



STAFF REPORT

Report To: Board of Supervisors

Meeting Date: March 21, 2019

Staff Contact: Ken Furlong, Sheriff

Agenda Title: For Possible Action: Discussion and possible action regarding a proposed amendment to the Carson City Boards, Committees, and Commissions Policies and Procedures Manual relating to criteria for appointment to a City board, committee or commission. (Ken Furlong, kfurlong@carson.org)

Staff Summary: The Board of Supervisors previously adopted a comprehensive Policies and Procedures manual which establishes administrative and procedural guidelines concerning the City's various boards, committees and commissions. This proposed amendment to the Policies and Procedures manual revises the conflicts provision which prohibits, under certain circumstances, the appointment of a person to a City board, committee or commission.

Agenda Action: Formal Action / Motion

Time Requested: 15 mins

Proposed Motion

I move to approve the proposed amendment.

Board's Strategic Goal

N/A

Previous Action

N/A

Background/Issues & Analysis

The Carson City Boards, Committees, and Commissions Policies and Procedures Manual establishes various administrative and procedural guidelines which relate to the City's public bodies, including their creation, criteria for member appointments, term limits, attendance policy and member responsibilities. This proposed amendment to the Policies and Procedures manual revises the conflicts provision that addresses those circumstances under which a person is not eligible to be appointed to a board, committee or commission, for the dual purpose of clarifying the existing language and also providing to the Board of Supervisors additional discretion to waive the conflicts provision when it is in the best interest of the City to do so.

Applicable Statute, Code, Policy, Rule or Regulation

NRS Chapter 244; Article 2 of the Carson City Charter

Financial Information

Is there a fiscal impact? No

If yes, account name/number:

Is it currently budgeted?

Explanation of Fiscal Impact:

Alternatives

Do not approve the proposed amendment or modify the proposed amendment for approval.

Attachments:

[BCC policy conflicts provision_Sheriff031419.docx](#)

Board Action Taken:

Motion: _____

1) _____

2) _____

Aye/Nay

(Vote Recorded By)

Existing conflicts provision (Criteria for Appointment):

D. *Conflicts.* Except as specifically required or allowed by law, City employees (including elected officials), persons who have been a City employee and/or an elected official during the previous twelve months, and persons who have a contract for services and/or goods with the City are not eligible for appointment to any City board, committee or commission that has authority over the contract.

Proposed revision:

D. *Conflicts.* Except as otherwise provided in this paragraph or as otherwise required or expressly authorized by law, a person is not eligible for appointment to any City board, committee or commission if he or she:

1. Is an employee of the City at the time of appointment;
2. Was a City employee within the twelve months immediately preceding the date of appointment; or
3. Is a party, beneficiary or employee of a party to a contract with the City for the provision of services or goods if the contract is subject to the supervision, control, jurisdiction or advisory power of the board, committee or commission to which the person will be appointed.

As used in this paragraph, “employee” includes any person who is employed by the City on a full-time equivalent basis or part-time basis, and any elected official.

This provision does not apply to any person appointed to a City board, committee or commission before the adoption date of this provision and may be waived in part or in whole by the Board of Supervisors if, at its sole discretion, the Board of Supervisors determines that such waiver is in the best interest of the City.