

**CARSON CITY BOARD OF SUPERVISORS**

**Minutes of the December 5, 2019 Meeting**

**Page 1**

**DRAFT**

A regular meeting of the Carson City Board of Supervisors was scheduled for 8:30 a.m. on Thursday, December 5, 2019 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

**PRESENT:** Mayor Pro Tem Lori Bagwell  
Supervisor Stacey Giomi, Ward 1  
Supervisor Brad Bonkowski, Ward 2  
Supervisor John Barrette, Ward 4

**STAFF:** Nancy Paulson, City Manager  
Aubrey Rowlatt, Clerk - Recorder  
Stephanie Hicks, Deputy City Manager  
Dan Yu, Assistant District Attorney  
Tamar Warren, Senior Deputy Public Meetings 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. All meeting minutes are available for review at: <https://www.carson.org/minutes>.

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

(8:30:48) – Mayor Pro Tem Bagwell called the meeting to order at 8:30 a.m. Ms. Rowlatt called the roll; a quorum was present. Mayor Crowell was absent. Brian Underwood, Director of School Development, Sierra Lutheran High School provided the invocation. At Mayor Pro Tem Bagwell's request, Adam Shochat led the Pledge of Allegiance.

**5. PUBLIC COMMENT**

(8:33:12) – Mayor Pro Tem Bagwell entertained public comments.

(8:33:32) – Deni French introduced himself and recited a Thomas Jefferson quote and discussed his concerns regarding a upcoming developments that are not considered affordable by the current residents and are environmentally friendly. He believed “we are giving way to contractors, and speculators, and developers a lot more than we should...I think we should require them to consider our needs as a community.” He also called for “space that's left for nature” and for lower-priced homes.

**6. FOR POSSIBLE ACTION: ADOPTION OF THE AGENDA**

(8:38:11) – Mayor Pro Tem Bagwell introduced the item. Ms. Paulson stated that item 14.E will be pulled from the agenda, noting that it will be re-agendized for the next meeting. Mayor Pro Tem Bagwell acknowledged the pulled item and considered the agenda adopted as published, with the exception of item 14E.

**CONSENT AGENDA**

(8:38:48) – Mayor Pro Tem Bagwell introduced the item and indicated that item 9.A will be pulled from the Consent Agenda for discussion. When no additional requests were forthcoming, she entertained a motion.

**CARSON CITY BOARD OF SUPERVISORS**

**Minutes of the December 5, 2019 Meeting**

**Page 2**

**DRAFT**

**(8:39:09) – Supervisor Bonkowski moved to approve the consent agenda consisting of items 7.A and 8.A. Supervisor Barrette seconded the motion.** Mayor Pro Tem Bagwell entertained discussion on the motion and, when none was forthcoming, called for the vote.

<b>RESULT:</b>	<b>APPROVED (4-0-0)</b>
<b>MOVER:</b>	Supervisor Bonkowski
<b>SECONDER:</b>	Supervisor Barrette
<b>AYES:</b>	Supervisors Bonkowski, Barrette, Giomi, and Mayor Pro Tem Bagwell
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	Mayor Crowell

**7. Clerk-Recorder**

**7.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING THE ANNUAL TECHNOLOGY FUND REPORT SUBMITTED PURSUANT TO NRS 247.306, CONTAINING THE ESTIMATED PROCEEDS COLLECTED BY THE CARSON CITY CLERK-RECORDER IN FISCAL YEAR 2019/2020 AND A PROPOSAL FOR THE EXPENDITURES OF THOSE PROCEEDS.**

**8. FINANCE**

**8.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING THE REPORT ON THE CONDITION OF EACH FUND IN THE TREASURY AND THE STATEMENTS OF RECEIPTS AND EXPENDITURES THROUGH NOVEMBER 22, 2019, PER NRS 251.030 AND NRS 354.290.**

**9. PURCHASING AND CONTRACTS**

**9.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING CONTRACT NO. 1718-006B, CONFLICT COUNSEL, WITH DANIEL J. SPENCE, ESQ., FOR A NOT TO EXCEED AMOUNT OF \$62,929.62 THROUGH JUNE 30, 2020 TO BE FUNDED FROM THE GENERAL FUND COURTS PROFESSIONAL SERVICES/CONFLICT ACCOUNT.**

**(END OF CONSENT AGENDA)**

**ORDINANCES, RESOLUTIONS, AND OTHER ITEMS**

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

**9.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING CONTRACT NO. 1718-006B, CONFLICT COUNSEL, WITH DANIEL J. SPENCE, ESQ., FOR A NOT TO EXCEED AMOUNT OF \$62,929.62 THROUGH JUNE 30, 2020 TO BE FUNDED FROM THE GENERAL FUND COURTS PROFESSIONAL SERVICES/CONFLICT ACCOUNT.**

**CARSON CITY BOARD OF SUPERVISORS**

**Minutes of the December 5, 2019 Meeting**

**Page 3**

**DRAFT**

(8:39:27) – Mayor Pro Tem Bagwell introduced the item. Purchasing and Contracts Administrator Carol Akers presented the Staff Report and noted a correction, reflected in the late materials.

**(8:40:39) – Supervisor Giomi moved to approve the contract with the corrections noted in the late materials and presented on the record.**

<b>RESULT:</b>	<b>APPROVED (4-0-0)</b>
<b>MOVER:</b>	Supervisor Giomi
<b>SECONDER:</b>	Supervisor Barrette
<b>AYES:</b>	Supervisors Giomi, Barrette, Bonkowski, and Mayor Pro Tem Bagwell
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	Mayor Crowell

**11 CITY MANAGER**

**11.A FOR DISCUSSION ONLY: PRESENTATION AND FEDERAL LEGISLATIVE UPDATE BY THE PORTER GROUP.**

(8:41:01) – Mayor Pro Tem Bagwell introduced the item.

(8:41:31) – Major General (Ret.) Robert T. Herbert introduced himself as Senior Vice President of the Porter Group (who had formerly worked for former Senator Harry Reid) and thanked the Board for their time. Team Member Ashley Jonkey also introduced herself as the former State Director in Former Senator Dean Heller’s Office and gave background on her qualifications. Major General Herbert provided a summary and status of the latest legislative activities in Washington D.C. and explained their plans on working with this Board in January “to make sure that we get the prior properties in order, so we can work those into [the] next cycle of appropriation bills. He also reviewed a presentation, incorporated into the record, which included the current “Carson City Priorities and Appropriations Requests”. Ms. Jonkey gave a status update on the Federal Lands Bill, which she believed “is packaged and ready to go. Mayor Pro Tem Bagwell entertained comments and/or questions.

(6:55:55) – Supervisor Bonkowski requested that the Porter Group “keep an eye” on the possibility of the State legislature taking up moving the Capital to Las Vegas and “the chatter in the background about Governor Sisolak and the fact that he is not making himself available...to Northern Nevadans on Northern Nevada issues”, asking that such issues are brought to the Board’s attention. Major General Herbert explained that he had not heard anything yet; however, he noted that they interact with the Governor’s office and that he would let the Board know, should he hear anything.

(8:57:25) – Supervisor Barrette was in agreement with Supervisor Bonkowski and cited several examples in other states. He also believed that such an act would be “devastating” to Carson City. (9:01:18) – Supervisor Barrette also wished to see “any money that can help our road situation...nationwide but also here” to which Major General Herbert responded: “...the one percent discretionary fund never went away. It’s just being dictated by bureaucrats...”

**CARSON CITY BOARD OF SUPERVISORS**

**Minutes of the December 5, 2019 Meeting**

**Page 4**

**DRAFT**

(9:00:00) – Mayor Pro Tem Bagwell requested assistance “in looking at waivers in some of the waivers in the [U.S. Department of Housing and Urban Development] HUD rules...and some of the HUD regulations.” She cited examples of how vouchers cannot be in certain cases such as sober living homes. She was informed they would look into it in January [2020]. (9:03:55) – Ms. Jonkey explained that CDBG funding, and \$25 million for a housing and substance abuse program, had been included in the last Senate Transportation and Urban Development Housing Appropriations Bill. She also offered to explore the waiver possibilities.

(9:05:24) – Supervisor Giomi inquired about equal taxes for the use of roads and cited the example of electric vehicles and buses that do not pay taxes; however they use the roads and highways. He also received confirmation that the Nevada delegates work well with each other, regardless of politics, since they are significantly junior that years prior.

(9:09:30) – Supervisor Bonkowski wished to find out other Transportation Investment Generating Economic Recovery (TIGER) grant opportunities, and was in agreement with Supervisor Giomi’s comments regarding the electric cars. Mayor Pro Tem Bagwell entertained public comments.

(9:11:52) – Mr. French commented that “unless we’re able to all work together, we’ve got a problem.” He also recommended that all vehicles incur a yearly fee to contribute to the roads, regardless of whether they use gas or electricity. Mayor Pro Tem Bagwell thanked the presenters for their time.

**12. FINANCE**

**12.A FOR DISCUSSION ONLY: PRESENTATION AND DISCUSSION ON FINANCIAL HIGHLIGHTS OF THE CURRENT YEAR COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR) BY CARSON CITY STAFF AND INFORMATION FROM PIERCY, BOWLER, TAYLOR AND KERN (PBTk) RELATING TO THEIR AUDIT PROCEDURES AND THE RESULTS OF THOSE PROCEDURES CONCERNING THE CARSON CITY CAFR FISCAL YEAR ENDED JUNE 30, 2019.**

(9:14:01) – Mayor Pro Tem Bagwell introduced the item. Chief Financial Officer Sheri Russell introduced Ralph Piercy, Founding Principal and Christopher Farthing, Audit Principal of Piercy, Bowler, Taylor, and Kern (PBTk), the City’s external audit team. Ms. Russell thanked the Finance Department and noted the many new positions held in the Department, in addition to the implementation of the new Enterprise Resource Planning (ERP) system. She also acknowledges the receipt of “an unqualified opinion” which she explained was “the highest level of assurance that is offered by the external auditors”. Ms. Russell referenced the “Certificate of Achievement for Excellence in Financial Reporting for Fiscal Year [20]18”, incorporated into the record, which the City had received for 29 consecutive years and recommended that everyone review the executive summary at the start of the report. She reviewed the contents and certain highlights of the report, also incorporated into the Comprehensive Annual Financial Report (CAFR). Chairperson Pro Tem Bagwell noted that Ms. Russel was referencing the materials from both agenda items 12.A and 12.B.

(9:27:31) – Mr. Piercy thanked the City for providing PBTk the opportunity to work with them, and praised the Finance Department for accomplishing a lot with a relatively small staff. He also defined “what an audit is” and described the process, which is also incorporated into the record. Mr. Farthing presented the audit findings, part

**CARSON CITY BOARD OF SUPERVISORS**

**Minutes of the December 5, 2019 Meeting**

**DRAFT**

of the agenda materials, and both principals responded to clarifying questions. Mayor Pro Tem Bagwell thanked the presenters and Staff for their “great work”.

**12.B FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING RECOMMENDED ACCEPTANCE OF THE CARSON CITY COMPREHENSIVE ANNUAL FINANCIAL REPORT FOR THE FISCAL YEAR ENDED JUNE 30, 2019.**

(9:50:09) – Mayor Pro Tem Bagwell introduced the item and Ms. Russell noted that this item was “a formal action to approve the CAFR for 2019”, adding that it would be released once approved by the Board. There were no public comments; therefore, Mayor Pro Tem Bagwell entertained a motion.

**(9:50:28) – Supervisor Bonkowski moved to accept the report and to authorize Staff to correct the various typographical errors that have been submitted throughout the report. The motion was seconded by Supervisor Giomi.**

<b>RESULT:</b>	<b>APPROVED (4-0-0)</b>
<b>MOVER:</b>	Supervisor Bonkowski
<b>SECONDER:</b>	Supervisor Giomi
<b>AYES:</b>	Supervisors Bonkowski, Giomi, Barrette, and Mayor Pro Tem Bagwell
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	Mayor Crowell

(9:50:57) – Mayor Pro Tem Bagwell recessed the meeting.

(10:02:10) – Mayor Pro Tem Bagwell reconvened the meeting. A quorum was still present.

**13. PUBLIC WORKS**

**13.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A PROPOSED RESOLUTION AUTHORIZING THE SALE OF APNS 007-531-13 AND 007-531-14, LOCATED OFF OF MEDICAL PARKWAY, FROM CARSON CITY TO CARSON TAHOE REGIONAL HEALTHCARE FOR \$905,000 UNDER NRS 244.281(1)(E)(1)(I), AUTHORIZING THE MAYOR TO EXECUTE A PURCHASE AGREEMENT BETWEEN CARSON CITY AND CARSON TAHOE REGIONAL HEALTHCARE, AND AUTHORIZING THE MAYOR TO EXECUTE A DEED CONVEYING THE PROPERTY TO CARSON TAHOE REGIONAL HEALTHCARE.**

(10:02:18) – Mayor Pro Tem Bagwell introduced the item. City Engineer Dan Stucky gave background and presented the agenda materials, incorporated into the record. Mr. Stucky noted the following corrections to the purchase agreement:

*2.1 Amount of Purchase Price. The purchase price for the Property shall be Nine Hundred Five Thousand and No/100ths Dollars (\$905,000.00) (the “Purchase Price”) to be paid by Buyer via certified funds acceptable the Carson City Treasurer or wire-transferred funds. Within five days of execution of this Agreement by the Parties, Buyer shall deposit Forty Five Thousand and No/100ths Dollars (\$45,000.00) with the Carson*

**CARSON CITY BOARD OF SUPERVISORS**

**Minutes of the December 5, 2019 Meeting**

**DRAFT**

*City Treasurer as a ~~nonrefundable~~ deposit. This security deposit will be credited against the purchase price at the time of closing the sale. In the event that this transaction does not close, this deposit shall be returned to the Buyer, unless the Due Diligence Review Period has passed, in which case the deposit shall be forfeited to the Seller as liquidated damages, not as a penalty, unless this Agreement provides otherwise.*

*3.1.2 Within the time period provided for due diligence, Buyer shall notify Seller, in writing, of Buyer’s objection to one or more of the title exceptions and/or conditions shown in the Title Report (collectively, if any objections are made, the “Disapproved Title Matters”). Buyer’s failure to notify Seller, in writing, of any Disapproved Title Matters within such time period shall constitute Buyer’s approval of the Title Report, whereupon this contingency shall be deemed fully met and satisfied. In the event Buyer notifies Seller of any 5 3 Disapproved Title Matters, Seller may, but shall have no obligation to, remove or cure such Disapproved Title Matters within ten (10) days following receipt of the Disapproved Title Matters, or such longer period as the Parties may agree in writing. In the event Seller fails to satisfy a Disapproved Title Matter within the time provided therefor, then Buyer shall elect either (i) not to close this transaction, in which event Buyer’s deposit shall be ~~forfeited~~ returned and this Agreement shall terminate, or (ii) proceed to closing without the removal or cure of such Disapproved Title Matter, with no reduction in the Purchase Price as a result thereof.*

*3.2.3 At or prior to the expiration of the Due Diligence Period (including any extension thereof), Buyer may give notice of its intent to terminate this Agreement. Upon such notice, Buyer’s deposit shall be ~~forfeited~~ returned and this Agreement shall terminate.*

(10:05:26) – Mayor Pro Tem Bagwell entertained questions and/or public comments.

(10:05:39) – Mr. French cited NRS 244.281 and questioned whether this sale was “in the best interest of Carson City, Nevada”. Mayor Pro Tem Bagwell noted that the Board had undergone an exercise in a previous meeting “to determine that it was in the best interest of the community”, adding that an appraisal had been conducted and the laws “that require how we sell property” had been followed. There were no additional public comments and Mayor Pro Tem Bagwell entertained a motion.

**(10:07:14) – Supervisor Giomi moved to adopt Resolution No. 2019-R-32 and to modify the purchase agreement with the language changes presented earlier by the City Engineer. The motion was seconded by Supervisor Bonkowski.**

<b>RESULT:</b>	<b>APPROVED (4-0-0)</b>
<b>MOVER:</b>	Supervisor Giomi
<b>SECONDER:</b>	Supervisor Bonkowski
<b>AYES:</b>	Supervisors Giomi, Bonkowski, Barrette, and Mayor Pro Tem Bagwell
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	Mayor Crowell

**13.B FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A PROPOSAL TO DEPOSIT PROCEEDS FROM THE SALE OF CARSON CITY PROPERTY, LOCATED OFF OF MEDICAL PARKWAY (APNS 007-531-13 AND 007-531-14), WHICH WAS**

**CARSON CITY BOARD OF SUPERVISORS**

**Minutes of the December 5, 2019 Meeting**

**Page 7**

**DRAFT**

**APPRAISED AND AUTHORIZED FOR SALE AT \$905,000, INTO THE APPROPRIATE CITY FUND FOR FUTURE USE, INCLUDING USE FOR THE CONSTRUCTION OF DRAINAGE IMPROVEMENTS ON THE SOUTH CARSON COMPLETE STREETS PROJECT.**

(10:07:46) – Mayor Pro Tem Bagwell introduced the item. Mr. Stucky gave background and presented the Staff Report which is incorporated into the record. He also responded to clarifying questions by the Board. Supervisor Giomi inquired whether the funds would address the flooding issue at the south end of the Carson Mall and many homes in the area, and Mr. Stucky explained how the project will address that issue. He also explained to Supervisor Barrette that the project would accommodate the future connection to Curry Street. Supervisor Bonkowski received confirmation that “there would be ample conveyance capacity to handle” what will go in the storm drain between Stewart Street and Saliman Road. Mayor Pro Tem Bagwell entertained public comments and when none were forthcoming, a motion.

**(10:17:41) – Supervisor Bonkowski moved to approve the transfer of the property sale proceeds into the Stormwater Utility Fund once the proceeds are received and to use those proceeds to construct drainage improvements as proposed. The motion was seconded by Supervisor Barrette.**

<b>RESULT:</b>	<b>APPROVED (4-0-0)</b>
<b>MOVER:</b>	Supervisor Bonkowski
<b>SECONDER:</b>	Supervisor Barrette
<b>AYES:</b>	Supervisors Bonkowski, Barrette, Giomi, and Mayor Pro Tem Bagwell
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	Mayor Crowell

**13.C FOR DISCUSSION ONLY: PRESENTATION ON THE PROGRESS OF THE CITY'S ASSET MANAGEMENT PROGRAM.**

(10:18:11) – Mayor Pro Tem Bagwell introduced the item. Matt Lawton, Asset Manager for Carson City Public Works Department, introduced himself and presented the Staff Report and reviewed the progress of the City’s Asset Management Program, the recently-deployed tools and solutions, the current facilities’ status assessments, and the next steps to the City’s Asset Management needs assessment software solutions evaluation. Mr. Lawton and Mr. Stucky also responded to clarifying questions by the Board members.

**13.D FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING CONTRACT NO. 19300060, ASSET MANAGEMENT NEEDS ASSESSMENT AND SOFTWARE SOLUTIONS EVALUATION, WITH ATKINS, FOR A TOTAL NOT TO EXCEED AMOUNT OF \$87,073.50.**

(10:40:30) – Mayor Pro Tem Bagwell introduced the item. Ms. Akers summarized the agenda materials and acknowledged the presence of Brian Janes from the Atkins Reno offices. Mr. Janes gave an overview of the project focus and the process by which they would identify the software requirements and provide a scoring mechanism to evaluate and recommend the best software solution for the City’s asset management needs. He also responded to questions of clarification by the Board. Mr. Lawton explained that they were looking at

**CARSON CITY BOARD OF SUPERVISORS**

**Minutes of the December 5, 2019 Meeting**

**DRAFT**

flexible systems that would accommodate facilities condition assessment and cost scheduling. Supervisor Bonkowski also recommended going with an “established and vetted” software vendor instead of being “the guinea pig” for new software. Discussion ensued regarding different software vendor capabilities and Mr. Lawton clarified that he would prefer to have a solution that would support the current hand-held devices that are based on the Internet Operating System (IOS) platform. Mayor Pro Tem Bagwell entertained public comments and when none were forthcoming, a motion.

**(11:05:07) – Supervisor Giomi moved “to approve Contract Number 19300060 for asset management specific to the tasks identified as 100, 200, 300, and 400 and to direct Staff to return with an amendment to the contract for tasks 500 and 600 to expand the software evaluation to include three third-party vendors and to clarify where the additional funding will come from.” Supervisor Bonkowski seconded the motion “for discussion”.**

(11:06:08) – Supervisor Bonkowski requested specifying that the dollar amount of the contract would not change “because we need to appropriate more funds; otherwise we don’t need to eliminate tasks 500 and 600 if the intent is to come back and amend it at the next meeting. He also recommended adding the term “up to three vendors” instead of “three vendors” based on available data. Supervisor Giomi clarified that his motion was for the two current and three additional vendors.

**(11:08:56) – Mayor Pro Tem Bagwell recapped the amended motion to state approval of Contract Number 19300060 for tasks 100, 200, 300, and 400 with their associated amounts listed and to return with an amendment for up to three total other third-party [vendors], and that the funding source would be used to allocate the contract between the funds appropriately.** Both the mover and the seconder agreed to the amendment. Mayor Pro Tem Bagwell called for the vote.

<b>RESULT:</b>	<b>APPROVED (4-0-0)</b>
<b>MOVER:</b>	Supervisor Giomi
<b>SECONDER:</b>	Supervisor Bonkowski
<b>AYES:</b>	Supervisors Giomi, Bonkowski, Barrette, and Mayor Pro Tem Bagwell
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	Mayor Crowell

**13.E FOR DISCUSSION ONLY: PRESENTATION AND DISCUSSION REGARDING THE 2019 PUBLIC SAFETY RADIO SYSTEM PLAN.**

(11:10:11) – Mayor Pro Tem Bagwell introduced the item. Public Works Director Darren Schulz gave background and noted that this topic will be addressed within several agenda items in this meeting. James Jacklett, Operations Manager-Control Systems, explained that the Public Works Department has completed the 2019 Public Safety Radio System Plan and outlined actions necessary to mitigate the identified deficiencies and to increase the effectiveness of the Carson City Public Safety Radio System to support first responders. He also presented the agenda materials which are incorporated into the record and explained that actions required for this item would be addressed in the next agenda item. Mr. Jacklett responded to clarifying questions by the Supervisors. Discussion ensued regarding the need for an additional technician and Mr. Jacklett clarified for



**CARSON CITY BOARD OF SUPERVISORS**

**Minutes of the December 5, 2019 Meeting**

**Page 9**

**DRAFT**

Supervisor Bonkowski that the work for “a team of additional technicians” existed now. Supervisor Giomi thanked Staff and the Public Works Department for preparing a comprehensive report and was in favor of mitigating the deficiencies outlined in the report. There were no public comments.

**14. PURCHASING AND CONTRACTS**

**14.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING AN INTERLOCAL AGREEMENT BETWEEN CARSON CITY AND THE NEVADA DEPARTMENT OF TRANSPORTATION (NDOT) PROVIDING FOR THE USE OF THE STATEWIDE PUBLIC SAFETY RADIO COMMUNICATIONS SYSTEM FOR AN AMOUNT NOT TO EXCEED \$5,076,000 FOR THE INITIAL TEN-YEAR TERM, TO JUNE 30, 2029, AND NOT TO EXCEED \$634,500 PER YEAR IN THE SUBSEQUENT AUTOMATIC RENEWAL TERMS OF ADDITIONAL TEN-YEAR PERIODS.**

(11:38:38) – Mayor Pro Tem Bagwell introduced the item. Mr. Jacklett reviewed the agenda materials which are incorporated into the record, and noted that if the agreement is approved, it will allow Carson City to utilize the Statewide Public Safety Radio Communications System as discussed in item 13.E. Mr. Jacklett noted that under the agreement, the City will pay NDOT annually for each radio that is registered and activated on the Radio System in exchange for unlimited air-time. He also discussed the terms and cost of the agreement, outlined in the Staff Report and incorporated into the record, and responded to clarifying questions.

(11:41:22) – Supervisor Bonkowski noted that he had requested a discussion in the upcoming Strategic Planning session in February 2020 regarding the creation of a City policy that requires Board of Supervisors approval for use or lease of any City equipment, infrastructure, or property. He also requested clarification from the District Attorney’s Office on the Underlying Mutual Aid Agreement between NV Energy, Washoe County and the Nevada Department of Transportation (NDOT) which was automatically and mutually renewable after two years; however, Carson City was entering into a 10-year agreement. Deputy District Attorney Todd Reese explained that Carson City had the option of terminating its agreement after 120 days and had control over the number of radios they would use. Supervisor Giomi proposed changing the approval of using the City’s equipment, infrastructure, or property from the Director of Public Works to the City Manager. Mr. Yu further clarified that per the NRS, leases must be approved by the Board. Discussion ensued regarding lending radios in case of an emergency and Supervisor Giomi believed that the City Manager can designate a department director to approve the lending of equipment. Mayor Pro Tem Bagwell entertained public comments.

(11:50:43) – Mr. French inquired about refunds should a contract be terminated prior to the 10-year end date, and Mayor Pro Tem Bagwell clarified that the payment was on an annual basis, which meant should no radios be used in a year, the City would not pay due to lack of use. She also entertained a motion. Mr. Schulz explained that the change from Public Works Director to City Manager (or designee) for approvals would not change anything in the agreement. Mayor Pro Tem Bagwell entertained a motion.

**(11:52:26) – Supervisor Giomi moved to approve the agreement with a change to Article II, Section 2, for City equipment and property where the words “Public Works Director” will be replaced with the words “City Manager”. Supervisor Barrette seconded the motion.**

**CARSON CITY BOARD OF SUPERVISORS**

**Minutes of the December 5, 2019 Meeting**

**DRAFT**

<b>RESULT:</b>	<b>APPROVED (4-0-0)</b>
<b>MOVER:</b>	Supervisor Giomi
<b>SECONDER:</b>	Supervisor Barrette
<b>AYES:</b>	Supervisors Giomi, Barrette, Bonkowski, and Mayor Pro Tem Bagwell
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	Mayor Crowell

(11:54:15) – Mayor Pro Tem Bagwell recessed the meeting.

(12:00:00) – Mayor Pro Tem Bagwell reconvened the meeting. A quorum was still present.

**14.B FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING APPROVAL TO PURCHASE SIX DISPATCH CONSOLES, SIX BACK-UP BASE RADIOS, INTEROP GATEWAY EQUIPMENT, SWITCHING EQUIPMENT, AND ASSOCIATED SERVICES AND SUPPORT THROUGH JOINDER CONTRACT #P697-16-016, BETWEEN HARRIS CORPORATION AND NEVADA DEPARTMENT OF TRANSPORTATION (NDOT) FOR A NOT-TO-EXCEED AMOUNT OF \$458,562.84.**

(12:00:04) – Mayor Pro Tem Bagwell introduced the item. Mr. Schultz briefly recapped the item. There was no discussion and Mayor Pro Tem Bagwell entertained a motion.

**(12:00:43) – Supervisor Bonkowski moved to approve the purchase as proposed. The motion was seconded by Supervisor Barrette.**

(12:00:54) – Supervisor Giomi recommended that the City Manager work with the Sheriff’s Office and the Public Works Department to see if any portion of the 911 fund may be used to fund the purchase.

<b>RESULT:</b>	<b>APPROVED (4-0-0)</b>
<b>MOVER:</b>	Supervisor Bonkowski
<b>SECONDER:</b>	Supervisor Barrette
<b>AYES:</b>	Supervisors Bonkowski, Barrette, Giomi, and Mayor Pro Tem Bagwell
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	Mayor Crowell

**14.C FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A PURCHASE OF EQUIPMENT, LICENSING, AND SERVICES FOR THE EXISTING PUBLIC SAFETY AUDIO RECORDER FROM THE MANUFACTURER “NICE SYSTEMS” FOR A TOTAL NOT TO EXCEED AMOUNT OF \$119,840.00.**

(12:01:30) – Mayor Pro Tem Bagwell introduced the item. Mr. Jacklett explained that this item was included in the plan discussed earlier in the meeting, presented the Staff Report with supporting documentation, and

**CARSON CITY BOARD OF SUPERVISORS**

**Minutes of the December 5, 2019 Meeting**

**Page 11**

**DRAFT**

responded to clarifying questions. There were no public comments. Mayor Pro Tem Bagwell entertained a motion.

**(12:02:17) – Supervisor Giomi moved to approve the purchase as proposed. The motion was seconded by Supervisor Bonkowski.**

<b>RESULT:</b>	<b>APPROVED (4-0-0)</b>
<b>MOVER:</b>	Supervisor Giomi
<b>SECONDER:</b>	Supervisor Bonkowski
<b>AYES:</b>	Supervisors Giomi, Bonkowski, Barrette, and Mayor Pro Tem Bagwell
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	Mayor Crowell

**14.D FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING APPROVAL TO PURCHASE RADIO COMMUNICATIONS EQUIPMENT THROUGH JOINDER CONTRACT #P697-16-016, BETWEEN HARRIS CORPORATION AND THE NEVADA DEPARTMENT OF TRANSPORTATION (NDOT) FOR A NOT TO EXCEED AMOUNT OF \$1,200,000.00 THROUGH JUNE 30, 2020.**

(12:02:35) – Chairperson Pro Tem Bagwell introduced the item. Mr. Jacklett clarified that the funds had already been budgeted. There were no public comments. Mayor Pro Tem Bagwell entertained a motion.

**(12:03:04) – Supervisor Bonkowski moved to approve the Joinder contract and purchases as proposed. The motion was seconded by Supervisor Barrette.**

<b>RESULT:</b>	<b>APPROVED (4-0-0)</b>
<b>MOVER:</b>	Supervisor Bonkowski
<b>SECONDER:</b>	Supervisor Barrette
<b>AYES:</b>	Supervisors Bonkowski, Barrette, Giomi, and Mayor Pro Tem Bagwell
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	Mayor Crowell

**14.E FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING THE PURCHASE OF 29 VEHICLES AND 1 UTILITY BED SWAP FOR SEVERAL DEPARTMENTS THROUGHOUT THE CITY, UTILIZING THE STATE OF NEVADA’S COMPETITIVE BID LIST AND COOPERATIVE PURCHASING AGREEMENTS THROUGH SOURCEWELL AND HGACBUY FOR A TOTAL NOT TO EXCEED AMOUNT OF \$2,140,809.70.**

This item was pulled from the agenda.

**15. CLERK/RECORDER**

**CARSON CITY BOARD OF SUPERVISORS**

**Minutes of the December 5, 2019 Meeting**

**Page 12**

**DRAFT**

**15.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING THE PURCHASE OF ADDITIONAL VOTING EQUIPMENT THROUGH A SALES ORDER AGREEMENT WITH ELECTIONS SYSTEMS & SOFTWARE (ES&S) FOR A NOT TO EXCEED AMOUNT OF \$135,240, AND AN ADDITIONAL \$11,570 FOR A TWO-YEAR TERM FOR HARDWARE MAINTENANCE FEES AND FIRMWARE LICENSE, MAINTENANCE AND SUPPORT FEES, WITH AUTOMATIC RENEWAL FOR SUCCESSIVE TWO-YEAR TERMS FOR SUCH MAINTENANCE AT A RATE NOT MORE THAN A 5% INCREASE OVER THE AMOUNT OF THE MOST RECENT MAINTENANCE FEES PAID IN THE IMMEDIATELY PRECEDING TERM, FOR A TOTAL INITIAL CONTRACT AMOUNT OF \$146,810.**

(12:03:45) – Mayor Pro Tem Bagwell introduced the item. Ms. Rowlatt gave background and presented the agenda materials which are incorporated into the record. Supervisor Giomi inquired about the safety measures of the equipment to prevent election interference and Ms. Rowlatt clarified that the equipment will be stand-alone and will not have an Internet connection. She also noted that the election equipment is “under lock and key” throughout the election, and that only people authorized by the City have access to it. Ms. Rowlatt stated that the election night unofficial results are transmitted via a File Transfer Protocol (FTP) secure switch, while the official results are hand-delivered after the canvassing of the vote. Mayor Pro Tem Bagwell entertained public comments.

(12:06:30) – Mr. French inquired about the public’s ability to receive a voting receipt and Ms. Rowlatt confirmed that no receipt was given to a voter as the votes in Nevada remain anonymous. Supervisor Bonkowski recommended keeping a record of your vote by filling out your sample ballot. Mayor Pro Tem Bagwell recommended the use of the word “may” instead of “will” for the increase of mandates. She also entertained a motion.

**(12:08:30) – Supervisor Giomi moved to approve the sales order agreement as presented. The motion was seconded by Supervisor Barrette.**

<b>RESULT:</b>	<b>APPROVED (4-0-0)</b>
<b>MOVER:</b>	Supervisor Giomi
<b>SECONDER:</b>	Supervisor Barrette
<b>AYES:</b>	Supervisors Giomi, Barrette, Bonkowski, and Mayor Pro Tem Bagwell
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	Mayor Crowell

**16. BOARD OF SUPERVISORS**

**NON-ACTION ITEMS:**

(12:08:56) – Ms. Paulson indicated she did not have any non-action items to present.

**FUTURE AGENDA ITEMS**

**CARSON CITY BOARD OF SUPERVISORS**  
**Minutes of the December 5, 2019 Meeting**  
**Page 13**

**DRAFT**

(12:09:00) – Supervisor Giomi requested a discussion on fund balance increase prioritization.

**STATUS REVIEW OF PROJECTS**

N/A

**INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS**

N/A

**CORRESPONDENCE TO THE BOARD OF SUPERVISORS**

N/A

**STATUS REPORTS AND COMMENTS FROM THE MEMBERS OF THE BOARD**

(12:09:38) – Supervisor Bonkowski thanked the Ms. Russell and the Finance Department, Mr. Lawton, Mr. Stucky, and Mr. Jacklett for their presentations and believed that the it shows the public and the Board “the quality of our employees” and praised them for doing an “excellent job”.

(12:10:06) – Supervisor Barrette gave an update on the last Redevelopment Authority Citizens Committee (RACC) meeting and explained his “no” vote on the repaving of the Third Street parking lot, noting that his vote was based on the fact that he “did not like the new configuration”.

**STAFF COMMENTS AND STATUS REPORT**

N/A

(12:11:10) – Mayor Pro Tem Bagwell recessed the meeting.

**-- LUNCH BREAK - RETURN 1:30 P.M. --**

(1:31:25) – Mayor Pro Tem Bagwell reconvened the meeting. A quorum was still present.

**17. PUBLIC WORKS**

**17.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING THE REVIEW OF PROPOSALS SUBMITTED BY PALA SEEK LLC AND THE CARSON CITY VETERANS' VILLAGE COALITION GROUP FOR POSSIBLE SELECTION FOR THE DEVELOPMENT OF 3410 BUTTI WAY (APN 010-037-04) FOR AFFORDABLE/WORKFORCE HOUSING AND, IF APPLICABLE, TO DIRECT STAFF TO FURTHER DEVELOP THE PROJECT PROPOSAL WITH THE SELECTED PROPOSER.**

(1:31:30) – Mayor Pro Tem Bagwell introduced the item. Supervisor Giomi read a prepared disclosure statement, noting that he did not have a disqualifying conflict; therefore, he would vote on the item. Mr. Stucky gave background on the project, reviewed the Staff Report, and described the process which would be followed in this meeting. He summarized each proposal and highlighted the key differences. Mr. Stucky also noted that each applicant would present for 20 minutes after which the Board would have the opportunity to ask questions,

**CARSON CITY BOARD OF SUPERVISORS**

**Minutes of the December 5, 2019 Meeting**

**Page 14**

**DRAFT**

evaluate the proposals, and make a decision. Ms. Hicks cited the appropriate NRS section for Supervisor Giomi, noting that neither applicant must be a 501(c) non-profit organization as long as the project is a federal affordable housing project or a public benefit is provided. Discussion ensued regarding the financing and the methodology used and the probability of prioritizing Carson City residents as tenants. Mary Jane Ostrander, Division Manager, Carson City Health and Human Services, believed that Housing and Urban Development (HUD) funding may require opening up housing vouchers nationally. Supervisor Barrette believed that because local and not State CDBG funds are being used, he did not believe he had a conflict as his wife administered the State funds. Supervisor Bonkowski and Supervisor Giomi expressed concern that local taxpayer funds may be used to fund housing for the non-local homeless population. Ms. Ostrander confirmed that there were 200 vouchers already for local rural Nevada residents. After a brief recess, Mr. Yu clarified that Supervisor Barrette did not have a disqualifying conflict or that “his independence of judgement will be affected” per his previous disclosure that his wife administered the State CDBG funds.

(1:53:26) – Ed Schnabel, President of the Carson City Veterans’ Village Coalition Group gave background on their organization. Eddie Hult introduced himself as a long-time developer in Nevada and presented their proposal, which is incorporated into the record. Both Mr. Hult and Mr. Schnabel responded to clarifying questions by the Supervisors.

(2:24:48) – Omar Afifeh of Pala Seek, LLC introduced himself and [State] Senator Michael Schneider, gave background on why this particular property was selected in Carson City. Mr. Afifeh also delivered a PowerPoint presentation and responded to clarifying questions by the Supervisors.

(3:16:43) – Mayor Pro Tem Bagwell recessed the meeting to invite both groups for public comments.

(3:29:50) – Mayor Pro Tem Bagwell reconvened the meeting and entertained public comments.

(3:29:54) – Mr. French stated that he was in favor of affordable housing; however, he expressed concern regarding the HUD involvement. He also believed that the proposal by Pala Seek, LLC was “too institutionalized”.

(3:32:47) – Vincent Chance introduced himself as a Marsh Road resident and preferred the lower height of the Veteran’s Coalition Group’s project and was not in favor of the increased density proposed by Pala Seek.

(3:35:40) – Ms. Ostrander provided additional information and noted that their data showed only 10 veterans were homeless in Northern Nevada of which two were from Carson City. She also stated that any transitional housing would require case management, adding that they did have flexibility with HUD grants.

(3:39:10) – Mayor Pro Tem Bagwell entertained Board discussion. Supervisor Giomi wished to ensure that Staff negotiates a deed restriction that the land is used for affordable housing, and if not, returned to the City. He also wished to see maximized number of affordable housing units with a variable mix. He also wished to see Carson City residents prioritized while remaining “fully legal” and make use of local vouchers. Supervisor Bonkowski wished to expand the land clause and see it returned to the City if “any project” does not make use of the land and not just affordable housing. Supervisor Giomi was informed that no ordinances existed to provide discount on connection fees such as sewer.

**CARSON CITY BOARD OF SUPERVISORS**

**Minutes of the December 5, 2019 Meeting**

**DRAFT**

(3:45:01) – Supervisor Giomi appreciated the public comments regarding smaller developments; however, he felt utilizing space to its maximum capacity was important. He also preferred non-transitional, larger units provided by Pala Seek. Supervisor Bonkowski expressed concern that the Veterans’ Village Coalition Group would depend on fundraising to undertake the project, calling it an unknown variable. Supervisor Barrette was in favor of the larger number of units because it was “a matter of what we need”. Mayor Pro Tem Bagwell believed transitional housing “is not what we need”, and she was in favor of permanent housing which she believed is needed in the community. She also believed Pala Seek had the expertise in developing and managing much quicker than the Veterans’ Village Coalition Group. Additionally, she was in favor of the solar option and the mail room idea proposed by Pala Seek.

**(3:51:44) – Supervisor Giomi moved to select Pala Seek, LLC to develop the project and to direct Staff to work with the selected proposer to further develop the project proposal and to include the comments made by Board members in the negotiations and the agreement process with Pala Seek.**

(3:52:40) – Supervisor Barrette was in agreement to take the land back in case the project does not come to fruition; however he believed that it puts the City in an obligatory position, if the money is returned to the City. Supervisor Bonkowski who was in favor of not refunding the developer should the project not go through, because transfer tax is not a “refundable event” and will not even cover Staff time spent on the project and he believed the motion was conflicting because of this difference. Supervisor Giomi noted his motion would stand as he was opposed to refunding the developer’s money. Supervisor Barrette stated he would second the motion as presented by the mover to “go with the will of the majority”. Mayor Pro Tem received clarification that the non-refundable amount was “\$10,000 plus any taxes [transfer tax]”. She also called for the vote.

<b>RESULT:</b>	<b>APPROVED (4-0-0)</b>
<b>MOVER:</b>	Supervisor Giomi
<b>SECONDER:</b>	Supervisor Barrette
<b>AYES:</b>	Supervisors Giomi, Barrette, Bonkowski, and Mayor Pro Tem Bagwell
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	Mayor Crowell

(3:56:40) – Mayor Pro Tem Bagwell thanked the Veterans’ Village Coalition and believed there was room for partnership with the m in the future.

**18. PUBLIC COMMENT**

(3:57:29) – Mr. French thanked the Board and believed that any future growth should take affordable housing into consideration. Supervisor Barrette apologized for his “CDBG Gaffe” and thanked Mr. Stucky for including it in the Staff Report.

**19. ADJOURNMENT**

(3:59:10) – Mayor Pro Tem Bagwell adjourned the meeting at 4 p.m.

**CARSON CITY BOARD OF SUPERVISORS**  
**Minutes of the December 5, 2019 Meeting**  
**Page 16**

**DRAFT**

The Minutes of the December 5, 2019 Carson City Board of Supervisors meeting are so approved this 2<sup>nd</sup> day of January, 2020.

---

LORI BAGWELL, Mayor Pro Tem

ATTEST:

---

AUBREY ROWLATT, Clerk - Recorder