorporated into the record. He clarified that “many of the changes...are already in practice. We’re really codifying it through this Ordinance change to achieve FEMA’s [Federal Emergency Management Agency’s] point to get the class rating that we’re looking for in the CRS [Community Rating System] program.” Assistant Project Manager Briana Greenlaw explained that lowering the threshold to require all buildings in the Special Flood Hazard Area (SFHA) that are improved or repaired by over 49% of the building’s market value to be brought into compliance, will allow the City to receive additional credit in the Program and promote community flood resilience. Mayor Bagwell clarified for the viewing public that this was done to help bring flood insurance costs down and provide better flood resilience. She also responded to clarifying questions and explained to Supervisor White that manufactured homes were not permitted in flood zones, per FEMA standards. Discussion ensued and Mr. Rice offered to return with an explanation during the second reading. There were no public comments. Deputy District Attorney Adam Tully noted the following typographical errors (highlighted) that would be corrected by the second reading.

38. “Floodplain management regulations” means this ~~chapter,~~ **chapter** and any federal, state or local ~~regulations,~~ **regulations**, plus community zoning ordinances, subdivision regulations, building codes, health regulations, special purpose ~~ordinances (such as a grading and erosion control)~~ **ordinances, including, without limitation, grading and erosion controls**, and other applications of police power which control development in flood-prone areas to prevent and reduce flood loss and damage.

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~~{77.}~~ 76. “Non-residential” **means a structure not used primarily for residential purposes** and includes, but is not limited [to:] to...

~~{93.}~~ 89. “Substantial improvement” ...The term does ~~{not, however, include either;}~~ **does** not include...

~~{a.}~~ (a) Any project for improvement of a structure to correct existing violations of state or local health, ~~{sanitary,}~~ **sanitary** or safety code specifications which have been identified by the local code enforcement official and which are the minimum necessary to assure **a** safe living [conditions,] conditions...

*Section II*

*f. Designs for meeting this requirement ~~{shall}~~ **must** follow the guidelines in FEMA Technical ~~{Bulletins TB-1 (Openings in Foundation Walls and Walls of Enclosures, 2008) and TB-7 (Wet Floodproofing Requirements, 1993)}~~ **Bulletin TB-1, relating to openings in foundation walls and enclosures, and FEMA Technical Bulletin TB-7, relating to wet floodproofing requirements...***

There were no public comments. Mayor Bagwell entertained a motion.

(9:42:39) – Supervisor Giomi moved to introduce, on first reading, Bill No. 114 with the changes read into the record by the District Attorney’s Office. The motion was seconded by Supervisor White.

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

**17. HEALTH AND HUMAN SERVICES**

**17.a. FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING THE PROPOSED ACCEPTANCE OF A GRANT FROM THE CENTERS FOR DISEASE CONTROL AND PREVENTION’S (“CDC”) STRENGTHENING U.S. PUBLIC HEALTH INFRASTRUCTURE, WORKFORCE, AND DATA SYSTEMS GRANT, STRATEGY A-1 WORKFORCE, IN AN AMOUNT UP TO \$198,663, EFFECTIVE SEPTEMBER 1, 2023, THROUGH NOVEMBER 30, 2024, PASSED THROUGH THE STATE OF NEVADA, DEPARTMENT OF HEALTH AND HUMAN SERVICES, DIVISION OF PUBLIC AND BEHAVIORAL HEALTH (“DPBH”) TO THE CARSON CITY DEPARTMENT OF HEALTH AND HUMAN SERVICES (“CCHHS”), FOR THE RECRUITMENT, HIRING AND TRAINING OF PUBLIC HEALTH STAFF.**

(9:43:12) – Mayor Bagwell introduced the item. Ms. Aaker gave background and presented the Staff Report, incorporated into the record, and responded to clarifying questions. She also clarified that no match would be required for this grant. There were no Supervisor or public comments.

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**(9:46:22) – Supervisor Schuette moved to authorize acceptance of the grant as presented. The motion was seconded by Supervisor White.**

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

**17.b. FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING (1) RATIFICATION OF THE PRIOR SUBMITTAL OF GRANT DOCUMENTS BY THE CARSON CITY DEPARTMENT OF HEALTH AND HUMAN SERVICES (“CCHHS”) TO THE STATE OF NEVADA, DEPARTMENT OF HEALTH AND HUMAN SERVICES, DIVISION OF PUBLIC AND BEHAVIORAL HEALTH (“DPBH”), FOR THE PUBLIC HEALTH INFRASTRUCTURE GRANT (“GRANT”), (2) THE PROPOSED ACCEPTANCE OF THE GRANT AWARD IN AN AMOUNT UP TO \$749,634, EFFECTIVE JULY 1, 2023, THROUGH JUNE 30, 2024; AND (3) PROPOSED GRANT-FUNDED STAFFING ADDITIONS TO CCHHS TO ADDRESS GROWING COMMUNITY HEALTH NEEDS IN THE QUAD-COUNTY REGION.**

(9:46:37) – Mayor Bagwell introduced the item. Ms. Aaker gave background and presented the Staff Report, incorporated into the record, and highlighted the staffing additions to be funded by the grant. She also responded to clarifying questions. Ms. Aaker noted that this grant did not require a match as well and informed Mayor Bagwell that it was funded by the American Rescue Plan Act (ARPA) dollars. The Mayor also clarified that the job postings reflect that they are grant-funded. There were no public comments.

**(9:55:38) – Supervisor Schuette moved to ratify the prior submittal of the Grant application, authorize acceptance of the Grant award, and approve the creation of the employee positions as requested. The motion was seconded by Supervisor Horton.**

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

**17.c. FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A PROPOSED RECLASSIFICATION OF THE PUBLIC HEALTH COMMUNICATION SPECIALIST**



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**POSITION FROM CCEA A402 TO CCEA P102 DUE TO AN INCREASE IN JOB DUTIES AND RESPONSIBILITIES.**

(9:56:12) – Mayor Bagwell introduced the item. Ms. Aaker presented the Staff Report and accompanying documentation which are incorporated into the record and requested approval of the proposed reclassification of the Public Health Communication Specialist position. Mayor Bagwell stated she would support this request because Ms. Aaker believed “it’s a higher order of tasks;” however, she was “not so sure I’m quite convinced...but I also know how difficult it is for you guys to recruit for certain positions.” Ms. Aaker explained that she had been working with Human Resources on the reclassification. There were no Board of public comments; therefore, Mayor Bagwell entertained a motion.

**(9:59:25) – Supervisor Horton moved to approve the position reclassification as requested. The motion was seconded by Supervisor Giomi.**

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

**17.d. FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING THE RATIFICATION OF A PRIOR SUBMITTAL OF A GRANT APPLICATION AND THE PROPOSED ACCEPTANCE OF THE GRANT AWARD FROM THE STATE OF NEVADA DEPARTMENT OF HEALTH AND HUMAN SERVICES, DIVISION OF PUBLIC AND BEHAVIORAL HEALTH, IN A NOT TO EXCEED AMOUNT OF \$1,274,800 REIMBURSED IN FISCAL YEAR (“FY”) 2024 THROUGH FY 2027, EFFECTIVE UPON APPROVAL THROUGH DECEMBER 31, 2026, TO SUPPORT REPRODUCTIVE HEALTH SERVICES.**

(9:59:40) – Mayor Bagwell introduced the item. Ms. Aaker reviewed the Staff Report which is incorporated into the record and responded to clarifying questions. Supervisor Schuette noted her support of the services provided through the grant. There were no additional public or Board comments; therefore, Mayor Bagwell entertained a motion.

**(10:02:10) – Supervisor Schuette moved to ratify the prior submittal of the Grant application and authorize acceptance of the Grant award. The motion was seconded by Supervisor Horton.**

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

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**18. COMMUNITY DEVELOPMENT - PLANNING**

**18.a. FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A MASTER PLAN AMENDMENT, MPA-2023-0329, REQUESTED BY CARSON CITY ("APPLICANT"), TO CHANGE THE MASTER PLAN DESIGNATION FROM LOW DENSITY RESIDENTIAL, OPEN SPACE AND MIXED-USE COMMERCIAL TO LOW DENSITY RESIDENTIAL ON A PARCEL LOCATED TO THE WEST OF THE TERMINUS OF RHODES AND BETTS STREETS, ASSESSOR'S PARCEL NUMBER ("APN") 009-031-29.**

(10:02:46) – Mayor Bagwell introduced the item. Associate Planner Heather Manzo gave background and presented the agenda materials which included a recommendation of approval by the Planning Commission. She also clarified for Supervisor Giomi that the amendment would allow the accommodation of 168 units while the previous plan accommodated 130 units. Supervisor Giomi recommended waiting for the Master Plan update to make a decision because there hadn't been a proposed development yet. Ms. Sullivan explained that a courtesy notice had been sent to the property owner. Ms. Manzo explained to Supervisor White that the anticipated use of the property would be residential, calling the proposed amendment a "Master Plan cleanup." Supervisor Schuette was also in favor of postponing the amendment. Supervisor Giomi believed that the Board should look at all the Master Plan inconsistencies at once and believed he could support the item now. Mayor Bagwell entertained public comments.

(10:17:10) – Mr. French believed that the two butterfly species he had brought to the State's attention would need to be addressed as they would go into hibernation soon. He also recommended an environmental study. There were no additional comments. Mayor Bagwell entertained a motion.

**(10:18:31) – Supervisor Giomi moved to approve the amendment to the Master Plan land use map as presented. The motion was seconded by Supervisor White.**

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

(10:19:02) – Ms. Aaker noted that it was time to practice the Great American Shakeout drill. She instructed everyone to "drop, cover, and hold on." At the conclusion of the drill, Ms. Aaker thanked everyone for participating and reminded them to be prepared.

**18.B. FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION TO INTRODUCE, ON FIRST READING, A PROPOSED ORDINANCE CHANGING THE ZONING FROM SINGLE FAMILY 12,000 ("SF12"), CONSERVATION RESERVE ("CR") AND LIMITED INDUSTRIAL ("LI") TO SINGLE FAMILY 21,000 ("SF21") ON PROPERTIES LOCATED TO THE WEST OF THE**

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**TERMINUS OF RHODES AND BETTS STREETS, ASSESSOR'S PARCEL NUMBERS ("APNS") 009-031-05, 009-031-07, 009-031-08 AND 009-031-29.**

(10:21:17) – Mayor Bagwell introduced the item. Ms. Warren read into the record the proposed ordinance title. Ms. Manzo reviewed the Staff Report and the accompanying documentation and relayed the Planning Commission's recommendation that the Board adopt the proposed zoning map amendment by ordinance. Ms. Manzo also responded to clarifying questions. Mayor Bagwell acknowledged receipt of public comment, incorporated into the record, regarding this item. Supervisor Schuette noted that the subject property was private property and that the density would be reduced by changing the zoning from SF12 to SF21. Mayor Bagwell entertained public comments and when none were forthcoming, a motion.

**(10:24:21) – Supervisor Horton moved to introduce, on first reading, Bill No. 115. The motion was seconded by Supervisor Schuette.**

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

**18.c. FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A POSSIBLE ZONING MAP AMENDMENT TO CHANGE THE ZONING DESIGNATION FROM SINGLE FAMILY 12,000 ("SF12") AND LIMITED INDUSTRIAL ("LI") TO MULTIFAMILY APARTMENT ("MFA") ON PARCELS TOTALING ±8.38 ACRES LOCATED TO THE NORTH OF BETTS STREET, TO THE SOUTH OF RHODES STREET AND ±290 FEET TO THE WEST OF SOUTH CURRY STREET, ASSESSOR'S PARCEL NUMBERS ("APNS") 009-031-09, 009-031-10, 009-031-11, 009-031-19 AND 009-031-20.**

(10:24:46) – Mayor Bagwell introduced the item. Ms. Manzo presented the Staff Report and accompanying documentation and highlighted the outcome of the Planning Commission meeting regarding this item, which was a recommendation to the Board that the zoning change from Single Family 12,000 (SF12) and Limited Industrial (LI) to Multifamily Apartment (MFA) not be approved and had recommended reevaluating the entire area prior to making a recommendation. Mayor Bagwell was informed that no imminent development was proposed at this time and Ms. Manzo recommended directing Staff to evaluate this item during the upcoming Master Plan Update. Supervisor White noted that an imminent project was waiting as reflected in the written comments from Joe Saunders, incorporated into the record, who planned to develop APNs 009-031-09 and 009-031-10 and wanted the zoning change. Supervisor Schuette had heard the term "spot zoning" during the Planning Commission meeting and called it "messy." Discussion ensued regarding the need for a zoning change should the aforementioned property owner plan to develop. Mayor Bagwell entertained public comments and when none were forthcoming, a motion.

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**(10:35:34) – Supervisor Giomi moved to direct staff to evaluate appropriate Master Plan and zoning map designations for the subject properties and to bring an item back before this Board as part of the annual review of the Master Plan. The motion was seconded by Supervisor White.**

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

**18.d. FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING WHETHER TO AUTHORIZE THE ISSUANCE OF A BUSINESS LICENSE TO FIVE STAR MOTEL LLC, DBA ROYAL INN MOTEL (OR "APPLICANT"), UNDER CARSON CITY MUNICIPAL CODE ("CCMC") 4.04.010 TO OPERATE A MOTEL AT 1718 NORTH CARSON STREET, ASSESSOR'S PARCEL NUMBER ("APN") 001-15-301.**

(10:36:22) – Mayor Bagwell introduced the item. Ms. Sullivan provided background and presented the Staff Report which is incorporated into the record. She also clarified that at the time of the business license revocation, the Board had stated that the business license could only be reinstated upon the Board finding the following:

- Correction of all items identified in the April 13, 2021, Notice of Code Violation.
- The preparation of a detailed plan, acceptable to the Carson City Sheriff, demonstrating how the business would avoid the unlawful activities that have been occurring at the business.
- Compliance with all provisions of the Carson City Municipal Code (CCMC).
- Paying all applicable business license reinstatement fess and penalties to the Business License Division of the Community Development Department.

Ms. Sullivan also stressed that the building permits were for a motel and not for an apartment complex, adding that the above conditions have been met. Mayor Bagwell clarified that as a motel, the property would be subject to the Culture and Tourism Authority's occupancy tax. Property owner Harry Handa confirmed that he was aware of the 30-day occupancy rule, the housekeeping and laundry services, the occupancy tax, and health codes. Mayor Bagwell was informed that conditions could be placed on the business license which require inspections by the Community Development Staff to ensure all the conditions are met. Mr. Handa did not have an issue with the additional condition. Supervisor Giomi was in favor of having inspections at the six, 12, and 18 month marks. Mayor Bagwell entertained a motion.

**(10:41:17) – Supervisor Giomi moved to authorize the issuance of a business license to the Applicant, conditional upon reviews by the Community Development Department at six, 12, and 18 months, with reviews to the Board of Supervisors. The motion was seconded by Supervisor White.**

**CARSON CITY BOARD OF SUPERVISORS**

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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, Horton, Schuette, White, and Mayor Bagwell
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	None

**19. 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**

(10:41:56) – Mayor Bagwell introduced the item. Ms. Paulson reminded the Board to return at 2:30 for a joint workshop with the Planning Commission. She also announced that the Boonanza event would take place on Thursday, October 26, 2023, at Mills Park, from 4-7 p.m. Mayor Bagwell noted that the 2023 K9 Unit Challenge would take place on Saturday, October 21, 2023, starting at 8:30 a.m. at Fuji Park. Supervisor Schuette reported on the Carson Water Subconservancy Meeting with guest speaker State Engineer Adam Sullivan who had discussed water rights and called it an “insightful” meeting. Mayor Bagwell requested that the Board remain after adjournment for a closed non-meeting with legal counsel.

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

This item took place immediately after adjournment.

**20. PUBLIC COMMENT**

(10:44:28) – Mayor Bagwell entertained final public comments. Mr. French informed the Board that he had received confirmation from Deputy Public Works Director Rick Cooley that some artificial turf had been dumped at the landfill. He also noted that he had spoken with Ken Peck, Carson City Public Works, who had informed him that he would look into the toxicity issues of artificial turf. Mr. French explained that he had also requested that the Health Department look into health issues related to artificial turf, which he believed has now become a global problem. He also cautioned the Board that many of the chords around city poles had deteriorated and expressed concern that they might be a hazard during the Holiday season decorating.

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

(10:46:44) – Mayor Bagwell adjourned the Board of Supervisors meeting at 10:46 a.m.

The Minutes of the October 19, 2023, Carson City Board of Supervisors meeting are so approved on this 16<sup>th</sup> day of November 2023.

  
LORI BAGWELL, Mayor

ATTEST:

  
SCOTT HOEN, Clerk-Recorder

Public Comment  
10-19-2023

**From:** Diana Hitchen <dkhitchen@gmail.com>  
**Sent:** Thursday, October 12, 2023 10:45 AM  
**To:** Planning Department <planning@carson.org>  
**Subject:** West Side Rezoning comment

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To whom it may concern,

My name is Diana Hitchen, and I am a resident of 2642 Boyle St., a property very close to the proposed developments. I support the Carson City Planning Commission's proposal to build high density/affordable housing in the parcel between Betts and Rhodes streets. Our city needs more affordable housing, and these lots are well suited to it.

In contrast, I do not support the proposal to build low density, large, single family homes in the open space beyond the terminus of Rhodes street, known on maps as Shotgun Canyon. This open space provides a refuge for citizens of all walks of life to hike, walk their dogs, ride off-road vehicles, and recreate in whatever way they please. This kind of open space and ensuing recreation is something that makes Carson City unique and a desirable place to live, and should not be lost to the entire population for the gain of a handful of new homeowners.

It is my opinion that housing would be more appropriate and of benefit to the greatest number of people if it were limited to the end of Rhodes street, which is already paved and accessible, making it an appropriate setting for new development. I would welcome this project.

Thank you,  
Diana Hitchen

**From:** [Robyn Orloff](#)  
**To:** [Public Comment](#)  
**Subject:** Fwd: Public Comment BOS meeting 10/19/2023, Fire Agenda 14a  
**Date:** Thursday, October 19, 2023 7:43:17 AM

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Good morning. I see my public comment posted in the Agenda. It did not contain the 'heading' that included the "From/Subject/Date/To". Would you please include this — as is included in other public comments. Thank you.

Begin forwarded message:

**From:** Robyn Orloff <[robyn.orloff@icloud.com](mailto:robyn.orloff@icloud.com)>  
**Subject:** Public Comment BOS meeting 10/19/2023, Fire Agenda 14a  
**Date:** October 18, 2023 at 1:48:56 PM PDT  
**To:** [publiccomment@carson.org](mailto:publiccomment@carson.org)  
**Cc:** Robyn Orloff <[robyn.orloff@icloud.com](mailto:robyn.orloff@icloud.com)>



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Good Morning Mayor, and Board of Supervisors,

I appreciate and totally support the request for grant money to address fire management and prevention, esp in the SE Carson City area where I live. Is the entirety of the Prison Hill Recreation Area (including the OHV section) included in this program (see map below)?

Are you considering community compliance, in the OHV area, with Fire Restrictions when issued? For example, the CCFD Fire Restrictions (June - October 2023) included: #3, Prohibition against driving off any Paved/Dirt/or Gravel road. However, this off-road riding is always allowed/promoted in the 32 acres of the OHV Open Areas. The definition of the Open Area is, per the Open Space website "Know Before you Go" Rules: "Free style cross country riding". This definition as provided for me, in the Study Group sessions, by Marc Hildesheim, NOHVCC Consultant includes: "Riding anywhere on the terrain within the Open Area signage".

That being said, riding through over within these intact sagebrush ecosystem islands — documented by the RCI boots on the ground study of 2021 — and as observed and acknowledged by 2 Supervisors in a boots on the ground site visit (and 1 CCFD Deputy) and several NV State Dept staff — is a violation of the CCFD Fire Restrictions, right? And might cause a heightened level of fire hazard/risk that could be easily mitigated by prohibiting this cross country free style riding, at least during fire restrictions?

As a Carson City citizen, I am concerned re fire risk/hazard of allowing motorized vehicles with hot engines and potential sparks, to ride over cured/dry or intact live vegetation — during published Fire Restriction months.

Please consider my suggestions:

- 1). Post the seasonal Fire Restrictions on the Kiosk at the OHV Staging Area
- 2). Post the Red Flag Warning sign on the Kiosk at the OHV Staging Area (in addition to the ones posted at the Snyder and Staging Area entry roads)
- 3). On Red Flag Days, close the area with signage across the Snyder and Staging Area entry roads — as you did Summer of 2021 (but not 2023)
- 4). Enhance the City Fire Prevention recommendations/education (as the BLM does in their restrictions):
  - a). Encourage riders to carry water, shovel/ax,

fire extinguisher (I carry all 3 all year long, in my Jeep Cherokee — which I take to THs all over our area and beyond, and into the OHV area), and

b). Prohibit riding over dry/cured vegetation (example: BLM Fire Restrictions) --- as well as the intact islands noted above

5). Have spot checks for spark arrestors, at the OHV Staging Area (Rangers have been trained in this).

Let's do more rather than less, to E=Educate and then E=Enforce, to protect not only our public recreational land — but our private citizens who live adjacent (and beyond, if the fire gets out of control) — now that we have more Open Space staff. I also look forward to the CCSO Dirt Bike Patrol getting back up and riding (the 2 well-experienced Officers assigned, have moved on to other career paths — and there are no new trained Officers yet to take their place).

Thank you for your consideration — and for all you do, for our Capital City and our Citizens,

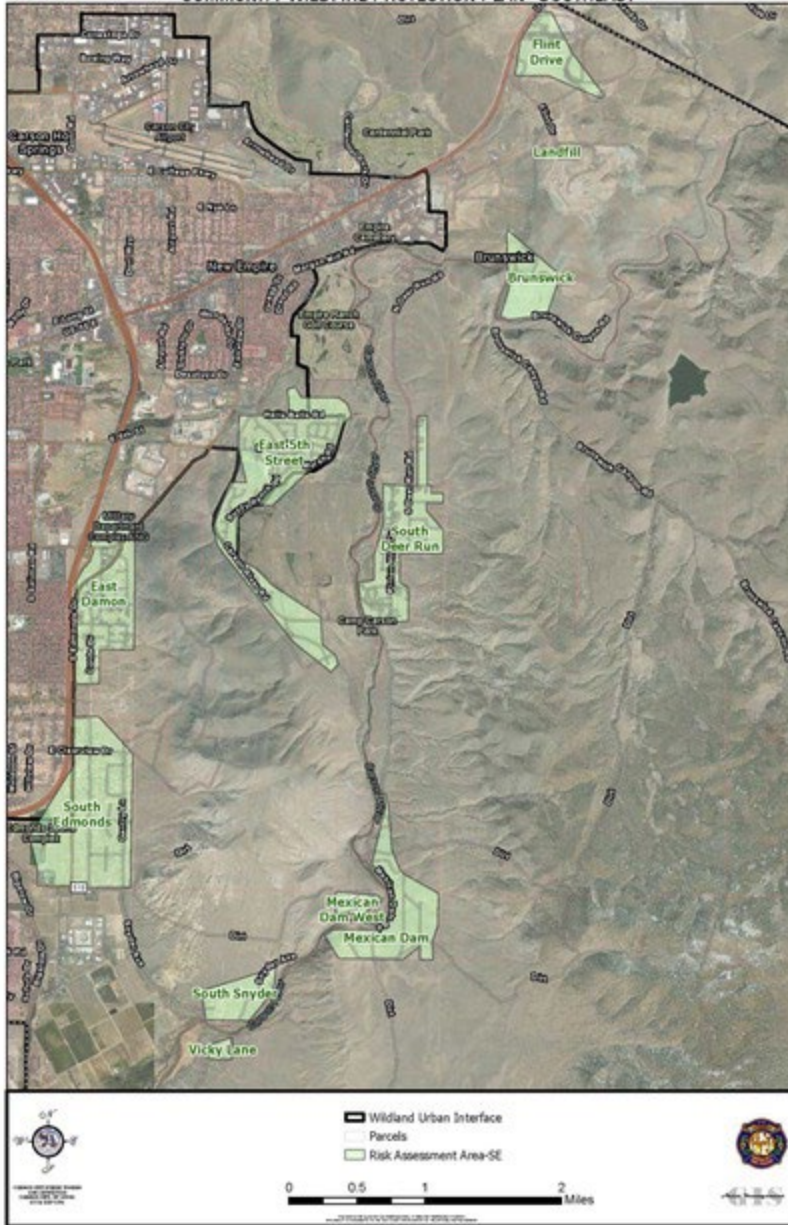
Robyn Orloff  
775-240-5142

Specific relevant quotes from 14a:

**14.a. For Possible Action: Discussion and possible action regarding authorization for the submittal of a grant application by the Carson City Fire Department (“CCFD”) to the U.S. Department of Agriculture Forest Service (“USDAFS”), for the Fiscal Year 2023 Community Wildfire Defense Grant (“CWDG”) in the amount of \$4,508,255, effective July 2024 through June 2029, for wildfire prevention activities in the Southeast Quadrant of Carson City, the Prison Hill Recreation Area, and authorization to accept the grant, if awarded. (Sean Slamon, [sslamon@carson.org](mailto:sslamon@carson.org) and [knyberg@carson.org](mailto:knyberg@carson.org))**

"This grant, if the application is authorized for submittal and the funding is awarded, will (1) improve wildfire prevention outreach and education, (2) increase community planning and preparedness activities, and (3) develop wildfire mitigation/response crews to effectively address high risk dangers (complete larger fuel mitigation projects) to reduce the threat of potential wildfires within the community.

# COMMUNITY WILDFIRE PROTECTION PLAN - SOUTHEAST



**From:** [Hope Sullivan](#)  
**To:** [Rachael Evanson](#); [Alexis Philippi](#)  
**Subject:** Fwd: Proposed changes to development standards - Accessory Dwelling Units.  
**Date:** Wednesday, October 18, 2023 1:05:27 PM

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Late material for workshop

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**From:** "Tom Grundy" <[tom@tomgrundy.com](mailto:tom@tomgrundy.com)>  
**Subject:** Proposed changes to development standards - Accessory Dwelling Units.  
**Date:** 18 October 2023 13:00  
**To:** "[tom@tomgrundy.com](mailto:tom@tomgrundy.com)" <[tom@tomgrundy.com](mailto:tom@tomgrundy.com)>

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Mayor, Supervisors and Commissioners;

I was surprised to see the proposed changes to the development standards on the Board Agenda. Please accept the following comments specifically addressing the changes allowing rental of Accessory Dwelling Units. I understand the meeting is tomorrow and that this is a preliminary step in the process, and I apologize for the late timing on these comments. I will address that issue in this email.

I am strongly opposed to any changes which allow rental of accessory dwelling units. I believe this change functionally changes all Single Family and Mobile Home zoning in Carson City to Multi Family Duplex zoning. Further, allowing Airbnb and VRBO type uses, the zoning arguably is being changed to commercial type uses. I run a small business out of my home and I am not allowed to have customers at my business location. I agreed to that and respect that, however I cannot understand why other businesses would be allowed to have customers at their home business (or fully commercial business in a residential zone) if I cannot.

Further, one does not need to look very hard to see the issues that these short-term rentals like Airbnb cause in other communities. As I read the changes, there is nothing to prevent me from buying a property, building an ADU and renting out both units creating a fully multi-family or hotel type business and live elsewhere completely avoiding the disturbance in the neighborhood. Let's be realistic, people that will only be there for a short time have no "dog in the hunt" as far as maintaining harmonious neighborhood relationships, nor will the owner of the property who may well live in another state really care either. At least with my home business, I am still accountable to my neighbors if I wish to maintain a harmonious relationship with my neighbors.

I have purchased a number of homes in Carson City, and as part of the process, I always look around and ask myself and discuss with my family if we are willing to accept the home and its surroundings as it is. I have bought homes nearly abutting industrial property and horse properties. At times the impact from the neighboring uses in regard to noise and odors have been more than I bargained for,

but I reminded myself that that was what I signed up for and that I really had no grounds to object. What I did not sign up for was living next to a 2 unit commercial type unit. For many residents of Carson City, their homes are the largest investment they have and many of them cannot move if the conditions surrounding their home become intolerable to them.

Water and sewer connection fees are also an issue. This matter raises the question that if someone builds a completely separate rental unit, should they be required to pay separate water and sewer connection fees? Historically, this has not been required if that person used the same meter to supply a mother-in-law unit for friends and family, but applying the same logic to a fully separate rental or hotel type use may not be appropriate.

I really question the process this has taken. I consider myself a person who pays a reasonable amount of attention to what is happening in my community and this change to allow rental of ADU's comes as a complete surprise to me. Further the rest of the changes to the development standards comes as a bit of a surprise. I can't help but note that we have workshops for street projects a few miles long, funding of roads etc. These changes have the potential to create a much larger impact to a much larger number of people and this is the first I've heard of the ADU changes.

Frankly, looking at just the changes to allow ADU's to be rented being given no more notice to the public than approval of a grant application and burying those changes in a 500+ page document makes me feel like this is being snuck through-perhaps I missed something. Any zone change would require individual notification of the affected residents and this change affects us all. While I recognize that individually notifying all residents in Carson City by mail may not be practical, holding a well-advertised public workshop is not. To use a current example, I would encourage you to compare the public involvement this item has been given compared to the involvement related to the William Street Project, an item today's Board Agenda-an item which has less impact on most citizens in our community. Again, I acknowledge this is a preliminary step in the process, but even considering that, I don't feel this has been given the public notice and opportunity for input it deserves-even at this preliminary stage in the process.

I would suggest that you "pump the brakes" on this, and give the ADU rental change the attention it, and this community deserves.

Tom Grundy  
5389 Ethel Way, Carson City, NV  
775.882.2255

Date: October 18, 2023  
From: Deni French, Carson City, NV  
To: Mayor and Board of Supervisors

Public Comment  
10/19/2023

Public Comment re Artificial Turf :

In conversations about Artificial Turf, going on throughout the Country, relating to Environment and Health and Safety, my suggestion is that everyone do their due diligence looking into this — and come up with your own conclusions based on the research. Check out legal cases related to the use of the Artificial Turf.

My overall conclusions from reading a wide range of Contributors are:

- 1). Environmental Damages due to the materials used, are significant.
- 2). Health Issues and Injuries due to exposure to the materials used, are significant.
- 3). Dealing with the removal and disposal is highly controversial — and at this time considered too hazardous to put into most landfills.
- 4) We should halt all use until there has been complete and thorough review of all factors related to the materials, manufacturing, marketing, required maintenance (and hazards of such), and cost efficiency compared with natural fields, and disposal.
- 5). Any use or further use by the City could not only be a danger to our community and environment (air, water, soil, insects, plants and animals) — but in fact also a source of litigation.

Shame on us if we do not do due diligence on this matter : ) .

I look forward to this being on an Agenda for discussion, before any new artificial turf is installed or removed. And workshops for Staff and the Public should be scheduled to get us all better educated on the subject.

Thank you,  
Deni French  
Carson City, NV

Mr. Deni French

