

CARSON CITY BOARD OF SUPERVISORS

Minutes of the February 16, 2017 Meeting

Page 1

DRAFT

A regular meeting of the Carson City Board of Supervisors was scheduled for 8:30 a.m. on Thursday, February 16, 2017 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 John Barrette, Ward 4

STAFF: Nick Marano, City Manager
Sue Merriwether, Clerk - Recorder
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 (8:29:32) - Mayor Crowell called the meeting to order at 8:29 a.m. Ms. Merriwether called the roll; a quorum was present. Good Shepherd Wesleyan Church Nick Emery provided in the invocation. At Mayor Crowell's request, Chas Macquarrie led the Pledge of Allegiance.

5. PUBLIC COMMENT (8:31:07) - Mayor Crowell entertained public comment. (8:31:19) Chas Macquarrie, representing "a group of residents here in Carson City that want to encourage the City to move towards 100 percent clean energy," recognized members of the group who were present in the audience. He congratulated the City "on your efforts so far in promoting energy efficiency and clean energy. ... You're well on the way to implementing energy upgrades to your City buildings through your energy audit. ... You're also a member of SPINN, the Sustainability Partners in Northern Nevada. That's a coalition of Northern Nevada public entities and groups working toward sustainability in government and in energy." Mr. Macquarrie commended Senior Project Manager Tom Grundy, "who has been proactive in that effort ... and is the City's representative on the coalition." Mr. Macquarrie reviewed the four main goals of SPINN: "to advance energy efficiency and renewable energy; expand waste minimization through recycling; promote green fleets ... through the Clean Cities Coalition; and integrate sustainability into long-range planning."

Mr. Macquarrie commended the City on "number one. The Waste Management contract is up next year so I know you're going to be renegotiating that or going out for proposals ... So, the City's really on the right track. But our clean energy advocacy group is really here to encourage you to go to the next step; to work towards getting the City's facilities to be 100 percent clean energy driven. ... Why is this a good idea? Well, besides being good for the environment, it also makes economic sense. Making the City more resilient to things like storms and floods that can potentially cause disruptions in service also helps the City be more climate resilient. It will be a positive return on investment over time and, in the long run, it's going to save City money, primarily on heating and cooling bills but in other ways too. ... you don't have to get there all at once. This can be a staged process, incremental over time."

CARSON CITY BOARD OF SUPERVISORS

Minutes of the February 16, 2017 Meeting

Page 2

DRAFT

Mr. Macquarrie advised that the City of Las Vegas had recently announced the achievement of 100 percent clean energy in their facilities. “And they did that by setting a goal, having a plan, and then following up the plan to achieve the goal. And we think a similar effort would be beneficial to Carson City. In the following months, we’re going to come back to the Board and provide more details about how Las Vegas did it and encourage the City to work on SPINN goals 3 and 4.”

(8:35:15) Muscle Powered President Kelly Clark advised that Muscle Powered had recently completed a comprehensive strategic plan. “It’s nine pages. It’s very passionate. It’s very forward-looking and it’s visionary. And one of the things that came up in our discussions on the strategic plan was that our membership really felt that we wanted to encompass clean energy as one of the aspects of our working arena. As you know, Muscle Powered now has almost 200 members. We are actively engaged with the City on a number of fronts. We support and co-host walking and hiking programs with the City. We have a memorandum of understanding for trails and volunteer work on trails ... We also work very closely with the Sheriff’s Department. We like to liaison on safety issues. We also work with Safe Routes to School. The list goes on and on and ... that relationship is so important to our members and we look forward to working with you again and more in the future. But for our part, ... our board has decided ... for the clean energy section of our strategic plan, we are committed to encourage walking and biking as a transportation mode here in Carson City. We’re committed to monitoring, reporting, and promoting carbon reduction from the Bike to Work Week activity that we hold every year as part of Bike to Work month. ... in 2016, the Bike to Work Week corporate challenge, there were 2,530 miles ridden during that week. It’s basically an activity where we encourage everyone in Carson City to ride their bike and be involved and try and compete as a team and really look at their activities and reduce the miles driven. And last year, the carbon offset, from that activity, was 1,158 pounds in one week. Biking and walking are clean energy. They do reduce carbon in the environment and we really want to encourage the City to partner with us, working toward clean energy goals.

“... finally, within our goals and our strategic plan, Muscle Powered is committed to identifying community health partners and working with them to accomplish their goals for health in this community thank you and we hope that you will support clean energy goals into the future.” Mayor Crowell thanked Mr. Macquarrie and Ms. Clark for their attendance and participation.

(8:38:43) Airport Manager Tim Rowe advised that he was not testifying in an official capacity, but “as a resident on the west side of town. I live in a cul-de-sac backed up to the Andersen Ranch.” He advised of recent flooding issues, and commended the Public Works Department staff, the Nevada Division of Forestry staff, “and everybody else who has had a hand in shoring up the sandbagging along the road behind us and helping to clear the debris ... and keep the water flowing and draining.” Mr. Rowe commended Public Works Department Director Darren Schulz, Streets Foreman Justin Tierney, Senior Project Manager - Stormwater Robb Fellows, Engineering Technician Shyla Lemons, and Senior Street Technician Jack Ingram. Mr. Rowe offered to contribute to a party in honor of the Public Works Department staff. Mayor Crowell added his commendation to the Public Works Department and Emergency Management staff. Mr. Marano commended Mayor *Pro Tem* Karen Abowd on her involvement in emergency management operations during Mayor Crowell’s absence. Supervisor Abowd advised that her husband, Charlie, had offered to host a barbecue for all the Public Works Department staff once the weather subsides. Mr. Rowe reiterated his offer to contribute. Mayor Crowell entertained additional public comment; however, none was forthcoming.

CARSON CITY BOARD OF SUPERVISORS

Minutes of the February 16, 2017 Meeting

Page 3

DRAFT

6. POSSIBLE ACTION ON APPROVAL OF MINUTES - January 19, 2017 (8:42:00) - Mayor Crowell entertained suggested revisions and, when none were forthcoming, a motion. **Supervisor Bonkowski moved to approve the minutes, as presented. Supervisor Abowd seconded the motion.** Mayor Crowell entertained discussion on the motion and, when none was forthcoming, called for a vote. **Motion carried 5-0.**

7. POSSIBLE ACTION ON ADOPTION OF AGENDA (8:42:19) - Mayor Crowell entertained suggested modifications to the agenda. Mr. Marano advised that Jason Brown had withdrawn his application for the liquor manager position at Capital Beverages, Inc. (Item 13(A)). Mr. Marano recommended leaving item 25(B) on the agenda, but suggested he had been “remiss in not bringing it first to the Liquor and Entertainment Board.” He proposed agendaing the item for the Liquor and Entertainment Board, and then reagendaing the item for another first reading of the proposed ordinance by the Board. Mayor Crowell entertained suggested revisions to the agenda from the Board members and, when none were forthcoming, deemed the agenda adopted, as published, with the two suggested revisions.

8. SPECIAL PRESENTATIONS OF LENGTH OF SERVICE CERTIFICATES TO CITY EMPLOYEES (8:43:38) - Mayor Crowell requested the Board members to convene on the meeting floor. Mayor Crowell presented Firefighter / Paramedic Torrey Riches with a Longevity Award commemorating ten years’ continuous and dedicated service to the community. The Board members, City staff, and citizens present applauded. Mayor Crowell presented Landfill Foreman Allen Annett and Marshal Timothy Vazquez with Longevity Awards commemorating fifteen years’ continuous and dedicated service to the community. The Board members, City staff, and citizens present applauded.

9. RECESS BOARD OF SUPERVISORS (8:48:57) - Mayor Crowell recessed the Board of Supervisors meeting at 8:48 a.m.

LIQUOR AND ENTERTAINMENT BOARD

10. CALL TO ORDER AND ROLL CALL (8:48:59) - Chairperson Crowell called the Liquor and Entertainment Board meeting to order at 8:48 a.m. All members of the board were present, constituting a quorum.

11. PUBLIC COMMENT (8:49:02) - Chairperson Crowell entertained public comment; however, none was forthcoming.

12. POSSIBLE ACTION ON APPROVAL OF MINUTES - December 1, 2016 (8:49:12) - Chairperson Crowell entertained a motion. **Member Bonkowski moved to approve the minutes, as presented. Member Bagwell seconded the motion.** Chairperson Crowell entertained discussion on the motion and, when none was forthcoming, called for a vote. **Motion carried 5 - 0 - 1, Member Barrette abstaining.**

**13. COMMUNITY DEVELOPMENT DEPARTMENT, BUSINESS LICENSE DIVISION
13(A) POSSIBLE ACTION TO APPROVE JASON BROWN AS THE LIQUOR MANAGER FOR CAPITAL BEVERAGES, INC., LIQUOR LICENSE NO. 17-3962, LOCATED AT 2333 FAIRVIEW DRIVE (8:49:35)** - Chairperson Crowell noted that this item had been withdrawn.

CARSON CITY BOARD OF SUPERVISORS

Minutes of the February 16, 2017 Meeting

13(B) POSSIBLE ACTION TO APPROVE KURT BROWN AS THE LIQUOR MANAGER FOR PALIDIN LLC, LIQUOR LICENSE NO. 17-31666, LOCATED AT 2039 SOUTH LOMPA LANE (8:49:38) - Chairperson Crowell introduced this item. Senior Permit Technician Lena Reseck reviewed the agenda materials, noting staff’s recommendation of approval. In response to a question, Mr. Brown clarified that the correct address is 1889 South Lompa Lane. “... that’s the address that the Fire Department made us put on the building at that location.” Ms. Reseck advised that she would work with GIS Analyst Ken Shannon and the appropriate Fire Department personnel to determine the correct address.

Mr. Brown requested the Board’s consideration of his application. Chairperson Crowell entertained a motion. **Member Abowd moved to approve Kurt Brown, as the liquor manager for Palidin LLC, liquor license number 17-31666, located at 1889 South Lompa Lane. Member Barrette seconded the motion.** Chairperson Crowell entertained discussion on the motion and, when none was forthcoming, called for a vote.

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

13(C) POSSIBLE ACTION TO APPROVE RYAN WALKER AS THE LIQUOR MANAGER FOR FLAT EARTH LLC DBA THICK SLICE PIZZA, LIQUOR LICENSE NO. 17-31680, LOCATED AT 2010 EAST WILLIAM STREET (8:52:28) - Chairperson Crowell introduced this item. Senior Permit Technician Lena Reseck reviewed the agenda materials, noting staff’s recommendation of approval. Chairperson Crowell entertained questions of the board members and, when none were forthcoming, invited Mr. Walker to the meeting table. (8:53:15) Ryan Walker provided background information on his ownership of Thick Slice Pizza. In response to a question, Mr. Walker advised that the employees had remained. He acknowledged the requirement to complete alcohol server training, and assured the board that any new employees would complete alcohol server training. In response to a further question, Mr. Walker reviewed the method by which identification would be verified prior to serving alcohol.

Member Furlong acknowledged no objection to the application. Chairperson Crowell entertained a motion. **Member Bonkowski moved to approve Ryan Walker, as the liquor manager for Flat Earth LLC dba Thick Slice Pizza, liquor license number 17-31680, located at 2010 East William Street, subject to the condition that the liquor manager must complete a server training course acceptable to the Sheriff’s Office within 120 days, pursuant to CCMC 4.13.060. Member Barrette seconded the motion.** Chairperson Crowell entertained discussion on the motion and, when none was forthcoming, called for a vote.

CARSON CITY BOARD OF SUPERVISORS

Minutes of the February 16, 2017 Meeting

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

14. PUBLIC COMMENT (8:55:25) - Chairperson Crowell entertained public comment; however, none was forthcoming.

15. ACTION TO ADJOURN LIQUOR AND ENTERTAINMENT BOARD (8:55:35) - Chairperson Crowell adjourned the Liquor and Entertainment Board at 8:55 a.m.

16. RECONVENE BOARD OF SUPERVISORS (8:55:41) - Mayor Crowell reconvened the Board of Supervisors meeting at 8:55 a.m.

CONSENT AGENDA

(8:55:50) - Mayor Crowell entertained requests to hear items separate from the consent agenda and, when none were forthcoming, a motion. **Supervisor Bonkowski moved to approve the consent agenda, consisting of items 17 and 18. Supervisor Abowd seconded the motion.** Mayor Crowell entertained discussion on the motion and, when none was forthcoming, called for a vote.

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

17. CITY MANAGER - POSSIBLE ACTION TO RATIFY THE APPROVAL OF BILLS AND OTHER REQUESTS FOR PAYMENTS BY THE CITY MANAGER, FOR THE PERIOD OF JANUARY 7, 2017 THROUGH FEBRUARY 3, 2017

18. FINANCE DEPARTMENT

18(A) POSSIBLE ACTION TO ACCEPT THE REPORT ON THE CONDITION OF EACH FUND IN THE TREASURY, AND THE STATEMENTS OF RECEIPTS AND EXPENDITURES, THROUGH FEBRUARY 3, 2017, PURSUANT TO NRS 251.030 AND NRS 354.290

CARSON CITY BOARD OF SUPERVISORS

Minutes of the February 16, 2017 Meeting

Page 6

DRAFT

18(B) POSSIBLE ACTION TO APPROVE THE APPLICATION TO REMOVE THE UNCOLLECTIBLE ACCOUNTS RECEIVABLE SPECIFIED IN THE APPLICATION FROM THE RECORDS OF THE AMBULANCE FUND FOR A TOTAL AMOUNT OF \$300,717.47 IN UNCOLLECTIBLE ACCOUNTS RECEIVABLE

ORDINANCES, RESOLUTIONS, AND OTHER ITEMS

19. ANY ITEM(S) PULLED FROM THE CONSENT AGENDA WILL BE HEARD AT THIS TIME

20. PURCHASING AND CONTRACTS

20(A) POSSIBLE ACTION TO APPROVE AMENDMENT NO. 2 TO CONTRACT 1314-201, CONFLICT COUNSEL, WITH THE CONSORTIUM OF ROBERT B. WALKER, NOEL S. WATERS, AND MICHAEL C. NOVI, TO REMOVE MICHAEL C. NOVI FROM THE CONTRACT AND REPLACE WITH KAY ELLEN ARMSTRONG, A QUALIFIED AND LICENSED ATTORNEY, FOR \$10,381.03 EACH MONTH THROUGH JUNE 30, 2017 (8:56:26) - Mayor Crowell introduced this item, and Purchasing and Contracts Administrator Laura Rader reviewed the agenda materials. Court Administrator Max Cortes provided background information on the proposed amendment. In response to a question, Ms. Rader advised that previously-requested revisions had been made. Ms. Rader and Ms. Cortes responded to additional questions of clarification.

Mayor Crowell entertained public comment and, when none was forthcoming, a motion. **Supervisor Bagwell moved to approve Amendment No. 2 to Contract No. 1314-201, Conflict Counsel, with the Consortium of Robert B. Walker, Noel S. Waters, and Michael C. Novi, to remove Michael C. Novi from the contract, and replace with Kay Ellen Armstrong, a qualified and licensed attorney, for \$10,381.03, each month through June 30, 2017, with the previously-noted corrections. Supervisor Bonkowski seconded the motion.** Mayor Crowell entertained discussion on the motion and, when none was forthcoming, called for a vote.

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

20(B) POSSIBLE ACTION TO APPROVE CONTRACT NO. 1617-111 FOR VEHICLE TIRES, TUBES, AND SERVICES WITH MICHELIN NORTH AMERICA, INC., THE GOODYEAR TIRE AND RUBBER COMPANY, AND BRIDGESTONE AMERICAS TIRE OPERATION, LLC, THROUGH JOINDER CONTRACT NO. 7962 WITH THE STATE OF NEVADA, THROUGH MARCH 31, 2019, FOR A NOT-TO-EXCEED ANNUAL AMOUNT OF \$175,000, TO BE FUNDED FROM THE FLEET-INVENTORY: MATERIALS / AUTO PARTS ACCOUNT IN THE FLEET MANAGEMENT FUND (9:01:24) - Mayor Crowell introduced this item, and Purchasing and Contracts Administrator Laura Rader reviewed the agenda materials. Fleet Supervisor

CARSON CITY BOARD OF SUPERVISORS

Minutes of the February 16, 2017 Meeting

Zach Good reviewed the purpose for the proposed contract, and responded to questions of clarification. Mayor Crowell entertained public comment and, when none was forthcoming, a motion. **Supervisor Abowd moved to approve Contract No. 1617-111 for vehicles tires, tubes, and services with Michelin North American, Inc., the Goodyear Tire and Rubber Company, and Bridgestone Americas Tire Operation, LLC, through Joinder Contract No. 7962, with the State of Nevada, through March 31, 2019, for a not-to-exceed annual amount of \$175,000, to be funded from the Fleet - Inventory: Materials / Auto Parts Account in the Fleet Management Fund. Supervisor Barrette seconded the motion.** Mayor Crowell entertained discussion on the motion and, when none was forthcoming, called for a vote.

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

21. FINANCE DEPARTMENT

21(A) POSSIBLE ACTION TO AUTHORIZE THE CITY TO RELINQUISH ENTITLEMENT STATUS FOR THE FY 2018 COMMUNITY DEVELOPMENT BLOCK GRANT (“CDBG”) FUNDING CYCLE AND DIRECT THE FINANCE DEPARTMENT TO WORK WITH THE STATE OF NEVADA TO DEVELOP A GRANT AGREEMENT TO RECEIVE CDBG FUNDING THROUGH AN ALLOCATION FROM THE STATE ADMINISTERED CDBG PROGRAM (9:04:29) - Mayor Crowell introduced this item, and Chief Financial Officer Nancy Paulson reviewed the agenda materials. Supervisor Barrette read a prepared disclosure statement into the record, and advised that he would participate in discussion and action on this item. Supervisor Bonkowski disclosed that his partner is President of the Boys and Girls Clubs of Western Nevada, and that he would not participate in discussion and action “on any issue that directly involves money going to the Boys and Girls Clubs. ... but today’s decision is a general policy decision so I will participate and vote in today’s item.”

Ms. Paulson responded to questions of clarification, and discussion followed. In response to a question, Grants Administrator Ana Jimenez discussed the benefit of the proposed relinquishment. Mayor Crowell entertained public comment and, when none was forthcoming, a motion. **Supervisor Abowd moved to authorize the City to relinquish entitlement status for the FY2018 CDBG funding cycle, and to direct the Finance Department to work with the State of Nevada to develop a grant agreement to receive CDBG funding, through an allocation from the State Administered CDBG Program; to direct staff to enter into negotiations to release the City’s entitlement. Supervisor Bagwell seconded the motion.** Mayor Crowell entertained discussion on the motion and, when none was forthcoming, called for a vote.

CARSON CITY BOARD OF SUPERVISORS

Minutes of the February 16, 2017 Meeting

Page 8

DRAFT

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

21(B) POSSIBLE ACTION TO ALLOW THE FINANCE DEPARTMENT TO DELETE CAPITAL ASSETS FROM THE CITY'S CAPITAL ASSET LISTINGS FOR FISCAL YEAR 2016 (9:17:52) - Mayor Crowell introduced this item. Chief Financial Officer Nancy Paulson introduced Accounting Managers Jamie Stevenson and Pamala Ganger, and reviewed the agenda materials. Mayor Crowell entertained public comment and, when none was forthcoming, a motion. **Supervisor Bagwell moved to allow the Finance Department to delete capital assets from the City's Capital Asset Listing for FY 2016, as presented. Supervisor Abowd seconded the motion.** Mayor Crowell entertained discussion on the motion and, when none was forthcoming, called for a vote.

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

21(C) PRESENTATION, DISCUSSION, AND POSSIBLE ACTION TO DIRECT STAFF REGARDING ASSUMPTIONS STAFF WILL USE TO PREPARE CARSON CITY'S BUDGET FOR FY 2017 - 18 (9:19:55) - Mayor Crowell introduced this item, and Chief Financial Officer Nancy Paulson reviewed the agenda materials in conjunction with displayed slides. Ms. Paulson, Mr. Marano, Supervisors Bonkowski and Bagwell, and Assessor Dave Dawley responded to questions of clarification, and extensive discussion took place.

Mayor Crowell entertained public comment. (10:26:28) Mike Riggs commended the Board on the direction.

Mayor Crowell entertained a motion. **Supervisor Bonkowski moved to direct staff to build a budget based on an overall tax rate of \$3.57.** In response to a question, Supervisor Bonkowski clarified that "the nickel increase would ... be a pro rata amount set aside specifically for asset management." Ms. Paulson further clarified that the amount would be 2.5 percent of the overall rate. **Supervisor Bagwell seconded the motion.** Mayor Crowell entertained discussion on the motion, and Supervisor Barrette discussed his hesitancy "for various reasons." Supervisor Bonkowski expressed the opinion that "this nickel is a good balance between coming up with some revenue affecting the least amount of people and taking the least amount of revenue out of the general fund so we're not creating a hole. We're doing all of the above but

CARSON CITY BOARD OF SUPERVISORS

Minutes of the February 16, 2017 Meeting

at a point ... that is fairly balanced. ... this helps offset some of the pressure and comments ... we've received regarding impact fees or impacts of growth in construction and, for the most part, ... this increase would basically only affect new construction." Additional discussion followed. Mayor Crowell called for a vote on the pending motion.

RESULT:	Approved [4 - 1]
MOVER:	Supervisor Brad Bonkowski
SECOND:	Supervisor Lori Bagwell
AYES:	Supervisors Bonkowski, Bagwell, Abowd, and Mayor Crowell
NAYS:	Supervisor John Barrette
ABSENT:	None
ABSTAIN:	None

Mayor Crowell entertained a motion relative to the landfill. **Supervisor Bagwell moved "to do the \$1,750,286 would be your base; the excess revenue would be used for a capital line but ten percent would be put to reserve for the closure account of the landfill."** **Supervisor Bonkowski seconded the motion.** Mayor Crowell entertained discussion on the motion. Supervisor Barrette encouraged staff to "look at ways we can make that money grow ..." Mayor Crowell called for a vote on the pending motion.

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

Mayor Crowell entertained a motion. **Supervisor Bonkowski moved to direct staff to look at keeping an ending fund balance of 8.33 percent and issuing a ten-year bond for the maximum amount that we can for CIP issues; and to bring back a revised CIP budget which is more priority based.** **Supervisor Bagwell seconded the motion.** Mayor Crowell entertained discussion on the motion and, when none was forthcoming, called for a vote.

RESULT:	Approved [4 - 1]
MOVER:	Supervisor Brad Bonkowski
SECOND:	Supervisor Lori Bagwell
AYES:	Supervisors Bonkowski, Bagwell, Abowd, and Mayor Crowell
NAYS:	Supervisor John Barrette
ABSENT:	None
ABSTAIN:	None

CARSON CITY BOARD OF SUPERVISORS

Minutes of the February 16, 2017 Meeting

Page 10

DRAFT

Mayor Crowell entertained discussion on the fiscal policy. Supervisor Bagwell suggested that Ms. Paulson consider “moving this around based on the other directions that we just did.” Following discussion, Ms. Paulson acknowledged sufficient direction. Mayor Crowell thanked Ms. Paulson, and recessed the meeting at 10:41 a.m. Mayor Crowell reconvened the meeting at 10:54 a.m.

22. PUBLIC WORKS DEPARTMENT - PRESENTATION AND DISCUSSION REGARDING ENCROACHMENT PERMIT REQUIREMENTS FOR OUTDOOR DINING AND MERCHANDISE DISPLAY (10:55:08) - Mayor Crowell introduced this item, and Engineering Manager Danny Rotter introduced Real Property Manager Stephanie Hicks. Mr. Rotter provided background information on, and an overview of, this item. In conjunction with displayed slides, Ms. Hicks provided an overview of the public outreach process, and reviewed details of the proposed policy. Mr. Rotter responded to questions of clarification.

At Supervisor Bagwell’s request, Assessor Dave Dawley cited from NRS 361.157. Mr. Dawley advised “we would be ... setting up leased parcels for these and we would be taxing those businesses. ... typically, how we handle it now with all leased property ... that’s all recorded. And so I assume that these documents are not going to be recorded and so we are requesting that any ordinance ... or maybe in the policy agreement, that we receive a copy of these approved applications so that we can actually set up the accounts on them.” Extensive discussion followed and, in response to a question, Arts and Culture Coordinator Mark Salinas described the involvement of the Public Art Project Panel in determining candidates for public art projects. Supervisor Abowd provided additional clarification. Mr. Rotter responded to additional questions of clarification, and additional discussion followed.

Mayor Crowell entertained public comment. (11:39:47) Stan Jones, Owner of the Purple Avocado, commended Mr. Rotter and Ms. Hicks on the transparency of the process. Mr. Jones discussed concerns regarding the plaza, “both encroachment and enforcement.” He recommended leaving the fencing detached. “... it’s something that could be moved and ... it should be moved for every event.” Mr. Jones discussed additional concerns regarding enforcement, and expressed support for a recommendation to utilize redevelopment authority funding “to support this.” Mr. Jones and Mr. Rotter responded to questions of clarification, and extensive discussion ensued.

(11:53:28) Mark Schmidt, Owner of Carson Jewelry and Loan, read from a prepared statement, requesting the Board to be as lenient as possible. “... the less restrictions ..., the better. ... we realize that you have to have guidelines ... Make those guidelines as broad-based as possible.” He requested the Board’s consideration to re-evaluate the policy in one year. Mr. Schmidt responded to questions of clarification, and discussion followed.

(12:03:35) Mike Riggs, representing the Downtown Business Association, thanked Mr. Rotter and Ms. Hicks for the opportunity to review the proposed policy. Mr. Riggs expressed support for the draft policy. “We need something. We need to start somewhere. I do agree that, after one year, we should sit down and see how it worked.”

Mayor Crowell entertained additional public comment. (12:05:00) Carson City Visitors Bureau Executive Director Joel Dunn discussed the goal to “drive the economy with the events that we bring in.” Mr. Dunn commended City staff on the draft encroachment policy, and expressed the opinion that “it is enforceable, ... flexible for the business owners ...” With regard to McFadden Plaza, Mr. Dunn discussed concerns

CARSON CITY BOARD OF SUPERVISORS

Minutes of the February 16, 2017 Meeting

Page 11

DRAFT

regarding ingress / egress relative to a “pretty substantial public art piece ... to be installed ...” He again commended the proposed policy.

Mayor Crowell entertained additional public comment and additional discussion of the Board members. Mr. Rotter recapitulated the direction regarding the encroachment permit, i.e., “it would stick with the ownership of the business at that location; it would be a \$100 review fee; and then we would come back to have a Board discussion in ... October as to how it went, but the permits would still be in place but they are all subject to new conditions in the future.” Supervisor Bonkowski reminded Mr. Rotter of Assessor Dawley’s request for copies of the agreements so that accounts can be established for the property taxes.

23. COMMUNITY DEVELOPMENT DEPARTMENT, PLANNING DIVISION - POSSIBLE ACTION TO APPROVE AN ABANDONMENT OF PUBLIC RIGHT-OF-WAY APPLICATION FROM CARSON CITY PUBLIC WORKS (PROPERTY OWNER: CITY OF CARSON CITY) TO ABANDON APPROXIMATELY 30,297 SQUARE FEET OF PUBLIC RIGHT-OF-WAY, AN AREA 60 FEET WIDE AND UP TO 508.94 FEET LONG, KNOWN AS HEMLOCK STREET, BETWEEN SILVER SAGE DRIVE AND CENTER DRIVE, ON PROPERTY ADJACENT TO 501 ARTHUR STREET, 601 ARTHUR STREET, 5320 CENTER DRIVE, 420 CLEAR CREEK AVENUE, AND 480 CLEAR CREEK AVENUE, APNs 009-236-02, 009-236-03, 009-236-04, 009-239-03, AND 009-239-04 (12:08:50) - Mayor Crowell introduced this item, and Planning Manager Hope Sullivan reviewed the agenda materials in conjunction with displayed slides. In response to a question, Ms. Sullivan advised that notifications were provided to the property owners via certified mail, return receipt requested. Real Property Manager Stephanie Hicks provided additional clarification.

In response to a question, Ms. Fralick suggested a meeting with the property owners. “... some of them may not want it so we would have to come up with some kind of solution for those individuals.” District Attorney Jason Woodbury pointed out that such meetings would establish a precedent and would need to be repeated for any future abandonments. Following a brief discussion, Mr. Rotter recommended disposing of the property. Additional discussion followed, and Mayor Crowell reiterated the direction for staff to meet with the neighbors prior to any action being taken.

24. BOARD OF SUPERVISORS NON-ACTION ITEMS:

LEGISLATIVE MATTERS (12:25:05) - Mr. Marano provided a legislative update, and responded to questions of clarification.

FUTURE AGENDA ITEMS

STATUS REVIEW OF PROJECTS

INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS (12:24:24) - Mr. Marano advised that the Parks and Recreation Department was offered the opportunity to apply for a grant through the State Department of Forestry. Pursuant to the City’s grant policy, Mr. Marano authorized the Parks and Recreation Department Director to complete the application and submit it. The item will be agendaized for the next Board meeting.

CORRESPONDENCE TO THE BOARD OF SUPERVISORS

CARSON CITY BOARD OF SUPERVISORS

Minutes of the February 16, 2017 Meeting

Page 12

DRAFT

STATUS REPORTS AND COMMENTS FROM BOARD MEMBERS (12:48:42) - Supervisor Abowd reported on the most recent Sexual Assault Response Team (“SART”) meeting. Supervisor Bonkowski reported on the most recent Carson Water Subconservancy District meeting. Supervisor Bagwell advised of having distributed to the Board members and the Clerk the annual report for the Eagle Valley Golf Course. Supervisor Barrette reported on the most recent NNDA Board meeting. Mayor Crowell thanked the Board for covering his absence during his recent trip to Cuba. In response to a comment, he reported on his trip.

STAFF COMMENTS AND STATUS REPORTS

RECESS AND RECONVENE BOARD OF SUPERVISORS (12:56:17; 2:02:03) - Mayor Crowell recessed the meeting at 12:56 p.m., and reconvened at 2:02 p.m.

25. COMMUNITY DEVELOPMENT DEPARTMENT, PLANNING DIVISION

25(A) POSSIBLE ACTION TO APPROVE A MASTER PLAN AMENDMENT TO AMEND GOAL 1.5e OF THE MASTER PLAN TO PROVIDE FOR FUTURE ABOVE GROUND UTILITY CORRIDORS TO BE SHOWN ON THE LAND USE MAP OF THE MASTER PLAN, IN COMPLIANCE WITH NRS 278.165 (2:03:14) - Mayor Crowell introduced this item. Planning Manager Hope Sullivan provided background information and reviewed the agenda materials. Supervisor Abowd reiterated the recommendation to include a provision for underground utilities. Ms. Sullivan provided suggested language in accordance with the recommendation. Community Development Director Lee Plemel provided additional clarification, and discussion ensued. In response to a question, Ms. Sullivan advised of having spoken with a NV Energy representative who informed her of no plans for high voltage lines in Carson City at this time.

Mayor Crowell entertained public comment and, when none was forthcoming, a motion. **Supervisor Abowd moved to approve the Master Plan Amendment to amend Goal 1.5e, to reflect the amended language about underground utilities, of the Master Plan to provide for future aboveground and / or underground utility corridors to be shown on the Land Use Map of the Master Plan, in compliance with NRS 278.165, based on the findings contained in the staff’s report to the Planning Commission. Supervisor Barrette seconded the motion.** Mayor Crowell entertained discussion on the motion and, when none was forthcoming, called for a vote.

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

25(B) POSSIBLE ACTION TO ADOPT BILL NO. 104, ON SECOND READING, AN ORDINANCE AMENDING THE CARSON CITY MUNICIPAL CODE, TITLE 4, LICENSES AND BUSINESS REGULATIONS, CHAPTER 13, LIQUOR BOARD AND LIQUOR LICENSE AND

CARSON CITY BOARD OF SUPERVISORS

Minutes of the February 16, 2017 Meeting

Page 13

DRAFT

SALES, BY AMENDING SECTION 4.13.010, DEFINITIONS, TO MODIFY EXISTING DEFINITIONS FOR "BEER", "BUSINESS LICENSE DIVISION", "DIRECTOR", AND "WINE", AND TO ADD DEFINITIONS FOR "BREW PUB", "BREWERY", CRAFT DISTILLERY", "INTOXICATING LIQUOR", "LICENSE", "ON PREMISE", AND "WHOLESALE DEALER"; AMENDING SECTION 4.13.020, MEETINGS OF BOARD - QUORUM - VOTING - COMPENSATION - CHAIRMAN - CLERK, TO STATE THAT THE MAYOR SHALL SERVE AS THE BOARD CHAIR; AMENDING SECTION 4.13.030, POWERS AND DUTIES OF THE BOARD, TO ALLOW FOR THE APPOINTMENT OF A HEARINGS OFFICER TO GRANT OR DENY APPLICATIONS AND TO CONSIDER APPEALS OF HEARINGS OFFICER DECISIONS; ADDING SECTION 4.13.035, POWERS AND DUTIES OF THE HEARINGS OFFICER, TO SET FORTH DUTIES FOR THE HEARINGS OFFICER; AMENDING SECTION 4.13.040, LICENSE REQUIRED, TO STATE THAT FAILURE TO OBTAIN A LICENSE IS A MISDEMEANOR; ADDING SECTION 4.13.045, FEES, TO IDENTIFY THE RIGHT TO SET CERTAIN FEES AND ESTABLISH A FEE SCHEDULE; AMENDING SECTION 4.13.050, CLASSES OF LICENSES - SEPARATE ENTITY, TO ADD BREW PUB, BREWERY, AND CRAFT DISTILLERY LIQUOR LICENSES; AMENDING SECTION 4.13.060, APPLICATION FOR LICENSE, TO CHANGE THE APPLICATION FOR A LICENSE FROM THE BOARD TO THE HEARINGS OFFICER AND TO REQUIRE A SWORN AFFIDAVIT BY THE LIQUOR MANAGER THAT ALL EMPLOYEES WILL COMPLETE SERVER TRAINING; AMENDING SECTION 4.13.070, INVESTIGATION - FEES, TO EXEMPT WHOLESALE DEALERS FROM THE BACKGROUND INVESTIGATION REQUIREMENT AND TO REMOVE SPECIFIC FEE AMOUNTS; AMENDING SECTION 4.13.080, INVESTIGATIONS - DUTIES OF SHERIFF, TO CHANGE THE REPORTING OF BACKGROUND INVESTIGATIONS FROM THE BOARD TO THE BUSINESS LICENSE DIVISION; AMENDING SECTION 4.13.100, LICENSE - PROCEDURE, TO CHANGE THE CONSIDERATION OF LICENSES FOR APPROVAL AND DENIAL FROM THE BOARD TO THE HEARINGS OFFICER, AND TO EXEMPT WHOLESALE DEALERS FROM THE APPEARANCE REQUIREMENT; ADDING SECTION 4.13.102, APPEALS, TO SET FORTH PROVISIONS FOR THE APPEAL OF HEARINGS OFFICER DECISIONS TO THE BOARD; AMENDING SECTION 4.13.105, LICENSE - APPLICATION FEES, TO REMOVE SPECIFIC FEE AMOUNTS, TO ALLOW FOR THE REFUND OF THE APPLICATION FEE IN THE EVENT OF LICENSE DENIAL AND TO ALLOW A 50 PERCENT REFUND IF THE APPLICANT DOESN'T GO INTO BUSINESS; AMENDING SECTION 4.13.110, LICENSE - FEES, TO REMOVE SPECIFIC FEE AMOUNTS, TO STATE THAT LICENSE FEES WILL BE PRORATED AND TO MODIFY PROVISIONS FOR PENALTIES RELATED TO NON-PAYMENT OF LICENSE FEES; AMENDING SECTION 4.13.115, DEATH OF OR CHANGE TO PERSON LISTED ON A LICENSE, TO REQUIRE THAT AN UPDATED APPLICATION BE FILED WHEN THE LIQUOR MANAGER CHANGES AND THAT A CHANGE IN LIQUOR MANAGER REQUIRES APPROVAL BY THE HEARINGS OFFICERS; AMENDING SECTION 4.13.120, LICENSE - TRANSFERABILITY, USE AND REACTIVATION, TO ALLOW FOR CERTAIN CHANGES TO EXISTING LICENSES, TO ALLOW FOR THE SERVING, SALE, AND DISPENSING OF ALCOHOL IN THE PUBLIC RIGHT-OF-WAY WITH AN ENCROACHMENT PERMIT, TO ALLOW FOR REACTIVATION OF EXISTING LICENSES UNDER CERTAIN CIRCUMSTANCES AND TO REMOVE SPECIFIC FEE AMOUNTS; AMENDING SECTION 4.13.125, ISSUANCE OR DENIAL OF LICENSE, TO CHANGE THE GRANTING OR DENYING OF LICENSES FROM THE BOARD TO THE HEARINGS OFFICER, TO STATE THAT CONDITIONS OF APPROVAL MAY INCLUDE, BUT NOT BE LIMITED TO, THE PAYMENT

CARSON CITY BOARD OF SUPERVISORS

Minutes of the February 16, 2017 Meeting

Page 14

DRAFT

OF DELINQUENT CITY FEES, FINES OR TAXES PRIOR TO THE ISSUANCE OF THE LICENSE, TO ADD AN ADDITIONAL OFFENSE WITHIN THE LAST FIVE YEARS WHICH WOULD MAKE A PERSON UNSUITABLE FOR A LIQUOR LICENSE AND TO ALLOW FOR PROOF OF AN APPROVED PAYMENT PLAN OR SIMILAR ARRANGEMENT WHEN A PERSON IS IN ARREARS IN CHILD SUPPORT PAYMENTS; CHANGING SECTION 4.13.135, REACTIVATION OF PRIOR EXISTING LICENSE TO SECTION 4.13.135, ENFORCEMENT AUTHORITY, AND TO OUTLINE VARIOUS ENFORCEMENT DUTIES; AMENDING SECTION 4.13.140, GROUNDS FOR DISCIPLINARY ACTION, TO STATE THAT GROUNDS FOR DISCIPLINARY ACTION WILL INCLUDE THE SELLING OR DISPENSING OF LIQUOR NOT PURCHASED FROM A STATE-LICENSED WHOLESALE DEALER, PURSUANT TO NRS, TO ADD A PROVISION CONSISTENT WITH NRS THAT THE BOARD HAS THE POWER TO RECOMMEND TO THE STATE DEPARTMENT OF TAXATION SUSPENSION OR REVOCATION OF A LICENSE; AMENDING SECTION 4.13.150, DISCIPLINARY ACTION PROCEDURE AND PENALTIES, TO ALLOW THE SHERIFF TO RECOMMEND INVESTIGATION OF THE CONDUCT OF ANY LICENSEE, TO ALLOW THE DIRECTOR TO INVESTIGATE THE CONDUCT OF ANY LICENSEE, TO CHANGE THE TIME FRAME IN WHICH A PENALTY MAY BE IMPOSED FOR CRIMINAL CITATIONS FROM SIX MONTHS TO 12 MONTHS, TO REDUCE THE FINE FOR THE THIRD OFFENSE FOR CRIMINAL CITATIONS RELATED TO THE SALE OF LIQUOR FROM \$1,500.00 TO \$1,000.00, TO ADD A PROVISION CONSISTENT WITH NRS THAT THE BOARD HAS THE RIGHT TO SUSPEND OR REVOKE SUMMARILY ANY LICENSE UNDER CERTAIN CIRCUMSTANCES AND TO CHANGE THE ANNUAL ACTIVITY REPORT DUE DATE FROM DECEMBER TO JANUARY; AMENDING SECTION 4.13.210, POSSESSION OF OPEN LIQUOR AND CONSUMPTION OF LIQUOR IN PUBLIC PROHIBITED, TO PROVIDE AN EXCEPTION WHEN AN ENCROACHMENT PERMIT IS OBTAINED TO OCCUPY THE PUBLIC RIGHT-OF-WAY ADJACENT TO THE BUSINESS (2:12:40) - Mayor Crowell introduced this item. Special Projects Manager Susan Pansky provided background information, and reviewed the agenda materials in conjunction with displayed slides. Mayor Crowell entertained public comment; however, none was forthcoming. Ms. Fralick explained that this item would be agendaized for the Liquor and Entertainment Board, and then be returned to the Board for another first reading. Sheriff Furlong thanked Community Development Director Lee Plemel and staff, and expressed the opinion that the proposed changes “really do benefit the business community ...” Discussion took place regarding a suggestion to establish boundaries for open containers. Supervisor Bagwell requested Sheriff Furlong to review that portion of the ordinance relative to offenses which would render an applicant unsuitable for a liquor license. Discussion followed.

Mayor Crowell entertained public comment; however, none was forthcoming. Ms. Pansky responded to questions regarding an additional or separate wet bar in the encroachment area. Additional discussion followed, and Ms. Pansky acknowledged sufficient direction.

25(C) POSSIBLE ACTION TO ADOPT A RESOLUTION MOVING SPECIFIC FEE AMOUNTS FOR LIQUOR LICENSE FEES FROM THE CARSON CITY MUNICIPAL CODE, TITLE 4, LICENSES AND BUSINESS REGULATIONS, CHAPTER 13, LIQUOR BOARD AND LIQUOR LICENSE AND SALES, TO A SEPARATE FEE SCHEDULE WHICH WILL BE MAINTAINED BY THE BUSINESS LICENSE DIVISION, AND WHICH MAY BE AMENDED WITH APPROVAL OF THE BOARD OF SUPERVISORS (2:32:40) - Mayor Crowell introduced this

CARSON CITY BOARD OF SUPERVISORS

Minutes of the February 16, 2017 Meeting

item, and Ms. Pansky suggested continuing this item. Mayor Crowell entertained discussion of the Board members and of the public; however, none was forthcoming.

25(D) POSSIBLE ACTION TO INTRODUCE, ON FIRST READING, AN ORDINANCE AMENDING TITLE 8, PUBLIC PEACE, SAFETY, AND MORALS, BY AMENDING CHAPTERS 8.08, NUISANCES, AND 8.09, ENFORCEMENT PROVISIONS FOR NUISANCES, TO BETTER CLARIFY THE MANNER IN WHICH NUISANCES ARE TO BE ABATED; MAKING CERTAIN OTHER CONFORMING CHANGES (2:33:32) - Mayor Crowell introduced this item, and Ms. Fralick introduced the District Attorney’s part-time Legal Counsel for Ordinances Scott McKenna. Community Development Director Lee Plemel provided background information on this item. Deputy District Attorney Iris Yowell reviewed the agenda materials. Ms. Yowell, Mr. Plemel, Ms. Fralick, and Mr. McKenna responded to questions of clarification, and discussion took place throughout the presentation. Supervisors Bagwell, Abowd and Mayor Crowell commended Ms. Yowell and Mr. McKenna for all their effort.

Mayor Crowell entertained public comment. (3:01:30) Code Enforcement Officer Kevin McCoy expressed appreciation for the proposed ordinance, and stated “it will definitely make our life a lot easier.”

Mayor Crowell entertained a motion. **Supervisor Bonkowski moved to introduce, on first reading, Bill No. 105, an ordinance amending Title 8, Public Peace, Safety, and Morals, by amending Chapters 8.08, Nuisances, and 8.09, Enforcement Provisions for Nuisances, to better clarify the manner in which nuisances are to be abated; and making certain other conforming changes. Supervisor Abowd seconded the motion.** Mayor Crowell entertained discussion on the motion and, when none was forthcoming, called for a vote.

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

Supervisor Bonkowski thanked all the staff involved in drafting the proposed ordinance.

26. PUBLIC COMMENT (3:04:34) - Mayor Crowell entertained public comment; however, none was forthcoming.

27. ACTION TO ADJOURN (3:04:45) - Mayor Crowell thanked the Board for the “extremely professional approach” to the budget discussion, and adjourned the meeting at 3:04 p.m.

The Minutes of the February 16, 2017 Carson City Board of Supervisors meeting are so approved this _____ day of March, 2017.

ATTEST:

ROBERT L. CROWELL, Mayor

SUSAN MERRIWETHER, Clerk - Recorder