

CARSON CITY BOARD OF SUPERVISORS

Minutes of the March 7, 2013 Meeting

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A regular meeting of the Carson City Board of Supervisors was scheduled for 8:30 a.m. on Thursday, March 7, 2013 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: Larry Werner, City Manager
Alan Glover, Clerk - Recorder
Randal Munn, Chief Deputy District Attorney
Kathleen King, 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 (8:30:09) - Mayor Crowell called the meeting to order at 8:30 a.m. Mr. Glover called the roll; a quorum was present. Church of Christ Pastor Bruce Henderson provided the invocation. At Mayor Crowell's request, Sergeant Dan Gonzalez led the pledge of allegiance.

5. PUBLIC COMMENTS AND DISCUSSION (8:31:59) - Mayor Crowell entertained public comment. (8:32:26) Anthony Mazzini introduced his mother, Maria, and his father, Carol, and advised that he and his family are "farmers from Yerington." He discussed attempts "for the past few years ... to get into your Farmer's Market on Saturday." In response to a question, he discussed Mazzinis' crops. Mrs. Mazzini provided background information on the Mazzinis' past participation in the Carson City Farmer's Market. Following a brief discussion, Mr. Werner advised that he would discuss the matter with Farmer's Market Manager Linda Marrone.

(8:36:58) Iron Nation Motorcycle Club President Fran Lane read a prepared statement into the record regarding the annual "Never Forget 9 / 11" event. He requested the Board's consideration of funding for police escort services, if necessary, during the event. Mayor Crowell suggested that Mr. Lane contact the Carson City Convention and Visitors Bureau Special Events Committee. Mr. Werner suggested that Mr. Lane contact the Business License Division for the necessary permits. Supervisor Shirk requested Mr. Lane to consider a procession through Mills Park to view the World Trade Center steel I-beam. Supervisor McKenna commended the Iron Nation Motorcycle Club on their support of military families, and wished them well on their event. Mayor Crowell entertained additional public comment; however, none was forthcoming.

6. POSSIBLE ACTION ON APPROVAL OF MINUTES - January 17, 2013 (8:43:47) - Mayor Crowell entertained suggested revisions, and Supervisor Abowd advised of a minor correction. Mayor Crowell entertained a motion. **Supervisor Abowd moved to approve the minutes with the correction of a clerical error. Supervisor Bonkowski seconded the motion. Motion carried 5-0.**

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7. POSSIBLE ACTION TO ADOPT THE AGENDA (8:44:21) - Mayor Crowell entertained modifications to the agenda and, when none were forthcoming, a motion to adopt it as published. **Supervisor Abowd so moved. Supervisor Bonkowski seconded the motion. Motion carried 5-0.**

8. CONSENT AGENDA (8:44:45) - Mayor Crowell advised of having been requested to separately hear items 8-1 and 8-2(B). He entertained additional requests to hear items separate from the consent agenda and, when none were forthcoming, a motion to approve the consent agenda. **Supervisor McKenna moved to approve the consent agenda with one item from Finance and one item from Purchasing and Contracts. Supervisor Abowd seconded the motion. Motion carried 5-0.**

8-1. CLERK - RECORDER - POSSIBLE ACTION TO ACCEPT THE ANNUAL RECORDER'S TECHNOLOGY FUND REPORT, AS SUBMITTED BY THE CARSON CITY CLERK - RECORDER (9:03:06) - Mayor Crowell introduced this item, and Mr. Glover reviewed the agenda materials. In response to a question, he provided background information on the Recorder's Office payment of data conversion costs. Mr. Werner and Mr. Glover provided additional clarification.

Mayor Crowell entertained additional questions or comments and, when none were forthcoming, a motion. **Supervisor Abowd moved to accept the annual Recorder's Technology Fund Report, as submitted by the Carson City Clerk - Recorder. Supervisor Bonkowski seconded the motion.** Mayor Crowell entertained public comment and, when none was forthcoming, called for a vote on the pending motion. **Motion carried 5-0.**

8-2. FINANCE DEPARTMENT

8-2(A) POSSIBLE ACTION TO ACCEPT THE REPORT ON THE CONDITION OF EACH FUND IN THE TREASURY AND THE STATEMENTS OF RECEIPTS AND EXPENDITURES, THROUGH FEBRUARY 26, 2013, PURSUANT TO NRS 251.030 AND NRS 354.290

8-2(B) POSSIBLE ACTION TO APPOINT AND AUTHORIZE THE MAYOR, THE CITY CLERK - RECORDER, OR DESIGNEE TO SWEAR MR. STEPHEN R. JOHNSON, MAI, SREA, OF JOHNSON AND ASSOCIATES, AS THE APPRAISER FOR CARSON CITY WITH REGARD TO A SELF-CONTAINED SUMMARY APPRAISAL FOR THE OFFICE BUILDING LOCATED AT 108 EAST PROCTOR STREET, TOGETHER WITH CERTAIN RELATED LAND TO PROVIDE OFFICE SPACE AND RELATED PARKING, APNs 004-215-07, 004-202-01, AND 004-202-02 (9:13:22) - Mayor Crowell introduced this item, and Open Space / Property Manager Juan Guzman reviewed the agenda materials. In response to a series of questions, Mr. Guzman discussed the statutory requirement for an additional appraisal of the subject property. In response to a question, Mr. Werner estimated that improvements to the subject property cost \$40,000. In response to a further question, he reiterated the requirement for a current appraisal. Mr. Munn provided historic information on the relevant statutes. Mr. Guzman acknowledged that the appraisal documents will be publicly accessible.

Mr. Werner acknowledged that the purchase price can be over the appraised value "if you can determine that it's in the best interests of the public." Mr. Guzman acknowledged that a list of

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appraisers exists which is in the process of being updated. He entertained additional questions and, when none were forthcoming, Mayor Crowell entertained a motion. **Supervisor McKenna moved to authorize the Mayor, the City Clerk - Recorder, or designee to swear Mr. Stephen R. Johnson, MAI, SREA, of Stephen R. Johnson and Associates, as the appraiser for Carson City with regard to a self-contained summary appraisal for the office building located at 108 East Proctor Street, together with certain related land, to provide office space and related parking, APNs 004-215-07, 004-202-01, and 004-202-02. Supervisor Abowd seconded the motion.** Mayor Crowell entertained public comment and, when none was forthcoming, called for a vote on the pending motion. **Motion carried 5-0.**

8-3. PURCHASING AND CONTRACTS - POSSIBLE ACTION TO APPROVE CONTRACT NO. 1213-154, PURSUANT TO NRS 332.115(1)(b); TO FIND THAT SUSAN PINTAR, M.D. IS QUALIFIED TO SERVE AS THE CARSON CITY HEALTH OFFICER; TO APPOINT SUSAN PINTAR, M.D. AS THE CARSON CITY HEALTH OFFICER, PURSUANT TO CCMC 9.01.030 TO CCMC 9.01.050; TO SET THE COMPENSATION OF THE HEALTH OFFICER / WIC PHYSICIAN NUTRITION SUPPORT AT A NOT-TO-EXCEED AMOUNT OF \$23,400 PER CALENDAR YEAR, TO BE PAID IN EQUAL MONTHLY PAYMENTS OF \$1,950.00, FROM JANUARY 1, 2013 THROUGH DECEMBER 31, 2014, WHICH WILL BE FUNDED 35 PERCENT FROM THE WIC SUPPLIES ACCOUNT IN THE GRANT FUND AND 65 PERCENT FROM THE HEALTH ADMINISTRATION PROFESSIONAL SERVICES ACCOUNT IN THE GENERAL FUND, AS PROVIDED IN FY 2012 / 2013 AND FY 2013 / 2014

9. RECESS BOARD OF SUPERVISORS (8:45:23) - Mayor Crowell recessed the Board of Supervisors at 8:45 a.m.

LIQUOR AND ENTERTAINMENT BOARD

10. CALL TO ORDER AND ROLL CALL (8:45:31) - Chairperson Crowell called the meeting to order at 8:45 a.m., noting the presence of a quorum, including Member Ken Furlong.

11. PUBLIC WORKS DEPARTMENT, BUSINESS LICENSE DIVISION - POSSIBLE ACTION TO ACCEPT THE ANNUAL ACTIVITY REPORT FOR ADMINISTRATIVE CITATIONS ISSUED (8:45:49) - Chairperson Crowell introduced this item, and Senior Business License Technician Lena Reseck reviewed the agenda materials. Member Furlong introduced Kathy Bartosz. (8:47:08) **Enforcing Underage Drinking Laws ("EUDL")** Statewide Coordinator Kathy Bartosz introduced Detective Acosta and Sergeant Gonzalez. Ms. Bartosz provided an overview of the EUDL Program, including statistical information relative to the success of Carson City's program. Sergeant Gonzalez reviewed additional statistical information which was included in the agenda materials.

Member Abowd thanked Ms. Bartosz and the officers for their consistency and tenacity relative to the success of the EUDL Program. In response to a question, Ms. Reseck, Detective Acosta, and Sergeant Gonzalez discussed alcohol server training participation. In response to a further question, Ms. Reseck expressed the opinion that the frequency of second offenses has significantly decreased. She acknowledged a willingness to provide the statistical information to Member Bonkowski. In response to a further question, Sergeant Gonzalez advised that compliance check failures are generally

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attributable to not having attended alcohol server training. He responded to additional questions regarding the process associated with third and fourth offenses. Ms. Reseck responded to questions of clarification regarding the requirements associated with attending alcohol server training.

Chairperson Crowell entertained a motion. **Member Bonkowski moved to accept the annual activity report for administrative citations issued. Member Abowd seconded the motion.** Member Furlong thanked the board members for their involvement. Chairperson Crowell entertained public comment; however, none was forthcoming. In response to a question, Member Furlong advised that the administrative hearing process is working well. Chairperson Crowell provided background information on the administrative hearing process, and called for a vote on the pending motion. **Motion carried 6-0.** Chairperson Crowell thanked Detective Acosta, Sergeant Gonzalez, and Ms. Bartosz.

12. PUBLIC COMMENT (9:02:42) - Chairperson Crowell entertained public comment; however, none was forthcoming.

13. ACTION TO ADJOURN LIQUOR AND ENTERTAINMENT BOARD (9:02:50) - Chairperson Crowell adjourned the meeting at 9:02 a.m.

14. RECONVENE BOARD OF SUPERVISORS (9:02:55) - Mayor Crowell reconvened the Board of Supervisors at 9:02 a.m.

ORDINANCES, RESOLUTIONS, AND OTHER ITEMS

15. ANY ITEM(S) PULLED FROM THE CONSENT AGENDA WILL BE HEARD AT THIS TIME (9:02:58) - Please see the minutes for items 8-1 and 8-2(B).

16. PUBLIC WORKS DEPARTMENT, PLANNING DIVISION - POSSIBLE ACTION TO ADOPT BILL NO. 104, ON SECOND READING, AN ORDINANCE APPROVING A DEVELOPMENT AGREEMENT, BETWEEN CARSON CITY AND ROSS PARK, LLC, REGARDING THE DEVELOPMENT OF A PLANNED UNIT DEVELOPMENT SUBDIVISION, KNOWN AS ROSS PARK, LOCATED ON 1.24 ACRES BETWEEN SNYDER AVENUE, CALIFORNIA STREET, AND EAST APPION WAY, APN 009-193-01, TO EXTEND THE APPROVAL OF THE TENTATIVE MAP, AND OTHER MATTERS PROPERLY RELATED THERETO (9:22:34) - Mayor Crowell introduced this item, and City Engineer Jeff Sharp advised of having received no additional comments since introduction, on first reading. Mayor Crowell entertained public comment and, when none was forthcoming, a motion. **Supervisor Abowd moved to adopt Bill No. 104, on second reading, Ordinance No. 2013-9, an ordinance approving a development agreement, between Carson City and Ross Park, LLC, regarding the development of a planned unit development subdivision, known as Ross Park, located on 1.24 acres, between Snyder Avenue, California Street, and East Appion Way, APN 009-193-01, to extend the approval of the tentative map, and other matters properly related thereto. Supervisor McKenna seconded the motion. Motion carried 5-0.**

17. FINANCE DEPARTMENT - POSSIBLE ACTION TO ACCEPT THE AUDIT COMMITTEE'S RECOMMENDATIONS FOR PROJECTS TO INCLUDE THE FLEET

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MANAGEMENT EFFICIENCY STUDY AND PHASE 1 OF THE FRAUD, WASTE, AND ABUSE (“FWA”) PROGRAM DEVELOPMENT (9:24:00) - Mayor Crowell introduced this item, and Audit Committee Chair Michael Bertrand introduced Contract Internal Auditor Mark Steranka of Moss-Adams, LLP. Mr. Bertrand provided background information on the subject item, and reviewed the agenda materials. In response to a question, Mr. Steranka advised that fleet management is often “an area where efficiency gains can be achieved. ... it almost goes without saying that you can find ten to twenty percent greater efficiencies through an activity like this.” He provided background information on the recommendations outlined in the memo included in the agenda materials.

Following a brief discussion, Supervisor Bonkowski expressed the opinion that the fraud, waste, and abuse program should be approved in its entirety or not at all. Mr. Steranka acknowledged that the performance measures program is incorporated into the fleet management efficiency study. In response to a question regarding the fiscal impact, as outlined in the agenda report, Mr. Steranka advised that Moss-Adams, LLP agreed to incorporate elements of the performance measures program into the fleet management efficiency study. He clarified that the performance measures program is not recommended to move forward at the present time. Mr. Bertrand discussed the audit committee’s interest in implementing a performance measures program. Mr. Werner acknowledged there is approximately \$62,000 available for the balance of the fiscal year.

In response to a question, Mr. Steranka discussed the staffing and analysis requirements associated with establishing a fraud, waste, and abuse hotline, and responded to corresponding questions of clarification. Supervisor Shirk discussed concerns relative to recouping the funding allocated to the fleet management efficiency study and to utilizing studies to “implement changes.” Discussion followed. Mr. Steranka advised that Moss-Adams, LLP works with audit committees in other communities on a monthly basis and with city councils on a quarterly basis. This includes reporting on recommendations and implementation. Supervisor Shirk inquired as to whether the Board of Supervisors can “rely on [Moss-Adams, LLP] to follow through and see how the recommendations ... are implemented ...” Mr. Steranka advised that Moss-Adams, LLP often reports back on implementation, but clarified that he could provide the Board no assurances on implementation as this would be outside the purview of Moss-Adams, LLP.

Mayor Crowell discussed concerns relative to prejudicing the independent review, and expressed the opinion that “it’s highly important for the ... internal auditor to have the ability not to be hamstrung ...” Mr. Steranka agreed, and advised that Moss-Adams, LLP considers areas of potential in its recommendations. He assured the Board that Moss-Adams, LLP would not allow itself to be prejudiced. He suggested that “... while you go in focused on efficiency, sometimes you come out of [an audit study] with opportunities on effectiveness. You don’t necessarily have cost savings, but you can get more done at the same cost. And ... you don’t know that ... going in, but you certainly look for areas of opportunity.” In reference to Supervisor Shirk’s earlier question, Mr. Steranka reiterated that Moss-Adams, LLP has no control over implementation of recommendations.

In response to a question, Mr. Steranka reiterated that Moss-Adams, LLP would report back to the Board. In response to a further question, he suggested that the Board’s direction to the Audit Committee should be that each audit report produced by Moss-Adams, LLP include a response from City management. He explained the management response concept and process. In response to a question, Mr. Munn explained the purpose of the subject item to recommend a funding allocation.

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Conditions on the funding allocation are within the discretion of the Board. Mr. Werner provided additional clarification, and discussion followed. Mr. Bertrand assured the Board that the Audit Committee will work closely with the contract internal auditor to ensure the recommendations are “very specific and clear so it makes it easy for the Board ...”

Mayor Crowell discussed concerns with regard to tasking the contract internal auditor or the Audit Committee “to make political decisions that this Board should be making.” Mr. Werner discussed concerns with regard to the Audit Committee becoming too involved in the details of the contract internal auditor’s recommendations. He expressed the opinion “it needs to come back to the Board ...” with direction to staff on whether or not to develop an implementation program. Mr. Steranka agreed, noting that “the process is quite straightforward. You happen to have a little bit of a unique situation here in that your Audit Committee has four citizens versus being a complete subset of the Board. However, the Audit Committee is, in essence, advisory. They’re coming up with areas to utilize the internal auditor to try to improve the City and so we’re a vehicle for doing that. We conduct studies, we come back with recommendations, the Audit Committee is a filter for that for [the Board], they make recommendations back to [the Board]. Decision making is with this body and this body only and that shouldn’t ever be confusing. And a City’s implementation plan should be based on something that is directed by the Board. ... Rarely do a hundred percent of our recommendations get implemented. It’s usually very high ... and things are usually implemented over time. Things are often phased. So, we shouldn’t get confused about the process and where the responsibilities and authorities lie. ... always, the buck stops here with the five of you and you ultimately decide on what we work on because you’re approving expenditures and then you ultimately decide on how you move forward based on information that we provide ... via the Audit Committee to you.”

Supervisor Shirk expressed a preference for “pointed, descriptive ideas of how to save money.” Supervisor Bonkowski discussed the Board’s responsibility to ensure implementation in consideration of cost savings. Mr. Bertrand reiterated the offer to work with staff and the contract internal auditor to get more recommendation detail and report back to the Board. Mr. Werner provided additional clarification relative to implementation in consideration of the City’s performance measures program.

Supervisor McKenna inquired as to whether Moss-Adams, LLP has a program or seminars to educate a policy board on how to utilize an internal auditor and / or an Audit Committee. He suggested “it’s much different to manage a business as a business, this size, than it is to manage an 80-person factory ... This organization is so much more complex and the delineation of roles leads to ... conflicts that don’t need to exist and inefficiencies that don’t need to exist.” Mr. Steranka advised that Moss-Adams, LLP works with boards of supervisors and city councils all the time on governance and “on just the type of topic you described in a work session format.” He offered to walk the Board through “how this whole process works ...” Supervisor McKenna inquired as to whether such a work session would be more important than the two recommended studies. Mr. Steranka advised that Supervisor McKenna’s suggestion would not be cost prohibitive within the contract internal auditor’s budget. Mr. Steranka expressed concern over the lack of cohesiveness between the Board of Supervisors and the Audit Committee.

In response to a question, Mr. Bertrand discussed the performance measures program. Discussion followed, and Mr. Werner advised of staff’s full support. In response to a question, Mr. Werner reviewed the status of the City’s existing performance measures program and discussion followed.

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Supervisor Bonkowski inquired as to the benefit of having the Audit Committee and the contract internal auditor involved at an earlier stage in the performance measures process. Mr. Steranka suggested revisiting the audit reports provided, to date, relative to opportunities for achieving cost savings.

Mayor Crowell entertained public comment and, when none was forthcoming, thanked Mr. Bertrand and Mr. Steranka for their attendance and participation. Mayor Crowell entertained a motion. **Supervisor Bonkowski moved to approve projects, to include the fleet management efficiency study and phases 1 and 2 of the fraud, waste, and abuse program development, and to reflect the corrected fiscal impact of \$10,000 for phase 2 of the FWA program development. Supervisor Abowd seconded the motion. Motion carried 5-0.** Mayor Crowell recessed the meeting at 10:16 a.m. and reconvened at 10:32 a.m.

18. FIRE DEPARTMENT

18(A) PUBLIC HEARING ON THE INTENT OF CARSON CITY TO DISSOLVE THE SIERRA FOREST FIRE PROTECTION DISTRICT, AND OTHER MATTERS PROPERLY RELATED THERETO (10:32:04) - Mayor Crowell introduced this item, and Fire Chief Stacey Giomi provided background information and reviewed the agenda materials. Mayor Crowell opened the public hearing and entertained public comments. When none were forthcoming, he closed the public hearing.

18(B) POSSIBLE ACTION TO ENTER AN ORDER TO DISSOLVE THE SIERRA FOREST FIRE PROTECTION DISTRICT IN CARSON CITY, ON JUNE 30, 2013, AND SEND NOTIFICATION TO THE STATE FORESTER / FIRE WARDEN OF THE DISTRICT'S DISSOLUTION (10:33:51) - Mayor Crowell introduced this item, and Chief Giomi reviewed the agenda materials. In response to a question, Chief Giomi reviewed the staff of the Wildland Fuels Management and the "You Call, We Haul" Programs. In response to a further question, he advised that City staff has been working with the Nevada Division of Forestry to develop a participatory agreement which will be presented to the Board before July 1st. He described the provisions of the participatory agreement, and expressed the opinion that "it alleviates any concern ... the City should have about dissolving this district or about fighting any wildland fire on any land that we own going forward." He and Mr. Werner responded to questions of clarification and discussion followed.

Mayor Crowell entertained public comment and, when none was forthcoming, a motion. **Supervisor Abowd moved to enter an order to dissolve the Sierra Forest Fire Protection District in Carson City on June 30, 2013, and send notification to the State Forester / Fire Warden of the district's dissolution. Supervisor McKenna seconded the motion. Motion carried 5-0.**

19. CITY MANAGER - POSSIBLE ACTION TO ADOPT A RESOLUTION DECLARING IT TO BE IN THE BEST INTERESTS OF CARSON CITY AND ITS RESIDENTS TO OFFER RECONVEYANCE TO THE FORMER OWNER OF THE REMAINDER OF 2443 SOUTH CURRY STREET, APN 009-051-03, LESS APPROXIMATELY 3,145 SQUARE FEET OF CARSON CITY RIGHT-OF-WAY, TO GENEVIEVE FELESINA, TRUSTEE OF THE GENEVIEVE FELESINA FAMILY TRUST OR ITS BENEFICIARIES FOR THE AMOUNT OF \$811,000.00 (10:46:23) - Mayor Crowell introduced this item. Mr. Werner provided background information, reviewed the agenda materials, and responded to questions of clarification.

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Mayor Crowell entertained public comment and, when none was forthcoming, a motion. **Supervisor McKenna moved to adopt Resolution No. 2013-R-13, declaring it to be in the best interests of Carson City and its residents to offer reconveyance to the former owner of the remainder of 2443 South Curry Street, APN 009-051-03, less approximately 3,145 square feet of City right-of-way, to Genevieve Felesina, trustee of the Genevieve Felesina Family Trust or its beneficiaries for the amount of \$811,000. Supervisor Abowd seconded the motion. Motion carried 5-0.**

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20. SUPERVISOR BONKOWSKI AND SUPERVISOR ABOWD - DISCUSSION AND POSSIBLE ACTION REGARDING THE CITY'S PARTICIPATION IN THE EARTH HOUR CITY CHALLENGE, WORLD WILDLIFE FUND'S ANNUAL CAMPAIGN TO RAISE AWARENESS OF THE ENVIRONMENTAL CHALLENGES WE ALL FACE, SUCH AS CLIMATE CHANGE (10:51:27) - Mayor Crowell introduced this item, and Supervisor Bonkowski reviewed the agenda materials. At Supervisor Bonkowski's request, Mr. Werner provided examples of essential and non-essential lighting throughout the City. A brief discussion followed.

Mayor Crowell entertained public comment and, when none was forthcoming, a motion. **Supervisor Bonkowski moved that the City participate in the Earth Hour City Challenge, World Wildlife Fund's annual campaign to raise awareness of the environmental challenges we all face, such as climate change. Supervisor Abowd seconded the motion.** Supervisor McKenna advised that he would not support the motion, expressing the opinion that the subject item is outside the Board's purview. Supervisor Shirk expressed support for the motion, and respect for Supervisor McKenna's point of view. Mayor Crowell called for a vote on the pending motion. **Motion carried 4-1.**

21. BOARD OF SUPERVISORS

21(A) POSSIBLE ACTION TO DIRECT STAFF TO SUPPORT SB 171, WHICH WOULD PROVIDE FOR A PROGRAM OF MATCHING GRANTS TO LOCAL GOVERNMENTS FOR THE MAINTENANCE AND REPAIR OF PUBLIC WORKS (10:56:39) - Mayor Crowell introduced this item, and Mr. Werner provided a brief overview of the agenda materials. He invited Transportation Manager Patrick Pittenger to provide additional detail. At Mayor Crowell's request, Mr. Pittenger provided a status report on the East Fifth Street bicycle / pedestrian path project. At Supervisor McKenna's request, he provided a status report on Phase 2B-2 of the Carson City freeway project, including future road closures. He responded to questions of clarification and discussion followed.

Mr. Pittenger reviewed the agenda materials, and he and Mr. Werner responded to questions of clarification. In response to a question, Lobbyist Mary Walker advised that "almost the exact same bill was up in 2011 and did not pass." She explained that "it is a jobs bill and it's the construction industry working with the democrats. This is the democrats' jobs bill for construction ..." She advised that "it's a very good bill to support. In the end, it's all going to be at the end of the session with all the budget deals going on so you really aren't going to know where this is going to go until all the final budget decisions are made."

In response to a question, Mr. Pittenger advised he would have to research the possibility of using Safe Routes to School funding as match funding. In response to a further question, he advised that the subject bill and the Complete Streets bill are "separate measures ... and not dependent on each other or mutually exclusive. They could both pass, they could both fail ..."

Mayor Crowell entertained public comment; however, none was forthcoming. Mayor Crowell expressed support for the subject bill, but concern that the City not get "in the middle of a tax fight or tax issues at this legislature." He suggested expressing support but leaving the details and the mechanism to the legislators. Mayor Crowell entertained additional Board member discussion and, when none was forthcoming, a motion. **Supervisor McKenna moved to direct staff to support the concept of SB 171, which would provide for a program of matching grants to local governments**

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for the maintenance and repair of public works. Supervisor Bonkowski seconded the motion. Motion carried 5-0.

21(B) POSSIBLE ACTION TO ADOPT A RESOLUTION ESTABLISHING CITY POLICIES ON STATE LEGISLATIVE ISSUES FOR THE 2013 SESSION OF THE NEVADA LEGISLATURE (11:18:52) - Mayor Crowell introduced this item and advised of having worked together with Mr. Werner and Mr. Munn to develop the language of the resolution. He provided background information, and reviewed the purpose of the resolution. Mr. Werner suggested a method by which to implement the provisions of the resolution.

(11:23:57) Mary Walker, of Walker & Associates, expressed support for the proposed resolution. She advised that the law requires paid lobbyists to wear identification and to sign in with an indication of representation. She further advised that since her contract is with Carson City, she will continue to represent Carson City at the direction of the Board of Supervisors and the City Manager. Mayor Crowell expressed understanding of Ms. Walker's comments. He suggested that, if asked, Ms. Walker advise that she represents Carson City consistent with the policies of the proposed resolution. Mr. Munn concurred with the clarification.

In response to a question, Mr. Werner provided additional clarification of the mechanics of the proposed resolution. Mr. Munn and Mayor Crowell provided additional clarification in response to questions. Ms. Walker provided an example. In response to a question, she reviewed the function and membership of the Western Nevada Legislative Coalition. Mr. Werner responded to additional questions of clarification, and discussion followed with regard to the purpose of the proposed resolution. Supervisor McKenna provided background information on Ms. Walker's qualifications and experience.

Mayor Crowell entertained public comment; however, none was forthcoming. Mr. Munn suggested a revision to paragraph 2(C)(a) of the proposed resolution included in the agenda materials. Mayor Crowell entertained a motion. **Supervisor McKenna moved to adopt Resolution No. 2013-R-14, establishing City policies on state legislative issues for the 2013 session of the Nevada Legislature, striking from paragraph 2(C)(a) the words "prior to taking such position."** Supervisor Abowd seconded the motion. **Motion carried 5-0.** Mayor Crowell thanked Mr. Munn for his work on the resolution.

21(C) LEGISLATIVE MATTERS - THE MAYOR MAY GIVE LIMITED STAFF DIRECTION REGARDING STAFF WORK AND / OR FUTURE AGENDA ITEMS (11:50:17) - Mayor Crowell introduced this item, and Mr. Werner advised of nothing to report.

21(D) NON-ACTION ITEMS:
STATUS REVIEW OF PROJECTS

INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS

CORRESPONDENCE TO THE BOARD OF SUPERVISORS (11:50:39) - Supervisor McKenna advised of having received a letter from a legislator commending the aquatic facility. Mayor Crowell advised of a letter published in the *Nevada Appeal* commending the

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community.

STATUS REPORTS AND COMMENTS FROM BOARD MEMBERS (11:51:21) -

Supervisor Bonkowski requested staff to present a proposal to the Board for a workshop on internal audit governance by Moss-Adams, LLP. Supervisor Abowd provided a status report on the Convention and Visitors Bureau Executive Director selection process. Supervisor Bonkowski referred to the report provided by TRPA Governing Board President Shelly Aldean, which was distributed as late material. He provided background information on a recent trip to Caldwell, Idaho to review the P-16 Program. Parks and Recreation Department Director Roger Moellendorf provided additional detail on the program. Mayor Crowell advised of periodic requests from Incline Village representatives to expand the jurisdictional boundaries of Carson City into Incline Village, and that his “usual recommendation is that we’re not in a position to consider that ...” The Board members concurred.

STAFF COMMENTS AND STATUS REPORT

RECESS AND RECONVENE BOARD OF SUPERVISORS (12:00:56) - Mayor Crowell advised that the Board would be recessing into closed session to confer with legal counsel about pending litigation. He recessed the meeting at 12:01 p.m. and reconvened at 1:10 p.m.

22. PUBLIC WORKS DEPARTMENT, PLANNING DIVISION

22(A) PRESENTATION ONLY TO PROVIDE AN OVERVIEW OF THE FUNDING AVAILABLE FOR THE COMMUNITY SUPPORT SERVICES GRANT (“CSSG”), THE COMMUNITY DEVELOPMENT BLOCK GRANT (“CDBG”), THE BOYS AND GIRLS CLUBS OF WESTERN NEVADA, AND THE NEVADA-TAHOE CONSERVATION DISTRICT, AND TO DISCUSS HOW THE FUNDING IS ALLOCATED (1:11:04) - Mayor Crowell introduced this item, and Grants Program Coordinator Janice Brod reviewed the agenda materials.

22(B) POSSIBLE ACTION TO PRIORITIZE THE COMMUNITY SUPPORT SERVICES GRANT (“CSSG”) FUNDING FOR YOUTH PROGRAMS FOR FY 2013 / 2014 (1:14:17) - Ms. Brod introduced this item, and introduced Partnership Carson City Executive Director Kathy Bartosz. (1:14:49) Ms. Bartosz provided background information on Partnership Carson City and an overview of the application review process.

Ms. Bartosz responded to questions regarding alternative funding sources, avoiding duplication of services, the method by which funding allocations are recommended, and the number of applications. Mayor Crowell disclosed that he chairs the Partnership Carson City Advisory Committee, but that he did not review the applications and had no input on the funding allocation recommendations. Supervisor Abowd disclosed that she is presently working with the Ron Wood Family Resource Center, Food for Thought, the Boys and Girls Clubs of Western Nevada, and The Greenhouse Project, but that she does not personally benefit from allocation of the CSSG funding. Mayor Crowell further disclosed that he serves on the Capital City Circles Initiative Board of Directors, but that he does not personally benefit from allocation of CSSG funding.

Mayor Crowell entertained public comment; however, none was forthcoming. In response to a

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question, Boys and Girls Clubs of Western Nevada Operations Director Diane McCoy reviewed various other sources of funding for which the Boys and Girls Clubs of Western Nevada applies. She introduced the new Chief Professional Officer Lori Goras. (1:27:17) Ms. Goras thanked the Board for considering the funding application.

Mayor Crowell entertained additional Board member and public comments and, when none were forthcoming, a motion. **Supervisor Abowd moved to approve the Community Support Services Grant (“CSSG”) funding for youth programs for FY 2013 / 2014. Supervisor Bonkowski seconded the motion. Motion carried 5-0.** Mayor Crowell thanked the applicants and Partnership Carson City representatives for their review and recommendations.

22(C) POSSIBLE ACTION TO ALLOCATE THE COMMUNITY DEVELOPMENT BLOCK GRANT (“CDBG”) AND COMMUNITY SUPPORT SERVICES GRANT (“CSSG”) FUNDING FOR FY 2013 / 2014, AND TO OPEN A 30-DAY PUBLIC COMMENT PERIOD, FROM MARCH 8 TO APRIL 6, 2013 FOR REVIEW OF THE CARSON CITY DRAFT CDBG 2013 / 14 ANNUAL ACTION PLAN TO IMPLEMENT THE DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (“HUD”) CDBG PROGRAM (1:28:41) - Ms. Brod introduced this item and, at Mayor Crowell’s request, provided an overview of the application review process. Mayor Crowell thanked the application review work group. Ms. Brod reviewed the agenda materials in conjunction with displayed slides. She responded to questions regarding publicizing the public comment period, opportunities for the public to provide input, HUD monitoring, HUD’s record retention requirements, the number of applicants, reapplication, and funding allocation.

Mayor Crowell reviewed the names of the application review work group. At Ms. Brod’s request, Application Review Work Group Chair Ronni Hannaman provided an overview of the application review work group’s process and recommendations relative to the Public Facilities Projects. Mayor Crowell thanked Ms. Hannaman.

Mayor Crowell opened the meeting to the Public Facilities Projects applicants. (1:50:59) Ventana Sierra Executive Director Ellen Hopkins provided an overview of her application. At Mayor Crowell’s request, she provided background information on her qualifications, experience, and program. Mayor Crowell disclosed having met with Ms. Hopkins, together with Larry Messina, and commended her program. Ms. Hopkins responded to questions regarding match funding opportunities. Supervisor McKenna related an experience with a similar group of people in Romania, and encouraged Ms. Hopkins to present her project to the Rotary Club. Supervisor Bonkowski advised that his partner has met with Ms. Hopkins and Mr. Messina and is involved in Ventana Sierra. Ms. Hopkins responded to questions regarding plans for acquiring houses. Ms. Brod advised that the subject program also qualifies for Home Funding through the Nevada State Housing Division. Ms. Hopkins advised of community partners which have offered assistance. Supervisor Bonkowski suggested the local realtor association as another possible funding source. Mayor Crowell thanked Ms. Hopkins for her sense of community. (2:01:11) Larry Messina noted the importance of the proposed program, and expressed wholehearted support. Mayor Crowell thanked Mr. Messina for his community involvement.

(2:02:11) Parks and Recreation Department Director Roger Moellendorf reviewed the application materials for the Universally Accessible Playground Project. In response to a question, he advised of fewer grants available for such projects, but listed possible funding opportunities. He discussed the

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intent to divide the project into phases and submit a new application next year. He acknowledged having talked with Ian Hill, who installed a universally accessible playground at Bordewich Bray Elementary School. Additional discussions with Mr. Hill are scheduled. Mayor Crowell thanked Mr. Moellendorf, and entertained public comment. (2:09:42) DeeDee Foremaster, representing the Rural Center for Independent Living, expressed support for the proposed project. At Supervisor McKenna's request, Transportation Manager Patrick Pittenger discussed the sidewalk improvements to be done in the subject area. He acknowledged the viability of the sidewalk improvement project even with a reduced amount of funding.

(2:15:04) F.I.S.H. Executive Director Jim Peckham reviewed the application materials. He responded to questions of clarification regarding the storage building project. Mayor Crowell entertained public comment; however, none was forthcoming.

Mayor Crowell entertained additional Board member comments or questions, and discussion took place regarding funding allocations. Following discussion, Mayor Crowell entertained a motion to accept the application review work group's recommendation. **Supervisor McKenna moved to accept the application review work group's recommendation. Supervisor Bonkowski seconded the motion. Motion carried 4-1.**

Mayor Crowell invited Ms. Hannaman to provide an overview of the application review work group's process and recommendations relative to the Public Service Projects.

Mayor Crowell opened the meeting to the Public Service Projects applicants. (2:34:30) Ron Wood Family Resource Center Executive Director Joyce Buckingham reviewed the application materials for the Reach Up! and the Food Bank programs. Supervisor McKenna commended Ms. Buckingham on her hard work over the past seven years, and expressed support for the investment in Ron Wood Family Resource Center programs. In response to a question, Ms. Buckingham discussed research into other funding sources and collaborations. Mayor Crowell entertained additional questions or comments and, when none were forthcoming, thanked Ms. Buckingham.

Mayor Crowell advised that Community Counseling Center Executive Director Mary Bryan was extremely ill and unable to attend. She offered to be available by cell phone for questions.

(2:43:21) Food for Thought Executive Director Stephanie Gardner introduced Bookkeeper George Albritten. Ms. Gardner provided background and statistical information on Food for Thought, and reviewed the application materials. In response to a question, she described the food provided for each child during the weekend. In response to a further question, Mr. Albritten discussed the cost of each meal. Ms. Gardner acknowledged program qualification requirements and provided background information with regard to the same. She responded to additional questions regarding the identification process in partnership with the Carson City School District. Mayor Crowell entertained additional questions or comments; however, none were forthcoming.

Mayor Crowell was informed that RSVP Executive Director Janice Ayres was also extremely ill and unable to attend.

(2:53:41) Mayor Crowell invited CASA of Carson City Executive Director Chris Bayer and CASA of

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Carson City representatives to the podium. Mr. Bayer discussed the mission and purpose of CASA of Carson City, and reviewed the application materials. At Mayor Crowell's request, Mr. Bayer introduced the CASA volunteers who were present in the meeting room. In response to a question, Mr. Bayer advised that CASA of Carson City represents children newborn to age 18. Supervisor McKenna commended the CASA volunteers and Mr. Bayer. Supervisor Bonkowski disclosed having recently held a CASA of Carson City volunteer recruitment event at his office, and expressed appreciation for the volunteer recruits who were present in the meeting room. Mayor Crowell entertained additional questions or comments and, when none were forthcoming, thanked Mr. Bayer and the CASA of Carson City volunteers.

(3:07:37) United Latino Community Executive Director John Childress provided background information on the United Latino Community organization and reviewed the application materials. Mayor Crowell entertained questions or comments; however, none were forthcoming.

(3:16:12) Nevada Health Centers Development Manager Katie Murphy provided background information and reviewed statistical information relative to the application materials. In response to a question, Ms. Murphy discussed the anticipation that, with the Affordable Care Act, the Nevada Health Center patient base will increase. She responded to additional questions of clarification relative to the requested funding. Mayor Crowell entertained additional questions or comments. Ms. Murphy expressed appreciation for the Board's time, and requested reconsideration of the application review work group's recommendation.

In response to a question, Ms. Brod advised that there was no representative from the Best Buddies organization present.

(3:26:03) Advocates to End Domestic Violence Executive Director Lisa Lee provided an overview of the application materials, and background information on her organization. Mayor Crowell entertained questions or comments; however, none were forthcoming.

Mayor Crowell called for an Ormsby Association of Carson City representative; however, no one was forthcoming.

(3:28:51) Capital City Circles Initiative Circles Coordinator Brenda Silis introduced Circle Leaders Becky Clemenson and Reuben Hernandez, and provided background information on the mission and purpose of the Circles organization. Ms. Silis reviewed the application materials. (3:32:37) Mr. Hernandez advised of having graduated the Circles Program in September 2012, and discussed his experience. Mayor Crowell encouraged attendance at a Circles Program graduation ceremony. (3:35:58) Becky Clemenson discussed her experience with the Circles Program. In response to a question, Ms. Silis discussed the goal to expand the Circles Program and acknowledged that the program is viable with less funding. She reviewed statistical information relative to Circles Program graduates, and thanked the Board for their past and anticipated support.

(3:41:32) ESL In Home Program of Northern Nevada Kate Hine thanked the application review work group, and reviewed the application materials. She discussed the mission and purpose of the ESL In Home Program. In response to a question, she was uncertain as to whether the ESL In Home Program coordinates with the Health and Human Services Department. In response to a further question, she

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advised that other funding grants have been submitted to “fill in the gaps.”

(3:48:57) DeeDee Foremaster, representing the Rural Center for Independent Living and Do Drop In, provided background information on her organizations and reviewed the application materials. She responded to questions of clarification regarding bus passes.

Mayor Crowell commended the community service organizations, and entertained discussion. Supervisor Shirk suggested reallocating \$5,000 from the RSVP recommendation to Food for Thought, and discussion followed. Mayor Crowell entertained a motion. **Supervisor Bonkowski moved to approve the community development block grant and community support services grant funding for FY 2013 / 2014, as recommended by the application review work group, and to open a 30-day public comment period, from March 8 to April 6, 2013, for review of the Carson City draft CDBG 2013 / 2014 Annual Action Plan, to implement the Department of Housing and Urban Development CDBG Program. Supervisor McKenna seconded the motion. Motion carried 5-0.**

(4:05:39) Mr. Werner requested the Board to acknowledge that the subject motion did not override the previous motion relative to Public Facilities Projects. Mayor Crowell acknowledged the accuracy of the statement.

Mayor Crowell requested the understanding of the community services organizations, and encouraged them to continue pursuing their missions and purposes. (4:06:04) Mayor Crowell recessed the meeting at 4:05 p.m. and reconvened at 4:20 p.m.

23. CITY MANAGER - POSSIBLE ACTION TO APPOINT ONE MEMBER TO THE CARSON CITY PARKS AND RECREATION COMMISSION TO FILL THE REMAINDER OF A FOUR-YEAR TERM THAT EXPIRES IN JANUARY 2016 (4:20:42) - Mayor Crowell introduced and provided background information on this item. He invited Jean Bondiott to the podium, and provided an overview of the interview process. (4:21:30) Jean Bondiott introduced herself for the record and, in response to a question, discussed her interest in and qualifications for serving as a Parks and Recreation Commissioner. She expressed a willingness to donate her time, talent, knowledge, and experience, and requested the Board’s consideration of her request for appointment. In response to a question, Ms. Bondiott suggested cooperative efforts as a method by which to improve utilization of parks and recreation facilities. She advised that there is no neighborhood park in her residential area, and suggested the possibility of a cooperative partnership with the Washoe Tribe and the Senior Center. In response to a further question, she discussed her interest in recreational tourism and discussed Muscle Powered’s recent venture into trail and pathway construction. In response to a question regarding her vision for the future of Mills Park, she discussed her involvement in the Arboretum Task Force and her interest in continuing to add to the tree canopy. In response to a further question, she expressed support for the decisions to hire Roger Moellendorf and Vern Krahn. In response to a further question, she discussed her interest in hiking and advised that Riverview Park and the Ambrose Carson River Natural Area are her favorite facilities. She expressed an interest in constructing a bridge crossing at the south end of Prison Hill. She expressed dissatisfaction with Ross Gold Park because of the geese. In response to a further question, she expressed the opinion that her experience and qualifications would be “a perfect fit” with the mission of the Parks and Recreation Commission and reiterated her request for the Board’s consideration of her membership application. Mayor Crowell thanked Ms. Bondiott for her past Shade Tree Council service.

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(4:34:31) Justin Colburn introduced himself for the record. Mayor Crowell provided an overview of the interview process, and thanked Mr. Colburn for his application. In response to a question, Mr. Colburn discussed his residence in Carson City and his interest in serving as a Parks and Recreation Commissioner. In response to a further question, he discussed his interest in outdoor and athletic pursuits and how this integrates into his use of community parks and recreation facilities. In response to a question regarding his vision for the future of Mills Park, he suggested talking to the youth. In response to a further question, he advised that he spends a great deal of his free time “adventure traveling, specifically to ride [his] bike and to ski.” He expressed the opinion there is a “cash cow” in recreational tourism, including such things as tour guide jobs, shuttles, etc. In response to a further question with regard to increasing parks and recreation facility utilization, he expressed the opinion that “whatever you’re putting in, you better be getting out ... So, if they’re underutilized, you have to assess demand first and then ... what of that demand

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is both profitable and then beneficial to the community.” Mayor Crowell entertained closing comments of Mr. Colburn, who thanked the Board for the opportunity to interview. Mayor Crowell thanked Mr. Colburn for his participation in the Leadership Carson City class.

(4:45:25) Brenda Kolling introduced herself for the record. Mayor Crowell provided an overview of the interview process, and thanked Ms. Kolling for her application. In response to a question, Ms. Kolling discussed her interest in serving as a Parks and Recreation Commissioner. In response to a further question, she advised that she moved to Carson City after having been offered a job. In response to a question regarding her vision for the future of Mills Park, she expressed an interest in further development “so it’s a little more user friendly and ... more accessible ...” She expressed support for promoting healthy activities for young people. In response to a question regarding recreational tourism, she expressed support for “add[ing] to the community to draw tourism.” She expressed further support for a disc golf course. Supervisor Abowd advised of a recent audit report which indicated that some of the parks and recreation facilities are underutilized. In response to a question, Ms. Kolling suggested conducting a facility use study to determine frequency and type of use and possible consolidation. In response to a comment, she expressed appreciation for the opportunity to have participated in the Chamber of Commerce Leadership Class. In response to a further question, she expressed a preference for Mills Park and Centennial Park. She expressed dissatisfaction with Fuji Park due to a lack of enforcement relative to owners controlling their dogs. Mayor Crowell offered Ms. Kolling the opportunity to provide closing comments. Ms. Kolling reiterated her interest in serving the community, and thanked the Board for the opportunity to interview. Mayor Crowell thanked Ms. Kolling for her application.

(4:58:15) Mayor Crowell invited E.J. Maldonado to the podium, provided an overview of the interview process, and thanked him for his application. In response to a question, Mr. Maldonado discussed his family’s residence in Nevada and his interest in serving as a Parks and Recreation Commissioner. In response to a further question, he discussed the value of recreational tourism in consideration of the open spaces in the area and the proximity of Lake Tahoe. In response to a further question regarding underutilization of parks and recreation facilities, he discussed the importance of determining “what you could do in those facilities.” He further suggested conducting a community needs assessment. In response to a further question, he advised that his favorite park is Mills Park due to its versatility, “large space,” smoke-free environment, and train. He advised that his least favorite park is Ross Gold, due to the lack of development and underutilization. In response to a question, he expressed a desire for more “youth stuff” to be brought to Mills Park, and to broaden the options for events held there. In response to a further question, he provided background information on his employment as a model court liaison. Mayor Crowell thanked Mr. Maldonado for his application.

(5:08:04) Mayor Crowell welcomed DeLacy Sheck to the podium and thanked her for applying. In response to a question, she discussed her residency and employment in Carson City over the past forty years and her interest in serving as a Parks and Recreation Commissioner. At Mayor Crowell’s invitation, she discussed the BLM’s removal of the wild horses from the Riverview Park area. In response to a question, she discussed education as a way to increase utilization of parks and recreation facilities. In response to a further question, she expressed a preference for Mills Park due to its convenience. She didn’t have a least favorite park. In response to a further question, she expressed the opinion that Mills Park should be left alone and kept “green and clean.” In response to a question regarding recreational tourism, she discussed the Carson River Aquatic Trail. Mayor Crowell

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entertained additional comments of Ms. Sheck, who discussed the community's excellent quality of life. Mayor Crowell thanked all the applicants for participating in the interview process, noting the difficulty associated with making a choice. The Board members discussed the applicants' experience and qualifications, and Mayor Crowell entertained a motion. **Supervisor Abowd moved to appoint Justin Colburn to the Parks and Recreation Commission to fill the remainder of a four-year term that expires in January 2016. Supervisor Bonkowski seconded the motion. Motion carried 5-0.** Mayor Crowell again thanked the applicants.

24. PUBLIC COMMENT (5:22:55) - Mayor Crowell entertained public comment; however, none was forthcoming.

25. ACTION TO ADJOURN (5:23:11) - Mayor Crowell adjourned the meeting at 5:23 p.m.

The Minutes of the March 7, 2013 Carson City Board of Supervisors meeting are so approved this 16th day of May, 2013.

ROBERT L. CROWELL, Mayor

ATTEST:

ALAN GLOVER, Clerk - Recorder