

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

Day: Thursday
Date: July 15, 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: 146 082 3883

- 1. Call to Order - Board of Supervisors**
- 2. Roll Call**
- 3. Invocation - Pastor Ken Haskins, First Christian 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 - June 17, 2021

7. Special Presentations

7.A Presentation of Length of Service certificates to City Employees. (Alana Mills, amills@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.

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. City Manager

8.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 5, 2021 through July 2, 2021. (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.

8.B For Possible Action: Discussion and possible action regarding the appointment of three members to the Carson City Advisory Board to Manage Wildlife, each to fill a position reserved for a hunter, trapper or angler or a person engaged in ranching or farming in Carson City, for terms that will expire in July, 2024. (Nancy Paulson, npaulson@carson.org)

Staff Summary: The Carson City Advisory Board to Manage Wildlife is comprised of five members and there are three positions open due to expiration of terms. Reappointment requests were received from Daniel Thompson, Stephen "Kirk" Stewart and Robert Boehmer.

9. Finance

9.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 2, 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.

9.B For Possible Action: Discussion and possible action regarding a proposed resolution to levy the Carson City Fiscal Year ("FY") 2021-2022 ad valorem tax rates as certified by the Nevada Tax Commission. (Sheri Russell, srussell@carson.org)

Staff Summary: By law, the Board of Supervisors sets the Carson City tax rates annually after the Nevada Tax Commission certifies the tax rates. The proposed resolution sets the tax rates as approved in the Board of Supervisors and Redevelopment Authority budget hearings and also sets the local rates for other governing bodies per the attached schedule.

10. Purchasing and Contracts

10.A For Possible Action: Discussion and possible action regarding a proposed \$45,000 increase to an existing three-year interlocal agreement ("Agreement") between Washoe County and Carson City for the Washoe County Regional Medical Examiner's Office ("WCRMEO") to provide forensic pathology services to the Carson City Sheriff's Office and Coroner ("CCSO"), increasing the annual not to exceed amount for Fiscal Year ("FY") 2021 from \$148,500 to \$193,500, and increasing the aggregate not to exceed amount to \$490,500. (Carol Akers, cakers@carson.org and Sheriff Ken Furlong, kfurlong@carson.org)

Staff Summary: On December 17, 2020, the Board of Supervisors approved a three-year agreement with Washoe County for WCRMEO to provide forensic autopsies, medical examinations, and medicolegal consultations to CCSO on an as-needed basis, for the fees established by the Fee Schedule attached to the agreement. The proposed increase only affects FY 2021; the not to exceed amounts for FYs 2022 and 2023 will remain as \$148,500.

10.B For Possible Action: Discussion and possible action regarding the purchase of one Caterpillar diesel generator for use at the Carson City Landfill's new scale facility for \$59,845.00 through a joinder contract between Caterpillar Inc. ("Caterpillar") and Sourcewell. (Carol Akers, cakers@carson.org and Dan Stucky, dstucky@carson.org)

Staff Summary: Approval of this item would allow the Department of Public Works to purchase a new diesel generator that is needed to support the Landfill's new scale facility during power outages. Consistent with the terms of the joinder agreement between Caterpillar and Sourcewell, Caterpillar's authorized dealer, Cashman Equipment Company, will fulfill this purchase.

10.C For Possible Action: Discussion and possible action regarding the purchase of weigh station software license and related equipment for the Carson City Landfill's new scale facility from Paradigm Software, LLC ("Paradigm") for a total amount not to exceed \$67,538.36. (Carol Akers, cakers@carson.org and Dan Stucky, dstucky@carson.org)

Staff Summary: Approval of this item would allow the Department of Public Works to purchase software license and related equipment for use at the Landfill's new scale house, which is scheduled to begin construction this summer. The City currently utilizes Paradigm's software at the Landfill to track and account for inbound loads, process payments, and provide reporting.

10.D For Possible Action: Discussion and possible action regarding Contract No. 20300308 with Hershenow + Klippenstein Architects, Ltd. ("H+K") to perform architectural and engineering and design services for the Carson City fleet services tire and welding shop for a not to exceed amount of \$86,000. (Carol Akers, cakers@carson.org and Lucia Maloney, lmaloney@carson.org)

Staff Summary: The City issued a formal Request for Proposals ("RFP 20300308") on March 30, 2021 seeking proposals to provide design services for removing the existing fleet services tire shop, constructing a new tire shop building with an additional area for welding operations, the associated relocation of tire shop utilities, and an assessment of the power service needed for tire shop and welding equipment in the new building.

10.E For Possible Action: Discussion and possible action regarding authorization to purchase books and periodicals for the Carson City Library ("Library"), from BTAC Acquisition Corp., dba Baker & Taylor, LLC, for a total not to exceed amount of \$100,000 through June 30, 2022. (Carol Akers, cakers@carson.org and Tod Colegrove, tcolegrove@carson.org)

Staff Summary: The Library has an annual budget of \$183,340 to purchase books, periodicals and publications. Baker & Taylor is used as the main vendor for book purchases; the Library also pays Baker & Taylor an annual fee of \$16,699 to lease materials.

11. Treasurer

11.A For Possible Action: Discussion and possible action regarding the Treasurer's monthly statement of all money on deposit, outstanding checks and cash on hand for June 2021, submitted per Nevada Revised Statutes ("NRS") 354.280. (Andrew Rasor, arasor@carson.org)

Staff Summary: NRS 354.280 requires the Treasurer to keep a record of the source and amount of all receipts, apportionments to, payments from and balances in all funds and to submit to the Board of Supervisors each month a statement containing that information for the previous month. The Treasurer must report the balance in each county, state and special fund, together with a statement of all money on deposit, outstanding checks against that money and cash on hand.

(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 authorization for the submission of an application for grant funding in the amount of approximately \$375,000 from the Nevada Office of Criminal Justice Assistance, Coronavirus Emergency Relief Supplemental Funding, for the acquisition of Carson City Sheriff's Office ("CCSO") technology. (Jerome Tushbant, jtushbant@carson.org)

Staff Summary: This grant would provide funds to increase the ability for CCSO to respond to current and future crises as well as to create efficiencies and ensure safety through the use of technology. This application will include a request for approximately 77 Panasonic CF-33 tablets and associated hardware, as well as infrastructure improvements to approximately 50 vehicles. This grant is on a "first come first serve basis" with an estimated amount to be requested of \$375,000.

14. Purchasing and Contracts

14.A For Possible Action: Discussion and possible action regarding a 5-year agreement between Carson City and Axon Enterprise, Inc. ("Axon"), through a participating addendum for the State of Nevada, No. 99SWC-NV20-3690, to a NASPO ValuePoint joinder contract between Axon and the State of Oklahoma, No: OK-MA-145-015, for Body Worn Camera Systems and Fleet In-Car Camera Systems for an amount not to exceed \$1,390,931.94, to be funded by the 911 Surcharge Fund. (Carol Akers, cakers@carson.org and Sheriff Ken Furlong, kfurlong@carson.org)

Staff Summary: Carson City and Axon previously entered into an agreement through the same joinder contract for Body Worn Camera Systems. This new agreement would replace the old agreement and includes the equipment, hardware and installation for the deployment of the new Fleet In-Car camera recording platform in addition to continuing to provide a refresh to the current body-worn camera equipment that was the subject of the original agreement. Axon will refund the City approximately \$72,879.98 for the remaining duration of the existing agreement, and that amount will be applied to Year #1 licenses under the new agreement. The total not to exceed amount includes \$1,340,931.94 for the quote and a contingency amount of \$50,000, for any unforeseen hardware or software needs.

15. City Manager

15.A For Discussion Only: Discussion regarding a federal legislative update by the Porter Group. (Nancy Paulson, npaulson@carson.org)

Staff Summary: The Porter Group provides federal lobbying services to Carson City pursuant to a contract for those services between the parties. Representatives from the Porter Group will provide an update on federal legislative activities.

15.B For Possible Action: Discussion and possible action regarding the appointment of one member to the Carson City Open Space Advisory Committee for a partial term that will expire in January, 2024. (Nancy Paulson, npaulson@carson.org)

Staff Summary: CCMC 13.06.040 provides for the Board of Supervisors to appoint to the Open Space Committee seven members who serve staggered four-year terms. There is one opening due to the resignation of a member. New applications were received from Elizabeth Evitts, Scott Hoen, Lisa Harris and Kristine Currie.

15.C For Possible Action: Discussion and possible action: (1) regarding a business impact statement concerning a proposed ordinance prohibiting the licensing of a cannabis consumption lounge as a business and prohibiting the consumption of cannabis and cannabis products in a public place; and (2) to introduce, on first reading, a proposed ordinance prohibiting the licensing of a cannabis consumption lounge as a business and prohibiting the consumption of cannabis and cannabis products in a public place. (Nancy Paulson, npaulson@carson.org)

Staff Summary: This item is for the first reading of a proposed ordinance which, if enacted, will prohibit the licensing of a cannabis consumption lounge as a business in Carson City and also prohibit the consumption of cannabis and cannabis products in a public place. NRS 237.080 requires a business impact statement to be prepared whenever an ordinance by the adoption of which the governing body of a local government exercises legislative powers. The business impact statement finds that the proposed ordinance will not impose a direct and significant economic burden upon any existing business but will directly restrict the formation, operation or expansion of a business.

16. Community Development - Planning

16.A For Possible Action: Discussion and possible action to adopt, on second reading, Bill No. 110, an ordinance changing the zoning from Single Family 1 acre (SF1A) to Single Family 1 acre Planned Unit Development (SF1A-PUD), for a Tentative Planned Unit Development (PUD-2021-0132) proposing 12 single family residential lots and a 3.75 acre common open space parcel, on property located north of Bedford Way and south of Kensington Place, APN 007-061-61. (Heather Ferris, hferris@carson.org)

Staff Summary: The Board of Supervisors ("Board") is authorized to approve a Tentative Planned Unit Development, subject to the provisions of Carson City Municipal Code ("CCMC") 17.09. The applicant is seeking to subdivide 11.95 acres into 12 single family lots ranging in size from 29,300 square feet to 34,346 square feet and a 3.75-acre open space parcel, including an improved pedestrian trail with a bridge over Ash Canyon Creek. Pursuant to NRS 278A.480, hearings for a Tentative Planned Unit Development must be held consistent with hearings for amendments to a zoning ordinance; therefore, a first and second reading of the ordinance is required. The Board introduced the ordinance, on first reading, at its meeting of June 17, 2021.

16.B For Possible Action: Discussion and possible action regarding a proposed resolution establishing the maximum number of residential building permit allocations under the Growth Management Ordinance for the years 2022 and 2023, estimating the maximum number of residential building permits for the years 2024 and 2025, establishing the number of building permit allocations within the Development and General Property Owner categories, establishing a maximum average daily water usage for commercial and industrial building permits as a threshold, and identifying criteria to apply when making decisions regarding commercial and industrial projects seeking to exceed the threshold. (Hope Sullivan, hsullivan@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 3%. A total of 672 residential allocations are proposed to be made available for 2022. The commercial and industrial daily water usage threshold is 15,000 gallons per day annual average currently and is recommended to continue in 2022, above which Growth Management Commission approval is required. The Growth Management Commission has recommended criteria to be applied when making decisions regarding commercial and industrial projects seeking to exceed the threshold. Assembly Bill 240 (2019) requires the City to annually provide a growth management report to the state legislators representing its jurisdictions by December 31 each year through the year 2022. This report will serve to meet that requirement.

17. Finance

17.A For Possible Action: Discussion and possible action regarding the Fiscal Year ("FY") 2022 Audit Work Program and audit services recommended by the Audit Committee to be performed by the City's retained internal auditor, Eide Bailly, LLP, for an amount not to exceed \$116,000. (Sheri Russell, srussell@carson.org)

Staff Summary: Eide Bailly, LLP made recommendations for future projects at the Audit Committee's June 22, 2021 meeting based on their risk assessment procedures performed. The Audit Committee discussed those recommendations and based on the budget available selected various projects that are being recommended to be included in the Fiscal Year 2022 Audit Work Program.

18. Public Works

18.A For Possible Action: Discussion and possible action regarding a proposed acceptance of the West Carson City Area Drainage Plan and direction to staff concerning the exploration of funding opportunities for the drainage project in the West Carson City area. (Dan Stucky, dstucky@carson.org and Robert Fellows, rfellows@carson.org)

Staff Summary: As directed in the City's Hazard Mitigation Plan, Area Drainage Plan studies help identify improvements that reduce or eliminate damage and loss caused by flooding. The West Area Drainage Plan offers one potential project in the western portion of the City to reduce or eliminate high-risk flood areas. The plan will be presented for consideration and direction from the Board of Supervisors ("Board").

18.B For Possible Action: Discussion and possible action regarding direction to staff on the initiation of due diligence and the commencement or completion of any other preparatory tasks for the disposal of 0.12 acres with over 9,000 square feet of office space of City-owned property at 108 E Proctor Street, APN 004-215-07 ("City Property"), and the acquisition of 1.52 acres of privately owned property with over 30,000 square feet of office space at 600 E. William Street, APN 002-145-01 ("William Street Property"). (Robert Nellis, rnellis@carson.org and Randall Rice, rrice@carson.org)

Staff Summary: Staff has learned of a potential opportunity to acquire the William Street Property, with all or part of the purchase price offset by exchanging the City Property. The office

space at the William Street Property is significantly larger than at the City Property. That additional space could offer new opportunities for growth and improve public service by consolidating the City's most visited offices into one location. If the City were to acquire the William Street Property, offices currently housed at the City Property, and perhaps other City offices, could be moved to the William Street Property. Staff currently recommends initiating diligence to dispose of the City Property under NRS 244.2815 while simultaneously acquiring the William Street Property under NRS 244.275.

19. City Manager

19.A For Discussion Only: Discussion and presentation by the Carson Water Subconservancy District ("CWSD") on the Water Connects Us All Campaign. (Brenda Hunt, brenda@cwsd.org)

Staff Summary: The "I Am Carson River Watershed Campaign" is funded through Clean Water Act 319(h) funds with support from the Nevada Division of Environmental Protection and CWSD. It is designed to increase watershed awareness and education. The "Water Connects Us All" video showcases simple actions that can be undertaken to benefit the drinking water in the watershed. This video emphasizes the importance of protecting groundwater as the main source of drinking water.

19.B For Discussion Only: Discussion and presentation by the Carson Water Subconservancy District ("CWSD") on the Carson River Water Marketing Study. (Edwin James, edjames@cwsd.org)

Staff Summary: In 2018, CWSD received a grant from the Bureau of Reclamation to evaluate ways to enhance water sustainability through various programs such as water marketing, water banking, and water storage. CWSD hired Lumos & Associates to conduct this study. Lumos evaluated the water trends throughout the watershed, evaluated water use by the various water purveyors in the watershed, evaluated groundwater use and supply in each groundwater basin, and evaluated how water marketing could be developed to enhance water sustainability. This agenda item will provide a brief overview of the study and discussion on the next steps in evaluating the water supply for the entire Carson River Watershed.

Closed Non-Meeting to Confer with Management Representatives and Counsel:

Following a recess or adjournment, the Carson City Board of Supervisors will gather to meet with its management representatives or 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.

20. District Attorney

20.A For Possible Action: Discussion and possible action regarding a proposed agreement among the State of Nevada and certain political subdivisions of the State of Nevada, including Carson City, to establish the allocation of proceeds recovered from companies involved in the manufacture and distribution of opioids whereby Carson City would receive 2.008% of all such proceeds recovered by the State of Nevada after deduction of (1) "Lead Litigator Costs" and (2) "Federal Government CMS Medicaid Costs," as defined by the proposed agreement. (Jason D. Woodbury, jwoodbury@carson.org)

Staff Summary: This agenda item concerns a proposed agreement with the State of Nevada and certain political subdivisions which, if approved by the Board of Supervisors ("Board"), will establish the allocation of proceeds recovered from companies involved in the manufacture and distribution of opioids.

21. 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

22. 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.

23. 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.

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