

**CARSON CITY BOARD OF SUPERVISORS**

**Minutes of the July 16, 2020 Meeting**

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**DRAFT**

A regular meeting of the Carson City Board of Supervisors was scheduled for 8:30 a.m. on Thursday, July 16, 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  
Aubrey Rowlatt, Clerk-Recorder  
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**

(8:31:34) – Mayor Crowell called the meeting to order at 8:30 a.m. Ms. Rowlatt called roll and noted that a quorum was present. First Christian Church Pastor Michael Hurlbert provided the invocation. Supervisor Bagwell led the Pledge of Allegiance.

**5. PUBLIC COMMENT**

(8:33:35) – Mayor Crowell entertained public comments and acknowledged the public comments provided to the Board in writing. Ms. Paulson acknowledged receipt of written public comments from Maurice White regarding agenda item 21.A (downtown parking) and Angela Bullentini-Wolf regarding outdoor restaurant dining use permits. She also noted that the comments are posted on the City's website as part of this meeting's agenda materials and will be referenced in the minutes.

**6. FOR POSSIBLE ACTION: APPROVAL OF MINUTES – JUNE 18, 2020 AND JUNE 19, 2020**

(8:35:04) – Mayor Crowell introduced the item.

**(8:35:13) – Supervisor Bonkowski moved to approve the minutes of the June 18, 2020 and June 19, 2020 Board of Supervisors meetings as presented. Supervisor Barrette seconded the motion which carried 5-0-0.**

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

(8:35:32) – Mayor Crowell introduced the item and noted that item 30.D will be withdrawn from the agenda. He also considered the agenda adopted as published, with the exception of item 30.D.

**CONSENT AGENDA**

(8:36:08) – Mayor Crowell introduced the item and noted that items 10.A and 10.B will be pulled from the consent agenda for discussion. He also entertained requests to pull additional items from the agenda; however, none were forthcoming.

(8:36:46) – Supervisor Bonkowski moved to approve the Consent Agenda consisting of items 8 and 9. Supervisor Giomi seconded the motion.

<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

**8. CITY MANAGER**

**8.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 JUNE 6, 2020 THROUGH JULY 3, 2020.**

**9. FINANCE**

**9.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 JULY 6, 2020, PER NRS 251.030 AND NRS 354.290.**

**9.B FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION TO CERTIFY CHARGES, LEVY AND DIRECT THE TREASURER TO COLLECT SPECIAL ASSESSMENTS FOR FISCAL YEAR 2020-21 AS REQUESTED BY THE STATE ENGINEER OF THE STATE OF NEVADA, DEPARTMENT OF CONSERVATION AND NATURAL RESOURCES FOR THE EAGLE VALLEY GROUNDWATER BASIN (\$6,000) AND THE DAYTON VALLEY GROUNDWATER BASIN (\$1,500) AND TO FURTHER DIRECT THE CHIEF FINANCIAL OFFICER TO REMIT THE SPECIAL ASSESSMENT COLLECTIONS TO THE STATE.**

**10. PURCHASING AND CONTRACTS**

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**10.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING CONTRACT NO. 20300049, CARSON CITY SEWER PIPELINE CONDITION ASSESSMENT PHASE III, WITH KELLER ASSOCIATES INC., FOR A TOTAL NOT TO EXCEED AMOUNT OF \$200,000, TO BE FUNDED FROM THE WASTEWATER PROFESSIONAL SERVICES ACCOUNT AS APPROVED IN THE FY 2021 BUDGET.**

(8:37:06) – Mayor Crowell invited Purchasing and Contracts Administrator Carol Akers to the presentation table. Ms. Akers introduced the item and gave background on the project. Wastewater Utility Manager Andy Hummel presented the agenda materials, incorporated into the record, and responded to clarifying questions. Supervisor Bonkowski noted conflicting language between the opening paragraph and section 3.1 of the contract, and requested the following modification:

*3.1 This Contract shall be effective from August 3, 2020, subject to Carson City Board of Supervisors' approval (anticipated to be July 16, 2020) to June 30, 2021, unless sooner terminated by either party as specified in Section 7 (CONTRACT TERMINATION). The term of this contract begins on August 3, 2020 and ends on June 2021, unless sooner terminated by either party in accordance with Section 7 (CONTRACT TERMINATION).* Mayor Crowell entertained a motion.

(8:41:03) – Supervisor Bonkowski moved to approve the contract as presented with the change read into the record on section 3.1 (please see the preceding paragraph). The motion was seconded by Supervisor Barrette.

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

**10.B FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A JOINDER CONTRACT FOR EMPLOYEE MEDICAL SERVICES FROM ARC HEALTH & WELLNESS, THROUGH WASHOE COUNTY CONTRACT #3086-19 FOR AN AMOUNT NOT TO EXCEED \$85,000 ANNUALLY THROUGH JUNE 30, 2024 (FILE NO. 20300051), AND AUTHORIZATION FOR THE PURCHASING AND CONTRACTS ADMINISTRATOR TO EXTEND THE JOINDER CONTRACT WHEN THE WASHOE COUNTY CONTRACT IS RENEWED.**

(8:41:35) – Ms. Akers introduced the item and acknowledged the presence of Risk Management Coordinator Cecilia Meyer who would be able to provide further clarification to the Board if needed. Supervisor Bonkowski noted that he and Supervisor Bagwell found “some confusion on what the pricing is going to be during the [contract] extension period...we’re being asked to approve a fixed amount today for a price that we may not

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know.” He also recommended approving the contract only through the initial term. Mayor Crowell entertained a motion.

**(8:44:36) – Supervisor Bonkowski moved to approve the joinder contract through June 30, 2022. The motion was seconded by Supervisor Bagwell.**

<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

**ORDINANCES, RESOLUTIONS, AND OTHER ITEMS**

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

Please see the minutes of agenda items 10.A and 10.B.

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

(8:45:06) – Mayor Crowell recessed the Board of Supervisors meeting.

**REDEVELOPMENT AUTHORITY**

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

(8:45:23) – Chairperson Bagwell called the meeting to order. Roll was called and a quorum was present.

**14. PUBLIC COMMENT**

(8:45:50) – Chairperson Bagwell entertained public comments; however, none were forthcoming.

**15. FOR POSSIBLE ACTION: APPROVAL OF MINUTES – JUNE 18, 2020**

(8:46:01) – Chairperson Bagwell introduced the item and entertained changes or corrections.

**(8:46:08) – Member Bonkowski moved to approve the minutes of the June 18, 2020 Redevelopment Authority meeting as presented. The motion was seconded by Member Crowell and carried 5-0-0.**

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**16. CITY MANAGER**

**16.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING THE APPOINTMENT OF TWO MEMBERS TO THE CARSON CITY REDEVELOPMENT AUTHORITY CITIZENS COMMITTEE (RACC), ONE FOR THE POSITION OF BUSINESS OPERATOR OR PROPERTY OWNER FROM REDEVELOPMENT AREA 1 FOR A TERM EXPIRING JANUARY 2023, AND ONE FOR THE POSITION OF CITIZEN-AT-LARGE FOR A PARTIAL TERM EXPIRING IN JANUARY 2021.**

(8:45:25) – Chairperson Bagwell introduced the item. Ms. Paulson introduced applicant Katie Bawden for the Business Operator/Property Owner position from Redevelopment Area One. Ms. Bawden noted her incumbent status and called her past experience on the Redevelopment Authority Citizens Committee (RACC) “very enlightening”. She also responded to questions by the members and complemented the City for the enhancements made downtown and wished to serve another term on the RACC.

(8:53:24) – Applicant Gina Lopez-Hill presented her qualifications, including her current position as the Executive Director of the Brewery Arts Center, and responded to questions by the members. Ms. Lopez-Hill believed that communication with the community was key and recommended getting the messages through “within the silos” instead of relying on broader communication vehicles.

(9:03:08) – Chairperson Bagwell welcomed Applicant John Sullivan and explained the interview and decision-making process. Mr. Sullivan provided background information about himself and wished to see Carson City grow, describing himself as one who thinks out of the box, such as advocating for a truck stop in the City. He was also in favor of creating industrial and commercial development within the City.

(9:15:58) – Chairperson Bagwell entertained discussion. Mr. Yu informed Member Vice Chair Giomi that any of the three applicants may be considered for the Citizen-at-Large position because there were no such restrictions in the Carson City Municipal Code (CCMC) if the individuals were qualified for the position. Community Development Director Lee Plemel clarified that the City’s online application process allowed only one selection per applicant even if they had multiple qualifications. He also recommended revising the application.

(9:18:44) – Member Giomi noted the “great job” done by all three candidates and stated “while I appreciate Mr. Sullivan’s thoughts, and in fact share a lot of them relative to our development of industrial land and work at the Airport, I think that’s better focused to other committees.” Member Giomi recommended reappointing Ms. Bawden to the Business Operator position and appointing Ms. Lopez-Hill to the Citizen-at-Large vacancy. Member Bonkowski believed that Mr. Sullivan would find the Planning Commission or the Airport Authority more interesting, based on the earlier discussion and, was in agreement with Member Giomi’s recommendation. Member Crowell thanked all the applicants and stressed the importance of the advice provided by the committees and commissions to the Board of Supervisors. He was also in favor of reappointing Ms. Bawden and appointing Ms. Lopez-Hill. Member Barrette noted that he would agree with “the majority of the Board” and that he found Mr. Plemel’s explanation informative. Chairperson Bagwell noted that Carson City was fortunate to have engaged residents and noted the importance of the discussion on how to better communicate with residents. She also encouraged Mr. Sullivan to “keep watching for vacancies” on other committees or commissions and entertained a motion.

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**(9:23:17) – Member Giomi moved to appoint Katie Bawden to fill the vacancy for the Business Operator or Property Owner position from Redevelopment Area 1 for a term expiring January 2023, and Gina Lopez-Hill to fill the vacancy for the Citizen-at-Large position for a partial term expiring in January 2021. The motion was seconded by Member Bonkowski.**

<b>RESULT:</b>	<b>APPROVED (5-0-0)</b>
<b>MOVER:</b>	Member 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

**17. PUBLIC COMMENT**

(9:23:58) – Chairperson Bagwell entertained final public comments; however, none were forthcoming.

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

(9:24:10) – Chairperson Bagwell adjourned the Redevelopment Authority meeting at 9:24 a.m.

**19. RECONVENE BOARD OF SUPERVISORS**

(9:24:15) – Mayor Crowell reconvened the Board of Supervisors meeting. A quorum was still present.

**20. CITY MANAGER**

**20.A DISCUSSION ONLY: DISCUSSION AND PRESENTATION REGARDING THE WATER SUPPLY PICTURE FOR THE CARSON RIVER WATERSHED.**

(9:24:20) – Mayor Crowell introduced the item and welcomed Edwin James, General Manager of the Carson Water Subconservancy District. Mr. James noted that since the Board was familiar with “what’s going on in Carson City” he wished to present “what’s going on with your neighbors and what’s happening in the whole watershed.” He provided a PowerPoint presentation summarizing ground water levels throughout the Carson River Watershed, discussed municipal water use, addressed stream flow issues, and responded to clarifying questions. Mr. James informed the Board that they are searching for storage capacity opportunities while ensuring no contamination from nitrates or arsenic. Supervisor Giomi congratulated the Carson Water Subconservancy District and Mr. James for being nominated the California and Nevada Section of Floodplain Manager of the Year for 2020 by the California-Nevada Floodplain Managers’ Association. He also discussed the tradeoffs between water usage for growth versus for agriculture, especially in the Carson Valley area. Supervisor Barrette encourage “getting the word out” regarding water usage and availability. Supervisor Bagwell inquired about driving usage down and Mr. James believed that reducing the size of lawn provides the most savings; however, water saving

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plumbing and less use of reclaimed water were also factors. Supervisor Bonkowski was in favor of a low-impact development (LID) ordinance to implemented them in public works projects and Mr. James noted that they were working with City staff on a presentation “in the next couple of months.” He also informed Mayor Crowell that the United States Geological Survey (USGS) was studying the impact of climate change on the groundwater basins and that the Subconservancy District was monitoring it, especially Churchill County and the Truckee Canal. Mr. James also clarified for Mayor Crowell that domestic wells were not metered and that they were “entitled to two acre feet per year, per unit.” Mayor Crowell congratulated Mr. James on his award and was pleased to hear “we have good water management in this area.” He also thanked him for the presentation. This item was not agendized for action.

## 21. PUBLIC WORKS

### 21.A FOR DISCUSSION ONLY: DISCUSSION AND PRESENTATION ON THE 2019 CARSON CITY DOWNTOWN PARKING ANALYSIS.

(10:10:33) – Mayor Crowell introduced the item. Transportation Manager Lucia Maloney provided background and noted that even though the project was funded by the RTC, the Community Development Department had led the effort to define the study area and the trends in the Downtown Area. She also invited Community Development Director Lee Plemel to present the agenda Materials, incorporated into the record.

(10:12:03) – Mr. Plemel reviewed the study titled *2019 Carson City Downtown Parking Analysis Final Report*, a study conducted by LSC Transportation Consultants, Inc. and incorporated into the record, and concluded that there was sufficient parking in the downtown area, comprising 1,400 public (and private lots that allow public parking) and street parking. He also responded to clarifying questions by the Commissioners. Discussion ensued regarding the all-day parking on the east side of City Hall, and Mr. Plemel explained that “employees do work in the area and need a place to park,” and this will avoid employees moving their cars every two hours. In response to a question by Mayor Crowell, Ms. Maloney noted that she had received fewer complaints on the parking issues east of Carson Street, she explained that she had not received complaints about insufficient signage in the past year either.

(10:29:04) – Supervisor Barrette was informed that parking enforcement was being conducted and that the enforcement officer was in contact with businesses downtown. Supervisor Giomi noted that the “legislative lot is a great resource” for parking, especially when the legislature is not in session. He also recommended focusing enforcement on the areas with the most parking violations. Discussion ensued regarding parallel parking on Carson Street and Mr. Plemel noted that the spaces were designed for quick in and out of the spaces and Supervisor Giomi found the parking space markings confusing. Supervisor Bonkowski inquired about the impact of 20-minute parking and Mr. Plemel noted his reluctance to expand it, adding that a discussion was warranted. Supervisor Bagwell wished to extend the discussion to the current restaurant takeout model which would benefit from the 20-minute parking. It was agreed to have this discussion in the Regional Transportation Commission meeting first. This item was not agendized for discussion.

(10:48:46) – Mayor Crowell recessed the meeting.

(11:00:20) – Mayor Crowell reconvened the meeting. A quorum was still present.

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**22. PURCHASING AND CONTRACTS**

**22.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A DETERMINATION THAT ASPEN DEVELOPERS CORP. IS THE LOWEST RESPONSIVE AND RESPONSIBLE BIDDER PURSUANT TO NRS CHAPTER 338, AND WHETHER TO AWARD CONTRACT NO. 20300026, TELEGRAPH STREET RECONSTRUCTION PROJECT, TO ASPEN DEVELOPERS CORP., FOR A TOTAL NOT TO EXCEED AMOUNT OF \$610,500.**

(11:00:25) – Mayor Crowell invited Ms. Akers to introduce the item after which Public Works Director Darren Schulz provided background information and noted the multiple sources funding the project. He noted the much needed reconstruction and repairs including those to the underground utilities, adding that the end result will “blend in” with that section of Carson Street. Mr. Schulz clarified for Supervisor Bonkowski that the benches had not been included in the bid because they City could procure and install them for half the price. Discussion ensued regarding benches with or without the center arm to prevent from sleeping on them, and Supervisor Bonkowski recommended addressing the issue on whether shorter benches or center arms would be utilized. Supervisor Giomi was informed that the completion date was planned for Nevada Day. Mayor Crowell entertained a motion.

**(11:05:48) – Supervisor Bagwell moved to approve the contract as presented. 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

**22.B FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING FISCAL YEAR (FY) 2021 TEMPORARY STAFFING SERVICES VIA JOINDER CONTRACTS THROUGH THE STATE OF NEVADA WITH MARATHON STAFFING GROUP, INC., MANPOWER, ACRO SERVICE CORPORATION AND TALENT FRAMEWORK, LLC, FOR AN ANNUAL AMOUNT OF \$717,946 WITH A \$282,054 CONTINGENCY FOR A TOTAL NOT TO EXCEED AMOUNT OF \$1,000,000, TO BE FUNDED FROM VARIOUS CITY DEPARTMENT’S/ELECTED OFFICE’S HOURLY AND PROJECT ACCOUNTS (FILE NO 20300051).**

(11:06:04) – Mayor Crowell introduced the item. Ms. Akers presented the Staff Report. There were no Board questions or comments. Mayor Crowell entertained a motion.

**(11:07:08) – Supervisor Bonkowski moved to approve the joinder contract as presented. 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

**22.C FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING CONTRACT NO. 20300059, CITY PHONE SYSTEM IMPLEMENTATION WITH CONVERGEONE, INC. FOR AN AMOUNT NOT TO EXCEED \$21,056, AND CORRESPONDING SOLUTION SUMMARIES FOR THE PURCHASE OF HARDWARE, SOFTWARE, SUPPORT, AND IMPLEMENTATION SERVICES THROUGH CONVERGEONE, INC., TO REPLACE THE CITY'S VOICE OVER IP BOARD OF SUPERVISORS PAGE 6 JULY 16, 2020 (VOIP) TELEPHONE SYSTEM IN THE SEPARATE NOT TO EXCEED AMOUNTS OF \$250,031.22 (FORTIVOICE) AND \$20,615 (FORTINET REMOTE RESOURCE SERVICE), WITH A REMAINING CONTINGENCY, FOR A TOTAL AGGREGATE AMOUNT NOT TO EXCEED \$300,000 TO BE FUNDED AS APPROVED IN THE FY 2021 CAPITAL IMPROVEMENT PLAN.**

(11:07:19) – Mayor Crowell introduced the item. Ms. Akers presented the Staff Report and noted that the item included the purchase of the hardware and software plus implementation and support services. Acting Chief Information Officer James Underwood reviewed a PowerPoint presentation, incorporated into the record, and showed examples of the current and proposed phones which would be used to convert the City's current telephone system to a Voice Over Internet Protocol (VoIP)-based phone system. Mr. Underwood and Systems Administrator Tyler Saylor compared the cost of ownership of upgrading the current telephone system to purchasing the proposed system and concluded that replacing all 650 was more cost effective. Mr. Underwood noted that the new system would not require specialized support skills and provides built-in diagnostics and reporting, 25-50 percent lower handset costs (depending on the hardware), and \$87,843.08 in savings over five years.

(11:12:56) – Supervisor Bonkowski commended the Information Technology (IT) Department on the “kind of research and data that I'd like to see to help me make a decision up here.” He was also pleased to see that the “right sized” equipment would be purchased from a better vendor. Supervisor Giomi called the approach by IT “spot-on” and was informed by Mr. Saylor that the new system was able to broadcast City-wide messages and had the capability of creating a 911 profile to map the location and notify the front desk of the emergency. Supervisor Barrette was in agreement with the comments made by Supervisors Bonkowski and Giomi and was informed that the recording feature would be available for customer service type lines (at a department's discretion) which notify the caller that the line is being recorded within the guidelines of available legislation. Mr. Saylor also clarified that callers may have an option to opt out of being recorded. Mr. Underwood confirmed for Supervisor Giomi that the new phones would provide softphone capabilities, allowing calls over the Internet using a computer without dedicated phone hardware. There were no additional comments; therefore, Mayor Crowell entertained a motion.

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**(11:28:57) – Supervisor Bonkowski moved to approve Contract No. 20300059 as presented. The motion was seconded by Supervisor Bagwell.**

<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

(11:29:23) – Mayor Crowell stated that should the morning portion of the Board meeting extend past noon, the Board of Health meeting will start at 1:15 p.m. instead of 1:00 p.m.

**23. PARKS AND RECREATION**

**23.A PRESENTATION OF A PROCLAMATION FOR PARKS AND RECREATION MONTH.**

(11:30:20) – Mayor Crowell introduced the item and acknowledged the presence of Jennifer Budge, Parks and Recreation Director in the audience. He also read a proclamation, incorporated into the record, proclaiming July 2020 Parks and Recreation Month and thanked the Parks and Recreation Department for doing “a good job.” Supervisor Bagwell provided anecdotal information regarding observing the community at Mills Park during lunch, while practicing social distancing and enjoying the renovations to the tennis and pickleball courts.

**23.B FOR DISCUSSION ONLY: DISCUSSION AND PRESENTATION REGARDING THE OPEN SPACE ADVISORY COMMITTEE 2019 ANNUAL REPORT.**

(11:35:25) – Mayor Crowell introduced the item and welcomed Open Space Manager Lyndsey Boyer and Open Space Advisory Committee (OSAC) Chair Bruce Scott. At Mayor Crowell’s request, Ms. Boyer provided background on herself as a University of Nevada Reno (UNR) graduate in Wildlife and Ecology Conservation and stated she was previously the City’s Natural Resources Specialist. She also introduced Alan Welch, OSAC Vice Chair.

(11:37:03) – Ms. Boyer referenced the OSAC 2019 Annual Report, incorporated into the record, and highlighted several items such as the receipt of 15 grants (for over \$1,000,000), the Fifth Street Trail Improvement Project, the Prison Hill improvements, and the most recent acquisitions.

(11:38:45) – Mr. Scott thanked the Board for their support of Open Space and acknowledged the collaboration with the Public Works Department. He also discussed the progress made on the trail systems, the pending acquisitions of open space land and easements, and the off-highway vehicle (OHV) trails. Ms. Boyer provided additional update on the Carson River Trails Project to Supervisor Bagwell and noted the Nevada Day completion

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date. Supervisor Bagwell recommended marking the trail clearly to note that it was for non-motorized access only. Mr. Welch also thanked the Board for their support. This item was agendaized for discussion only.

**24. FINANCE**

**24.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING PROJECTS IN THE FISCAL YEAR (FY) 2020 CAPITAL IMPROVEMENTS PLAN THAT WERE APPROVED DURING THE PRIOR YEAR BUDGET PROCESS BUT WERE DELAYED DUE TO THE COVID-19 PANDEMIC.**

(1:46:12) – Mayor Crowell introduced the item. Carson City Chief Financial Officer Sheri Russell thanked the Board for their foresight to delay FY 2020 Capital Projects due to the COVID-19 pandemic. She referenced the Staff Report and the projects that were placed on hold, both of which are incorporated into the record, and recommended the release of those funds. However, Ms. Russell recommended waiting until final numbers for FY 2020 have been obtained before returning to the Board with supplemental requests or capital for FY 2021. Supervisor Bonkowski expressed concern over the FY 2021 budget and believed in preparing for a “severe recession.” Supervisor Bagwell wished to expand on the project detail to better inform the public and Ms. Russell recommended proceeding with the projects that have already incurred design costs such as the Lone Mountain Cemetery irrigation system, and the Landfill’s Public Waste Transfer Pad which, according to Ms. Paulson, had exceeded its useful life. Mayor Crowell entertained additional questions or comments and when none were forthcoming, a motion.

**(11:53:27) – Supervisor Giomi moved to reinstate those delayed capital projects from the 2020 Capital Improvement Plan as discussed today. The motion was seconded by Supervisor Bagwell. Mayor Crowell entertained discussion.**

(11:53:55) – Supervisor Barrette cautioned against upcoming inflation and recommended “if something needs to be done now, and we can afford to do it, it’s the time to do it.”

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

**25. BOARD OF SUPERVISORS – NON-ACTION ITEMS**

(11:55:21) – Mayor Crowell introduced the item. Supervisor Bonkowski recommended finding a better way to dispose of surplus City property and including the public, instead of utilizing outside auction companies operating in remote locations. He cited “the old iron fencing” removed from the downtown area and the City’s old gaslights that were auctioned off as batches. Ms. Paulson noted that the Public Works Department had been aware of

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several members of the public interested in the fencing and had provided them with the auction information. Supervisor Barrette updated the Board on the previous evening's Airport Authority meeting and the grants that they had or would receive. He also highlighted water conservation in light of increasing water rates.

**FUTURE AGENDA ITEMS**

N/A

**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**

N/A

**STAFF COMMENTS AND STATUS REPORT**

N/A

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

(11:59:40) – Mayor Crowell recessed the Board of Supervisors meeting and noted that the Board of Health will convene at 1:15 p.m.

**-- LUNCH BREAK - RETURN 1:00 P.M. [NOW 1:15 p.m.] --**

**BOARD OF HEALTH**

**27. CALL TO ORDER & ROLL CALL - BOARD OF HEALTH**

(1:17:20) – Chairperson Susan Pintar called the Board of Health meeting to order. Roll was called and a quorum was present. Board Member and Carson City Sheriff Ken Furlong participated via WebEx.

**28. PUBLIC COMMENT**

(1:19:19) – Chairperson Pintar entertained public comments; however, none were forthcoming.

**29. FOR POSSIBLE ACTION: APPROVAL OF MINUTES - DECEMBER 19, 2019**

(1:19:24) – Chairperson Pintar introduced the item and entertained comments, corrections, or a motion.

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**(1:19:29) – Member Bonkowski moved to approve the minutes of the December 19, 2019 Board of Health meeting minutes. The motion was seconded by Member Barrette and carried 7-0-0.**

**30. HEALTH AND HUMAN SERVICES**

**30.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A PROPOSED ACCEPTANCE OF THE HEALTH OFFICER'S REPORT.**

(1:19:42) – Chairperson Pintar introduced the item and provided a summary of health activities beyond the COVID-19 pandemic. She stated that the Sexual Assault Response Team had had the same amount of sexual assaults and was on target to have the same numbers as last year. She also noted that the domestic violence and vaccination numbers had decreased, which she attributed to the “stay in place” directive and the fear of seeking help during the pandemic, which she feared could remain low.

(1:22:14) – Carson City Health and Human Services (CCHHS) Clinical Services Manager Roni Galas stressed that all Carson City School District children must be vaccinated by the first day of school, otherwise they will not be able to attend school, regardless of the mode of school including virtual learning. Ms. Galas believed that outbreaks of preventable diseases such as whooping cough could create a burden on the already-stressed healthcare system. She wished to inform the public that the Health Department is open every Thursday for vaccines, and will be extending their hours from August 3, 2020 through August 17, 2020 to Monday through Friday for vaccines and for regular services. Ms. Galas encouraged the public to call the Health Department ahead instead of walking in at (775) 887-2195 for an appointment or to contact their health provider. She also noted that no one would be turned away if they can’t afford their services and explained that the Nevada Immunization Portal at <https://izrecord.nv.gov> would be able to provide parents with a list of their children’s immunization records in Nevada or receive help via email.

(1:28:45) – Chairperson Pintar noted that most medical offices were separating the appointments by having dedicated hours for sick kids or adults. Member Bagwell inquired about outdoor and drive through vaccinations and was informed that keeping as many as 14 vaccines per child would be “daunting” adding that a single vaccine would be easier to administer in a drive through situation. Chairperson Pintar entertained additional comments or questions and when none were forthcoming, a motion.

**(1:30:33) – Member Giomi moved to accept the Health Officer’s report as presented. The motion was seconded by Member Barrette. Motion carried 7-0-0.**

<b>RESULT:</b>	<b>APPROVED (7-0-0)</b>
<b>MOVER:</b>	Member Giomi
<b>SECONDER:</b>	Member Barrette
<b>AYES:</b>	Members Giomi, Barrette, Bagwell, Bonkowski, Crowell, Furlong, and Chairperson Pintar
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	None

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**30.B FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A PROPOSED ACCEPTANCE OF THE REPORT OF THE CARSON CITY HEALTH AND HUMAN SERVICES (CCHHS) DIRECTOR.**

(1:31:01) – Chairperson Pintar introduced the item. CCHHS Director Nicki Aaker presented her report and provided the Board of Health Calendar, incorporated into the agenda materials. Ms. Aaker introduced Azucena Ledezma Rubio as the new Public Health Project (Tobacco) Coordinator. Ms. Rubio introduced herself and provided a brief summary of her upcoming activities. Ms. Aaker updated the Board on the SB263 grant for \$120,655 to hire contract employees for next 17 months; however, she expected cuts in the grant which will fund programs such as increased education to reduce e-cigarette use among the youth.

(1:37:26) – Ms. Aaker announced that the Department’s reaccreditation timeline had been extended; however, they were still working towards the goal of submitting all documentation by April 2021. She also provided an update on the Department’s COVID-19 activities taking place in conjunction with the multi-agency coordinating group that oversees the activities which includes the Quad-County emergency response managers. Ms. Aaker stated that beginning July 25, 2020 the call center will not be operating on Saturdays due to decreased weekend calls. She also noted that a total of 16,383 individuals had been tested to date in the Quad-County region, 7,784 of them having been tested by CCHHS. She added that 3,778 persons had been tested through community-based testing and 714 asymptomatic tests had also been administered. Ms. Aaker also stated that office space needs would also be discussed later on during this meeting.

(1:42:28) – CCHHS Epidemiologist Dustin Boothe explained that to date there had been 479 positive cases in the Quad-County region (230 in Carson City) with 47 percent being contact cases; however, over 50 percent were non-contact cases. Mr. Boothe noted “the seven-day [Quad-County] moving average” was about 10 cases per day (six cases per day in Carson City), whereas a month ago it averaged to four cases per day (two cases in Carson City). In response to a question by Member Crowell, Mr. Boothe noted that the raw test data and the positivity rate are not known because they are provided by different sources, some electronically and some manually (paper format) causing reporting delays. Member Crowell recommended receiving that information as soon as possible. Chairperson Pintar clarified that the State has a lag of two weeks and believed the case rate has doubled in the past month.

(1:47:59) – Vice Chair Giomi was informed that the issue is the paper-based feed coming from some labs, and that the electronic data is “very raw”. He also suggested hiring additional personnel through COVID-19 grant funding to the City to crunch the data faster. Member Bagwell noted that there is an overall percentage that can be reported and Chairperson Pintar recommended clarifying that the positivity rate that can be reported would come from the tests conducted by CCHHS. Discussion ensued regarding the difference in results between Carson City and Clark County and Member Crowell believed that if the rate information is not communicated, people would fill the information gap with their own data. He also recommended communicating through the local media by offering certain tidbits such as washing masks and other helpful hints.

(1:57:12) – Ms. Aaker also noted that a request was placed to the State for assistance in “contacting contacts” and informed Member Bonkowski that they had hired similar individuals through grants; however, they needed additional resources. Ms. Aaker confirmed for Member Bagwell that each case requires 20 contacts to be traced; however, according to Chairperson Pintar, there were additional nuances such as the time span of the contact and

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how soon the test was conducted. Ms. Aaker stressed the importance of not attending large gatherings. Discussion ensued regarding the volume of tests inundating the labs and the time required to receive the results and Member Crowell recommended communicating the importance of self-quarantine when exposed. Vice Chair Giomi stressed that when one is not feeling well, that person should stay home until their test results have been received. Ms. Aaker also reviewed the CCHHS meeting calendar, incorporated into the record. Member Bonkowski advised appointing two new members to the Stewardship Advisory Group as he and Member Barrette would not be seeking reelection and would not be able to serve on the Group next year. There were no additional comments; therefore, Chairperson Pintar entertained a motion.

**(2:10:18) – Member Bagwell moved to accept Carson City Health and Human Services Director’s Report with direction provided to Staff. The motion was seconded by Member Barrette. Motion carried 7-0-0.**

<b>RESULT:</b>	<b>APPROVED (7-0-0)</b>
<b>MOVER:</b>	Member Bagwell
<b>SECONDER:</b>	Member Barrette
<b>AYES:</b>	Members Bagwell, Barrette, Bonkowski, Crowell, Furlong, Giomi, and Chairperson Pintar
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	None

**30.C FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A PROPOSED ACCEPTANCE OF THE CARSON CITY HEALTH AND HUMAN SERVICES DEPARTMENT'S (CCHHS) 2019 ANNUAL REPORT.**

(2:10:10) – Chairperson Pintar introduced the item. Ms. Aaker presented the proposed CCHHS 2019 Annual Report and responded to clarifying questions. Members Bagwell and Giomi recommended adding vaping data to the Tobacco Control and Prevention section. Member Bagwell also wished to see comparisons to the previous year’s data. Member Bonkowski inquired whether personal payments will be counted as uninsured patient payments and Member Giomi noted that the three categories should be insured, uninsured, and self-paid. Discussion ensued regarding restaurant health inspections and Member Bonkowski recommended finding out why Douglas County had “almost double” the violations of Carson City. Chairperson Pintar entertained additional comments, and when none were forthcoming, a motion.

**(2:35:36) – Member Giomi moved to accept the 2019 Annual Report with the changes read into the record by the Board of Health members. The motion was seconded by Member Barrette. Motion carried 7-0-0.**

<b>RESULT:</b>	<b>APPROVED (7-0-0)</b>
<b>MOVER:</b>	Member Giomi
<b>SECONDER:</b>	Member Barrette
<b>AYES:</b>	Members Giomi, Barrette, Bagwell, Bonkowski, Crowell, Furlong, and Chairperson Pintar
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	None

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(2:36:18) – Ms. Aaker noted that she would provide hard copies to the Board and also make the report available digitally.

**30.D FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A PROPOSED APPROVAL OF CARSON CITY HEALTH AND HUMAN SERVICES' (CCHHS) REVISED STRATEGIC PLAN.**

(2:36:25) – Chairperson Pintar noted that this item will be pulled from the agenda, as noted in the minutes of agenda item 7.

**30.E FOR DISCUSSION ONLY: DISCUSSION AND PRESENTATION REGARDING THE FORENSIC ASSESSMENT SERVICES TRIAGE TEAM (FASTT), INCLUDING AN OVERVIEW OF THE COMPOSITION OF THE TEAM AND ITS OBJECTIVES AND PERFORMANCE MEASUREMENTS.**

(2:36:30) – Chairperson Pintar introduced the item. CCHHS Human Services Division Manager Mary Jane Ostrander gave background and presented the Staff Report and a PowerPoint presentation titled *Forensic Assessment Services Triage Team (FAST)*, both of which are incorporated into the record. She also acknowledged team members Faith Barber and CCHHS Community Health Worker and Life Coach Erika Lera. Ms. Barber reviewed the intake forms and process, incorporated into the PowerPoint presentation, and responded to clarifying questions. Ms. Ostrander presented the *Performance Measures* indicators and also responded to the Board's inquiries. Member Bagwell was informed that the referral forms are given to inmates within the first seven days and noted that specialty courts prefer to see the assessments. Ms. Ostrander noted that the ideal situation would be to have a FAST team member full time working daily with the inmates. Member Bonkowski inquired about the methodology used for the goals and Ms. Ostrander explained that the numbers are used by "the best practices model" and believed they can be achievable should the FAST team have daily access to the inmates. Member Bonkowski expressed frustration that the industry standard best practices cannot be met because of funding or staffing. Ms. Ostrander noted that the Community Development Block Grant had been used to pay for Ms. Barber's work.

(3:12:12) – Member Giomi preferred adding the initial questions to the form at the time of booking by the Sheriff's Office and provided to the FAST team for follow up. Ms. Barber cited the example of an individual who had advocated for himself and had changed his life with the help of the program. Carson City Sheriff Ken Furlong explained that "the FAST program is one small piece of this entire program and response we have here in Carson City." He also noted that they do look at the returning inmates and evaluate issues such as mental health; however, they cannot force treatment on those who refuse it. Sheriff Furlong noted that the COVID-19 pandemic had escalated the number of people who had gone into "severe crisis," resulting in greater need of services and use of force. Member Bagwell noted that there were not enough data points to determine which services provide the best triage. Sheriff Furlong noted that the FAST team deals with individuals who could not be diverted "away from the justice system" while the Mobile Outreach and Safety Team (MOST) provided "boots on the ground," working face-to-face with clients and was most effective. He also noted that during the COVID-19 "crisis" many officers were diverted to the MOST program. He believed "jails are not the answer, services are." Chairperson Pintar thanked Ms. Ostrander and noted that this item was not agendaized for action.



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**31. PUBLIC COMMENT**

(3:30:12) – Chairperson Pintar entertained public comments; however, none were forthcoming. Ms. Aaker provided personal information regarding her dealings with a family member in Wyoming, noting that it would have been easier had she been provided with support such as the equivalent of a MOST team. She believed that the program helps family members in addition to helping individuals.

**32. FOR POSSIBLE ACTION: TO ADJOURN AS THE BOARD OF HEALTH**

(3:31:35) – Chairperson Pintar adjourned the Board of Health meeting at 3:31 p.m.

**33. RECONVENE THE BOARD OF SUPERVISORS**

(3:49:23) – Mayor Crowell reconvened the Board of Supervisors meeting. A quorum was still present.

**34. HEALTH & HUMAN SERVICES**

**34.A FOR DISCUSSION ONLY: DISCUSSION AND PRESENTATION OF THE INTENDED USE OF THE EPIDEMIOLOGY LABORATORY CAPACITY (ELC) GRANT IN THE AMOUNT OF \$372,277 RECEIVED BY THE CARSON CITY HEALTH AND HUMAN SERVICES DEPARTMENT (CCHHS) FROM THE STATE OF NEVADA, DEPARTMENT OF PUBLIC AND BEHAVIORAL HEALTH, ORIGINATING FROM THE CENTERS FOR DISEASE CONTROL AND PREVENTION (CDC) ELC CARES PROGRAM.**

(3:50:14) – Mayor Crowell introduced the item. Ms. Aaker presented the Staff Report, incorporated into the record, and noted that CCHHS had received emergency grant funding in the amount of \$372,277, passed through the State of Nevada, Department of Public and Behavioral Health. She explained that the funds will be used for personnel, office space, and operating expenses, adding that the grant did not require a match. This item was not agendaized for action.

**34.B FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING PROPOSED REVISIONS TO THE GUIDELINES AND STANDARDS OF THE HUMAN SERVICES DIVISION OF THE CARSON CITY HEALTH AND HUMAN SERVICES DEPARTMENT (CCHHS), INCLUDING A PROPOSED FEE INCREASE FROM \$550 TO \$650 AS THE BOARD OF SUPERVISORS PAGE 9 JULY 16, 2020 AMOUNT TO BE PAID TO FUNERAL HOMES FOR EACH INDIGENT CREMATION OR BURIAL SERVICE.**

(3:51:36) – Mayor Crowell introduced the item. Discussion ensued regarding receipt of public comment after the start of the meeting and Ms. Aaker recommended continuing this item at a later date. Mayor Crowell entertained a motion to table the item.

**(3:56:11) – Supervisor Giomi moved to postpone agenda item 34.B. The motion was seconded by Supervisor Barrette.** Mayor Crowell clarified that the item will be reagendaized for the next regular Board meeting and called for the vote.

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<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

**34.C FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A ONE-YEAR LEASE AGREEMENT BETWEEN CARSON CITY AND SIERRA MEDICAL COMPLEX, LIMITED PARTNERSHIP, TO LEASE OFFICE SPACE FOR THE CARSON CITY HEALTH AND HUMAN SERVICES DEPARTMENT'S (CCHHS) COVID-19 RESPONSE TEAM, EFFECTIVE ON JULY 16, 2020 THROUGH JUNE 30, 2021 IN THE AMOUNT OF \$2,025 PER MONTH, FOR AN AGGREGATE AMOUNT OF \$24,300.**

(3:56:32) – Mayor Crowell introduced the item. Ms. Aaker presented the Staff Report, incorporated into the record, and referenced the lease which was provided as late material. She explained that the additional office space would house the new hires who will manage the COVID-19 response and that grant funds would be used to pay for the expanded office space. Mayor Crowell entertained comments and when none were forthcoming, a motion.

**(3:58:40) – Supervisor Bonkowski moved to approve the lease as presented as late material. Supervisor Giomi seconded the motion.**

<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

**35. BOARD OF SUPERVISORS**

**35.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 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.**

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(3:59:25) – Mayor Crowell introduced the item and invited Ms. Paulson to provide the latest updates. Ms. Paulson stated that at 12:45 p.m. that afternoon an email had been received from the Nevada Association of Counties (NACO) forwarding to the counties Nevada Specific COVID-19 Response and Recovery Information from the White House. This information is incorporated into the agenda materials as late material. Mr. Yu acknowledged receipt of the information as well and clarified that the City could have more restrictive guidelines than the Governor’s directive, but could not be less restrictive. He interpreted the email as “a request for local government bodies to provide input...probably for data compilation purposes.” Mr. Yu also clarified for members of the public that “this City and this Board has not implemented anything that deviates from what the emergency directives contain.

(4:06:04) – Supervisor Bonkowski recommended that the Board continue implementing the policies they have already stated. He also believed that any policy changes or directives should be communicated directly by the Governor’s Office. Supervisor Bagwell clarified that the City should follow the Governor’s directive. Mayor Crowell entertained a motion.

**(4:10:50) – Supervisor Bagwell moved to respond to the NACO questionnaire on the White House Request for Information stating that this Board will Follow the Governor’s Directives. Supervisor Barrette seconded the motion.**

<b>RESULT:</b>	<b>APPROVED (5-0-0)</b>
<b>MOVER:</b>	Supervisor Bagwell
<b>SECONDE:</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

(4:11:02) – Mayor Crowell was glad the request had arrived on the day of the Board meeting so that the Board would act on the request. He also noted that should a special meeting be needed the following week, the Board may need to meet.

(4:13:17) – Mr. Plemel gave background and reviewed the late material document titled *Guidelines for Temporary Outdoor Restaurants and Retail Business Operations*. He also proposed a temporary encroachment permit for outdoor dining and outlined the revocation process should the conditions be violated. Supervisor Bonkowski recommended having the temporary occupancy permit be signed by the applicant. Mr. Plemel stated that they would work with businesses to create “temporary loading zones” as well. Supervisor Bonkowski recommended not using numbers because “the rules are changing daily” referring to the directives that are changing. Discussion ensued and Mr. Yu confirmed that the District Attorney’s Office will provide interpretation of directives as needed and clarified that the encroachment permit was “a temporary framework for outdoor dining and outdoor retail sales. That does not in any way otherwise negate the validity of the ordinance provisions currently on the books for the Carson City Municipal Code [Chapter] 11.35.” Supervisor Bonkowski received confirmation from Mr. Yu that an ordinance was not necessary. Mayor Crowell entertained a motion.

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(4:51:02) – Supervisor Bonkowski moved to approve the guidelines handed out as Late Material and titled *Guidelines for Temporary Outdoor Restaurants and Retail Business Operations*, including adding the disclosure stating that the applicant for the Temporary Occupancy Permit understands that this is, in fact, temporary and can be revoked and is signed. Supervisor Giomi seconded the motion. Supervisor Barrette emphasized the importance of masks and encouraged everyone to stay home. Mayor Crowell called for the vote.

<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

(4:53:17) – Mayor Crowell asked Ms. Aaker “are we doing all that is necessary for the protection of our City?” Ms. Aaker explained that the most recent surge in COVID-19 cases were the result of Independence Day parties. She wished to get the message out regarding preventative measures and to follow the isolation guidelines when tested. Ms. Aaker noted that CCHHS was “following the Governor’s directives at this point.”

(4:59:34) – Ms. Paulson referenced the Late Material which included information from the Governor’s Finance Office regarding Carson City’s funding allocation from the Coronavirus Relief Fund (part of the CARES Act) and noted that the City can expect a maximum allocation of \$10.2 million and with an initial 50 percent up front payment of \$5.1 million. The second half of the funds will be provided on a reimbursement basis or upon providing a detailed spending proposal.

(5:01:35) – Ms. Russell provided the Board a list of estimates from the community on their funding needs including the Carson City School District and the Carson Tahoe Hospital. She also noted her plans to reach out to additional organizations for needs such as Personal Protection Equipment. Ms. Russell understood the funding need of every project; however, since \$1 million would be set aside for non-profit organizations, she wanted to ensure that every non-profit organization is provided with the same funding opportunity. Discussion ensued regarding the Boys and Girls Club and Ms. Russell noted that they had applied for funding from the Community Development Block Grant funds. In response to Supervisor Barrette’s comment regarding Masks, Ms. Paulson clarified that her office had provided the Carson City Chamber of Commerce signs regarding face coverings to be used in local business establishments. Ms. Russell clarified that a motion was not necessary at this time.

**36. PUBLIC COMMENT**

(5:14:19) – Mayor Crowell entertained final public comments; however, none were forthcoming.

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

(5:14:36) – Mayor Crowell adjourned the meeting at 5:14 p.m.

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The Minutes of the July 16, 2020 Carson City Board of Supervisors meeting are so approved on this 20<sup>th</sup> day of August, 2020.

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ROBERT CROWELL, Mayor

ATTEST:

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AUBREY ROWLATT, Clerk - Recorder