

# CARSON CITY BOARD OF SUPERVISORS

## Minutes of the January 16, 2014 Meeting

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A regular meeting of the Carson City Board of Supervisors was scheduled for 8:30 a.m. on Thursday, January 16, 2014, in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

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

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

**NOTE:** A recording of these proceedings, the Board's agenda materials, and any written comments or documentation provided to the Clerk, during the meeting, are part of the public record. These materials are available for review, in the Clerk's Office, during regular business hours.

### **1 - 4. CALL TO ORDER, ROLL CALL, INVOCATION, AND PLEDGE OF ALLEGIANCE**

(8:29:56) - Mayor Crowell called the meeting to order at 8:29 a.m. Mr. Glover called the roll; a quorum was present. Salvation Army Lieutenant Mark Cyr provided the invocation. At Mayor Crowell's request, Lieutenant Cyr led the pledge of allegiance.

**5. PUBLIC COMMENT (8:31:30)** - Mayor Crowell entertained public comment. (8:31:51) Comstock Country RV Resort Owner Gene Lepire discussed concerns regarding increased water and sewer rates in consideration of irrigation needs. Mayor Crowell entertained additional public comment; however, none was forthcoming.

**6. POSSIBLE ACTION ON APPROVAL OF MINUTES - November 7, 2013 (8:34:19)** - Supervisor Abowd moved to approve the minutes, as published. Supervisor Bonkowski seconded the motion. Motion carried 5-0. Ms. Works and Mr. Glover discussed changes to the minutes format for the purpose of increasing efficiency.

**7. POSSIBLE ACTION ON ADOPTION OF AGENDA (8:38:36)** - Mayor Crowell entertained modifications to the agenda and, when none were forthcoming, deemed it adopted, as published. (10:17:16; 11:15:39) Mayor Crowell modified the agenda to address item 20(B) prior to item 21(C).

**8. SPECIAL PRESENTATIONS OF LENGTH OF SERVICE AWARDS FOR CITY EMPLOYEES (8:38:59)** - Mayor Crowell introduced this item and invited the Board members to join him at the podium. Mayor Crowell invited Deputy Public Works Director / City Engineer Darren Schulz to the podium, and presented him a Certificate of Appreciation for his five years' dedicated service to the City. Mayor Crowell invited Deputy Finance Director Nancy Paulson to the podium, and presented her a Certificate of Appreciation for fifteen years' dedicated service to the City. Mayor Crowell invited Judicial Assistant Carin Fischer to the podium, and presented her with a Certificate of Appreciation for twenty years' dedicated service to the City. The Board members, City staff, and citizens present applauded.

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**9. CONSENT AGENDA (8:42:11)** - Mayor Crowell introduced this item and advised of having been requested to separately hear items 9-2(A) and 9-5. He entertained requests to hear additional items separate from the consent agenda. At Maurice White's request, Mayor Crowell agreed to separately hear item 9-4. Mayor Crowell entertained a motion. **Supervisor McKenna moved to approve the consent agenda, consisting of one item from the Clerk - Recorder; one item from Finance; one item from Public Works. Supervisor Brad Bonkowski seconded the motion.**

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

**9-1. CLERK - RECORDER - POSSIBLE ACTION TO APPROVE THE ANNUAL REPORT OF THE CARSON CITY RECORDER, PURSUANT TO NRS 247.305**

**9-2. FINANCE DEPARTMENT**

**9-2(A) POSSIBLE ACTION TO ADOPT A RESOLUTION TO AUGMENT AND AMEND THE CARSON CITY FY 2013 / 2014 BUDGET, IN THE AMOUNT OF \$19,260,857 (8:43:19)** - Mayor Crowell introduced this item. Finance Department Director Nick Providenti reviewed the agenda materials, and responded to questions of clarification. Mayor Crowell entertained additional questions or comments of the Board members and, when none were forthcoming, public comments. (8:50:14) Lori Bagwell advised that Mr. Providenti had provided her additional information, and suggested that it should have been included in the agenda materials. Mr. Providenti offered to post the documentation on the City's website.

Mayor Crowell entertained additional questions or comments and, when none were forthcoming, a motion. **Supervisor Abowd moved to adopt Resolution No. 2014-R-1, a resolution to augment and amend the Carson City FY 2013 / 2014 budget, in the amount of \$19,260,857. Supervisor McKenna seconded the motion.**

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

**9-2(B) POSSIBLE ACTION TO ACCEPT THE REPORT ON THE CONDITION OF EACH FUND IN THE TREASURY AND THE STATEMENTS OF RECEIPTS AND EXPENDITURES, THROUGH JANUARY 7, 2014, PURSUANT TO NRS 251.030 AND NRS 354.290**

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**9-3. PUBLIC WORKS DEPARTMENT - POSSIBLE ACTION TO ACCEPT THE PUBLIC WORKS DEPARTMENT RECOMMENDATIONS TO HAVE THE MAYOR EXECUTE THE WATER RIGHTS TRANSFER DOCUMENTS, FROM CARSON CITY TO THE TOWN OF MINDEN, IN CONFORMANCE WITH SECTION 4 OF THE “INTERLOCAL AGREEMENT, BY AND BETWEEN CARSON CITY AND THE TOWN OF MINDEN, FOR THE SALE AND TRANSFER OF WATER RIGHTS AND THE DELIVERY OF WATER,” DATED FEBRUARY 5, 2010**

**9-4. PARKS AND RECREATION DEPARTMENT, OPEN SPACE DIVISION - POSSIBLE ACTION TO FOLLOW THE RECOMMENDATION OF THE OPEN SPACE ADVISORY COMMITTEE TO APPROVE THE DRAFT MAINTENANCE AND EROSION CONTROL PLAN FOR THE UNPAVED PORTION OF ASH CANYON ROAD (8:52:46)** - Mayor Crowell introduced this item, and Open Space / Property Manager Juan Guzman reviewed the agenda materials.

Mayor Crowell entertained public comment. (8:55:36) Maurice White distributed a prepared statement to the Board members and the Clerk, read the same into the record, and responded to questions of clarification.

Mr. Guzman assured the Board that the purpose of the proposed plan is to ensure Ash Canyon Road remains open. He provided background information on Open Space Program funding allocated for management of watershed protection properties in the area, and the actions taken to ensure Ash Canyon Road remains open.

Mayor Crowell invited Open Space Advisory Committee Chair Bruce Scott to the podium, and expressed the preference that the previously stated concerns had been presented to the Open Space Advisory Committee. (9:09:05) Mr. Scott expressed surprise “at what we’re hearing today ...; it did not come up at the Open Space meeting.” He acknowledged the “important elements ... in terms of vehicle access in all open space areas.” He discussed the intent to maintain “a good access at Ash Canyon but to limit some of the other ... areas of potential off-road travel that might contribute to more erosion, degradation of the watershed ...” He described the proposed plan as “pretty good ... for treating Ash Canyon Road and maintaining it.” He expressed the opinion that Mr. White's concerns had been addressed “in this case, other than unimpeded access anywhere there's a track.” He emphasized that “there is Ash Canyon access and it's going to be enhanced and ... better maintained, and it's going to be better for the watershed.” He acknowledged no problem with having Mr. White's statement being presented to the Open Space Advisory Committee.

Mayor Crowell entertained Board member comments. Supervisor McKenna requested Mr. Guzman to provide detail of the method by which the \$21,000 will be allocated. Mayor Crowell requested staff to reagendaize this item before the Open Space Advisory Committee. Supervisor McKenna noted the nationwide relevance of the “off-road vehicle discussion,” and emphasized the importance of sufficient opportunity for public input.

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**9-5. CITY MANAGER - POSSIBLE ACTION TO RATIFY THE APPROVAL OF BILLS AND OTHER REQUESTS FOR PAYMENTS BY THE CITY MANAGER, FOR THE PERIOD OF DECEMBER 10, 2013 THROUGH JANUARY 6, 2014 (9:13:26)** - Mayor Crowell introduced this item. In response to a question, Ms. Works advised that the Brewery Arts Center will provide a report to the Board in the near future. Finance Department Director Nick Providenti responded to additional questions of clarification regarding various line items in the agenda materials. Mayor Crowell entertained public comment and, when none was forthcoming, a motion. **Supervisor Abowd moved to ratify the approval of bills and other requests for payments by the City Manager, for the period of December 10, 2013 through January 6, 2014. Supervisor John McKenna seconded the motion.**

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

**ORDINANCES, RESOLUTIONS, AND OTHER ITEMS**

**10. ANY ITEM(S) PULLED FROM THE CONSENT AGENDA WILL BE HEARD AT THIS TIME (8:43:13)** - Please see the minutes for items 9-2(A), 9-4, and 9-5.

**11. FIRE DEPARTMENT - POSSIBLE ACTION TO ADOPT, ON SECOND READING, BILL NUMBER 101, AN ORDINANCE AMENDING THE CARSON CITY MUNICIPAL CODE, TITLE 4, LICENSES AND BUSINESS REGULATIONS, CHAPTER 4.05, SURCHARGE FOR ENHANCEMENT OR IMPROVEMENT OF THE TELEPHONE SYSTEM USED FOR REPORTING EMERGENCIES, BY AMENDING SECTION 4.05.030, ESTABLISHMENT OF AN ADVISORY COMMITTEE TO DEVELOP A PLAN TO ENHANCE OR IMPROVE TELEPHONE SYSTEM FOR REPORTING EMERGENCY, TO CHANGE THE NUMBER OF MEMBERS THAT CAN BE ASSIGNED TO THE COMMITTEE AND TO DELINEATE THE TERMS WHICH APPOINTED MEMBERS SERVE, AND BY AMENDING SECTION 4.05.060, QUORUM, BY CHANGING THE NUMBER OF MEMBERS THAT WILL CONSTITUTE A QUORUM, AND OTHER MATTERS PROPERLY RELATED THERETO (9:15:52)** - Mayor Crowell introduced this item, and Fire Chief Stacey Giomi reviewed the agenda materials. Mayor Crowell entertained public comment and, when none was forthcoming, a motion. **Supervisor Brad Bonkowski moved to adopt, on second reading, Bill No. 101, Ordinance No. 2014-1, an ordinance amending the Carson City Municipal Code, Title 4, Licenses and Business Regulations, Chapter 4.05, Surcharge for Enhancement or Improvement of the Telephone System Used for Reporting Emergencies, by amending Section 4.05.030, Establishment of an Advisory Committee to Develop a Plan to Enhance or Improve Telephone System for Reporting Emergency, to change the number of members that can be assigned to the committee and to delineate the terms which appointed members serve, and by amending Section 4.05.060, Quorum, by changing the number of members that will constitute a quorum, and other matters properly related thereto. Supervisor McKenna seconded the motion.**

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

**12. PUBLIC WORKS DEPARTMENT - POSSIBLE ACTION TO ADOPT A RESOLUTION APPROVING AND AUTHORIZING THE MAYOR TO SIGN AN INTERLOCAL AGREEMENT, BY AND BETWEEN CARSON CITY AND THE NEVADA COMMISSION FOR THE RECONSTRUCTION OF THE V&T RAILWAY, WHICH PROVIDES FOR CARSON CITY TO MAINTAIN LIGHTING SYSTEMS FOR THE HIGHWAY 50 OVERCROSSING BRIDGE IN LYON COUNTY (9:17:35)** - Mayor Crowell introduced this item. Public Works Department Director Andy Burnham provided background information, reviewed the agenda materials, and responded to questions of clarification. Mayor Crowell entertained public comment and, when none was forthcoming, a motion. **Supervisor Abowd moved to adopt Resolution No. 2014-R-2, a resolution approving and authorizing the Mayor to sign an interlocal agreement, by and between Carson City and the Nevada Commission for the Reconstruction of the V&T Railway, which provides for Carson City to maintain lighting systems for the Highway 50 Overcrossing Bridge in Carson City. Supervisor Bonkowski seconded the motion.**

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

**13. RECESS BOARD OF SUPERVISORS (9:20:27)** - Mayor Crowell recessed the Board of Supervisors at 9:20 a.m., and passed the gavel to Redevelopment Authority Chairperson Karen Abowd.

**REDEVELOPMENT AUTHORITY**

**14. CALL TO ORDER AND ROLL CALL (9:20:35)** - Chairperson Abowd called the Redevelopment Authority meeting to order, noting the presence of a quorum.

**15. PUBLIC COMMENT (9:20:47)** - Chairperson Abowd entertained public comment; however, none was forthcoming.

**16. FINANCE DEPARTMENT - POSSIBLE ACTION TO ADOPT A RESOLUTION TO AUGMENT AND AMEND THE CARSON CITY REDEVELOPMENT AUTHORITY FY 2013 / 14 BUDGET, IN THE AMOUNT OF \$326,779 (9:20:58)** - Chairperson Abowd introduced this item. Finance Department Director Nick Providenti reviewed the agenda materials and responded to questions

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of clarification. Community Development Department Director Lee Plemel discussed the need for security improvements at the Business Resource Innovation Center. He and Ms. Works responded to corresponding questions of clarification, and discussion followed.

Chairperson Abowd entertained additional Redevelopment Authority member comments or questions and, when none were forthcoming, public comments. When no public comments were forthcoming, she entertained a motion. **Member McKenna moved to approve Resolution No. 2014-RA-R-1, a resolution to augment and amend the Carson City Redevelopment Authority FY 2013 / 2014 budget in the amount of \$326,779.00. Vice Chairperson Bonkowski seconded the motion.**

<b>RESULT:</b>	Approved [5 - 0]
<b>MOVER:</b>	Member John McKenna
<b>SECOND:</b>	Vice Chair Brad Bonkowski
<b>AYES:</b>	Member McKenna, Vice Chair, Bonkowski, Members Crowell, Shirk, and Chair Abowd
<b>NAYS:</b>	None
<b>ABSENT:</b>	None
<b>ABSTAIN:</b>	None

**17. PUBLIC COMMENT (9:32:58)** - Chairperson Abowd entertained public comment; however, none was forthcoming.

**18. ACTION TO ADJOURN REDEVELOPMENT AUTHORITY (9:33:01)** - Chairperson Abowd adjourned the Redevelopment Authority meeting at 9:33 a.m., and returned the gavel to Mayor Crowell.

**19. RECONVENE BOARD OF SUPERVISORS (9:33:06)** - Mayor Crowell reconvened the Board of Supervisors at 9:33 a.m.

**20. COMMUNITY DEVELOPMENT DEPARTMENT, PLANNING DIVISION**

**20(A) POSSIBLE ACTION TO INTRODUCE, ON FIRST READING, AN ORDINANCE DECLARING A MORATORIUM, FOR A PERIOD OF UP TO 180 DAYS WITH THE ABILITY TO EXTEND IT BY RESOLUTION FOR UP TO AN ADDITIONAL 60 DAYS, 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 (9:33:11)** -

Mayor Crowell introduced this item, and Community Development Department Director Lee Plemel reviewed the agenda materials. In response to Supervisor Bonkowski's comments, Mr. Plemel explained that the moratorium provides the opportunity to explore options "without having to face acceptance of applications." He further explained that there is no requirement to fulfill the 180 days. "If we develop regulations in 90 days, then the moratorium goes away and we have the regulations." He expressed reluctance to utilize the draft regulations. District Attorney Neil Rombardo cautioned the Board against confusing the state with the City. "They can still apply. It's just they need to comply with our regulations. ... Keep in mind that the state's going to have to deal with this with jurisdictions throughout the state because this is what almost every jurisdiction is doing now. ... We're not going to be the only jurisdiction that has this moratorium in place that's creating this problem for the applicants with the state. That's a state issue. Ours is the land use issue." Mr. Rombardo assured the Board that City staff will work on the ordinances as soon as the regulations are known. Discussion followed, and Mr. Rombardo responded to

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Supervisor McKenna's questions of clarification for the benefit of the general public. Senior Deputy District Attorney Joe Ward provided additional clarification. Mr. Ward, Mr. Rombardo, and Mr. Plemel responded to additional questions of clarification, and discussion ensued. Mr. Plemel advised of the anticipation that Board direction will be needed "along the way," which will also serve as a method by which to update the Board.

Supervisors Abowd and McKenna discussed the importance of sufficient opportunity for the public to "vet and vent" on this matter. Mr. Rombardo expressed a willingness to schedule public workshops. Mayor Crowell entertained public comment and, when none was forthcoming, a motion. **Supervisor Abowd moved to introduce, on first reading, Bill No. 102, an ordinance declaring a moratorium, for a period of up to 180 days with the ability to extend it by resolution for up to an additional 60 days, 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, based on the findings contained in the staff report. Supervisor McKenna seconded the motion.**

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

Mayor Crowell recessed the meeting at 10:08 a.m., and reconvened at 10:16 a.m.

**20(B) POSSIBLE ACTION TO ACCEPT A REPORT ON CODE ENFORCEMENT ACTIVITIES RELATED TO THE USE OF BANNERS, FLAGS, A-FRAME SIGNS, AND OTHER TEMPORARY SIGN DEVICES DURING THE LAST YEAR, AND TO PROVIDE DIRECTION TO STAFF REGARDING HOW TO CONTINUE TO REGULATE SUCH SIGN DEVICES** (11:15:39) - Mayor Crowell introduced this item. Community Development Department Director Lee Plemel reviewed the agenda materials and responded to questions of clarification. Discussion ensued, and Mr. Plemel noted that the existing provisions expire at the end of 2014. He offered to remind the business community of the expiration date and solicit feedback. Supervisor Bonkowski noted that the provisions have been in effect for "five ... going on six years." He expressed the opinion that the provisions should expire "at some point," and that "we've given this an adequate amount of time for businesses to get through the recession." Mr. Plemel acknowledged sufficient direction. No formal action was taken.

**21. HUMAN RESOURCES DEPARTMENT**

**21(A) PRESENTATION OF THE CLASSIFICATION AND COMPENSATION STUDY BY PONTIFEX CONSULTING GROUP, LLC PRESIDENT PETE RONZA** (10:17:35) - Mayor Crowell introduced this item, and Human Resources Department Director Melanie Bruketta introduced Pontifex Consulting Group, LLC President Pete Ronza. (10:18:10) Mr. Ronza narrated a PowerPoint presentation of the Classification and Compensation Study, copies of which were included in the agenda materials, and responded to questions of clarification.

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Mayor Crowell entertained public comment. (10:37:23) Mr. Ronza and Ms. Bruketta responded to Lori Bagwell's questions of clarification regarding the positions used to establish benchmarks for compensation comparisons. Discussion followed.

(10:47:13) District Attorney Neil Rombardo discussed issues associated with retaining positions in the District Attorney's office due to better salaries in adjacent counties, state government, and private practice.

Supervisor Shirk suggested giving direction to Ms. Bruketta to review the study, "implement it in our salary base for our employees and do something with this because it's showing us something." Discussion followed. Mr. Providenti requested the Board to provide staff "a month or so to digest the numbers," in conjunction with Mr. Ronza. Ms. Bruketta expressed the opinion that the study indicates "the system the City has is not functioning properly. ... it was also identified, by the internal auditor in 2012, where they stated that a classification and compensation study needed to be performed." Ms. Bruketta committed to working closely with Mr. Providenti and Mr. Ronza to develop recommendations "that this Board can implement and ... that can be negotiated with the associations." Supervisor McKenna commended the City on commissioning the study "to determine what reality is." He discussed concerns relative to the associated economics and "urge[d] caution ..." Additional discussion followed, and Ms. Bruketta discussed the importance of Board direction. Following additional discussion, Ms. Bruketta advised that she would return to the Board with recommendations for "how to implement this class and comp study that you can implement within the budget." Supervisor McKenna discussed the importance of determining the services and levels of service to be provided, according to the desires of the community.

**21(B) POSSIBLE ACTION TO ADOPT THE CITY'S COMPENSATION PHILOSOPHY**

(11:11:25) - Mayor Crowell introduced this item, and Human Resources Department Director Melanie Bruketta discussed the importance of the City developing a compensation philosophy. She requested the Board members to carefully review the proposed compensation philosophy and provide feedback.

**21(C) POSSIBLE ACTION TO SET THE SALARY FOR THE CITY MANAGER POSITION**

(11:23:12) - Mayor Crowell introduced this item. Human Resources Department Director Melanie Bruketta reviewed the agenda materials, and extensive discussion ensued. (11:32:47) Heather Renschler, of Ralph Andersen and Associates, responded to questions regarding the City Manager compensation package. She emphasized the need to "get out with the brochure and kick off the process," and expressed the opinion that the salary range should be established "above where your former City Manager left." She suggested a salary range of \$140,000 to \$180,000 "with the caveat ... that the Board reserves the right to review compensation history based on the candidate's unique skills and overall experience." She advised of having received inquiries from potential City Manager candidates from the local region as well as outside the Carson Valley. In response to a question, she advised that the Board would need to establish performance standards relative to the City Manager job description. She acknowledged that the standards can be "fine-tuned" over the next few months. She responded to additional questions regarding the sufficiency of the compensation package to attract qualified candidates. Ms. Bruketta responded to questions regarding a performance-based program for the City Manager.

Mayor Crowell entertained public comment and, when none was forthcoming, a motion to establish the City Manager salary range, between \$140,000 and \$180,000, with the caveat as suggested by Ms. Renschler. **Supervisor McKenna moved to establish the City Manager's salary range at \$140,000 to \$180,000**



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with the caveat that the Board reserves the right to pay the newly selected City Manager based on a review of skills and career history. Supervisor Abowd seconded the motion.

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

**21(D) POSSIBLE ACTION TO APPROVE THE CITY MANAGER RECRUITMENT BROCHURE DEVELOPED BY RALPH ANDERSEN AND ASSOCIATES (11:43:31)** - Mayor Crowell introduced this item. Heather Renschler, of Ralph Andersen and Associates, discussed the method by which the proposed brochure was developed and reviewed the same. The Board members suggested various revisions to the draft brochure and, in response to a question, Ms. Renschler reviewed the Recruitment Schedule portion. In response to a comment, she recommended not requiring the City Manager to live in Carson City.

Mayor Crowell entertained a motion. **Supervisor Abowd moved to approve the City Manager recruitment brochure, developed by Ralph Andersen and Associates, with the revisions as suggested on the record.** Ms. Renschler reviewed the suggested changes, as follows: “the color on two call out boxes, the adding of the salary range of \$140,000 to \$180,000 with the salary notation that it gives the Board the liberty to review based on career history ...” **Supervisor Bonkowski seconded the motion.** Following discussion, **Supervisor Abowd amended her motion to approve the City Manager recruitment brochure, developed by Ralph Andersen and Associates, to include the changes as mentioned: the color of the boxes, the language as reserving the right to require the City Manager to live within City boundaries, and the salary range being between \$140,000 and \$180,000, with additional language as noted on the record. Supervisor Bonkowski continued his second.**

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

In response to a question, Ms. Renschler noted the language in the brochure relative to an at-will employment agreement being negotiated with the top candidate which “may include moving / relocation expenses.” She emphasized the Board’s discretion regarding the method by which to handle the possibility of moving / relocation expenses. She acknowledged no bias toward local candidates. In response to a further question, consensus of the Board was to allow Ms. Renschler to develop a list of candidates for presentation to the Board.

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**21(E) POSSIBLE ACTION TO PROVIDE RALPH ANDERSEN THE NAMES OF THE ORGANIZATIONS THE BOARD MEMBERS WANT REPRESENTED ON A CITIZENS COMMITTEE AND TO DIRECT RALPH ANDERSEN TO ESTABLISH THE COMMITTEE** (12:01:59) - Heather Renschler, of Ralph Andersen and Associates, introduced this item and reviewed the agenda materials. Extensive discussion followed regarding the number of committee members, the meeting format, the method by which questions will be formulated, the purpose for convening the citizens committee, and the planned reception.

Mayor Crowell entertained a motion. **Supervisor Abowd moved to approve the citizens committee composition, consisting of members from the Arts and Culture Coalition, the Board of Realtors, the Builders Association of Western Nevada, the Carson City School District, the Carson City Visitors Bureau, Carson-Tahoe Hospital, the Chamber of Commerce, the courts, Northern Nevada Development Authority, and Western Nevada College, as well as regional participants, Cities of Reno and / or Sparks, Counties of Douglas, Lyon, Storey, and / or Washoe, the general public community member participant, a member of the public, a selection by lottery based on interest submitted to Human Resources via announcement and advertisement and, lastly, Carson City internal participants, an appointed department director that will be selected by lottery, an elected department, Alan Glover, and a union representative that will be selected by lottery. Supervisor Bonkowski seconded the motion.**

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

**22. BOARD OF SUPERVISORS 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** (12:32:19) - Supervisor Abowd advised that the Carson City Visitors Bureau website will be launched on Saturday and the mobile app will be debuted next month. The visitors store has been remodeled with new merchandise for sale. Supervisor Abowd encouraged everyone to check it out. Mayor Crowell announced the Dancing with the Stars competition scheduled for February 22<sup>nd</sup>.

**STAFF COMMENTS AND STATUS REPORTS**

**RECESS AND RECONVENE BOARD OF SUPERVISORS** (12:33:24; 3:00:27) - Mayor Crowell recessed the meeting at 12:33 p.m., and reconvened at 3:00 p.m.

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**23. CITY MANAGER - POSSIBLE ACTION TO APPOINT FOUR MEMBERS TO THE CARSON CITY SHADE TREE COUNCIL FOR TWO-YEAR TERMS THAT WILL EXPIRE ON JANUARY 1, 2016** (3:00:33) - Mayor Crowell introduced this item, and provided an overview of the interview process. Due to Gianna Shirk's application for reappointment, Mayor Crowell advised that Supervisor Shirk would abstain from participation in the process.

(3:07:21) Bill Keating participated by teleconference. He responded to questions regarding the purpose of the Shade Tree Council; his interest in being appointed; his opinion of trees being planted in the Carson Street traffic medians; his thoughts regarding the possibility of urban forest beautification along the north, south, and east corridors of town; his opinion of the urban canopy in Carson City; maintenance of the urban forest; and his opinion of tree topping / trimming by utility companies. Mayor Crowell offered Mr. Keating the opportunity to provide further comment, and he explained the reason for his absence from this meeting. He thanked the Board for the opportunity to interview by telephone, and Mayor Crowell thanked him for his application.

(3:20:03) Jens Peermann introduced himself for the record, and responded to questions regarding the activities of the Shade Tree Council since his appointment; his thoughts regarding the possibility of urban forest beautification of the north, south, and east corridors of town; and his opinion of trees planted in the Carson Street medians. Mayor Crowell offered Mr. Peermann the opportunity to provide further comment and, when he declined, thanked him for his application.

(3:27:48) Mayor Crowell welcomed Gianna Shirk to the podium and thanked her for her service to the community. In response to a question, Ms. Shirk provided an overview of the activities of the Shade Tree Council since her appointment in 2007. She responded to additional questions regarding maintenance of the urban forest in Carson City; her opinion of trees in the Carson Street medians; the possibility of urban forest beautification along the north, south, and eastern corridors; and her opinion of the term limits for the Shade Tree Council.

(3:41:15) Mayor Crowell welcomed Kyle Horvath to the podium. In response to a question, Mr. Horvath discussed his plans for an adventure race. He responded to additional questions regarding his experience serving on the Shade Tree Council; his thoughts on the role of the council relative to the possibility of urban forest beautification along the corridors; his opinion of trees in the Carson Street medians; maintenance of the urban forest; his opinion of pruning trees in the medians; and the council's needs relative to membership and terms. Mayor Crowell thanked Mr. Horvath for his service to the community.

(3:52:22) Mayor Crowell welcomed Gary Borst to the podium. Mr. Borst responded to questions regarding his interest in, and qualifications for, serving as a council member; his opinion of the trees in the Carson Street medians; the role of the council in urban forest beautification along the corridors; maintenance of the urban forest; and his experience as a defensible space coordinator. Mayor Crowell thanked Mr. Borst for his application.

The Board members discussed their preferences, and Mayor Crowell entertained a motion. **Supervisor Bonkowski moved to appoint Jens Peermann, Gianna Shirk, Kyle Horvath, and Gary Borst to the Shade Tree Council for two-year terms that will expire January 1, 2016. Supervisor Abowd seconded the motion.**

**CARSON CITY BOARD OF SUPERVISORS**

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**DRAFT**

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

Mayor Crowell congratulated the appointees.

**24. PUBLIC COMMENT (4:03:18)** - Mayor Crowell entertained public comment; however, none was forthcoming.

**25. ACTION TO ADJOURN (4:03:24)** - Mayor Crowell adjourned the meeting at 4:03 p.m.

The Minutes of the January 16, 2014 Carson City Board of Supervisors meeting are so approved this \_\_\_\_\_ day of April, 2014.

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ROBERT L. CROWELL, Mayor

ATTEST:

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ALAN GLOVER, Clerk - Recorder