

**CARSON CITY CONSOLIDATED MUNICIPALITY
NOTICE OF MEETING OF THE
BOARD OF SUPERVISORS
AND REDEVELOPMENT AUTHORITY**

Day: Thursday
Date: July 18, 2019
Time: Beginning at 8:30 am
Location: Community Center, Sierra Room
851 East William Street
Carson City, Nevada

AGENDA

1. Call to Order - Board of Supervisors

2. Roll Call

3. Invocation - Mark Cyr, Salvation Army

4. Pledge of Allegiance

5. Public Comment:**

The public is invited at this time to comment on and discuss any topic that is relevant to, or within the authority of this public body.

6. For Possible Action: Approval of Minutes - June 20, 2019

7. For Possible Action: Adoption of Agenda

8. Special Presentations

8.A Proclamation to recognize the month of August as "Law Enforcement and Public Safety Crime Prevention Month." (Sheriff Ken Furlong, kfurlong@carson.org & Lisa Davis, ldavis@carson.org)

8.B Proclamation to recognize July 26-28, 2019 as Carson City Fair Week. (Cara Stasser)

8.C Presentation of Length of Service certificates to City employees. (Melanie Bruketta, mbruketta@carson.org)

Staff Summary: Every month the Board of Supervisors presents Length of Service certificates to employees who have completed 5, 10, 15, 20, 25 and 30 years of City service.

8.D Proclamation to recognize July as "Parks and Recreation Month." (Jennifer Budge, jbudge@carson.org & Dave Navarro, dnavarro@carson.org)

8.E For Presentation Only: Presentation and acknowledgement of donors and contributions to the Parks, Recreation and Open Space Department for fiscal year 2018-2019. (Jennifer Budge, jbudge@carson.org)

Staff Summary: This item will include a presentation in appreciation of businesses, organizations, and individuals that have made in-kind and monetary donations to enhance Carson City's parks system for the benefit of the community.

Consent Agenda

All matters listed under the consent agenda are considered routine and may be acted upon by the Board of Supervisors with one action and without an extensive hearing. Any member of the Board may request that an item be taken from the consent agenda, discussed and acted upon separately during this meeting. The Mayor, or the Mayor Pro-Tem, retains discretion in deciding whether or not an item will be pulled off the consent agenda.

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 June 8, 2019 through June 30, 2019. (Nancy Paulson, npaulson@carson.org)

Staff Summary: Pursuant to CCMC 2.29, the Controller will present all bills or other requests for payment by the City to the City Manager for approval. Upon approval, the register book of bills and other requests for payment and warrants are presented at least once a month to the Board of Supervisors, who shall by motion entered into its minutes, ratify the action taken.

10. Finance

10.A For Possible Action: Discussion and possible action regarding the report on the condition of each fund in the treasury and the statements of receipts and expenditures through July 5, 2019, per NRS 251.030 and NRS 354.290. (Sheri Russell, srussell@carson.org)

Staff Summary: NRS 251.030 requires the Chief Financial Officer (for the purpose of the statute acting as the County Auditor) to report to the Board of Supervisors, at each regular meeting thereof, the condition of each fund in the treasury. NRS 354.290 requires the County Auditor to report to the Board of Supervisors a statement of revenues and expenditures based on the accounts and funds as were used in the budget. A more detailed accounting is available on the City's website – www.carson.org.

11. Purchasing and Contracts

11.A For Possible Action: Discussion and possible action regarding an Interlocal Contract between the Carson Water Subconservancy District (CWSD) and Carson City, whereby CWSD agrees to provide up to \$50,000, through June 30, 2020, to fund the update of the Carson City

Reuse Master Plan. (Carol Akers, CAkers@carson.org and Andy Hummel, AHummel@carson.org)

Staff Summary: CWSD annually offers funding for projects which benefit the Carson River and Carson River watershed. Public Works staff requested and was granted \$50,000 in funding to assist in updating the Carson City Reuse Master Plan for fiscal year 2020. The Carson City Reuse Master Plan concerns current and long-term issues related to reclaimed water reuse in Carson City, and was last updated in 2006.

11.B For Possible Action: Discussion and possible action regarding the purchase of FW12 Diatomaceous Earth filter media from EP Minerals for a not to exceed annual amount of \$100,000 through June 30, 2020. (Carol Akers, CAkers@carson.org and Darren Schulz, DSchulz@carson.org)

Staff Summary: The Public Works Water Division anticipates the use of approximately 150-200 tons of Diatomaceous Earth filter media for the next year. Diatomaceous Earth is the sole filter media for treating all surface waters at the Quill Ranch treatment facility. It is a porous powder material which coats the pressure vessel's screens which in turn captures contaminants, viruses, and protozoa, allowing the City to provide high quality drinking water.

11.C For Possible Action: Discussion and possible action regarding Amendment No. 1 to Contract No. 1617-097, 911 Phone Services with AT&T Corp., for a monthly increase of \$335 for one additional E911 Public Safety Answering Point (PSAP) and a one-time installation charge of \$4,166. (Carol Akers, CAkers@carson.org and Sheriff Ken Furlong, KFurlong@carson.org)

Staff Summary: On January 19, 2017 the Board of Supervisors approved Contract 1617-097 for 911 Phone Services with AT&T Corp. for five (5) years for a total amount of \$877,332.80 to be funded from the 911 Surcharge Fund. This amendment is for the purchase and installation of one additional E911 Public Safety Answering Point (PSAP), equipment and software which will be added to the City's system.

(End of Consent Agenda)

Ordinances, Resolutions, and Other Items

12. Item(s) pulled from the Consent Agenda will be heard at this time.

13. Sheriff

13.A For Possible Action: Discussion and possible action regarding a proposed amendment to the Carson City Boards, Committees, and Commissions Policies and Procedures Manual relating to criteria for appointment to a City board, committee or commission. (Ken Furlong, kfurlong@carson.org)

Staff Summary: The Board of Supervisors previously adopted a comprehensive Policies and Procedures manual which establishes administrative and procedural guidelines concerning the City's various boards, committees and commissions. This proposed amendment to the Policies

and Procedures manual revises the conflicts provision which prohibits, under certain circumstances, the appointment of a person to a City board, committee or commission.

14. Recess as the Board of Supervisors

Redevelopment Authority

15. Call to Order & Roll Call - Redevelopment Authority

16. Public Comment:**

The public is invited at this time to comment on and discuss any topic that is relevant to, or within the authority of this public body.

17. For Possible Action: Approval of Minutes - June 6, 2019

18. City Manager

18.A For Possible Action: Discussion and possible action regarding the appointment of one member to the Carson City Redevelopment Authority Citizens Committee (RACC) for the position of Business Operator or Property Owner from Redevelopment Area 1 to fill a partial term expiring in January, 2020. (Nancy Paulson, npaulson@carson.org)

Staff Summary: RACC is a seven-member committee that advises the Redevelopment Authority on matters pertaining to the Redevelopment District. There is one position open due to a member resignation. An application to fill the vacancy was submitted by Katie Bawden.

19. Public Comment:**

The public is invited at this time to comment on any matter that is not specifically included on the agenda as an action item. No action may be taken on a matter raised under this item of the agenda.

20. For Possible Action: To Adjourn as the Redevelopment Authority

21. Reconvene as the Board of Supervisors

22. Public Works

22.A For Possible Action: Discussion and possible action regarding a proposed Resolution accepting the dedication of right-of-way from APN 009-854-01, also known as Bonnie Place, as offered on the Final Map of Jackson Village Planned Unit Development recorded as Document Number 493943, Map Number 2963, on April 23, 2019. (Stephanie Hicks, SHicks@carson.org)

Staff Summary: Staff is requesting acceptance of APN 009-854-01 containing a road right-of-way which is located within the Jackson Village Planned Unit Development recorded on April 23, 2019. This parcel was offered for dedication during recordation of the final map. However, the offer of dedication must be accepted by a separate instrument.

22.B For Possible Action: Discussion and possible action regarding a proposed Resolution accepting the dedication of right-of-way from APN 007-653-02, also known as a portion of

Combs Canyon Road, N. Ormsby Boulevard, Red Leaf Drive, and White Hawk Lane as offered on the Final Map of Silver Oak Phase 23A of the Silver Oak Planned Unit Development recorded as Map Number 2962 on April 23, 2019. (Stephanie Hicks, SHicks@carson.org)

Staff Summary: Staff is requesting acceptance of APN 007-653-02 containing a road right-of-way which is located within Phase 23A of the Silver Oak Planned Unit Development recorded on April 23, 2019. This parcel was offered for dedication during recordation of the final map. However, the offer of dedication must be accepted by a separate instrument.

22.C For Possible Action: Discussion and possible action regarding an interim Interlocal Agreement with the State of Nevada for the purchase of water by Carson City from the Marlette Lake Water System in FYs 2020 and 2021, for a total not-to-exceed amount of \$2,700,000. (Eddy Quaglieri, equaglieri@carson.org)

Staff Summary: The City's negotiations with the State are ongoing for a long-term agreement; however, in the interim, City and State staff propose an interim water agreement for FYs 2020 and 2021 for the City to purchase water from the Marlette Lake Water System. Through the agreement, the City agrees to pay for the ongoing bond service, approximately \$50,000 per month, a monthly charge for operation and maintenance fees of \$12,099 per month, and to pay for raw water at the rate of \$0.75 per thousand gallons. The City's payments for the operation and maintenance fee and for the raw water, combined, are capped at \$550,000 in both FY 2020 and 2021. Thus, the City's yearly payments are subject to a cap of approximately \$1.15 million per year (approximately \$600,000 in bond payments and \$550,000 for operation and maintenance fees and for raw water). The City also pledges to make reasonable, good-faith efforts to purchase additional raw water if the water, and the City's funding is available, and an additional \$400,000 is requested in the not-to-exceed amount for this purpose.

22.D For Possible Action: Discussion and possible action regarding a one-year Lost Lakes Water Lease Agreement between Carson City and Carson Water Subconservancy District ("CWSD") for an amount not to exceed \$6,100. (Darren Schulz, dschulz@carson.org)

Staff Summary: As part of its conjunctive use program, Carson City has negotiated to lease water storage rights at Lost Lakes from CWSD. The Lease will provide Carson City with up to 100.0 acre-feet of additional surface water, to be used from October 1, 2019 to March 31, 2020. The cost of the water is \$55 per acre-foot; however, Carson City is also paying for the temporary water right change application that is required and will cost \$600, which brings the total to \$6,100. On June 19, 2019, the CWSD Board of Directors unanimously approved the Lost Lakes Water Lease Agreement.

23. Purchasing and Contracts

23.A For Possible Action: Discussion and possible action regarding the purchase of various vaccinations for the Health and Human Services Department through joinder contracts with GlaxoSmithKline through June 30, 2020, and Sanofi Pasteur Inc. through December 31, 2019 for a total not to exceed amount of \$229,202; and regarding authorization of the Purchasing and Contracts Administrator to extend the Sanofi Pasteur Inc. joinder contract when the contract renews. (Carol Akers, CAkers@carson.org and Nicki Aaker, NAaker@carson.org)

Staff Summary: Carson City Health and Human Services would like to utilize current contracts through the Minnesota Multi-state Contracting Alliance for Pharmacy (MMCAP) to purchase vaccinations for Carson City citizens. This will be funded from the Health and Human Services Private Vaccine revenue and School Located Vaccine and Community Vaccine revenue accounts for fiscal year 2019-2020.

23.B For Possible Action: Discussion and possible action regarding Contract No. 1920-060, a joinder contract with Inter-State Oil Company, Carson Valley Oil, Co., and Flyers Energy, LLC, through the State of Nevada Contract #3064, for bulk fuel and delivery services; and with Thomas Petroleum, LLC through the State of Nevada Contract #3125, for Card Lock fueling network, for an amount not to exceed of \$1,051,424 from various City fuel accounts for fiscal year 2019-2020; and regarding authorization of the Purchasing and Contracts Administrator to extend the joinder contract when the State of Nevada renews the underlying contracts. (Carol Akers, CAkers@carson.org and Zach Good, zgood@carson.org)

Staff Summary: Contract No. 1920-06 will provide City-wide fuel services through the City's purchase of bulk fuel and City employees' use of the card lock fueling network when not able to refuel at City locations. This includes a base total of \$955,840 and a 10% contingency amount.

24. City Manager

24.A PUBLIC HEARING:

Report of the City Manager on the fiscal impact and recommended approval of the amended Collective Bargaining Agreement ("CBA") between Carson City and the Carson City Sheriff's Supervisory Association on Behalf of the Carson City Sheriff's Lieutenants/Captains ("Association"), effective July 1, 2019 to June 30, 2024 with an estimated fiscal impact of \$386,230 for the term of the Agreement. (Nancy Paulson, npaulson@carson.org)

Staff Summary: Carson City and the Association have engaged in extensive negotiations for a successor CBA as the current CBA expired on June 30, 2019. The proposed amended CBA is for a 5-year term, retroactive to July 1, 2019 and expiring on June 30, 2024. The proposed amended CBA includes changes to contract provisions concerning employee compensation (holiday pay, annual leave, uniform allowance and pay rates based on a new multi-tiered step system) and various technical, non-substantive revisions throughout.

24.B For Possible Action: Discussion and possible action on a proposed amended Collective Bargaining Agreement ("CBA") between Carson City and the Carson City Sheriff's Supervisory Association on Behalf of the Carson City Sheriff's Lieutenants/Captains ("Association"), effective July 1, 2019 to June 30, 2024 with an estimated fiscal impact of \$386,230 for the term of the Agreement. (Nancy Paulson, npaulson@carson.org)

Staff Summary: Carson City and the Association have engaged in extensive negotiations for a successor CBA as the current CBA expired on June 30, 2019. The proposed amended CBA is for a 5-year term, retroactive to July 1, 2019 and expiring on June 30, 2024. The proposed amended CBA includes changes to contract provisions concerning employee compensation (holiday pay, annual leave, uniform allowance and pay rates based on a new multi-tiered step system) and various technical, non-substantive revisions throughout.

24.C For Possible Action: Discussion and possible action regarding the appointment of Adriana Fralick, Deputy City Manager, as the Acting Public Guardian effective July 18, 2019 until the appointment of a new Public Guardian by the Board of Supervisors. (Nancy Paulson, npaulson@carson.org)

Staff Summary: The current Public Guardian has submitted her resignation, effective July 18, 2019. Although the City is currently recruiting for a new Public Guardian, an acting Public Guardian must be appointed until the Board of Supervisors appoints a new Public Guardian for a four-year term.

25. Community Development - Planning

25.A For Possible Action: Discussion and possible action regarding a proposed Resolution providing for the transfer of Carson City's 2019 Private Activity Bond Volume Cap to the Nevada Rural Housing Authority (NRHA). (Lee Plemel, lplemel@carson.org)

Staff Summary: According to the provisions of NAC Chapter 348A and NRS Chapter 348A, Carson City may annually allocate a share of State money that is set aside for tax exempt loans to fund industrial development and affordable housing projects. The Private Activity Bond Cap provides lower-interest financing for eligible projects and can be transferred to another local government. If no application is received by the City for the use of the Bond Volume Cap and the City does not allocate its share to a specific entity such as the NRHA, the allocation goes back into the State-wide pool for re-allocation. The City has received no other requests for the allocation, and the NRHA is requesting the City's unused portion of the allocation. For 2019, Carson City's share of the Bond Volume Cap is \$2,920,671.60.

25.B For Possible Action: Discussion and possible action regarding a request for a Tentative Subdivision Map to create a 103 lot single family subdivision within the Lompa Ranch Specific Plan Area and within the Blackstone Ranch Specific Plan Area on property zoned Single Family 6,000 and located at the east end of Railroad Drive, APN 010-051-44. (Hope Sullivan, hsullivan@carson.org)

Staff Summary: The applicant is proposing to subdivide a 26.89 acre property to create 103 residential lots, a roadway system, open space, and trails. Lot sizes are proposed to range from 6000 square feet to 15,803 square feet, with an overall average lot size of approximately 7,712 square feet. Road access is proposed to be from Railroad Drive and from East 5th Street. The Board of Supervisors is authorized to approve the Tentative Map. The Planning Commission voted to recommend approval of the map by a vote of 4 – 2, 1 absent.

25.C For Possible Action: Discussion and possible action regarding a proposed Resolution amending the maximum number of residential building permit allocations under the Carson City Growth Management Ordinance for the years 2020 and 2021 and estimating the maximum number of residential building permit allocations for the years 2022 and 2023; establishing the number of residential building permit allocations available within the development project and general property owner categories; and establishing a maximum average daily water usage for commercial and industrial building permits as a threshold for Growth Management Commission review. (Lee Plemel, lplemel@carson.org)

Staff Summary: The Board of Supervisors is required to annually establish the number of residential permits that will be available for the following calendar year pursuant to the Carson City Municipal Code Chapter 18.12 (Growth Management). This has historically been based upon a maximum growth rate of three percent. A total of 679 residential allocations are proposed to be made available for 2020. The commercial and industrial daily water usage threshold is 15,000 gallons per day annual average currently and is recommended to continue in 2020, above which Growth Management Commission approval is required.

26. 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

27. Public Comment:

The public is invited at this time to comment on any matter that is not specifically included on the agenda as an action item. No action may be taken on a matter raised under this item of the agenda.

Closed Non-meeting to Confer with Counsel:

Following a recess or the adjournment of the meeting, the Carson City Board of Supervisors will gather to receive information from an attorney employed or retained by the City regarding potential and/or existing litigation involving matters over which the public body has supervision, control, jurisdiction or advisory power and to deliberate toward decisions on the matters.

28. For Possible Action: To Adjourn

****PUBLIC COMMENT LIMITATIONS** - The Mayor and Supervisors meet at various times as different public bodies: the Carson City Board of Supervisors, the Carson City Liquor and Entertainment Board, the Carson City Redevelopment Authority, and the Carson City Board of Health. Each, as called to order, will provide at least two public comment periods in compliance with the minimum requirements of the Open Meeting Law prior to adjournment. In addition, it is Carson City's aspirational goal to also provide for item-specific public comment as follows: In order for members of the public to participate in the public body's consideration of an agenda item, the public is strongly encouraged to comment on an agenda item when called for by the mayor/chair during the item itself. No action may be taken on a matter raised under public comment unless the item has been specifically included on the agenda as an item upon which action may be taken. The Mayor, Mayor Pro-Tem and Chair, also retain discretion to only provide for the Open Meeting Law's minimum public comment and not call for or allow additional individual-item public comment at the time of the body's consideration of the item when: 1) it is deemed necessary by the mayor/chair to the orderly conduct of the meeting; 2) it involves an off-site non-action facility tour agenda item; or 3) it involves any person's or entity's due process appeal or hearing rights provided by statute or the Carson City Municipal Code.

Agenda Management Notice - Items on the agenda may be taken out of order; the public body may combine two or more agenda items for consideration; and the public body may remove an item from the agenda or delay discussion relating to an item on the agenda at any time.

Titles of agenda items are intended to identify specific matters. If you desire detailed information concerning any subject matter itemized within this agenda, you are encouraged to call the responsible agency or the City Manager's Office. You are encouraged to attend this meeting and participate by commenting on any agenda item.

Notice to persons with disabilities: Members of the public who are disabled and require special assistance or accommodations at the meeting are requested to notify the City Manager's Office in writing at 201 North Carson Street, Carson City, NV, 89701, or by calling (775) 887-2100 at least 24 hours in advance.

To request a copy of the supporting materials for this meeting contact Janet Busse at jbusse@carson.org or call (775) 887-2100.

This agenda and backup information are available on the City's website at www.carson.org/agendas and at the City Manager's Office - City Hall, 201 N. Carson Street, Ste 2, Carson City, Nevada (775)887-2100.

This notice has been posted at the following locations:
Community Center 851 East William Street
Courthouse 885 East Musser Street
City Hall 201 North Carson Street
Carson City Library 900 North Roop Street
Community Development Permit Center 108 East Proctor Street
<http://notice.nv.gov>