

**CARSON CITY BOARD OF SUPERVISORS**

**Minutes of the September 15, 2016 Meeting**

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**DRAFT**

A regular meeting of the Carson City Board of Supervisors was scheduled for 8:30 a.m. on Thursday, September 15, 2016 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 Lori Bagwell, Ward 3  
Supervisor Jim Shirk, Ward 4

**STAFF:** Nick Marano, City Manager  
Adriana Fralick, Chief Deputy District Attorney  
Kathleen King, Chief Deputy Clerk

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

**1 - 4. CALL TO ORDER, ROLL CALL, INVOCATION, AND PLEDGE OF ALLEGIANCE** (8:32:00) - Mayor Crowell called the meeting to order at 8:32 a.m. Ms. King called the roll; a quorum was present. Good Shepherd Wesleyan Church Pastor Nick Emery provided the invocation. At Mayor Crowell's request, Public Works Department Director Darren Schulz led the pledge of allegiance.

**5. PUBLIC COMMENT** (8:33:15) - Mayor Crowell entertained public comment; however, none was forthcoming.

**6. POSSIBLE ACTION ON APPROVAL OF MINUTES - August 18, 2016** (8:33:47) - Mayor Crowell entertained suggested revisions and, when none were forthcoming, a motion. **Supervisor Bonkowski moved to approve the minutes, as presented. The motion was seconded and carried unanimously.**

**7. POSSIBLE ACTION ON ADOPTION OF AGENDA** (8:34:06) - Mayor Crowell entertained modifications to the agenda and, when none were forthcoming, deemed the agenda adopted, as published.

**8. SPECIAL PRESENTATION OF LENGTH OF SERVICE CERTIFICATES TO CITY EMPLOYEES** (8:34:18) - Mayor Crowell introduced this item, and requested the Board members to join him on the meeting floor. Mayor Crowell presented a length of service certificate to Workforce Program Case Manager Ana Gregg, commemorating five years of continuous and dedicated service to the City. Mayor Crowell presented length of service certificates to Senior Water Distribution Technician Michael Thicke and Sheriff's Office Support Specialist Liz Patterson, commemorating ten years of continuous and dedicated service to the City. Mayor Crowell presented length of service certificates to Legal Secretary Maribel Gutierrez and Firefighter / Paramedic James White, commemorating twenty years of continuous and dedicated service to the City. Mayor Crowell presented a length of service certificate to Assistant Sheriff Ken Sandage, commemorating 25 years of continuous and dedicated service to the community. The Board members, City staff, and citizens present applauded each of the honorees, and photographs were taken.

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(8:42:46) Michael Robbins, owner of Hanifin's Antiques, discussed his experiences with the ongoing downtown improvement project. He described the awards he created and had displayed in the meeting room, made from pieces of water line which had been removed from Carson Street. Mr. Robbins read into the record the language of plaques affixed to the awards, and presented the awards to Mayor Crowell and Supervisors Abowd and Bonkowski. Mr. Robbins presented bags of almond roca to Supervisors Bagwell and Shirk, and advised that he had also prepared an award for former Supervisor John McKenna. Mr. Robbins expressed the opinion that "a lot of the business owners and citizens in the community appreciate a lot of this work that we're seeing come to fruition after 17 years of talking about it." He expressed appreciation for the Board's work, "appreciate your vision and your ability to stick to this job when it was really hard." Mayor Crowell thanked Mr. Robbins and all the Carson Street business owners / operators for their patience and perseverance. Supervisor Abowd thanked Mr. Robbins for "running an outstanding business in our community." Mayor Crowell entertained additional public comment or presentations; however, none were forthcoming.

**ORDINANCES, RESOLUTIONS, AND OTHER ITEMS**

**9. CARSON CITY AIRPORT AUTHORITY - POSSIBLE ACTION TO INTRODUCE, ON FIRST READING, AN ORDINANCE AMENDING THE CARSON CITY MUNICIPAL CODE, TITLE 19, AIRPORT RULES AND REGULATIONS, SECTIONS 19.02.020.340 AND 19.02.020.200, TO ALLOW FOR USE OF OVER-THE-COUNTER BUILDING PERMITS, AND TO CORRECT THE REFERENCE TO LANDING PATTERN DIAGRAMS** (8:49:14) - Mayor Crowell advised that he would abstain from discussion and action due to a former professional relationship with Airport Authority Counsel Steve Tackes. Mayor Crowell passed the gavel to Mayor *Pro Tem* Karen Abowd. Mayor *Pro Tem* Abowd introduced the item.

(8:50:04) Airport Authority Counsel Steve Tackes provided background information and reviewed the agenda materials. Mr. Tackes suggested grammatical revisions to the proposed ordinance language, and noted that Chief Building Official Shawn Keating and Airport Manager Tim Rowe were present in the meeting room. Mr. Tackes advised of having worked closely with Building Division staff, and commended them on "making public the types of construction that fit the over-the-counter permit process. They post it on the web page, very clear communication. And frequently, we're seeing that there are small construction jobs on the airport that fit right into that criteria."

Mr. Tackes responded to questions of clarification regarding plan requirements and construction which would qualify for an over-the-counter permit. (8:57:07) Mr. Keating expressed appreciation to Mr. Tackes and Mr. Rowe for collaborating on the proposed ordinance. At Supervisor Shirk's request, Mr. Keating explained the purpose for over-the-counter building permits. In response to a question, Mr. Keating advised that "over-the-counter permit" is defined on the City's website and in Building Division informational materials. Ms. Fralick acknowledged the proposed language is sufficient and "actually better because, that way, it gives you some flexibility."

Mayor *Pro Tem* Abowd entertained additional Board member questions or comments and public comments. When no further questions or comments were forthcoming, Mayor *Pro Tem* Abowd entertained a motion. **Supervisor Bonkowski moved to introduce, on first reading, Bill No. 113, an ordinance amending Carson City Municipal Code, Title 19, Airport Rules and Regulations, Sections 19.02.020.340 and 19.02.020.200, to allow for use of over-the-counter building permits and to correct the reference to**

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landing pattern diagrams, with a change to Section 19.02.020.340 to read, “except that permits to be issued under the Carson City over-the-counter permit criteria shall not require prior approval by the Airport Authority”; and the change to Section 19.02.020.200 to be as proposed. Supervisor Shirk seconded the motion. Mayor *Pro Tem* Abowd entertained discussion on the motion and, when none was forthcoming, called for a vote.

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

Mayor *Pro Tem* Abowd thanked Mr. Tackes and returned the gavel to Mayor Crowell.

**10. ASSESSOR - POSSIBLE ACTION TO APPROVE THE REMOVAL OF THE REAL PROPERTY TAXES AND PENALTIES FOR THE 2016 / 17 FISCAL YEAR FOR PARCEL NUMBER 001-173-02, 201 FLEISCHMANN WAY, PURSUANT TO NRS 361.140(1)(a), IN THE AMOUNT OF \$1,209.08 (9:00:14)** - Mayor Crowell introduced this item. Chief Deputy Assessor Kimberly Adams 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 approve the removal of the real property taxes and penalties for the 2016 / 17 fiscal year for parcel number 001-173-02, 201 Fleischmann Way, pursuant NRS 361.140(1)(a), in the amount of \$1,209.08. Supervisor Bagwell seconded the motion.** Mayor Crowell entertained discussion on the motion and, when none was forthcoming, called for a vote.

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

**11. 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 SEPTEMBER 2, 2016, PURSUANT TO NRS 251.030 AND NRS 354.290 (9:02:34)** - Mayor Crowell introduced this item, and entertained questions of Chief Financial Officer Nancy Paulson. When no questions were forthcoming, Mayor Crowell entertained public comment. When no public comment was forthcoming, Mayor Crowell entertained a motion. **Supervisor Bagwell moved to accept the report on the condition of each fund in the treasury, and the statements of receipts and expenditures, through September 2, 2016, pursuant to NRS 251.030 and NRS 354.290. Supervisor Abowd seconded the motion.** Mayor Crowell entertained discussion on the motion and, when none was forthcoming, called for a vote.

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

**12. PURCHASING AND CONTRACTS - POSSIBLE ACTION TO APPROVE THE PURCHASE OF ROOFING MATERIAL FROM GARLAND / DBS, INC., THROUGH JOINDER SEALED BID #09-5408, WITH US COMMUNITIES, A NATIONAL COOPERATIVE PURCHASING PROGRAM, FOR A TOTAL AMOUNT OF \$152,972.03, TO BE FUNDED FROM THE QUALITY OF LIFE FUND, CAPITAL PROJECTS ACCOUNT (9:03:26)** - Mayor Crowell introduced this item, and Purchasing and Contracts Administrator Laura Tadman reviewed the agenda materials. Real Property Manager Stephanie Hicks provided background information and details on the project.

In response to a question, Tim Samaniego, of Garland / DBS, advised that all warranties for the product are “no dollar limit ... which means once the material is applied, the City doesn't put out a dime. If anything goes wrong, any leaks, any material is defective, we essentially own the roof for the length of the warranty.” In response to a further question, Mr. Samaniego advised that Garland DBS warranties require annual inspection of the roof “and if any maintenance is required, we bring in a contractor to perform that at Garland's expense.” In response to a further question, Mr. Samaniego advised that the cost of replacing the aquatic facility roof was previously estimated at \$575,000.

Mayor Crowell entertained additional Board member questions or comments and public comments. In response to a question, Parks and Recreation Department Director Jennifer Budge provided a status report on issues being addressed at the aquatic facility following complaints lodged at the August 18, 2016 Board of Supervisors meeting.

Mayor Crowell called again for public comment and, when none was forthcoming, a motion. **Supervisor Abowd moved to approve the purchase of roofing material from Garland / DBS, through Joinder Sealed Bid #09-5408, for a not-to-exceed amount of \$152,972.03, to be funded from the Quality of Life Fund, Capital Projects Account. Supervisor Bonkowski seconded the motion.** Mayor Crowell entertained discussion on the motion and, when none was forthcoming, called for a vote.

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

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Supervisor Bonkowski commended Ms. Tadman, Ms. Hicks, and Ms. Budge on their excellent work. Mayor Crowell recessed the meeting at 9:11 a.m., and reconvened at 9:25 a.m.

**13. PUBLIC WORKS DEPARTMENT**

**13(A) POSSIBLE ACTION TO ACCEPT THE DEDICATION OF RIGHT-OF-WAY FROM SCHULZ RANCH SUBDIVISION PHASE 1, TO INCLUDE PORTIONS OF ARC DOME DRIVE, SAWTOOTH RIDGE DRIVE, MONTGOMERY PASS COURT, CONE PEAK DRIVE, MARTIS PEAK DRIVE, LAHONTAN DRIVE, MONUMENT PEAK DRIVE, WHEELER PEAK DRIVE, AND OF RACE TRACK ROAD, AND COMMON AREA “A” AND “B”, ALSO KNOWN AS APN 010-702-09 AND 010-701-01, ALL WITHIN THE SCHULZ RANCH SUBDIVISION (9:25:52)** - Mayor Crowell introduced this item, and Real Property Manager Stephanie Hicks reviewed the agenda materials in conjunction with displayed slides. Engineering Manager Danny Rotter provided additional clarification. Mayor Crowell entertained Board member questions or comments and public comments and, when none were forthcoming, a motion. **Supervisor Bonkowski moved to accept the Dedication of Right-of-Way from Schulz Ranch Subdivision Phase 1, to include portions of Arc Dome Drive, Sawtooth Ridge Drive, Montgomery Pass Court, Cone Peak Drive, Martis Peak Drive, Lahontan Drive, Monument Peak Drive, Wheeler Peak Drive, and of Race Track Road, and Common Area A and B, also known as APNs 010-702-09 and 010-701-01, all within the Schulz Ranch Subdivision. Supervisor Abowd seconded the motion.** Mayor Crowell entertained discussion on the motion and, when none was forthcoming, called for a vote.

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

**13(B) POSSIBLE ACTION TO ADOPT A RESOLUTION ADOPTING AND APPROVING A JOINT FUNDING AGREEMENT FOR A COOPERATIVE WATER RESOURCE MONITORING PROGRAM WITH THE U.S. GEOLOGICAL SURVEY (9:30:08)** - Mayor Crowell introduced this item, and Public Works Department Director Darren Schulz reviewed the agenda materials. In response to a question, Mr. Schulz explained the joint funding agreement relative to the Alpine Decree. Mayor Crowell entertained additional Board member questions and, when none were forthcoming, public comment. When no public comment was forthcoming, Mayor Crowell entertained a motion. **Supervisor Bonkowski moved to adopt Resolution No. 2016-R-24, adopting and approving a Joint Funding Agreement for a Cooperative Water Resource Monitoring Program with the U.S. Geological Survey. Supervisor Abowd seconded the motion.** Mayor Crowell entertained discussion on the motion and, when none was forthcoming, called for a vote.

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

**14. COMMUNITY DEVELOPMENT DEPARTMENT, PLANNING DIVISION - POSSIBLE ACTION TO CONSIDER GRANTING OR NOT GRANTING AN EXTENSION OF BUILDING PERMIT NO. 12-52 AND ASSOCIATED FIRE PERMITS 12-265 AND 14-556, FOR CONSTRUCTION OF THE ORMSBY HOUSE, LOCATED AT 600 SOUTH CARSON STREET, AND TO CONSIDER ANY TERMS OR CONDITIONS REGARDING ANY EXTENSION AS MAY BE APPROPRIATE UNDER THE CIRCUMSTANCES (9:33:08)** - Mayor Crowell introduced this item. Chief Building Official Shawn Keating provided background information and a brief overview of the agenda materials. (9:34:50) Kimberly Fiegehen introduced herself as the representative of Donald Lehr and Alan Fiegehen, and read a prepared statement into the record. Ms. Fiegehen responded to questions of clarification, and introduced Tom Metcalf, of Metcalf Builders.

(9:37:50) Mr. Metcalf displayed the approved civil plans, and advised that “getting the sub[contractors] on board would be a pretty quick operation. ... the owners are proposing ... that we would do grading, sub-base, base under paving, paving, curb and gutter, and ... put all the landscape sleeves in ready for future landscaping. ... we would go to the limits of construction, based on the approved drawings.” In response to a question, Mr. Metcalf advised that “everything that's on the plans, whether it's off-site or on-site, would be completed.”

In response to a question, Ms. Fiegehen advised that the civil plans would be accomplished “within three months.” In response to a further question, Ms. Fiegehen advised that there is no marketing plan “in place yet. ... that's what we are working on right now because we're not sure how you would market a project of this magnitude. We believe that it should be a company large enough to market outside of Carson City ... and ... to market internationally to get the highest price ... that we can get for the building.”

Mayor Crowell thanked Ms. Fiegehen for her attendance and commitment to complete the exterior site improvements. In reference to a previous question, Ms. Fiegehen assured the Board there is no “lack of motivation ... to get someone interested in marketing the Ormsby House.” She advised of having spoken to several realtors. “It's just that I haven't found anybody yet that has actually marketed a half finished hotel ... I am diligently working with my family and with Donald [Lehr] to get somebody involved in it. We just decided four weeks ago to sell the Ormsby House so it's not like we've spent a lot of time doing this yet. But we are motivated to do this as quickly as possible.”

Supervisor Bonkowski suggested performance measures, as follows: “If the exterior civil improvements aren't completed within the 90 days, that we have language that would allow us to pull the building permit; ... having a review after six months so that we have a good understanding of where the marketing has gone and what type of interest we're seeing.” Supervisor Bonkowski inquired of Mr. Keating the Board's options relative to extensions of time. Mr. Keating read from the pertinent section of the Carson City Municipal

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Code, and discussion followed. Supervisor Bonkowski reiterated the suggestion to review the marketing status “at six months and, if the Board decides to grant an 18-month extension, that there be a review at 12 months so that every six months we're getting an update.” Supervisor Bonkowski offered to provide Ms. Fiegehen contact information for marketing groups that specialize in hospitality properties.

In response to a comment, Mr. Metcalf expressed confidence that paving can be completed within the 90-day time frame. He advised of having been instructed to begin construction of the civil plans immediately upon the Board's approval of this item. Mr. Metcalf acknowledged he is confident of being able to complete the civil plans within the 90-day time frame. In response to a question, Ms. Fiegehen expressed understanding for the request to provide periodic status reports relative to marketing efforts, and agreed to do so. Supervisor Abowd expressed appreciation for the willingness to provide marketing status reports.

Mayor Crowell proposed the following motion for discussion purposes: **that the building permit for the Ormsby House would be extended for a period of 12 months, subject to two conditions: (1) that within 90 days of today's date, the owner would complete all external civil improvements contained in the approved plans; failure to do so will result in automatic expiration of the permit; (2) assuming that the first condition is met, in six months, a status report on marketing plans would be provided to the Board.**

In response to a question, Ms. Fiegehen expressed a preference for an 18-month extension, with a six and 12-month review. Discussion followed and, in response to a question, Mr. Metcalf explained the importance of the 18-month extension. “The sooner the owners put this out on the market and show that they've got 18 months and the clock is ticking to finish under this permit, the value is 'X'. The longer they go to marketing and the closer they get to that 18 months, then that value becomes 'X minus' ... the 18 months right now is the most valuable to market the project and to get it marketed as quickly as possible.” Discussion followed, and Supervisor Bonkowski advised of the expectation that a “due diligence period is probably going to be six to 12 months on a typical deal like this and possibly even longer.” Supervisor Bonkowski expressed a preference for “constant communication between the Board, the Building Division, the Planning Division, the City Manager, and [the owners / owners' representatives] so that we know what's going on, we know what progress is being made and we know that there is an ongoing attempt to actually move forward with a sale.” Supervisor Bonkowski emphasized the need for “assurances that we're moving forward.”

In response to a question, Supervisor Bonkowski expressed the opinion that 18 months is “realistic based on my knowledge of how this transaction is going to move forward and the fact that there's probably a 50 / 50 chance that the permit's going to go away anyway ...” Supervisor Bonkowski reiterated the objective to ensure “that there's good communication, we know what's going on, and that we have the ability, if we see, for some reason, that this project gets put on the back burner again, ... to step in and say, '... we're terminating the building permit.’” Ms. Fiegehen agreed with the suggestion as “extremely reasonable.” She expressed no problem “giving reports and communicating on an ongoing basis with the Board and City officials ...”

Mayor Crowell entertained suggestions for a motion. Supervisor Bonkowski reiterated that “there has to be language in this ... that if the exterior improvements, per the ... approved civil plans, are not completed within 90 days, that the permit automatically terminates. ... there needs to be some provision at the six month mark and the 12 month mark that, if nothing has happened, if it is not being actively marketed, that

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we have to have some mechanism in place that allows us to terminate the building permit at that time.” Discussion followed and, in response to a question, Supervisor Bonkowski advised that he would be “satisfied if the property is listed with a hospitality group, so that's all they do, and is being marketed by that group nationally and internationally at the six month point and the 12 month point ... with the understanding that, if the property is not in escrow at the end of the 18-month period, there's going to be no extension.” Ms. Fiegehen expressed agreement and, in response to a comment, advised “we clearly don't have any experience in doing this so we would be going with a professional firm.”

Mayor Crowell entertained public comment. (10:10:48) Garrett Lepire offered “an alternative outlook ... on this situation.” He reviewed the building permit history over 15 years, and pointed out “we give building permits to let people build ... Whether there's an extension of the building permit or not, ... what's more important is that the outside of the property is ready to go by Nevada Day. ... we're going to open up our new, beautiful downtown with the Ormsby House looking like it does. I'm not okay with that. It needs to be cleaned up, it needs to be fixed before Nevada Day.” Mr. Lepire urged the Board “to make that happen.” Mr. Lepire reiterated “the building permit ... is not to go build anything. It's to allow them to market a property. ... No one wants to build anything. There's no reason for a construction fence at all. All they want to do is make more money on it and make it more attractive to sell and that's their right to do ...”

In response to a question, Mr. Lepire referred to Supervisor Bonkowski's comments. “No one is buying this property based on what the building permit is. It's going to take six to 12 months just for due diligence. The building permit really has nothing to do with it other than maybe it makes it worth a little more money because, even if they have a plan for whatever they're going to do, hotel / casino, someone's going to have to come in, maybe they want to do something completely different. They're going to have to make changes to that. So the value of the building permit really is zero ... and that's why I said I don't care about the building permit one way or another but the outside of the building, if you're going to give them another extension after all the ones we just talked about, has to be cleaned up by Nevada Day ...” Discussion followed, and Mr. Metcalf responded to questions of clarification relative to the project time line. Mr. Lepire requested the Board to “take to heart” Mr. Metcalf's statement that the site can be cleaned up by Nevada Day. Mayor Crowell entertained additional public comment; however, none was forthcoming.

Mayor Crowell proposed the following motion: **that the building permit would be extended for 18 months with the following conditions: (1) that it's extended based upon the representations of the applicants' representative here today and the comments of Mr. Metcalf; (2) that within 90 days, all external civil improvements contained in the approved plans will be done, failing which the building permit will expire automatically without further administrative action; (3) that there will be an update by the owner or the owner's representative every six months with respect to marketing that building in a public meeting, failing which the building permit will expire automatically without further administrative action. Supervisor Bagwell seconded the motion.** Mayor Crowell entertained discussion on the motion and, when none was forthcoming, called for a vote.



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<b>RESULT:</b>	Approved [5 - 0]
<b>MOVER:</b>	Mayor Robert Crowell
<b>SECOND:</b>	Supervisor Lori Bagwell
<b>AYES:</b>	Mayor Crowell, Supervisors Bagwell, Abowd, Bonkowski, Shirk
<b>NAYS:</b>	None
<b>ABSENT:</b>	None
<b>ABSTAIN:</b>	None

Mayor Crowell recessed the meeting at 10:22 a.m., and reconvened at 10:32 a.m.

**15. CITY MANAGER**

**15(A) POSSIBLE ACTION TO RATIFY THE APPROVAL OF BILLS AND OTHER REQUESTS FOR PAYMENTS BY THE CITY MANAGER FOR THE PERIOD OF AUGUST 6, 2016 THROUGH SEPTEMBER 2, 2016 (10:32:46)** - Mayor Crowell introduced this item, and entertained questions or comments of the Board members and of the public. When no questions or comments were forthcoming, Mayor Crowell entertained a motion. **Supervisor Bonkowski moved to ratify the approval of bills and other requests for payment by the City Manager, for the period of August 6, 2016 through September 2, 2016. Supervisor Abowd seconded the motion.** Mayor Crowell entertained discussion on the motion and, when none was forthcoming, called for a vote.

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

**15(B) POSSIBLE ACTION TO APPOINT ONE MEMBER TO THE CARSON CITY OPEN SPACE ADVISORY COMMITTEE TO FILL A PARTIAL TERM SET TO EXPIRE IN JANUARY 2017 (10:33:33)** - Mayor Crowell introduced this item, reviewed the order by which the interviews would be conducted, and provided an overview of the interview process. Mayor Crowell expressed appreciation for the applicants' attendance and participation, and discussed the importance of the advisory committees to the City's public processes. Mayor Crowell entertained questions on the interview process and, when none were forthcoming, welcomed Deborah Hayward to the meeting table.

(10:35:59) Deborah Hayward responded to questions regarding her interest in serving; the method by which she would prioritize two undeveloped parcels of land for potential acquisition or other disposition; the meaning of the stated purpose of open space in terms of future development; whether or not she has read the Open Space Master Plan element; whether or not additional open space purchases are necessary; and needs for open space in the community. Mayor Crowell offered Ms. Hayward the opportunity for additional comment, and she discussed her strengths relative to serving. She disclosed a social acquaintance with Open Space Administrator Ann Bollinger. Mayor Crowell commended Ms. Hayward's articulate interview.

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Following a brief consultation with Mr. Marano, Mayor Crowell advised that, pursuant to CCMC 13.06.020, the Board is allowed to appoint alternates to the committee and that these alternates could be automatically appointed for upcoming vacancies.

(10:45:46) Mayor Crowell welcomed Jeremy Hall to the meeting table. Mr. Hall provided background information on his residence in Carson City and his employment experience. He responded to questions regarding his interest in serving; the method by which he would evaluate and prioritize two undeveloped parcels of land for potential acquisition or other disposition; whether or not he had read the Open Space Master Plan element; whether or not additional open space purchases are necessary; the needs or expectations of the citizens for open space usage; and the meaning of the stated purpose of open space in terms of future development. Mayor Crowell offered Mr. Hall the opportunity to comment further and he assured the Board he is “the right guy for the job.”

(10:57:04) Mayor Crowell welcomed Jason Kuchnicki to the meeting table. At Mayor Crowell's request, Mr. Kuchnicki provided background information on his residence in Carson City, his employment experience, and his interest in serving. Mr. Kuchnicki responded to additional questions regarding the method by which he would evaluate and prioritize two undeveloped parcels of land for potential acquisition or other disposition; whether or not additional open space purchases are necessary; the needs or expectations of the average citizen for open space utilization; the meaning of the stated purpose of open space in terms of future development; and whether or not he had read the Open Space Master Plan element. Mayor Crowell offered Mr. Kuchnicki the opportunity for comments or questions. In response to a question, Mayor Crowell explained the current focus of the Open Space Program on management. “We're still looking at potential acquisitions but not the large ones that would take the money from the maintenance.” In response to a question, Mayor Crowell explained the purview of the Open Space Advisory Committee. In response to a further question, Mayor Crowell explained the applicable term, and advised that the Board may consider appointing alternates, pursuant to the provisions of CCMC 13.06.020.

(11:14:54) Mayor Crowell welcomed Gregory Swift to the meeting table, and thanked him for his application. At Mayor Crowell's request, Mr. Swift provided background information on his residence in Carson City and his interest in serving. Mr. Swift responded to questions regarding the method by which he would evaluate and prioritize two undeveloped parcels of land for potential acquisition or other disposition; the needs or expectations of the average citizen for open space utilization; the meaning of the stated purpose of open space in terms of future development; whether he has read the Open Space Master Plan element; and whether or not additional open space purchases are necessary. Mayor Crowell offered Mr. Swift the opportunity to comment further, and he requested the Board's consideration.

(11:23:42) Mayor Crowell welcomed JoAnne Michael to the meeting table, and thanked her for applying. At Mayor Crowell's request, Ms. Michael introduced herself and provided background information on her employment experience, education, and residence in Carson City. Ms. Michael responded to questions regarding the method by which she would evaluate and prioritize two undeveloped parcels of land for potential acquisition or other disposition; the meaning of the stated purpose of open space in terms of future development; whether she has read the Open Space Master Plan element; whether or not additional open space purchases are necessary; and her perception of how the citizens utilize open space. Mayor Crowell offered Ms. Michael an opportunity to comment further, and she discussed the importance of community participation.

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Ms. Fralick provided advice relative to the Board appointing alternates, pursuant to the provisions of CCMC 13.06.020, and responded to corresponding questions of clarification. The Board members discussed their rankings, and Mayor Crowell entertained a motion to appoint Jeremy Hall to fill the unexpired term on the Open Space Advisory Committee and to designate Jeremy Hall as the first alternate for the vacancy when it becomes available. **Supervisor Bonkowski so moved. Supervisor Bagwell seconded the motion.** Mayor Crowell called for a vote on the pending motion.

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

Discussion took place to designate two additional alternates, and Mayor Crowell entertained a motion. **Supervisor Bagwell moved to appoint JoAnne Michael as alternate number two and Jason Kuchnicki as alternate number three. Supervisor Abowd seconded the motion.** Mayor Crowell called for a vote on the pending motion.

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

Supervisor Bonkowski acknowledged his vote in opposition was relative to procedural issues. Mayor Crowell thanked all the applicants for their attendance and participation.

**16. BOARD OF SUPERVISORS NON-ACTION ITEMS:  
FUTURE AGENDA ITEMS**

**STATUS REVIEW OF PROJECTS**

**INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS**

**CORRESPONDENCE TO THE BOARD OF SUPERVISORS**

**STATUS REPORTS AND COMMENTS FROM BOARD MEMBERS (11:47:58)** - Supervisor Bonkowski advised that Epic Rides was nominated for a national award for best off-road event. He commended the recognition in consideration of the event's first year. Supervisor Bagwell reminded everyone of the Law Enforcement Appreciation Day, scheduled for 11:00 a.m. on October 1<sup>st</sup> at United Federal Credit Union. Supervisor Abowd noted the status report submitted by TRPA Representative Shelly Aldean.

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**STAFF COMMENTS AND STATUS REPORTS**

**17. PUBLIC COMMENT** (11:48:54) - Mayor Crowell entertained public comment; however, none was forthcoming.

**18. ACTION TO ADJOURN** (11:49:01) - Mayor Crowell adjourned the meeting at 11:49 a.m.

The Minutes of the September 15, 2016 Carson City Board of Supervisors meeting are so approved this \_\_\_\_\_ day of October, 2016.

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ROBERT L. CROWELL, Mayor

ATTEST:

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SUSAN MERRIWETHER, Clerk - Recorder