

CARSON CITY BOARD OF SUPERVISORS

Minutes of the December 4, 2014 Meeting

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A regular meeting of the Carson City Board of Supervisors was scheduled for 8:30 a.m. on Thursday, December 4, 2014 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

PRESENT: Mayor Robert Crowell
Supervisor Karen Abowd, Ward 1
Supervisor Brad Bonkowski, Ward 2
Supervisor John McKenna, Ward 3
Supervisor Jim Shirk, Ward 4

STAFF: Nick Marano, City Manager
Alan Glover, Clerk - Recorder
Marena Works, Deputy City Manager
Susan Merriwether, Chief Deputy Clerk
Joseph Ward, Senior Deputy District Attorney
Kathleen King, Chief 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.

1 - 4. CALL TO ORDER, ROLL CALL, INVOCATION, AND PLEDGE OF ALLEGIANCE (8:30:02) - Mayor Crowell called the meeting to order at 8:30 a.m. Mr. Glover called the roll; a quorum was present. St. Teresa of Avila Catholic Church Father Chuck Durante provided the invocation. At Mayor Crowell's request Undersheriff Steve Albertsen led the pledge of allegiance.

5. PUBLIC COMMENT (8:33:41) - Mayor Crowell entertained public comment; however, none was forthcoming.

6. POSSIBLE ACTION ON APPROVAL OF MINUTES - August 7, 2014; August 21, 2014; August 28, 2014; and September 4, 2014 (8:34:12) - Mayor Crowell introduced this item, and entertained suggested revisions. When none were forthcoming, he entertained a motion to approve the minutes of August 7th. **Supervisor Bonkowski moved to approve the minutes of August 7, 2014, as presented. Supervisor Abowd seconded the motion.** Mayor Crowell entertained discussion on the motion. In reference to item 11, Supervisor Shirk advised of having argued against the Board's acceptance of the representation of "percentages rather than the actual dollar amounts" in NNDA's budget. He stated a difference between NNDA's representation of "the number of jobs ... versus [his] discussion with them." In reference to the NNDA website, he stated, "the project that was behind the Nugget was discussed. And, also, there was a discussion about non-disclosures signed by Board members. And there was also a discussion about how well NNDA works with the governors." Following a brief discussion, Mr. Glover explained that Supervisor Shirk's comments would be reflected in the December 4, 2014 minutes. Supervisor Shirk acknowledged a previous understanding of Mr. Glover's explanation. Mayor Crowell called for a vote on the pending motion. **Motion carried 5-0.**

With regard to the August 21, 2014 minutes, Mayor Crowell entertained a motion. **Supervisor Bonkowski moved to accept the minutes, as presented. Supervisor Abowd seconded the motion.** Mayor Crowell entertained discussion on the motion and, when none was forthcoming, called for a vote. **Motion carried**

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5-0. Mayor Crowell entertained a motion on the August 28th minutes. **Supervisor Bonkowski moved to approve the minutes of August 28, 2014, as presented. Supervisor Abowd seconded the motion.** Mayor Crowell entertained discussion on the motion and, when none was forthcoming, called for a vote. **Motion carried 5-0.** Mayor Crowell entertained a motion on the September 4th minutes. **Supervisor Bonkowski moved to approve the minutes of September 4, 2014, with a correction to item 12 to indicate that the Mayor abstained from voting. Supervisor Abowd seconded the motion. Motion carried 5-0.**

7. POSSIBLE ACTION ON ADOPTION OF AGENDA (8:38:06) - Mayor Crowell entertained modifications to the agenda, and Mr. Marano advised that item 12(B) would be withdrawn. Mayor Crowell entertained additional modifications and, when none were forthcoming, deemed the remainder of the agenda adopted, as published. (10:11:59) Mayor Crowell modified the agenda to combine items 21(B) and 21(C).

8. RECESS BOARD OF SUPERVISORS (8:38:24) - Mayor Crowell recessed the Board of Supervisors at 8:38 a.m.

LIQUOR AND ENTERTAINMENT BOARD

9. CALL TO ORDER AND ROLL CALL (8:38:30) - Chairperson Crowell called the Liquor and Entertainment Board to order at 8:38 a.m., noting the presence of a quorum, including Member Ken Furlong.

10. PUBLIC COMMENT (8:38:53) - Chairperson Crowell entertained public comment; however, none was forthcoming.

11. POSSIBLE ACTION ON APPROVAL OF MINUTES - June 19, 2014 and July 3, 2014 (8:39:08) - Chairperson Crowell entertained a motion for the June 19th minutes. **Member Bonkowski moved to approve the minutes of June 19, 2014, with a correction to item 13, to indicate the applicant's name as SM Rafter, LLC. Member McKenna seconded the motion. Motion carried 6-0.** Chairperson Crowell entertained a motion on the July 3rd minutes. **Member Bonkowski moved to approve the minutes of July 3, 2014, as presented. Member Abowd seconded the motion.** Mayor Crowell entertained discussion on the motion and, when none was forthcoming, called for a vote. **Motion carried 6-0.**

12. COMMUNITY DEVELOPMENT DEPARTMENT, BUSINESS LICENSE DIVISION
12(A) POSSIBLE ACTION TO APPROVE ANTHONY FISH AS THE LIQUOR MANAGER FOR SASSAFRAS, LLC, LIQUOR LICENSE NO. 15-30294, LOCATED AT 1500 OLD HOT SPRINGS ROAD (8:39:44) - Chairperson Crowell introduced this item. Senior Permit Technician Lena Reseck reviewed the agenda materials, noting staff's recommendation of approval. Chairperson Crowell entertained public comment and, when none was forthcoming, invited Mr. Fish to the podium. (8:40:21) Anthony Fish provided background information on plans for Sassafras in its new location. In response to a comment, he reviewed his experience in restaurant management. Member Abowd wished Mr. Fish "all the success in the world."

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Chairperson Crowell entertained a motion. **Member Abowd moved to approve Anthony Fish as the liquor manager for Sassafras, LLC, liquor license number 15-30294, located at 1500 Old Hot Springs Road. Member McKenna seconded the motion.** Chairperson Crowell entertained discussion on the motion and, when none was forthcoming, called for a vote.

RESULT:	Approved [6 - 0]
MOVER:	Member Karen Abowd
SECOND:	Member John McKenna
AYES:	Members Abowd, McKenna, Bonkowski, Furlong, Shirk, and Chair Crowell
NAYS:	None
ABSENT:	None
ABSTAIN:	None

12(B) POSSIBLE ACTION TO APPROVE JIDAPA KRECK AS THE LIQUOR MANAGER FOR SIAM CLASSIC THAI CUISINE, LLC, LIQUOR LICENSE NO. 15-30234, LOCATED AT 4250 COCHISE STREET, SUITE 40 - Withdrawn

13. PUBLIC COMMENT (8:41:29) - Chairperson Crowell entertained public comment; however, none was forthcoming.

14. ACTION TO ADJOURN LIQUOR AND ENTERTAINMENT BOARD (8:41:40) - Chairperson Crowell adjourned the Liquor and Entertainment Board at 8:41 a.m.

15. RECONVENE BOARD OF SUPERVISORS (8:41:42) - Mayor Crowell reconvened the Board of Supervisors at 8:41 a.m.

ORDINANCES, RESOLUTIONS, AND OTHER ITEMS

16. CARSON CITY AIRPORT AUTHORITY - PUBLIC HEARING, PURSUANT TO NRS 244.2833, PUBLISHED NOTICE, AND POSSIBLE ACTION ON APPROVAL OF A RESOLUTION FINDING IT IN THE BEST INTERESTS OF CARSON CITY TO APPROVE THE REDUCTION OF AREA, EXTENSION OF TERM, AND RESTATEMENT OF CARSON CITY AIRPORT LEASE AGREEMENT REGARDING THE AIRPORT LEASE WITH JAMES K. WICKERSHAM (SHADETREE AVIATION) REGARDING THAT CERTAIN LEASE, DATED AUGUST 20, 1981, RECORDED AS DOCUMENT NO. 6395, AS AMENDED IN 1988, 1996, 2003, AND 2014 OF AIRPORT REAL PROPERTY FOR THE LEASE BETWEEN JAMES WICKERSHAM (SHADETREE AVIATION, INC.) AND THE CARSON CITY AIRPORT AUTHORITY FOR PARCEL W1-B ON THE MAPS RECORDED WITH THE ORIGINAL LEASE AS DOCUMENT NO. 6395 (ORIGINALLY TITLED SAGE AIR SERVICE LEASE) (8:41:45) - Mayor Crowell introduced this item, and advised that he would abstain from participating in discussion and action due to his association with law partner, Airport Authority Counsel Steve Tackes. Mayor Crowell passed the gavel to Mayor *Pro Tem* Karen Abowd, and stepped away from the dais.

Mayor *Pro Tem* Abowd opened the public hearing, and invited Airport Authority Counsel Steve Tackes to the podium. (8:42:17) Mr. Tackes provided background information on this item, and reviewed the agenda materials. Supervisor Bonkowski advised of having discussed the property's legal description with

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Mr. Tackes. Mr. Tackes acknowledged that the first two lines of the legal description only change the point of origin for the legal description and do not encompass any square footage for the lease. He provided additional clarification of the same, and advised that non-substantive typographical corrections were made to the lease, at Supervisor Bonkowski's request.

Mayor *Pro Tem* Abowd entertained additional Board member questions or comments and, when none were forthcoming, public comments. When no public comments were forthcoming, she closed the public hearing and entertained a motion. **Supervisor Bonkowski moved to adopt Resolution No. 2014-R-30, and approve the Reduction of Area, Extension of Term, and Restatement of Carson City Airport Lease Agreement, for the lease between James Wickersham, Shadetree Aviation, Inc., and the Carson City Airport Authority, for Parcel W1-B on the maps recorded with the original lease, as Document No. 6395, originally titled "Sage Air Service Lease," which lease is in the best interests of Carson City. Supervisor McKenna seconded the motion.** Mayor *Pro Tem* Abowd entertained discussion on the motion and, when none was forthcoming, called for a vote.

RESULT:	Approved [4 - 0 - 1]
MOVER:	Supervisor Brad Bonkowski
SECOND:	Supervisor John McKenna
AYES:	Supervisors Bonkowski, McKenna, Shirk, and Mayor <i>Pro Tem</i> Abowd
NAYS:	None
ABSENT:	None
ABSTAIN:	Mayor Robert Crowell

Mayor *Pro Tem* Abowd returned the gavel to Mayor Crowell, who had returned to the dais.

17. FINANCE DEPARTMENT - POSSIBLE ACTION TO ACCEPT THE REPORT ON THE CONDITION OF EACH FUND IN THE TREASURY AND THE STATEMENTS OF RECEIPTS AND EXPENDITURES, THROUGH NOVEMBER 24, 2014, PURSUANT TO NRS 251.030 AND NRS 354.290 (8:46:57) - Mayor Crowell introduced this item, and Finance Department Director Nick Providenti reviewed the agenda materials. Mayor Crowell entertained public comment and, when none was forthcoming, a motion. **Supervisor Bonkowski moved to accept the report on the condition of each fund in the treasury and the statements of receipts and expenditures, through November 24, 2014, pursuant to NRS 251.030 and NRS 354.290. Supervisor McKenna seconded the motion.** Mayor Crowell entertained discussion on the motion and, when none was forthcoming, called for a vote.

RESULT:	Approved [5 - 0]
MOVER:	Supervisor Brad Bonkowski
SECOND:	Supervisor John McKenna
AYES:	Supervisors Bonkowski, McKenna, Abowd, Shirk, and Mayor Crowell
NAYS:	None
ABSENT:	None
ABSTAIN:	None

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18. PURCHASING AND CONTRACTS

18(A) POSSIBLE ACTION TO APPROVE CONTRACT NO. 1415-113, PURSUANT TO NRS 332.115(1)(b) AND NRS 625.530, WITH BDA ARCHITECTURE, P.C., TO PROVIDE DESIGN DEVELOPMENT AND CONSTRUCTION BIDDING ASSISTANCE FOR THE CARSON CITY ANIMAL CONTROL FACILITY, THROUGH DECEMBER 31, 2016, FOR A CONTRACT AMOUNT OF \$283,995.00, PLUS AN ADDITIONAL SERVICES BUDGET OF \$28,000.00, FOR A TOTAL NOT-TO-EXCEED PRICE OF \$311,995.00, TO BE FUNDED FROM THE CAPITAL PROJECTS - ANIMAL CONTROL FACILITY ACCOUNT, AS PROVIDED FOR IN FY 2014 / 2015 AND FY 2015 / 2016 (8:47:40) - Mayor Crowell introduced this item, and Finance Department Director Nick Providenti reviewed the agenda materials. He explained that the contract will be funded from the 1/8 cent infrastructure sales tax revenues. He advised that the bonds were sold on Tuesday with “a really good interest rate,” and that the sale will close on December 17th. He further advised that the budget will be augmented.

In response to a question, Project Manager Robb Fellows reviewed revisions to the construction schedule. The anticipated completion date is December 15, 2015. He responded to questions of clarification regarding various provisions included in Exhibit A to the contract. Supervisor Bonkowski suggested to the District Attorney and the City Manager to review the language of the third “WHEREAS” paragraph on page 1 of the contract. Supervisor McKenna expressed concern with regard to the aggressive construction schedule impacting other, ongoing projects. Mr. Fellows provided background information on the construction schedule, and assured the Board that it will not “derail or change any other projects.” At Supervisor McKenna's request, Mr. Fellows described the location for the subject facility. In response to a question, Mr. Fellows explained the reason the rock wall at the Wastewater Treatment Facility, along Fifth Street, was removed. Planning Manager Susan Dorr Pansky and Public Works Department Director Darren Schulz provided additional clarification.

Mayor Crowell entertained public comment and, when none was forthcoming, a motion. **Supervisor Abowd moved to approve Contract No. 1415-113, pursuant to NRS 332.115(1)(b) and NRS 625.530, with BDA Architecture, P.C., to provide design development and construction bidding assistance for the Carson City Animal Control facility, through December 31, 2016, for a contract amount of \$283,995.00, plus an additional services budget of \$28,000.00, for a total not-to-exceed price of \$311,995.00, to be funded from the capital projects - animal control facility account, as provided for in FY 2014 / 2015 and FY 2015 / 2016. Supervisor Bonkowski seconded the motion.**

RESULT:	Approved [5 - 0]
MOVER:	Supervisor Karen Abowd
SECOND:	Supervisor Brad Bonkowski
AYES:	Supervisors Abowd, Bonkowski, McKenna, Shirk, and Mayor Crowell
NAYS:	None
ABSENT:	None
ABSTAIN:	None

18(B) POSSIBLE ACTION TO DETERMINE THAT WESTERN NEVADA SUPPLY CO. IS THE LOWEST RESPONSIVE AND RESPONSIBLE BIDDER, PURSUANT TO NEVADA REVISED STATUTE CHAPTER 332, AND TO AUTHORIZE THE PUBLIC WORKS DEPARTMENT TO PURCHASE WAREHOUSE INVENTORY PARTS ON AN AS-NEEDED

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BASIS THROUGH NOVEMBER 30, 2015, WITH THE OPTION TO RENEW FOR FIVE (5) ADDITIONAL YEARS, SUBJECT TO NEGOTIATION, TO BE FUNDED FROM THE VARIOUS OPERATING SUPPLIES ACCOUNTS IN THE WATER, SEWER, STORM DRAIN, STREETS, AND LANDFILL FUNDS, AS PROVIDED IN THE FY 2014 / 2015 BUDGET (CONTRACT NO. 1415-092) (9:03:10) - Mayor Crowell introduced this item. Supervisor Abowd read a prepared disclosure statement into the record, and advised she was “entitled to vote ..., pursuant to NRS 281A.420(4).” Purchasing and Contracts Manager Kim Belt reviewed the agenda materials. At Supervisor Bonkowski's request, Public Works Department Director Darren Schulz explained the method by which the expenditures will be accounted for and reconciled against the budget line items. In response to a question, he advised that there are usually two bidders for the subject contract. “The other bidder did not bid this year,” and there was no response to staff's inquiries as to the reason why. In response to a series of questions, Mr. Schulz provided background information on the option to renew the contract for five years, and explained the “subject to negotiation” clause. He acknowledged the option is actually for up to five annual renewals of the contract. He responded to additional questions of clarification, and acknowledged that the contract will be annually submitted to the Board for approval.

Mayor Crowell entertained additional Board member questions or comments and, when none were forthcoming, public comments. When no public comment was forthcoming, he entertained a motion. **Supervisor Abowd moved to determine that Western Nevada Supply Company is the lowest responsive and responsible bidder, pursuant to Nevada Revised Statute Chapter 332, and to authorize the Public Works Department to purchase warehouse inventory parts on an as-needed basis, through November 30, 2015, with the option to renew for five additional years, subject to negotiation, to be funded from the various operating supplies accounts in the water, sewer, storm drain, streets, and landfill funds, as provided in the FY 2014 / 2015 budget. Supervisor McKenna seconded the motion.** Mayor Crowell entertained discussion on the motion and, when none was forthcoming, called for a vote.

RESULT:	Approved [5 - 0]
MOVER:	Supervisor Karen Abowd
SECOND:	Supervisor John McKenna
AYES:	Supervisors Abowd, McKenna, Bonkowski, Shirk, and Mayor Crowell
NAYS:	None
ABSENT:	None
ABSTAIN:	None

19. PUBLIC WORKS DEPARTMENT - POSSIBLE ACTION TO APPROVE A TRANSPORTATION PLANNER POSITION WITHIN THE PUBLIC WORKS DEPARTMENT; THIS POSITION WILL REPLACE A VACATED ACCOUNTANT POSITION (9:14:11) - Mayor Crowell introduced this item, and Transportation Manager Patrick Pittenger reviewed the agenda materials. At Supervisor Abowd's request, Mr. Pittenger provided additional clarification of the anticipated percentage increase in federal and state reimbursement of the requested position's salary. In response to an additional question, he elaborated on the need for an additional transportation planner. Supervisor Bonkowski commended Mr. Pittenger on considering “very innovative, efficient ways to get more work done ...” In response to a question, Mr. Pittenger expressed confidence that, because of succession planning and “the culture of the organization,” the practice of considering innovative and efficient methods for accomplishing the work of the Transportation Division will continue. He responded to additional questions of clarification

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regarding the vacated accountant position, the stability of the federal and state reimbursement funding, the benefits of the requested position, staffing of the Transportation Division, and the underfunded streets budget.

Mayor Crowell entertained public comment and, when none was forthcoming, a motion. **Supervisor Bonkowski moved to approve a transportation planner position within the Public Works Department; this position will replace a vacated accountant position. Supervisor Shirk seconded the motion.** Mayor Crowell entertained discussion on the motion and, when none was forthcoming, called for a vote.

RESULT:	Approved [5 - 0]
MOVER:	Supervisor Brad Bonkowski
SECOND:	Supervisor Jim Shirk
AYES:	Supervisors Bonkowski, Shirk, Abowd, McKenna, and Mayor Crowell
NAYS:	None
ABSENT:	None
ABSTAIN:	None

20. PARKS AND RECREATION DEPARTMENT, OPEN SPACE PROGRAM - POSSIBLE ACTION TO ACCEPT THE RECOMMENDATION FROM THE REGIONAL TRANSPORTATION COMMISSION FOR APPROVAL OF THE FEDERAL LAND ACCESS PROGRAM (“FLAP”) PROJECT MEMORANDUM OF AGREEMENT (“MOA”) FOR THE STATE ROUTE 28 CORRIDOR, BETWEEN CARSON CITY AND THE TAHOE TRANSPORTATION DISTRICT (“TTD”) AS THE LEAD AGENCY, AS WELL AS OTHER NAMED PARTIES, AND TO AUTHORIZE THE CITY MANAGER TO SIGN RELATED DOCUMENTS (9:22:38) - Mayor Crowell introduced this item. Open Space Administrator Ann Bollinger provided background information and reviewed the agenda materials. In response to a question, she advised of no cost associated with approving the agreement. She clarified that, as the project moves forward into design, maintenance and management costs will be identified at which time additional agreements will be presented. In response to a further question, she provided additional clarification of the purpose of the agreement.

(9:25:43) In response to a question, Derrick Kirkland, of the Tahoe Transportation District, provided background information on FLAP funds and reviewed additional funding sources. He advised that, once the agreement is executed, the FLAP funds will be set aside for the project. He acknowledged the intent to relocate parking from the highway shoulders, as part of the corridor management plan, and provided additional detail with regard to the same. He responded to additional questions of clarification regarding future Lake access and the FLAP five percent minimum non-federal matching requirement.

In response to a question, Sheriff Ken Furlong advised of a mutual agreement with the U.S. Forest Service, and that the Carson City Sheriff's Office works closely with Washoe and Douglas Counties to jointly patrol the Nevada side of the Lake. He advised that the responsibility for patrolling the highway predominantly belongs to the Nevada Highway Patrol. He anticipates no dramatic impact to the Sheriff's Office from the subject project. Fire Chief Stacey Giomi advised of a mutual aid agreement with the Tahoe / Douglas Fire Protection District and the North Lake Tahoe Fire Protection District. He anticipates no impact to the Fire Department.

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Mayor Crowell entertained public comment and, when none was forthcoming, a motion. **Supervisor Abowd moved to approve the Federal Land Access Program project Memorandum of Agreement for the SR 28 Corridor, between Carson City and the Tahoe Transportation District, as the lead agency, as well as other named parties, and to authorize the Director of the Parks and Recreation Department to sign related documents. Supervisor Bonkowski seconded the motion.** Mayor Crowell entertained discussion on the motion and, when none was forthcoming, called for a vote.

RESULT:	Approved [5 - 0]
MOVER:	Supervisor Karen Abowd
SECOND:	Supervisor Brad Bonkowski
AYES:	Supervisors Abowd, Bonkowski, McKenna, Shirk, and Mayor Crowell
NAYS:	None
ABSENT:	None
ABSTAIN:	None

21. COMMUNITY DEVELOPMENT DEPARTMENT, PLANNING DIVISION

21(A) POSSIBLE ACTION TO REALLOCATE A PORTION OF THE 2014 COMMUNITY SERVICES SUPPORT GRANT (“CSSG”) FUNDING AWARDED TO F.I.S.H. FOR MALPRACTICE INSURANCE, AND ALLOCATE IT TO BE USED FOR SERVICES IN THEIR FAMILY DINING ROOM (9:35:16) - Mayor Crowell introduced this item. Grants Program Coordinator Janice Keillor distributed additional informational materials to the Board members and the Clerk, and reviewed the agenda materials. (9:36:30) In response to a question, F.I.S.H. Executive Director Jim Peckham provided background information on the subject request. Supervisor Bonkowski noted that, since the CSSG funding was originally designated for operational expenditures, there should be no problem with reallocating it. Discussion followed, and Supervisor McKenna discussed a preference for the funding to remain allocated for malpractice insurance at the Ross Clinic. “... and then try to find a doctor to supplement for [Dr. Baggett] and, if we don't spend it this year, it's available for next year.” Mr. Peckham discussed a change to the statute which allows nurse practitioners to treat patients independent of the clinic physician. Additional discussion followed.

Mayor Crowell entertained public comment and, when none was forthcoming, expressed agreement with Supervisor McKenna's point. He suggested, however, that “since there are only six months left in this year, ... we ought to let F.I.S.H. do what they think is best to do for our community.” Supervisor Bonkowski expressed agreement with the previous comments, and the opinion that “once we designate funds, they get used for what they're intended for or they roll over or they come back to the City so that it does go through ... a public process ...” He reiterated a question relative to whether the item even needed to come before the Board since the funding was approved for operations and not specifically for the malpractice insurance.

In response to a question, Community Development Director Lee Plemel explained the difference between CSSG funds and community development block grant funds. He explained the reason for agendaing the subject item for the Board's review. In response to a question, he advised that the City's general fund is the source of the CSSG funds. In reference to the CSSG and CDBG application review processes, Supervisor McKenna discussed concerns over “creating a hole in a policy that should be rigid.” Ms. Keillor responded to additional questions of clarification, and additional discussion followed.

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Mayor Crowell entertained a motion. **Mayor Crowell moved to express appreciation for F.I.S.H. advising the Board of the change in the purpose for the grant funding, and to encourage them to allocate the funding in accordance with the terms under which it was granted. Supervisor McKenna seconded the motion.** Mayor Crowell explained the intent of the motion, and advised that there would be no penalty to F.I.S.H. during the next grant cycle. Mayor Crowell entertained additional discussion on the motion and, when none was forthcoming, called for a vote.

RESULT:	Approved [5 - 0]
MOVER:	Mayor Robert Crowell
SECOND:	Supervisor John McKenna
AYES:	Mayor Crowell, Supervisors McKenna, Abowd, Bonkowski, Shirk
NAYS:	None
ABSENT:	None
ABSTAIN:	None

Supervisor McKenna thanked Mr. Peckham for bringing this matter to the attention of the Board, and requested him to consider the potential for a problem at the Ross Clinic. Additional discussion followed. Mayor Crowell recessed the meeting at 10:00 a.m., and reconvened at 10:11 a.m.

21(B) POSSIBLE ACTION TO APPROVE A MASTER PLAN AMENDMENT TO CHANGE THE LAND USE DESIGNATION OF PROPERTY LOCATED SOUTH OF HIGHWAY 50 WEST AT LAKE TAHOE GOLF COURSE DRIVE, APNs 007-131-34 AND -35 AND 007-051-85 AND -86 FROM PUBLIC / QUASI-PUBLIC (“P/QP”) TO RURAL RESIDENTIAL (“RR”) (MPA-14-140); and 21(C) POSSIBLE ACTION TO INTRODUCE, ON FIRST READING, AN ORDINANCE TO CHANGE THE ZONING OF PROPERTY LOCATED SOUTH OF HIGHWAY 50 WEST AT LAKE TAHOE GOLF COURSE DRIVE, APNs 007-131-34 AND -35 AND 007-051-85 AND -86 FROM CONSERVATION RESERVE (“CR”) TO SINGLE FAMILY FIVE ACRE (“SF5A”) (10:11:59) - Mayor Crowell introduced this item, and Planning Manager Susan Dorr Pansky noted a correction to Assessor's Parcel Numbers. Ms. Dorr Pansky reviewed the agenda materials in conjunction with displayed slides, and responded to questions of clarification. In response to a question, Engineering Manager Danny Rotter advised that the property which is the subject of item 21(B) would be required to connect to City utilities. Ms. Dorr Pansky responded to additional questions regarding the feasibility of residential development and the potential number of residences.

(10:22:10) In response to a question, Nevada Division of State Lands Administrator Charles Donohue provided background information on the trailhead designation in the City's Unified Pathways Master Plan element. He advised that, “At the time that the state were to dispose of this property, whoever purchased it and moved towards development would be responsible for putting in a trailhead at that location.” He provided additional background information on the trailhead designation. He expressed understanding for previously-expressed concerns, and the opinion that “it is an equitable request for the state to have their property zoned very similarly to the property that is adjacent ...”

Supervisor McKenna discussed the importance of improving Old Clear Creek Road and designating it as “public.” “It's too valuable a piece of land ... to not have access to Carson City at the Fuji Park area.” Supervisor McKenna suggested that “until you figure out what you're going to do with Old Clear Creek Road, then all you're doing is creating additional pressure by changing the zoning and building new

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houses.” He expressed a preference for the Board to “solve the problem,” but acknowledged that is “not the appetite of the Board and Carson City as of right now.” He expressed the opinion that Mr. Donohue's request is reasonable and that it should be approved.

In response to a question regarding the requirement for secondary access, Mr. Donohue referenced the “rather arduous process” in order for the state to dispose of land. He did not anticipate the state disposing of the property which is the subject of item 21(B) immediately. He acknowledged awareness of the issues associated with Old Clear Creek Road, and expressed the opinion that the state would “be a partner in trying to solve them.” He clarified he had not put “a lot of time and energy into trying to figure that out.” Extensive discussion followed between the Board members and various, involved City staff.

Mayor Crowell entertained public comment. (10:49:08) Juan Guzman, a resident of Douglas County and a member of the Carson Valley Trails Association, provided background information on discussions with Division of State Lands representatives and advised of the intent to “form a coalition to try to purchase those lands out of the private sector and conserve the land. Then we will find a permanent owner for those lands, either Carson City or the Carson Valley Trails Association or The Nature Conservancy, most likely. The Nature Conservancy, to that effect, wrote a letter to the state about a year ago telling them that they're willing to purchase the land. However, the state was not able or not willing to sell the land at that time. The state has been very clear. Their interest is to preserve the value of the land. They believe, by statute, they have a fiduciary responsibility to maximize the value of those lands. They also believe that bringing in a trailhead will devalue those lands. And no matter how much we have talked to them about lands that are favorably affected by trails, we have not been able to convince them that that is the case. About a year ago, we met in Douglas County and, at that time, the apparent solution was that we will try to process a master plan and zoning change that will secure the state a similar designation to the lands adjacent; that the people that buy land for open space ... understood that what we were saying is it's likely that if we ever want to buy it, we will have to pay more for it. But, you know what? That is the system that we work on. This serves two goals: number one, it preserves the value of the land supposedly by the state providing for a way by which that value can be maximized in their opinion. And, number two, then their willingness ... to work on the trail has been made public. And we were having these discussions with Leon Drozdoff, the director of the agency. So we figured that it carried some weight. But it's just as far as it goes. We understand the legislature may have to approve this sale. So, there are many unknowns. It's every little step at a time.” Mr. Guzman expressed the opinion that the Board has a very good grasp of the access situation and, “as bad as it sounds, it is accurate. ... Clear Creek is there and it is a problem. And our legal advice ... was ... it's private. So, you cannot do anything about it. Not only that, but if we do something about it, then we'll need to maintain it in the long run and it is a very expensive proposition. So, that set aside, ... this is an incremental step towards the goal of achieving this trail.” Mr. Guzman advised that maintenance of the trailhead was being discussed relative to Carson Valley Trails Association volunteers. He acknowledged that the trailhead could be constructed with existing zoning “if the state were to be willing to do so.”

(10:55:30) Shawn McCurdy, a resident of Old Clear Creek Road, expressed the opinion that the issue “can't be just these two properties. It's a master plan which means it's more than just these two properties. ... You have deal with the whole picture, not just these two parcels. ... Once you open that up, how are you going to deal with the rest of the road? How are you going to deal with access? ... Where's the protection? Where is the dealing with Old Clear Creek Road?”

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(10:56:30) Karen Mullen expressed understanding that conditions cannot be placed on a zoning designation, but suggested “a little bit of trust here with the state ... even though they're maximizing the sale of the property through up-zoning.” She expressed the hope that “there would be a way to work out where the parcel is ... that you need for a trailhead before they put it up for sale and ask to enter into an agreement after the up-zoning. And find out where that parcel's going to be from your recreation / open space staff and actually have it parcel mapped prior to the sale of the property so that it's clear where and what it is that the City wants to do in the future and where that access and the linkage will be.”

Mayor Crowell entertained additional public comment and, when none was forthcoming, a motion. **Supervisor Bonkowski moved to deny a master plan amendment to change the land use designation of property located south of Highway 50 West at Lake Tahoe Golf Course Drive, APNs 007-031-34 and -35, and 007-051-85 and -86, from public / quasi-public to rural residential. Supervisor McKenna seconded the motion for purposes of discussion.** Mayor Crowell entertained discussion on the motion. In response to a question, Ms. Dorr Pansky described the parcel which is the subject of item 21(B) as “an island of public / quasi-public in between conservation reserve and residential.” Supervisor Bonkowski expressed the opinion that the issues discussed during this meeting can “really only be addressed when a project is brought forward ...” He expressed the further opinion that this is not the appropriate time to make the master plan amendment and zoning changes. In reference to the rural residential zoning designation on the adjacent property, he pointed out that “every zoning district has a boundary. ... There's always going to be a cut off on zoning and ... all we're doing, ... we're taking a problem property and we're adding to the cost to develop that property down the road for a developer. So, ... not only are we allowing a problem to be created, ... we're exacerbating that problem by increasing the cost to develop it down the road.”

In response to a question, Mr. Donohue advised that the parcel is on the “disposal list. So, at some point, we'll move towards disposal.” In response to a question, Mr. Munn advised that the record has been established to indicate “sufficient concerns with the consequences of zoning that it's defensible.” Mayor Crowell stated, for the record, that it will not be a City responsibility to fix Clear Creek Road. “... this has got to be either the people that live on that road that own part of it or the developer that wants to come in and develop these pieces of property. ... that's a condition. ... If you come in here, don't come in and try and develop this property saying the secondary access or primary access is [Old] Clear Creek Road.”

Mayor Crowell entertained additional discussion on the motion and, when none was forthcoming, called for a vote.

RESULT:	Approved [3 - 2]
MOVER:	Supervisor Brad Bonkowski
SECOND:	Supervisor John McKenna
AYES:	Supervisors Bonkowski, McKenna, Shirk
NAYS:	Supervisor Abowd and Mayor Crowell
ABSENT:	None
ABSTAIN:	None

Mayor Crowell noted that no action was required for item 21(C).

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22. CITY MANAGER

22(A) POSSIBLE ACTION TO APPOINT DENISE STEWART AND WENDY TALAVERA TO THE 9-1-1 SURCHARGE ADVISORY COMMITTEE, EACH FOR TERMS THAT WILL EXPIRE ON DECEMBER 31, 2016 (11:03:29) - Mayor Crowell introduced this item, and Mr. Marano reviewed the agenda materials. Fire Chief Stacey Giomi provided background information on the ordinance governing the composition of the 9-1-1 Surcharge Advisory Committee, and advised that Ms. Stewart and Ms. Talavera were seeking reappointment. Mayor Crowell entertained a motion. **Supervisor McKenna moved to appoint Denise Stewart and Wendy Talavera to the 9-1-1 Surcharge Advisory Committee, each for a term that will expire on December 31, 2016. Supervisor Shirk seconded the motion.**

RESULT:	Approved [5 - 0]
MOVER:	Supervisor John McKenna
SECOND:	Supervisor Jim Shirk
AYES:	Supervisors McKenna, Shirk, Abowd, Bonkowski, and Mayor Crowell
NAYS:	None
ABSENT:	None
ABSTAIN:	None

22(B) DISCUSSION AND POSSIBLE ACTION TO ACCEPT THE EMPLOYEE EFFICIENCY STUDY PERFORMED BY MOSS ADAMS, LLP (11:04:57) - Mayor Crowell introduced this item, and Moss-Adams, LLP Managing Director Mark Steranka introduced Colleen Rozillas, also of Moss-Adams, LLP. Mr. Steranka and Ms. Rozillas presented the Employee Efficiency Study Final Report, which was displayed in the meeting room and included in the agenda materials, and responded to questions of clarification throughout the presentation. (Supervisor McKenna left the meeting room at 11:24 a.m. A quorum of the Board was still present.)

Mayor Crowell entertained public comment and, when none was forthcoming, thanked Mr. Steranka and Ms. Rozillas for their presentation. Mr. Steranka described the findings and recommendations outlined in the final report as “great inputs for the City Manager,” and advised of having discussed them in terms of things he wants to accomplish on behalf of the City. Mr. Steranka emphasized the importance of succession planning.

In response to a question, Mr. Marano advised of looking forward to implementing the recommendations, part of which will be to report back to the Board. (11:54:49) Assessor Dave Dawley discussed a lack of control over the recommendation relative to the GIS Analyst position. Mr. Marano acknowledged that certain aspects of the final report could be revisited during the Board's strategic planning session. Mayor Crowell described the final report as a road map, and agreed with periodic briefings from the City Manager. In response to a question, Mr. Marano requested direction of the Board relative to their preferences for periodic reporting. He acknowledged a willingness to provide quarterly reports and implementation benchmarks. Mayor Crowell entertained a motion. **Supervisor Abowd moved to accept the Employee Efficiency Study, as presented by Moss-Adams, LLP, and to direct staff to bring back an implementation plan and / or quarterly updates based on Board of Supervisors discussion. Supervisor Shirk seconded the motion.**

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RESULT:	Approved [4 - 0 - 1]
MOVER:	Supervisor Karen Abowd
SECOND:	Supervisor Jim Shirk
AYES:	Supervisors Abowd, Shirk, Bonkowski, and Mayor Crowell
NAYS:	None
ABSENT:	Supervisor John McKenna
ABSTAIN:	None

23. INFORMATION TECHNOLOGY DEPARTMENT - POSSIBLE ACTION TO APPROVE THE REORGANIZATION OF THE INFORMATION SYSTEMS DEPARTMENT BY RECLASSIFYING A VACANT IT MANAGER POSITION AND A VACANT SYSTEMS ADMINISTRATOR POSITION INTO THREE IT SYSTEMS TECHNICIAN POSITIONS, INCREASING OVERALL DEPARTMENT STAFFING LEVEL BY ONE FOR A TOTAL OF TEN FULL-TIME EMPLOYEES (12:00:15) - Mayor Crowell introduced this item, and Information Technology Department Director John Wilkinson reviewed the agenda materials. In response to a question, Moss-Adams, LLP Managing Director Mark Steranka advised of not having specifically reviewed the subject item, but expressed the belief “it's reflective of the conversations that we've had in terms of our efficiency study; ... of the needs we see from the IT Department. ... IT is one of the areas that's really easy to benchmark against the industry. ... The Department is under-resourced in that regard in terms of the equipment it's caring for and its backlog.” Mr. Steranka expressed the belief that “what is being proposed makes sense.” Mr. Marano acknowledged his approval and advised that the Internal Finance Committee also recommended approval.

Mr. Wilkinson responded to questions regarding the figures reflected in the salary analysis included in the agenda materials. Mayor Crowell entertained public comment and, when none was forthcoming, a motion. **Supervisor Bonkowski moved to approve the reorganization of the Information Systems Department, by reclassifying a vacant IT Manager position and a vacant Systems Administrator position into three IT Systems Technician positions, increasing overall department staffing level by one, for a total of ten full-time employees. Supervisor Abowd seconded the motion.** Mayor Crowell entertained discussion on the motion and, when none was forthcoming, called for a vote.

RESULT:	Approved [4 - 0 - 1]
MOVER:	Supervisor Brad Bonkowski
SECOND:	Supervisor Karen Abowd
AYES:	Supervisors Bonkowski, Abowd, Shirk, and Mayor Crowell
NAYS:	None
ABSENT:	Supervisor John McKenna
ABSTAIN:	None

24. BOARD OF SUPERVISORS NON-ACTION ITEMS:

FUTURE AGENDA ITEMS (12:05:54) - In response to a question, Mr. Marano advised that Mary Walker would present a report on the upcoming legislative agenda at the January 15, 2015 Board of Supervisors meeting.

STATUS REVIEW OF PROJECTS

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INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS

CORRESPONDENCE TO THE BOARD OF SUPERVISORS

STATUS REPORTS AND COMMENTS FROM BOARD MEMBERS (12:05:25) - Mayor Crowell announced the State and City Christmas Tree Lighting Ceremonies at 5:30 p.m. on Friday, December 5th.

STAFF COMMENTS AND STATUS REPORT

25. PUBLIC COMMENT (12:06:25) - Mayor Crowell entertained public comment; however, none was forthcoming.

26. ACTION TO ADJOURN (12:06:40) - Mayor Crowell adjourned the meeting at 12:06 p.m.

The Minutes of the December 4, 2014 Carson City Board of Supervisors meeting are so approved this 5th day of February, 2015.

ROBERT L. CROWELL, Mayor

ATTEST:

SUSAN MERRIWETHER, Clerk - Recorder