

**CARSON CITY CONSOLIDATED MUNICIPALITY
NOTICE OF MEETING OF THE
BOARD OF SUPERVISORS**

Day: Thursday
Date: June 3, 2021
Time: Beginning at 8:30 am
Location: Community Center, Robert ‘Bob’ Crowell Board Room
851 East William Street
Carson City, Nevada

AGENDA

NOTICE TO THE PUBLIC:

The State of Nevada and Carson City are currently in a declared State of Emergency in response to the global pandemic caused by the coronavirus (COVID-19) infectious disease outbreak. In accordance with the applicable Directives issued under authority of the Governor’s Declaration of Emergency, including Directive 045, and subject to any potential changes in state or federal mandates or guidelines, face coverings are no longer required to be worn when attending this meeting in person if you have been fully vaccinated against COVID-19, you are not currently experiencing symptoms of illness and you have not tested positive for COVID-19 within 10 days prior to the date of this meeting. If you do not meet all of the foregoing requirements, you must wear a face covering when attending this meeting in person.

Members of the public who wish only to view the meeting but do NOT plan to make public comment may watch the livestream of the Board of Supervisors meeting at www.carson.org/granicus and by clicking on “In progress” next to the meeting date, or by tuning in to cable channel 191.

The public may provide public comment in advance of a meeting by written submission to the following email address: publiccomment@carson.org. For inclusion or reference in the minutes of the meeting, your public comment must include your full name and be submitted via email by not later than 3:00 p.m. the day before the meeting.

Members of the public who wish to provide live public comment via telephonic appearance in lieu of physical attendance may do so during the designated public comment periods indicated on the agenda by dialing the numbers listed below. Please do NOT join by phone if you do not wish to make public comment.

Join by phone:
Phone Number: +1-408-418-9388
Meeting Number: 187 904 9165

1. Call to Order - Board of Supervisors

2. Roll Call

3. Invocation - Nick Emery, Hope Crossing Community Church

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 - May 6, 2021

7. Special Presentations

7.A Presentation of a proclamation to recognize June 3rd, 2021 as a day to honor Kayla Sue Testa. (Kayla Sue Testa)

7.B Presentation of a proclamation to recognize June 2021 as National Pollinator Month. (Lyndsey Boyer, lboyer@carson.org)

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.

8. Finance

8.A For Possible Action: Discussion and possible action regarding the report on the condition of each fund in the treasury and the statements of receipts and expenditures through May 21, 2021, 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.

8.B For Possible Action: Discussion and possible action regarding a proposed resolution to appoint Lee Plemel, Retiree, and to reappoint Beth Huck, Deputy Treasurer, and Sheri Russell, Chief Financial Officer, as trustees of the Carson City Other Post-Employment Benefits ("OPEB") Board of Trustees for two-year terms expiring on June 30, 2023. (Pam Ganger, pganger@carson.org)

Staff Summary: In Resolution No. 2019-R-23, the Carson City Board of Supervisors appointed Beth Huck, Deputy Treasurer; Sheri Russell, Chief Financial Officer; and Debbie Devall, Retiree as trustees of the OPEB Board of Trustees for two-year terms. Their terms expire on June 30,

2021. Staff recommends reappointing Beth Huck and Sheri Russell for a second two-year term, and appointing Lee Plemel to replace Debbie Devall, each for a two-year term, expiring on June 30, 2023.

9. Fire

9.A For Possible Action: Discussion and possible action regarding an interlocal contract between the State of Nevada, Department of Conservation and Natural Resources, Nevada Division of Forestry ("NDF") and Carson City for the City's participation in the NDF's Wildland Fire Protection Program ("WFPP") from July 1, 2021, to June 30, 2023, for a total not to exceed amount of \$16,394.00. (Aaron Lowe, alowe@carson.org)

Staff Summary: Through this interlocal contract, Carson City participates in NDF's WFPP, which strengthens Carson City's ability to respond to wildland fires and other emergencies. The WFPP also establishes a means for financial assistance to be provided to Carson City through the State of Nevada fire fund, which is used to pay for operational expenses incurred in fighting wildland fire and other emergencies that last more than 24 hours.

10. Public Works

10.A For Possible Action: Discussion and possible action regarding a proposed Water Lease Agreement between Carson City and the Carson Water Subconservancy District ("CWSD"), a short-term lease expiring on June 30, 2022, permitting Carson City to use up to 100 acre-feet of surface water from the Upper and Lower Lost Lakes Reservoirs at no cost beyond permit fees, which are anticipated to be \$780, and authorization for the Mayor to sign the Water Lease Agreement. (Darren Schulz, dschulz@carson.org)

Staff Summary: On May 19, 2021, the CWSD Board of Directors approved the Water Lease Agreement, which, if approved by the Board of Supervisors, will provide Carson City with up to 100 acre feet of additional surface water for use between October 1, 2021 and March 31, 2022. It has been the past practice of Carson City to lease these water rights as part of our conjunctive use management plan.

11. Purchasing and Contracts

11.A For Possible Action: Discussion and possible action regarding authority to purchase a Type 5 Apparatus for the Carson City Fire Department ("CCFD"), utilizing a joinder purchasing agreement through Washoe County with US Fire Equipment, LLC ("US Fire") for a total not to exceed amount of \$174,055.01. (Carol Akers, cakers@carson.org and Lucia Maloney, lmaloney@carson.org)

Staff Summary: At the last Board of Supervisors Meeting, the Board accepted an increase in a grant from the Nevada Division of Forestry ("NDF") for, among other things, the purchase of a new Type 5 Fire Apparatus for the CCFD Fuels Program. This item is for the purchase of that apparatus. The funds for the purchase of the apparatus will come wholly from the NDF grant.

(End of Consent Agenda)

Ordinances, Resolutions, and Other Items

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

13. Carson City Airport Authority

13.A For Possible Action: Discussion and possible action regarding a proposed 50-year ground lease agreement between Carson City, as the property owner, the Carson City Airport Authority (“CCAA”), as landlord, and Ortiz Bros. Aviation, LLC (“Ortiz Bros.”), as tenant, wherein Ortiz Bros. will pay a base rent of \$19,288.50 per year, subject to market-based adjustments, and construct airport storage hangars on the leased premises at the Carson City Airport, APN 005-091-30. (Tim Puliz, tpuliz@flycarsoncity.com and Steven E. Tackes, Esq., stackes@kcnvlaw.com)

Staff Summary: On May 19, 2021, the CCAA approved the proposed lease to Ortiz Bros. Per section 9(b)(2) of the Airport Authority Act for Carson City, 1989 Nev. Stat. ch. 844, all such leases must also be approved by the Board of Supervisors to become effective. The lease rate here is \$0.30/sq ft/yr, which is at or above the independently appraised rental value of \$0.28/sq ft/yr, as required by NRS 496.080(3). The remaining lease terms are consistent with those approved for other hangar projects.

14. Purchasing and Contracts

14.A For Possible Action: Discussion and possible action regarding a determination that Aspen Developers Corp. (“Aspen”), is the lowest responsive and responsible bidder pursuant to NRS Chapter 338 and whether to award Contract No. 20300326, Long Street Reconstruction Project, to Aspen for a total amount not to exceed \$2,858,460.00. (Carol Akers, cakers@carson.org and Randall Rice, rrice@carson.org)

Staff Summary: The Long Street Reconstruction Project consists of installation of 8-inch PVC water main, 8-inch sewer main, 18-inch RCP storm drainpipe as well as reconstruction of Long Street between Roop Street and Saliman Road. The contract is for the base bid amount of \$2,569,000.00, plus \$29,600.00 for Item 67 of Additive Alternate 1, for a total of \$2,598,600.00, and staff is requesting a 10% contingency amount of \$259,860.00. The engineer’s base bid estimate was \$2,150,000.00.

15. Finance

15.A For Possible Action: Discussion and possible action regarding the approval of funding and final recommendation to the Nevada Governor’s Office of Economic Development (“NGOED”) for the Community Development Block Grant-COVID 19 (“CDBG-CV”) funding for Fiscal Year (“FY”) 2022, to be granted to nonprofit organizations in the amount of \$124,549 from the second allocation of funding received by Carson City and \$197,948 from the third allocation of funding received by the City, for a total recommended award of \$322,497. (Mirjana Gavric, mgavric@carson.org)

Staff Summary: The CDBG-CV provides funding for a range of eligible activities that respond to and prevent the spread of COVID-19. The Board of Supervisors (“Board”) is required to make a final recommendation and approval of funding for CDBG-CV projects to the Nevada

Governor's Office of Economic Development ("NGOED"). Carson City has received three rounds of funding for CDBG-CV: the first was in the amount of \$307,430 ("CDBG-CV I"); the second was in the amount of \$205,504 ("CDBG-CV II"); and the third was in the amount of \$371,248 ("CDBG-CV III"). Carson City has approved grants for the first round of funding, and there is a \$124,549 remaining balance from Round II and \$371,248 from Round III for a total of \$495,797 available. Applications were solicited, and five public service project applications were received, requesting a total of \$322,497. The Application Review Work Group ("AWRG") is recommending 100% funding of these applications, as they have met the State and Federal CDBG-CV requirements.

16. Public Works

16.A For Possible Action: Discussion and possible action regarding the submission of a Fiscal Year ("FY") 2021 Rebuilding American Infrastructure with Sustainability and Equity ("RAISE") grant application, with up to a 60% local match, for the William Street Complete Streets Project, which is currently estimated to cost \$16.9 million to complete. (Lucia Maloney, lmaloney@carson.org and Dan Stucky, dstucky@carson.org)

Staff summary: The United States Department of Transportation ("USDOT") is currently requesting project applications for FY 2021 RAISE discretionary grant funding to be submitted no later than July 12, 2021. RAISE is a re-branded grant program, formerly known as BUILD/TIGER. The purpose of the grant program is to fund critical transportation projects that promise to achieve national objectives across the country. The Public Works Department is seeking approval from the Board of Supervisors to submit a grant application to USDOT for the William Street Complete Streets Project. The City's grant policy requires any grant application over \$50,000 to be approved by the Board of Supervisors before the application is submitted by City staff.

16.B For Possible Action: Discussion and possible action regarding a proposed resolution to designate highways or portions of highways as school zones. (Dan Stucky, dstucky@carson.org and Lucia Maloney, lmaloney@carson.org)

Staff Summary: Nevada Revised Statute ("NRS") 484B.363 and Carson City Municipal Code ("CCMC") 10.28.080 allow the Board of Supervisors to designate school zones. The Board of Supervisors last adopted a resolution designating school zones at its June 4, 2020 meeting. Based on subsequent community feedback, staff reviewed the school zone designations and brought the issue to the Carson City Regional Transportation Commission ("RTC"). RTC has recommended that the Board of Supervisors approve minor changes to the school zone designations for Pioneer High School, Carson Middle School, Eagle Valley Middle School, and Fritsch Elementary School. If approved, these changes will be implemented in advance of the 2021/2022 school year.

16.C For Possible Action: Discussion and possible action regarding options to modify traffic impact study requirements in the Carson City Municipal Code ("CCMC") to address transportation related impacts associated with development. (Lucia Maloney, lmaloney@carson.org and Chris Martinovich, cmartinovich@carson.org)

Staff Summary: The Carson City Public Works Department has been investigating ways to address existing issues that have arisen over the past several years with CCMC required traffic

impact studies with the goal of implementing new or alternative traffic impact study processes to better address and account for transportation related impacts resulting from development projects. Available tools listed in the CCMC for responding to development impacts on the transportation system are limited. Staff will present a framework for a possible option to address these issues and will also present a summary of input received from the Regional Transportation Commission, Planning Commission, and other transportation and community stakeholders.

17. City Manager

17.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 and Carson City's retained lobbyist to advocate for or against any such legislation, including the submittal of proposed amendatory language. (Nancy Paulson, npaulson@carson.org)

Staff Summary: The Nevada Legislature is currently in its 81st Regular Session. This item is for the Board of Supervisors to coordinate legislative efforts on pending state legislation that may have an impact on Carson City, including the adoption of official policy positions, if any, and direction to staff and the City's retained lobbyist to advocate for or against any such legislation. Due to unpredictable timing constraints inherent in the legislative process, the City will maintain a list of legislation that the City has identified in advance and which may be discussed and acted on by the Board during this agenda item. A copy of the list will be posted not less than three days before the date of each Board of Supervisors meeting during which this agenda item appears and may be obtained at the following Internet website: <https://www.carson.org/government/2021-legislative-matters-carson-city>.

18. 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

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

****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. **Public comment will be taken at the beginning of the agenda before any action is taken and again at the end before adjournment.** 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 or Chair may call for or allow additional individual-item public comment at the time of the body's consideration of the item when: (1) the comment will be provided from a person who is directly involved with the item, such as City staff or an applicant; or (2) it involves any person's or entity's due process appeal or hearing rights provided by statute or the Carson City Municipal Code. Comments may be limited to three minutes per person or topic at the discretion of the Mayor, Mayor Pro-Tem or Chair in order to facilitate the meeting.

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:
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Community Development Permit Center 108 East Proctor Street
www.carson.org/agendas
<http://notice.nv.gov>