

# CARSON CITY BOARD OF SUPERVISORS

## Minutes of the January 19, 2012 Meeting

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A regular meeting of the Carson City Board of Supervisors was scheduled for 8:30 a.m. on Thursday, January 19, 2012 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

**PRESENT:** Mayor Robert Crowell  
Supervisor Karen Abowd, Ward 1  
Supervisor Shelly Aldean, Ward 2  
Supervisor John McKenna, Ward 3  
Supervisor Molly Walt, Ward 4

**STAFF:** Larry Werner, City Manager  
Alan Glover, Clerk - Recorder  
Randal Munn, Chief Deputy District Attorney  
Kathleen King, Deputy Clerk / Recording Secretary  
Tamar Warren, Deputy Clerk / Recording Secretary

**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.

**1 - 4. CALL TO ORDER, ROLL CALL, INVOCATION, AND PLEDGE OF ALLEGIANCE** (8:30:53) - Mayor Crowell called the meeting to order at 8:30 a.m. Mr. Glover called the roll; a quorum was present. Shepherd of the Sierra Lutheran Church Pastor Norm Milz provided the invocation. At Mayor Crowell's request, Detective Dan Gonzalez led the pledge of allegiance.

**5. PUBLIC COMMENTS AND DISCUSSION** (8:33:11) - Mayor Crowell entertained public comments. (8:34:09) Reba Montrose discussed concerns regarding illegal aliens in the United States. Mayor Crowell entertained additional public comments. (8:36:35) Jim Bagwell discussed concerns regarding the recent need for irrigation at this time of year when sewer rates are established based on usage. He advised of having requested to agendaize a specific item, and expressed the opinion "that any citizen of this community should be able to get specific time before you folks." He expressed the opinion that the sewer rates will need to be adjusted "because of the amount of usage ..." Mayor Crowell explained the importance of prior staff analysis relative to agendaizing a specific item. "... it's difficult to put an agenda item on and then not have all the facts around that ..." Mayor Crowell advised of having requested the appropriate City staff to review water rates and usage, and provided preliminary information. Mr. Bagwell discussed plans to remove some of his landscape to save on water costs. Mayor Crowell entertained additional public comment; however, none was forthcoming.

**6. POSSIBLE ACTION ON APPROVAL OF MINUTES - December 15, 2011** (8:42:26) - Supervisor Aldean advised of a clerical correction which she offered to provide to the recording secretary. Mayor Crowell entertained a motion. **Supervisor Aldean moved to approve the minutes of December 15, 2011, as amended. Supervisor Abowd seconded the motion. Motion carried 5-0.**

**7. POSSIBLE ACTION ON ADOPTION OF AGENDA** (8:42:59) - Mayor Crowell entertained modifications to the agenda and, when none were forthcoming, deemed it adopted.

**8. SPECIAL PRESENTATIONS** (8:43:13) - Mayor Crowell passed the gavel to Mayor *Pro Tem* Aldean, and stepped from the dais to the podium.

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**8(A) PRESENTATION OF A PROCLAMATION FOR “NATIONAL RADON ACTION MONTH,” JANUARY 2012** (8:43:33) - Mayor Crowell invited University of Nevada Cooperative Extension Educator JoAnne Skelly to the podium, and read into the record the language of the proclamation, copies of which were included in the agenda materials.

Ms. Skelly introduced Radon Specialist Megan Long, who thanked the Board for the proclamation. She reviewed statistical information relative to radon levels in various zip codes around Carson City, and encouraged every Nevada homeowner to test for radon. She advised that free radon test kits are available through the month of January at the University of Nevada Cooperative Extension Office, 2621 Northgate Lane. She provided website and telephone contact information, and again thanked the Board for the proclamation. She responded to questions of clarification relative to the statistical information provided. In response to a further question, she advised that the website provides contact information for the four local certified radon mitigators.

Mayor *Pro Tem* Aldean thanked Ms. Long. Ms. Skelly advised that over 400 radon test kits were given out last year, and that the numbers have continued to increase over the past four years. Mayor Crowell thanked Ms. Skelly and Ms. Long and the Board members, City staff, and citizens present applauded.

**8(B) PRESENTATION OF A PROCLAMATION FOR CATHOLIC SCHOOLS WEEK IN CARSON CITY, JANUARY 29 THROUGH FEBRUARY 4, 2012** (8:50:47) - Mayor Crowell invited Chris Perdomo and students from St. Teresa of Avila School to the podium, and read into the record the language of the proclamation, copies of which were included in the agenda materials. Mayor Crowell personally thanked Ms. Perdomo for “all that St. Teresa’s school does for our community. It’s an integral part of our education system. ... creating a culture that values and considers education as a paramount value is critical ...” The Board members, City staff, and citizens present applauded.

(8:53:44) Ms. Perdomo provided an overview of the activities planned for Catholic Schools Week. (8:54:11) St. Teresa of Avila School Student Body President Grace Bayless described the service project to collect snack bags for Catholic Charities of Northern Nevada. She described the “Second Sack Lunch Service Project,” done in December 2011, where St. Teresa’s School “provided over 200 meals for F.I.S.H. to give to the needy in Carson City.” She offered the services of St. Teresa’s student body to anyone in need.

(8:55:30) St. Teresa of Avila School Student Council Secretary Sarah Pinzane described “kick-off” activities for Catholic Schools Week. (8:56:18) St. Teresa of Avila School Student Council Vice President Hannah Martinez described the hot dog lunch to be hosted on Thursday. (8:56:46) St. Teresa of Avila School Student Council Treasurer Noah Jennings described the mass to be held at St. Rose of Lima and the open house to be held at St. Teresa of Avila School on Wednesday. (8:58:02) Shane Andrews described a service project to give back to the neighbors of St. Teresa of Avila School. (8:58:27) Chase Mackinich, St. Teresa’s School historian, described a school-wide rosary to be hosted on Friday. Mayor *Pro Tem* Aldean commended the students’ public speaking abilities.

Ms. Perdomo thanked Tom Young and Victor Honein for accommodating the banner on Carson Street. She invited anyone interested to attend the scheduled open house. She thanked the Board for the proclamation, and the Board members, City staff, and citizens present again applauded. Mayor *Pro Tem* Aldean returned the gavel to Mayor Crowell, who had returned to the dais.

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**8(C) PRESENTATION OF THE REDEVELOPMENT AUTHORITY CITIZENS COMMITTEE 2011 MIRACLE WORKER AWARDS TO JUNE JOPLIN, OWNER OF COMMA COFFEE, FOR THE BUSINESS OWNER CATEGORY, AND TO THE CARRINGTON COMPANY, CARSON MALL, IN THE PROPERTY RENOVATION CATEGORY, FOR COMMENDABLE CONTRIBUTIONS TO IMPROVING THE CARSON CITY REDEVELOPMENT DISTRICT (9:00:33)** - Supervisor Aldean stepped from the dais to the podium, and provided background information on this item. She invited Redevelopment Authority Citizens Committee ("RACC") member Jed Block to join her at the podium. She reviewed improvements to the Comma Coffee location, accomplished by June Joplin and her sons. At her request, Mr. Block presented the Miracle Worker Award to Ms. Joplin. The Board members, City staff, and citizens present applauded.

(9:02:15) Ms. Joplin thanked the Board for the proclamation and for the acknowledgment of Comma Coffee's contribution to the community. She advised that Comma Coffee celebrated 11 years on October 31, 2011, and described the mission of her establishment to provide "a place for all ages and people to connect." She discussed her gift of "taking nothing and making something [out of] it," and expressed the opinion that "you can do anything ... with hard work, tenacity, creativity, and passion ..." She introduced her mother, and expressed appreciation for her efforts to instill those traits. She thanked the RACC for the award, and invited everyone to her establishment.

Supervisor Aldean advised that the Carson Mall was nominated by the owner of Home Treasures Marketplace, a Carson Mall tenant, and the Carson City Chamber of Commerce, and reviewed the property renovation improvements. She introduced Kevin Ray, who accepted the Miracle Worker Award on behalf of the Carrington Company. (9:04:24) Mr. Ray thanked the RACC, and expressed appreciation for the opportunity to work for Mr. Francis Carrington, "who has invested in Carson City for over 45 years." Mr. Ray reviewed the list of eating establishments at the Carson Mall. The Board members, City staff, and citizens present applauded. Mayor Crowell advised that Mr. Carrington purchased the property, upon which the Carson Mall is situated, from Paul Laxalt. He thanked Supervisor Aldean for presiding over the Miracle Worker Award presentations.

**8(D) PRESENTATION AND RECOGNITION OF THE CONTRIBUTIONS OF THE BUREAU OF LAND MANAGEMENT, SIERRA FRONT DISTRICT; FRIENDS OF SILVER SADDLE RANCH; AND THE U.S. FOREST SERVICE CARSON RANGER DISTRICT (9:05:53)** - At Open Space Property Manager Juan Guzman's request, Mayor Crowell joined him and Open Space Advisory Committee Chair Dan Jacquet at the podium. Mr. Guzman provided background information on this item, and introduced Mr. Jacquet, who provided background information on the Golden Pine Cone Award. He recognized the contributions of representatives of the Bureau of Land Management Sierra Front Field Office, the Friends of Silver Saddle Ranch, and the U.S. Forest Service Carson Ranger District. He invited representatives of the three agencies / organizations to the podium, and discussed their involvement in development and passage of the federal lands bill. He and Mayor Crowell presented Golden Pine Cone Awards to each of the agency / organization representatives, who thanked the Board. The Board members, City staff, and citizens present applauded.

**9. CONSENT AGENDA (9:14:17)** - Mayor Crowell entertained requests to hear items separate from the consent agenda. When none were forthcoming, he entertained a motion. **Supervisor Aldean moved to approve the consent agenda, consisting of one item from the District Attorney's Office; two items from Finance; item 9-2(A), Resolution No. 2012-R-3; two items from Purchasing and Contracts; seven items from the City Manager's Office, with acknowledgment of the reappointment of Paul Pugsley to the Carson River Advisory Committee, the reappointment of Margie Evans to the Open**

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Space Advisory Committee, the reappointment of Jim Shirk to the Cultural Commission, the reappointment of Darrin Berger and Bill Miles to the International Building Code Board of Appeals, the reappointment of Kyle Horvath and Gianna Shirk to the Shade Tree Council, and the reappointment of Cindy Merrell to the 9-1-1 Surcharge Advisory Committee; one item from Public Works; and one item from Parks and Rec. Supervisor Walt seconded the motion. Mayor Crowell entertained discussion and, when none was forthcoming, called for a vote on the pending motion. **Motion carried 5-0.**

**9-1. DISTRICT ATTORNEY - POSSIBLE ACTION TO APPROVE AN INTRASTATE INTERLOCAL CONTRACT BETWEEN THE STATE OF NEVADA, ACTING BY AND THROUGH ITS DEPARTMENT OF PUBLIC SAFETY, RECORDS, AND TECHNOLOGY DIVISION, RECORDS BUREAU, AND THE CARSON CITY DISTRICT ATTORNEY'S OFFICE, TO PROVIDE AND RECEIVE ACCESS TO THE NEVADA CRIMINAL JUSTICE INFORMATION SYSTEM AND THE STATE'S LAW ENFORCEMENT MESSAGE SWITCH**

**9-2. FINANCE DEPARTMENT**

**9-2(A) POSSIBLE ACTION TO ADOPT A RESOLUTION TO AUGMENT AND AMEND THE CARSON CITY FY 2011 - 12 BUDGET, IN THE AMOUNT OF \$20,694,086**

**9-2(B) POSSIBLE ACTION TO ACCEPT THE REPORT ON THE CONDITION OF EACH FUND IN THE TREASURY THROUGH JANUARY 10, 2012, PURSUANT TO NRS 251.030**

**9-3. PURCHASING AND CONTRACTS**

**9-3(A) POSSIBLE ACTION TO APPROVE CONTRACT NO. 1112-133 WITH MOSS-ADAMS, LLP, CERTIFIED PUBLIC ACCOUNTANTS, AS RECOMMENDED BY THE CARSON CITY AUDIT COMMITTEE, TO PROVIDE INTERNAL AUDITING SERVICES FOR A NOT-TO-EXCEED AMOUNT OF \$110,000.00, TO BE FUNDED FROM THE INTERNAL AUDITOR ACCOUNT, AS PROVIDED IN FY 2011 / 2012**

**9-3(B) POSSIBLE ACTION TO ACCEPT THE PUBLIC WORKS DEPARTMENT RECOMMENDATION TO APPROVE AMENDMENT NO. 1 TO CONTRACT NO. 1011-125 WITH THE LOUIS BERGER GROUP, INC., TITLED "CARSON CITY FREEWAY PHASE 2B UTILITIES SUPPORT" TO INCREASE THE CONTRACT TERM FROM JANUARY 1, 2012 TO AUGUST 1, 2012**

**9-4. CITY MANAGER**

**9-4(A) POSSIBLE ACTION TO RATIFY THE APPROVAL OF BILLS AND OTHER REQUESTS FOR PAYMENTS BY THE CITY MANAGER FOR THE PERIOD OF DECEMBER 7, 2011 THROUGH JANUARY 10, 2012**

**9-4(B) POSSIBLE ACTION TO APPOINT PAUL PUGSLEY TO THE CARSON RIVER ADVISORY COMMITTEE FOR A THREE-YEAR TERM THAT WILL EXPIRE IN JANUARY 2015**

**9-4(C) POSSIBLE ACTION TO APPOINT MARGIE EVANS TO THE OPEN SPACE ADVISORY COMMITTEE FOR A FOUR-YEAR TERM THAT WILL EXPIRE IN JANUARY 2016**

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**9-4(D) POSSIBLE ACTION TO REAPPOINT JIM SHIRK TO THE CARSON CITY CULTURAL COMMISSION FOR A THREE-YEAR TERM THAT WILL EXPIRE IN JANUARY 2015**

**9-4(E) POSSIBLE ACTION TO REAPPOINT TWO MEMBERS TO THE INTERNATIONAL BUILDING CODE BOARD OF APPEALS TO FILL TWO-YEAR TERMS, ENDING IN JANUARY 2014: DARRIN BERGER TO FILL THE REGISTERED ARCHITECT POSITION AND WILLIAM MILES TO FILL THE GENERAL CONTRACTOR POSITION**

**9-4(F) POSSIBLE ACTION TO REAPPOINT KYLE HORVATH AND GIANNA SHIRK TO THE SHADE TREE COUNCIL FOR TWO-YEAR TERMS, EXPIRING JANUARY 2014**

**9-4(G) POSSIBLE ACTION TO APPOINT CINDY MERRELL TO THE 9-1-1 SURCHARGE ADVISORY COMMITTEE FOR A TWO-YEAR TERM, EXPIRING DECEMBER 31, 2013**

**9-5. PUBLIC WORKS DEPARTMENT - POSSIBLE ACTION TO ACCEPT AN AMENDMENT TO THE TEMPORARY CONSTRUCTION EASEMENT ALONG THE PEDESTRIAN PATHWAY AT FAIRVIEW DRIVE**

**9-6. PARKS AND RECREATION DEPARTMENT - POSSIBLE ACTION TO APPROVE THE SUBMITTAL OF TWO GRANT APPLICATIONS TO THE NEVADA COMMISSION ON TOURISM FOR CAPITAL IMPROVEMENTS TO THE UPPER SPORTS COMPLEX AT JOHN WINTERS CENTENNIAL PARK AND TO AUTHORIZE ROGER MOELLENDORF TO SIGN THE GRANT APPLICATIONS ON BEHALF OF THE CITY**

**10. RECESS BOARD OF SUPERVISORS (9:16:26) - Mayor Crowell recessed the Board of Supervisors at 9:16 a.m.**

**LIQUOR AND ENTERTAINMENT BOARD**

**11. CALL TO ORDER AND ROLL CALL (9:16:28) - Chairperson Crowell called the Liquor and Entertainment Board to order, noting the presence of a quorum, including Member Furlong.**

**12. POSSIBLE ACTION ON APPROVAL OF MINUTES - November 3, 2011 (9:16:45) - Member Aldean moved to approve the minutes, as presented. Member McKenna seconded the motion. Motion carried 6-0.**

**13. PUBLIC WORKS DEPARTMENT, BUSINESS LICENSE DIVISION - POSSIBLE ACTION TO ACCEPT THE ANNUAL ACTIVITY REPORT FOR ADMINISTRATIVE CITATIONS ISSUED (9:17:08) - Chairperson Crowell introduced this item, and Planning Division Director Lee Plemel reviewed the agenda materials. (9:19:51) Detective Dan Gonzalez reviewed the statistical information which had been distributed to the board members and the Clerk prior to introduction of this item. In response to a question, he listed the various factors attributable to the reduction in citations. At Sheriff Furlong's request, Detective Gonzalez advised that the majority of citations issued are to people who have never participated in an alcohol server training course. In response to a further question, he advised that the penalty assessed against a third-party purchaser is \$642 and a misdemeanor citation. In response to a**

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question, Detective Sal Acosta related details of a certain juvenile party dispersal. In response to a further question, Member Furlong advised that the Sheriff's Department is fortunate in that neighbors seem to be vigilant over monitoring vacant residences. In response to a question, Detective Gonzalez discussed the issue of servers under the influence.

Chairperson Crowell inquired as to the effectiveness of the administrative hearing process. Detective Gonzalez expressed the opinion that Carson City is "really ahead of the game ..." He advised of positive support from adjacent county representatives for Carson City's ordinance. "... everybody likes that it is cut and dried. It's a very smooth process. ... we will try to work so that you don't get a third, fourth, fifth violation. So, we have a lot of positive input. We are very involved. We don't like to see people get their thirds and fourths." Detective Gonzalez expressed support for the administrative hearing process. Member Furlong advised that he attends the administrative hearings and commended Mr. Plemel's "extraordinary job of detailing ... all the way through the offense and the requirements that are set down." Member Furlong expressed the opinion that "those people who have come before [Mr. Plemel] have been very positive about the method by which the hearing was handled." Member Furlong noted the significance that none of the administrative hearing officer's decisions have been appealed to the board. Member Walt commended the detectives and Mr. Plemel.

In reference to the City's ordinance relative to complimentary alcohol, Chairperson Crowell advised that the State is now taking a different position. Chairperson Crowell entertained a motion. **Member Walt moved to accept the annual activity report for administrative citations issued. Member Abowd seconded the motion. Motion carried 6-0.**

**14. ACTION TO ADJOURN LIQUOR AND ENTERTAINMENT BOARD (9:31:33)** - Chairperson Crowell adjourned the Liquor and Entertainment Board at 9:31 a.m.

**15. RECONVENE BOARD OF SUPERVISORS (9:31:39)** - Mayor Crowell reconvened the Board of Supervisors at 9:31 a.m.

**ORDINANCES, RESOLUTIONS, AND OTHER ITEMS**

**16. ANY ITEM(S) PULLED FROM THE CONSENT AGENDA WILL BE HEARD AT THIS TIME (9:31:45)** - None.

**17. PURCHASING AND CONTRACTS - POSSIBLE ACTION TO DETERMINE THAT NELSON ELECTRIC CO., INC. IS THE LOWEST RESPONSIVE AND RESPONSIBLE BIDDER, PURSUANT TO NRS CHAPTER 338, AND TO AWARD CONTRACT NO. 1112-144, CARSON CITY WASTE WATER TREATMENT PLANT SOLAR PHOTOVOLTAIC PROJECT TO NELSON ELECTRIC CO., INC. FOR A BID AMOUNT OF \$1,456,110.00, WHICH INCLUDES SUBTOTAL SCHEDULE A PLUS BID ALTERNATES 13, 15, AND 16, PLUS A CONTINGENCY AMOUNT NOT TO EXCEED \$145,600.00, TO BE FUNDED FROM THE WASTEWATER TREATMENT PLANT SOLAR PROJECT ACCOUNT, AS PROVIDED IN FY 2011 / 2012 (9:31:50)** - Mayor Crowell introduced this item, and Purchasing and Contracts Manager Kim Belt reviewed the agenda materials. At Mayor Crowell's request, Ms. Belt explained that SB 268 added language to the City's subcontractor's listing stating that general contractors need to list themselves on the subcontractor's list. The City changed its subcontractor's listing form to include that language. "It is highlighted in yellow

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and ... bolded where it states Senate Bill 268 requires this.” Ms. Belt advised that the subject project was not protested “because Nelson Electric has a local preference and Hamilton Solar didn’t so they were within the five percent.”

Mayor Crowell entertained public comment. (9:34:33) Maurice White inquired as to the funding source for the project contingency. In response to a question, Ms. Belt advised that the contract includes Schedule A “and we also selected bid alternates 13, 15, and 16 ... separately and we added that onto their Schedule A.” She acknowledged that the amount to be approved is less than the bid amount. “The total was Schedule A and B together and there were deductions.” Public Works Department Director Andy Burnham advised that the primary funding source is rebates from NV Energy in the amount of \$1.5 million. The balance is budgeted through the wastewater funds for the current fiscal year in the amount of approximately \$200,000.

In response to a question, Project Engineer Tom Grundy explained that the project is designed to produce 300 kilowatts which is .3 megawatts. In response to a further question, he advised that the savings will result in “a few percent of the power demand of the wastewater treatment plant. It’s not a big chunk but a little bit of a lot of money is still worthwhile.” Mr. Burnham advised that the wastewater treatment plant power bill totals approximately \$1 million a year. “This is a small percentage but it’s still a percentage that helps us.”

Mayor Crowell entertained additional public comment; however, none was forthcoming. Ms. Belt acknowledged that the subject contract meets the required time frames. In response to a question, Mr. Burnham described the location for the proposed photovoltaic array, and acknowledged that it will be plainly visible.

Mayor Crowell entertained a motion. **Supervisor Abowd moved to determine that Nelson Electric Company, Inc. is the lowest responsive and responsible bidder, pursuant to NRS Chapter 338, and to award Contract No. 1112-144, Carson City Wastewater Treatment Plant Solar Photovoltaic Project, to Nelson Electric Company, Inc. for a bid amount of \$1,456,110, which includes subtotal Schedule A, plus bid alternatives 13, 15, and 16, plus a contingency amount not to exceed \$145,600, to be funded from the wastewater treatment plant solar project account, as provided in fiscal year 2011 / 2012. Supervisor Walt seconded the motion.** Mr. White acknowledged that his earlier question had been answered. Mayor Crowell called for a vote on the pending motion. **Motion carried 5-0.**

**18. PARKS AND RECREATION DEPARTMENT - POSSIBLE ACTION TO APPROVE A RECOMMENDATION FROM THE PARKS AND RECREATION COMMISSION DESIGNATING THE SEELY LOOP IN MILLS PARK AS THE PERMANENT LOCATION FOR THE 9 / 11 WORLD TRADE CENTER MEMORIAL** (9:39:46) - Mayor Crowell introduced this item. Parks and Recreation Department Director Roger Moellendorf introduced Jim Shirk and Parks and Recreation Commission Chair Steve Lasco, and provided an overview of the presentation. Mr. Moellendorf reviewed the agenda materials in conjunction with displayed slides. In response to a question, he advised of the Parks and Recreation Commission’s intent to “open up the design process to the public.” Supervisor Abowd suggested approaching the Shade Tree Council for a contribution.

(9:47:12) Jim Shirk provided background information on the acquisition of the steel I-beam, and discussed the importance of community participation in designing the memorial site. “We need to do more. Those individuals who perished that day deserve more.” Mr. Shirk commended the Parks and Recreation Commission’s selection of the Seely Loop site. Supervisor Abowd noted that guidelines for proposed

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artist's renderings had been discussed at the last Cultural Commission meeting. In response to a question, Mr. Shirk expressed the hope to have draft guidelines developed for the next Cultural Commission meeting. He advised that the concepts proposed by artists' renderings will be subject to Building Division approval. "We would raise funds for it. It would ... be privately funded." In response to a question, Mr. Moellendorf advised of "zero vandalism at the site. It appears to receive quite a bit of visitation. We have people who leave little mementos, flags, flowers, and even some little notes there ..."

Supervisor McKenna expressed concern over utilizing a large grass space which could be used for recreational purposes, and over preserving Mills Park for future uses. He expressed an interest in an "overall, comprehensive thought process on this; not just stick it out in the middle of a large, grass space and ruin the other sides of it for other uses." Mr. Moellendorf commended Supervisor McKenna's comments, and related details of an internal discussion relative to the proposed Seely Loop site. "The nice thing about this location is it is somewhat still visible from William Street. ... Depending on how this memorial is eventually designed and constructed, you could drive by and get a sense that there's something over there. It's not difficult to find your way over there, yet it's not in a heavily used part of the park ... that's congested. That area of turf happens to be an area that really isn't used much. There is some informal use, ... but it's not being used in any formal manner at this time." He agreed with Supervisor McKenna's comments in that the design should avoid "plop[ping] it down in the middle of the park and ... ruin[ing] the lawn area around it. Maybe it needs to be ... put off to one side." Supervisor McKenna suggested the memorial could be part of an overall parks master plan. "If you want a memorial section and then have a big, grassy area. Or if you want to eliminate grassy areas on that side of the park." He reiterated the importance of proceeding thoughtfully and purposefully. He expressed the opinion, "it's a park first and then it's other things ..."

In response to a question, Mr. Lasco expressed appreciation for Supervisor McKenna's comments with regard to appropriate planning in consideration of a "long-term view." He expressed further agreement with Mr. Moellendorf that "this particular area of turf ... gets very little ... organized use." He provided background information on the Parks and Recreation Commission's decision to recommend the Seely Loop site.

Mayor Crowell entertained public comments and, when none were forthcoming, additional Board member comments. Supervisor Aldean commended Mr. Shirk's efforts to involve the community. She described the design of the Lou Ruvo Brain Institute, and suggested considering a design which would reflect the depth of the 9/11 event. Mayor Crowell entertained additional comments or questions and, when none were forthcoming, a motion. **Supervisor Abowd moved to approve a recommendation from the Parks and Recreation Commission designating the Seely Loop in Mills Park as the permanent location for the 9/11 World Trade Center Memorial. Supervisors Aldean and McKenna seconded the motion. Motion carried 5-0.** Mayor Crowell thanked staff, Mr. Shirk, and Mr. Lasco for their attendance and participation.

**19. RECESS BOARD OF SUPERVISORS (9:57:25) - Mayor Crowell recessed the meeting at 9:57 a.m.**

**REDEVELOPMENT AUTHORITY**

**20. CALL TO ORDER AND ROLL CALL (10:12:30) - Chairperson Aldean called the Redevelopment Authority to order at 10:12 a.m., noting the presence of a quorum.**

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**21. POSSIBLE ACTION ON APPROVAL OF MINUTES - February 3, 2011, August 4, 2011, and December 1, 2011** (10:12:40) - Member Crowell moved approval of the February 3, 2011 minutes. The motion was seconded and carried 4-0-1, Chairperson Aldean abstaining. Member Walt moved to approve the August 4 and December 1, 2011 minutes. The motion was seconded and carried 5-0.

**22. FINANCE DEPARTMENT - POSSIBLE ACTION TO ADOPT A RESOLUTION TO AUGMENT AND AMEND THE CARSON CITY REDEVELOPMENT AUTHORITY FY 2011 - 2012 BUDGET IN THE AMOUNT OF \$2,385,278** (10:13:27) - Chairperson Aldean introduced this item, and Finance Department Director Nick Providenti reviewed the agenda materials. Chairperson Aldean entertained questions or comments of the Redevelopment Authority members and, when none were forthcoming, of the public. When none were forthcoming, she entertained a motion. **Member Walt moved to adopt Resolution No. 2012-RA-R-1, a resolution to augment and amend the Carson City Redevelopment Authority fiscal year 2011 / 12 budget in the amount of \$2,385,278. Vice Chairperson Abowd seconded the motion. Motion carried 5-0.**

**23. CITY MANAGER**

**23(A) POSSIBLE ACTION TO ELECT THE CHAIR AND VICE CHAIR OF THE REDEVELOPMENT AUTHORITY FOR TERMS ENDING DECEMBER 31, 2012** (10:14:58) - Chairperson Aldean introduced this item, and Mr. Werner reviewed the agenda report. Chairperson Aldean entertained nominations for Redevelopment Authority chair. **Member Crowell nominated Supervisor Aldean. Vice Chairperson Abowd seconded the nomination.** Chairperson Aldean acknowledged a willingness to continue serving as Redevelopment Authority chair, and called for a motion to confirm the appointment. **Member Walt moved to appoint Supervisor Aldean as the chair of the Redevelopment Authority. Member McKenna seconded the motion.** Chairperson Aldean noted that the term would end December 31, 2012, and entertained public comment. When none was forthcoming, she called for a vote on the pending motion. **Motion carried 5-0.**

Chairperson-elect Aldean entertained nominations for Redevelopment Authority vice chair. Discussion took place regarding the next item, and Chairperson-elect Aldean nominated Vice Chairperson Abowd as Redevelopment Authority vice chair. Member Walt seconded the nomination. Chairperson-elect Aldean entertained public comment and, when none was forthcoming, called for a vote on the pending nomination. **Nomination carried 5-0,** and Chairperson-elect Aldean noted that the appointment will expire December 31, 2012. She congratulated Vice Chairperson-elect Abowd.

**23(B) POSSIBLE ACTION TO APPOINT A MEMBER OF THE REDEVELOPMENT AUTHORITY TO THE REDEVELOPMENT AUTHORITY CITIZENS COMMITTEE FOR A THREE-YEAR TERM, EXPIRING DECEMBER 31, 2014** (10:17:36) - Chairperson Aldean introduced this item and entertained nominations. Discussion took place to clarify discussion under the previous item relative to appointing one of the Redevelopment Authority officers to the Redevelopment Authority Citizens Committee. Vice Chairperson Abowd acknowledged a willingness to serve as a member of the Redevelopment Authority Citizens Committee. **Member Walt move to appoint Supervisor Abowd to the Redevelopment Authority Citizens Committee for a three-year term, expiring December 31, 2014. Member McKenna seconded the motion.** Chairperson Aldean entertained public comment and, when none was forthcoming, called for a vote on the pending motion. **Motion carried 5-0.**

**24. ACTION TO ADJOURN REDEVELOPMENT AUTHORITY** (10:19:19) - Chairperson Aldean adjourned the Redevelopment Authority at 10:19 a.m., and returned the gavel to Mayor Crowell.

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**25. RECONVENE BOARD OF SUPERVISORS (10:19:27)** - Mayor Crowell reconvened the Board of Supervisors meeting at 10:19 a.m.

**26. CITY MANAGER**

**26(A) POSSIBLE ACTION TO APPOINT MEMBERS OF THE BOARD OF SUPERVISORS TO VARIOUS BOARDS, COMMISSIONS, AND COMMITTEES (10:19:40)** - Mayor Crowell introduced this item, and entertained discussion and public comment relative to Supervisor Aldean continuing as Mayor *Pro Tem*. None was forthcoming. In response to a question, Supervisor Aldean noted that the appointment would expire December 31, 2012. Discussion took place regarding the term expiration date relative to swearing-in ceremonies in January 2013. **Supervisor Walt moved to appoint Supervisor Aldean as Mayor Pro Tem for a one-year term, expiring the first Monday in January 2013. Supervisor Abowd seconded the motion. Motion carried 5-0.**

Mayor Crowell offered his Regional Transportation Commission seat, and Supervisor McKenna expressed an interest in serving. Mayor Crowell entertained a motion. **Supervisor Abowd moved to appoint Supervisor John McKenna to the Regional Transportation Commission and the Carson Area Metropolitan Planning Organization for a two-year term, expiring December 31, 2013. Supervisor Walt seconded the motion. Motion carried 5-0.**

**Supervisor McKenna moved to appoint Supervisor Aldean to the Tahoe Regional Planning Agency for a one-year term, expiring January 7, 2013. Supervisor Walt seconded the motion. Motion carried 5-0.**

Mayor Crowell inquired as to interest in the Parks and Recreation Commission. **Supervisor Abowd moved to appoint Molly Walt. Supervisor Aldean seconded the motion.** In response to a question, Supervisor Walt advised that she had assumed former Supervisor Livermore's Parks and Recreation Commission seat. In response to a further question, Mr. Werner advised that Supervisor Walt's Parks and Recreation Commission term expired December 31, 2011. He acknowledged that the appointment would need to be revisited in the event Supervisor Walt is not re-elected. Discussion followed, and Mayor Crowell called for a vote on the pending motion. **Motion carried 5-0.**

With regard to the Audit Committee appointment, Mayor Crowell entertained a motion to appoint Supervisor McKenna. **Supervisor Aldean so moved. Mayor Crowell seconded the motion. Motion carried 5-0.**

Mayor Crowell congratulated Supervisor Walt on her election to the position of NACo vice president, and entertained volunteers for the additional position. Supervisor Abowd expressed a willingness to serve, and **Supervisor Aldean nominated her to serve on the NACo Board of Directors. Supervisor Walt seconded the nomination. Nomination carried 5-0.**

In response to a question, Mr. Werner advised that the foregoing appointments would be effective immediately.

**26(B) UPDATE AND STATUS REPORT ON 2011 / 2012 INITIATIVES (10:31:52)** - Mayor Crowell introduced this item, and Mr. Werner reviewed the agenda materials in conjunction with displayed slides. He responded to questions and discussion took place throughout the presentation regarding the various initiatives. In consideration of Redevelopment Authority special events funding, Supervisor Aldean noted that the application deadline, February 15, 2012, is rapidly approaching. Mr. Werner acknowledged

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that staff is publicizing the application process in as many formats as possible. In response to a question, Special Projects Coordinator Linda Ritter provided clarification regarding the initiative to design a program and associated policies for non-renewable energy reduction, including development of renewable sources and energy conservation. Extensive discussion took place regarding the benefits and formats of town hall meetings and possibilities for re-use of the Nevada State Prison.

Mr. Werner noted the importance of establishing priorities among the various initiatives. Mayor Crowell entertained public comment and, when none was forthcoming, thanked Mr. Werner for his presentation.

**27. HUMAN RESOURCES DEPARTMENT**

**27(A) DISCUSSION AND POSSIBLE ACTION TO AUTHORIZE THE HUMAN RESOURCES DEPARTMENT DIRECTOR TO ENROLL THE CITY IN THE E-VERIFY SYSTEM, BY PROVIDING THE CITY'S ELECTRONIC SIGNATURE ON "THE E-VERIFY PROGRAM FOR EMPLOYMENT VERIFICATION MEMORANDUM OF UNDERSTANDING"**

(11:16:03) - Mayor Crowell introduced this item, and Human Resources Department Director Melanie Bruketta reviewed the agenda materials. In response to a question, she advised that very little staff time is involved in utilizing the program. "Basically, it's an internet-based program ..." In response to a further question, she advised that tentative non-confirmation notices would be provided to the Human Resources Department by the Department of Homeland Security and Social Security Administration. She was uncertain as to Human Resources Department responsibilities relative to reporting a tentative non-compliance notice, but offered to research the user manual.

In response to expressed concerns, Ms. Bruketta advised that the E-Verify Program is voluntary and that the Memorandum of Understanding would be annually renewed. Supervisor Aldean noted the termination clause included in the memorandum of understanding. In response to a question, Ms. Bruketta advised there are no penalties for not participating in the program. Supervisor McKenna questioned "do[ing] something we don't have to do that really doesn't add anything to what we're doing." Ms. Bruketta advised that the Human Resources Department recently completed an I-9 audit. "We've had a number of problems." Ms. Bruketta described the E-Verify Program as "another safety net ... to make sure that a person is eligible to work in Carson City." In response to a question, she advised there is no cost to the City to participate in the program. In response to a request for clarification, she expressed the opinion that "the federal government is pushing employers hard to participate in this program." She reiterated the reference to the termination clause included in the memorandum of understanding.

In response to a question, Ms. Bruketta explained that the E-Verify Program provides confirmation of social security number validity and that the person to whom the social security number is registered is eligible to work in the United States. She acknowledged that E-Verify provides additional confirmation relative to the identity of the person providing the social security number. Following a brief discussion, she reviewed the Human Resources Department process associated with notification of an invalid social security number. Supervisor McKenna expressed support for Ms. Bruketta administering the Human Resources Department in a professional and efficient manner, and the opinion that participating in the program will cost "a substantial amount." He reviewed various scenarios as potential examples.

Mayor Crowell entertained public comment and, when none was forthcoming, a motion. **Supervisor Aldean moved to authorize the Human Resources Department Director to enroll in the E-Verify System by providing the City's electronic signature on the "E-Verify Program for Employment Verification Memorandum of Understanding."** Supervisor McKenna seconded the motion. **Motion carried 5-0.**

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**27(B) POSSIBLE ACTION ON REVIEW OF THE CITY MANAGER'S PERFORMANCE FOR THE PERIOD JUNE 2, 2011 TO JANUARY 19, 2012, AND DISCUSSION AND POSSIBLE ADMINISTRATIVE ACTION RELATING TO THE EMPLOYMENT OF LAWRENCE A. WERNER AS CITY MANAGER FOR CARSON CITY, AND ACTION TO ESTABLISH THE GOALS AND OBJECTIVES THROUGH DECEMBER 2012** (11:25:55) - Mayor Crowell introduced this item, and Ms. Bruketta provided an overview of the agenda materials. (11:27:36) Mount Rose Consulting Group President Chuck Shields provided background information on the 360-degree survey, and reviewed the executive summary included in the agenda materials. Based on the results, Mr. Shields advised "that anything with multiple raters, over 3.75 on a 5 scale based on our normative data, you can pretty much assume that that's a strength. And 11 of those 13 fell as above 3.75, or strengths. So, what it tells us and what we should glean out of this is that you have a city manager who is very well suited to the most important handful of skills that are required to be successful in the role." Mr. Shields suggested using the results in succession planning, evaluation, "however you want to use it going forward." He advised of two skills, identified by both himself and Mr. Werner in the debriefing session, "that ... were great starting points primarily because they were the biggest gaps in the top 13 that were most important ... Those two skills were listening and negotiating."

Mr. Shields pointed out that "Larry is particularly self-aware, more so than most people." Mr. Shields explained the concept of "blind spots" relative to the survey. "The good news is the overall rating for Larry was 3.73 ... Larry's own rating ... was 3.73. That's very, very unusual. We find that a lot of leaders have a tendency to either overrate themselves or underrate themselves. Larry's very, very consistent, very self-aware. There were no major surprises." Mr. Shields discussed the importance of self-awareness relative to addressing change. He advised that the Board members were "very consistent with the overall rating." Mr. Werner's "highest rating came from his peer group ... at 4.03. His direct reports were very consistent. His customer group was above the norm. His biggest opportunity ... was the elected officials. They came in a little bit below norm relevant to the other rater groups. Very high in emotional intelligence, very predictive of long-term success and high performance, based on Harvard studies. Very high in learning agility, actually averaged 3.83 on skills that have to do with how quickly do you learn from experience. And that is very predictive of how well you can adapt to change." In response to a question, Mr. Shields explained that "emotional intelligence is all about self-management, things like composure; how well do you manage yourself when you're under stress. And then, secondly, it's all about how well you develop relationships with other people. So he's got high EQ, which is an important predictor of success; about two times more predictive of long-term success than his IQ in our studies." Mr. Shields described Mr. Werner as a "well-balanced overall solid leader," based on the high scores indicated for "strategic skills, operating skills, courage skills, drive for results; and he balances that with high integrity, trust, and the ability to build effective teams."

In response to a question, Mr. Shields advised of having helped select the skills to be evaluated. "We conducted the surveys as a third party. They go through a company ... called Corn Ferry Lominger out of Minneapolis where they process the surveys. Then we bind the surveys and, because of the confidentiality ..., the very detailed thing is so long and lengthy that we just typically keep that to ourselves and then create this summary report." Supervisor McKenna noted that the City Manager "has to be evaluated in public but we have responses that are not going to be released and names attached to them that created this document which are not public documents. So, how can we take this particular survey, which is not public, and use it as a basis ... for a public evaluation?" Mayor Crowell expressed the understanding that the Open Meeting Law requirements are satisfied by the executive summary. "And if you have a question about the underlying validity of the data or who said what, that's always a question, but ... you have somebody who's going to present information to you." In response to a question, Mr. Munn explained that the Board

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determines the evaluation process. The survey serves the function of either confirming or checking conclusions drawn from the Board's experience and evaluations. "To suggest that his review is dependent on these secret surveys, ... [is not] true because, legally, you decide and evaluate and make a determination ... as a public body, pursuant to a vote. The survey has value but it isn't the basis of your decision. The basis of the decision is your subjective review of the person that works for you and that's just one tool in that process of your evaluation."

Mr. Shields explained that the Ph.D.s who developed the 360-survey believed that confidentiality was paramount to its validity. "... that's why we group the summary ratings, everything is grouped by rater group." Supervisor Aldean advised that the City Manager's past evaluation process was assigned to a Board member, who "did essentially the same thing." She advised that "as an individual Board member, had we not done this or something comparable to what we've done in the past, [she] would have picked up the phone ... and had confidential conversations with people. ... and that wouldn't have been in a public forum." She described the 360-degree survey as "information gathering," and agreed with Mr. Munn's comments that the Board "determine[s] how valid this input is and whether we're going to abide by it ... or deviate from it." Discussion took place regarding the purposes of the 360-degree survey. Mr. Shields advised that his company has structured interview questions for each of the 9 - 13 skills. "What we've found in our research is that you can do a lot better selection if you've got a success profile to interview off of. You want to be interviewing off of the right skills, the ones that make a difference. Now you've got an example of that and you've got input from a lot of people and a consensus around what's most important."

Mayor Crowell entertained public comments and additional Board member comments. Supervisor Aldean agreed with Mr. Shields' comments in that "the success or failure of this analysis hinges on identifying skills relevant to the person being evaluated." She commented on the significance of Mr. Werner's overall average score being consistent with his own self-evaluation. Supervisor Abowd expressed the opinion that the overall results were consistent with her personal evaluation of Mr. Werner. She suggested that improving relationships with elected officials "is just a function of communication ... and communication is a two-way street." She expressed appreciation for Mr. Werner's "awareness factor," and suggested that "we all can improve" in the areas of listening and negotiating. She expressed the opinion that the 360-degree survey "accomplished what it should." Mr. Werner clarified that the reference to "elected officials" are other than the Board members.

Supervisor McKenna commended Mr. Werner and expressed the opinion that he does "as good as or better than city managers we've had in the past. And we've had some good city managers here. In fact, most of them have been good." He advised that his "own personal decision is based on what [he's] heard from the podium, from people talking to [him] in the public, and from [his] own observations." He expressed concern that the Board "is uncertain how to use this survey with hidden results ..." He reiterated the understanding that the evaluation of a public official "must be in public." He expressed no opposition to reviewing the 360-degree survey and giving it to Mr. Werner without making it part of his evaluation. He expressed the opinion that utilizing the survey "for other purposes" because of "the secret nature of that ... is, if not an actual violation of the Open Meeting Law, it's a violation of the spirit of the Open Meeting Law." Mayor Crowell disagreed in consideration of the "tools that a decision maker brings to evaluate are up to that individual decision maker ... And today is a time when we are making these determinations in open public. ... If any one of the raters wanted to come in and talk, they could do that. This is the time for public discussion of Mr. Werner's performance on behalf of the City." Mayor Crowell expressed understanding of Supervisor McKenna's comments, but reiterated his disagreement.

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Mayor Crowell described Mr. Werner as “a very good asset to this community. There are issues with respect to listening, issues with respect to how we get along ... that we could work on. But as an overall basis, ... we’re fortunate to have Mr. Werner here at this critical time.” Directing his comments to Mr. Werner, he stated, “The performance ... is admirable.” Mayor Crowell acknowledged the need for a closer working relationship. He noted the benefit to the City of Mr. Werner’s engineering background, and expressed the opinion that the respect Mr. Werner has from City employees “is going to serve us well as we go through some rather difficult times ...” Mayor Crowell discussed the critical importance of the ability to “get along with our surrounding counties. ... And I hear all the time ... where we are making steps in terms of regionalizing infrastructure ... and trying to reduce costs and trying to work through issues where we’re faced constantly with the State pushing services ... down to the local level and we’re trying to do our best to comply with that and to do things where we are working with our neighbors to accept what the State says. We’re a partner in the State, we’re a partner in this economy and, routinely, I hear that ... thanks to what [Mr. Werner] is doing ... Carson City is looked to as a leader in terms of ‘let’s set the bar up on how we can work cooperatively with our neighbors to provide good public service.” Mayor Crowell requested Mr. Werner to take to heart the comments, and reiterated the good fortune of the community to have Mr. Werner in the position of City Manager.

Ms. Bruketta advised that the goals and objectives will be presented to the Board following the strategic planning session. Mayor Crowell entertained a motion. **Supervisor Aldean moved that, based on the combined scores of his annual performance review and the results of the Voices 360 Survey, the City Manager’s performance, for the period from June 2, 2011 to January 19, 2012, meets or exceeds expectations; I further move that achievement of the goals and objectives established during the upcoming strategic planning session, under the auspices of the City Manager’s Office, be used to evaluate his performance in January 2013; these goals and objectives should include the finalization of a proposal to create a community revitalization district in downtown Carson City and a final proposal to retain, consolidate, or eliminate certain advisory groups; in addition, a personal development emphasis should be placed on listening, patience, interpersonal savvy, innovation, management, negotiating, and the improvement of his relationship with members of this Board and other elected officials. Supervisor Walt seconded the motion.** Mayor Crowell entertained discussion and, when none was forthcoming, called for a vote on the pending motion. **Motion carried 4-1.**

Mr. Werner thanked the Board and City staff, and expressed appreciation for the opportunity to work for the City organization and the community. He acknowledged the issues that need work, and emphasized an intent to improve. Mayor Crowell thanked Mr. Werner.

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

**STATUS REVIEW OF PROJECTS, INCLUDING CAPITAL PROJECTS STATUS REPORT** (11:53:15) - Mayor Crowell introduced this item. Deputy Public Works Director Darren Schulz reviewed Project Progress Report No. 6, which was included in the agenda materials. At Mayor Crowell’s suggestion, Mr. Schulz agreed to see to publishing the project progress report on the City’s website.

Supervisor McKenna commended the water project at Edmonds and Fairview. Mr. Schulz clarified previous comments that the contractor’s original plan called for night work in order to avoid the traffic. “We were appreciative of that, but we didn’t require that in our specifications. As the project lagged on and into the winter, he determined working at night ... would just take too long to get done so he chose to move that to a daytime operation and we had to accept that. ... They did work with the public as best as possible, but they did have some snafus out there ...” Supervisor Walt agreed that the contractor handled traffic issues very well. She suggested including funding sources in the document published on the website.

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Supervisor Aldean suggested expanding the project descriptions for the benefit of the public. Mr. Schulz responded to questions of clarification relative to the Costco connection, the Roberts House project, and the BMX track lighting.

**INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS (12:01:25)** - In consideration of the four vacancies on the Redevelopment Authority Citizens Committee, and the four applicants, Mayor Crowell suggested dispensing with the interview process and for the Board to determine the various terms. He requested Mr. Werner to contact the Parks and Recreation Commission applicants to request they arrive earlier for their interviews. A brief discussion ensued.

**CORRESPONDENCE TO THE BOARD OF SUPERVISORS**

**STATUS REPORTS AND COMMENTS FROM BOARD MEMBERS**

**STAFF COMMENTS AND STATUS REPORT (5:37:08)** - At Mayor Crowell's request, Mr. Werner provided a status report on the fire in Washoe County. He advised that three Carson City engine companies had been committed to fighting the fire. "That did not reduce our protection in the City. We called back everybody we could and ... a lot of people came back and we were able to supply three fire engines." Mr. Werner advised that all available City law enforcement and reserve deputies had been supplied to provide assistance in Storey and Washoe Counties. He further advised that Health and Human Services Department Director Marena Works had been notified relative to possible animal services and sheltering. He further advised that Sheriff Furlong is at the command post at the fire and Fire Chief Stacey Giomi is on duty working as liaison with Washoe County EOC. He further advised that City Building Division services had been offered. He committed to keeping the Board members informed.

(7:12:47) In response to a question, Mr. Munn advised that Highway 395 remained closed. Mr. Werner advised of having talked with Fire Chief Stacey Giomi, who was near Galena. Mr. Werner advised that the fire started near The Chocolate Factory, burned through Washoe and Pleasant Valleys, and got as far as Andrew Lane. "It appears to have gone then west ... toward Galena," and the Fire Chief was heading toward Galena. Sheriff Furlong has pulled his deputies back as the fire did not turn toward Virginia City. There has been a great deal of structural damage. At Mayor Crowell's request, Mr. Werner agreed to keep the Board members up to date.

**RECESS AND RECONVENE BOARD OF SUPERVISORS (12:03:36)** - Mayor Crowell recessed the meeting at 12:03 p.m. and reconvened at 5:31 p.m.

**29. CITY MANAGER**

**29(A) POSSIBLE ACTION TO APPOINT FOUR MEMBERS TO THE CARSON CITY REDEVELOPMENT AUTHORITY CITIZENS COMMITTEE: ONE TO THE "BUSINESS OPERATOR" OR "PROPERTY OWNER" FROM REDEVELOPMENT AREA 1 POSITION TO FILL A ONE-YEAR TERM, EXPIRING JANUARY 2013; ONE TO THE "BUSINESS OPERATOR" OR "PROPERTY OWNER" FROM REDEVELOPMENT AREA 1 POSITION TO FILL A TWO-YEAR TERM, EXPIRING JANUARY 2014; ONE TO THE "CITIZEN-AT-LARGE" POSITION TO FILL A TWO-YEAR TERM, EXPIRING JANUARY 2014; AND ONE TO THE "CITIZEN-AT-LARGE" POSITION TO FILL A THREE-YEAR TERM, EXPIRING JANUARY 2015 (5:32:10)** - Mayor Crowell introduced this item, and advised that the four applicants had been notified there would be no interview process. He reviewed the agenda report, and noted that, with the exception of Dan Neverett, the applicants would fill a "business operator" or "citizen at large" position. At

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Supervisor Aldean's suggestion, Mayor Crowell entertained comments from the applicants who were present in the meeting room.

(5:33:20) Lori Bagwell expressed an interest in serving as a Redevelopment Authority Citizens Committee member, and a preference for a citizen at large position.

(5:33:57) Jed Block expressed a preference for serving a one-year term in a business operator position. He expressed an interest in having agendized a presentation by a previous Redevelopment Authority Citizens Committee member "with some institutional memory." He acknowledged a willingness to accept a two-year term.

Mayor Crowell entertained a motion. **Supervisor Aldean moved to appoint Gigi Valenti to the Redevelopment Authority Citizens Committee to fill the position of business operator or property owner, from redevelopment area 1, to fill a one-year term, expiring January 2013; to appoint Jed Block to fill the position of business operator or property owner, from redevelopment area 1, to fill a two-year term, expiring January 2014; to appoint Dan Neverett to fill a position of citizen at large to fill a two-year term, expiring January 2014; to appoint Lori Bagwell to fill a position of citizen at large for a three-year term, expiring January 2015. Supervisor Abowd seconded the motion.** Mayor Crowell entertained discussion and, when none was forthcoming, called for a vote on the pending motion. **Motion carried 5-0.** Mayor Crowell thanked the applicants.

**29(B) POSSIBLE ACTION TO APPOINT FOUR MEMBERS TO THE CARSON CITY PARKS AND RECREATION COMMISSION TO FOUR-YEAR TERMS, EXPIRING JANUARY 2016** (5:41:35) - Mayor Crowell introduced this item, and invited Timothy Howard to the podium. (5:41:52) Timothy Howard introduced himself for the record, provided background information on his residence in Carson City, and discussed his interest in and qualifications for serving as a Parks and Recreation Commissioner. Mayor Crowell provided an overview of the interview process, and inquired as to Mr. Howard's opinion of the interplay between sports and tourism in this community. Mr. Howard discussed the economic benefit of sporting tournaments. In response to a further question, Mr. Howard expressed the opinion that sports facilities should be used for the benefit of the community. He suggested that "Reno takes a lot of the responsibility because they're on a major artery from the Bay Area for professional sports." He expressed the opinion that "in developing our community services, ... we should be able to further expand along those lines once our population and our interest moves in that respect. ... our facilities should be able to augment and to grow to accommodate such sports." Mr. Howard expressed a preference in "see[ing] it go the other direction, not only for adaptability and growth, but ... also ... more than just the community college input in sharing facilities." He expressed a preference for "sports facilities [to be] utilized more so by our one single high school because we only have one high school and it's very overpopulated now as it is and we need to ensure that any overflow or any sports activities are handled by the parks service."

Supervisor Aldean inquired as to Mr. Howard's vision for new recreational opportunities which are not currently being met by the Parks and Recreation Department. Mr. Howard expressed an interest in "go[ing] to basics in which we draw from local coaches, high school coaches, players ... having more learning and ... draw kids to teach them basics, such as basic football, basketball, soccer ... so that we can draw more and have more punt / pass and all those other clubs available for our kids in our community because we need to have more emphasis for our parks and facilities towards our kids to keep them busy so they stay out of trouble." He acknowledged a vision for a sports mentoring program. Supervisor Aldean requested Mr. Howard to provide an example of the method by which he would improve any of the existing City

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parks or recreational facilities. Mr. Howard suggested being “more open and challeng[ing] our spokespeople to do more advertising for our facilities so that we can schedule more groups in using our facilities so that they are used at their ... peak efficiency.”

Supervisor Abowd inquired as to Mr. Howard’s vision for increasing revenues through parks and recreation activities. Mr. Howard suggested “a graduated fee system according to the usage of the facilities. Whoever uses the facilities more, they would have to do a little more expenditures from their dues, from their donations ...” He suggested as low a fee as possible “but enough to be able to help pay for the electricity, for example, or the heating and cooling of the facilities.”

Supervisor McKenna inquired as to the method by which Mr. Howard would transition to an all-volunteer park maintenance and supervision type of organization. Mr. Howard expressed the opinion “that would be pretty hard to do to make it all volunteer; however, we have an all volunteer army and so if we can invade two countries 3,000 miles away, I’m sure we could make an all volunteer parks service.”

With regard to the multi-purpose activity center, Supervisor Walt inquired as to how Mr. Howard would vote “if [he] was on the commission now ... to go forward with the plans.” Mr. Howard advised that he would not vote for the facility “right now, as is ... due to the fact that it does not allow for expansion, ... it does not offer capacity for people to have cleanliness and have showers. There’s a few concerns that [he] would insist that they leave the option open and accessibility be able to grow into providing those services in the future.” In consideration of his response to Supervisor Abowd’s question, Supervisor Walt inquired as to the source of funding for advertising and whether Mr. Howard was expressing a preference for utilizing the City’s parks and recreation facilities for for-profit organizations, non-profit organizations, or tourism. Mr. Howard suggested that “the main advertising would be toward the public in general.” He expressed a preference “toward not paid advertising but more so for public service advertisements which are allowable and free through the FCC on radio and television and show our scheduling, show what’s available because unless you actually go down to these facilities and check them out, the ... regular citizen doesn’t know what’s going on.” Supervisor Walt advised that the current Parks and Recreation fee schedule is “a 50 / 50 for non-profit” organizations. She inquired as to whether Mr. Howard agreed with the current fee schedule for non-profit organizations and his opinion relative to whether all non-profit organizations within the community should be treated the same. Mr. Howard expressed the opinion that “accessibility should be based basically on a 50 / 50; however, if there’s more people that want to schedule in, they can do so if it’s available.” Mr. Howard expressed the opinion that all non-profit organizations should be treated the same and should be given access to the facilities. Mayor Crowell thanked Mr. Howard for his application.

Mr. Werner introduced Brett Long, and Mayor Crowell invited him to the podium. (5:55:29) Mr. Long thanked the Board for the opportunity to interview. In response to a question, he provided background information on his residence in Carson City, and discussed his interest in serving as a Parks and Recreation Commissioner. Mayor Crowell provided an overview of the interview process. In consideration of the economic aspect to sports and the limited resources, Mayor Crowell inquired as to how Mr. Long would decide between a community sporting event as opposed to a tourist / revenue producing sporting event. Mr. Long discussed the importance of finding a balance.

Supervisor Walt explained the non-profit fee for use of the theater, and inquired as to Mr. Long’s opinion of the discount. Mr. Long expressed an interest in learning more in order to provide an informed opinion. He noted the importance of balance and of meeting operating costs. “... if those operating costs aren’t being met then it wouldn’t make sense ... that you would give them fifty percent off, but maybe there’s other

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things you could do to cover the other fifty percent if the goal was to draw people to the theater.” In response to a further question, Mr. Long expressed the opinion that all non-profit organizations should be treated equally. He acknowledged a vague familiarity with the multi-purpose activity center to be located on Russell Way. In response to a question, he expressed support for proceeding with construction in consideration of the current economy. He expressed more support than opposition, but reiterated an unfamiliarity with all the details.

Supervisor McKenna inquired as to the method by which Mr. Long would create an all-volunteer organization to maintain and supervise parks. Mr. Long expressed the opinion there are many citizens who are willing to volunteer. He suggested getting an understanding of what needs to be done, and that creating an all-volunteer park system would be daunting. He further suggested brainstorming “what the community is capable of maintaining on their own.”

Supervisor Aldean inquired as to Mr. Long’s vision for new recreation opportunities which aren’t currently being met by the Parks and Recreation Department. Mr. Long referred to a survey conducted in the early 2000s. “... one thing that seems like we’ve improved a lot from that survey was ... open space trails and ... parks were important ... It seems like one of the things that a lot of people didn’t use parks for was pets because they couldn’t take their pets to the parks and ... a lot of that’s actually changed. Seems like things are kind of moving in the right direction as far as what people want versus what we’re serving.” Mr. Long suggested conducting another survey. Supervisor Aldean requested Mr. Long to provide an example of ways to improve our existing offerings. Mr. Long advised of using the aquatic facility several times a week, and wondered about the possibility to tier the fee schedule. He expressed appreciation for the grassy areas in parks, but suggested it may make sense “to ... xeriscape some things to ... improve the efficiency and ... eliminate maintenance costs too.”

Supervisor Abowd inquired as to Mr. Long’s ideas to increase revenues through parks and recreation. Mr. Long was uncertain as to how the MAC would be structured, and suggested reviewing the Boys and Girls Clubs of Western Nevada fee structure for ideas. He further suggested that increasing fees “to make ends meet” may make sense, and considering a fee for trail use. “... the big thing would be to make it reasonable and to make it not like sticker shock when people want to use those services.”

In response to a question, Mr. Long again thanked the Board for the opportunity to interview. He expressed appreciation for the area amenities. Mayor Crowell thanked Mr. Long for his application. In response to a question, Mr. Long advised that his best time for the Prison Hill run was 1:36 or 1:37.

(6:11:43) At Mayor Crowell’s request, Steve Lasco introduced himself for the record. He acknowledged he currently serves as the Parks and Recreation Commission chair. In response to a question, he advised that his application for reappointment would constitute a second term. At Mayor Crowell’s request, Mr. Lasco discussed his interest in being reappointed. Mayor Crowell related a scenario describing competing uses for recreation facilities between a community sporting event and a tournament, and inquired as to the method by which Mr. Lasco would balance the two. Mr. Lasco acknowledged potential conflict, and noted the community has a significant number of fields. “In the event that there were a direct conflict, obviously, we would want to try to reschedule, negotiate with the two parties ... Then, if we were not able to broker a solution,” he suggested considering “who was there first. Do either of these organizations have a history, a legacy of using that field at that time for that event or tournament? Beyond that, if no solution still were operable,” he suggested meeting with each group to negotiate a compromise. He expressed opposition to the commission attempting to establish precedent for “who has the right to that facility at a certain time because both the paying customer ... and the residents have ... dibs on the facility. ... that would be best

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left at the staff level to manage with these individuals or organizations that are paying for use of the facility.”

Supervisor Abowd inquired as to suggestions to increase revenues for parks and recreation. Mr. Lasco expressed appreciation for the need “for fiscal solvency and to do the best we can to break even.” He expressed the opinion that “not all recreation facilities are going to earn 100 percent cost recovery. Some things are subsidized for low income groups. Others, just by the nature of the event, sort of are a lost leader ... in the sales world. Given that, ... we do want to try to maximize cost recovery and to ... work diligently and ... make savings, incur cost efficiencies as much as possible.” He advised that the MAC is “winnowed down to a point where it’s quite a bit downsized from its original scope and, with that, will come a lot of cost efficiencies.” He expressed a personal preference for considering such opportunities as “midnight basketball ..., to get more mileage out of it ..., to make that facility as profitable as possible.”

Supervisor Aldean inquired as to existing needs which are currently not being met by parks and recreation. Mr. Lasco noted space limitations for certain programs, such as futsal, and discussed the need for an outdoor water feature associated with a parks and recreation facility. He expressed the opinion that skaters are an under-represented group, and suggested adding features to the existing skate park or developing a new park in a different location. In response to a further question, he suggested considering improvements to provide adult and senior fitness programs. In response to a further question, he expressed an interest in considering improvements to program and facility efficiencies. He commended staff on continually improving efficiencies at the ice skating rink.

Supervisor McKenna inquired as to the method by which Mr. Lasco would create and maintain a volunteer organization for park maintenance. In reference to the Adopt-A-Park Program, Mr. Lasco noted that the City has ventured into the area of volunteer park maintenance. He discussed the methods by which the program was publicized and volunteers were recruited. He suggested engaging and enlisting leaders of community organizations “and try to attack whatever task it is as best we can.” Supervisor McKenna suggested that Mills Park “seems ... to be the first choice for everybody to do everything.” In response to a question, Mr. Lasco expressed appreciation for Supervisor McKenna’s concerns relative to the future of Mills Park. “We have this significant swath of land that’s been set aside as a park. We don’t want to see it ... willy-nilly, chopped up, piecemeal into different subsectors.” In reference to the Unified Pathways Master Plan and Parks Master Plan elements, he suggested vetting the processes and changes “as they come.” He advised that the Parks and Recreation Commission has “opted to look at projects, creating new items, new materials, new situations rather than investing in a plan; feeling that the public deserves more bang for the buck by having new amenities and new facilities instead of a plan.” He acknowledged the need to update plans from time to time.

Mr. Lasco acknowledged a familiarity with the fee structure of the theater. In response to a question, he advised that the fee structure was changed during his term, and expressed a willingness to consider additional changes. He expressed the opinion “there might be a ... more streamlined way of billing those facilities,” but was uncertain as to “what that is.” He expressed the further opinion that “local organizations should have some sort of preference, some sort of incentive, reward ... for having the gumption to put on an event here and for wanting to keep it in our facility, but as to how, specifically, that might be improved,” he couldn’t say. In response to a further question, he expressed the opinion that “we should try to be as even as possible” with regard to non-profit organizations’ usage and fees. “... there are legacy organizations, there are events and organizations in this community that have long, long histories.” Mr. Lasco expressed the opinion “it’s really difficult to remove any sort of preference or grandfathering for those groups.” In response to a further question, Mr. Lasco advised that he would vote in favor of the

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MAC. In response to a question, Mr. Lasco requested the Board's consideration of his reappointment. Mayor Crowell thanked him for his commission service.

(6:32:05) Chuck Adams introduced himself for the record, and Mayor Crowell provided an overview of the interview process. In response to a question, Mr. Adams discussed his interest in being reappointed to the commission. In consideration of the economic benefits of sports tournaments, Mayor Crowell inquired as to the balance between community sporting events and sports tournaments relative to facilities. Mr. Adams commended Recreation Programs Director Joel Dunn on scheduling tournaments. He suggested "as long as it doesn't affect the local ... events, we'd be silly not to encourage as much usage of our facilities as we can get. It's great for the economy."

In response to a question regarding the fee structure relative to non-profit organizations, Mr. Adams expressed the opinion that "facilities are for our community. ... right now, we're doing everything we can to accommodate people in the best manner that we can." In response to a further question, he expressed the opinion that all non-profits should be treated the same "to a certain extent." He expressed the further opinion that "Carson City residents and Carson City non-profit groups should have first priority and we should do everything we can to keep those fees down so that they can keep functioning." In response to a further question, Mr. Adams advised that he would vote in favor of the MAC.

Supervisor McKenna inquired as to the method by which Mr. Adams would go about creating an all-volunteer organization for maintenance and supervision of the parks and facilities. Mr. Adams referred to volunteer projects and the Adopt-A-Park Program, and expressed the opinion "you'd have to lead by example. You'd have to get a group of people that you knew were interested in a particular facility and there's got to be a ring leader for that kind of stuff. You've got to have someone who has the interest to take care of the theater, maybe the theater groups."

Supervisor Aldean inquired as to opportunities for increased efficiencies relative to the operation of the current parks facilities. Mr. Adams commended Parks and Recreation Department staff, particularly Theater Operations Director Mitch Ames, Parks and Recreation Director of Operations Scott Fahrenbruch, and Recreation Programs Director Joel Dunn on the good job they do with the staff they have. In response to a question, Mr. Adams expressed the opinion that existing needs and underserved populations will be addressed by the MAC.

Supervisor Abowd inquired as to Mr. Adams' suggestions for increasing revenues for the Parks and Recreation Department. Mr. Adams expressed the opinion that once the MAC is constructed, "with the design, we'd be able to get more adult basketball programs in and youth programs and just out of town, fill the beds type tournaments." He discussed the importance of keeping tournament fees low in order to "keep those kinds of programs coming in," but suggested more of them would increase revenues. Mayor Crowell thanked Mr. Adams for his commission service.

(6:46:44) Mayor Crowell invited Tom Farrer to the podium, and he introduced himself for the record. Mayor Crowell thanked him for his application and provided an overview of the interview process. In response to a question, Mr. Farrer provided background information on his residence in Carson City and discussed his interest in serving as a Parks and Recreation Commissioner. Mayor Crowell inquired as to Mr. Farrer's sense of tension between allocating parks and recreation facilities for local, community use as opposed to tournament use. Mr. Farrer expressed support for outside tournaments in consideration of the benefits to the participants and to the economy.

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Supervisor Abowd inquired as to Mr. Farrer's suggestions for increasing parks and recreation revenues so that activities could either break even or generate revenue. Mr. Farrer expressed a bias toward recreation, and the opinion that "we should make it as available to everyone that we can, as inexpensively as we can." He discussed his use of the aquatic facility "for many years" and commended it as a "marvelous facility." He suggested more and various types of tournaments would increase revenues.

Supervisor Aldean inquired as to Mr. Farrer's opinion of any recreational needs which are not being met by the current menu of programs. Mr. Farrer expressed the opinion that the City "has a marvelous program." He expressed certainty that there are needs unmet, but uncertainty as to what they are. In response to a question, he expressed the opinion that children and teenagers are "generally ... underserved here ..." Supervisor Aldean inquired as to opportunities for increased efficiencies at current parks and recreation facilities. Mr. Farrer was uncertain as to parks and recreation facility operations and budgets, but acknowledged the "tight economic times." He expressed the opinion that "everybody has had to cut back ..."

Supervisor McKenna inquired as to the method by which Mr. Farrer would create an all-volunteer organization for maintenance and supervision of the parks. Mr. Farrer cited community outreaches and neighborhood residents "that might help patrol ..." His wife uses parks and recreation facilities extensively with the couple's ten-year-old grandchild, and advised that "she is very conscious about watching what's going on in the parks at the time and she reports any vandalism ... that she sees."

Supervisor Walt explained the non-profit fee structure for use of parks and recreation facilities. In response to a question, Mr. Farrer expressed support for the existing non-profit fee structure. "... we should include as many non-profit organizations as we can into the program." He suggested that the community service organizations would be a resource for volunteer assistance. In response to a question, he expressed the opinion that non-profit organizations should be treated differently. He acknowledged a vague familiarity with the multi-purpose activity center proposed for Russell Way. Supervisor Walt provided background information. In response to a question, Mr. Farrer expressed support for the MAC "just for the reasons ... already stated." Mayor Crowell thanked Mr. Farrer for his application.

(6:56:52) Todd Westergard introduced himself for the record. In response to a question, he discussed his interest in reappointment. In response to a further question, he expressed the opinion that parks and recreation facilities should be marketed both for outside tournaments and for local quality of life. He expressed the opinion "it's fair to charge people to use the facilities that are not residents ... And in areas where we do already charge for use, even the residents, ... it's fair to charge nonresident users a higher fee."

In response to a question, Mr. Westergard expressed the opinion "it's fair to give the non-profits a break on the fee structure." He expressed an interest in being reappointed to see the multi-purpose facility completed as well as participate in discussions regarding recreation cost recovery programs. In response to a further question, he expressed an interest in hearing more about what may differentiate one non-profit from another. He expressed the opinion there would need to be "pretty specific criteria regarding any waivers or reductions in use fees for non-profits." In response to a further question, he advised that he would vote to proceed with the multi-purpose activity center. "The community is need of additional indoor recreation facilities. It so happens that we've struck a deal with the Boys and Girls Clubs that's mutually beneficial and dollars ... were set aside for that purpose ... and so ... we should go ahead and use that money that's dedicated."

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Supervisor McKenna inquired as to the method by which Mr. Westergard would create a volunteer organization to maintain and supervise the parks and recreation facilities. Mr. Westergard expressed the opinion that such an organization would not be a good idea. He expressed the opinion that “people in this community already are, for the most part, pretty ... gracious ... about volunteering, giving their time, giving their resources. ... there is a science to ... maintaining parks and supervising ... and, in some areas of volunteerism, you get what you pay for.”

Supervisor Aldean inquired as to Mr. Westergard’s opinion regarding recreational needs which are currently unmet. Mr. Westergard suggested a wish list could always be provided to Parks and Recreation Department Director Roger Moellendorf and the Parks and Recreation Commission. He expressed the opinion that “outside of the things ... already in the works,” there aren’t any glaring unmet needs. He expressed the further opinion that the “biggest struggle, in the next few years, is just going to be sustaining what we have.” Mr. Westergard acknowledged opportunities for increased efficiencies at current parks and recreation facilities. “In times like these that we’ve undergone ..., there is a silver lining and the silver lining is efficiency. It gives you an opportunity to really take a hard look at expenditures and where money is going.” He commended Mr. Moellendorf on managing budgetary issues thus far, and reiterated the opinion that there are always increased efficiencies to be realized.

Supervisor Abowd inquired as to Mr. Westergard’s suggestions for increasing revenues for parks and recreation activities and the proposed MAC. Mr. Westergard expressed the opinion that “making money, in some programs, is reasonable so long as that money is put back into parks and recreation and that you’re not rolling over profits from year to year.” He reiterated the opinion that non-resident users should pay increased usage fees. He discussed the balance between fair prices and pricing oneself out of the market.

In response to a question, Mr. Westergard advised that the meeting before the Governor’s Economic Board, held earlier in the day, went well. Mayor Crowell thanked Mr. Westergard for his commission service and for his interest in reappointment.

Mayor Crowell commended the well-qualified, articulate applicants, and thanked them for their interest. He noted six applicants for four commission positions, and entertained comments of the Board members. In response to a question, Mr. Werner advised of no policy that applicants seeking a second term are entitled to reappointment. Mayor Crowell entertained a motion. **Supervisor Walt moved to appoint Steve Lasco, Chuck Adams, Todd Westergard, and Brett Long to the Parks and Recreation Commission for four-year terms, expiring January 2016. Supervisor McKenna seconded the motion.** Mayor Crowell entertained discussion and, when none was forthcoming, called for a vote on the pending motion. **Motion carried 5-0.** Mayor Crowell thanked each of the applicants.

**30. PUBLIC COMMENT** - None.

**31. ACTION TO ADJOURN** (7:13:54) - Mayor Crowell adjourned the meeting at 7:13 p.m.

The Minutes of the January 19, 2012 Carson City Board of Supervisors meeting are so approved this \_\_\_\_\_ day of February, 2012.

ATTEST:

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ROBERT L. CROWELL, Mayor

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ALAN GLOVER, Clerk-Recorder