

**CARSON CITY BOARD OF SUPERVISORS**

**Minutes of the November 5, 2020 Meeting**

**Page 1**

**DRAFT**

A regular meeting of the Carson City Board of Supervisors was scheduled for 8:30 a.m. on Thursday, November 5, 2020 in the Community Center Bob Boldrick Theater, 851 East William Street, Carson City, Nevada.

**PRESENT:**

Acting Mayor Brad Bonkowski  
Supervisor Stacey Giomi, Ward 1  
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**

(8:32:26) – Acting Mayor Bonkowski called the meeting to order at 8:32 a.m. Ms. Warren called roll and noted that a quorum was present. Acting Mayor Bonkowski read the *Notice to The Public*, incorporated into the agenda, stating that public comment will be heard at the beginning and at the end of the Board meeting, as agendized. He also instructed the public to send their comments to [publiccomment@carson.org](mailto:publiccomment@carson.org) before 3:00 p.m. the day before Board meetings. Calvary Chapel Senior Pastor Pat Propster provided the invocation and led the Pledge of Allegiance.

**5. PUBLIC COMMENT**

(8:36:45) – Acting Mayor Bonkowski entertained public comments; however, none were forthcoming.

**6. FOR POSSIBLE ACTION: APPROVAL OF MINUTES – OCTOBER 1, 2020**

(8:36:55) – Acting Mayor Bonkowski introduced the item and entertained changes, corrections, and/or a motion.

**(8:37:05) – Supervisor Bagwell moved to approve the minutes of the October 1, 2020 Board of Supervisors meeting as presented. Supervisor Barrette seconded the motion which carried 4-0-0.**

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

**CARSON CITY BOARD OF SUPERVISORS**

**Minutes of the November 5, 2020 Meeting**

**Page 2**

**DRAFT**

(8:37:24) – Acting Mayor Bonkowski introduced the item. Ms. Paulson and the Supervisors indicated they had no changes to the agenda. Acting Mayor Bonkowski considered the agenda adopted as published.

**CONSENT AGENDA**

(8:37:42) – Acting Mayor Bonkowski introduced the item. No items were requested for discussion by the Board. Acting Mayor Bonkowski entertained a motion.

**(8:38:01) – Supervisor Bagwell moved to approve the Consent Agenda as published. Supervisor Barrette seconded the motion.**

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

**8. CITY MANAGER**

**8.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING THE APPOINTMENT OF TWO MEMBERS TO THE AIRPORT AUTHORITY TO FILL THE "MANUFACTURER" AND "FIXED BASE OPERATOR" POSITIONS, EACH FOR A TERM ENDING IN OCTOBER, 2024.**

**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 OCTOBER 22, 2020, PER NRS 251.030 AND NRS 354.290.**

**10. PURCHASING AND CONTRACTS**

**10.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A PROPOSED CURASCRIPT'S PURCHASE ORDER (PO) TO PURCHASE THE PHARMACEUTICAL DRUG NEXPLANON, FOR A TOTAL AMOUNT NOT TO EXCEED \$55,860 FOR FISCAL YEAR (FY) 2021.**

**10.B FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A PROPOSED INCREASE TO HENRY SCHEIN'S PURCHASE ORDER (PO 21200243) FOR THE PURCHASE OF PERSONAL PROTECTIVE EQUIPMENT (PPE) AND OTHER SUPPLIES IN**

**CARSON CITY BOARD OF SUPERVISORS**

**Minutes of the November 5, 2020 Meeting**

**Page 3**

**DRAFT**

**RESPONSE TO COVID-19, FROM THE CURRENT AMOUNT OF \$44,000 TO A NEW TOTAL AMOUNT NOT TO EXCEED \$65,000 FOR FISCAL YEAR (FY) 2021.**

**10.C FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A PROPOSED INCREASE TO MCKESSON MEDICAL'S PURCHASE ORDER (PO 21200247) FOR THE PURCHASE OF PERSONAL PROTECTIVE EQUIPMENT (PPE) AND OTHER SUPPLIES IN RESPONSE TO COVID-19, FROM THE CURRENT AMOUNT OF \$49,998.96 TO A NEW TOTAL AMOUNT NOT TO EXCEED \$110,000 FOR FISCAL YEAR (FY) 2021.**

**ORDINANCES, RESOLUTIONS, AND OTHER ITEMS**

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

No items were pulled from the Consent Agenda.

**12. CARSON CITY AIRPORT AUTHORITY**

**12.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING AUTHORIZATION OF A PROPOSED LEASE ASSIGNMENT BETWEEN STERLING AIR, LTD (ASSIGNOR) AND CARSON TAHOE EXECUTIVE, LLC (ASSIGNEE) FOR THE ASSIGNEE TO ASSUME AN EXISTING GROUND LEASE.**

(8:38:25) – Acting Mayor Bonkowski introduced the item. Carson City Airport Manager Ken Moen, attending via WebEx, provided background and noted that seller Steve Lewis, owner of Sterling Air, Ltd. was also attending virtually and would respond to clarifying questions. Mr. Moen indicated that the Airport Authority had approved the sale of Sterling Air assets to Jeff Pickett, the sole member of Carson Tahoe Executive, LLC at its October 21, 2020 meeting. Mr. Lewis believed “the people that will follow me are really going to bring this side of the Airport into the 21<sup>st</sup> Century...It will really become an economic engine for our community.” Supervisor Barrette thanked Mr. Lewis for serving the community for over 45 years. Acting Mayor Bonkowski entertained a motion.

**(8:41:15) – Supervisor Bagwell moved to authorize the ground lease assignment. Supervisor Barrette seconded the motion.**

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

**13. FINANCE**

**CARSON CITY BOARD OF SUPERVISORS**

**Minutes of the November 5, 2020 Meeting**

**Page 4**

**DRAFT**

**13.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A PROPOSED RESOLUTION FOR A TEMPORARY INTERFUND LOAN IN THE AMOUNT OF \$1,392,400.80 FROM THE GENERAL FUND TO THE GRANT FUND.**

(8:41:35) – Acting Mayor Bonkowski introduced the item. Deputy Chief Financial Officer Pamala Ganger gave background, presented the Staff Report, which is incorporated into the record, and responded to clarifying questions. Supervisor Bagwell was informed that this was a short-term loan to allow the City “to remain in compliance with the Budget Act.” Acting Mayor Bonkowski entertained a motion.

**(8:43:48) – Supervisor Bagwell moved to adopt Resolution 2020-R-21. Supervisor Giomi seconded the motion.**

<b>RESULT:</b>	<b>APPROVED (4-0-0)</b>
<b>MOVER:</b>	Supervisor Bagwell
<b>SECONDER:</b>	Supervisor Giomi
<b>AYES:</b>	Supervisors Bagwell, Giomi, Barrette, and Acting Mayor Bonkowski
<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 A TIERED RESIDENTIAL STORMWATER USER FEE FOR THE STORMWATER UTILITY AND CREATION OF A UTILITY RATE FEE SCHEDULE FOR THE WATER, WASTEWATER, AND STORMWATER UTILITIES.**

(8:44:14) – Acting Mayor Bonkowski introduced the item. Wastewater Utility Manager Andy Hummel provided background, referenced in the Staff Report, and reviewed a PowerPoint presentation titled *Stormwater Rate Adjustment - Tiered Residential Rate Option*, incorporated into the record. Mr. Hummel noted that Staff was requesting direction on the proposed residential tiered stormwater rate structure and the utility rate fee schedule outlined in the presentation. He also responded to clarifying questions by the Supervisors. Public Works Director Darren Schulz informed the Board that a Business Impact Statement was underway and would be presented to the Board as a next step, along with the First and Second Readings of an ordinance to amend Title 12 of the Carson City Municipal Code (CCMC).

(8:57:17) – Supervisor Bagwell thanked the public for their comments, and thanked Staff for coming up with the tiered rate options. She was informed that detached garages will be taken into consideration when calculating the Tiered Residential Rates option. Mr. Hummel clarified that “stormwater is a little different than a water or wastewater-type situation where until a property develops, we really don’t know what that impact is going to be, but through the engineering and design process, and the permitting process, they are also required to offset that. So, the impact to our existing system should be pretty minimal.” Supervisor Giomi was also in favor of the Tiered Residential Rates structure and recommended a one-stop, well-thought-out rate structure whether it pertains to

**CARSON CITY BOARD OF SUPERVISORS**

**Minutes of the November 5, 2020 Meeting**

**Page 5**

**DRAFT**

Parks and Recreation, the Sheriff’s Office, and other departments. He also wished to ensure enough public input was received as part of the process. Mr. Yu explained “the idea of incorporating a rate structure by a reference and an ordinance would actually make it easier in the future for codification.” Supervisor Barrette spoke in favor of transparency and complimented Staff on the provided options. Acting Mayor Bonkowski thanked Staff for the Tiered Rate Structure option and believed it provided fair equity. He also entertained additional comments and when none were forthcoming, a motion.

**(9:07:48) – Supervisor Bagwell moved to direct staff to include a tiered residential stormwater rate structure and a utility rate fee schedule when developing the proposal to change user fees for the water, wastewater, and stormwater utilities. Supervisor Barrette seconded the motion.**

(9:08:15) – Acting Mayor Bonkowski believed that this action will take “a huge leap” towards having a comprehensive storm drainage system, and provide the funding to build one.

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

**14.B FOR DISCUSSION ONLY: DISCUSSION AND PRESENTATION ON THE SUMMARY REPORTS FOR THE CARSON CITY FACILITY CONDITION ASSESSMENT AND RESERVE STUDY.**

(9:09:43) – Acting Mayor Bonkowski introduced the item. Public Works Deputy Director Dan Stucky gave background, noting that 149 buildings were assessed as part of the City’s Asset Management Program, and invited Faithful + Gould, Inc.’s Technical Director Dean Leonard to review “all that data rolled up into an executive level report for the entire City’s portfolio.”

(9:13:20) – Mr. Leonard commended Carson City for its proactive approach to asset management and gave background on concerns raised by different municipalities regarding strategic funding decisions. He also reviewed the aforementioned report, incorporated into the record, and responded to clarifying questions. Acting Mayor Bonkowski reminded everyone that “these reports are simply tools that contain data...[that] we can use as a resource guide.” Supervisor Bagwell received clarification that the projected [over] \$59 million total capital needs over a 10-year study period “are at current net present value.” Acting Mayor Bonkowski called the data great and recommended doing “our future planning both on the budget side and on the facilities side to make this work for us.” He also recommended a funding discussion.

(9:56:36) – Supervisor Barrette was in favor of funding on-going deferred maintenance and “to find a methodology that works.” Supervisor Bagwell noted that since the sales tax was outperforming the projection model this fiscal year “we should take the excess dollars, or as much as we can and push it this year to [this]

**CARSON CITY BOARD OF SUPERVISORS**  
**Minutes of the November 5, 2020 Meeting**  
**Page 6**

**DRAFT**

program...as a boost.” Supervisor Giomi recommended prioritizing the assets before allocating any spending and believed “there will be a whole host of things that are going to break before their life cycle comes up.” Acting Mayor Bonkowski reminded the Board that deferring maintenance had not helped the City’s facilities and budget in the past and believed this program could “circumvent deferred maintenance by building a stable funding source into the budget based off a reserve and facility condition assessment studies.” He suggested holding an additional amount in reserves “to have the stability from year to year” as a next step to avoid depending solely on the Break-Fix Account. Mr. Stucky stated that the final report (or a link) will be posted on the Public Works page of the City’s website. Acting Mayor Bonkowski thanked Mr. Leonard for the data. This item was not agendized for action.

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

(10:05:01) – Acting Mayor Bonkowski recessed the Board of Supervisors meeting at 10:05 a.m.

**REDEVELOPMENT AUTHORITY**

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

(10:05:26) – Chairperson Bagwell called the meeting to order and noted the presence of all members.

**17. PUBLIC COMMENT**

(10:05:37) – Chairperson Bagwell entertained public comments; however, none were forthcoming.

**18. FOR POSSIBLE ACTION: APPROVAL OF MINUTES - JULY 2, 2020 AND JULY 16, 2020**

(10:05:45) – Chairperson Bagwell introduced the item and noted for the record that “the minutes of July 2, 2020 were not approved within the 45-day statutory requirement or the next public meeting” due to public noticing requirements for the July 16, 2020 meeting date; and therefore were not completed on time for “good cause.” She also entertained a motion.

**(10:06:28) – Member Bonkowski moved to approve the minutes of the July 2, 2020 Redevelopment Authority meeting, with a correction to the approval date on the signature page. The motion was seconded by Member Barrette and carried 4-0-0.**

**(10:06:52) – Member Bonkowski moved to approve the minutes of the July 16, 2020 Redevelopment Authority meeting as presented. The motion was seconded by Member Barrette and carried 4-0-0.**

**19. COMMUNITY DEVELOPMENT**

**19.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A RECOMMENDATION TO THE BOARD OF SUPERVISORS CONCERNING THE EXPENDITURE OF \$430,000 FOR THE DESIGN AND CONSTRUCTION OF THE 3RD STREET PARKING LOT REHABILITATION PROJECT, LOCATED AT 202 S. CURRY STREET.**

**CARSON CITY BOARD OF SUPERVISORS**

**Minutes of the November 5, 2020 Meeting**

**Page 7**

**DRAFT**

(10:07:14) – Chairperson Bagwell introduced the item. Community Development Director Lee Plemel provided background via WebEx and noted that Mr. Stucky was present to answer questions about the project. In response to a question by Vice Chair Giomi, Mr. Stucky referenced the parking lot reconfiguration plans, incorporated into the record, and noted that they were in discussions with the Farmers Market management regarding the “short window” based on the winter weather, and that “they may shift into another site at least for a little while.” Mr. Plemel clarified that the McFadden Plaza shade structure project had been referred to the Redevelopment Authority Citizens Committee (RACC) and had been discussed at their last meeting “for next year’s Redevelopment budget.” Member Barrette reported a concern from the RACC that the Board of Supervisors had preempted their decision, and that he had assured them that it had been a recommendation for them to evaluate as a project and not a decision. Chairperson Bagwell entertained a motion.

**(10:12:45) – Member Bonkowski moved to recommend to the Board of Supervisors approval of the expenditure of \$430,000 for the 3rd Street parking lot rehabilitation project. Member Barrette seconded the motion.**

<b>RESULT:</b>	<b>APPROVED (4-0-0)</b>
<b>MOVER:</b>	Member Bonkowski
<b>SECONDER:</b>	Member Barrette
<b>AYES:</b>	Chairperson Bagwell, Vice Chair Giomi, Members Barrette, and Bonkowski
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	None

**20. PUBLIC COMMENT**

(10:13:10) – Chairperson Bagwell entertained final public comments; however, none were forthcoming.

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

(10:13:18) – Chairperson Bagwell adjourned the Redevelopment Authority meeting.

**22. RECONVENE THE BOARD OF SUPERVISORS**

(10:13:25) – Acting Mayor Bonkowski recessed the meeting at 10:13 and reconvened the Board of Supervisors meeting at 10:35 a.m.

**23. COMMUNITY DEVELOPMENT - PLANNING**

**23.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING THE ADOPTION OF A PROPOSED RESOLUTION AUTHORIZING THE EXPENDITURE OF \$430,000 FOR THE DESIGN AND CONSTRUCTION OF THE 3RD STREET PARKING LOT REHABILITATION PROJECT, LOCATED AT 202 S. CURRY STREET, AS AN EXPENSE INCIDENTAL TO THE CARRYING OUT OF THE REDEVELOPMENT PLAN.**

**CARSON CITY BOARD OF SUPERVISORS**

**Minutes of the November 5, 2020 Meeting**

**DRAFT**

(10:35:24) – Acting Mayor Bonkowski introduced the item and noted that the previous discussion by the Redevelopment Authority (item 19.A) will be incorporated into this item. He also entertained additional discussion and when none was forthcoming, a motion.

**(8:43:48) – Supervisor Bagwell moved to adopt Resolution 2020-R-22. Supervisor Giomi seconded the motion.** Acting Mayor Bonkowski noted that [pursuant to NRS 279.628] this resolution must be adopted by a two-thirds vote of the Board of Supervisors, and called for the vote.

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

**23.B FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A FINAL SUBDIVISION MAP KNOWN AS ARBOR VILLAS PHASE 2 FOR THE CREATION OF 92 RESIDENTIAL LOTS AND COMMON AREA ON PROPERTY ZONED MULTI-FAMILY APARTMENT (MFA), LOCATED ON THE NORTH SIDE OF LITTLE LANE, APN 004-021-16.**

(10:37:12) – Acting Mayor Bonkowski introduced the item. Planning Manager Hope Sullivan gave background and presented the Staff Report and attachments which are incorporated into the record. She also acknowledged the virtual presence of Spencer Fellows and David Kitchen of Manhard Consulting. Acting Mayor Bonkowski entertained comments or questions and when none were forthcoming, a motion.

**(10:39:07) – Supervisor Giomi moved to approve the Final Subdivision Map known as Arbor Villas Phase 2 based on the finding that it fully complies with all of the conditions of approval of Tentative Subdivision Map TSM-16-023. The motion was seconded by Supervisor Bagwell.**

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

**23.C FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING THE ADOPTION OF BILL NO. 114, ON SECOND READING, AN ORDINANCE AUTHORIZING THE CULTIVATION OF HEMP IN CERTAIN USE DISTRICTS AND ESTABLISHING GENERAL STANDARDS FOR HEMP CULTIVATION FACILITIES.**



**CARSON CITY BOARD OF SUPERVISORS**

**Minutes of the November 5, 2020 Meeting**

**Page 9**

**DRAFT**

(10:39:33) – Acting Mayor Bonkowski introduced the item. Ms. Sullivan gave background and noted that Mr. Plemel had also joined via WebEx to respond to questions. Supervisor Giomi was informed that there were a few modifications by the District Attorney’s Office [based on the discussion during the first reading]. Acting Mayor Bonkowski entertained a motion.

**(10:40:34) – Supervisor Bagwell moved to adopt Ordinance No. 2020-14. The motion was seconded by Supervisor Giomi.**

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

**24. PARKS AND RECREATION**

**24.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING PROPOSED AMENDMENTS TO THE OPEN SPACE ADVISORY COMMITTEE ("OSAC") BYLAWS.**

(10:40:55) – Acting Mayor Bonkowski introduced the item. Open Space Manager Lyndsey Boyer presented the Staff Report. Parks and Recreation Director Jennifer Budge noted receiving the two comments below:

*9- (Quorum) b. To be considered an approval motion, a vote of a simple majority of the Committee present shall be required, unless a two-thirds (2/3) vote is required for the action. ~~Except as otherwise required by law, a majority vote carries a motion.~~*

*12-(Parliamentary Authority) - a. The **current** manual of parliamentary procedure Roberts Rules of Order shall apply any time a matter under consideration is not covered by these bylaws.*

Ms. Budge also requested the following change to be approved by the Board.

*10 – (Conduct of the Meetings) - c. ~~Committee meetings shall not take place without a representative of the Parks and Recreation Department present.~~*

Mr. Yu clarified that the presence of Staff was not a requirement but “this provision is tucked in the bylaws, to have Staff there as liaison;” however, it was not a statutory requirement. Supervisors Giomi and Bagwell preferred leaving item 10-c as is. Acting Mayor Bonkowski entertained a motion.

**(10:45:17) – Supervisor Giomi moved to approve the proposed amendments to the Bylaws as presented with the changes read into the record to 9-b (deleting the last sentence) and 12-a (adding the word current), and keeping 10-c in the final version. The motion was seconded by Supervisor Barrette.**

**CARSON CITY BOARD OF SUPERVISORS**

**Minutes of the November 5, 2020 Meeting**

**Page 10**

**DRAFT**

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

**24.B FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A PROPOSAL TO RENAME THE “SIERRA ROOM” OF THE CARSON CITY COMMUNITY CENTER AS THE “ROBERT ‘BOB’ CROWELL BOARD ROOM” AND THE MULTIPURPOSE ATHLETIC CENTER AS THE “ROBERT ‘BOB’ CROWELL MULTIPURPOSE ATHLETIC CENTER.”**

(10:45:58) – Acting Mayor Bonkowski introduced the item. Ms. Budge provided background and referenced the Staff Report and proposed resolution, both of which are incorporated into the record. Supervisor Barrette referenced the public comments (also incorporated into the record) regarding the shortened version of the name; however, Acting Mayor Bonkowski noted that other correspondence, including one from Susan Crowell, that supported the names as presented. He also acknowledged the late Mayor’s great support of the Quality of Life in Carson City and entertained a motion.

(10:47:50) – Supervisor Bagwell moved to rename the "Sierra Room" of the Carson City Community Center the "Robert 'Bob' Crowell Board Room" and the Multipurpose Athletic Center the “Robert 'Bob' Crowell Multipurpose Athletic Center." The motion was seconded by Supervisor Giomi.

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

**24.C FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING THE PARKS, RECREATION AND OPEN SPACE DEPARTMENT (“DEPARTMENT”) FEE POLICY AND SCHEDULE TO BECOME EFFECTIVE UPON APPROVAL FOR NEW FEES, ON JANUARY 1, 2021 FOR SPORTS FIELD USAGE AND TOURNAMENT FEES AND ON JUNE 1, 2021 FOR FACILITY AND PROGRAM FEES, AND REGARDING THE PROPOSED REPEAL OF RESOLUTION NO. 2009-R-6 AND ALL PREVIOUS RESOLUTIONS ESTABLISHING OR ADMINISTERING FEES PERTAINING TO THE DEPARTMENT, INCLUDING CEMETERY OPERATIONS.**

**CARSON CITY BOARD OF SUPERVISORS**  
**Minutes of the November 5, 2020 Meeting**  
**Page 11**

**DRAFT**

(10:48:34) – Acting Mayor Bonkowski introduced the item. Ms. Budge presented the Staff Report, the accompanying PowerPoint presentation and proposed fee schedule, and responded to clarifying questions. She also addressed Supervisor Giomi’s request, noting this was the first step to standardize the City’s fees and policies.

(10:56:45) – Recreation Superintendent Dan Earp presented the fee schedule, also incorporated into the record, and highlighted the major changes. He also responded to clarifying questions. Ms. Budge read into the record the following changes requested by the Board that would be incorporated in the final document.

- *In Section 2.0 (Definitions), a blank line will be inserted after each definition.*
- *Section 3.4 (Special Interest Groups) will be removed as it is already incorporated in Section 4.3.*
- *In the Proposed Fee Schedule, Aquatic Facility, Youth (Ages 4-17) 3 Month Membership (Residents Only) should read \$99.*
- *In the Proposed Fee Schedule, Aquatic Facility, Family (4 Individuals) Annual Membership (Residents Only) the Proposed Base Fee should read \$794.*
- *In the Multi-Purpose Athletic Center (MAC) Facility Rentals section, all N.D. designations should be replaced by actual percentages.*
- *In the Community Center/Theater Rental section, it should be noted that the lobby space is included with all theater rentals. However, a fee to rent the lobby space only is also available.*
- *Sierra Room references will be Changed to the Robert “Bob” Crowell Board Room.*
- *In the Sports Fields/Sports Tournaments section, the Endorsed Holding Deposit (non-refundable, if cancelled) should remain at \$200.*
- *Special Event Vendor Food and Liquor Fees have been imported from the Carson City Municipal Code (CCMC) as a reference and will be updated if changes are made to the CCMC.*
- *A clarification should note that the Fuji Park Commercial Kitchen is included in all Exhibit Hall rentals (and that it will be priced at the same rate as the one in the Community Center).*
- *In the Prison Hill Recreation Area/Motorized Use section, the spelling of the word Participant will be corrected.*
- *In the Silver Saddle Ranch/ Historic Complex the Proposed Fee Plus 10 Percent Versus Current: should read 450 percent and not 83 percent.*
- *A line item should be added to the MAC section stating that those assisting individuals with disabilities will be admitted free of charge.*
- *In Section 5.2 (Cooperative Agreements) the Boys and Girls Club will be added (for the MAC).*

(11:17:12) – Supervisor Bagwell thanked the Parks and Recreation Commission, the Open Space Advisory Committee, and Staff for their hard work in finding the right balance between “what’s equitable to the Department and to the public...to find that sweet spot is very difficult because no one wants to see a fee increase but to recognize that you cannot operate these facilities without some recovery.” Acting Mayor Bonkowski called the “10 percent rollup that goes to the Asset Management Program” critical. Ms. Budge clarified for Supervisor Giomi that the 10 percent Asset Management fee will be dedicated to park properties and infrastructure only. Acting Mayor Bonkowski entertained a motion.

**(11:19:41) – Supervisor Giomi moved to approve the Fee Policy and Schedule and to repeal Resolution No. 2009-R-6 and all previous resolutions establishing or administering fees pertaining to the Parks,**

**CARSON CITY BOARD OF SUPERVISORS**

**Minutes of the November 5, 2020 Meeting**

**Page 12**

**DRAFT**

**Recreation, and Open Space Department and to adopt the changes read into the record by the Parks, Recreation, and Open Space Director. The motion was seconded by Supervisor Barrette.**

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

**25. CITY MANAGER**

**25.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A PROPOSED RESOLUTION TO ESTABLISH THE CITY'S POLICIES ON THE COORDINATION AND COMMUNICATION OF LEGISLATIVE MATTERS FOR THE 81ST (2021) LEGISLATIVE SESSION OF THE NEVADA LEGISLATURE.**

(11:20:32) – Acting Mayor Bonkowski introduced the item. Ms. Paulson provided background and presented the Staff Report with the accompanying proposed resolution (incorporated into the record with redline changes), which would make the City's resolution policies applicable to all Regular and Special Sessions of the Nevada Legislature without a need for the Board to adopt a new resolution prior to each subsequent Regular or Special Session. Acting Mayor Bonkowski entertained comments and/or a motion.

**(11:22:07) – Supervisor Bagwell moved to adopt Resolution No. 2020-R-23. The motion was seconded by Supervisor Giomi.** Supervisor Bagwell instructed Staff to communicate this new Resolution to the newly-elected Board of Supervisors members.

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

**25.B FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING THE APPOINTMENT OF ONE SUPERVISOR FROM THE BOARD OF SUPERVISORS TO THE BOARD OF DIRECTORS OF THE NEVADA LEAGUE OF CITIES & MUNICIPALITIES ("NLCM") AS CARSON CITY'S REPRESENTATIVE.**

**CARSON CITY BOARD OF SUPERVISORS**

**Minutes of the November 5, 2020 Meeting**

**DRAFT**

(11:22:53) – Acting Mayor Bonkowski introduced the item. Ms. Paulson presented the Staff Report and noted that the late Mayor Bob Crowell had served as Carson City's representative on the Nevada League of Cities and Municipalities Board of Directors. Acting Mayor Bonkowski clarified that the reason the incoming Board of Supervisors would not make the appointment was to ensure that the vacancy was filled for the upcoming seven weeks, adding that the new Board would make a new appointment in January 2021. Supervisor Giomi stressed the importance of filling the position to ensure preparations are underway for the upcoming legislative session and for continuity. He recommended that “Mayor Elect Bagwell fill that role now and next year as well.” Acting Mayor Bonkowski was also in favor of appointing “one of the two remaining Board members.” He also recommended a motion. Supervisor Barrette stated his approval of the discussion as well.

**(11:35:01) – Supervisor Giomi moved to appoint Mayor Elect Bagwell as the City’s representative to the Nevada League of Cities and Municipalities Board. The motion was seconded by Supervisor Barrette.**

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

**26. BOARD OF SUPERVISORS**

**26.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING DIRECTIVES AND RECOMMENDATIONS CONCERNING CARSON CITY DEPARTMENTAL AND STAFF 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.**

(11:25:32) – Acting Mayor Bonkowski introduced the item. Carson City Chief Financial Officer Sheri Russell reported that taxable sales for August had increased by 15.5 percent and tax revenue had increased by 13.4 percent from last year, with two months of data into the new fiscal year. She also highlighted the decrease of the fuel tax by 13.5 percent, which she attributed to the State employees working from home. Ms. Russel informed the Board that approximately \$400,000,000 is left to spend from the Coronavirus Aid, Relief, and Economic Security (CARES) Act which would include the unspent funds of the Sierra Room renovations. She also noted that the school district and the non profit organizations have not fully spent their funds, and expressed concern that the requests from businesses for Personal Protection Equipment (PPE) has declined; however, the City had received requests for outdoor heaters for outside dining. Ms. Russell also responded to questions from Board members, noting that \$200,000 had been spent on PPEs. Acting Mayor Bonkowski recommended reaching out to Carson Tahoe Health which was in great need of PPEs. Supervisor Giomi noted that there was a shortage of PPE supplies, and he was in favor of providing heaters to businesses and of stockpiling masks and gloves which would not spoil.

**CARSON CITY BOARD OF SUPERVISORS**

**Minutes of the November 5, 2020 Meeting**

**Page 14**

**DRAFT**

Supervisor Bagwell was also in favor of helping the hospital, stockpiling PPEs, and purchasing the heaters; however, she wished to have the approval of the Carson City Fire Department first for the latter. Supervisor Giomi noted that special storage freezers would be necessary to store the upcoming vaccines and recommended purchasing several for the community.

(11:36:41) – Carson City Health and Human Services (CCHHS) Director Nicki Aaker explained via WebEx that they were uncertain which vaccine will be available; however, she noted that plans were underway for storage and distribution. She was also in favor of purchasing the special freezers for the community. Ms. Aaker explained that the PPE companies were selling to those with which they had prior purchasing relationships. She provided a COVID-19 update for the time period of October 18-31 in Carson City, noting 138 new cases (an 11 percent increase from October 11-24, 2020), with the average age being 37 years-old, and with the most common exposure being contact with known cases followed by going to grocery/retail stores, attending school, or working in the healthcare industry. Ms. Aaker noted that 58 percent of those employed had gone to work while symptomatic. She also stated that 28 cases involved students enrolled in Carson City schools. She stated that there had been an increase in hospitalizations but a reduction in Intensive Care Unit stays. Ms. Aaker responded to clarifying questions as well, explaining to Acting Mayor Bonkowski that the COVID-19 test results were currently being received in seven to 10 days. Supervisor Bagwell preferred to see results within two or three days to ensure better quarantine and to avoid going to work. Ms. Aaker noted the high cost of rapid testing and wished to have a discussion with the State; however, Supervisor Giomi believed that contracted labs were just as slow as state labs and cautioned against false negative results through rapid tests and Ms. Aaker explained that they were restricted to apply the rapid tests to the emergency workers.

(11:54:53) – Based on the above discussion, Acting Mayor Bonkowski instructed Staff to look into the availability and cost of purchasing specialty storage freezers, to reach out to Carson Tahoe Health and inquire about their needs for PPEs and additional patient space, to look into the availability and cost of space heaters, to stockpile non-expiring PPEs, and to return with additional information on testing if necessary.

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

(11:56:48) – Acting Mayor Bonkowski introduced the item. Ms. Hicks announced the ribbon cutting of the South Carson Street Project which will be held on November 12, 2020. She also explained that the concrete and paving had been completed (with the exception of minor touch-up areas) and that the cones would remain to accommodate electrical, streetlight, and landscaping projects. She also responded to clarifying questions.

(11:58:46) – Supervisor Giomi reported on the Carson Water Subconservancy District meeting noting that the Carson River stream flow, for the water year ending in September 2020, was at 52 percent of normal.

**FUTURE AGENDA ITEMS**

**STATUS REVIEW OF PROJECTS**

**INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS**

**CORRESPONDENCE TO THE BOARD OF SUPERVISORS**

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

**STAFF COMMENTS AND STATUS REPORT**

**CARSON CITY BOARD OF SUPERVISORS**  
**Minutes of the November 5, 2020 Meeting**  
**Page 15**

**DRAFT**

**28. PUBLIC COMMENT**

(11:58:58) – Acting Mayor Bonkowski entertained final public comments; however, none were forthcoming.

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

(12:00:04) – Acting Mayor Bonkowski adjourned the meeting at 12:00 p.m.

The Minutes of the November 5, 2020 Carson City Board of Supervisors meeting are so approved on this 3<sup>rd</sup> day of December, 2020.

---

BRAD BONKOWSKI, Acting Mayor

ATTEST:

---

AUBREY ROWLATT, Clerk – Recorder

Attachments: Emailed Public Comments