

**CARSON CITY BOARD OF SUPERVISORS**

**Minutes of the January 21, 2021 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, January 21, 2021 in the Community Center Robert “Bob” Crowell Boardroom, 851 East William Street, Carson City, Nevada.

**PRESENT:**

Mayor Lori Bagwell  
Supervisor Stacey Giomi, Ward 1  
Supervisor Maurice White, Ward 2  
Supervisor Stan Jones, Ward 3  
Supervisor Lisa Schuette, 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**

(8:32:40) – Mayor Bagwell called the meeting to order at 8:32 a.m. Ms. Rowlatt called roll and noted that a quorum was present. First Christian Church Pastor Ken Haskins provided the invocation. Mayor Bagwell invited everyone to join her as she led the Pledge of Allegiance.

**5. PUBLIC COMMENT**

(8:34:40) – Mayor Bagwell entertained public comments. Supervisor White stated that he felt “very privileged to be among the first Board members to use the Robert “Bob” Crowell Boardroom” and invited everyone to “reflect on the public decorum lessons that we all learned from Mayor Bob” and to continue his legacy of open and inclusive meetings. Supervisor Giomi noted the humility of the late Mayor who would not want “to call attention to himself;” however, he had “done so much to this community, and we owe this room to you.” Mayor Bagwell wished to dedicate this day to him as well.

(8:36:40) – Michael Tanchek introduced himself as a resident of Clearview Drive in South Carson and noted that the late Mayor Crowell had been a mentor to him. He also referenced several public comments received in late material which pertained to the Planning Commission and not the Board of Supervisors. Mr. Tanchek recommended amending the noticing requirements to allow the public a longer response time. He believed that a “notice of application” should be sent out upon receipt of a new application, and a notice of hearing should be sent 10 days prior to the meeting date. Mr. Tanchek recommended increasing the 600-foot noticing requirement

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in lower density areas and recommended updating the City’s Master Plan. He also suggested finding a better way to mark shopping center driveways on South Carson Street.

(8:42:35) – Parks and Recreation Commission Chairperson Lee-Ann Kever considered it an honor to be present at the dedication of the Robert “Bob” Crowell Boardroom and thanked the Board for considering her presence at the dedication.

(8:43:25) – Mayor Bagwell read into the record the public comments she had received from Mr. Whitefield who commended the COVID-19 vaccination process and organization. She read another public comment from a non-Carson City resident praising Park Ranger John Castello for providing excellent service.

(8:45:11) – Mr. Yu addressed the written public comment process noting the 3 p.m. deadline for submissions on the day prior to the Board meeting. He also clarified that even though the comments received are submitted as “late material” since they are received after the posting of the meeting materials, they are still compliant with the Open Meeting Law, since the meeting has not yet taken place. Mr. Yu addressed Mr. Tanchek’s concern that the public comments he had referenced should have been submitted to the Planning Commission; however, after speaking with the Planning Department it was determined that the comments were relevant to both meetings and would be submitted to both public bodies.

**6. FOR POSSIBLE ACTION: APPROVAL OF MINUTES – DECEMBER 17, 2020**

(8:47:39) – Mayor Bagwell introduced the item and noted a correction in the voting box of item 16.C, changing the titles to “Member” instead of “Supervisor”.

**(8:48:14) – Supervisor Giomi moved to approve the December 17, 2020 meeting minutes as corrected. The motion was seconded by Supervisor Schuette and carried 5-0-0.**

**CONSENT AGENDA**

(8:49:08) – Mayor Bagwell introduced the item and noted that item 11.A will be pulled from the Consent Agenda. There were no other requests for pulling items from the Consent Agenda. Mayor Bagwell entertained a motion.

**(8:49:38) – Supervisor Giomi moved to approve the Consent Agenda consisting of items 7.A, 9.A, and 10.A. Supervisor White seconded the motion.**

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

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**7. CITY MANAGER**

**7.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 DECEMBER 5, 2020 THROUGH JANUARY 8, 2021.**

**8. FINANCE**

**8.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING THE REPORT ON THE CONDITION OF EACH FUND IN THE TREASURY AND THE STATEMENTS OF RECEIPTS AND EXPENDITURES THROUGH JANUARY 8, 2021, PER NRS 251.030 AND NRS 354.290.**

**9. PURCHASING AND CONTRACTS**

**9.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A PROPOSED INCREASE FOR THE PURCHASE OF FIRE PERSONAL PROTECTIVE EQUIPMENT (PPE) -TURNOUTS AND FIRE RESCUE TOOLS AND EQUIPMENT FROM CURTIS UTILIZING JOINDER CONTRACT NO. PS20015 WITH NPPGOV, FROM THE CURRENT AMOUNT OF \$125,000 TO A NEW TOTAL AMOUNT NOT TO EXCEED \$195,000 THROUGH JUNE 30, 2021 (FILE NO. 20300037).**

**10. SHERIFF**

**10.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A GRANT FROM THE DEPARTMENT OF JUSTICE, 2020 EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT PROGRAM, FOR THE TRINET NARCOTICS TASK FORCE IN THE AMOUNT OF \$95,000.**

**11. TREASURER**

**11.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING THE TREASURER'S MONTHLY STATEMENT OF ALL MONEY ON DEPOSIT, OUTSTANDING CHECKS AND CASH ON HAND FOR DECEMBER 2020, SUBMITTED PER NRS 354.280.**

(8:50:11) – Mayor Bagwell introduced the item. Carson City Treasurer Gayle Robertson provided background and presented the Treasurer's Monthly Statement for the month ending on December 31, 2020, noting that the item will be presented to the Board on a monthly basis from now on. Mayor Bagwell entertained Board questions/comments and when none were forthcoming, a motion.

(8:51:12) – Supervisor Giomi moved to accept the report as presented. Supervisor White seconded the motion.

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

**(END OF CONSENT AGENDA)**

**ORDINANCES, RESOLUTIONS, AND OTHER ITEMS**

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

Please see the minutes for item 11.A.

**13. CITY MANAGER**

**13.A FOR DISCUSSION ONLY: DISCUSSION REGARDING A FEDERAL LEGISLATIVE UPDATE BY THE PORTER GROUP.**

(8:51:41) – Mayor Bagwell introduced the item and invited The Porter Group, a federal lobbying services provider to Carson City to update the Board on federal legislative activities.

(8:52:12) – Brigadier General Robert Herbert, Porter Group Senior Vice President, noted his friendship with the late Mayor Bob Crowell and introduced Senior Legislative Assistant Cameron Gresh who provided an update on “what we’re seeing in the federal government right now and how we’d like to position the City to help take advantage of some of the Biden Administration’s most positive policy proposals relating to things like climate change, but also further COVID stimulus.” General Herbert and Mr. Gresh reviewed a PowerPoint presentation and responded to clarifying questions. Mayor Bagwell instructed Mr. Gresh to provide any new information on programs such as the Paycheck Protection Plan to the Board so they can relay them to the community.

**13.B FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING THE APPOINTMENT OF THREE MEMBERS TO THE CARSON CITY OPEN SPACE ADVISORY COMMITTEE, EACH FOR A TERM THAT EXPIRES IN JANUARY, 2025.**

(9:09:10) – Mayor Bagwell introduced the item. Supervisor Schuette read into the record a prepared disclosure statement, advised of a disqualifying conflict of interest, and stated that she would not participate in discussion and action. Mayor Bagwell entertained additional disclosures; however, none were forthcoming. Mr. Yu addressed applicant Jeremy Hall’s information which was posted on the website as late material. He stated that the information had been received on time; however, it was excluded from publication after consultation between Mr. Hall and Staff, based on an interpretation of the Boards, Committees, and Commissions (BCC) Manual’s

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conflict provision. In this case, it was due to a possible conflict due to the applicant being involved in a contract with the City. Mr. Yu stated that the application had “passed the initial vetting process where it could be brought to this Board for further consideration for appointment purposes.”

(9:12:37) – Three new applicants: Mark Kimbrough, Susan Martinovich, and Todd Erickson, and two incumbents seeking reappointment: Donna Inversin and Jeremy Hall were interviewed by the Board for the three open positions on the Open Space Advisory Committee.

(9:13:05) – Mayor Bagwell explained the interview process which consisted of having the four Board members ask the same questions to each candidate after which the Board would discuss and take action on the appointments.

(9:13:38) – Mr. Erickson, who participated remotely, stated that he had lived in Carson City for over 20 years and considered the open space areas in Carson City “a very important part of my life” and wished to ensure the current and future residents of the City would have the same opportunities.

(9:19:06) – Ms. Inversin cited her experience on the Open Space Advisory Committee and was in favor of “trading big lots [in new developments] for public open space.” She also wished to see more education and interpretation on using and sharing the open space.

(9:26:34) – Mr. Hall explained that he had lived in Carson City since 2007 and was an outdoor enthusiast. He noted that he has brought his expertise from his professional life as a geographic information system (GIS) administrator and a cultural resource lead to the Open Space Advisory Committee. Mr. Hall praised Carson City’s Open Space Program and wished to protect it. He also clarified for Supervisor Giomi that the contracts he had mentioned in his application were through his employer.

(9:37:20) – Mr. Kimbrough stated that he had written the Carson City Trail Plan as an employee of Open Space, and now he wished to “give back” and utilize his past experience. He also cited his past service on the Planning Commission and noted his approval of having smaller housing lots in exchange for larger open space areas.

(9:50:06) – Ms. Martinovich noted that she is a native of Carson City and wished to give back and “help the community grow.” She believed that being outdoors brings health and togetherness to a community. Ms. Martinovich wished to utilize her past experience and “information from my connections across the country” to build on what has been done in Carson City.

(9:56:01) – Mayor Bagwell thanked all the applicants and entertained discussion among the Board members. Ms. Martinovich disclosed that her son was employed by Carson City. Supervisor Giomi called the community “lucky” to have many qualified candidates and stressed the importance of quality of life. He noted that his preference would be to appoint Mr. Kimbrough, Ms. Martinovich, and Ms. Inversin. Supervisor White explained that he would be in favor of appointing Mr. Kimbrough and Ms. Martinovich. Supervisor Jones praised the candidates and noted his preference would be to appoint Mr. Kimbrough, Ms. Martinovich, and Ms. Inversin. Mayor Bagwell entertained a motion.

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**(9:59:03) – Supervisor Giomi moved to appoint Donna Inversin, Mark Kimbrough, and Susan Martinovich, each for a term that expires in January 2025, to the Carson City Open Space Advisory Committee. Supervisor White seconded the motion.**

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

(10:00:30) – Mayor Bagwell thanked all the applicants and invited those who were not selected to apply for other opportunities and not to be discouraged. **She also recessed the meeting.**

**(10:13:04) – Mayor Bagwell reconvened the meeting at 10:13 a.m.**

**13.C FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING THE APPOINTMENT OF THREE MEMBERS TO THE CARSON CITY REDEVELOPMENT AUTHORITY CITIZENS COMMITTEE ("RACC"), ONE FOR THE POSITION OF BUSINESS OPERATOR OR PROPERTY OWNER FROM REDEVELOPMENT AREA 2 AND TWO FOR THE POSITIONS OF CITIZEN-AT-LARGE, EACH TO FILL A TERM EXPIRING IN JANUARY, 2025.**

(10:13:11) – Mayor Bagwell introduced the item. The Board considered the applications of Mary Kay Wagner and returning applicant Court Cardinal for the Business Operator/Property Owner from Redevelopment 2 Area. The Board also reviewed the applications of returning applicant Gina Lopez and new applicants Holly "Andi" Fant, and Maxine Nietz for the two Citizen-at-Large positions.

(10:13:53) – Ms. Wagner introduced herself and responded to the Supervisors’ questions, which were the same for each applicant. She noted that should money be of no issue, she would like to see outdoor events and music taking place in Carson City. Ms. Wagner provided background information on her former career with the State of Nevada and the U.S. Geological Survey and believed that each project should have its success metrics.

(10:29:33) – Ms. Fant introduced herself and noted that she preferred to be called “Andi.” Mayor Bagwell explained the interview process as Ms. Fant was a first-time interviewee. Ms. Fant noted that she owned and had renovated the Abraham Curry House in Carson City and wished to see the City become a tourist destination. She also believed in community participation and sponsorship “without strings attached.”

(10:39:28) – Ms. Nietz introduced herself and cited her involvement in many downtown events over the years. She also noted that she had served on many boards in Carson City, adding that she was in favor of single-family projects. Ms. Nietz believed that a project should be prioritized based on “how it fits with the existing surrounding areas/several blocks, and how people feel about it.”

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(10:48:10) – Gina Lopez introduced herself and explained that she had been appointed to the RACC to complete an expired term, and had attended one meeting. She provided background on her involvement in the community and explained that if money were no object, she would like to turn the Ormsby House into an artists’ loft. Ms. Lopez believed in a project’s metrics and in its benefits to the community. Supervisor Jones congratulated Ms. Hill on her accomplishments with the Brewery Arts Center and was informed by Ms. Lopez that City-funded projects should be sustainable within five years. Mayor Bagwell thanked Ms. Lopez and noted that sometimes reappointments do not warrant an interview and that may have been why she had not been notified for today’s meeting. She also believed that Mr. Cardinal had not been notified as well for that reason. Mayor Bagwell entertained Board discussion.

(10:57:22) – Supervisor Giomi received confirmation that candidates Zachary Hoefling and Joseph Pernice had withdrawn their applications. Supervisors White and Jones recommended reappointing Mr. Cardinal and Ms. Lopez, and appointing Ms. Fant. Supervisors Giomi and Schuette believed it was not fair that Mr. Cardinal had not been notified, and recommended Ms. Lopez’s reappointment, adding that they would be agreeable to Ms. Fant’s appointment. Ms. Paulson clarified that Mr. Cardinal had been notified and he believed he had responded that he would no be in town today. Mayor Bagwell called the situation “a dilemma;” however, she felt comfortable with Mr. Cardinal’s service and perspective on the RACC. She entertained a motion.

**(11:03:27) – Supervisor White moved to appoint Court Cardinal to the Redevelopment Area 2 position for a term expiring in January 2025. He also moved to appoint Gina Lopez and Andi Fant to the Citizen-at-Large positions, each for a term expiring in January 2025. The motion was seconded by Supervisor Schuette.**

(11:04:29) – Mayor Bagwell instructed Staff to provide the Board meeting/interview date along with the applications to ensure candidates are available for the interviews either in person or by phone.

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

(11:05:49) – Mayor Bagwell notified everyone that a lunch recess will take place around noon.

**13.D FOR DISCUSSION ONLY: DISCUSSION AND PRESENTATION ON THE WESTERN NEVADA DEVELOPMENT DISTRICT ("WNDD"), INCLUDING AN OVERVIEW OF ITS SERVICES AND ITS DEVELOPMENT OF THE ECONOMIC AND RESILIENCY PLAN/PROJECT IN RESPONSE TO THE ECONOMIC IMPACTS RESULTING FROM THE COVID-19 PANDEMIC.**

(11:06:03) – Mayor Bagwell introduced the item. Sheryl Gonzales, Western Nevada Development District (WNDD) Executive Director, participated via WebEx and reviewed a PowerPoint presentation, incorporated into

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the record, which provided an overview of WNDD, its services, regional accomplishments, priorities, and evaluation criteria, highlighting the Economic Recovery and Resiliency Project. Mayor Bagwell thanked Ms. Gonzales and complimented the addition of the evaluation criteria, noting that she hoped Supervisor White will enjoy working with the WNDD.

**14. SHERIFF**

**14.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A GRANT FROM THE DEPARTMENT OF JUSTICE, 2020 EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT PROGRAM, IN THE AMOUNT OF \$70,000 TO FUND A BEHAVIORAL HEALTH PEACE OFFICER POSITION.**

(11:22:46) – Mayor Bagwell introduced the item. Carson City Sheriff Ken Furlong thanked Ms. Paulson for agendizing the item and introduced Deputy Don Gibson and Social Worker Bekah Bock “who run our MOST [Mobile Outreach Safety Team] team.” He presented the Staff Report and believed that the grant would save lives and improve quality of life by partially funding one deputy position “to enhance community conversation, provide departmental training, and serve as a first responder to critical calls for service.” He also estimated an augmentation from the General Fund for the amount of \$27,812.

(11:32:14) – Deputy Gibson highlighted the benefits of the MOST program as an alternative to incarceration and noted the community partnerships with service providers and the State. Ms. Bock gave background on the calls they receive, and noted that the grant would allow them to focus on behavioral health calls only, adding that they also receive calls from family members who are in crisis. Deputy Gibson and Ms. Bock also responded to clarifying questions by the Supervisors. Supervisors Giomi, White, and Schuette praised the work done by the MOST team and Supervisor White wished to see a similar outreach in the Juvenile community. Sheriff Furlong noted that in the past year, only two MOST patients had been part of the 2,000 people booked into the jail. Mayor Bagwell applauded the program for its “community connections” and for the assistance provided to the families in need, adding that Carson City should be proud of the program. She also entertained a motion.

**(11:51:34) – Supervisor White moved to authorize acceptance of the grant to continue to partially fund one behavioral health peace officer position. The motion was seconded by Supervisor Giomi.**

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

**15. ASSESSOR**



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**15.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING THE APPOINTMENT OF THREE MEMBERS TO THE CARSON CITY BOARD OF EQUALIZATION ("CCBOE"), EACH TO FILL A FOUR-YEAR TERM ENDING IN JANUARY, 2025.**

(11:52:09) – Mayor Bagwell introduced the item and noted that this item required her to nominate members to the Carson City Board of Equalization (CCBE), based on recommendations from the newly elected Supervisors. She nominated Jed Block, James Wells, and Pamela Leonard Ray to the CCBE and designated Jed Block as the Board’s chair. Chief Deputy Assessor Kimberly Adams welcomed the new Board members and thanked the Mayor for the nominations. Mayor Bagwell entertained a motion.

**(11:53:49) – Supervisor White moved to appoint Jed Block, James Wells and Pamela Leonard Ray to the Carson City Board of Equalization, each to fill a term expiring in January 2025, and to designate Jed Block as chair. The motion was seconded by Supervisor Schuette.**

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

(11:54:46) – Mayor Bagwell recessed the meeting at 11:54 a.m.

(1:01:25) – Mayor Bagwell reconvened the meeting at 1:01 p.m.

**16. PURCHASING AND CONTRACTS**

**16.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A PROPOSED \$100,000 INCREASE IN PURCHASE AUTHORITY FOR THE PURCHASE OF SODIUM HYPOCHLORITE, FOR A NEW NOT TO EXCEED TOTAL AMOUNT OF \$300,000; A PROPOSED EXTENSION OF THE PURCHASE AUTHORITY THROUGH JUNE 30, 2021; AND AUTHORIZATION TO PURCHASE SODIUM HYPOCHLORITE THROUGH JOINDER CONTRACT #212528, FROM THE CITY OF TUCSON, THROUGH OMNIA PARTNERS, WITH THATCHER COMPANY OF ARIZONA, INC. (FILE NO. 20300028).**

(1:01:31) – Mayor Bagwell introduced the item. Andy Hummel, Wastewater Utility Manager, presented the Staff Report, incorporated into the record. Mayor Bagwell entertained Board questions or comments and when none were forthcoming, a motion.

**(1:04:36) – Supervisor White moved to approve the purchase authority as requested. The motion was seconded by Supervisor Giomi.**

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

**16.B FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A DETERMINATION THAT USA SCALES, QUALITY SCALES UNLIMITED, IS THE LOWEST BIDDER PURSUANT TO NRS CHAPTER 332 AND WHETHER TO AWARD CONTRACT NO. 20300208, CARSON CITY LANDFILL TRUCK SCALES, FOR A TOTAL NOT TO EXCEED AMOUNT OF \$153,549.**

(1:05:01) – Mayor Bagwell introduced the item. Deputy Public Works Director Dan Stucky presented the Staff Report, incorporated into the record, and clarified that the truck scales are associated with the new landfill entrance facility; however, they had been separately bid out to avoid contractor markup on the equipment. Mayor Bagwell entertained comments or questions from the Board and when none were forthcoming, a motion.

**(1:07:06) – Supervisor Giomi moved to approve Contract No. 20300208 as presented. Supervisor Jones seconded the motion.**

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

**17. PARKS, RECREATION & OPEN SPACE**

**17.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A GRANT IN THE AMOUNT OF \$112,013.37 FROM THE NEVADA DEPARTMENT OF WILDLIFE ("NDOW") SUBGRANT AWARD #SG21-08, WHICH REQUIRES A CASH MATCH BY THE CITY IN THE AMOUNT OF \$12,445.93, TO FUND IMPROVEMENTS TO THE CARSON CITY RIFLE AND PISTOL RANGE, AND AUTHORIZATION FOR THE DIRECTOR OF THE DEPARTMENT OF PARKS, RECREATION AND OPEN SPACE TO SIGN THE SUBGRANT AWARD AND ALL SUBSEQUENT GRANT DOCUMENTS RELATED TO THE PROJECT ON BEHALF OF THE CITY.**

(1:07:41) – Mayor Bagwell introduced the item. Parks, Recreation, and Open Space Director Jennifer Budge gave background on the Rifle Range and reviewed the improvements made to date. She also presented the Staff

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Report with the accompanying documents, thanked all the volunteers who have helped at the Range, and responded to clarifying questions. She informed Mayor Bagwell that they are working on improved cell phone reception at the Range, but until then they have remedied the situation with radios carried by Staff who also have the ability to request help. Mayor Bagwell entertained a motion.

**(1:19:58) – Supervisor Giomi moved to authorize acceptance of the grant as presented and to authorize the Parks, Recreation and Open Space Director to sign grant documents related to the project. Supervisor White seconded the motion.**

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

(1:20:30) – Mayor Bagwell thanked Ms. Budge and her staff, noting that she had received many compliments from the residents regarding the Rifle and Pistol Range.

**18. FINANCE**

**18.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A RESOLUTION TO AUGMENT AND AMEND THE CARSON CITY FISCAL YEAR 2020-21 BUDGET IN THE AMOUNT OF \$93,839,618.**

(1:20:49) – Mayor Bagwell introduced the item. Chief Financial Officer Sheri Russell presented the Staff Report and the supporting material. She noted that the augmentation and revisions were due to the carryover of program costs from the prior years’ budget, Board of Supervisors’ actions, federal and local grants, transfers of contingency, and unanticipated sources of revenue. Ms. Russell also responded to clarifying questions by the Board. Mayor Bagwell entertained a motion.

**(1:44:59) – Supervisor Giomi moved to adopt Resolution No. 2021-R-1. Supervisor Schuette seconded the motion.**

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

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(1:45:20) – Ms. Russell thanked the Board for their questions and Supervisor Schuette in return thanked Ms. Russell for her patience in clarifying items prior to the meeting.

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

(1:46:01) – Mayor Bagwell recessed the Board of Supervisors.

**REDEVELOPMENT AUTHORITY**

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

(1:46:08) – Chairperson Bagwell called the Redevelopment Authority meeting to order. Ms. Rowlett called roll and noted that a quorum was present.

**21. PUBLIC COMMENT**

(1:46:36) – Chairperson Bagwell entertained public comments; however, none were forthcoming.

**22. FINANCE**

**22.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A RESOLUTION TO AUGMENT AND AMEND THE CARSON CITY REDEVELOPMENT AUTHORITY FISCAL YEAR (FY) 2020-21 BUDGET IN THE AMOUNT OF \$1,925,588.**

(1:46:50) – Chairperson Bagwell introduced the item. Ms. Russell gave background, presented the agenda materials and the supporting documentation, which are incorporated into the record. Chairperson Bagwell entertained questions or comments and when none were forthcoming, a motion.

**(1:49:08) – Vice Chair Giomi moved to adopt Resolution No. 2021-RA-R-1. Member White seconded the motion.**

<b>RESULT:</b>	<b>APPROVED (5-0-0)</b>
<b>MOVER:</b>	Vice Chair Giomi
<b>SECONDER:</b>	Member White
<b>AYES:</b>	Members White, Jones, Schuette, Vice Chair Giomi, and Chair Bagwell
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	None

**23. PUBLIC COMMENT**

(1:49:32) – Chairperson Bagwell entertained final public comments; however, none were forthcoming.

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

(1:49:39) – Chairperson Bagwell adjourned the Redevelopment Authority meeting at 1:49 p.m.

**25. RECONVENE AS THE BOARD OF SUPERVISORS**

(1:49:45) – Mayor Bagwell reconvened the Board of Supervisors meeting at 1:49 p.m.

**26. COMMUNITY DEVELOPMENT – PLANNING**

**26.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING THE ADOPTION OF BILL NO 101, ON SECOND READING, AN ORDINANCE CHANGING THE ZONING FROM GENERAL COMMERCIAL (GC) TO LIMITED INDUSTRIAL (LI) ON PROPERTY LOCATED AT 900 MALLORY WAY, APN 009-551-03.**

(1:49:52) – Mayor Bagwell introduced the item. Associate Planner Heather Ferris presented the agenda materials and noted that there had been no changes to the Ordinance since the first reading. There were no questions for Ms. Ferris; therefore, Mayor Bagwell entertained a motion.

**(1:50:51) – Supervisor Schuette moved to adopt Bill No. 101, on second reading, Ordinance No. 2021-2. Supervisor Jones seconded the motion.**

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

**26.B FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING THE MASTER PLAN ANNUAL REPORT FROM THE PLANNING COMMISSION.**

(1:51:21) – Mayor Bagwell introduced the item. Community Development Director Lee Plemel gave background, referenced the Master Plan Annual Report, incorporated into the record, and highlighted the recommendations made by the Planning Commission which are included in the Report. He also confirmed for Mayor Bagwell that the next revision to the Master Plan would take place in two or three years, with solicited public input, once the Title 18 and Title 17 revisions have been completed. Supervisor Giomi recommended budgeting for the Master Plan Revision which would require staff or consultant resources. He also suggested adding an affordable housing component to upcoming developments. Supervisor Schuette was in favor of public input for developments and explaining the “why” behind the decisions to create a robust dialogue. Supervisor White thanked Mr. Plemel and his staff for responding to his questions prior to the meeting. Mayor Bagwell entertained a motion.

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**(2:09:06) – Supervisor Giomi moved to accept the Master Plan Report as presented, with the incorporation of the comments made on the record. Supervisor White seconded the motion.**

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

**26.C FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A FINAL SUBDIVISION MAP KNOWN AS LITTLE LANE VILLAGE PHASE 1 FOR THE CREATION OF 44 RESIDENTIAL LOTS, COMMON AREA, AND RIGHT-OF-WAY, AND A PROPOSED RESOLUTION FOR THE TRANSFER OF PROPERTY KNOWN AS MUNICIPAL WELL #4, ON PROPERTY ZONED MULTI-FAMILY DUPLEX (MFD), LOCATED ON THE NORTH SIDE OF LITTLE LANE, APNS 004-021-14 AND 004-021-09.**

(2:09:31) – Mayor Bagwell introduced the item. Planning Manager Hope Sullivan provided background and presented the Staff Report which is incorporated into the record. She also referenced memoranda from Staff and the applicant which stated how each Condition of Approval has been met. Ms. Sullivan responded to clarifying questions by the Board and highlighted Condition No. 25 and provided the following excerpt from the Staff Report:

*Tentative Map Condition of Approval #25 requires that the existing fence for well site #4 must be on or within the proposed parcel boundary. The City's well is currently on a 6,098 square foot parcel, and the fence is 1 January 21, 2021 off the property. As part of the Final Map, the City's well will be on a 22,695 square foot parcel, resulting in all of the improvements associated with the well being housed on the City owned parcel. A merger and re-subdivision of land is the approach being utilized to effectuate this expansion of the parcel. Therefore, technically the City will transfer the 6,098 square foot parcel to Little Lane, LLC and then receive the 22,695 square foot parcel from Little Lane, LLC. The applicant has prepared and signed the Grant, Bargain, Sale Deed documents. These documents will be recorded by the City at the time of Final Map recordation. A resolution authorizing the Mayor to sign the transfer documents is attached.*

(2:15:22) – Mayor Bagwell entertained a motion.

**(2:15:35) – Vice Chair Giomi moved to approve the Final Subdivision Map known as Little Lane Village Phase 1 based on the finding that it fully complies with all of the conditions of approval of Tentative Subdivision Map TSM-19-103, and to adopt Resolution No. 2021-R-2. Member White seconded the motion.**

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<b>RESULT:</b>	<b>APPROVED (5-0-0)</b>
<b>MOVER:</b>	Vice Chair Giomi
<b>SECONDER:</b>	Member White
<b>AYES:</b>	Members White, Jones, Schuette, Vice Chair Giomi, and Chair Bagwell
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	None

**27. HEALTH AND HUMAN SERVICES**

**27.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING RATIFICATION OF THE SUBMISSION OF A GRANT APPLICATION TO THE NEVADA HOUSING DIVISION OF THE DEPARTMENT OF BUSINESS AND INDUSTRY, REQUESTING \$195,131 FROM THE EMERGENCY SOLUTIONS GRANT – COVID PROGRAM.**

(2:16:13) – Mayor Bagwell introduced the item. Carson City Health and Human Services Division Manager Mary Jane Ostrander presented the Staff Report and the grant information, both of which are incorporated into the record. Mayor Bagwell inquired about the past due rent amounts and Ms. Ostrander clarified that the Emergency Solutions Grant allows the payment of up to six months of past due rent, adding that they would work with clients, who must be impacted by a COVID-19 event, on a case-by-case basis. Supervisor Giomi noted that there were landlords who had been accommodating their tenants by lowering the rent amounts. Mayor Bagwell entertained a motion.

(2:24:40) – Supervisor Schuette moved to ratify the submission of the grant application. Supervisor White seconded the motion.

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

**28. BOARD OF SUPERVISORS**

**28.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**

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**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.**

(2:25:04) – Mayor Bagwell introduced the item. Public Health Preparedness Manager Jeanne Freeman reported on the status of the Carson City COVID-19 cases in Carson City for the two-week period of January 3, 2021 until January 16, 2021. She cited 418 confirmed cases (49 percent of the Quad County cases), representing a 27 percent decrease from the previous two week-period, which she believed indicated a trend. Ms. Freeman stated that there were three known hospitalizations, the daily case average was 30 cases, and the average age of the individuals was 46. She noted that during that two-week period, 28 students had tested positive, 39 percent of whom had attended school while infected. 81 skilled nursing or long-term facility related cases had been reported comprising 19 percent of Carson City cases according to Ms. Freeman, who also indicated that 29 percent of the cases had spread through community exposure.

(2:27:53) – Ms. Freeman addressed the vaccination program for the long-term care and skilled nursing facilities, noting that they had called all the facilities after the last Board meeting, were informed that all had been contacted by the “pharmacy program;” however, one had experienced cancellations. She stated that they had “pushed through the State” and the vaccinations had been scheduled for that facility. Based on a question from Mayor Bagwell, Ms. Freeman stated that a facility in Carson City had been scheduled for the vaccinations to take place in February and if that did not happen, CCHHS would “take care of [the vaccinations].” She reported on the COVID-19 testing as well, indicating that the numbers had decreased, adding that testing was one of the metrics used for Carson City, and believed that the testing program would continue. Supervisor Giomi believed that testing would move from community-based to home-based: however, Ms. Freeman noted that the testing process would evolve based on travel requirements and based on “what’s acceptable throughout the world.”

(2:34:36) – According to Ms. Freeman, the State has been allocated 36,000 vaccine doses each week, which is then distributed to the jurisdictions, by population. She reviewed the allocation process to the Quad-County region and explained that vaccination appointments are not made until they are informed how many doses they will receive. In response to a public inquiry received by Mayor Bagwell, Ms. Freeman assured the public that in Carson City “we have wasted absolutely zero [vaccine] doses.” She also addressed the cumbersome nature of the appointment process and advised checking the site frequently as it would be updated upon receipt of additional vaccine doses. Ms. Freeman expressed gratitude to the City’s Information Technology Department, advised of an upcoming consolidated helpline, and thanked the City and the public for the opportunity to serve them. Mayor Bagwell relayed several public comments one of which was in favor of the City’s distribution of personal protective equipment (PPEs). Ms. Freeman reminded the public that even though the vaccine is available, the public still must maintain social distancing and wear face coverings. Supervisor Bagwell noted the complexity of the data behind the vaccinations and stated that she and other volunteers would dedicate their time to help with the data input process. She also clarified that allocations are dependent upon availability from the vaccine manufacturers. Mayor Bagwell thanked Ms. Freeman and the CCHHS staff for their “great work” and wanted them to know “how much they are appreciated.”

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

**FUTURE AGENDA ITEMS**



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**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**

(2:51:32) – Mayor Bagwell introduced the item and requested a review of the Boards, Committees, and Commissions policies and the application process from Staff and the District Attorney’s Office as a future agenda item.

(2:52:40) – Supervisor Giomi announced that the Carson Water Subconservancy District (CWSD) had selected Carson City resident and former educator Phyllis Atkinson as the recipient of the 2021 Andy Aldax Carson River Watershed Award [for Exemplary Service in Conservation and Protection of the Carson River Watershed]. He also stated that precipitation was currently at 50 percent or less for the year beginning in October 2020.

(2:54:14) – Ms. Paulson advised that she had received an email from Congressman [Jon] Porter of the Porter Group regarding several executive orders including one that would invoke the Defense Production Act to increase the supply of materials needed to produce the COVID-19 vaccines. Additionally, he had informed her of the restoration of full funding to the National Guard’s pandemic work.

(2:55:06) – Supervisor Schuette announced that the Carson Animal Services Initiative (CASI) will host a seminar series titled “Understanding Your Pet’s Behavior” on every second and fourth Wednesday, beginning on January 27, 2020. Information and registration forms are available on [friendsofcasi.org](http://friendsofcasi.org).

**CLOSED NON-MEETING TO CONFER WITH COUNSEL:**

(2:56:21) – Mayor Bagwell stated that this closed non-meeting will take place after adjournment.

**30. PUBLIC COMMENT**

(2:56:40) – Mayor Bagwell entertained final public comments; however, none were forthcoming.

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

(2:56:53) – Mayor Bagwell adjourned the meeting at 2:56 p.m.

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The Minutes of the January 21, 2021 Carson City Board of Supervisors meeting are so approved on this 18<sup>th</sup> day of February, 2021.

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LORI BAGWELL, Mayor

ATTEST:

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AUBREY ROWLATT, Clerk – Recorder

Attachments: Emailed Public Comments