

CARSON CITY BOARD OF SUPERVISORS

Minutes of the February 7, 2013 Meeting

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A regular meeting of the Carson City Board of Supervisors was scheduled for 8:30 a.m. on Thursday, February 7, 2013 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

PRESENT: Mayor Robert Crowell
Supervisor Karen Abowd, Ward 1
Supervisor Brad Bonkowski, Ward 2
Supervisor John McKenna, Ward 3
Supervisor Jim Shirk, Ward 4

STAFF: Larry Werner, City Manager
Alan Glover, Clerk - Recorder
Randal Munn, Chief Deputy District Attorney
Kathleen King, Deputy Clerk / Recording Secretary

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.

1 - 4. CALL TO ORDER, ROLL CALL, INVOCATION, AND PLEDGE OF ALLEGIANCE (8:31:36) - Mayor Crowell called the meeting to order at 8:31 a.m. Mr. Glover called the roll; a quorum was present. Fountainhead Foursquare Church Pastor Louie Locke provided the invocation. At Mayor Crowell's request, Carson City School Board Member Ron Swirczek led the pledge of allegiance.

5. PUBLIC COMMENTS AND DISCUSSION (8:33:22) - Mayor Crowell entertained public comment; however, none was forthcoming.

6. POSSIBLE ACTION ON APPROVAL OF MINUTES - January 3, 2013 (8:33:50) - Mayor Crowell introduced this item, and Supervisor Abowd advised that she would abstain. **Supervisor McKenna moved to approve the minutes. Supervisor Bonkowski seconded the motion.** Mayor Crowell noted a clerical correction and called for a vote on the pending motion. **Motion carried 4-0-1.**

7. POSSIBLE ACTION ON ADOPTION OF AGENDA (8:34:30) - Mayor Crowell entertained modifications to the agenda and, when none were forthcoming, a motion to adopt it as published. **Supervisor McKenna so moved. Supervisor Bonkowski seconded the motion. Motion carried 5-0.** (3:54:54) Mayor Crowell modified the agenda to address items 31(A) and 31(B) together.

8. CONSENT AGENDA (8:35:13) - Mayor Crowell advised of having been requested to separately hear item 8-3(B). He entertained additional requests to hear items separate from the consent agenda and, when none were forthcoming, a motion. **Supervisor McKenna moved to adopt the consent agenda with one item from the Assessor; six items from Finance, item 8-2(A) Resolution No. 2013-R-5; two items from Purchasing, item 8-3(C) Resolution No. 2013-R-6; one item from the Airport Authority; one item from Public Works Water Treatment Plant; one item from Fire; two items from Health and Human Services, item 8-7(A) Resolution No. 2013-R-7; and one item from Parks and Recreation, Resolution No. 2013-R-8. Supervisor Abowd seconded the motion. Motion carried 5-0.**

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8-1. ASSESSOR - POSSIBLE ACTION TO APPROVE THE CORRECTION AND REFUND OF THE TAXES FOR THE 2009 / 10, 2010 / 11, AND 2011 / 12 TAX YEARS FOR PERSONAL PROPERTY ACCOUNT NUMBER AC 051268 (AIRCRAFT - N28X), PURSUANT TO NRS 361.767, IN THE AMOUNT OF \$358.52

8-2. FINANCE DEPARTMENT

8-2(A) POSSIBLE ACTION TO ADOPT A RESOLUTION IN SUPPORT OF AB 68, CONSOLIDATED TAX BILL

8-2(B) POSSIBLE ACTION TO APPROVE THE APPLICATION TO REMOVE THE UNCOLLECTIBLE ACCOUNTS RECEIVABLE SPECIFIED IN THE APPLICATION FROM THE RECORDS OF THE AMBULANCE FUND FOR A TOTAL AMOUNT OF \$51,495.33, IN UNCOLLECTIBLE ACCOUNTS RECEIVABLE

8-2(C) POSSIBLE ACTION TO ACCEPT THE REPORT ON THE CONDITION OF EACH FUND IN THE TREASURY AND THE STATEMENTS OF RECEIPTS AND EXPENDITURES, THROUGH JANUARY 29, 2013, PURSUANT TO NRS 251.030 AND NRS 354.290

8-2(D) POSSIBLE ACTION TO CONFIRM THE ENGAGEMENT OF SHERMAN AND HOWARD AS BOND COUNSEL TO CARSON CITY, NEVADA IN CONNECTION WITH THE \$1,250,000, CARSON CITY, NEVADA INSTALLMENT PURCHASE AGREEMENT FOR ACQUISITION OF OFFICE BUILDING

8-2(E) POSSIBLE ACTION TO ALLOW THE FINANCE DEPARTMENT TO DELETE FIXED ASSETS FROM THE ENTERPRISE FUNDS FIXED ASSET LISTING FOR FISCAL YEAR 2011 - 12

8-2(F) POSSIBLE ACTION TO ALLOW THE FINANCE DEPARTMENT TO DELETE FIXED ASSETS FROM THE GENERAL FUND FIXED ASSET LISTING FOR FISCAL YEAR 2011 - 12

8-3. PURCHASING AND CONTRACTS

8-3(A) POSSIBLE ACTION TO ACCEPT THE PUBLIC WORKS DEPARTMENT RECOMMENDATION TO APPROVE AMENDMENT NO. 1 TO CONTRACT NO. 1112-184 WITH ANDRITZ SEPARATION, INC., TITLED "D5LL ROTATING ASSEMBLY REPAIR," TO INCREASE THE CONTRACT TERM, FROM NOVEMBER 15, 2012 TO MAY 31, 2013

8-3(B) POSSIBLE ACTION TO ACCEPT THE PUBLIC WORKS DEPARTMENT RECOMMENDATION TO APPROVE AMENDMENT NO. 3 TO CONTRACT NO. 1011-125 WITH THE LOUIS BERGER GROUP, INC., TITLED "CARSON CITY FREEWAY PHASE 2B UTILITIES SUPPORT," TO INCREASE THE CONTRACT TERM, FROM FEBRUARY 1, 2013 TO DECEMBER 31, 2014 (8:44:50) - Mayor Crowell introduced this item, and Deputy Public Works Director Darren Schulz reviewed the agenda materials. In response to a question, Mr. Schulz advised that approximately fifty percent of the project costs will be reimbursed by the Nevada

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Department of Transportation. He provided background information on the agreement and, in response to a further question, explained the procedure by which costs are paid and reimbursed.

Mayor Crowell entertained public comment and, when none was forthcoming, a motion. **Supervisor Abowd moved to accept the Public Works Department recommendation to approve Amendment No. 3 to Contract No. 1011-125 with the Louis Berger Group, Inc., titled, "Carson City Freeway Phase 2B Utilities Support," to increase the contract term, from February 1, 2013 to December 31, 2014. Supervisor McKenna seconded the motion. Motion carried 5-0.**

8-3(C) POSSIBLE ACTION TO ADOPT A RESOLUTION AUTHORIZING THE BOARD OF SUPERVISORS TO DETERMINE THAT THE FORTY EIGHT (48) PIECES OF MISCELLANEOUS SURPLUS PROPERTY HAVE REACHED THE END OF THEIR USEFUL LIVES AND WILL BE DONATED TO ANOTHER GOVERNMENTAL ENTITY OR TO A REQUESTING NON-PROFIT ORGANIZATION CREATED FOR RELIGIOUS, CHARITABLE, OR EDUCATIONAL PURPOSES, AS SET FORTH IN NEVADA REVISED STATUTES 372.3261 (FILE NO. 1213-142)

8-4. AIRPORT AUTHORITY - POSSIBLE ACTION TO APPROVE THE FIFTH ADDENDUM FOR THE LEASE BETWEEN EL AERO SERVICES AND THE CARSON CITY AIRPORT AUTHORITY FOR PARCELS W1-D AND W1-E ON THE MAPS RECORDED WITH THE ORIGINAL LEASE, AS DOCUMENT NO. 6457 (ORIGINALLY TITLED AEROHEAD AVIATION LEASE)

8-5. PUBLIC WORKS DEPARTMENT - WASTEWATER TREATMENT PLANT - POSSIBLE ACTION TO APPROVE THE PUBLIC WORKS DEPARTMENT PROPOSED PERSONNEL CHANGES TO CONSOLIDATE FIVE MANAGEMENT / SUPERVISOR POSITIONS INTO THREE MANAGEMENT / SUPERVISOR POSITIONS AND CONVERTING THE TWO REMAINING POSITIONS INTO STAFF LEVEL POSITIONS, RESULTING IN SAVINGS OF APPROXIMATELY \$45,000 ANNUALLY

8-6. FIRE DEPARTMENT - POSSIBLE ACTION TO AUTHORIZE THE MAYOR TO SIGN THE 2013 ANNUAL OPERATING PLAN, BETWEEN THE UNITED STATES DEPARTMENT OF AGRICULTURE - FOREST SERVICE, HUMBOLDT - TOIYABE NATIONAL FOREST (AGREEMENT NO. 12-FI-11041701-019) AND THE CARSON CITY FIRE DEPARTMENT

8-7. HEALTH AND HUMAN SERVICES DEPARTMENT

8-7(A) POSSIBLE ACTION TO ADOPT A RESOLUTION ACCEPTING AN INTERLOCAL AGREEMENT, BETWEEN THE BOARD OF REGENTS OF THE NEVADA SYSTEM OF HIGHER EDUCATION, ON BEHALF OF THE UNIVERSITY OF NEVADA RENO, ORVIS SCHOOL OF NURSING AND CARSON CITY, A CONSOLIDATED MUNICIPALITY AND POLITICAL SUBDIVISION OF THE STATE OF NEVADA, ON BEHALF OF THE CARSON CITY HEALTH AND HUMAN SERVICES DEPARTMENT, TO PROVIDE A TRAINING SITE FOR THE UNIVERSITY'S NURSING STUDENTS, AND OTHER MATTERS PROPERLY RELATED THERETO

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8-7(B) POSSIBLE ACTION TO ACCEPT A SUB-GRANT, IN THE AMOUNT OF \$30,000, THROUGH SEPTEMBER 30, FROM THE NEVADA STATE HEALTH DIVISION BUREAU OF PUBLIC HEALTH AND CLINICAL SERVICES; THE GRANT WILL BE AWARDED IMMEDIATELY; THE PURPOSE OF THE GRANT IS TO SUPPORT ACTIVITIES AT CARSON CITY HEALTH AND HUMAN SERVICES THAT WILL PREPARE THE DEPARTMENT TO SUBMIT AND ACHIEVE NATIONAL VOLUNTARY PUBLIC HEALTH DEPARTMENT ACCREDITATION; THIS SUPPORT WILL ALSO ALLOW CCHHS TO SHARE KNOWLEDGE GAINED BY PREPARING FOR AND SUBMITTING AN APPLICATION WITH ALL NEVADA STATE AND LOCAL HEALTH AUTHORITIES IN NEVADA

8-8. PARKS AND RECREATION DEPARTMENT - POSSIBLE ACTION TO ADOPT A RESOLUTION EXPRESSING GRATITUDE TO THE PRESENT AND PAST CARSON RIVER ADVISORY COMMITTEE MEMBERS FOR THEIR DEDICATED SERVICES AND CONTRIBUTIONS TOWARDS THE STEWARDSHIP OF THE CARSON RIVER AND PROVIDING FOR THE DISSOLUTION OF THE CARSON RIVER ADVISORY COMMITTEE

9. RECESS BOARD OF SUPERVISORS (8:36:39) - Mayor Crowell recessed the Board of Supervisors at 8:36 a.m.

LIQUOR AND ENTERTAINMENT BOARD

10. CALL TO ORDER AND ROLL CALL (8:36:43) - Chairperson Crowell called the Liquor and Entertainment Board to order at 8:36 a.m., noting the presence of a quorum, including Member Ken Furlong.

11. POSSIBLE ACTION ON APPROVAL OF MINUTES - December 6, 2012 and December 20, 2012 (8:37:03) - Chairperson Crowell entertained a motion. Member Abowd moved to approve the minutes of December 6, 2012. Member McKenna seconded the motion. Motion carried 6-0. Chairperson Crowell entertained a motion relative to the December 20th minutes. Member Abowd moved to approve the December 20, 2012 meeting minutes. Member McKenna seconded the motion. Motion carried 6-0.

12. PUBLIC WORKS DEPARTMENT, BUSINESS LICENSE DIVISION - POSSIBLE ACTION TO APPROVE NATHANIEL KILLGORE AS THE LIQUOR MANAGER FOR CATERPILLAR'S, LIQUOR LICENSE NO. 13-29126, LOCATED AT 314 SOUTH CARSON STREET, CARSON CITY (8:37:44) - Chairperson Crowell introduced this item, and Senior Business License Technician Lena Reseck reviewed the agenda materials. (8:38:26) Nathaniel Killgore introduced himself, for the record, and introduced his wife, Dana. In response to a question, Mr. Killgore described the atmosphere of Caterpillar's. He advised that, upon approval of the liquor license application, an alternate location, at which no alcohol will be served, will be opened for minor patrons. The current location will be open to patrons 21 years and older after that, and "an experienced doorman" will be hired to "make sure all occupants of the said business are of age and that no one ... will be able to exit with any form of alcohol."

Mr. Killgore acknowledged that Caterpillar's is located next door to Comma Coffee. In response to a further question, he advised that he will participate in the Sheriff's alcohol server training program on March 4th. He further advised of past training in his capacity as a grocery clerk. In response to a question,

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Mrs. Killgore advised that a doorman will be present at all times, “especially on nights ... where there are a large number of underage kids going around.” She discussed the purpose for opening the new location “to provide an area for the people ... under 21 that is completely separate from where alcohol is being served.” In response to a question, Mr. Killgore advised that the new location will be opened on Fourth Street. Mrs. Killgore acknowledged that she is over 21 and, in response to a question, further clarified that alcohol will be sold in Caterpillar’s current location and will not be sold in the Fourth Street location.

In response to a question, Member Furlong advised of few problems in the area of Caterpillar’s. He commended the Killgores’ business and their interest in participating in downtown activities. Chairperson Crowell entertained a motion. **Member Bonkowski moved to approve Nathaniel Killgore as the liquor manager for Caterpillar’s, liquor license 13-29126, located at 314 South Carson Street, Carson City. Member Abowd seconded the motion. Motion carried 6-0.**

13. PUBLIC COMMENT (8:44:30) - Chairperson Crowell entertained public comment; however, none was forthcoming.

14. ACTION TO ADJOURN (8:44:38) - Chairperson Crowell adjourned the Liquor and Entertainment Board meeting at 8:44 a.m.

15. RECONVENE BOARD OF SUPERVISORS (8:44:40) - Mayor Crowell reconvened the Board of Supervisors at 8:44 a.m.

ORDINANCES, RESOLUTIONS, AND OTHER ITEMS

16. ANY ITEM(S) PULLED FROM THE CONSENT AGENDA WILL BE HEARD AT THIS TIME (8:44:44) - Please see the minutes for item 8-3(B).

17. CARSON CITY SCHOOL DISTRICT - PRESENTATION BY THE CARSON CITY SCHOOL DISTRICT REGARDING THE RACE TO THE TOP GRANT (8:49:38) - Mayor Crowell introduced this item and invited Carson City School District Associate Superintendent Susan Keema to the podium. Ms. Keema discussed the application and award of the Race to the Top grant. She introduced and provided background information on the involvement of Ormsby County Education Association President Brian Wallace. (8:54:57) Mr. Wallace discussed his involvement in development of the grant application, and reviewed the elements of the grant as outlined in the agenda materials. Mayor Crowell commended the School District representatives on securing the grant.

(9:02:43) Race to the Top Districts Transformation Director Dr. Steven Pradere thanked Ben Contine and Ron Swirczek “for their efforts with the strategic plan.” Dr. Pradere described the Race to the Top student benefits, and the mechanisms relative to lesson planning and outcomes. Ms. Keema discussed business development opportunities resulting from the Race to the Top outcomes. Dr. Pradere reviewed the responsibilities of 17 grant-funded positions situated throughout the School District, and described the program data system. Ms. Keema reviewed time frames and upcoming meetings associated with commencement of the program, and discussed development of community partnerships. She acknowledged the grant period is three years, and that the program will be developed and implemented within that time frame.

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Supervisor Abowd congratulated the School District representatives, and commended the program's promotion of critical thinking among students. Supervisor Shirk congratulated the School District representatives. In response to a question, Ms. Keema advised that the State of Nevada has a plan for teacher evaluation, and discussed the importance of community and parental partnerships "to make the educational process come alive for these students as much as possible." At Ms. Keema's request, Mr. Wallace discussed the student data aspect of the teacher evaluation process. Ms. Keema provided additional clarification of various aspects of the grant program specifications, as outlined in the agenda materials.

Mayor Crowell thanked the School District representatives for their attendance and presentations. Supervisor McKenna thanked the School District representatives for "bringing \$10 million to the economy of Carson City." Ms. Keema commended the individuals involved in developing the strategic plan and grant application. Mayor Crowell requested Ms. Keema to convey the Board's congratulations to School District officials.

18. SHERIFF

18(A) PRESENTATION ONLY - INFORMATIONAL BRIEFING REGARDING NEVADA HIGHWAY PATROL OCCUPYING A PORTION OF THE SHERIFF'S OFFICE (9:40:48) - Mayor Crowell introduced this item, and Sheriff Ken Furlong introduced Nevada Highway Patrol Chief Troy Abney, NHP Lieutenant Larson, and Sheriff's Office Project Manager Kathie Heath. Sheriff Furlong provided background information on this item, and reviewed the agenda materials. Chief Abney provided additional background information, discussed his experience with a similar program in California and benefits of the subject arrangement. At Chief Abney's request, Lieutenant Larson discussed details and benefits of the arrangement. Sheriff Furlong acknowledged sufficient space available in the Sheriff's Office, and described the designated area.

In response to a question, Sheriff Furlong advised that the Department of Public Safety Investigations Division helps to maintain objectivity between agencies in the event of potential conflict. In response to a further question, he advised that an interlocal agreement is in the process of being developed. He was uncertain as to the length of time the arrangement would be perpetuated. In response to a further question, Sheriff Furlong expressed the opinion that adequate parking is available to accommodate the additional personnel. In response to a further question, he anticipates very little impact to the City relative to operations, maintenance, and repairs. He clarified that the State has its own, separate fleet management department relative to maintenance of patrol vehicles.

Supervisor McKenna commended the cooperative arrangement. Mayor Crowell thanked the officers for their attendance and presentation, and entertained public comment. When no public comment was forthcoming, he closed this item.

18(B) POSSIBLE ACTION TO ACCEPT GRANT AWARD 09-ARRA-64 / 09-ARRA-65, FROM THE NEVADA DEPARTMENT OF PUBLIC SAFETY, OFFICE OF CRIMINAL JUSTICE ASSISTANCE, IN THE AMOUNT OF \$100,494.99, CONTINGENT UPON RECEIPT OF AUTHORIZATION TO PROCEED (9:54:41) - Mayor Crowell introduced this item, and commended Sheriff Furlong on securing the grant funding. Sheriff Furlong provided background information and reviewed the agenda materials. In response to a question, Ms. Heath explained the reimbursement mechanism associated with the grant. At Supervisor Bonkowski's request, Sheriff Furlong described

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details of the drug disposal program. In response to a question, Environmental Manager David Bruketta advised that the proposed incinerator will be located within the Public Works Department complex. In response to a further question, he advised that Public Works Department staff will work with State Environmental Protection Department staff to ensure regulatory compliance. In response to a comment, Mr. Bruketta advised that adjacent neighborhoods will be considered relative to the location of the incinerator. Ms. Heath responded to additional questions of clarification relative to the short time frames associated with appropriating the grant funding. Mayor Crowell commended Ms. Heath on discovering the available grant funding.

Sheriff Furlong advised of having spoken with sheriff's office representatives in adjacent counties, who have indicated everyone is suffering from the same burden. He discussed the possibility of cooperative agreements with adjacent counties to use the incinerator. Mayor Crowell entertained public comment and, when none was forthcoming, a motion. **Supervisor Bonkowski moved to accept grant award 09-ARRA-64 / 09-ARRA-65 from the Nevada Department of Public Safety, Office of Criminal Justice Assistance, in the amount of \$100,494.99, contingent upon receipt of Authorization to Proceed. Supervisor McKenna seconded the motion. Motion carried 5-0.** Mayor Crowell recessed the meeting at 10:04 a.m. and reconvened at 10:14 a.m.

19. FINANCE DEPARTMENT

19(A) PUBLIC HEARING ON THE INTENT OF CARSON CITY, NEVADA TO ISSUE AN INSTALLMENT - PURCHASE AGREEMENT, IN AN AMOUNT OF UP TO \$1,250,000, TO ENABLE THE BOARD TO PAY ALL OR A PORTION OF THE COST TO ACQUIRE, IMPROVE, AND EQUIP A BUILDING PROJECT, AS DEFINED IN NRS 244A.019, IN THE CITY (10:14:39) - Mayor Crowell introduced this item. Finance Department Director Nick Providenti provided background information and reviewed the agenda materials. Bond Counsel Jennifer Stern acknowledged agreement with Mr. Providenti's description of the item. Mayor Crowell entertained public and Board member comments and, when none were forthcoming, closed the public hearing.

19(B) POSSIBLE ACTION TO ADOPT A RESOLUTION AUTHORIZING AN INSTALLMENT - PURCHASE AGREEMENT FOR THE PURPOSE OF FINANCING THE COST OF A BUILDING PROJECT; DIRECTING THE CITY FINANCE DEPARTMENT DIRECTOR TO FORWARD MATERIALS TO THE STATE OF NEVADA DEPARTMENT OF TAXATION; AUTHORIZING THE CITY FINANCE DEPARTMENT DIRECTOR TO EXECUTE THE CITY'S INSTALLMENT - PURCHASE AGREEMENT EVIDENCING SUCH FINANCING; AND PROVIDING THE EFFECTIVE DATE HEREOF (10:16:28) - Mayor Crowell introduced this item, and Mr. Providenti reviewed the agenda materials. In response to a question, Bond Counsel Jennifer Stern reviewed the statutory provisions relative to the subject item. In response to a question, Mr. Providenti advised that the anticipated annual debt service will be less than the current lease payments of \$9,099 per month. If the City continues to lease the building, the payments will increase three percent beginning July 1st. Mr. Providenti acknowledged Supervisor McKenna's statement, "it's cheaper to buy" in terms of cash flow, and "long-term, we end up with a building."

In response to a question, Ms. Stern explained that "the City has better credit than the redevelopment agency ... so you're going to get a lower interest rate if the City is the owner of the building. And the redevelopment agency will make lease payments to the City. The City will use those in order to repay a portion of the installment purchase agreement." Mr. Providenti, Mr. Werner, and Mayor Crowell

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responded to additional questions of clarification relative to the benefits of purchase. Supervisor Abowd pointed out that the subject resolution represents “a more cost effective way to proceed and ... provides flexibility if, in fact, the funds aren’t available from redevelopment to make this payment ...” Mr. Werner acknowledged the accuracy of the statement.

Mayor Crowell entertained additional Board member comments or questions and, when none were forthcoming, public comments. When no public comments were forthcoming, he entertained a motion. Supervisor Bonkowski noted a necessary clerical correction to page 6 of the resolution, and Ms. Stern advised of having provided the corrected pages to the recording secretary. Supervisor Shirk requested the Board to ensure that “this funding can come from the Redevelopment Authority in this resolution before we commit the City to paying ...” Supervisor Shirk expressed the belief that “we can still purchase the building in the name of the City, but ... we need to have a resolution that would guarantee these funds are coming from redevelopment because they’re occupying the building and ... it’s fair that they pay their fair share.” Ms. Stern clarified that the resolution is to be adopted by the Carson City Board of Supervisors, and explained that the general fund figures include the lease payments. “So, from a legal point of view,” she suggested considering it “as the acquisition of a City office building. It’s a City resolution. It goes to the Department of Taxation for approval. They look at City funds, which will include transfers from the redevelopment agency, not the redevelopment agency fund. Otherwise, we would do this as a financing of the Carson City Redevelopment Authority. And, as explained before, the Redevelopment Authority doesn’t have as good credit so you won’t get as good an interest rate. Their life is limited under State law, whereas the City’s is not. So those were the reasons ... we went down the path of having it be a City financing, and adopting this resolution won’t preclude the Redevelopment Authority from adopting something or Carson City from saying it should be adopted by the Redevelopment Authority to provide for the funds for repayment.” Ms. Stern advised that a resolution authorizing the installment purchase agreement will be presented to the Board at a future date. “So you will have an opportunity to put it back on the agenda of the Board of Supervisors as well as the Redevelopment Authority ...”

Mr. Providenti acknowledged Supervisor McKenna’s description of the transaction that “the City is buying a building and we’re going to rent it out ...” In response to a question, Mr. Munn advised that the Board can choose to bind itself by a quorum vote, but another quorum could change that. “The only way you really bind yourself is in the circumstances of bonds where a third party relies upon your actions and then you are bound by that contractual agreement. But this would not be that circumstance.”

Mayor Crowell entertained a motion. **Supervisor Abowd moved to adopt Resolution No. 2013-R-9, a resolution authorizing an installment purchase agreement for the purpose of financing the cost of a building project; directing the City Finance Director to forward materials to the Department of Taxation of the State of Nevada; authorizing the City Finance Director to execute the City’s installment purchase agreement evidencing such financing, and providing the effective date hereof. Supervisor McKenna seconded the motion. Motion carried 5-0.**

19(C) POSSIBLE ACTION TO ADOPT A RESOLUTION CONCERNING THE FINANCING OF A BUILDING PROJECT; DIRECTING THE CLERK TO NOTIFY THE CARSON CITY DEBT MANAGEMENT COMMISSION OF THE CITY’S PROPOSAL TO ISSUE AN INSTALLMENT PURCHASE AGREEMENT FOR THAT PURPOSE; PROVIDING CERTAIN DETAILS IN CONNECTION THEREWITH; AND PROVIDING THE EFFECTIVE DATE HEREOF (10:34:47) - Mayor Crowell introduced this item, and Mr. Providenti reviewed the agenda

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materials. In response to a question, Ms. Stern explained that the Debt Management Commission has authority over all general obligations as well as installment purchase agreements greater than ten years. She responded to additional questions of clarification and advised “this will not affect the tax rate whatsoever. It is from legally-available, existing revenues of the City and so it’s just ... a second look. The legislature wanted to make sure if you were going to be involved in long-term financing methods, whether they’re general obligations or whether they’re installment purchase agreements subject to non-appropriation, there would be another body looking at this.”

Mayor Crowell entertained public comment and, when none was forthcoming, a motion. **Supervisor Bonkowski moved to adopt Resolution No. 2013-R-10, a resolution concerning the financing of a building project; directing the Clerk to notify the Carson City Debt Management Commission of the City’s proposal to issue an installment purchase agreement for that purpose; providing certain details in connection therewith, and providing the effective date hereof. Supervisor McKenna seconded the motion. Motion carried 5-0.** Mayor Crowell thanked Ms. Stern. In response to a question, she advised that the installment purchase agreement will be re-agendized for approval by the Board and the Redevelopment Authority. Mr. Providenti advised that the transaction is scheduled to close in early April.

20. RECESS BOARD OF SUPERVISORS (10:40:02) - Mayor Crowell recessed the Board of Supervisors at 10:40 a.m., and passed the gavel to Redevelopment Authority Chair Karen Abowd.

REDEVELOPMENT AUTHORITY

21. CALL TO ORDER AND ROLL CALL (10:40:17) - Chairperson Abowd called the Redevelopment Authority to order at 10:40 a.m., noting the presence of a quorum.

22. POSSIBLE ACTION ON APPROVAL OF MINUTES - January 3, 2013 (10:40:28) - Chairperson Abowd entertained a motion to approve the minutes, noting that she would abstain from voting. Member Crowell moved to approve the minutes. Member McKenna seconded the motion. Motion carried 4-0-1.

23. OFFICE OF BUSINESS DEVELOPMENT - POSSIBLE ACTION TO AMEND SECTION 3.2 OF THE CARSON CITY REDEVELOPMENT AUTHORITY POLICIES AND PROCEDURES REGARDING FINANCIAL ASSISTANCE FOR SPECIAL EVENTS, CHANGING THE SUBMITTAL DEADLINE FOR REDEVELOPMENT SPECIAL EVENT APPLICATIONS, FROM FEBRUARY 15 TO APRIL 15, AND OTHER MATTERS RELATED THERETO (10:40:47) - Chairperson Abowd introduced this item, and Planning Division Director Lee Plemel reviewed the agenda materials, specifically a February 5, 2013 memo distributed as late material. Chairperson Abowd entertained public comment and, when none was forthcoming, Redevelopment Authority member comments. Mr. Plemel responded to questions of clarification regarding the policies and procedures, which were included in the agenda materials; available special event funding; and required financial information. In response to a further question, Mr. Munn explained the reason for no appeal process.

In response to a question, Mr. Werner discussed the Redevelopment Authority’s purview over the Redevelopment Authority Citizens Committee and the procedure for review of special event funding applications. He and Mr. Plemel provided background information on the current process, and discussion

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ensued. In response to a question, Mr. Plemel reviewed various suggestions for certifying financial information and processing applications. In consideration of the number of underlying issues to be resolved, Vice Chairperson Bonkowski suggested taking action to only change the application date, leaving the opportunity to address “all the other issues and changes that we are talking about today.” In reference to previous discussions, Mr. Werner suggested the Cultural Commission as the appropriate body for review of all events, “and that funding is a secondary issue and becomes their funding source ...” Chairperson Abowd agreed.

Mr. Plemel requested the Redevelopment Authority to adopt the proposed amendments and to reagendaize the other issues for a future meeting, “the primary purpose being just to push the date back.” In response to a question, he advised of having received no feedback that the proposed delay presents a hardship to the public. Chairperson Abowd entertained additional Redevelopment Authority member questions or comments. When no additional questions or comments were forthcoming, she entertained a motion. **Vice Chairperson Bonkowski moved to amend Section 3.2 of the Carson City Redevelopment Authority Policies and Procedures regarding financial assistance for special events, changing the submittal deadline for redevelopment special event applications from February 15 to April 15, and other matters related thereto. Member Crowell seconded the motion.** Vice Chairperson Bonkowski acknowledged the intent of the motion to include the Redevelopment Authority Citizens Committee recommendations. Chairperson Abowd called for a vote on the pending motion. **Motion carried 5-0.** Vice Chairperson Bonkowski requested staff to agendaize discussion and possible action regarding amendments to the Redevelopment Authority Policies and Procedures. Mr. Werner acknowledged the request.

24. PUBLIC COMMENT (11:05:11) - Chairperson Abowd entertained public comment; however, none was forthcoming.

25. ACTION TO ADJOURN (11:05:25) - Chairperson Abowd adjourned the Redevelopment Authority at 11:05 a.m.

26. RECONVENE BOARD OF SUPERVISORS (11:05:41) - Mayor Crowell reconvened the Board of Supervisors at 11:05 a.m.

27. PUBLIC WORKS DEPARTMENT, PLANNING DIVISION

27(A) POSSIBLE ACTION TO APPROVE A PROPOSED AMENDMENT TO CARSON CITY’S COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) 2012 - 2013 ANNUAL ACTION PLAN MODIFYING THE SCOPE OF WORK FOR THE PUBLIC WORKS SIDEWALK IMPROVEMENTS PROJECT (11:05:45) - Mayor Crowell introduced this item. Planning Division Director Lee Plemel introduced Transportation Manager Patrick Pittenger and Grants Program Coordinator Janice Brod, and reviewed the agenda materials. Mayor Crowell entertained public comments and, when none were forthcoming, Board member questions or comments.

In response to a question, Mr. Pittenger advised that general funding would not be necessary. “We are leveraging already-available Federal Transportation Administration grants that have been awarded through the City.” In response to a further question, he provided background information on the funding sources and explained the criteria for designating certain areas for sidewalk improvements projects.

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Mayor Crowell entertained additional questions or comments and, when none were forthcoming, a motion. **Supervisor Abowd moved to approve a proposed amendment to Carson City's Community Development Block Grant ("CDBG") 2012 / 2013 Annual Action Plan, modifying the scope of work for the Public Works Department sidewalk improvements project. Supervisor Bonkowski seconded the motion. Motion carried 5-0.** Mayor Crowell commended staff on "leveraging dollars."

27(B) POSSIBLE ACTION TO ACCEPT THE 2012 HISTORIC RESOURCES COMMISSION ANNUAL REPORT (11:11:14) - Mayor Crowell introduced this item, and invited Historic Resources Commission ("HRC") Chairperson Michael Drews to the podium. Planning Division Director Lee Plemel reviewed the agenda materials. HRC Chairperson Drews provided additional detail on the activities of the HRC and goals for 2013. Mayor Crowell discussed his positive experience working with the HRC relative to his law firm's historic building. He commended the HRC on their efforts to install historic district signage. He discussed the importance of National Register of Historic Places designation of the Nevada State Prison on Fifth Street, and Mr. Drews committed to keeping the matter at the forefront of the commission. In response to a question, Mr. Plemel advised that match requirements have been entirely satisfied with in-kind services; both City staff and Historic Resources Commissioners have also volunteered time. In response to a question, Mr. Drews advised that available brick and mortar funding for historic preservation has been significantly decreased. He suggested the possibility of Certified Local Government funding to purchase signage.

Mayor Crowell entertained public comments; however, none were forthcoming. Supervisor McKenna thanked Mr. Drews and the HRC for all their hard work. Mr. Drews thanked the Board for their support over the years. Mayor Crowell entertained a motion. **Supervisor Bonkowski moved to accept the 2012 Historic Resources Commission Annual Report, as presented. Supervisor Abowd seconded the motion. Motion carried 5-0.**

27(C) POSSIBLE ACTION TO ADOPT BILL NO. 102, ON SECOND READING, AN ORDINANCE APPROVING A DEVELOPMENT AGREEMENT, BETWEEN CARSON CITY AND CNM FAMILY, LLC, REGARDING THE DEVELOPMENT OF A COMMERCIAL SUBDIVISION KNOWN AS ARROWHEAD BUSINESS PARK, LOCATED ON RYAN WAY, ASSESSOR'S PARCEL NUMBERS 005-072-05 AND -06, TO EXTEND THE APPROVAL OF THE TENTATIVE SUBDIVISION MAP, AND OTHER MATTERS PROPERLY RELATED THERETO (11:23:04) - Mayor Crowell introduced this item, and Planning Division Director Lee Plemel advised of no public comment received since introduction, on first reading. Mayor Crowell entertained public comment and, when none was forthcoming, a motion. **Supervisor Abowd moved to adopt Bill No. 102, on second reading, Ordinance No. 2013-7, an ordinance approving a development agreement, between Carson City and CNM Family, LLC, regarding development of a commercial subdivision known as Arrowhead Business Park, located on Ryan Way, APNs 005-072-05 and -06, to extend the approval of the tentative subdivision map, and other matters properly related thereto. Supervisor McKenna seconded the motion.** Supervisor Bonkowski encouraged the developer to conduct a needs assessment and to start building as soon as possible. Mayor Crowell called for a vote on the pending motion; **motion carried 5-0.**

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27(D) POSSIBLE ACTION TO APPROVE A QUIT CLAIM DEED, BETWEEN CARSON CITY AND THE SIERRA NEVADA COMMUNITY LAND TRUST, FOR THE CONVEYANCE OF A PROPERTY AT 1104 PALO VERDE DRIVE, APN 004-141-05, TO CARSON CITY (11:24:38) - Mayor Crowell introduced and provided background information on this item. Planning Division Director Lee Plemel reviewed the agenda materials and, in response to a question, advised of no reason not to receive back the property. Mayor Crowell entertained public comment; however, none was forthcoming.

Supervisor McKenna provided background information on the property, and expressed the opinion that it should be used to enhance the park. In response to a question, Mr. Plemel advised of CDBG funding for housing rehabilitation. He acknowledged the statutory provision allowing for the City to sell the property to a private developer with the condition that affordable housing be constructed. In response to a further question, he advised that Lyon County representatives are in the process of determining disposition of the Brown Street property. In response to a further question, he provided background information on previous ownership of the property.

In response to a question, Grants Program Coordinator Janice Brod advised of having recently been informed that the Nevada Rural Housing Authority is interested in developing the Brown Street property. "... we're waiting for the State Housing Division to repay HUD their portion of the money that they have invested ... which is approximately \$300,000." Ms. Brod was uncertain as to a time frame and "as soon as they figure out how to get HUD repaid for that, then technically Lyon County will fully have control of that property. Then they can decide what they want to do, either ... give it to Carson City or maybe directly to the Nevada Rural Housing Authority." In response to a further question, Ms. Brod advised that Carson City does not owe anyone any money relative to the property. She further advised that the Nevada Rural Housing Authority has also expressed an interest in the Palo Verde Drive property.

Mayor Crowell entertained public comment and, when none was forthcoming, a motion. **Supervisor Bonkowski moved to approve a Quit Claim Deed, between Carson City and the Sierra Nevada Community Land Trust, for the conveyance of a property at 1104 Palo Verde Drive, APN 004-141-05, to Carson City. Supervisor McKenna seconded the motion. Motion carried 5-0.**

28. PUBLIC WORKS DEPARTMENT - POSSIBLE ACTION TO INTRODUCE, ON FIRST READING, AN ORDINANCE AMENDING THE CARSON CITY MUNICIPAL CODE, TITLE 10, VEHICLES AND TRAFFIC, CHAPTER 10.24, STOPPING, STANDING, AND PARKING, ADDING A NEW SECTION 10.24.005 - DEFINITIONS, TO DEFINE "PUBLIC WORKS DIRECTOR" AND "CONTROLLED PARKING ZONE"; AMENDING SECTION 10.24.020 - REMOVAL OF VEHICLES, TO PROVIDE CLARIFYING TEXT EDITS; AMENDING SECTION 10.24.030 - STOPPING, STANDING, OR PARKING PROHIBITED IN SPECIFIED PLACES, TO DELEGATE AUTHORITY TO THE PUBLIC WORKS DIRECTOR FOR PLACING OFFICIAL TRAFFIC CONTROL DEVICES PROHIBITING OR RESTRICTING THE STOPPING, STANDING, OR PARKING OF VEHICLES ON ANY HIGHWAY, AND TO PROVIDE CLARIFYING TEXT EDITS; AMENDING SECTION 10.24.040 - PROHIBITED PARKING IN FRONT OF THEATERS, HOTELS, OTHER BUILDINGS, TO PROVIDE CLARIFYING TEXT EDITS; AMENDING SECTION 10.24.050 - PARALLEL, ANGLE PARKING - PARKING ON HIGHWAYS UNDER JURISDICTION OF DEPARTMENT OF HIGHWAYS, TO SHORTEN THE TITLE OF THE SECTION, TO ELIMINATE THE BOARD FROM HAVING TO PERMIT

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CERTAIN TYPES OF PARKING, AND TO PROVIDE CLARIFYING TEXT EDITS; AMENDING SECTION 10.24.120 - STANDING OR PARKING ON ONE-WAY STREETS, TO MODIFY THE TITLE OF THE SECTION, AND TO PROVIDE CLARIFYING TEXT EDITS; AMENDING SECTION 10.24.130 - STANDING OR PARKING ON ONE-WAY ROADWAYS, TO ELIMINATE THE SECTION COMPLETELY BECAUSE IT IS REDUNDANT WITH SECTION 10.24.120; AMENDING SECTION 10.24.145, PARKING SPACE DESIGNATION FOR HANDICAPPED: SIGNS; REQUIRED PLATES, STICKERS OR PLACARDS FOR PARKING; PROHIBITED ACTS; PENALTY, TO ELIMINATE OR REDUCE THE FINE TO \$10 FOR A PERSON WHO POSSESSES A VALID PLACARD BUT FAILED TO DISPLAY IT AT THE TIME OF THE INFRACTION, AND TO PROVIDE CLARIFYING TEXT EDITS; AMENDING SECTION 10.24.147 - RESIDENT PARKING ONLY, TO DELEGATE AUTHORITY TO THE PUBLIC WORKS DIRECTOR FOR ESTABLISHING RESIDENT PARKING ZONES, TO CHANGE THE FEE TO THE ACTUAL COST OF LABOR AND MATERIALS FOR REQUIRED SIGNS AND CURB PAINTING, AND TO PROVIDE CLARIFYING TEXT EDITS; AMENDING SECTION 10.24.150 - GENERAL PARKING REGULATIONS, TO DELEGATE AUTHORITY TO THE PUBLIC WORKS DIRECTOR FOR DESIGNATION OF LOADING ZONES AND TIME RESTRICTION ASSOCIATED THEREWITH, AND TO PROVIDE CLARIFYING TEXT EDITS; AMENDING SECTION 10.24.200 - RESTRICTED USE OF BUS AND TAXICAB STANDS, TO DELEGATE AUTHORITY TO THE PUBLIC WORKS DIRECTOR FOR ESTABLISHING BUS OR TAXICAB PARKING ZONES, AND TO PROVIDE CLARIFYING TEXT EDITS; AMENDING SECTION 10.24.210 - REGULATION OF STOPPING, STANDING, OR PARKING BY BOARD, TO MODIFY THE TITLE OF THE SECTION, AND TO DELEGATE AUTHORITY TO THE PUBLIC WORKS DIRECTOR FOR ERECTING OFFICIAL TRAFFIC CONTROL DEVICES; AMENDING SECTION 10.24.300 - DECLARATION OF CONTROLLED PARKING ZONE, TO ELIMINATE THE SECTION COMPLETELY BECAUSE IT IS REDUNDANT WITH THE PROPOSED AMENDMENTS TO SECTION 10.24.150 WHICH DELEGATE AUTHORITY TO THE PUBLIC WORKS DIRECTOR FOR ESTABLISHING TIME-RESTRICTED PARKING ZONES; AMENDING SECTION 10.24.305 - PLACING OF TIME LIMIT SIGNS, TO ELIMINATE THE SECTION COMPLETELY BECAUSE IT IS REDUNDANT WITH THE PROPOSED AMENDMENTS TO SECTION 10.24.150 WHICH DELEGATE AUTHORITY TO THE PUBLIC WORKS DIRECTOR FOR ESTABLISHING TIME-RESTRICTED PARKING ZONES AND PLACING APPROPRIATE TIME LIMIT SIGNS; AMENDING SECTION 10.24.310 - REVENUES - DESIGNATED USE, TO MODIFY THE NAME OF THE SECTION TITLE TO INCLUDE COLLECTION, TO DELEGATE AUTHORITY FOR COLLECTION OF FINES AND FEES TO THE CITY TREASURER, AND TO PROVIDE CLARIFYING TEXT EDITS; AMENDING SECTION 10.24.315 - PARKING SPACE AND ZONE MARKINGS, TO ELIMINATE THE SECTION COMPLETELY BECAUSE IT IS REDUNDANT WITH SECTIONS 10.24.030 AND 10.24.150; AMENDING SECTION 10.24.320 - COLLECTION, TO ELIMINATE THE SECTION COMPLETELY BECAUSE IT IS REDUNDANT WITH SECTION 10.24.310; AMENDING SECTION 10.24.330 - CHAPTER NOT APPLICABLE TO CERTAIN GOVERNMENT VEHICLES, TO ELIMINATE THE SECTION COMPLETELY BECAUSE IT IS FELT THAT, WITH THE EXCEPTION OF EMERGENCY OR LAW ENFORCEMENT SITUATIONS, OPERATORS OF GOVERNMENT VEHICLES SHOULD GENERALLY BE HELD TO THE SAME STOPPING, STANDING, AND PARKING STANDARDS AS ANY OTHER MOTORIST; AMENDING SECTION 10.24.335 - HEARING OFFICER, TO DELEGATE AUTHORITY TO THE PUBLIC WORKS DIRECTOR FOR APPOINTING AN ADMINISTRATIVE HEARING

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OFFICER, AND TO PROVIDE CLARIFYING TEXT EDITS; AMENDING SECTION 10.24.345 - NOTICE OF INFRACTION, TO PROVIDE CLARIFYING TEXT EDITS; AMENDING SECTION 10.24.350 - NOTICE OF INFRACTION - CONTENTS, TO PROVIDE CLARIFYING TEXT EDITS; AMENDING SECTION 10.24.355 - NOTICE OF INFRACTION - ISSUANCE AND FILING, TO PROVIDE CLARIFYING TEXT EDITS; AMENDING SECTION 10.24.365 - SCHEDULE OF CIVIL FINES AND PENALTIES AND USE OF COLLECTION AGENCY, TO MAKE REFERENCE TO SECTION 10.24.145 WITH REGARDS TO FINES ASSOCIATED WITH INELIGIBLE PARKING IN A PARKING SPACE DESIGNATED FOR THE HANDICAPPED; AMENDING SECTION 10.24.380 - NOTICE OF INFRACTION - RESPONSE, TO ESTABLISH A BAIL IN THE AMOUNT OF THE FINE, NOT TO EXCEED \$25, AS A REQUIRED DEPOSIT FOR REQUESTING A HEARING, AND TO PROVIDE CLARIFYING TEXT EDITS; AMENDING SECTION 10.24.385 - TWENTY-DAY NOTICE OF VIOLATION, TO PROVIDE CLARIFYING TEXT EDITS; AMENDING SECTION 10.24.390 - FINAL NOTICE OF VIOLATION, TO PROVIDE CLARIFYING TEXT EDITS; AMENDING SECTION 10.24.500 - SERVICE PARKING PERMITS, TO PROVIDE CLARIFYING TEXT EDITS; AMENDING SECTION 10.24.600 - CLIENT PARKING ZONES AND PERMITS, TO PROVIDE CLARIFYING TEXT EDITS; AMENDING SECTION 10.24.650 - CLIENT PARKING ENFORCEMENT PROCEDURES, TO PROVIDE CLARIFYING TEXT EDITS; AND OTHER MATTERS PROPERLY RELATED THERETO (11:34:25) - Mayor Crowell introduced this item. City Engineer Jeff Sharp provided background information and reviewed the agenda materials. Treasurer Al Kramer provided additional background information and clarification of the proposed revisions. He responded to questions regarding the \$10 fine associated with failure to display a valid handicapped placard, the appeal process, fine collections, the notice of violation process, and the method by which to display a handicapped placard. In response to a question, Mr. Werner clarified the provisions of Section 10.24.147(1). Mayor Crowell suggested further clarifying the word “study.” In response to a further question, Mr. Kramer advised that Treasurer’s Office staff has obtained all the legislative lobbyists license plate numbers.

Mayor Crowell entertained a motion. **Supervisor Abowd moved to introduce, on first reading, Bill No. 103, an ordinance amending the Carson City Municipal Code, Title 10, Vehicles and Traffic, with delegation of the reading to Mr. Munn.** Mr. Munn read into the record the title of the agenda item. **Supervisor McKenna seconded the motion. Supervisor Abowd amended her motion to include amendments, as stated on the record. Supervisor McKenna continued his second.** In response to a suggestion, Mr. Kramer provided background information on the \$25 hearing fee. Supervisor Abowd requested Mr. Sharp to work with the business community on “more business-friendly time zones.” Mayor Crowell called for a vote on the pending motion. **Motion carried 5-0.**

RECESS AND RECONVENE BOARD OF SUPERVISORS (12:00:06) - Mayor Crowell recessed the Board of Supervisors at 12:00 p.m. and reconvened at 2:00 p.m.

29. HEALTH AND HUMAN SERVICES DEPARTMENT - POSSIBLE ACTION TO INTRODUCE, ON FIRST READING, AN ORDINANCE AMENDING THE CARSON CITY MUNICIPAL CODE, TITLE 7, ANIMALS, CHAPTER 7.13, LICENSING AND REGULATIONS, BY AMENDING THE CHAPTER TO CHANGE THE NAME FROM ANIMAL CONTROL CENTER TO ANIMAL SERVICES, AND FROM ANIMAL DIRECTOR TO ANIMAL SERVICES MANAGER, AND BY UPDATING THE CHAPTER REGARDING THE ANIMAL SERVICES DEPARTMENT’S AND OFFICER’S DUTIES, AND TO REVISE AND ELIMINATE CERTAIN

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PROVISIONS, AND BY AMENDING SECTION 7.13.010, DEFINITIONS, TO ALPHABETIZE AND AMEND AND ADD NEW DEFINITIONS, AND BY UPDATING SECTION 7.13.020, CARSON CITY ANIMAL CONTROL USE, TO UPDATE THE POWERS AND DUTIES OF ANIMAL SERVICES AND RELOCATING SOME EXISTING PROVISIONS, AND BY AMENDING SECTION 7.13.030, ANIMAL SERVICES DIRECTOR - ANIMAL SERVICES OFFICERS - POWERS AND DUTIES, TO CHANGE THE SECTION NAME AND DUTIES OF THE ANIMAL SERVICES OFFICERS AND SHERIFF REGARDING ANIMAL CALLS, AND BY AMENDING SECTION 7.13.040, CARSON CITY SHERIFF AND DEPUTIES, TO CHANGE THE SECTION NAME AND TO PROVIDE FOR A COLLECTIONS, DISBURSEMENT, AND FEE SCHEDULE, AND BY AMENDING SECTION 7.13.050, COLLECTIONS AND DISBURSEMENTS, TO CHANGE THE SECTION NAME AND DUTIES, AND BY AMENDING SECTION 7.13.060, USE OF TRANQUILIZER GUN, OTHER DEVICES, IN CONTROLLING ANIMALS, TO CHANGE THE SECTION NAME AND DUTIES, AND BY AMENDING SECTION 7.13.070, SEARCH AND SEIZURES, TO CHANGE THE NAME AND DUTIES REGARDING THE IMPOUNDING AND RECLAIMING OF ANIMALS, AND BY AMENDING SECTION 7.13.080, RESISTING OR OBSTRUCTING ANIMAL SERVICES OFFICERS, HEALTH OFFICER, OR SHERIFF OR DEPUTIES, UNLAWFUL, TO CHANGE THE SECTION NAME AND RESPONSIBILITY OF OWNER, AND BY AMENDING SECTION 7.13.090, RABIES VACCINATION OF DOGS, CATS, AND FERRETS REQUIRED - REVACCINATION REQUIRED - EXCEPTIONS, TO CHANGE THE NAME AND AMEND SECTION 7.13.100, ANIMAL SERVICE TAGS, PERMITS, AND FEES TO RENAME IT AS DANGEROUS ANIMALS AND TO REQUIRE THE OWNER OF A DOG THAT HAS BEEN DETERMINED TO BE DANGEROUS/VICIOUS TO OBTAIN A PERMIT, AND OTHER MATTERS PREVIOUSLY IN 7.13.200 AND 7.13.220, AND BY AMENDING 7.13.110, RESTRAINING ANIMALS - SANITATION, TO CHANGE THE SECTION NAME TO ANIMAL BITES / RABIES QUARANTINE AND TO INCLUDE THE PROVISIONS PREVIOUSLY INCLUDED IN 7.13.210, BY AMENDING SECTION 7.13.120, DOGS RUNNING AT LARGE - IMPOUNDS, TO CHANGE THE CHAPTER NAME AND DUTIES AND INCLUDE THE PROVISIONS PREVIOUSLY CONTAINED IN 7.13.520 THROUGH 7.13.540 AND 7.13.570, AND TO INCLUDE THE CRIMINAL OFFENSE FOR ANY PERSON WHO REFUSES TO RELINQUISH ANY DOMESTIC ANIMAL TO ANIMAL SERVICES AFTER FINDING SUCH ANIMAL, BY AMENDING SECTION 7.13.130, RESERVED, TO CHANGE THE SECTION NAME AND INCLUDE THE PENALTY PROVISIONS PREVIOUSLY IN 7.13.610, AND EXPAND THE ALLOWABLE FINE AMOUNT FROM \$500.00 TO \$1,000.00 PER OFFENSE AND ADD THE PROVISION THAT A CRIMINAL PENALTY MUST BE IMPOSED FOR ANY OFFENSE WHICH PERTAINS TO THE BITES OF ANIMALS, VICIOUS OR DANGEROUS DOGS, OR CRUELTY TO ANIMALS, AND PERMIT A JUDGE, IN ADDITION TO OTHER PENALTIES, TO HAVE THE DISCRETION TO ORDER THE DOG HUMANELY DESTROYED, AND BY AMENDING SECTION 7.13.140, CONDITIONS FOR RELEASE OF IMPOUNDING DOG, TO CHANGE THE SECTION TITLE AND INCLUDING THE PROVISION PREVIOUSLY CONTAINED IN 7.13.620, AND BY DELETING SECTIONS 7.13.145 THROUGH 7.13.620, AND OTHER MATTERS PROPERLY RELATED THERETO (2:01:22) - Mayor Crowell introduced and provided an overview of the method by which this item would be heard. Health and Human Services Department Director Marena Works provided background information on this item, and reviewed the agenda materials.

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Mayor Crowell entertained public comment. (2:07:40) Gil Yanuck advised of having attended the December 12, 2012 public meeting, and discussed concerns relative to requirements for owners to have pets under control at all times.

(2:11:13) Linda McDonald inquired as to the mechanism of the permit process. Ms. Works explained “the main idea ... [is] adequate facilities for the animal; that you have a way to keep them confined; that there’s cleanliness, there’s sanitation in place ...” Animal Services Manager Gail Radtke advised that prior complaints will be considered relative to the determination to issue a permit.

Mayor Crowell entertained additional public comment and, when none was forthcoming, Board member questions or comments. Supervisor Bonkowski read into the record e-mail correspondence from Bonanza Kennel Club President Candy Roper. Supervisor Abowd read into the record follow-up e-mail correspondence from Ms. Roper. Each of the Board members reviewed various suggested revisions to the definitions and provisions contained in the proposed ordinance. Mr. Werner, Ms. Works, Ms. Radtke, and Deputy District Attorney Tina Russom responded to corresponding questions of clarification.

In consideration of the extensive revisions requested, Mr. Werner suggested reagendaizing this item for first reading. Discussion followed, and Mayor Crowell requested Mr. Werner to schedule another public workshop. Mayor Crowell further requested the Board members to meet with Animal Services staff to ensure questions are answered and concerns addressed. Supervisor Bonkowski advised of having received e-mail correspondence from Candy Roper, during the meeting, offering to assist in creating a public education campaign. Ms. Russom responded to questions of clarification regarding the language of Section 7.13.020(2)(a). Mayor Crowell entertained additional questions or comments; however, none were forthcoming.

30. PUBLIC WORKS DEPARTMENT

30(A) PRESENTATION TO THE BOARD OF SUPERVISORS CONCERNING THE COMPLETED PROJECT DESIGN CONCEPT FOR A NEW CARSON CITY ANIMAL SERVICES FACILITY LOCATED IN THE CARSON CITY CORPORATE YARD COMPLEX ON AIRPORT ROAD (2:49:00) - Mayor Crowell introduced this item, and Health and Human Services Director Marena Works introduced BDA Architecture Project Architect Dave Gasser. Ms. Works provided background information on BDA Architecture’s and Mr. Gasser’s experience designing animal services facilities. (2:50:11) Mr. Gasser provided background information on development of the proposed animal services facility design, narrated a SlideShow presentation of the same, and responded to corresponding questions of clarification. Supervisor Abowd thanked Mr. Gasser for entertaining the green roof design, and advised that it aids with heating and cooling. She expressed the hope that the landscape design could be part of a Carson High School contest. In response to a question, Mr. Gasser advised that discussion of the fund raising group has indicated an anticipation that fifty percent of the project costs would be fund raised and the other fifty percent would be allocated from the City. In response to a further question, he discussed possibilities relative to installing solar panels and alternatives to the same.

In response to a question, Ms. Works advised that Nevada Humane Society representatives offered the list of available architects, but don’t usually get involved in approving the design. Mr. Gasser advised of Nevada Humane Society standards relative to enclosure sizes, and that the proposed design is compliant.

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In response to a question, Ms. Works advised that the Carson Animal Services Initiative (“CASI”) received its 501(c)(3) designation, and that Lisa Schuette is assisting with fund raising. Mr. Werner explained that the CASI organization will raise funds based on the proposed design, and discussion followed.

Mayor Crowell entertained public comment. (3:17:10) CASI Chairperson Lisa Schuette discussed community support for a new animal shelter. In response to a question, she suggested entering into a memorandum of understanding between CASI and the City. She requested the Board members to direct interested citizens to her and to forward questions and comments. Mayor Crowell entertained additional public comment and, when none was forthcoming, thanked Ms. Works and Mr. Gasser for their presentation.

30(B) POSSIBLE ACTION TO RECOMMEND THAT THE NEVADA STATE ENGINEER APPROVE WATER APPLICATIONS 82303, 82304, 82307, 82308, 82309, 82310, 82311, 82312, 82313, 82314, 82315, 82316, 82317, 82318, 82319, 82320, 82321, 82322, 82323, 82324, 82325, AND 82326 TO ALLOW WATER TO BE DELIVERED ACROSS COUNTY LINES AND BETWEEN HYDROGRAPHIC BASINS (3:22:05) - Mayor Crowell introduced this item, and Public Works Department Director Andrew Burnham reviewed the agenda materials. Mayor Crowell opened the public hearing relative to this item. In response to a question, Bruce Scott, of Resource Concepts, Inc., provided background information on, and additional clarification of, the water applications.

Mayor Crowell entertained public comment and, when none was forthcoming, a motion. **Supervisor Abowd moved to recommend that the Nevada State Engineer approve Water Applications 82303, 82304, 82307, 82308, 82309, 82310, 82311, 82312, 82313, 82314, 82315, 82316, 82317, 82318, 82319, 82320, 82321, 82322, 82323, 82324, 82325, and 82326 to allow water to be delivered across county lines and between hydrographic basins. Supervisor McKenna seconded the motion. Motion carried 5-0.** Mayor Crowell closed the public hearing.

30(C) POSSIBLE ACTION TO AUTHORIZE THE DISTRICT ATTORNEY’S OFFICE TO JOIN IN FILING AN AMICUS BRIEF IN SUPPORT OF THE STATE ENGINEER IN *EUREKA COUNTY, ET AL. v. STATE ENGINEER, CASE NO. 61324* (3:26:50) - Mayor Crowell introduced this item. Attorney Paul Taggert provided background information, reviewed the agenda materials, and responded to questions of clarification. In response to a question, Mr. Munn advised of having reviewed the draft brief and commended it as “well written.” He explained Mr. Taggert’s legal advice is that joining the amicus brief is in the best interests of the City. Mr. Taggert responded to additional questions of clarification relative to implications of the case to future residential development. Mr. Werner discussed support for the recommended Board action. Mr. Taggert provided additional clarification of the function of the brief.

Mayor Crowell entertained public comment. (3:38:52) Bruce Scott, of Resource Concepts, Inc., advised that the Minden Town Board recently took action to join in the filing. He suggested considering that the recommended Board action does not constitute an attack on Eureka County, but “a support of the State Engineer’s decision regarding water rights and the fact that, if that decision is overturned based on the arguments made by Eureka County, it could significantly adversely affect ... both Minden and Carson City ...” Discussion followed.

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Mayor Crowell entertained additional public comment and, when none was forthcoming, a motion. **Supervisor McKenna moved to authorize the District Attorney's Office to join in filing an amicus brief in support of the State Engineer in *Eureka County, et al. v. State Engineer*, Case No. 61324. Supervisor Bonkowski seconded the motion. Motion carried 5-0.** Mayor Crowell recessed the meeting at 3:43 p.m. and reconvened at 3:54 p.m.

31. PARKS AND RECREATION DEPARTMENT, OPEN SPACE PROGRAM

31(A) POSSIBLE ACTION TO APPROVE THE OPEN SPACE ADVISORY COMMITTEE ANNUAL ACTIVITY REPORT FOR 2012; and 31(B) POSSIBLE ACTION TO ACCEPT THE RECOMMENDATION OF THE OPEN SPACE ADVISORY COMMITTEE TO APPROVE THE OPEN SPACE DIVISION WORK PROGRAM OUTLINE CALLING FOR THE ADMINISTRATION OF THE OPEN SPACE PORTIONS OF THE QUALITY OF LIFE FUND FOR ACQUISITION, RESTORATION OF NATURAL RESOURCES, DEVELOPMENT, AND MANAGEMENT OF OPEN SPACE AND RELATED PROPERTIES FOR CALENDAR YEAR 2013 (3:54:41) - Mayor Crowell introduced this item and, at Open Space Property Manager Juan Guzman's request, combined it with item 31(B). Open Space Advisory Committee ("OSAC") Chairman Bruce Scott reviewed the agenda materials in conjunction with displayed slides, and responded to questions of clarification at various points throughout the presentation.

Mayor Crowell expressed appreciation for Question #18 and thanked the OSAC for their service. Mr. Scott thanked the Board for their support. In response to a question, Mr. Guzman advised that approximately \$100,000 is specifically designated in the Open Space Program budget for fire. Approximately \$250,000 is specifically designated for general management of Open Space Program properties. In response to a question, Mr. Scott discussed the importance of education, development of trails mapping, and signage; and the need for seasonal employees to help with management projects. He and Mr. Guzman responded to questions regarding the time table for transfer of federal lands management act properties. In response to a further question, Mr. Guzman discussed trail accessibility and use. He reviewed the 2013 goals of the Open Space Program.

In response to a question, Mr. Guzman and Parks and Recreation Department Director Roger Moellendorf discussed the eco-tourism aspect of Open Space Program properties. Mr. Moellendorf acknowledged that Open Space Program staff works with the Convention and Visitors Bureau Special Events and Marketing Committees. Supervisor Shirk commended the Open Space Program.

Mr. Scott advised that, in memory of Art Hannafin, the Eagle Valley Children's Home Board of Directors will be proposing a trail linkage, which route he described. Mr. Guzman pointed out and described Open Space Program properties using a displayed map.

Mayor Crowell entertained public comment; however, none was forthcoming. Mayor Crowell discussed the importance of the Collard conservation easement, and Mr. Scott committed to conveying the comments to the OSAC. Mayor Crowell entertained a motion for item 31(A). **Supervisor Bonkowski moved to approve the Open Space Advisory Committee annual activity report for 2012. Supervisor Abowd seconded the motion. Motion carried 5-0.** Mayor Crowell entertained a motion for item 31(B). **Supervisor Bonkowski moved to accept the recommendation of the Open Space Advisory Committee to approve the Open Space Division Work Program Outline calling for the administration of the Open Space portions of the Quality of Life fund for acquisition, restoration of natural resources,**

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development and management of open space and related properties for calendar year 2013. Supervisor Abowd seconded the motion. Motion carried 5-0. Mayor Crowell requested Mr. Scott to convey the Board's comments to the OSAC.

32. PURCHASING AND CONTRACTS - POSSIBLE ACTION TO APPROVE CONTRACT NO. 1112-159 FOR A COMPREHENSIVE CLASSIFICATION AND COMPENSATION STUDY, IN THE AMOUNT OF \$63,900.00, TO PONTIFEX CONSULTING GROUP, LLC, TO BE FUNDED FROM THE CARSON CITY MANAGER'S PROFESSIONAL SERVICES ACCOUNT FUNDS, AS PROVIDED IN FY 2012 / 2013 (4:34:20) - Mayor Crowell introduced this item, and Human Resources Department Director Melanie Bruketta reviewed the agenda materials. Mayor Crowell entertained public comments and, when none were forthcoming, Board member comments. In response to a question, Ms. Bruketta advised of not having received any local requests for proposals. She explained that the President of Pontifex Consulting Group, LLC is a former Clark County employee, who is very familiar with PERS and other benefit programs within the State of Nevada.

In response to a question, Mr. Werner explained the provisions of Contract Section 7.1, Termination Without Cause. He acknowledged that the study results will be made public. In response to a further question, he discussed possible implications of the study relative to job classification and labor negotiations. He clarified that implementation could take several years. Ms. Bruketta advised that the projected end date for the study is July 15. She further advised of ongoing negotiations with the Carson City Employees Association and the Fraternal Order of Police. In response to a question, she discussed the anticipated staff time investment in the study. In response to a question, Mr. Werner advised of no pre-conceived expectations relative to the outcome of the study. Ms. Bruketta responded to additional questions regarding the scope of work included in the agenda materials. Mr. Werner acknowledged that implementation of the study will be presented to the Board in phases, and discussion followed.

Mayor Crowell entertained public comment and, when none was forthcoming, a motion. **Supervisor Bonkowski moved to approve Contract No. 1112-159 for a comprehensive classification and compensation study, in the amount of \$63,900.00, to Pontifex Consulting Group, LLC, to be funded from the Carson City Manager's professional services account funds, as provided in FY 2012 / 2013.** Supervisor Abowd seconded the motion. Motion carried 5-0.

33. CITY MANAGER

33(A) POSSIBLE ACTION TO SUBMIT THE CITY'S NOMINEE(S) FOR THE GOVERNOR'S CONSIDERATION FOR APPOINTMENT TO THE STATE LAND USE PLANNING COUNCIL (5:00:57) - Mayor Crowell introduced this item, and Supervisor McKenna volunteered. Discussion ensued to clarify the responsibilities, and Mayor Crowell entertained a motion. **Supervisor Abowd moved to submit Supervisor John McKenna as the City's nominee for the Governor's consideration for appointment to the State Land Use Planning Council.** Supervisor Bonkowski seconded the motion. Motion carried 5-0.

33(B) POSSIBLE ACTION TO CHANGE THE FIRST REGULARLY SCHEDULED BOARD OF SUPERVISORS MEETING IN JULY, FROM THURSDAY, JULY 4, 2013 TO WEDNESDAY, JULY 3, 2013 (5:02:30) - Mayor Crowell introduced this item. Mr. Werner reviewed the agenda materials. Mayor Crowell entertained a motion to change the Board meeting date from July 4th

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to July 3rd. **Supervisor McKenna so moved. Supervisor Abowd seconded the motion. Motion carried 5-0.**

33(C) POSSIBLE ACTION TO APPOINT ONE MEMBER TO THE HISTORIC RESOURCES COMMISSION IN THE ARCHITECT OR DESIGN PROFESSIONAL CATEGORY FOR A FOUR-YEAR TERM THAT EXPIRES IN 2017 (5:03:00) - Mayor Crowell introduced this item, noting that Rob Darney was applying for reappointment. Mr. Werner provided brief background information, and Mayor Crowell entertained a motion. **Supervisor Bonkowski moved to appoint Rob Darney to the Historic Resources Commission, in the architect or design professional category, for a four-year term that expires in February 2017. Supervisor Abowd seconded the motion. Motion carried 5-0.**

34. BOARD OF SUPERVISORS

34(A) DISCUSSION AND POSSIBLE ACTION TO AUTHORIZE THE MAYOR TO SIGN A LETTER TO WESTERN NEVADA COLLEGE SUPPORTING ADULT EDUCATION AND THE ADULT LITERACY AND LANGUAGE PROGRAM (5:03:48) - Mayor Crowell introduced this item, and referred to the agenda materials. In response to a question, Mr. Werner advised of no reason not to take the recommended action. Mayor Crowell entertained discussion and, when none was forthcoming, a motion. **Supervisor McKenna moved to authorize the Mayor to sign a letter to Western Nevada College supporting adult education and the Adult Literacy and Language Program. Supervisor Abowd seconded the motion. Motion carried 5-0.**

34(B) NON-ACTION ITEMS:

2013 NEVADA LEGISLATURE - BILL INTRODUCTIONS AND ACTIVITY (5:04:28) - Mayor Crowell introduced this item. Mr. Werner advised that most of the bills have been relative to City operations. He requested direction from the Board regarding the type of information in which they are interested and the format in which they would like to have it presented. Discussion followed, and consensus was to provide a link to the lobbyist's spreadsheet. Mr. Werner advised that a tour for the Assembly Local Government Affairs Committee is scheduled for Friday, February 8th at 8:00 a.m.

STATUS REVIEW OF PROJECTS

INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS (5:09:59) - Mr. Werner reminded the Board members of the special Board meeting scheduled for Thursday, February 14th.

CORRESPONDENCE TO THE BOARD OF SUPERVISORS

STATUS REPORTS AND COMMENTS FROM BOARD MEMBERS (5:09:17) - Supervisor Abowd announced a Job Fair, scheduled for Friday, February 22nd at 2:00 p.m. at the Senior Center. She invited anyone interested in sponsoring a flower basket to visit The Greenhouse Project website. Mayor Crowell entertained additional Board member reports or comments; however, none were forthcoming.

STAFF COMMENTS AND STATUS REPORT

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35. PUBLIC COMMENT (5:09:48) - Mayor Crowell entertained public comment; however, none was forthcoming.

37. ACTION TO ADJOURN (5:10:44) - Mayor Crowell adjourned the meeting at 5:10 p.m.

The Minutes of the February 7, 2013 Carson City Board of Supervisors meeting are so approved this 21st day of March, 2013.

ROBERT L. CROWELL, Mayor

ATTEST:

ALAN GLOVER, Clerk - Recorder