

CARSON CITY BOARD OF SUPERVISORS
Minutes of the February 16, 2023 Meeting
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A regular meeting of the Carson City Board of Supervisors and Redevelopment Authority was scheduled for 8:30 a.m. on Thursday, February 16, 2023, 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 Curtis Horton, Ward 3
Supervisor Lisa Schuette, Ward 4

STAFF:

Nancy Paulson, City Manager
Scott Hoen, Clerk-Recorder
Todd Reese, Senior Deputy District Attorney
Stephanie Hicks, Deputy City Manager
Tamar Warren, Senior Deputy Clerk

NOTE: A recording of these proceedings, the Board’s agenda materials, and any written comments or documentation provided to the Clerk, during the meeting, are part of the public record. These materials are available for review, in the Clerk’s Office, during regular business hours. All meeting minutes are available for review at: <https://www.carson.org/minutes>.

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

(8:30:54) – Mayor Bagwell called the meeting to order at 8:30 a.m. Mr. Hoen called roll and noted the presence of a quorum. Peggy Locke, Assisting Minister at Hillside Foursquare Church, provided the invocation. At Mayor Bagwell’s request, Judge James Wilson led the Pledge of Allegiance.

5. PUBLIC COMMENT

(8:34:58) – Mayor Bagwell noted that items 8.A and 11.C would be pulled from the Consent Agenda. She also entertained public comments.

(8:35:23) – Deni French thanked those who serve the community and wished to hear more discussion on items that are on the Consent Agenda. He also explained that the Nevada legislature would be considering allowing off-road vehicles access to regular streets. He was concerned about the vegetation and the animals that would be disturbed by those off-road vehicles.

(8:39:32) – Deborah Graham introduced herself as a new Carson City resident and expressed disappointment that as a renter she did not have access to recycling as there were no recycling centers in Carson City. Mayor Bagwell recommended that Ms. Graham provide her contact information to Staff who would be in touch with her.

6. FOR POSSIBLE ACTION: APPROVAL OF MINUTES – JANUARY 19, 2023.

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(8:41:00) – Mayor Bagwell introduced the item and noted a previously submitted correction that had already been made. She also entertained comments, corrections, or a motion.

(8:41:18) – Supervisor Giomi moved to approve the minutes of the January 19, 2023 Board of Supervisors meeting as corrected. The motion was seconded by Supervisor White and carried 5-0-0.

7. SPECIAL PRESENTATIONS

7.A PRESENTATION OF THE CHIEF’S MEDAL OF COMMENDATION TO AIDEN BAILEY.

(8:41:40) – Mayor Bagwell introduced the item. Carson City Fire Chief Sean Slamon presented the Chief’s Medal of Commendation to Aiden Bailey who had rushed to alert his next-door neighbors of the spreading fire in their home.

7.B PRESENTATION OF LENGTH OF SERVICE CERTIFICATES TO CITY EMPLOYEES.

(8:44:22) – Mayor Bagwell introduced the item. Each department director and elected official read the accomplishments and presented a Length of Service Certificate to their employee. The following employees were recognized for their service.

- Jason Danen, Fire Battalion Chief, 25 years – Presented by Chief Slamon.
- Salvanette Hotaling, Public Health Nurse, 15 years – Presented by CCHHS Director Nicki Aaker.
- Kimberly Tripp, P.S. Communications Operator, 15 years – Presented by Sheriff Ken Furlong.
- Ali Banister, Chief Juvenile Probation Officer, 10 years – Presented by Judge Wilson.
- Sharon Daniels, Assistant to the Sheriff Civilian, 10 years – Presented by Sheriff Furlong.
- Lyndsy Metzler Curry, Senior Legal Assistant, 5 years – Presented by District Attorney Jason Woodbury.

The Mayor and the Board congratulated the recipients and joined them for a commemorative photograph.

CONSENT AGENDA

(9:02:45) – Mayor Bagwell introduced the item and reiterated that items 8.A and 11.C would be pulled from the Consent Agenda. She also inquired whether the Board or the public wished to pull additional items from the Consent Agenda; however, none were forthcoming. She also entertained a motion.

(9:03:07) – Supervisor Giomi moved to approve the Consent Agenda consisting of items 9.A, 9.B, 9.C (based on late material [incorporated into the record]), 10.A, 11.A, 11.B, 12.A, 13.A, 13.B, 13.C, 13.D, 13.E, 14.A, and 15.A as presented. Supervisor Schuette seconded the motion.

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

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8. ASSESSOR

8.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A REQUEST TO CORRECT A CLERICAL ERROR AND INCREASE THE REAL PROPERTY TAXES FOR FISCAL YEARS ("FY") 2021/2022 IN THE AMOUNT OF \$35,789.92 AND FOR FY 2022/2023 IN THE AMOUNT OF \$37,025.40, APPORTIONED EACH YEAR AMONG 151 PROPERTIES WITH SOLAR PANELS AS DETAILED IN THE ADDRESS LIST, PER NRS 361.765 FOR A CORRECTED COMBINED TOTAL REAL PROPERTY TAX INCREASE AMOUNT OF \$72,815.32.

(9:03:41) – Mayor Bagwell introduced the item. Carson City Assessor Kimberly Adams gave background and presented the Staff Report, incorporated into the record. She also clarified that due to the Nevada Revised Statute (NRS) guidelines, the taxes that were reduced due to a clerical error must be collected and could not be written off. Ms. Adams responded to Board questions as well. Mayor Bagwell entertained public comments and explained that the details of the calculations were available in the Assessor’s Office for anyone wishing to see them.

(9:07:45) – Mary Handelin, Rod Dimmitt, Margaret Phillips, and Keith Fleck believed it was unfair for them to be responsible for the additional payments due to a clerical error. Mr. Fleck wished to understand the billing process and the payment timelines. Ms. Phillips noted that the tax reduction had taken place prior to the purchase of their home. Ms. Adams clarified that property taxes are considered a lien on the property; therefore, new homeowners such as Ms. Phillips were responsible for the previous year’s tax bill. She also clarified that the existing tax bills would be adjusted. Mayor Bagwell explained that homeowners would not be responsible for penalties or interest. Brandy King was concerned that homeowners on fixed incomes might lose their homes for non-payment of taxes, calling it unfair. Sue Masiello recommended using the City’s insurance to compensate the impacted residents. Mayor Bagwell entertained Board comments.

(9:22:11) – Supervisor Giomi agreed with the public comments that “it’s not fair.” He also recommended tabling the item until the Board received confirmation from the District Attorney’s Office that the City must legally assess the fees. If the payments must be made, Supervisor Giomi suggested collecting the fees in a span of two years. Supervisor White was in favor of having the fees “written off” and requested an explanation from the District Attorney’s Office; however, if that could not be done, he wanted to see if the City could “reach into unattached funds and pay it ourselves.” Mayor Bagwell indicated that the City had had numerous tax errors; however, those taxes had not been paid by the City. She apologized for the erroneous tax reduction but reminded the homeowners that it was their tax bill and should be paid. Senior Deputy District Attorney Todd Reese requested additional time to research the answers. Supervisor Schuette understood the taxpayers’ obligation; however, she also stated that the taxes should be paid based on the legal review. Supervisor Horton wished to hear from the District Attorney’s Office first. Mayor Bagwell paused the discussion on the item, pending answers from the District Attorney’s Office. Ms. Adams explained that owner-occupied properties count on receiving a three percent increase in their tax bills. She also outlined a new process by which Staff would be able to check all work prior to authorizing tax bills. Mayor Bagwell noted that the Board would return to this item after the District Attorney’s Office had an opportunity to do additional research.

(12:20:55) – Mayor Bagwell reopened the agenda item. Mr. Reese provided answers to several of the Board’s earlier questions. He explained that in general, property taxes are collected by the counties and distributed to

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several entities, adding that provisions in the NRS allow taxing entities to sue the Assessor for liability for not collecting taxes. He believed that should Carson City not collect the taxes, it would expose itself to liability and explained that the collection of taxes was a requirement. Mr. Reese noted that the Assessor must bring corrections to the Board of Supervisors including clerical errors per NRS 361.765 which states:

1. *If a clerical or typographical error or errors appear upon the real or personal property tax roll of any county which have not been corrected by any officer or board vested by law with the duty of correcting such errors, the county assessor of the county upon whose tax roll such errors appear shall make a report thereof to the board of county commissioners of the county.*
2. *The board of county commissioners shall thereupon examine the error or errors so reported, together with such evidence as may be presented in connection therewith, and, if satisfied that the errors or any of them are purely clerical or typographical shall:*
 - (a) *By an order entered in the minutes of the board authorize and direct the county treasurer to correct the error or errors so reported so as to conform to the true assessment; and*
 - (b) *Deliver a copy of the order to the county treasurer, who shall thereupon make the corrections and change the tax roll or rolls in conformity therewith.*
3. *If it appears that corrections of mathematical or typographical errors on the tax roll are necessary, the county assessor may, with the concurrence of the county treasurer, make corrections in the assessed valuation of any property within the county. When such corrections are made, the county treasurer shall make such adjustments as are necessary to the tax rolls for fiscal years within 3 years after the fiscal year for which the corrections were made. The adjustment may be a full refund or a credit against taxes due which may be allocated over a period no longer than 3 years.*
4. *At the end of each fiscal year the county treasurer shall report to the board of county commissioners all corrections made under subsection 3 during such fiscal year. The board of county commissioners shall approve or disapprove each correction reported. The county treasurer shall make any adjustments to the tax rolls made necessary by the disapproval by the board of county commissioners of any corrections made.*

(12:24:55) – Mr. Reese noted that computer glitches were not specifically addressed; however, they were considered clerical errors that caused unintended consequences. He also explained that he had been unable to find anything “expressly prohibiting” the City from paying the taxes; however, he cited past tax corrections where the City had approved the correction of the clerical errors which had resulted in increases in the property taxes. Mr. Reese expressed concern regarding the City taking actions to relieve property owners from paying taxes because “the [Nevada] Constitution requires that the legislature shall provide by law a uniform and equal rate of assessment in taxation.” He did not recommend taking a different action than what has been taken before. Mr. Reese also explained that the City can waive penalties and interests based on events beyond a person’s control, adding that individual residents can apply for postponement of taxes; however, they must meet certain requirements (recommending contacting the Treasurer’s Office).

(12:28:30) – Supervisor Giomi inquired about the Board’s ability to set a longer period of time for payments and Mr. Reese noted that “the NRS provides specific timelines and deadlines that the Assessor’s Office must take.” He believed a solution could be the waiver of interests and penalties. Discussion ensued about the timeline and Supervisor White was informed that the timeline would begin once the bills are sent. Supervisor Giomi recommended including the information about the waived penalties and interests in the supplemental bills. Ms. Adams was instructed to follow the law when sending out invoices. Mayor Bagwell noted that this should “never

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happen again” and suggested any decrease in taxes should trigger calling the Assessor’s Office. Mayor Bagwell entertained a motion.

(12:35:22) – Supervisor White moved to approve the correction and increase the real property taxes for FYs 2021/2022 and 2022/2023 as requested with the added notification of including the information about the waived penalties and interests in the supplemental bills. Supervisor Giomi seconded the motion.

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

9. CITY MANAGER

9.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION ON RATIFYING THE APPROVAL OF BILLS AND OTHER REQUESTS FOR PAYMENTS BY THE CITY MANAGER FOR THE PERIOD OF JANUARY 7, 2023 THROUGH FEBRUARY 3, 2023.

9.B FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A SETTLEMENT AGREEMENT BETWEEN CARSON CITY AND THE KILPATRICK FAMILY TRUST (THE “TRUST”) RESOLVING CLAIMS CONCERNING 3590 N. CARSON STREET, ASSESSOR’S PARCEL NUMBER (“APN”) 007-462-03, (THE “PROPERTY”) AND A BILLBOARD ON THE PROPERTY, PERMITTING INSTALLATION OF A NEW BILLBOARD STRUCTURE AND PROVIDING FOR A GRANT OF A DRAINAGE EASEMENT TO THE CITY.

10. COMMUNITY DEVELOPMENT

10.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A REQUEST FROM JULIAN AND JOANNA SMITH, TRUSTEES OF THE SMITH TRUST 9/12/2011 (“APPLICANT”) FOR A HISTORIC TAX DEFERMENT ON PROPERTY ZONED DOWNTOWN MIXED-USE (“DT-MU”), LOCATED AT 204 W. SPEAR STREET, ASSESSOR’S PARCEL NUMBER (“APN”) 003-222-04.

11. FINANCE

11.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING THE REPORT ON THE CONDITION OF EACH FUND IN THE TREASURY AND THE STATEMENTS OF

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RECEIPTS AND EXPENDITURES THROUGH FEBRUARY 3, 2023, PER NRS 251.030 AND NRS 354.290.

11.B FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING AN APPLICATION TO REMOVE \$449,345.22 IN UNCOLLECTIBLE ACCOUNTS RECEIVABLE FROM THE RECORDS OF THE AMBULANCE FUND.

11.C FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING THE CARSON CITY COST ALLOCATION PLAN FOR THE FISCAL YEAR ENDED JUNE 30, 2022.

(9:35:07) – Mayor Bagwell introduced the item. Carson City Chief Financial Officer Sheri Russell-Benabou explained that there had been no changes to the cost-allocation process. There were no public comments; therefore, Mayor Bagwell entertained a motion.

(9:36:20) – Supervisor Giomi moved to approve the Cost Allocation Plan as recommended. The motion was seconded by Supervisor Horton.

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

12.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING THE PROPOSED SUBMITTAL OF A GRANT APPLICATION TO THE FEDERAL EMERGENCY MANAGEMENT AGENCY (“FEMA”) FOR AN ASSISTANCE TO FIREFIGHTERS GRANT (“GRANT”) SEEKING UP TO \$180,000, SUBJECT TO A LOCAL MATCH OBLIGATION OF AT LEAST 10%, TO REPLACE UP TO 60 MOBILE DATA COMPUTERS (“MDCS”), 30 DUAL BAND IN-VEHICLE ROUTERS FOR THE MDCS AND TWO ANTENNAS FOR EACH DUAL BAND ROUTER.

13. PURCHASING AND CONTRACTS

13.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING AUTHORIZATION FOR THE CARSON CITY CORONER TO PURCHASE ONE NEW CHEVROLET TAHOE FOR A NOT TO EXCEED AMOUNT OF \$51,155.01 UTILIZING JOINDER CONTRACT 99SWC-NV21-8888 BETWEEN THE STATE OF NEVADA AND MICHAEL HOHL MOTOR COMPANY (“MICHAEL HOHL”).

13.B FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE REGARDING A PROPOSED EMERGENCY AMENDMENT (“AMENDMENT”) TO CONTRACT NO. 23300049 (“CONTRACT”) WITH CARSON PUMP, LLC (“CARSON PUMP”) FOR ON-CALL WATER WELL MAINTENANCE AND REPAIR SERVICES TO INCREASE THE CONTRACT’S NOT TO EXCEED AMOUNT BY

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\$150,000, FOR A NEW TOTAL NOT TO EXCEED AMOUNT OF \$250,000 FOR FISCAL YEAR (“FY”) 2023, FOR EMERGENCY WATER WELL REPAIRS NEEDED DUE TO TWO WATER WELL FAILURES AND AN UNEXPECTED REHABILITATION FOR A THIRD WATER WELL.

13.C FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A DETERMINATION THAT OVERHEAD FIRE PROTECTION INC., (“OVERHEAD”), IS THE LOWEST RESPONSIVE AND RESPONSIBLE BIDDER PURSUANT TO NEVADA REVISED STATUTES (“NRS”) CHAPTER 338 AND WHETHER TO AWARD CONTRACT NO. 23300257 TO REMOVE AND REPLACE THE FIRE SPRINKLER SYSTEM AT THE EAGLE VALLEY GOLF COURSE CLUBHOUSE (“PROJECT”) TO OVERHEAD FOR A TOTAL AMOUNT NOT TO EXCEED \$146,756.50.

13.D FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING CONTRACT NO. 23300250 (“CONTRACT”) WITH TERRAPHASE ENGINEERING, INC. (“TERRAPHASE”) TO PROVIDE DESIGN SERVICES FOR THE CARSON CITY SUTRO BASIN SCOPING PROJECT FOR A NOT TO EXCEED AMOUNT OF \$147,026 THROUGH MARCH 23, 2024.

13.E FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING AMENDMENT NO. 5 TO CONTRACT NO. 1718-127 FOR FEDERAL LOBBYING SERVICES WITH PORTER GROUP, LLC, TO EXTEND THE CONTRACT TERM FOR AN ADDITIONAL YEAR THROUGH FEBRUARY 20, 2024 AND FOR A NOT TO EXCEED ADDITIONAL AMOUNT OF \$49,800.

14. PUBLIC WORKS

14.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A PROPOSED 18,000 SQUARE FOOT NON-EXCLUSIVE UTILITY AND ACCESS EASEMENT (“EASEMENT”) FROM CARSON CITY TO GREAT BASIN TRANSMISSION COMPANY AT NO COST FOR NATURAL GAS PIPELINE AND APPURTENANCES LOCATED WITHIN THE PORTION OF CARSON CITY’S RIGHT-OF-WAY ON N. EDMONDS DRIVE (“ROW”) ABUTTING ASSESSOR'S PARCEL NUMBER (“APN”) 008-307-17 (“PROPERTY”).

15. TREASURER

15.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 JANUARY 2023 SUBMITTED PER NEVADA REVISED STATUTES (“NRS”) 354.280.

END OF CONSENT AGENDA

ORDINANCES, RESOLUTIONS, AND OTHER ITEMS

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

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Please see the minutes for items 8.A and 11.C.

17. PUBLIC WORKS

17.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A PRESENTATION OF THE CARSON CITY ROADS FUNDING: LOCAL FUNDING OPTIONS TECHNICAL REPORT (“REPORT”) AND POTENTIAL MECHANISMS TO INCREASE FUNDING FOR THE CONSTRUCTION AND MAINTENANCE OF CARSON CITY’S ROADS AND ROAD-RELATED TRANSPORTATION INFRASTRUCTURE PROJECTS.

(9:36:46) – Mayor Bagwell introduced the item. Supervisor Schuette read into the record a prepared disclosure statement, advised of no disqualifying conflict, and noted that she would participate in discussion and action. Mr. Martinovich provided background and reviewed the Staff Report which is incorporated into the record and invited the Board to discuss and provide direction to Staff. Catherine Hansford, Principal at Hansford Economic Consulting, reviewed a PowerPoint presentation, incorporated into the record, outlining the funding gaps and exploring several funding source opportunities and options for the maintenance and construction of the City’s roads and related projects. She also responded to clarifying questions by the Board. Mayor Bagwell wished to see neighborhood roads addressed as well. Mr. Martinovich explained that the State Legislature planned on looking at road usage models as well. Supervisor Giomi expressed concern that the State had not planned to address the funding issues for another 10-12 years. He also preferred a sales tax option versus burdening the community and recommended that Mr. Martinovich post answers to questions received from the public on the transportation website. Supervisor White was also in favor of the sales tax option; however, he believed funds should be used for “asphalt maintenance only” for local/neighborhood roads and not for sidewalks, bicycle lanes, and other infrastructure projects. Mayor Bagwell suggested considering Special Improvement Districts that could be petitioned by residents of specific neighborhoods. She was also in favor of having the sales tax component placed on a ballot; however, she noted that she was not ready to support a General Improvement District component yet. Supervisor Giomi stressed the importance of obtaining public input often and making it available to the community. Supervisor Schuette believed in considering the needs and preferences of the community members. Mayor Bagwell entertained public comments.

(10:41:47) – Mr. French considered the \$35 monthly fee steep for most residents. He also believed that the casino, hotel, and mining industries should contribute as well. Maxine Nietz believed that homeowners would pay \$50 per month based on Ms. Hansford’s presentation and highlighted the burden on fixed-income residents. She recommended salary cuts and forgoing the hiring of consultants. Ms. Nietz recommended diverting revenue such as the diesel tax revenue to local roads instead of regional roads or roundabouts, in addition to charging developers a per foot, per lane fee for roads. Betsy Strasburg believed in finding the root causes prior to considering establishing General Improvement Districts. She also suggested a two percent cut to the City’s budget to pay for roads. Lisa Partee agreed with Supervisor White’s suggestion of dedicating funds to road maintenance only. Heather Koche agreed with Ms. Partee and Supervisor White; however, she believed that the funds should come from the developers because they bring in heavy equipment. Sue Masiello was in favor of Special Improvement Districts, but those districts should be exempt from General Improvement Districts. She also believed that the funds should be used for local road maintenance only and was in favor of homeowners paying for sidewalks. Ms. Masiello suggested having a real estate transfer tax. Karen Stephens suggested fees for delivery companies with

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heavier vehicles. She also suggested having evening meetings. Richard Nagel was in favor of the two percent budget reduction and earmarking the funds for the [local] roads.

(11:01:00) – Supervisor Horton recommended gathering public information and recommended immediate action to solve the local road maintenance problem; however, he did not believe that a two percent budget cut would be the answer. Supervisor Giomi believed that the developers would pass the fees on to the homebuyers. Supervisor White wished to find out whether there would be any legislative action regarding the item this year. Mr. Martinovich reviewed several grant funds the City had received through the Carson Area Metropolitan Organization (CAMPO) that were being used on regional roads. Deputy Public Works Director Dan Stucky praised Staff for leveraging many grants to be used on regional roads. He also noted that Staff had received appropriate direction to proceed.

(11:11:20) – Mayor Bagwell recessed the meeting.

(11:19:54) – Mayor Bagwell reconvened the meeting. A quorum was still present.

17.B FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING THE ADDITION OF ONE FULLTIME CONSTRUCTION INSPECTOR POSITION IN THE CARSON CITY PUBLIC WORKS DEPARTMENT ("PUBLIC WORKS") AND AUTHORIZATION FOR PUBLIC WORKS TO PURCHASE A VEHICLE FOR THE NEW CONSTRUCTION INSPECTOR POSITION.

(11:19:58) – Mayor Bagwell introduced the item. Public Works Director Darren Schulz gave background and explained the need for a full-time inspector and a vehicle due to the increased construction. Mayor Bagwell clarified that the position would be funded by permit fees paid by developers. Mayor Bagwell entertained public comments. Mr. French noted his approval for the position and recommended that the public speak up to help the inspector relating to safety. Ms. Koche wished to see self-reporting by residents. There were no additional comments; therefore, Mayor Bagwell entertained a motion.

(11:26:23) – Supervisor Horton moved to approve the addition of a full-time Construction Inspector position, and authorize the purchase of a vehicle, as presented and funded in the same manner as the position. Supervisor Schuette seconded the motion.

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

18. HEALTH AND HUMAN SERVICES

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18.A FOR DISCUSSION ONLY: DISCUSSION AND PRESENTATION OF A REPORT FROM THE NEVADA HUMANE SOCIETY (“NHS”), THE CONTRACTED PROVIDER OF ANIMAL SERVICES FOR CARSON CITY. (NICKI AAKER, NAAKER@CARSON.ORG) STAFF SUMMARY: THIS ITEM IS TO PROVIDE AN UPDATE ON NEVADA HUMANE SOCIETY’S ACTIVITIES TO INCLUDE: SHELTER INTAKE, SHELTER ADOPTIONS, LIFESAVING RATE, TRENDS, LABOR OVERVIEW AND GOALS.

(11:46:07) – Mayor Bagwell introduced the item. Nevada Humane Society (NHS) CEO Greg Hall introduced himself and Clay Johnson, Carson City Shelter Manager. Mr. Hall reviewed a PowerPoint presentation, incorporated into the record, and reported on the shelter’s activities related to the licensing, regulating, policing, enforcing, receiving, impounding, caring, and disposing of animals that come into the custody of the City. Mr. Hall and Mr. Johnson also responded to clarifying questions. Supervisor Schuette thanked the presenters and noted that NHS had partnered with the Carson City Parks, Recreation, and Open Space Department for their Tails and Trails adoption events and to learn about trail etiquette. Mayor Bagwell entertained public comments.

(12:07:37) – Ms. Partee expressed appreciation to NHS and recommended streamlining the shelter’s outgoing message and providing a bypass capability it in case of an emergency. Mayor Bagwell thanked the presenters and noted that this item had not been agendized for action.

19. FINANCE

19.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING STAFF RECOMMENDED ASSUMPTIONS TO BE USED IN PREPARATION OF THE CARSON CITY BUDGET FOR FISCAL YEAR ("FY") 2024 (JULY 1, 2023 THROUGH JUNE 30, 2024). (SHERI RUSSELL-BENABOU, SRUSSELL@CARSON.ORG) STAFF SUMMARY: STAFF WILL PRESENT THE RECOMMENDED PROPERTY TAX RATE AND ASSUMPTIONS FOR PREPARATION OF THE CARSON CITY FY 2024 BUDGET. THE CITY'S GOVERNING BODY, THE BOARD OF SUPERVISORS, IS REQUIRED TO APPROVE A PROPERTY TAX RATE TO BE LEVIED FOR FY 2024. THE DEPARTMENT OF TAXATION REQUIRES ALL LOCAL GOVERNMENTS TO INFORM THEM OF THE RATE THEY INTEND TO USE BY FEBRUARY 21, 2023.

(11:27:00) – Mayor Bagwell introduced the item. Ms. Russell-Benabou reviewed a PowerPoint presentation titled *Carson City FY 24 Budget Projections*, incorporated into the record, and responded to clarifying questions. She also confirmed for Mayor Bagwell that the assumptions had not changed, and they followed the financial policies that had been set for “a number of years.” Mayor Bagwell responded to earlier public comments regarding a two percent budget cut and the diverting of those funds to roads, noting that many of the funds are restricted by Nevada Revised Statute (NRS) and could not be used for purposes other than originally intended. Supervisor Giomi noted that changes should be done via the City’s financial policy. Ms. Russell-Benabou informed the Board that she expended many supplemental requests due to cost increases such as power, materials, etc. Mayor Bagwell entertained a motion.

(11:45:26) – Supervisor Giomi moved to direct staff to use \$3.57 as the property tax rate in preparing the FY 2024 Carson City Budget. Supervisor Schuette seconded the motion.

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

20. COMMUNITY DEVELOPMENT - PLANNING

20.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING STREET CLOSURES FOR SPECIAL EVENTS IN CALENDAR YEAR 2023, INCLUDING THE PROPOSED CLOSURE OF STREETS AROUND THE UNITED METHODIST CHURCH, FOR ITS DRIVE THROUGH LIVING NATIVITY / THE ROAD TO BETHLEHEM EVENT.

(12:09:02) – Mayor Bagwell introduced the item. Community Development Director Hope Sullivan gave background and presented the Staff Report which is incorporated into the record. She noted that she had sent out 51 emails and 51 letters by first-class mail to each person who was identified as an event organizer in 2022. A number of event organizers had responded, confirming that their street closure needs were within the authority of the Public Works Director. The only request for additional street closures had come from the First United Methodist Church for the Drive Through Living Nativity event. Ms. Sullivan recommended approval of closing the streets as requested for safety reasons. Mayor Bagwell entertained comments and when none were forthcoming, a motion.

(12:12:00) – Supervisor White moved to approve the street closures as presented. Supervisor Schuette seconded the motion.

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

20.B FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A REQUEST FROM CARSON CITY (“APPLICANT”) TO ADOPT, ON SECOND READING, BILL NO 102, AN ORDINANCE APPROVING A ZONING MAP AMENDMENT TO CHANGE THE ZONING FROM PUBLIC COMMUNITY (“PC”) TO SINGLE-FAMILY 6,000 (“SF6”) FOR A PARCEL LOCATED AT 700 FLEISCHMANN WAY, ASSESSOR’S PARCEL NUMBER (“APN”) 001- 141-20.

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(12:12:16) – Mayor Bagwell introduced the item. Planning Manager Heather Ferris noted that there had been no changes to the Bill since the first reading. Mayor Bagwell entertained public comments. Ms. Koche stated that “everything does not deserve a Special Use Permit” and believed that they would cause public safety issues. Mr. French noted that he was “worried” and recommended more in-depth consideration. Mayor Bagwell entertained a motion.

(12:15:07) – Supervisor White moved to adopt, on second reading, Bill No. 102, Ordinance No. 2023-2. The motion was seconded by Supervisor Giomi.

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

20.C FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING THE HISTORIC RESOURCES COMMISSION ANNUAL REPORT FOR 2022.

(12:15:35) – Mayor Bagwell introduced the item. Historic Resources Commission (HRC) Chair Mike Drews gave background on the Commission’s role and presented a report, incorporated into the record, which included information about cases reviewed by the HRC, administrative reviews, and information regarding other historic preservation activities. He also responded to clarifying questions. Supervisor Giomi and Mayor Bagwell thanked Mr. Drews for his presentation. This item was not agendaized for action.

21. CITY MANAGER

21.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING COORDINATION OF LEGISLATIVE ACTIVITY ON PENDING STATE LEGISLATION BEFORE THE NEVADA LEGISLATURE AND WHETHER TO ADOPT AN OFFICIAL POLICY POSITION OR DIRECT STAFF TO ADVOCATE FOR OR AGAINST ANY SUCH LEGISLATION, INCLUDING THE SUBMITTAL OF PROPOSED AMENDATORY LANGUAGE.

(12:36:07) – Mayor Bagwell introduced the item. Government Affairs Liaison Stephen Wood reported on the Legislative Session and updated the Board on pending state legislation that may have an impact on Carson City:

- SB16: Upcoming hearing on February 22, 2023 – no perceived issues.
- SB118: Will be heard this afternoon, with an amendment for direct funding to Carson City.
- AB140: Was heard this morning and expected to “move through the process.”
- SB81: Will be heard next week.
- AB14: Scheduled for Tuesday, Revises provisions relating to the state business portal. (BDR 7-405). Staff recommendation is to oppose this bill.

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(12:39:53) – Ms. Sullivan and Carson City Health and Human Services (CCHHS) Director Nicki Aaker recommended opposing the Bill that requires the use of a State business portal. Ms. Aaker noted that the City has “a good business process going with Community Development.” She believed that the integrated software’s inability to route applications could decrease the service level to the customers. Ms. Sullivan added that the State had requested synchronizing the business license data with the municipalities on a voluntary basis for several years. She stated that in Carson City, applications are routed to other City departments to have the appropriate department take jurisdiction and believed that the State could not accommodate that. She recommended having Staff focus on the existing system and noted that it would have a large fiscal impact at the information technology level on the City. Supervisor Giomi suggested offering a report to the State instead of integrating the data. Ms. Sullivan clarified that without a State business license, a Carson City business license will not be issued. Mayor Bagwell entertained public comments; however, none were forthcoming.

(12:49:05) – Supervisor White also reviewed the following bills:

- SB54: Requires the Secretary of State to prepare, maintain and publish an elections procedure manual; requiring county and city clerks to comply with the most recent version of the manual. Supervisor White recommended opposing the Bill.
- SB22: Authorizes, under certain circumstances, the publication of a legal notice or advertisement on the Internet website of a newspaper. Supervisor White noted that there is no language in the bill about the websites being down.
- AB 143: Authorizes, under certain circumstances, a board of county commissioners to convey without consideration real property acquired directly from the Federal Government for purposes of clearing title to certain persons; exempting such transfers from the real property transfer tax. Supervisor White wished to understand why properties would be disposed of outside the current process.
- AB95: Requires every candidate for public office to petition for acceptance on a ballot. He recommended opposing the bill.

Supervisor Giomi wished to see all the bills consolidated and presented to the Board by Staff. He encouraged sending requests to watch or track bills to Mr. Wood, who will bring a consolidated list to Board meetings.

Mayor Bagwell suggested taking action on AB14.

(12:56:02) – Supervisor Giomi moved to direct Staff to oppose AB14 for the reasons stated on the record. The motion was seconded by Supervisor Schuette

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

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(12:56:25) – Mayor Bagwell requested that Mr. Wood bring back the bills highlighted by Supervisor White, provide Staff direction, and make them a priority.

22. BOARD OF SUPERVISORS

NON-ACTION ITEMS.

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

(12:56:48) – Mayor Bagwell introduced the item. Ms. Paulson announced that the Nevada Division of Outdoor Recreation had nominated the Carson City Parks, Recreation, and Open Space and Muscle Powered for the Trails Promotion and Education Award. Supervisor Giomi reported on the Culture and Tourism Authority’s (CTA) activities, explaining that a cultural asset page is up and active on the CTA’s website. He also updated the Board on the Carson Water Subconservancy District meeting, stating that as a result of the snowstorms the year’s snow water equivalent had reached new levels, noting that the City should end with at least 200 percent of normal. Supervisor Giomi also noted that the average temperature in Minden in January had been seven degrees colder than normal. He announced the Carson River Watershed Forum on April 18 and 19, 2023 at the Governor’s Mansion.

(1:01:47) – Supervisor Schuette reported on her Washington DC trip for the National Association of Counties (NACO) Housing Forum, specifically energy and water-efficient housing.

CLOSED NON-MEETING TO CONFER WITH MANAGEMENT REPRESENTATIVES AND COUNSEL.

(1:03:37_) – Mayor Bagwell announced that this item would take place after adjournment and that Supervisor Horton would not participate.

23. PUBLIC COMMENT

(1:03:44) – Mayor Bagwell entertained final public comments. Mr. French updated the Board on his attendance at the State Legislature, especially during the AB46 discussion. He also explained that he had heard discussion regarding the declining wildlife counts due to the drought.

24. FOR POSSIBLE ACTION: TO ADJOURN THE BOARD OF SUPERVISORS

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(1:07:20) – Mayor Bagwell adjourned the Board of Supervisors meeting at 1:07 p.m.

The Minutes of the February 16, 2023 Carson City Board of Supervisors meeting are so approved on this 16th day of March, 2023.

LORI BAGWELL, Mayor

ATTEST:

SCOTT HOEN, Clerk-Recorder