

CARSON CITY BOARD OF SUPERVISORS

Minutes of the August 15, 2019 Meeting

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A regular meeting of the Carson City Board of Supervisors was scheduled for 8:30 a.m. on Thursday, August 15, 2019 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

PRESENT: Mayor Robert Crowell
Supervisor Stacey Giomi, Ward 1
Supervisor Brad Bonkowski, Ward 2
Supervisor Lori Bagwell, Ward 3
Supervisor John Barrette, Ward 4

STAFF: Nancy Paulson, City Manager
Adriana Fralick, Deputy City Manager
Dan Yu, Assistant 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 Clerk's Office, during regular business hours.

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

(8:30:45) - Mayor Crowell called the meeting to order at 8:30 a.m. Ms. King called the roll; a quorum was present. Hope Crossing Community Church Pastor Nick Emery provided the invocation. At Mayor Crowell's request, Undersheriff Ken Sandage led the Pledge of Allegiance.

5. PUBLIC COMMENT (8:32:51) - Mayor Crowell entertained public comment. (8:33:12) Gil Yanuck expressed appreciation for the "intentions of what's going on with the public shooting range here in Carson City. This time of the year, people who have put in for tags know what's going to be happening with their hunting season and a lot of folks are out at the range trying to zero in their rifles and try new ammunition and trying to be ahead of the game." Mr. Yanuck also expressed appreciation for the intentions of the gun club but concern "they're getting a little heavy handed and acting like it's their own little personal fiefdom out there, deciding when it's going to be open and who is going to be able to use it and all of the sudden ... you're going to have to pay to use it." Mr. Yanuck stated, "The residents of Carson City, the homeowners, the business owners are already paying to keep that range up and to keep it operating. Now, all of the sudden we see there is the idea of charging you a fee, a daily fee or an annual fee, and I think that's going to backfire. I think that's going to cause a lot of people to go out into the canyons, up in the hills, where they don't have to pay anybody for it and where, oftentimes, either leave a mess out there or, as we have seen already this year, have started numerous little fires that sometimes bloom into bigger fires." Mr. Yanuck inquired as to "who is watching what this club is doing and how are they reporting it back to either the Board of Supervisors or to the public so we understand what's behind the ideas and the concepts that they're trying to change at the range?" Mayor Crowell commended Mr. Yanuck's comments as "timely." Mr. Yanuck discussed safety concerns at the range. He expressed agreement that "controls on the range are necessary," and the opinion, "you have to be reasonable. And the idea of charging now for something that's been free ever since the range was created is going to cause more problems than what people want to deal with." In response to a question, Mr. Yanuck expressed support for the volunteers of the gun club who serve as range safety officers. He reiterated concern over the amount of control being exerted by the gun club.

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(8:37:23) Lisa Partee expressed perplexity as to the need for and the design of the roundabout at the intersection of Stewart and Carson Streets. Mayor Crowell advised Ms. Partee that her comments would be incorporated as part of item 17(D).

(8:40:11) Ken Miller read correspondence into the record expressing concerns over Sonoma Park and the quality of food served at the Carson City Senior Center. Copies of Mr. Miller's correspondence had been distributed to the Board members and to the Clerk prior to the start of the meeting. Mayor Crowell entertained additional public comment; however, none was forthcoming.

6. POSSIBLE ACTION ON APPROVAL OF MINUTES - July 18, 2019 (8:44:38) - Mayor Crowell introduced this item, and entertained a motion. Supervisor Bonkowski moved to approve the minutes, as presented. Supervisor Barrette seconded the motion. Motion carried 5-0.

7. POSSIBLE ACTION ON ADOPTION OF AGENDA (8:45:14) - Mayor Crowell introduced this item and entertained modifications to the agenda. When no suggested modifications were forthcoming, Mayor Crowell deemed the agenda adopted as published.

8. SPECIAL PRESENTATIONS:

8(A) PRESENTATION OF A CERTIFICATE OF COMMENDATION TO EMMA HALLING (8:45:45) - Mayor Crowell introduced this item and, at his request, the Board members moved to the meeting floor. Mayor Crowell invited Emma Halling to the meeting table, together with her family members. Mayor Crowell provided background information on the circumstances giving rise to the Certificate of Commendation, and read the language of the same into the record. Mayor Crowell presented Ms. Halling with the original Certificate and the Board members, City staff, and citizens present applauded. (8:49:17) Ms. Halling's grandmother provided details of the incident. "She did call 9-1-1 but, at the same time, she kept two other children as calm as she could. She then called my husband who's working out of state during the week so he would know what was going on. She then called her uncle ... and kept calm the whole time. I was a nervous wreck. ... But she did a great job and I'll never, ever be able to thank her enough. Thank you." The Board members, City staff, and citizens present again applauded. Mayor Crowell offered Ms. Halling the opportunity to comment and, when she declined, he commended her on being a role model to young people in the community.

8(B) PRESENTATION OF LENGTH OF SERVICE CERTIFICATES TO CITY EMPLOYEES (8:50:51) - Mayor Crowell introduced this item, and invited Civilian Assistant to the Sheriff Christine Tuttle to the meeting table. Mayor Crowell presented Ms. Tuttle a Longevity Certificate commemorating five years of dedicated service to the City. Mayor Crowell presented Longevity Certificates to Sewer Technician Jeff Schulz and to Project Manager Brian Elder commemorating five years of dedicated service to the City. Mayor Crowell presented a Longevity Certificate to Judicial Clerk Vanessa Alegria commemorating ten years of dedicated service to the City. Mayor Crowell presented Longevity Certificates to Deputy Sheriff Steven Olson, Firefighter Scott O'Brien, and Firefighter / Paramedic Jeffrey Friedlander commemorating fifteen years of dedicated service to the City. Mayor Crowell presented a Longevity Certificate to Court Fiscal Services Manager Carin Fischer commemorating 25 years of dedicated service to the City. The Board members, City staff, and the citizens present applauded each of the honorees.

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CONSENT AGENDA

(8:59:24) - Mayor Crowell introduced the consent agenda and entertained requests to hear items separately. When no requests were forthcoming, Mayor Crowell entertained a motion. **Supervisor Bagwell moved to approve the consent agenda, as published. 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, Giomi, Barrette, and Mayor Crowell
NAYS:	None
ABSENT:	None
ABSTAIN:	None

9. CITY MANAGER - DISCUSSION AND POSSIBLE ACTION TO RATIFY THE APPROVAL OF BILLS AND OTHER REQUESTS FOR PAYMENT BY THE CITY MANAGER, FOR THE PERIOD OF JULY 1, 2019 THROUGH AUGUST 2, 2019

10. FINANCE DEPARTMENT - DISCUSSION AND POSSIBLE ACTION REGARDING THE REPORT ON THE CONDITION OF EACH FUND IN THE TREASURY AND THE STATEMENTS OF RECEIPTS AND EXPENDITURES, THROUGH AUGUST 5, 2019, PURSUANT TO NRS 251.030 AND NRS 354.290

11. PURCHASING AND CONTRACTS

11(A) DISCUSSION AND POSSIBLE ACTION REGARDING CONTRACT NO. 19300007, CLINICAL TREATMENT AND COUNSELING SERVICES FOR MENTAL HEALTH COURT, WITH MARY BRYAN, LICENSED CLINICIAN, FOR AN AMOUNT NOT TO EXCEED \$54,000, THROUGH JUNE 30, 2020

11(B) DISCUSSION AND POSSIBLE ACTION REGARDING THE PURCHASE OF IRRIGATION EQUIPMENT IN AN AMOUNT NOT TO EXCEED \$84,090.52 FROM THE QUALITY OF LIFE - CAPITAL FUND AND AUTHORIZATION REGARDING DESIGNATION OF SITEONE LANDSCAPE SUPPLY AS A SOLE SOURCE VENDOR

ORDINANCES, RESOLUTIONS, AND OTHER ITEMS

12. ITEM(S) PULLED FROM THE CONSENT AGENDA WILL BE HEARD AT THIS TIME - None.

13. COURTS AND SHERIFF

13(A) DISCUSSION AND POSSIBLE ACTION REGARDING A MEMORANDUM OF UNDERSTANDING (“MOU”) BETWEEN CARSON CITY, THE CARSON CITY SHERIFF’S OFFICE (“CCSO”), AND THE FIRST JUDICIAL DISTRICT COURT AND THE CARSON CITY JUSTICE AND MUNICIPAL COURTS (“COURTS”), FOR THE IMPLEMENTATION OF A PRETRIAL RISK ASSESSMENT PROGRAM (8:59:51) - Mayor Crowell introduced this item, and

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Court Administrator Max Cortes presented the agenda materials. Deputy District Attorney Ben Johnson reviewed proposed revisions to the MOU. Assistant Sheriff Jerome Tushbant and Ms. Cortes responded to questions regarding the timeline associated with implementation of the program, and extensive discussion followed.

Mayor Crowell entertained public comment and, when none was forthcoming, a motion. **Supervisor Bagwell moved to approve the MOU, as amended on the record by the Deputy District Attorney. Supervisor Giomi 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 Lori Bagwell
SECOND:	Supervisor Stacey Giomi
AYES:	Supervisors Bagwell, Giomi, Bonkowski, and Mayor Crowell
NAYS:	Supervisor John Barrette
ABSENT:	None
ABSTAIN:	None

13(B) DISCUSSION AND POSSIBLE ACTION REGARDING THE CREATION OF A NEW FULL-TIME SUPPORT SPECIALIST POSITION (A3) IN THE CARSON CITY SHERIFF’S OFFICE (“CCSO”) TO COMPLY WITH PRE-TRIAL RISK ASSESSMENT MANDATED BY THE NEVADA SUPREME COURT (9:31:49) - Mayor Crowell introduced this item and noted that extensive discussion had taken place as part of item 13(A). Mayor Crowell entertained a motion. **Supervisor Bonkowski moved to approve the creation of a full-time CCSO Support Specialist position to begin in early January 2020; recruiting for the position could take place in the fourth quarter of 2019 and the position would be hired in January 2020. Supervisor Giomi seconded the motion.** Mayor Crowell entertained discussion on the motion, and Supervisor Barrette explained his vote in opposition. In response to a question, Supervisor Bonkowski explained the intent of his motion. Following a brief discussion, **Supervisor Bonkowski amended his motion to indicate an effective date of January 1, 2020. Supervisor Giomi continued his second.** Mayor Crowell commended the Pre-Trial Risk Assessment Program’s merit, but expressed agreement with Supervisor Barrette’s comments relative to unfunded mandates. Supervisor Bagwell advised of having heard presentations on the Pre-Trial Risk Assessment Program during the budget cycle, and that she had been prepared for the request to come forward at this time. Supervisor Bonkowski pointed out sufficient savings within the Sheriff’s Office budget to cover the requested position in the current fiscal year. Supervisor Barrette provided additional clarification of his vote in opposition. Mayor Crowell called for a vote on the pending motion.

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

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14. PURCHASING AND CONTRACTS

14(A) DISCUSSION AND POSSIBLE ACTION REGARDING CONTRACT NO. 19300012 WITH SIERRA PSYCHOLOGICAL ASSOCIATES, LLC (DR. JOSEPH McELLISTREM AS MENTAL HEALTH CONSULTANT FOR THE CARSON CITY JAIL), FOR AN ANNUAL AMOUNT OF \$84,272, WITH ANNUAL EXTENSION OPTIONS, THROUGH JUNE 30, 2022, FOR A TOTAL CONTRACT AMOUNT OF \$252,816, TO BE FUNDED FROM THE SHERIFF'S OFFICE PROFESSIONAL SERVICES ACCOUNT; and 14(B) DISCUSSION AND POSSIBLE ACTION REGARDING CONTRACT NO. 19300013, WITH SIERRA PSYCHOLOGICAL ASSOCIATES, LLC (DR. JOSEPH McELLISTREM, A LICENSED PSYCHOLOGIST FOR THE CARSON CITY COURTS), FOR AN AMOUNT NOT TO EXCEED \$68,700, THROUGH JUNE 30, 2022 (9:39:47) - Mayor Crowell introduced item 14(A), and combined it with item 14(B) for discussion purposes. Purchasing and Contracts Administrator Carol Akers presented the agenda materials. Mayor Crowell entertained discussion of the Board members and, when none was forthcoming, public comment. When no public comment was forthcoming, Mayor Crowell entertained a motion for item 14(A). **Supervisor Giomi moved to approve Contract No. 19300012, as presented. 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 Stacey Giomi
SECOND:	Supervisor John Barrette
AYES:	Supervisors Giomi, Barrette, Bonkowski, Bagwell, and Mayor Crowell
NAYS:	None
ABSENT:	None
ABSTAIN:	None

Mayor Crowell entertained a motion for item 14(B). **Supervisor Giomi moved to approve Contract No. 19300013, as presented. Supervisor Bagwell seconded the motion.** Mayor Crowell entertained discussion on the motion and, when none was forthcoming, entertained public comment. When no public comment was forthcoming, Mayor Crowell called for a vote on the pending motion.

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

14(C) DISCUSSION AND POSSIBLE ACTION REGARDING THE PURCHASE OF VARIOUS COMPONENTS OF HARDWARE AND SOFTWARE, THROUGH JOINDER CONTRACTS WITH INSIGHT PUBLIC SECTOR, CONVERGEONE, INC. / CISCO, DELL, CDW GOVERNMENT, LLC, MICROSOFT, AND SHI INTERNATIONAL CORPORATION, FOR A TOTAL AMOUNT NOT TO EXCEED \$750,000, TO BE FUNDED FROM VARIOUS CITY ACCOUNTS, AS APPROVED IN THE FY 2019 / 20 BUDGET (9:42:18) - Mayor Crowell introduced this item, and Purchasing and Contracts Administrator Carol Akers presented the agenda materials. Chief

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Information Officer Eric Von Schimmelmenn explained the purpose of the joinder contracts. Mayor Crowell entertained questions or comments of the Board members and public comments. When no questions or comments were forthcoming, Mayor Crowell entertained a motion. **Supervisor Bonkowski moved to approve the purchase of hardware and software through the joinder contracts in the agenda materials until the expiration date of each joinder contract, and to authorize the Purchasing and Contracts Administrator to extend the joinder contracts as long as the general terms and conditions of those underlying contracts do not change. Supervisor Bagwell 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 Lori Bagwell
AYES:	Supervisors Bonkowski, Bagwell, Giomi, Barrette, and Mayor Crowell
NAYS:	None
ABSENT:	None
ABSTAIN:	None

14(D) DISCUSSION AND POSSIBLE ACTION REGARDING THE PURCHASE OF 15 VEHICLES FOR SEVERAL DEPARTMENTS THROUGHOUT THE CITY, UTILIZING THE STATE OF NEVADA’S COMPETITIVE BID LIST AND COOPERATIVE PURCHASING AGREEMENTS, THROUGH SOURCEWELL, FOR A TOTAL NOT-TO-EXCEED AMOUNT OF \$1,040,205.36 (9:44:44) - Mayor Crowell introduced this item. Transportation Manager Lucia Maloney introduced the new Fleet Manager, Rich Hardcastle, and provided background information on his experience. Mayor Crowell welcomed Mr. Hardcastle. Mr. Hardcastle responded to questions of clarification regarding the proposed purchases. Mayor Crowell entertained public comment; however, none was forthcoming. Mayor Crowell entertained additional questions or comments of the Board members and, when none were forthcoming, a motion. **Supervisor Bagwell moved to approve the purchases, as presented. 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, Giomi, Barrette, and Mayor Crowell
NAYS:	None
ABSENT:	None
ABSTAIN:	None

14(E) DISCUSSION AND POSSIBLE ACTION REGARDING A DETERMINATION THAT EFI-SOLUTIONS IS THE LOWEST BIDDER, PURSUANT TO NRS CHAPTER 332, AND TO AWARD CONTRACT NO. 1920-032, ORMSBY BOOSTER PUMP STATION, FOR A TOTAL NOT-TO-EXCEED AMOUNT OF \$1,109,514.17 (9:48:33) - Mayor Crowell introduced this item, and City Engineer Dan Stucky presented the agenda materials. Supervisor Bonkowski noted the \$78,367.17 sales tax and “thanked the legislature ... for nothing.” Discussion followed. In response to a question, Mr.

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Stucky explained the requirement for a special use permit. He acknowledged that no opposition was expressed at the Planning Commission meeting where the special use permit was approved. Mr. Stucky and Project Manager Brian Elder responded to additional questions of clarification.

Mayor Crowell entertained additional Board member questions or comments and public comments and, when none were forthcoming, a motion. **Supervisor Bagwell moved to award the contract, as presented. Supervisor Giomi 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 Stacey Giomi
AYES:	Supervisors Bagwell, Giomi, Bonkowski, Barrette, and Mayor Crowell
NAYS:	None
ABSENT:	None
ABSTAIN:	None

15. CARSON CITY AIRPORT AUTHORITY - DISCUSSION AND POSSIBLE ACTION REGARDING SUBMISSION OF THE DRAFT AIRPORT MASTER PLAN AND AIRPORT LAYOUT PLAN TO THE FAA PHOENIX AIRPORT DISTRICT OFFICE (9:54:13) - Mayor Crowell introduced this item, and invited Airport Manager Ken Moen to the meeting table. Mr. Moen presented the agenda materials, including the development concept plan which was displayed in the meeting room. Mayor Crowell entertained public comment; however, none was forthcoming. Supervisor Barrette commended the plans. Mayor Crowell entertained additional Board member questions or comments and, when none were forthcoming, a motion. **Supervisor Giomi moved to approve submission of the draft airport master plan and airport layout plan to the FAA Phoenix Airport District Office. 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 Stacey Giomi
SECOND:	Supervisor John Barrette
AYES:	Supervisors Giomi, Barrette, Bonkowski, Bagwell, and Mayor Crowell
NAYS:	None
ABSENT:	None
ABSTAIN:	None

16. PARKS, RECREATION, AND OPEN SPACE DEPARTMENT - DISCUSSION AND POSSIBLE ACTION TO RENAME THE CENTENNIAL PARK ARCHERY RANGE AS THE “TIM MEIGS CARSON CITY ARCHERY RANGE” (9:58:37) - Mayor Crowell introduced this item, and Parks, Recreation, and Open Space Department Director Jennifer Budge acknowledged members of the Clear Creek Bowmen. She discussed the role of the Clear Creek Bowmen to operate the archery range, and described their group as philanthropic and community-minded. Ms. Budge advised that the Parks and Recreation Commission had approved the subject request, and she referenced informational materials on Tim Meigs which had been distributed to the Board members prior to introduction of this item.

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(10:00:07) Tom Howell introduced himself and Jim Davis, representing the Clear Creek Bowmen. Mr. Howell and Mr. Davis presented information on Tim Meigs and his extensive accomplishments.

Ms. Budge acknowledged that the proposed name complies with the City’s resolution, copies of which were included in the agenda materials. Supervisor Giomi advised of having had the opportunity to meet Mr. Meigs..

Mayor Crowell entertained public comment and, when none was forthcoming, a motion. **Supervisor Bagwell moved to rename the Centennial Park Archery Range the “Tim Meigs Carson City Archery Range.” 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, Giomi, Barrette, and Mayor Crowell
NAYS:	None
ABSENT:	None
ABSTAIN:	None

Mayor Crowell recessed the meeting at 10:04 a.m. and reconvened at 10:13 a.m.

17. PUBLIC WORKS DEPARTMENT

17(A) DISCUSSION AND POSSIBLE ACTION REGARDING THE TRANSFER OF APPROXIMATELY 11,269 SQUARE FEET OF LAND CONTAINING PORTIONS OF WATER TANK ROAD, FROM APN 007-451-84, FROM SYNCON HOMES, A NEVADA CORPORATION, TO CARSON CITY, AND AUTHORIZATION FOR THE CITY ENGINEER TO INITIATE AND SIGN A LOT LINE ADJUSTMENT WITH SYNCON HOMES IN ORDER TO INCORPORATE THE ACREAGE INTO THE ADJACENT CITY-OWNED PROPERTY, KNOWN AS APN 007-061-82 (10:13:53) - Mayor Crowell introduced this item, and Real Property Manager Stephanie Hicks presented the agenda materials in conjunction with displayed slides. Mayor Crowell entertained public comments and Board member questions or comments and, when none were forthcoming, a motion. Supervisor Bonkowski commended Ms. Hicks on another “clean up item.” **Supervisor Bonkowski moved to accept the transfer of land, as described on the record, and authorize the City Engineer to initiate and sign the Lot Line Adjustment. Supervisor Giomi 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 Stacey Giomi
AYES:	Supervisors Bonkowski, Giomi, Bagwell, Barrette, and Mayor Crowell
NAYS:	None
ABSENT:	None
ABSTAIN:	None

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17(B) DISCUSSION AND POSSIBLE ACTION REGARDING ELIMINATION OF THE BICYCLE AND PEDESTRIAN COORDINATOR POSITION AND CREATION OF A NEW, FULL-TIME TRANSPORTATION PLANNER / ANALYST POSITION, WITHIN THE PUBLIC WORKS DEPARTMENT (10:16:36) - Mayor Crowell introduced this item and welcomed Public Works Department Director Darren Schulz and Transportation Manager Lucia Maloney to the meeting table. Mayor Crowell advised of having received comments from Muscle Powered representatives and requested Mr. Schulz to address them during his presentation. Mr. Schulz acknowledged having received the message “loud and clear to bring things like this forward as part of the budget. ... these two items, we felt at Public Works that they were due the time off budget and I do everything I can to not do this off budget cycle. So that discussion was heard loud and clear and we really try not to. But in these two cases that we’re presenting today, ... the need required us to do it this way.”

Ms. Maloney acknowledged having received public comment from the bicycle community “regarding concern over the change today ...” Ms. Maloney assured the Board that the proposal to change the position was carefully considered. Ms. Maloney provided background information on the Safe Routes to School Program, and presented the agenda materials. Ms. Maloney acknowledged “that the sudden shift perhaps caught people off guard and there was some confusion regarding the intent behind this action and the impacts it would have toward bicycle and pedestrian activities.” She assured the Board, however, that there will be no weakening of the Transportation Division’s commitment to the safe and viable bicycle and pedestrian infrastructure. In consideration of the public comment received, Ms. Maloney requested the Board to consider defining “multi-modal” in the proposed job description; that it “specifically includes bicycle and pedestrian and other modes.” In response to a previous suggestion, Ms. Maloney expressed the opinion that the position should report directly to the Transportation Manager “due to the importance and critical function of this position and that it is specifically grant funded and will be assigned to the Safe Routes Program.”

Mayor Crowell commended Ms. Maloney’s presentation, and entertained public comment. (10:26:30) Chas Macquarie referenced written communication to the Board members from Donna Inversin and Ann Macquarie, both past presidents of Muscle Powered. He presented the written communication to the Clerk for inclusion in the record. Mr. Macquarie expressed understanding for and no opposition to the goal of the proposed change. He expressed concern that the position description is too generic. “... while the position description for the bicycle and pedestrian coordinator ... did include a lot of specifics, many of those specifics are not just tailored to the original holder of that position in Public Works. They are standard functions for a bicycle and pedestrian coordinator and the overseer of the Safe Routes to School Program.” Mr. Macquarie suggested that the Board consider adding more specificity to the job description. “And then when it comes to the questions for the applicants at the end, ... these are all generic transportation / planning analyst questions. I think that might be the appropriate place to ask them their experience with bike / ped programs and experience with Safe Routes to School Programs and some of the specific functions that this position will perform because ... a significant part of this program is outreach to schools, to other community organizations, partnerships with NDOT, partnerships with the Health [Department.]” In response to a question, Mr. Macquarie was uncertain as to the reason the existing position had gone unfilled. He expressed surprise and suggested the salary range may be a factor in the reason for the existing position being unfilled.

Mayor Crowell entertained additional public comment. (10:31:05) Doreen Mack suggested that the position being grant funded may be a factor relative to getting the position filled.

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Mayor Crowell entertained additional public comment and, when none was forthcoming, entertained discussion of the Board members. Supervisor Bagwell suggested including a supplemental questionnaire with the job description. Ms. Maloney advised of having assured Mr. Macquarie that she would include supplemental questions “because this person will specifically be assigned the Safe Routes to School Program to ascertain their experience in that area ... And it’s also something I intend to discuss during the interview questions because it is so important.”

In response to a question, Ms. Maloney provided background information on the Bicycle and Pedestrian Coordinator position. “We have recruited, we have interviewed but, to date, we have not found a qualified applicant.” In response to a question, Mr. Schulz advised that the Bicycle and Pedestrian Coordinator position was moved from the Health and Human Services Department to the Public Works Department in 2017. In response to a further question, Mr. Schulz provided additional background information on the time frame associated with attempts to fill the Bicycle and Pedestrian Coordinator position and the subject request. Ms. Maloney and Mr. Schulz responded to additional questions of clarification, and discussion followed. In response to a comment, Mr. Schulz assured the Board that staff can “tweak the job description ... enough to get some verbiage in there and then we will really hit it hard in those supplemental questions to make sure that our candidates do have that strong experience. Our existing planner position, they don’t have a lot of experience with bike and ped so we have to be careful that we don’t force the job description into a requirement that they don’t have. But, from the discussion we’ve heard, I think we can fit that all in there and make it work.” Following additional discussion, Mayor Crowell entertained a motion. **Supervisor Bonkowski moved to approve the staffing changes requested, including a supplemental questionnaire and clarifying revisions to the job description, as discussed on the record. Supervisor Giomi seconded the motion.** Mayor Crowell entertained discussion on the motion. Supervisor Barrette commended staff’s justification of this item outside the annual budget process, and expressed support for the motion. In reference to previous agenda items, Supervisor Bonkowski noted the difficulties associated with identifying funding sources. In response to a question, Ms. Maloney explained “this grant is unique in that the local match isn’t actually dollars that we pay. It’s an in-kind match so ... we are overmatched right now. And how we do that in-kind match is administrative time to process the invoices and the heating and air conditioning and lighting for the office of the coordinator. So if ... we keep this grant or with the increase in salary, it’s covered by the in-kind match that we’re already paying. We are overmatched just with our general administrative costs. And ... adding clarifications ... we will work with HR to ensure that it does not change the grade to increase.” Mayor Crowell entertained additional discussion on the motion and, when none was forthcoming, called for a vote.

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

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17(C) DISCUSSION AND POSSIBLE ACTION REGARDING A PROPOSED RESOLUTION DECLARING IT TO BE IN THE BEST INTERESTS OF CARSON CITY AND ITS RESIDENTS TO OFFER THE RECONVEYANCE OF A PERMANENT WELL, LOCATED ON APN 007-201-05, TO THE PERSONS THAT DONATED THE PROPERTY, CHARLES G. HUTTER, III AND COLLIE L. HUTTER; AUTHORIZING THE REAL PROPERTY MANAGER TO MAKE A WRITTEN OFFER OF RECONVEYANCE TO CHARLES G. HUTTER, III AND COLLIE L. HUTTER; AND AUTHORIZING THE MAYOR TO EXECUTE A DEED OF RECONVEYANCE IF THE RECONVEYANCE IS ACCEPTED ACCORDING TO ITS TERMS (10:58:06) - Mayor Crowell introduced this item, and Real Property Manager Stephanie Hicks presented the agenda materials in conjunction with a displayed slide. Mayor Crowell entertained public comment and, when none was forthcoming, a motion. **Supervisor Giomi moved to adopt Resolution No. 2019-R-24. 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 Stacey Giomi
SECOND:	Supervisor John Barrette
AYES:	Supervisors Giomi, Barrette, Bonkowski, Bagwell, and Mayor Crowell
NAYS:	None
ABSENT:	None
ABSTAIN:	None

Mayor Crowell recessed the meeting at 11:01 a.m., and reconvened at 11:06 a.m.

17(D) DISCUSSION AND POSSIBLE ACTION REGARDING THE 90% DESIGN OF THE SOUTH CARSON STREET COMPLETE STREETS PROJECT, AND DIRECTING STAFF TO COMPLETE THE PROJECT DESIGN (11:06:12) - Mayor Crowell introduced this item and incorporated, by reference, the public comments under item 5. City Engineer Dan Stucky introduced Project Manager Tom Grundy, and provided an overview of the presentation. Mr. Stucky then presented the agenda materials in conjunction with displayed slides. Mr. Stucky responded to questions of clarification, and discussion took place, throughout the presentation. Mr. Stucky introduced and presented a roundabout instructional video. Supervisor Giomi suggested additionally including an informational brochure in the utility bills.

Mayor Crowell entertained public comment. (11:42:41) Glenn Bush inquired as to whether the crosswalks will be lighted. Mr. Stucky advised that three crosswalk locations will be illuminated. "... not every crosswalk on the corridor but those three will be the push-button crosswalks like you see on Stewart Street or by the Grocery Outlet on North Carson Street ..." In response to comments, Mr. Stucky explained the purpose of the project "to promote pedestrian and cyclist activities. With the multi-use path, we anticipate there will be a lot more activity there and those crosswalks will be used not only by pedestrians but also the cyclists as well. So, probably will be different than what you see today as far as activity. That's our hope." Mr. Bush described the crosswalks "as not an every day issue but an occasional issue." In response to a further question, Mr. Stucky explained that the signage plan will "warn drivers to be very clear which lane they need to be in. And that's ... probably the most important part of an effective roundabout." In response to a further question, Mr. Stucky described the portion of Stewart Street which recently comprised

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a NDOT project.” Mayor Crowell advised that Public Works Department staff works very closely with NDOT staff “all the time.”

Mayor Crowell entertained additional public comment. (11:50:16) Downtown 20 / 20 Group President Doreen Mack inquired as to the roundabout lane heading north. In response to a further question, Mr. Stucky explained “it’s two lanes southbound, one lane northbound with a center turn lane.” He responded to additional questions regarding the roundabout design and snow removal.

Mayor Crowell entertained additional public comment. (11:52:47) James Clark advised of having recently relocated to Carson City from Europe, and discussed his experience with the Department of Defense. He advised that “bikes, lights, and roundabouts are all over the Netherlands. I look at the way you guys are doing this and the amount of money being spent and the Dutch would be laughing their heads off at this. ... It’s not hard going to a roundabout.” Mr. Clark expressed the opinion that more lighting is needed in Carson City. In response to a question, Mr. Clark expressed support for roundabouts and opposition to the amount of funding being expended.

Mayor Crowell entertained additional public comment and, when none was forthcoming, a motion. **Supervisor Bonkowski moved to approve the 90% design, and to authorize staff to complete the project design. Supervisor Bagwell seconded the motion.** Mayor Crowell entertained discussion on the motion. Supervisor Barrette expressed appreciation for the presentation, and suggested that any monument would likely be funded by grants or fund raising not by the City’s general fund. Mayor Crowell called for a vote on the pending motion.

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

17(E) DISCUSSION AND POSSIBLE ACTION REGARDING A SALARY RANGE ADJUSTMENT FOR THE WATER OPERATIONS SUPERVISOR POSITION WITHIN THE PUBLIC WORKS DEPARTMENT (11:56:25) - Mayor Crowell introduced this item, and Public Works Department Director Darren Schulz introduced Water Utility Manager Eddy Quaglieri. Mr. Schulz incorporated his comments from item 17(B) relative to the subject item being agendized outside the annual budget process.

Mr. Quaglieri presented the agenda materials. Mr. Quaglieri and Mr. Schulz responded to questions of clarification, and discussion followed. Mayor Crowell entertained additional Board member discussion and, when none was forthcoming, a motion. **Supervisor Giomi moved to approve the staffing changes, as presented, with the addition of the responsible charge language. Supervisor Bonkowski seconded the motion.** Mayor Crowell entertained discussion on the motion. Supervisor Barrette expressed support for the motion and discussed concerns over the item being presented outside the budget process. Supervisor Giomi acknowledged the importance of bringing positions forward during the annual budget process “because it gives us the opportunity to evaluate the merit against everything we have to consider.

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By the same token, we charge our department directors with managing their departments responsibly and we provide for them a means to bring forward to us when they believe they've reached a critical level and that something needs to be done outside that regular process. ... we should ... subject them to the questions that we've asked but ... we should not beat them up over the fact that they're bringing it forward. I think that's two separate points. I've been where they're sitting and they don't take bringing something like this forward lightly. ... the challenge should be on the merit of the position and not on the fact that it's getting brought forward." In response to a question, Mr. Quaglieri explained the two-year time frame provided for obtaining the State of Nevada Grade IV Water Treatment and Water Distribution Operator certifications. He responded to follow-up questions of clarification. Supervisor Bonkowski expressed agreement with Supervisor Giomi's comments, and discussed the Board's responsibility to "push back and ... ensure that you do think twice or three times before you bring something to us that's outside the budget cycle." Mr. Schulz noted the Internal Finance Committee as a "check in the system," and advised that staff had taken "some wire brushing before we got here." Following additional discussion, Mayor Crowell called for a vote on the pending motion.

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

18. CITY MANAGER - DISCUSSION AND POSSIBLE ACTION REGARDING AN INTERLOCAL AGREEMENT FOR ADMINISTRATIVE SERVICES AND FACILITY USE AND MANAGEMENT, BETWEEN CARSON CITY, CARSON CITY DISTRICT ATTORNEY'S OFFICE, AND THE CARSON CITY CULTURE AND TOURISM AUTHORITY ("CTA") (12:22:10) - Mayor Crowell introduced this item. Deputy District Attorney Ben Johnson presented the agenda materials, and reviewed additional revisions to the interlocal agreement since publication of the agenda materials. Mr. Johnson responded to questions of clarification. Mayor Crowell entertained additional Board member questions or comments and public comments and, when none were forthcoming, a motion. **Supervisor Giomi moved to approve the agreement, as presented, including the changes read into the record by the Deputy District Attorney. Supervisor Bagwell 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 Stacey Giomi
SECOND:	Supervisor Lori Bagwell
AYES:	Supervisors Giomi, Bagwell, Bonkowski, Barrette, and Mayor Crowell
NAYS:	None
ABSENT:	None
ABSTAIN:	None

19. RECESS BOARD OF SUPERVISORS MEETING (12:27:33) - Mayor Crowell recessed the Board of Supervisors meeting at 12:27 p.m.

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BOARD OF HEALTH

20. CALL TO ORDER AND ROLL CALL (12:31:53) - Vice Chairperson Stacey Giomi called the Board of Health meeting to order at 12:31 p.m., noting the presence of a quorum. Chairperson Pintar and Member Furlong were absent.

21. PUBLIC COMMENT (12:32:11) - Vice Chairperson Giomi entertained public comment; however, none was forthcoming.

22. POSSIBLE ACTION ON APPROVAL OF MINUTES - May 16, 2019 (12:32:18) - Vice Chairperson Giomi introduced this item, and entertained a motion. **Member Bonkowski moved to approve the minutes, as presented. The motion was seconded and carried 5-0.**

23. HEALTH AND HUMAN SERVICES DEPARTMENT

23(A) DISCUSSION AND POSSIBLE ACTION REGARDING THE BIENNIAL 2019 REPORT FROM VITALITY UNLIMITED, AS REQUIRED BY CONTRACT NO. 1718-118, BETWEEN CARSON CITY AND VITALITY UNLIMITED (12:32:39) - Vice Chairperson Giomi introduced this item, and Health and Human Services Department Director Nicki Aaker introduced Vitality Unlimited Director Judith Steuke. Ms. Steuke presented the report which was included in the agenda materials, and responded to questions of clarification. Vice Chairperson Giomi entertained public and Board member questions or comments; however, none were forthcoming. In response to a question, Ms. Aaker advised that the courts typically don't report back. She advised of having spoken with Sheriff Furlong and representatives of the courts prior to entering into last year's contract negotiations, and of having received positive feedback. Ms. Aaker discussed challenges associated with sharing space with Vitality Unlimited, and advised that these are being worked through.

Vice Chairperson Giomi entertained additional questions or comments and, when none were forthcoming, a motion. **Member Bagwell moved to accept Vitality Unlimited's report. Member Barrette seconded the motion.** Vice Chairperson Giomi called for a vote on the pending motion. **Motion carried 5-0.**

23(B) DISCUSSION AND POSSIBLE ACTION REGARDING THE CARSON CITY HEALTH AND HUMAN SERVICES DEPARTMENT DIRECTOR'S REPORT WHICH INCLUDES: (1) A 2019 LEGISLATIVE UPDATE CONCERNING PUBLIC HEALTH ISSUES AND THE PLAN FOR THE INTERIM; (2) NOTIFICATION OF CLINIC SERVICES' BACK TO SCHOOL IMMUNIZATION SCHEDULE; (3) CCHHS RE-ACCREDITATION PREPARATION; (4) AN OVERVIEW OF A PRESENTATION BY MIKE ORAVETZ, CCHHS REGISTERED ENVIRONMENTAL HEALTH SPECIALIST, PRESENTED AT A NATIONAL CONFERENCE; AND (5) NOTIFICATION OF UPCOMING EVENTS THAT MAY BE OF INTEREST TO THE BOARD OF HEALTH MEMBERS AND THE PUBLIC (12:40:41) - Vice Chairperson Giomi introduced this item. Health and Human Services Department Director Nicki Aaker presented the agenda materials, and responded to questions of clarification. Ms. Aaker introduced Environmental Health Specialist Mike Oravetz. (12:50:37) Mr. Oravetz provided an overview of his presentation entitled "Cooling Protocol Compliance of Restaurants in Carson City and Douglas County, Nevada." Vice Chairperson Giomi commended Mr. Oravetz's presentation.

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Vice Chairperson Giomi entertained public comment and, when none was forthcoming, a motion. **Member Bonkowski moved to accept the Director's report. Member Bagwell seconded the motion.** Vice Chairperson Giomi entertained discussion on the motion and, when none was forthcoming, called for a vote. **Motion carried 5-0.** Vice Chairperson Giomi thanked Ms. Aaker for her report.

23(C) PRESENTATION AND DISCUSSION REGARDING THE QUALITY IMPROVEMENT PROJECT CONDUCTED WITHIN THE ADOLESCENT HEALTH EDUCATION PROGRAM, TITLED "IMPROVING TEEN COMFORT AT CCHHS" (12:54:50) - Vice Chairperson Giomi introduced this item, and Health and Human Services Department Director Nicki Aaker introduced Public Health Educator Sarah Johnson. Ms. Johnson presented the agenda materials in conjunction with displayed slides, and responded to questions. Member Barrette commended Ms. Johnson on the quality improvement project. Vice Chairperson Giomi entertained public comment and, when none was forthcoming, thanked Ms. Johnson for her presentation.

24. PUBLIC COMMENT (1:02:27) - Vice Chairperson Giomi entertained public comment; however, none was forthcoming.

25. ACTION ADJOURN BOARD OF HEALTH MEETING (1:02:31) - Vice Chairperson Giomi adjourned the Board of Health meeting at 1:02 p.m.

26. RECONVENE BOARD OF SUPERVISORS MEETING (1:02:40) - Mayor Crowell reconvened the Board of Supervisors meeting at 1:02 p.m.

27. CITY MANAGER

27(A) DISCUSSION AND POSSIBLE ACTION REGARDING AN INTERLOCAL AGREEMENT, BETWEEN STOREY COUNTY AND CARSON CITY, FOR CARSON CITY TO PROVIDE PUBLIC GUARDIAN SERVICES TO STOREY COUNTY, FOR WHICH STOREY COUNTY WILL PAY THE CITY A RATE OF \$150 PER HOUR FOR SERVICES RENDERED IN ADDITION TO MILEAGE REIMBURSEMENT AT THE IRS RATE (1:02:53) - Mayor Crowell introduced this item, and Ms. Paulson presented the agenda materials. Mayor Crowell entertained questions or comments of the Board members. In response to a question, Ms. Paulson discussed the time line and process for appointing a new public guardian. Mayor Crowell entertained additional Board member questions or comments and public comments and, when none were forthcoming, a motion. **Supervisor Giomi moved to approve the interlocal agreement, as proposed. 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 Stacey Giomi
SECOND:	Supervisor Brad Bonkowski
AYES:	Supervisors Giomi, Bonkowski, Bagwell, Barrette, and Mayor Crowell
NAYS:	None
ABSENT:	None
ABSTAIN:	None

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27(B) CITY MANAGER UPDATE ON CURRENT CITY PROJECTS, ACTIVITIES, AND OTHER ITEMS OF INTEREST TO THE BOARD OF SUPERVISORS AND THE COMMUNITY

(1:07:04) - Mayor Crowell introduced this item, and Ms. Paulson presented her update in conjunction with displayed slides. Ms. Paulson responded to questions of clarification throughout her presentation, and discussion followed. Mayor Crowell entertained additional Board member questions or comments and public comments; however, none were forthcoming.

**28. 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 (1:18:19) - Supervisor Bagwell advised that the Rifle and Pistol Range is now open to the general public on Tuesday and Friday evenings from 5:30 to 8:00 p.m. Mayor Crowell thanked Supervisors Bagwell and Bonkowski for their involvement in the Range Task Force. Supervisor Bonkowski corrected a statement made during public comment earlier in the day, to wit: "The club is operating the range but none of the items that were mentioned in public comment were decisions made by the gun club. They were recommendations that are being made and will come to this Board for final approval by the task force." Supervisor Barrette echoed the Mayor's expression of gratitude to Supervisors Bagwell and Bonkowski.

STAFF COMMENTS AND STATUS REPORTS (1:16:13) - Ms. Fralick advised that this would be her last Board meeting, and thanked the Board. Mayor Crowell thanked Ms. Fralick and commended her service to the City. Ms. Fralick thanked District Attorney Jason Woodbury and Ms. Paulson for the opportunities afforded her.

29. PUBLIC COMMENT (1:20:50) - Mayor Crowell entertained public comment; however, none was forthcoming.

30. ACTION TO ADJOURN (1:20:58) - Mayor Crowell adjourned the meeting at 1:20 p.m.

The Minutes of the August 15, 2019 Carson City Board of Supervisors meeting are so approved this _____ day of September, 2019.

ROBERT L. CROWELL, Mayor

ATTEST:

AUBREY ROWLATT, Clerk - Recorder