

**CARSON CITY BOARD OF SUPERVISORS**  
**Minutes of the November 7, 2013 Meeting**  
**Page 1**

A regular meeting of the Carson City Board of Supervisors was scheduled for 8:30 a.m. on Thursday, November 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  
Marena Works, Deputy 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 (8:30:00)** - Mayor Crowell called the meeting to order at 8:30 a.m. Mr. Glover called the roll; a quorum was present. First Christian Church Pastor Ken Haskins provided the invocation. Mayor Crowell led the pledge of allegiance.

**5. PUBLIC COMMENTS AND DISCUSSION (8:31:25)** - Mayor Crowell entertained public comment; however, none was forthcoming.

**6. POSSIBLE ACTION ON APPROVAL OF MINUTES - July 18, 2013 (8:31:57)** - Mayor Crowell entertained suggested revisions and, when none were forthcoming, a motion. **Supervisor Bonkowski moved to approve the minutes, with a correction which he had provided to the recording secretary. Supervisor Abowd seconded the motion. Motion carried 5-0.**

**7. POSSIBLE ACTION TO ADOPT THE AGENDA (8:32:23)** - Mayor Crowell reviewed modifications to the agenda, noting a request to hear item 26(A) at 2:00 p.m. prior to hearing item 25. He entertained additional requests for modifications to the agenda. Mr. Werner requested to defer item 8(B) to a future meeting. Mayor Crowell entertained additional requests to modify the agenda and, when none were forthcoming, a motion. **Supervisor Bonkowski moved to adopt the agenda, as amended. Supervisor Abowd seconded the motion. Motion carried 5-0.** (9:05:42) Mayor Crowell modified the agenda to address items 18(A) and (B) together.

**8. SPECIAL PRESENTATIONS**

**8(A) PRESENTATION OF A PROCLAMATION FOR "PANCREATIC CANCER AWARENESS MONTH," NOVEMBER 2013 (8:35:05)** - Mayor Crowell introduced this item, and invited Viki Welling to join him at the podium. Mayor Crowell read into the record the language of the Proclamation, a copy of which was included in the agenda materials, and presented the original to

**CARSON CITY BOARD OF SUPERVISORS**  
**Minutes of the November 7, 2013 Meeting**  
**Page 2**

Ms. Welling. (8:38:33) Ms. Welling thanked the Board for issuing the annual proclamation, and discussed the significance of the recently passed Recalcitrant Cancer Research Act. She distributed informational materials to the Board members and City staff. Mayor Crowell thanked Ms. Welling and acknowledged the number of cancer survivors present in the meeting room.

**8(B) RECOGNITION OF DEPUTY CITY MANAGER MARENA WORKS, WHO RECENTLY RECEIVED AN AWARD FROM THE UNIVERSITY OF NEVADA, RENO ("UNR") ALUMNI ASSOCIATION AND WAS FEATURED IN THE LAST ISSUE OF UNR'S NEVADA SILVER AND BLUE MAGAZINE - Deferred.**

**9. CONSENT AGENDA (8:43:00) - Mayor Crowell introduced this item, and advised of having been asked to separately hear item 9-2. He entertained additional requests to hear items separate from the consent agenda and, when none were forthcoming, a motion to approve the remainder of the consent agenda. Supervisor McKenna moved to approve the consent agenda, consisting of one item from Finance and one item from the City Manager. Supervisor Bonkowski seconded the motion. Motion carried 5-0.**

**9-1. 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 OCTOBER 29, 2013, PURSUANT TO NRS 251.030 AND NRS 354.290**

**9-2. PURCHASING AND CONTRACTS - POSSIBLE ACTION TO ACCEPT THE QUARTERLY SUMMARY REPORT OF ALL ACTIVE GRANTS MADE TO CARSON CITY AS WELL AS A LISTING OF ALL PENDING GRANTS (8:56:06) - Mayor Crowell introduced this item, and Purchasing and Contracts Manager Kim Belt provided an overview of the agenda materials. In response to a question, Ms. Belt advised that Supervisor Shirk had requested a brief description of certain grants included in the agenda materials. Carson City Human Services Manager Mary Jane Ostrander provided an overview of the Low Income Housing Trust Fund. Carson City Library Interim Director Tammy Westergard provided an overview of the Library Services Technology Grant. Open Space / Property Manager Juan Guzman provided an overview of the federal appropriation for the V&T Project. Transportation Manager Patrick Pittenger provided an overview of the community match funding grant associated with the freeway landscaping project.**

Mayor Crowell entertained additional questions or comments and, when none were forthcoming, a motion. **Supervisor Abowd moved to accept the quarterly summary report of all active grants made to Carson City, as well as a listing of all pending grants. Supervisor Bonkowski seconded the motion. Motion carried 5-0.**

**9-3. CITY MANAGER - POSSIBLE ACTION TO AUTHORIZE THE MAYOR TO SIGN A LETTER RECOMMENDING TO THE GOVERNOR THE APPOINTMENT OF CARSON CITY COMMUNITY DEVELOPMENT DIRECTOR LEE PLEMEL TO THE STATE LAND USE PLANNING ADVISORY COUNCIL AS CARSON CITY'S REPRESENTATIVE, AND TO APPOINT PLANNING MANAGER SUSAN DORR PANSKY AS THE CITY'S ALTERNATIVE REPRESENTATIVE**

**CARSON CITY BOARD OF SUPERVISORS**  
**Minutes of the November 7, 2013 Meeting**  
**Page 3**

**10. RECESS BOARD OF SUPERVISORS (8:43:45)** - Mayor Crowell recessed the Board of Supervisors at 8:43 a.m.

**LIQUOR AND ENTERTAINMENT BOARD**

**11. CALL TO ORDER AND ROLL CALL (8:43:49)** - Chairperson Crowell called the Liquor and Entertainment Board to order, noting the presence of a quorum, including Member Ken Furlong.

**12. POSSIBLE ACTION ON APPROVAL OF MINUTES - July 18, 2013 (8:44:02)** - Member Abowd moved to approve the minutes, as published. Member Bonkowski seconded the motion. Motion carried 6-0.

**13. COMMUNITY DEVELOPMENT DEPARTMENT, BUSINESS LICENSE DIVISION**  
**13(A) POSSIBLE ACTION TO APPROVE THE RELOCATION OF JUST BREW IT, LIQUOR LICENSE NO. 14-29461, TO THE NEW ADDRESS OF 1214 NORTH CARSON STREET, AND THE CHANGE OF THE LIQUOR LICENSE TYPE FROM PACKAGED LIQUOR TO PACKAGED AND ON-PREMISE LIQUOR (8:44:20)** - Chairperson Crowell introduced this item. Senior Business License Technician Lena Reseck reviewed the agenda materials, noting staff's recommendation of approval. (8:45:18) Chairperson Crowell invited Trevor Rotoli to the podium. Mr. Rotoli described the new location and its amenities. He acknowledged that the punch list items, referenced in the October 23, 2013 memo from the Carson City Health and Human Services Department, have been corrected. In response to a question, Member Furlong advised of no calls or citations associated with the previous location. Member Shirk advised of having stopped by the new location, and wished Mr. Rotoli "the best of luck."

Chairperson Crowell entertained additional questions or comments and, when none were forthcoming, a motion. **Member Abowd moved to approve the relocation of Just Brew It, liquor license number 14-29461, to the new address of 1214 North Carson Street, and the change of the liquor license type from packaged liquor to packaged and on-premise liquor. Member Bonkowski seconded the motion. Motion carried 6-0.** Chairperson Crowell thanked Mr. Rotoli for his investment in the community.

**13(B) POSSIBLE ACTION TO APPROVE KURTIS MONTGOMERY AS THE NEW LIQUOR MANAGER FOR SCREAMIN' HOT RENO, LLC DBA BUFFALO WILD WINGS, LIQUOR LICENSE NO. 14-29822, LOCATED AT 3815 SOUTH CARSON STREET (8:47:08)** - Chairperson Crowell introduced this item. Senior Business License Technician reviewed the agenda materials, noting staff's recommendation of approval. (8:47:55) Chairperson Crowell invited Kurtis Montgomery to the podium. In response to a question, Mr. Montgomery advised that the new Carson City restaurant is the eleventh in the franchise. In response to a further question, he discussed the entertainment focus of Buffalo Wild Wings. Member Bonkowski welcomed Mr. Montgomery to Carson City. In response to a question, Mr. Montgomery reviewed ownership of the Carson City restaurant. In response to a question, Ms. Reseck discussed the required application information. In response to a question, Mr. Montgomery reviewed the restaurant's chain of command. In response to a question, he advised that his employees will participate in ServeSafe certification training. In response to a further question, he advised that the restaurant will open November 18<sup>th</sup>.

**CARSON CITY BOARD OF SUPERVISORS**  
**Minutes of the November 7, 2013 Meeting**  
**Page 4**

Chairperson Crowell entertained additional questions or comments and, when none were forthcoming, a motion. **Member Bonkowski moved to approve Kurtis Montgomery as the liquor manager for Screamin' Hot Reno, LLC dba Buffalo Wild Wings, liquor license 14-29822, located at 3815 South Carson Street. Member Abowd seconded the motion. Motion carried 6-0.** Chairperson Crowell thanked Mr. Montgomery.

**14. PUBLIC COMMENT (8:53:47)** - Chairperson Crowell entertained public comment. In response to a question, Member Furlong explained the purpose of the liquor license hearing. Chairperson Crowell entertained additional public comment; however, none was forthcoming.

**15. ACTION TO ADJOURN LIQUOR AND ENTERTAINMENT BOARD (8:55:51)** - Chairperson Crowell adjourned the Liquor and Entertainment Board at 8:55 a.m.

**16. RECONVENE BOARD OF SUPERVISORS (8:55:57)** - Mayor Crowell reconvened the Board of Supervisors at 8:55 a.m.

**ORDINANCES, RESOLUTIONS, AND OTHER ITEMS**

**17. ANY ITEM(S) PULLED FROM THE CONSENT AGENDA WILL BE HEARD AT THIS TIME (8:56:01)** - Please see the minutes for item 9-2.

**18. HUMAN RESOURCES DEPARTMENT**

**18(A) DISCUSSION REGARDING THE UPCOMING VACANCY OF THE CITY MANAGER POSITION AND POSSIBLE ACTION TO APPROVE A PROCESS FOR APPOINTMENT; and 18(B) DISCUSSION AND POSSIBLE ACTION TO APPOINT AN INTERIM CITY MANAGER, EFFECTIVE DECEMBER 20, 2013 (9:05:23)** - Mayor Crowell introduced this item, and Human Resources Department Director Melanie Bruketta reviewed the agenda materials. Extensive discussion took place regarding whether or not to fill the City Manager's position; whether or not to appoint an interim City Manager; the method by which to solicit applications for the City Manager's position; whether or not to hire a recruitment firm; re-evaluating the important qualifications and experience to consider; and the method by which to conduct interviews and to check references.

At Supervisor Abowd's request, Ms. Bruketta described the benefits of the Interview Architect program. She responded to questions regarding the costs and benefits of hiring a recruitment firm. Discussion followed, and Supervisor McKenna reiterated a preference to consider possible changes to the City's upper management structure. Additional discussion followed.

In response to a question, Ms. Works expressed a willingness to "step in ... whatever role the Board decides." Additional discussion took place regarding the method by which to involve community stakeholders. At Mayor Crowell's invitation, Public Works Department Director Andy Burnham expressed the opinion that the "interim manager position is important for the leadership of the City." He advised that the department managers work very well together, but expressed the opinion that "a group of managers still needs a leader." He expressed support for an interim manager and, in response to a question, expressed a preference to not be considered. Also at Mayor Crowell's invitation, Fire Chief Stacey Giomi expressed agreement with Mr. Burnham's comments that "a group of leaders needs

**CARSON CITY BOARD OF SUPERVISORS**  
**Minutes of the November 7, 2013 Meeting**  
**Page 5**

a leader and, even if you're designating someone for a short period of time, we still need a leader. You need an administrative head of the organization ... not only for emergency purposes ..." He expressed the belief that there are "plenty of people internally, between Marena and the other staff ...," and offered to serve as the interim City Manager. In response to a question, he advised that, as the Fire Chief, he would "fill a couple roles" if asked to serve as the interim City Manager. "You make it work." He discussed his experience participating in selection panel processes. In reference to previous discussion, he cautioned that "if there's a hint that you're not going to have a City Manager in six months or a year and that gets out, you will not attract quality candidates." He expressed the opinion that the Board should "fundamentally ... decide if you really want a City Manager because ... if you're half-hearted about wanting to have a chief executive officer of this organization and that ends up in the paper, ... those candidates who are looking for a job will look for information about this City beforehand and they'll see that information. ... the candidates who will come here and want to come here and stay for three, four, five years aren't going to apply. And the kinds of people that you will get that are going to apply are going to be ... second tier folks, maybe ones that aren't even making the cut in some other jobs because they see an opportunity to get that City Manager badge ..." Ms. Bruketta advised that potential City Manager candidates are watching this meeting. Mayor Crowell expressed the hope that anyone watching would consider the discussion as "democracy in action." Additional discussion took place regarding the process by which to hire an interim City Manager, and the qualifications and necessity for an interim City Manager.

Mayor Crowell entertained public comment. (10:16:25) Amy Clemens commended Mr. Werner on "a fantastic job." She expressed a preference for someone to be "in that position that is not elected; that is truly being paid to do the job and have the best interests of Carson City as their full-time position and not have all of the weight of trying to satisfy everyone politically."

(10:17:02) Lisa Schuette expressed appreciation for the "democracy in action ... because this is how you get great candidates and how you solve problems and how you come up with solutions or directions, perhaps, in terms of revisiting how we want to run the City ..." Ms. Schuette expressed appreciation for the opportunity to have worked with Mr. Werner, and expressed the hope that the future City Manager will continue the "open door policy." She requested the Board to keep in mind "thoughtful and well-planned growth," and expressed support for filling the City Manager position. She noted the importance of building bridges with other communities, sharing resources and sharing bills, and expressed the hope that the "next City Manager will be open to those kinds of ideas."

(10:19:06) Lori Bagwell expressed the opinion that the Board should hire a national recruiting firm and also appoint an interim City Manager. She suggested each Board member appoint one person to any stakeholder committee involved in the recruitment process, and that each of the bargaining units also appoint one person. Mayor Crowell entertained additional public comment; however, none was forthcoming.

Mayor Crowell entertained a motion to hire a national recruiting firm. **Supervisor McKenna moved to hire a regional / national search firm to recruit a City Manager candidate, with a report from staff and selection of the firm agendaized for the next Board meeting, for an amount not to exceed \$50,000. Mayor Crowell seconded the motion.** Supervisor Abowd suggested an amendment to the motion to indicate that the Human Resources Department will be actively engaged in the recruitment process. Supervisor Bonkowski agreed, and **Supervisor McKenna acknowledged this as the intent**

**CARSON CITY BOARD OF SUPERVISORS**  
**Minutes of the November 7, 2013 Meeting**  
**Page 6**

**of his motion.** In response to a question, Ms. Bruketta advised that she would submit the names of three recruitment firms for the Board to interview and subsequently select. She responded to corresponding questions of clarification. Mayor Crowell called for a vote on the pending motion. At Supervisor McKenna's request, Mayor Crowell entertained public comment. When none was forthcoming, Mayor Crowell called again for a vote on the pending motion. **Motion carried 5-0.** Mayor Crowell recessed the meeting at 10:30 a.m. and reconvened at 10:39 a.m.

Mayor Crowell invited Douglas County Manager Steve Mokrohisky to comment. (10:40:24) Mr. Mokrohisky expressed appreciation for the "positive working relationship between Carson and Douglas." He advised that "working with Larry and with his staff has been absolutely a pleasure. We don't compete. We work together. ... we recognize that we're one economy and we're really one community ... regionally." He discussed examples of the cooperative relationship between Carson City and Douglas County. He again commended Mr. Werner and advised that he would miss him "personally and professionally." He expressed appreciation for Mr. Werner's honesty, integrity, and competence, and advised that his resignation would be "a loss certainly to our region." He expressed the opinion that his comments would be shared by Storey County Manager Pat Whitten and Lyon County Manager Jeff Page. He commended the process discussed as part of these agenda items, and expressed support for hiring a national recruitment firm. He offered to participate in any recruitment process relative to the interim or the permanent City Manager. He expressed support for filling the City Manager's position "to lead the organization from an administrative perspective and make sure that things are handled professionally in that role." (10:44:17) Mr. Mokrohisky expressed the hope that Carson City and Douglas County will "continue our regional collaboration." Mayor Crowell thanked Mr. Mokrohisky and requested him to convey the Board's best wishes to the Douglas County Commissioners.

In consideration of item 18(B), Mayor Crowell entertained motions relative to whether or not have an interim City Manager; whether or not the interim City Manager can apply for the City Manager position; and appointment of an interim City Manager or some process to define said appointment. **Supervisor Abowd moved to have an interim City Manager position. Supervisor McKenna seconded the motion.** Mayor Crowell entertained discussion. Supervisor McKenna expressed a preference to define "interim" with a specific time frame. Supervisor Bonkowski expressed a preference to defer taking action on appointment of an interim City Manager to the next meeting. In response to a question, Mayor Crowell recommended that "once the Board selects a City Manager, the interim [position] goes away." In response to a further question, Mr. Munn advised that the current City Manager is under contract. He suggested that the interim City Manager could be appointed as an at-will employee. Ms. Bruketta advised that the Human Resources Department would draft a letter of appointment, "making it clear that [the interim City Manager] serves at the pleasure of the Board." In response to a question, Mr. Munn advised that the Board consider whether to give an existing employee an increase in pay for the extra responsibility. Ms. Bruketta advised that the Unclassified Resolution provides for a ten percent pay increase for an employee who takes on additional responsibilities. She responded to questions of clarification, and discussion followed.

Mayor Crowell entertained public comment. (10:52:04) Lisa Schuette suggested that the Deputy City Manager is the logical choice for the interim City Manager. A brief discussion followed.

(10:53:05) Sheriff Ken Furlong reminded the Board of the "structure, both functionally and by chain of

**CARSON CITY BOARD OF SUPERVISORS**  
**Minutes of the November 7, 2013 Meeting**  
**Page 7**

command, that we've put into place." He suggested that as the Board considers a new City Manager, "you still have that conduit between the department directors, the elected officials, and this Board ..." He expressed concern that "by not considering an appointment as an interim City Manager, you remove many of the other decisions that have to be made and you rely on government and department heads and the collaborations that we've had in the past to continue to function as is during that period of time." In response to a question, Fire Chief Stacey Giomi explained the authority vested in the City Manager's position, as provided in the statute, and therefore, the importance of appointing an interim City Manager. Mayor Crowell reviewed the previously-stated motion and, at his request, the motion was read back by the recording secretary. Mayor Crowell entertained additional discussion on the motion and, when none was forthcoming, called for a vote. **Motion carried 5-0.**

Mayor Crowell entertained discussion regarding whether the interim City Manager should be allowed to apply for the City Manager position. Following discussion, Ms. Bruketta cautioned against precluding the interim City Manager from applying for the permanent position. Additional discussion ensued, and Mayor Crowell entertained a motion. **Supervisor Bonkowski moved to determine that the interim City Manager will not be considered as a candidate for the City Manager position. Supervisor McKenna seconded the motion.** Mayor Crowell entertained public comment. (11:09:51) Bob Schriehans expressed disagreement with not considering the interim City Manager for the permanent position. (11:11:08) Amy Clemens expressed concern over the subject action limiting Ms. Works' career options. Extensive discussion followed. Mayor Crowell called for a vote on the pending motion, and Mr. Munn read it back for purposes of clarification. **Motion carried 4-1.**

In response to a question, Supervisor McKenna requested the Human Resources Department to open the interim City Manager position with the recommendation that letters of intent be accepted. Supervisor Bonkowski agreed, and requested to agendaize the appointment for the next Board meeting. In response to a question, Mayor Crowell directed Ms. Bruketta to use the current city manager job description. In response to a further question, she reviewed the methods by which the opening will be advertised. Discussion followed. Mayor Crowell entertained additional questions or comments and, when none were forthcoming, recessed the meeting at 11:38 a.m.

**19. HEALTH AND HUMAN SERVICES DEPARTMENT - POSSIBLE ACTION TO ADOPT A RESOLUTION ACCEPTING AN INTERLOCAL CONTRACT WITH DOUGLAS COUNTY, IN THE AMOUNT NOT TO EXCEED \$137,690, FOR THE PERIOD OF DECEMBER 1, 2013 TO JUNE 30, 2014; \$242,000 FOR THE PERIOD OF JULY 1, 2014 TO JUNE 30, 2015; AND \$256,000 FOR THE PERIOD OF JULY 1, 2015 THROUGH JUNE 30, 2016, TO PROVIDE ENVIRONMENTAL HEALTH SERVICES IN DOUGLAS COUNTY, COVER THE COSTS OF ENVIRONMENTAL HEALTH POSITION(S) AND PROGRAM COSTS, INCLUDING SUPERVISION AND CITY OVERHEAD (10:43:49) - Douglas County Manager Steve Mokrohisky advised that the contract represents a reduction in costs and "superior service from what the State is providing." He commended Ms. Works, Health and Human Services Department Director Nicki Aaker and Environmental Health Manager Dustin Boothe. (11:42:03) Mayor Crowell reconvened the meeting and Ms. Aaker reviewed the agenda materials. Mayor Crowell entertained public comment and, when none was forthcoming, a motion. **Supervisor Abowd moved to adopt Resolution No. 2013-R-41, accepting an interlocal contract in the amount not to exceed \$137,690, for the period of December 1, 2013 to June 30, 2014; \$242,000, for the period of July 1, 2014 to June 30, 2015; and \$256,000, for the period of July 1, 2015 through June 30, 2016, to provide environmental****

**CARSON CITY BOARD OF SUPERVISORS**

**Minutes of the November 7, 2013 Meeting**

**Page 8**

health services in Douglas County, cover the costs of environmental health positions, and program costs, including supervision and City overhead. Supervisor McKenna seconded the **motion**. Mayor Crowell entertained discussion on the motion and, when none was forthcoming, called for a vote. **Motion carried 5-0.**

**CARSON CITY BOARD OF SUPERVISORS**

**Minutes of the November 7, 2013 Meeting**

**Page 9**

**20. FINANCE DEPARTMENT**

**20(A) POSSIBLE ACTION TO ADOPT A RESOLUTION OF INTENT, PROPOSING THE ISSUANCE OF, AND AUTHORIZING THE PUBLICATION OF NOTICES RELATING TO, GENERAL OBLIGATION (LIMITED TAX) BONDS (ADDITIONAL SECURED BY PLEDGED REVENUES) FOR THE PURPOSE OF FINANCING WATER PROJECTS AND SEWER PROJECTS FOR THE CITY; PROVIDING THE MANNER, FORM, AND CONTENTS OF THE NOTICES; AUTHORIZING THE CITY MANAGER OR CITY FINANCE DIRECTOR TO ARRANGE FOR THE SALE OF THE BONDS; PROVIDING OTHER MATTERS PROPERLY RELATED THERETO; AND PROVIDING THE EFFECTIVE DATE HEREOF** (11:45:11) - Mayor Crowell introduced this item, and Finance Department Director Nick Providenti reviewed the agenda materials. Supervisor Bonkowski noted a necessary correction to Section 8, at page 11 of the resolution included in the agenda materials. Bond Counsel Jennifer Stern clarified the necessary correction, and advised that it would be made. In response to a question, Mr. Providenti advised that the subject item will have no affect on the City's bond rating. (11:47:04) Ms. Stern advised that neither of the subject bond issues will be rated because they will be purchased by the State revolving fund. "... it will be a private placement with the State at below-market interest rate ..." She responded to additional questions of clarification, and discussion followed.

Mayor Crowell entertained a motion. **Supervisor Bonkowski moved to adopt Resolution No. 2013-R-42, a resolution of intent proposing the issuance of, and authorizing the publication of notices relating to, general obligation (limited tax) bonds (additionally secured by pledged revenues) for the purpose of financing water projects and sewer projects for the City; providing the manner, form, and content of the notices; authorizing the City Manager or City Finance Department Director to arrange for the sale of the bonds; providing other matters properly related thereto; and providing the effective date hereof.** Supervisors Abowd and McKenna seconded the motion. Mayor Crowell entertained discussion on the motion. Supervisor Shirk expressed understanding for the purpose of this item, and stated, "from the past voting of this initiative, as it came through the system with the Board of Supervisors, I have always voted no on this ... and, on principle, I will continue to do that as long as this is going forward." He reiterated understanding for "the principle of what these do and the facilities that we do need to improve on. It was just the ... amount of increase I voted no on and I will ... continue to do that." Mayor Crowell called for a vote on the pending motion. **Motion carried 4-1.**

**20(B) POSSIBLE ACTION TO ACCEPT THE AUDIT COMMITTEE'S RECOMMENDATION REGARDING STAFF PROGRESS ON ACTION BEING TAKEN ON PAST INTERNAL AUDITS AND ACCEPT THE INTERNAL AUDIT FINDINGS RESPONSE TRACKING REPORT THAT WILL BE USED TO TRACK ALL INTERNAL AUDITS** (11:52:03) - Mayor Crowell introduced this item. Finance Department Director Nick Providenti provided background information and reviewed the agenda materials. Supervisor Bonkowski and Mr. Werner provided additional background information and clarification. (11:54:52) In response to a comment, Audit Committee Chair Michael Bertrand provided additional clarification of the purpose for the tracking report included in the agenda materials. Discussion ensued, and Mr. Bertrand responded to questions of clarification regarding the proposed frequency for publishing a tracking report and Audit Committee priorities.

## **CARSON CITY BOARD OF SUPERVISORS**

### **Minutes of the November 7, 2013 Meeting**

#### **Page 10**

Mayor Crowell entertained a motion. **Supervisor Bonkowski moved to accept the Audit Committee's recommendation for a tracking report that will be used to track all internal audits and report back to the staff and the Board. Supervisor Abowd seconded the motion.** Mayor Crowell entertained discussion on the motion and, when none was forthcoming, public comment. When no public comment was forthcoming, he called for a vote on the pending motion. **Motion carried 5-0.** Mayor Crowell thanked Mr. Bertrand and the Audit Committee.

**21. COMMUNITY DEVELOPMENT DEPARTMENT, BUSINESS LICENSE DIVISION - POSSIBLE ACTION TO AUTHORIZE THE BUSINESS LICENSE DIVISION TO ISSUE A COMPLAINT, UNDER CCMC 4.04.210(2)(a), TO INSTITUTE PROCEEDINGS TO SUSPEND, CANCEL, OR REVOKE THE BUSINESS LICENSE OF CHATMAN SALES, INC., BUSINESS LICENSE NO. 13-30069, FOR HAVING SOLICITORS OPERATE IN CARSON CITY WITHOUT THE APPROPRIATE APPROVAL FROM THE CARSON CITY SHERIFF'S DEPARTMENT AND TO PROVIDE NOTICE AND OPPORTUNITY FOR CHATMAN SALES, INC. TO BE HEARD AT A HEARING BEFORE THE BOARD OF SUPERVISORS AT ITS SCHEDULED MEETING OF DECEMBER 5, 2013 (11:59:54) -** Mayor Crowell introduced this item, and called for a representative of Chatman Sales, Inc. Senior Business Technician Lena Reseck advised there was no Chatman Sales, Inc. representative present in the meeting room and reviewed the agenda materials. In response to a question, District Attorney Neil Rombardo provided background information on the subject item.

Mayor Crowell entertained public comment and, when none was forthcoming, Board member questions or comments. When no Board member questions or comments were forthcoming, Mayor Crowell entertained a motion. **Supervisor McKenna moved to authorize the Business License Division to issue a complaint, under CCMC 4.04.210(2)(a), to institute proceedings to suspend, cancel, or revoke the business license of Chatman Sales, Inc., business license number 13-30069, for having solicitors operate in Carson City without the appropriate approval from the Carson City Sheriff's Department, and to provide notice and opportunity for Chatman Sales, Inc. to be heard at a hearing before the Board of Supervisors at its scheduled meeting on December 5, 2013, at 9:30 a.m. Supervisor Bonkowski seconded the motion.** Mayor Crowell entertained discussion on the motion and called again for public comment. When no discussion or comment was forthcoming, he called for a vote on the pending motion. **Motion carried 5-0.** Supervisor McKenna noted the time specific item for the December 5<sup>th</sup> agenda.

#### **22. COMMUNITY DEVELOPMENT DEPARTMENT, PLANNING DIVISION**

**22(A) POSSIBLE ACTION TO ADOPT BILL NO. 125, ON SECOND READING, AN ORDINANCE AMENDING THE CARSON CITY MUNICIPAL CODE, TITLE 17, DIVISION OF LAND AT CHAPTER 17.08, DEVELOPMENT AGREEMENTS, BY ADDING SECTION 17.08.011, AGREEMENT FEES AND SERVICE CHARGES, AND OTHER MATTERS PROPERLY RELATED THERETO (ZCA-13-049) (12:02:22) -** Mayor Crowell introduced this item and, in response to a question, Planning Manager Susan Dorr Pansky advised of no changes since introduction, on first reading. Mayor Crowell entertained public comment and, when none was forthcoming, a motion. **Supervisor Abowd moved to adopt Bill No. 125, on second reading, Ordinance No. 2013-28, an ordinance amending the Carson City Municipal Code, Title 17, Division of Land at Chapter 17.08, Development Agreements, by adding Section 17.08.011, Agreement Fees and Services Charges, and other matters properly related thereto. Supervisor**

**CARSON CITY BOARD OF SUPERVISORS**  
**Minutes of the November 7, 2013 Meeting**  
**Page 11**

**McKenna seconded the motion.** Mayor Crowell entertained discussion on the motion and public comment. When no discussion or public comment was forthcoming, he called for a vote on the pending motion. **Motion carried 4-1.**

**22(B) POSSIBLE ACTION TO ADOPT BILL NO. 126, ON SECOND READING, AN ORDINANCE AMENDING THE CARSON CITY MUNICIPAL CODE, TITLE 18, ZONING, AT CHAPTER 18.02, ADMINISTRATIVE PROVISIONS, SECTION 18.02.055, FEES AND SERVICE CHARGES, TO ADD FEES FOR PROCESSING A DEVELOPMENT AGREEMENT, A DEVELOPMENT AGREEMENT AMENDMENT, A MODIFICATION TO A ZONING OR DIVISION OF LAND APPROVAL, AN ADMINISTRATIVE TIME EXTENSION, AND PUBLIC HEARING TIME EXTENSION; TYPOGRAPHICAL CORRECTIONS, AND OTHER MATTERS PROPERLY RELATED THERETO (ZCA-13-049)** (12:03:41) - Mayor Crowell introduced this item and, in response to a question, Planning Manager Susan Dorr Pansky advised of no changes since introduction, on first reading. Mayor Crowell entertained public comment and, when none was forthcoming, a motion. **Supervisor McKenna moved to adopt Bill No. 126, on second reading, Ordinance No. 2013-29, an ordinance amending the Carson City Municipal Code, Title 18, Zoning at Chapter 18.02, Administrative Provisions, Section 18.02.055, Fees and Service Charges, to add fees for processing a Development Agreement, a Development Agreement Amendment, a Modification to a Zoning or Division of Land Approval, an Administrative Time Extension, and a Public Hearing Time Extension; Typographical Corrections; and other matters properly related thereto. Supervisor Abowd seconded the motion.** Mayor Crowell entertained discussion on the motion and, when none was forthcoming, called for a vote. **Motion carried 4-1.**

**22(C) POSSIBLE ACTION TO ADOPT A RESOLUTION TO INITIATE THE PROCESS FOR DECLARING A MORATORIUM ON THE ACCEPTANCE AND PROCESSING OF PLANNING OR OTHER APPLICATIONS FOR CONSTRUCTION OR OPERATION OF MEDICAL MARIJUANA ESTABLISHMENTS, AS CONTEMPLATED BY SENATE BILL 374 OF THE 2013 LEGISLATIVE SESSION** (12:05:42) - Mayor Crowell introduced this item, and Community Development Department Director Lee Plemel reviewed the agenda materials. Mayor Crowell disclosed that his law firm represents a medical laboratory, “not a dispensary ...” He advised of the intent to participate in discussion and action on this item.

District Attorney Neil Rombardo advised that the District Attorney's Office supports an “outright prohibition” of medical marijuana establishments. He provided a brief overview of the letters of opposition included in the agenda materials. He strongly recommended that the Board adopt a moratorium for the main reason that “we don't know where the State's going to be ... until April, when the regulations are passed. We cannot advise the Community Development Department, ... the Board, ... the Health Department, ... Business License, ... we can't advise anyone on how to proceed with this until we understand what the regulations are and so we're stuck in this vacuum of guessing what regulations are and then, at some point, coming to you with ordinances if you decide to go forward with permitting this ... This just basically keeps everything at bay until we really understand the status of the law.” Mr. Rombardo responded to questions of clarification regarding the legislature's present and anticipated position on the issue. Discussion followed, and Mr. Rombardo responded to additional questions of clarification.

Mayor Crowell thanked Mr. Rombardo, commended his accurate description of the District Attorney's

**CARSON CITY BOARD OF SUPERVISORS**  
**Minutes of the November 7, 2013 Meeting**  
**Page 12**

civil and criminal roles relative to the subject matter, and expressed appreciation for his prudent advice.

Mayor Crowell entertained public comment. (12:22:40) Amy Clemens inquired as to the time frame for the moratorium. Mr. Plemel advised that the moratorium can be for up to 180 days.

**CARSON CITY BOARD OF SUPERVISORS**  
**Minutes of the November 7, 2013 Meeting**  
**Page 13**

Mayor Crowell entertained additional public comment. (12:23:30) Partnership Carson City Executive Director Kathy Bartosz expressed appreciation for the Board's thoughtful consideration of this issue. She thanked Mr. Rombardo for bringing the issue to the attention of the Partnership Carson City Steering Committee. She advised that Partnership Carson City will assist to provide factual and research-based information on "this rather critical issue."

Mayor Crowell entertained additional public comment and, when none was forthcoming, a motion. **Supervisor Abowd moved to adopt Resolution No. 2013-R-43, a resolution to initiate the process for declaring a moratorium on the acceptance and processing of planning or other applications for construction or operation of medical marijuana establishments, as contemplated by Senate Bill 374 of the 2013 Legislative Session. Supervisor McKenna seconded the motion.** Mayor Crowell entertained discussion, and Supervisor McKenna provided additional clarification relative to the effect of the moratorium. Mayor Crowell entertained additional discussion and, when none was forthcoming, called for a vote on the pending motion. **Motion carried 5-0.**

**23. PUBLIC WORKS DEPARTMENT**

**23(A) POSSIBLE ACTION TO DIRECT STAFF TO PARTICIPATE IN THE REGIONAL SHARED FEDERAL FRAMEWORK EFFORT AND TO PURSUE THE INCLUSION OF CARSON CITY-RELATED MATTERS IN THE NORTHWESTERN NEVADA SHARED FEDERAL FRAMEWORK DOCUMENT TO BE PRESENTED TO THE REGION'S CONGRESSIONAL DELEGATION** (12:27:05) - Mayor Crowell introduced this item, and Transportation Manager Patrick Pittenger provided background information and reviewed the agenda materials. Mayor Crowell entertained public comment and, when none was forthcoming, Board member questions or comments. Mr. Werner and Mr. Pittenger responded to questions of clarification regarding the City's responsibility for maintenance.

Mayor Crowell entertained public comment and, when none was forthcoming, a motion. **Supervisor Bonkowski moved to direct staff to participate in the Regional Shared Federal Framework effort, and to pursue the inclusion of Carson City-related matters in the Northwestern Nevada Shared Federal Framework document to be presented to the region's Congressional delegation. Supervisor Abowd seconded the motion. Motion carried 5-0.**

**23(B) PRESENTATION BY PUBLIC WORKS ON THE PRELIMINARY PLANS FOR THE PROPOSED FLEET MANAGEMENT SERVICE FACILITY EXPANSION** (12:30:58) - Mayor Crowell introduced this item, and Public Works Deputy Director Darren Schulz reviewed the agenda materials. Mr. Schulz acknowledged that the Moss-Adams, LLP performance audit recommendations were incorporated into the presentation.

(12:32:32) GML Architects, LLC Principal John Ganthner narrated a SlideShow presentation of conceptual site and floor plans for the proposed facility expansion. Mayor Crowell entertained questions or comments; however, none were forthcoming.

Mr. Schulz advised that the project would be primarily federally funded, with a match from the RTC. He responded to questions of clarification regarding the age of the present facility, the purpose for the proposed expansion, the funding mechanism, the Moss-Adams, LLP recommendations, the construction time table,

**CARSON CITY BOARD OF SUPERVISORS**  
**Minutes of the November 7, 2013 Meeting**  
**Page 14**

and the request for proposals process whereby GML Architects, LLC was selected. Mayor Crowell entertained public comment; however, none was forthcoming.

**24. PURCHASING AND CONTRACTS - POSSIBLE ACTION TO APPROVE CONTRACT NO. 1314-113, PURSUANT TO NRS 332.115(1)(b) AND NRS 625.530, WITH GML ARCHITECTS, LLC, TO PROVIDE FLEET FACILITY EXPANSION A / E DESIGN AND CONSTRUCTION ADMINISTRATION, THROUGH DECEMBER 31, 2014, FOR A NOT-TO-EXCEED AMOUNT OF \$125,000.00, TO BE FUNDED FROM THE CARSON CITY TRANSIT CAPITAL PROJECTS AND THE FLEET MANAGEMENT CAPITAL PROJECTS DESIGN ACCOUNT IN THE CARSON CITY TRANSIT AND FLEET MANAGEMENT FUND, AS PROVIDED IN FY 2013 / 2014** (12:44:00) - Mayor Crowell introduced this item, and Purchasing and Contracts Manager Kim Belt reviewed the agenda materials. Ms. Belt responded to questions of clarification regarding the project funding mechanism.

Mayor Crowell entertained public comment. (12:46:03) Lori Bagwell inquired as to the funding source for the fleet management account. Finance Department Director Nick Providenti advised that the funding source is an internal service allocation.

Mayor Crowell entertained additional public comment and, when none was forthcoming, a motion. **Supervisor Abowd moved to approve Contract No. 1314-113, pursuant to NRS 332.115(1)(b) and NRS 625.530, with GML Architects, LLC, to provide fleet facility expansion architectural and engineering design and construction administration, through December 31, 2014, for a not-to-exceed amount of \$125,000, to be funded from the Carson City Transit Capital Projects and the Fleet Management Capital Projects Design Account, in the Carson City Transit and Fleet Management Fund, as provided in FY 2013 / 2014. Supervisor Bonkowski seconded the motion. Motion carried 5-0.**

**RECESS AND RECONVENE BOARD OF SUPERVISORS** (12:47:30; 2:00:29) - Mayor Crowell recessed the meeting at 12:47 p.m. and reconvened at 2:00 p.m. He inquired as to the citizens' time constraints relative to the previously-discussed modification to the agenda to address item 26(A) prior to item 25. When no one indicated any objection, consensus of the Board was to hear item 26(A) prior to item 25.

**25. PARKS AND RECREATION DEPARTMENT - POSSIBLE ACTION TO APPROVE THE PARKS AND RECREATION COMMISSION'S UNANIMOUS RECOMMENDATION TO SUPPORT THE WESTERN NEVADA YOUTH FOUNDATION'S EFFORT TO FUND THE INSTALLATION OF A UNIVERSALLY ACCESSIBLE / SENSORY PLAYGROUND, DESIGNATE A SITE FOR THE PROJECT IN MILLS PARK, AND RESERVE THIS AREA OF THE PARK FOR THE NEXT FIVE YEARS WITH THE OPTION FOR YEARLY ADMINISTRATIVE EXTENSIONS AFTER THAT DATE BY THE PARKS AND RECREATION DEPARTMENT DIRECTOR** (2:33:37) - Mayor Crowell introduced this item, and Parks and Recreation Department Director Roger Moellendorf reviewed the agenda materials. Mr. Moellendorf introduced Baron Lauderbaugh and Wendy Robards, representing the Wendy Robards Universal Dream Park Group.

(2:36:29) Mr. Lauderbaugh provided an overview of the proposal. (2:37:57) Ms. Robards reviewed

**CARSON CITY BOARD OF SUPERVISORS**  
**Minutes of the November 7, 2013 Meeting**  
**Page 15**

the agenda materials. Mr. Moellendorf responded to questions of clarification regarding the proposed Mills Park site, maintenance responsibility, original construction of the playground, and the benefits of the proposed project. In reference to her early career experience in rehabilitation medicine, Supervisor Abowd commended the proposed project. Supervisor McKenna also commended the project in consideration of the accessibility it will provide to other areas of Mills Park and the adjacent aquatic facility. He suggested considering allocation of other funding “speed this thing up.” “This is a proper use of taxpayers' funds to have a park like this in this community,” and Supervisor McKenna expressed the opinion that “sooner versus later is probably a better way to do it.” Mr. Moellendorf commended Supervisor McKenna's comments, and reviewed recent accessibility improvements to the Community Center, the aquatic facility, and the Library. In response to a comment, Mr. Moellendorf advised of possible grant funding opportunities. At Mr. Werner's direction, Mr. Moellendorf pointed out a City-owned parcel just off of Palo Verde Drive which could provide neighborhood access to the proposed playground. Supervisor Shirk suggested considering a partnership with the School District. Discussion followed, and Supervisor McKenna requested Mr. Moellendorf to provide the Board with cost information. In response to a question, Mr. Lauderbaugh advised of a \$1.5 million estimate, more than half of which he anticipates will “be in kind donations from contractors ...”

Mayor Crowell entertained public comment; however, none was forthcoming. Mr. Werner requested the Board's direction for staff to incorporate the Palo Verde Drive parcel in the planning process. Discussion followed, and consensus of the Board was to include the parcel. Mayor Crowell called again for public comment and, when none was forthcoming, entertained a motion. **Supervisor Abowd moved to approve the Parks and Recreation Commission's unanimous recommendation to support the Western Nevada Youth Foundation's effort to fund the installation of a universally-accessible sensory playground, designate a site for the project in Mills Park, and reserve this areas of the park for the next five years, with the option for yearly administrative extensions, after that date, by the Parks and Recreation Director. Supervisor Bonkowski “enthusiastically” seconded the motion. Motion carried 5-0.** Ms. Robards thanked the Board.

**26. CITY MANAGER**

**26(A) POSSIBLE ACTION TO ACCEPT THE SOUTH CARSON STREET (CENTRAL AND SOUTH) BUSINESS OWNER'S REVITALIZATION PLAN AND DIRECT STAFF TO REVIEW THE WRITTEN PLAN AND REPORT THEIR FINDINGS TO THE BOARD OF SUPERVISORS AT THE EARLIEST TIME FEASIBLE; PRESENTATION AND DISCUSSION BY GENE BURGER, OWNER, CARSON LANES, FOR THE SOUTH CARSON STREET (CENTRAL AND SOUTH) BUSINESS OWNERS ON A STREET CORRIDOR REVITALIZATION PLAN CONSISTING OF THREE MAJOR COMPONENTS - BUSINESS DISTRICT ENHANCEMENTS, INFRASTRUCTURE IMPROVEMENTS, AND BEAUTIFICATION (2:01:31)** - Mayor Crowell introduced this item. Park Planner Vern Krahn provided background information and reviewed the agenda materials. He introduced Courtyard Marriott General Manager Leslie Goldwater and Sales Director Matt Leonard.

(2:03:13) Mr. Leonard narrated a PowerPoint presentation. In response to a question, Mr. Leonard advised that the South Carson Street business owners are “excited” about the freeway completion and the anticipated revitalization of the southern corridor. (2:08:57) Ms. Goldwater discussed the importance of “uniform curb appeal.” Mr. Leonard and Ms. Goldwater responded to questions of clarification, and discussion ensued, throughout the presentation. In response to a question, Parks and

**CARSON CITY BOARD OF SUPERVISORS**  
**Minutes of the November 7, 2013 Meeting**  
**Page 16**

Recreation Department Director Roger Moellendorf discussed the purpose for Quality of Life / Open Space funding.

Mayor Crowell entertained additional Board member questions or comments and, when none were forthcoming, public comment. When no public comment was forthcoming, Supervisor Abowd thanked Ms. Goldwater and Mr. Leonard for their eloquent presentation.

Mayor Crowell called again for public comment. (2:24:23) Downtown 20 / 20 President Dana Lee Freund expressed support for the revitalization efforts throughout town.

(2:25:15) Doreen Mack, of Lofty Expressions, described the downtown core as the “melting pot” for all other corridors. She inquired as to whether the other corridor business representatives share her vision.

Mayor Crowell noted the value of hearing from business people about “what’s necessary to grow their businesses.” He expressed the opinion that “the idea is to see if we can move the entire community forward ... without one over the other ...” Ms. Mack expressed appreciation for “everybody coming together ...” Supervisor Abowd suggested that “if all corridors are attractive, it draws them in ...”

Mayor Crowell entertained additional public comment. (2:28:05) Garret Lepire expressed the opinion that “these groups need to come together ... and sit down and talk together.” He requested a City staff person to attend and mediate such a meeting and be able to answer questions. Supervisor Bonkowski provided background information on the request for each corridor “start out as four groups so that we get input from them and then those four plans will come together and be meshed into a single, consolidated plan to the benefit of the entire City. ... we’re trying to take this in a logical order to get the best bang for our buck and this was the first step.” Supervisor Bonkowski acknowledged the importance of public input into each corridor plan as the process moves forward.

Mayor Crowell entertained additional public comment and, when none was forthcoming, a motion. **Supervisor Bonkowski moved to accept the South Carson Street (Central and South) business owners revitalization plan and direct staff to review the plan and report their findings to the Board of Supervisors at the earliest time feasible. Supervisor Abowd seconded the motion.** Mayor Crowell entertained discussion on the motion. In response to a question, Mr. Werner advised of the intent to present plans and drawings at the November 21<sup>st</sup> Board meeting. Mayor Crowell called for a vote on the pending motion. **Motion carried 5-0.** Mayor Crowell thanked Mr. Leonard and Ms. Goldwater for their attendance and presentation.

**26(B) DISCUSSION AND POSSIBLE ACTION TO ESTABLISH INDIVIDUAL SUPERVISORS’ AND THE MAYOR’S DISCRETIONARY ANNUAL BUDGET SUBALLOCATION AT A PERCENTAGE, AS DETERMINED BY THE BOARD, TO PROVIDE AN EQUAL OPPORTUNITY TO INDIVIDUAL ELECTIVE OFFICE INCIDENTAL BUSINESS EXPENSE RESOURCE, WHILE MAINTAINING SUFFICIENT OVERALL FUNDING FOR THE GENERAL OPERATIONS EXPENSE OF THE BOARD AS A BUDGET UNIT** (2:59:50) - Mayor Crowell introduced this item. Mr. Werner provided background information, reviewed the agenda materials, and responded to questions of clarification. Discussion followed. Supervisor Shirk discussed his “duty and responsibility, as an elected official, to stay in touch with individuals within the community,” and advised that he has been writing letters to every registered voter in his ward. He expressed the belief that “the allocation for funding for this cannot just be swept underneath the rug ... because we find money for everything. When there’s a need and a

**CARSON CITY BOARD OF SUPERVISORS**  
**Minutes of the November 7, 2013 Meeting**  
**Page 17**

necessity, we find the money and there should be a need and a necessity for elected officials to stay in touch with their constituents.” He expressed the opinion that “we need to come to terms to allow elected officials, at our community level, the latitude to talk to their constituents. It is we who must go out of our way to talk to them. They don't have to go out of their way to talk to us, but we need to reach out and touch them and tell them what's going on in the community.”

Mayor Crowell expressed the opinion that a franking policy / fund is necessary to accommodate Supervisor Shirk's request. He expressed the personal opinion “that that is not a particularly great expenditure of taxpayer money,” but understanding for Supervisor Shirk's argument. Mayor Crowell suggested utilizing the existing budget, dividing it up five ways, and augmenting the budget if necessary. Supervisor McKenna expressed the opinion that many of the Mayor's functions are appropriately relative to economic development. “As far as the rest of it,” Supervisor McKenna advised that he “spend[s] a lot of time and a lot of money talking to people in Carson City.” He expressed the preference to “do it personally ... as part of [his] job as supervisor to make sure [he's] in touch with this community and the people ...” He advised he would continue to “do that on [his] own dime ...” He offered to be removed from consideration as to an allocation of the subject funding. Supervisor Bonkowski concurred with the exception that the funding should be allocated according to a certain formula for the supervisor positions, not necessarily for the individuals. “... we all have our public outreach programs. Karen has her walkabout. I have my breakfast meetings. ... It never occurred to me ... to ask for reimbursement from the City for my expenses. I have just incurred the expenses. I just always thought that was part of the job.” Supervisor Bonkowski reiterated a suggested allocation, as follows: 30 percent to the Mayor; 17.5 percent each for the ward supervisors. He expressed support for addressing a franking policy as part of the next budget process, if necessary. Supervisor Abowd agreed, and advised that it had never occurred to her to request reimbursement for anything related to her elected position. She expressed support for establishing a criteria for how the funding is to be spent. Mr. Werner reviewed specific figures associated with Supervisor Bonkowski's suggested allocation, and discussion followed.

Mayor Crowell entertained public comment. (3:22:45) Lori Bagwell suggested developing a rationale for budget purposes. Mayor Crowell entertained additional public comment; however, none was forthcoming.

Mr. Werner responded to additional questions of clarification relative to the budget line items. Mayor Crowell entertained a motion. **Supervisor McKenna moved to establish individual Board of Supervisors discretionary annual budget allocation in the amount of 17.5 percent of the annual discretionary funding and the amount of 30 percent for the Mayor. Supervisor Bonkowski seconded the motion.** Supervisor Shirk expressed understanding for the Board's and staff's position “on this issue.” He expressed disagreement with the proposed allocations. “We spend a lot of money on a lot of things ... and to limit this to such a small dollar amount that limits the ability of an elected official ... staying in touch with his constituents ... really limits that ability.” He expressed a preference to have “a more thorough discussion about where the funding can come from because we find it for other measures.” He expressed a willingness to comply with the Board's direction. Supervisor McKenna offered to withdraw the motion in consideration of additional discussion. Mayor Crowell suggested agendaizing a budget augmentation with appropriate rationale. Supervisor Bonkowski expressed a preference to proceed with the motion because of the already-approved budget for this fiscal year, and to address the pending issues as part of the next budget process. Supervisor McKenna

**CARSON CITY BOARD OF SUPERVISORS**  
**Minutes of the November 7, 2013 Meeting**  
**Page 18**

expressed a preference to have “one discussion, one decision.” He discussed a similar experience as a member of the School Board. In response to a question of clarification, he offered again to withdraw the motion “and we can bring this thing back as an augmented budget and we can discuss how much should the supervisors be allocated to be in touch with their constituents. And we can also come back and see how much the taxpayers are willing to pay for my contact with my constituents and we can come back and put down rules as to how much the ... taxpayers are willing to pay for, in election years, for me to have money so I can contact my constituents when I'm running for office. ... But at least it's out of the way.” Supervisor Shirk clarified that the letters cannot contain campaign rhetoric. Supervisor Bonkowski suggested considering the taxpayers in one ward “pay[ing] specifically for a supervisor in another ward to contact their constituents specifically and not City-wide. That's a key question. ... this isn't about [a] right to communicate with your constituents because we all have that right and there's many ways you can go about doing that. It's should all the citizens of the City pay specifically for one supervisor to communicate with their constituents.” In consideration of the Governor's veto of the legislature's ward voting bill, Supervisor McKenna pointed out that “every person in Carson City is [his] constituent.”

Mayor Crowell entertained additional Board member comments and, when none were forthcoming, called for a vote on the pending motion. **Motion carried 4-1.** Mayor Crowell requested staff to include a franking policy as part of the next budget process.

**27. BOARD OF SUPERVISORS**

**27(A) POSSIBLE ACTION TO SELECT THE NAMES OF TWO OR MORE NOMINEES TO SUBMIT TO THE GOVERNOR'S OFFICE FROM WHICH THE GOVERNOR SHALL APPOINT A MEMBER TO SERVE AS A MEMBER OF THE BOARD OF DIRECTORS OF THE CARSON-TRUCKEE WATER CONSERVANCY DISTRICT** (3:32:40) - Mayor Crowell introduced this item, reviewed the agenda materials, and recommended resubmitting Todd Westergard's name for reappointment. Supervisors Abowd and McKenna agreed. Mayor Crowell entertained public comment and, when none was forthcoming, responded to questions of clarification regarding the second nominee. Mayor Crowell entertained a motion. **Supervisor McKenna moved to select Todd Westergard as Carson City's nominee to submit to the Governor, from which the Governor shall appoint a member to serve as a member of the Board of Directors of the Carson-Truckee Water Conservancy District. Supervisor Abowd seconded the motion. Motion carried 5-0.** Supervisor McKenna thanked Mr. Westergard.

**27(B) NON-ACTION ITEMS**

**STATUS REVIEW OF PROJECTS**

**INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS**

**CORRESPONDENCE TO THE BOARD OF SUPERVISORS**

**STATUS REPORTS AND COMMENTS FROM BOARD MEMBERS** (3:34:31) -

Mayor Crowell thanked the Board members for “the quality of the debate we've had all day today, including this afternoon.” Supervisor Bonkowski reported on his and Supervisor Abowd's attendance at NDOT's transportation planning workshop earlier in the week. Supervisor McKenna reported on his attendance at, and the Mayor's testimony to, a committee of the University of Nevada Board of Regents regarding the method by which to select a new president for WNC. He advised that he and a representative from Churchill County have been appointed by NACo to serve on the SB 391 committee,

**CARSON CITY BOARD OF SUPERVISORS**  
**Minutes of the November 7, 2013 Meeting**  
**Page 19**

“which will basically be the legislature's study on funding of community colleges.” He requested anyone interested in discussing community colleges and the need for community colleges in this and adjacent communities to contact him. Supervisor Shirk reported on the meals served at the Senior Center and through the Meals on Wheels Program, and commended the Carson City Senior Center. He further reported that the ice rink will soon be open.

**STAFF COMMENTS AND STATUS REPORT (3:38:41)** - Mr. Werner reminded the Board of the joint meeting with the School Board scheduled for November 13<sup>th</sup>.

**28. PUBLIC COMMENT (3:38:59)** - Mayor Crowell entertained public comment; however, none was forthcoming.

**29. ACTION TO ADJOURN (3:39:12)** - Mayor Crowell adjourned the meeting at 3:39 p.m.

The Minutes of the November 7, 2013 Carson City Board of Supervisors meeting are so approved this 16<sup>th</sup> day of January, 2014.

---

ROBERT L. CROWELL, Mayor

ATTEST:

---

ALAN GLOVER, Clerk - Recorder