

# CARSON CITY BOARD OF SUPERVISORS

## Minutes of the June 18, 2020 Meeting

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A regular meeting of the Carson City Board of Supervisors was scheduled for 8:30 a.m. on Thursday, June 18, 2020 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  
Stephanie Hicks, Deputy City Manager  
Dan Yu, Assistant District Attorney  
Tamar Warren, Senior 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 and audio recordings are available for review at: <https://www.carson.org/minutes>.

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

(8:31:20) – Mayor Crowell called the meeting to order at 8:31 a.m. and read the *Notice to the Public* incorporated into the agenda. Ms. Warren called roll and noted that a quorum was present. Louie Locke, Fountainhead Foursquare Church Pastor, provided the invocation. Mayor Crowell led the Pledge of Allegiance.

#### **5. PUBLIC COMMENT**

(8:32:58) – Mayor Crowell acknowledged receiving and reading (by the Board) all the written public comments. He also entertained additional public comments from callers. Krista Leach of Valley View Trust introduced herself and referenced her written public comments to the Board. She stated her opposition to agenda item 24.B, the first reading of an ordinance to rezone a vacant 5.266-acre parcel from Single Family One Acre to Single Family 6,000. Ms. Leach advised that the additional homes would result in increased traffic and would threaten the existing wildlife in addition to decreasing the available open space, calling it a “California-style takeover” and recommended voting against the item.

(8:37:22) – Michael Tanchek introduced himself and gave background on the recent developments around the subject property and believed the area should be developed as Single Family 21,000. Mr. Tanchek believed that would be a “great transition” from the properties chosen by the residents for a specific lifestyle and have horses, chickens, donkeys, and even a peacock. He recommended sending the item back to the Planning Commission to amend their past decision recommending the Zoning Map Amendment.

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(8:43:46) – Mayor Crowell thanked the callers and advised that they watch or listen to the discussion during agenda item 24.B.

**6. FOR POSSIBLE ACTION: APPROVAL OF MINUTES – MAY 21, 2020**

(8:46:09) – Mayor Crowell introduced the item.

**(8:46:11) – Supervisor Bonkowski moved to approve the minutes of the May 21, 2020 Board of Supervisors meeting with two corrections. Supervisor Bagwell seconded the motion which carried 5-0-0.**

**7. FOR POSSIBLE ACTION: ADOPTION OF AGENDA**

(8:48:06) – Mayor Crowell introduced the item and entertained modifications; however, none were forthcoming. Mayor Crowell considered the agenda adopted as published.

**CONSENT AGENDA**

(8:48:46) – Mayor Crowell introduced the item.

**(8:45:53) – Supervisor Bagwell moved to approve the Consent Agenda as published. Supervisor Barrette seconded the motion.**

<b>RESULT:</b>	<b>APPROVED (5-0-0)</b>
<b>MOVER:</b>	Supervisor Bagwell
<b>SECONDER:</b>	Supervisor Barrette
<b>AYES:</b>	Supervisors Bagwell, Barrette, Bonkowski, Giomi, and Mayor Crowell
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	None

**8. ASSESSOR**

**8.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING THE ANNUAL TECHNOLOGY FUND REPORT FROM THE CARSON CITY ASSESSOR PER NRS 250.085.**

**8.B FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A REQUEST TO REMOVE THE TAXES AND PENALTIES FROM THE UNSECURED 2013/14, 2016/17, 2017/18 AND 2018/19 TAX ROLL PER NRS 361.5607 IN THE AMOUNT OF \$1,093.13.**

**8.C FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A PROPOSED PARTIAL REMOVAL OF THE FISCAL YEAR (FY) 2018, 2019 AND 2020 REAL PROPERTY TAXES FROM PARCEL NUMBER 004-055-02 (906 S. STEWART ST.) PER NRS 361.765**

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**AND 361.768 FOR A TOTAL OF \$1,189.95, ALONG WITH A REFUND TO BE ISSUED IN THE SAME AMOUNT.**

**9. CITY MANAGER**

**9.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION ON RATIFYING THE APPROVAL OF BILLS AND OTHER REQUESTS FOR PAYMENTS BY THE CITY MANAGER FOR THE PERIOD OF MAY 9, 2020 THROUGH JUNE 5, 2020.**

**10. FINANCE**

**10.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 JUNE 5, 2020, PER NRS 251.030 AND NRS 354.290.**

**11. PURCHASING AND CONTRACTS**

**11.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING THE AUTHORITY TO PURCHASE CATIONIC FLOCCULANT CHEMICAL FROM SOLENIS UTILIZING A JOINDER CONTRACT THROUGH THE CITY OF SAN LEANDRO, CA, FOR A NOT TO EXCEED ANNUAL AMOUNT OF \$120,000, TO BE EFFECTIVE JULY 1, 2020 THROUGH JUNE 30, 2024 (FILE NO. 20300023).**

**11.B FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A PROPOSED REQUEST FOR AUTHORITY TO PURCHASE SODIUM HYPOCHLORITE (BLEACH) UTILIZING JOINDER CONTRACT #150063-SK-A THROUGH NATIONAL IPA, FOR A NOT TO EXCEED AMOUNT OF \$200,000 THROUGH JANUARY 31, 2021 (FILE NO. 20300028).**

**11.C FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A PROPOSED INCREASE TO THE CURASCRIPT'S PURCHASE ORDER (PO) FROM \$44,808 TO A TOTAL AMOUNT NOT TO EXCEED \$65,000 FOR FISCAL YEAR 2020.**

**11.D FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A PROPOSED INCREASE TO MERCK'S PURCHASE ORDER (PO) FROM THE CURRENT AMOUNT OF \$44,900 TO A TOTAL AMOUNT NOT TO EXCEED \$60,000 FOR FISCAL YEAR 2020.**

**ORDINANCES, RESOLUTIONS, AND OTHER ITEMS**

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

No items were pulled from the Consent Agenda.

**13. PURCHASING AND CONTRACTS**

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**13.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A DETERMINATION THAT RENO TAHOE CONSTRUCTION, INC., IS THE LOWEST RESPONSIVE AND RESPONSIBLE BIDDER PURSUANT TO NRS CHAPTER 338 AND WHETHER TO AWARD CONTRACT NO. 19300183, RIVERVIEW LIFT STATION UPGRADES, TO RENO TAHOE CONSTRUCTION INC., FOR A TOTAL NOT TO EXCEED AMOUNT OF \$406,397.53.**

(8:49:19) – Mayor Crowell introduced the item. Purchasing and Contracts Administrator Carol Akers presented the agenda materials and recommended awarding the Riverview Lift Station Project contract for the not-to-exceed amount of \$406,397.53 to Tahoe Construction, Inc., as the lowest responsive and responsible bidder. Deputy Public Works Director Dan Stucky gave background on the Lift Station and noted that the system was based on outdated technology and had been difficult to maintain. He also cited Staff’s positive experiences with the contractor, noting their comfort level with the low bid. Mayor Crowell entertained comments and when none were forthcoming, a motion.

**(8:52:31) – Supervisor Giomi moved to award Contract No. 19300183 as presented. The motion was seconded by Supervisor Barrette.**

<b>RESULT:</b>	<b>APPROVED (5-0-0)</b>
<b>MOVER:</b>	Supervisor Giomi
<b>SECONDER:</b>	Supervisor Barrette
<b>AYES:</b>	Supervisors Giomi, Barrette, Bagwell, Bonkowski, and Mayor Crowell
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	None

**14. PUBLIC WORKS**

**14.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING PROPOSED AMENDMENTS TO THE INTERLOCAL COOPERATIVE AGREEMENT BETWEEN THE CARSON AREA METROPOLITAN PLANNING ORGANIZATION, THE CARSON CITY REGIONAL TRANSPORTATION COMMISSION (RTC), AND THE CARSON CITY BOARD OF SUPERVISORS TO CLARIFY THE AUTHORITY OF EACH AGENCY/ORGANIZATION.**

(8:52:48) – Mayor Crowell introduced the item. Transportation Manager Lucia Maloney gave background on the item and presented the agenda materials which are incorporated into the record. She noted that the proposed amendments to the Interlocal Agreement would clarify the responsibilities of the Carson Area Metropolitan Planning Organization (CAMPO), The Carson City Regional Transportation Commission (RTC) and the Carson City Board of Supervisors, calling it a “cleanup of some rules and responsibilities” recommended by Deputy District Attorney Todd Reese. Ms. Maloney also responded to clarifying questions by the Board. Mayor Crowell entertained a motion.

**(8:55:57) – Supervisor Bagwell moved to approve, and authorize the Mayor to sign, the amended agreement. The motion was seconded by Supervisor Barrette.**

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<b>RESULT:</b>	<b>APPROVED (5-0-0)</b>
<b>MOVER:</b>	Supervisor Bagwell
<b>SECONDER:</b>	Supervisor Barrette
<b>AYES:</b>	Supervisors Bagwell, Barrette, Bonkowski, Giomi, and Mayor Crowell
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	None

**15. FINANCE**

**15.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING PROPOSED INSURANCE AGREEMENTS WITH PUBLIC ENTITY PROPERTY INSURANCE PROGRAM (PEPIP) FOR PROPERTY INSURANCE (INCLUDING AUTOMOBILE PHYSICAL DAMAGE), BOILER AND MACHINERY, POLLUTION AND CYBER INSURANCE AT A TOTAL PREMIUM OF \$744,159; ARGONAUT INSURANCE COMPANY FOR EXCESS AUTO LIABILITY, GENERAL LIABILITY, EMPLOYMENT PRACTICES, ERRORS AND OMISSIONS AND LAW ENFORCEMENT LIABILITY COVERAGE AT A TOTAL PREMIUM OF \$349,211; GREAT AMERICAN INSURANCE GROUP FOR GOVERNMENT CRIME INSURANCE AT A TOTAL PREMIUM OF \$13,808; AND ILLINOIS UNION INSURANCE COMPANY FOR LANDFILL POLLUTION LEGAL LIABILITY INSURANCE AT A TOTAL PREMIUM OF \$14,214, FOR AN AGGREGATE TOTAL OF APPROXIMATELY \$1,121,392 FOR FISCAL YEAR (FY) 2021 TO BE PAID FROM THE INSURANCE FUND.**

(8:56:14) – Mayor Crowell introduced the item. Chief Financial Officer Sheri Russell referenced the Staff Report, incorporated into the record, and noted that this year’s increases were “relatively small for most of our insurance companies, with the exception of the Public Entity Property Insurance Program (PEPIP),” which had increased by 23 percent.

(8:57:37) – USI Insurance Services, LLC Vice President Brandon Lewis introduced himself and attributed the property insurance increases in general to “much higher property and catastrophe losses.” Mr. Lewis noted that “because Carson City has an excellent loss record, we have asked and included you on a priority list requesting any possible rate relief.” He also explained to Mayor Crowell that there were “a number of minor changes” in coverage to the property program and clearer exclusions for business interruption losses due to communicable diseases. Mr. Lewis thanked City Staff for their hard work in updating the City’s property schedule which resulted in approximately \$30,000 in savings. Ms. Russel confirmed that the amount had been budgeted. Supervisor Barrette noted that due to the decreased activity level in the City, the property losses should decrease as well. Mr. Lewis believed that an answer to the “request for relief” should be received by Monday, June 22, 2020. Mayor Crowell entertained additional discussion and when none were forthcoming, a motion.

**(9:07:36) – Supervisor Giomi moved to enter into the insurance agreements for fiscal year 2021 as presented. The motion was seconded by Supervisor Bonkowski.**

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<b>RESULT:</b>	<b>APPROVED (5-0-0)</b>
<b>MOVER:</b>	Supervisor Giomi
<b>SECONDER:</b>	Supervisor Bonkowski
<b>AYES:</b>	Supervisors Giomi, Bonkowski, Bagwell, Barrette, and Mayor Crowell
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	None

**15.B FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A PROPOSED RESOLUTION TO AUGMENT AND AMEND THE CARSON CITY FY 2019-20 BUDGET IN THE AMOUNT OF \$11,451,742.**

(9:08:07) – Mayor Crowell introduced the item. Ms. Russell presented the Staff Report, incorporated into the record and noted that this was the second and final budget augmentation for FY 2020 to ensure there are no budget violations as a result of unforeseen expenses. She reviewed the different funds, clarified each adjustment, and responded to clarifying questions. Mayor Crowell entertained a motion.

**(9:25:56) – Supervisor Bagwell moved to adopt Resolution No. 2020-R-16. The motion was seconded by Supervisor Giomi.**

<b>RESULT:</b>	<b>APPROVED (5-0-0)</b>
<b>MOVER:</b>	Supervisor Bagwell
<b>SECONDER:</b>	Supervisor Giomi
<b>AYES:</b>	Supervisors Bagwell, Giomi, Barrette, Bonkowski, and Mayor Crowell
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	None

**15.C FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A PROPOSED RESOLUTION FOR TEMPORARY INTERFUND LOANS FROM THE REGIONAL TRANSPORTATION FUND TO THE CARSON AREA METROPOLITAN PLANNING ORGANIZATION (CAMPO) FUND FOR AN AMOUNT NOT TO EXCEED \$60,000, AND FROM THE GENERAL FUND TO THE TRANSIT FUND FOR AN AMOUNT NOT TO EXCEED \$300,000.**

(9:26:28) – Ms. Russell presented the agenda materials and noted that the interfund loans may be necessary should the CAMPO Fund incur a cash shortage on June 30, 2020, until reimbursements are received from federal grant payments. Mayor Crowell entertained questions or comments and when none were forthcoming, a motion.

**(9:28:02) – Supervisor Bonkowski moved to adopt Resolution No. 2020-R-17. The motion was seconded by Supervisor Bagwell.**

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<b>RESULT:</b>	<b>APPROVED (5-0-0)</b>
<b>MOVER:</b>	Supervisor Bonkowski
<b>SECONDER:</b>	Supervisor Bagwell
<b>AYES:</b>	Supervisors Bonkowski, Bagwell, Barrette, Giomi, and Mayor Crowell
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	None

**16. RECESS AS THE BOARD OF SUPERVISORS**

(9:28:22) – Mayor Crowell recessed the Board of Supervisors meeting.

**REDEVELOPMENT AUTHORITY**

**17. CALL TO ORDER & ROLL CALL - REDEVELOPMENT AUTHORITY**

(9:28:38) – Chairperson Bagwell called the meeting to order. Roll was called and a quorum was present.

**18. PUBLIC COMMENT**

(9:29:02) – Chairperson Bagwell entertained public comments; however, none were forthcoming.

**19. FOR POSSIBLE ACTION: APPROVAL OF MINUTES - MAY 21, 2020**

(9:29:12) – Chairperson Bagwell introduced the item.

**(9:29:25) – Member Bonkowski moved to approve the minutes of the May 21, 2020 Redevelopment Authority meeting as presented. The motion was seconded by Vice Chair Giomi and carried 5-0-0.**

**20. COMMUNITY DEVELOPMENT - PLANNING**

**20.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION CONCERNING A RECOMMENDATION TO THE BOARD OF SUPERVISORS REGARDING THE EXPENDITURE OF \$1,580,427 FROM THE FY 2021 REDEVELOPMENT REVOLVING FUND TO SUPPORT VARIOUS EVENTS, INCENTIVES AND CAPITAL IMPROVEMENT PROJECTS AS INCLUDED IN THE FY 2021 REDEVELOPMENT BUDGET AND CAPITAL IMPROVEMENT PROGRAM.**

(9:29:44) – Chairperson Bagwell introduced the item. Community Development Director Lee Plemel presented the agenda materials and noted that \$25,000 had already been allocated to art and culture programs by the Board of Supervisors, with a recommendation from the Redevelopment Authority. Vice Chair Giomi received confirmation that the \$1,585,427 total in the Staff Report had been incorrect and should now read \$1,580,427. Member Bonkowski requested changing the fireworks line item to reflect the Labor Day Fireworks and not the

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Fourth of July Fireworks. Chairperson Bagwell was informed that the Carson City Culture and Tourism Authority (CTA) was still working on the installation pricing of the Kit Carson Trail markers and were awaiting grant funding from the State. CTA Executive Director David Peterson clarified that any additional costs not funded by Redevelopment would be covered by the CTA. There were no additional questions; therefore, Chairperson Bagwell entertained a motion.

**(9:40:46) – Vice Chair Giomi moved to recommend to the Board of Supervisors approval of the expenditures from the Fiscal Year 2021 Redevelopment Revolving Fund as presented with the noted changes regarding the fireworks. The motion was seconded by Member Bonkowski.**

<b>RESULT:</b>	<b>APPROVED (5-0-0)</b>
<b>MOVER:</b>	Vice Chair Giomi
<b>SECONDER:</b>	Member Bonkowski
<b>AYES:</b>	Members Giomi, Bonkowski, Barrette, Crowell, and Chairperson Bagwell
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	None

**21. PUBLIC COMMENT**

(9:21:24) – Chairperson Bagwell entertained final public comments; however, none were forthcoming.

**22. FOR POSSIBLE ACTION: TO ADJOURN AS THE REDEVELOPMENT AUTHORITY**

(9:42:20) – Chairperson Bagwell adjourned the Redevelopment Authority meeting at 9:42 a.m.

**23. RECONVENE BOARD OF SUPERVISORS**

(9:42:29) – Mayor Crowell reconvened the Board of Supervisors meeting. A quorum was still present.

**24. COMMUNITY DEVELOPMENT - PLANNING**

**24.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A PROPOSED RESOLUTION AUTHORIZING THE EXPENDITURE OF \$1,580,427 FROM THE FISCAL YEAR 2021 REDEVELOPMENT REVOLVING FUND TO SUPPORT VARIOUS EVENTS, INCENTIVES AND CAPITAL IMPROVEMENT PROJECTS AS AN EXPENSE INCIDENTAL TO THE CARRYING OUT OF THE REDEVELOPMENT PLAN.**

***PURSUANT TO NRS 279.628, THIS RESOLUTION MUST BE ADOPTED BY A TWO-THIRDS VOTE OF THE BOARD OF SUPERVISORS.***



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(9:42:35) – Mayor Crowell introduced the item and explained that all the discussion taken place during item 20.A [of the Redevelopment Authority Agenda] would be adopted by reference. There were no additional comments; therefore, Mayor Crowell entertained a motion.

**(9:43:33) – Supervisor Bonkowski moved to adopt Resolution No. 2020-R-18, incorporating the changes read into the record during the discussion of item 20.A. The motion was seconded by Supervisor Giomi.**

<b>RESULT:</b>	<b>APPROVED (5-0-0)</b>
<b>MOVER:</b>	Supervisor Bonkowski
<b>SECONDER:</b>	Supervisor Giomi
<b>AYES:</b>	Supervisors Bonkowski, Giomi, Bagwell, Barrette, and Mayor Crowell
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	None

**24.B FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION TO INTRODUCE, ON FIRST READING, AN ORDINANCE CHANGING THE ZONING FROM SINGLE FAMILY ONE ACRE (SF1A) TO SINGLE FAMILY 6,000 (SF6), ON PROPERTY LOCATED AT THE NORTHEAST CORNER OF SILVER SAGE DRIVE AND CLEARVIEW DRIVE, APN 009-124-03.**

(9:43:49) – Mayor Crowell introduced the item. Associate Planner Heather Ferris introduced the subject property and presented the Staff Report with accompanying photographs, all of which are incorporated into the record. She also noted that Staff had been able to make all three findings and that the Planning Commission had recommended the zoning change by a vote of 6-1-0. Ms. Ferris acknowledged the presence of applicant representative Susan Pansky and Development Engineer Steven Pottéy on the phone.

(9:53:01) – Mr. Pottéy addressed several concerns noted in public comments stating that minimum distance standards between domestic wells and septic systems are enforced by the City; however, “there are no minimum distances for detention or infiltration basins.” He also explained that the subdivision map had not yet been submitted; therefore, the impacts on the intersection were not yet known and would be addressed “at the tentative map” stage. Mr. Pottéy clarified that any traffic impact analysis must take into account any “entitled projects as well as projected growth in the area.” He added that any required mitigation will be addressed at the project level. Mayor Crowell inquired about “a buffer zoning along Center and Clearview [Drives]” and Mr. Pottéy believed that the largest impact would be to driveways accessing both streets.

(9:57:44) – Mr. Plemel clarified for Mayor Crowell that the zoning changes may have taken place during the Master Plan process in 2006 where land uses were evaluated, at which time surrounding property owners were notified of the changes. In response to a question regarding split zoning by Supervisor Bonkowski, Mr. Plemel explained that “it’s not against any policy or code to split zone this [property],” adding that such boundaries would be requested by the developer. Planning Manager Hope Sullivan addressed the second finding, compatibility, and offered to work with the applicant and return to the next meeting since “we do need to go back to a first reading [of the ordinance].” Supervisor Bonkowski expressed concern that there are horse properties to the east and south of the subject property, and wished to see a transition zone, compatible to the Master Plan designation,

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i.e. Single Family 12,000. Supervisor Giomi was in agreement with the suggestion made by Supervisor Bonkowski. Mayor Crowell was in favor of “creating a better transition zone” as well.

(10:10:22) – Applicant representative Susan Dorr-Pansky introduced herself and noted that the Single Family 21,000 zone represented low-density residential zoning; therefore, was “not an appropriate zone in this location.” She also believed that the current medium density residential zone provided “an adequate buffer,” adding that the parcel was not large and “to split zone that really puts a constraint on us from a design perspective.” She preferred addressing the compatibility element as part of the tentative map “and let us utilize the low density under the SF6 and if we need to cluster it as a part of the PUD (planned unit development) or a common open space subdivision, then we can certainly look at that.” Discussion ensued regarding mitigation between the higher density residences and more cars with equestrians, and Ms. Pansky offered to look at the “best ways to direct traffic to make it impactful,” through a deed restriction or disclosures, citing the Schulz Ranch project as an example. Supervisor Bagwell received confirmation from Ms. Ferris that larger lots may be part of the conditions of approval “if you can tie that mitigation back to one of the findings.” Ms. Sullivan clarified that the item before the Board today was a zoning map amendment; however, with no future development, a deed restriction is not being discussed. She also reminded the Board that in a past discussion regarding the Anderson Ranch development, having single-story homes on the perimeter of the development had been done voluntarily. Ms. Sullivan recommended continuing the item should the Board be concerned about compatibility. She also clarified for Supervisor Giomi that a Master Plan amendment must be initiated by the property owner or the Board of Supervisors. Mayor Crowell entertained additional comments or questions and when none were forthcoming, a motion to continue the item.

**(10:25:07) – Supervisor Bonkowski moved to continue this item and direct Staff to work with the applicant to address the concerns brought up on the record today and bring the item back at a future meeting. The motion was seconded by Supervisor Bagwell.** Supervisor Giomi was informed that the item did not have to be returned to the Planning Commission.

<b>RESULT:</b>	<b>APPROVED (5-0-0)</b>
<b>MOVER:</b>	Supervisor Bonkowski
<b>SECONDER:</b>	Supervisor Bagwell
<b>AYES:</b>	Supervisors Bonkowski, Bagwell, Barrette, Giomi, and Mayor Crowell
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	None

**24.C FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING THE ADOPTION OF BILL NO. 108, ON SECOND READING, AN ORDINANCE APPROVING THE FOURTH ADDENDUM TO A DEVELOPMENT AGREEMENT BETWEEN CARSON CITY AND SILVER OAK DEVELOPMENT COMPANY LIMITED PARTNERSHIP TO MODIFY ARTICLE 2.2 CLUSTER HOUSING OF THE SILVER OAK DEVELOPMENT AGREEMENT, AND PROVIDING OTHER MATTERS PROPERLY RELATED THERETO ON PROPERTIES ZONED SINGLE FAMILY 12,000 PLANNED UNIT DEVELOPMENT (SF-12 P), LOCATED ON THE SOUTH SIDE OF SILVER OAK DRIVE, EAST OF SIENA DRIVE AND RED LEAF DRIVE, AND A PARCEL LOCATED**

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**SOUTHWEST OF EAGLE VALLEY RANCH ROAD, AND FURTHER IDENTIFIED AS APNS 007-552-44, 007-552-38, 007-552-19 AND 007-552-41.**

(10:27:30) – Mayor Crowell introduced the item. Supervisor Bonkowski read into the record a prepared disclosure statement, advised of a disqualifying conflict of interest and that he would not participate in discussion and action on items 24.C and 24.D. Ms. Sullivan noted that there were no changes to Bill No. 108 on second reading. Mayor Crowell entertained a motion.

**(10:28:40) – Supervisor Bagwell moved to adopt Ordinance No. 2020-8. The motion was seconded by Supervisor Giomi.**

<b>RESULT:</b>	<b>APPROVED (4-0-1)</b>
<b>MOVER:</b>	Supervisor Bagwell
<b>SECONDER:</b>	Supervisor Giomi
<b>AYES:</b>	Supervisors Bagwell, Giomi, Barrette, and Mayor Crowell
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	Supervisor Bonkowski
<b>ABSENT:</b>	None

**24.D FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING THE ADOPTION OF BILL NO 109, ON SECOND READING, AN ORDINANCE AMENDING THE SILVER OAK PLANNED UNIT DEVELOPMENT SO AS TO EXPAND THE BOUNDARY OF BLOCK DD ON PROPERTY ZONED SINGLE FAMILY 12,000 PLANNED UNIT DEVELOPMENT LOCATED SOUTH OF SILVER OAK DRIVE AND EAST OF SIENA DRIVE, APNS 007-552-38 AND 007-552-41.**

(10:29:22) – Mayor Crowell introduced the item and noted the previously made disclosure by Supervisor Bonkowski. Ms. Sullivan indicated there were no changes to Bill No. 109 as well. Mayor Crowell entertained a motion.

**(10:30:05) – Supervisor Giomi moved to adopt Ordinance No. 2020-9. The motion was seconded by Supervisor Bagwell.**

<b>RESULT:</b>	<b>APPROVED (4-0-1)</b>
<b>MOVER:</b>	Supervisor Giomi
<b>SECONDER:</b>	Supervisor Bagwell
<b>AYES:</b>	Supervisors Giomi, Bagwell, Barrette, and Mayor Crowell
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	Supervisor Bonkowski
<b>ABSENT:</b>	None

**24.E FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING THE ADOPTION OF BILL NO 110, ON SECOND READING, AN ORDINANCE CHANGING THE ZONING**

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**FROM PUBLIC REGIONAL TO MULTI-FAMILY APARTMENT ON PROPERTY LOCATED AT 3410 BUTTI WAY, APN 010-037-04.**

(10:30:35) – Mayor Crowell introduced the item. Ms. Sullivan explained that this was the second reading of Bill No. 110 with no changes to the original request to rezone a portion of the subject property from Public Regional to Multi-Family Apartment. Mayor Crowell entertained a motion.

**(10:31:15) – Supervisor Bagwell moved to adopt Ordinance No. 2020-10. The motion was seconded by Supervisor Bonkowski.**

<b>RESULT:</b>	<b>APPROVED (5-0-0)</b>
<b>MOVER:</b>	Supervisor Bagwell
<b>SECONDER:</b>	Supervisor Bonkowski
<b>AYES:</b>	Supervisors Bagwell, Bonkowski, Barrette, Giomi, and Mayor Crowell
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	None

(10:31:41) – Mayor Crowell recessed the meeting.

(10:36:42) – Mayor Crowell reconvened the meeting. A quorum was still present.

**25. DISTRICT ATTORNEY**

**25.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING LITIGATION RELATING TO PROPOSED HEMP CULTIVATION ON CARSON CITY OPEN SPACE PROPERTY LOCATED AT 4900 CARSON RIVER ROAD AND AUTHORIZATION FOR THE DISTRICT ATTORNEY TO TAKE ALL LEGAL ACTION NECESSARY TO PROTECT THE RIGHTS AND BEST INTEREST OF THE CITY, INCLUDING, WITHOUT LIMITATION, THE PREPARATION AND FILING OF ANY COUNTERCLAIMS, ANY APPEAL IN THE EVENT OF AN ADVERSE JUDGMENT AND ALL NECESSARY LEGAL PAPERS.**

(10:36:45) – Mayor Crowell introduced the item. Carson City District Attorney Jason Woodbury gave background on the litigation relating to proposed hemp cultivation on Carson City Open Space property located at 4900 Carson River Road, by Tahoe Hemp, LLC. Mr. Woodbury recommended authorization from the Board to proceed with legal action to file any necessary counterclaims and to authorize the District Attorney’s Office “to take all required and appropriate legal actions to defend and prosecute the best interests of the City...including, specifically, the initiation of an appeal in the event there is an adverse judgement against the City.” Supervisor Bagwell was informed by Mr. Woodbury that the property was leased by the Jarrard family, adding that “the actions of Tahoe Hemp are the actions of Jarrard.” Supervisor Bonkowski commented that the actions of the Jarrard family were not well thought out. Supervisor Giomi expressed disappointment, because he believed the City had a “great relationship” with the Jarrard family. He also inquired about the resolution timeline and a

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potential resolution outside the court system and Mr. Woodbury noted that all proposals will be presented to this Board. There were no additional comments; therefore, Mayor Crowell entertained a motion.

**(10:48:52) – Supervisor Bagwell moved to authorize the District Attorney’s Office to take any and all legal action in its representation of the City in this litigation matter, including, without limitation, the filing of any counterclaims, the filing of any appeal in the event of an adverse judgment and the filing of all necessary legal papers.. The motion was seconded by Supervisor Bonkowski.**

<b>RESULT:</b>	<b>APPROVED (5-0-0)</b>
<b>MOVER:</b>	Supervisor Bagwell
<b>SECONDER:</b>	Supervisor Bonkowski
<b>AYES:</b>	Supervisors Bagwell, Bonkowski, Barrette, Giomi, and Mayor Crowell
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	None

**26. HUMAN RESOURCES**

**26.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING THE WORK PERFORMANCE OF NANCY PAULSON, CITY MANAGER, OVER THE PAST YEAR, INCLUDING THE DESIGNATION OF AN OVERALL PERFORMANCE RATING AND THE ADOPTION OF PERFORMANCE OBJECTIVES FOR FISCAL YEAR 2021.**

(10:50:10) – Mayor Crowell introduced the item. Human Resources Director Melanie Bruketta presented the agenda materials. She noted that City Manager was eligible for merit increases similar to those received by other unclassified employees; however, Ms. Paulson has volunteered to forgo any merit increase associated with her job performance rating. Ms. Bruketta invited Ms. Paulson to review the objectives she has accomplished this year.

(10:51:21) – Ms. Paulson thanked the Board for the opportunity, and acknowledged Deputy City Manager Stephanie Hicks and Staff, the department directors, and the elected officials for their dedication to the City and for their assistance. Ms. Paulson reviewed a PowerPoint presentation, incorporated into the record, that represented the City’s Objectives, Strategic Goals, and the Status of each one. Both Ms. Paulson and Ms. Hicks responded to clarifying questions by the Board.

(11:21:15) – Public Works Director Darren Schulz, Carson City Health and Human Services Director Nicki Aakers, Chief Financial Officer Sheri Russell, Carson City Fire Chief Sean Slamon, Acting Information Technology Director James Underwood, Assistant District Attorney Dan Yu, Court Administrator Max Cortes, Human Resources Director Melanie Bruketta, and the Board members praised Ms. Paulson’s leadership qualities, her work ethic, and her dedication to her job. Ms. Bruketta recommended a consensus on the rating to be received by Ms. Paulson. Mayor Crowell recommended a motion.

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**(11:41:36) – Supervisor Bagwell moved to designate the City Manager’s overall performance rating as “above expectations.” The motion was seconded by Supervisor Giomi.** Mayor Crowell thanked Ms. Paulson on behalf of the community and called for the vote.

<b>RESULT:</b>	<b>APPROVED (5-0-0)</b>
<b>MOVER:</b>	Supervisor Bagwell
<b>SECONDER:</b>	Supervisor Giomi
<b>AYES:</b>	Supervisors Bagwell, Giomi, Barrette, Bonkowski, and Mayor Crowell
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	None

(11:43:41) – The Board and Ms. Paulson reviewed proposed objectives and priorities for the next performance review period. Supervisors Giomi and Bonkowski wished to see reports on progress made on the Strategic Plan. Supervisor Giomi also wished to see continued efforts on pursuing COVID -19 related lost revenue and an orientation for newly elected Board members. Supervisor Barrette wished to see a more cohesive policy on code enforcement. Supervisor Bonkowski recommended removing two completed items from the list: 1) creating the South Carson Street Neighborhood Improvement District (NID), and 2) the opening of the Carson Rifle and Pistol Range. Supervisor Bagwell suggested a broader noticing and outreach process. Mayor Crowell entertained a motion.

**(11:54:00) – Mayor Crowell moved to approve the performance measures for the upcoming fiscal year, with the changes made in this meeting. The motion was seconded by Supervisor Giomi.** Mayor Crowell called for the vote.

<b>RESULT:</b>	<b>APPROVED (5-0-0)</b>
<b>MOVER:</b>	Mayor Crowell
<b>SECONDER:</b>	Supervisor Giomi
<b>AYES:</b>	Mayor Crowell, Supervisors Giomi, Bagwell, Barrette, and Bonkowski.
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	None

(11:54:32) – Ms. Paulson thanked everyone for their kind words which she valued more than any financial compensation.

**27. BOARD OF SUPERVISORS**

**27.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING DIRECTIVES AND RECOMMENDATIONS CONCERNING CARSON CITY DEPARTMENTAL AND STAFF FUNCTIONS AND FUNCTIONS IN CARSON CITY AS A CONSOLIDATED MUNICIPALITY IN RELATION TO THE EXERCISE OF EMERGENCY POWERS PURSUANT TO NRS CHAPTERS**

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#### **244 AND 414 AND CCMC CHAPTER 6.02 FOR THE PURPOSE OF ENSURING THE HEALTH, SAFETY AND WELFARE IN CARSON CITY IN RESPONSE TO THE GLOBAL CORONAVIRUS (COVID-19) PANDEMIC.**

(12:41:14) – Mayor Crowell introduced the item. Carson City Health and Human Services (CCHHS) Public Health Preparedness Manager Jeanne Freeman updated the Board on the latest developments noting that in many cases the infections had been from infected family members; however, she cited cases that had been discovered where residents “had picked it up from the community.” She also explained that many of the new cases by younger patients had been noted and stressed the importance of face coverings and social distancing. Ms. Freeman announced the hiring of two contact tracers funded by a federal grant. Mayor Crowell also emphasized the importance of facial coverings and social distancing.

(12:06:10) – CCHHS Director Nicki Aakers discusses the potential move from phase two into phase three which she believed could not happen without the use of face coverings and other preventative measures. She also thanked the Board for their support of CCHHS and their actions. Mayor Crowell offered any needed support to Ms. Aakers.

(12:10:01) – Supervisor Bagwell was informed by Ms. Russell that the \$10,000,000 CARES Act grant funds had not yet been received and that they would not be co-mingled with the General Fund dollars and reassured the Board the they will be appropriated fairly to the businesses that have experience lost revenue. Supervisor Giomi recommended ensuring non-profit agencies could receive some of the benefits as well. Supervisor Bagwell advised designing a program that is effective for Carson City by providing a comment period for businesses, non-profits, and the School District. Supervisors Giomi and Bagwell were also in favor of reconfiguring the meeting spaces to be effective. Supervisor Bonkowski wished to see the funds allocated to the City, School District and the hospital prioritized first, followed by non-profits and then by the businesses. Supervisor Bagwell clarified that the business expenses she was in favor of supporting were for COVID-19 mitigation and not to reimburse revenue losses. Supervisor Giomi wished to add assistance to businesses with personal protection equipment (PPE) as well, especially with the flu season around the corner. He was also in favor of seeing the public return to the public meetings.

#### **28. BOARD OF SUPERVISORS – NON-ACTION ITEMS**

(12:33:08) – Mayor Crowell introduced the item. Supervisor Bonkowski updated the Board on the Carson Water Subconservancy District meeting that he had attended with Supervisor Giomi, noting that the District had teamed with the Army Corps of Engineers to conduct an alluvial fan inundation study for flood mitigation in the gullies. Supervisor Giomi congratulated Mayor Elect Bagwell and wished to agendizing “options on how to fill [Supervisor Bagwell’s vacant] position.” He recommended filling the seat by means of a special election. Supervisor Barrette congratulated Mayor Elect Bagwell and Supervisor Elect Lisa Schuette. He also updated the Board on the Airport Authority’s efforts to address the instrument-approach night flight opportunities.

#### **FUTURE AGENDA ITEMS**

N/A

#### **STATUS REVIEW OF PROJECTS**

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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**

N/A

**STAFF COMMENTS AND STATUS REPORT**

N/A

**29. PUBLIC COMMENT**

(12:40:41) – Mayor Crowell entertained final public comments; however, none were forthcoming.

**30. FOR POSSIBLE ACTION: TO ADJOURN**

(12:41:02) – Mayor Crowell adjourned the meeting at 12:41 p.m.

The Minutes of the June 18, 2020 Carson City Board of Supervisors meeting are so approved this 16<sup>th</sup> day of July, 2020.

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ROBERT CROWELL, Mayor

ATTEST:

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AUBREY ROWLATT, Clerk - Recorder