



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

Day: Thursday
Date: August 7, 2014
Time: Beginning at 8:30 a.m.
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 - 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 - April 17, 2014, April 24, 2014 and May 1, 2014**
7. **For Possible Action: Adoption of Agenda**

Ordinances, Resolutions, and Other Items

8. **Juvenile Probation**

For Possible Action: To approve the Carson City Juvenile Probation Department receiving \$47,408.21 in state funds from the State Juvenile Justice Programs Office for Specialized Foster Care Room and Board Medicaid Funding. (*Ben Bianchi*)

Staff Summary: The funds from this grant are designated to fund the room and board cost of youth who are placed in Medicaid funded therapeutic group homes. Medicaid only covers the cost of treatment.

9. **Purchasing and Contracts**

- A) For Possible Action: To approve the Amendment, Support Agreement and Software License Agreement with Tiburon for services that will be used by a response agency, therefore not suitable for public bidding

pursuant to NRS 332.115(1)(g) & (h), for a not to exceed cost of \$899,000 to be funded from the 2014 Tiburon Project Account in the 911 Surcharge Fund (File No. 1415-035). *(Nick Providenti)*

Staff Summary: This amendment, support agreement and Software License Agreement are enhancements to the City's Enhanced 911 system. The 2014 Tiburon Project is a combination of hardware and software that (1) facilitates computer aided dispatch, (2) manages crime records (new ones and those that are decades old), and (3) automates jail management. The total cost of the project is anticipated to be \$1.2 million which includes \$899,000.00 for Tiburon products and services, \$211,000.00 for hardware, and the remaining \$90,000.00 for network improvements. This Board Action addresses the \$899,000 for Tiburon products and services only.

The Carson City Board of Supervisors approved the original Tiburon Agreement at the September 7, 2000 meeting. This amendment, support agreement and Software License Agreement will allow Carson City to continue to provide 911 assistance.

- B) For Possible Action: To determine that Sierra Nevada Construction is the lowest responsive and responsible bidder pursuant to Nevada Revised Statute (NRS) Chapter 338 and to award Contract No. 1314-175 titled "E-W Water Transmission Main Project PH. 2A-1 - Rebid" to Sierra Nevada Construction for a base bid amount of \$2,029,007 with a contingency amount not to exceed \$202,993.00 for a total contract amount of \$2,232,000.00 to be funded from the Capital Projects/Construction Accounts in the Water Fund as provided in the FY 2014/2015. *(Nick Providenti)*

Staff Summary: Carson City received sealed bids for all labor, materials, tools and equipment necessary for the E-W Water Transmission Main Project PH. 2A-1 - Rebid. The project consists of, but is not limited to the construction of approximately 3,800 lf of 24" water main and related appurtenances, installation of approximately 11,400 lf of conduit with pull string, construction of approximately 24 lf of storm drain and related appurtenances, construction of approximately 10,500 sf of sidewalk, curb ramps and valley gutter, approximately 126,000 sf of roadway reconstruction, as well as asphalt and concrete patching. The project is subject to the American Iron and Steel (AIS) provisions of P.L. 113-76, Consolidated Appropriations Act, 2014. Compliance with 40 CFR Part 33, Participation by Disadvantaged Business Enterprises in United States Environmental Protection Agency Programs is required. The project includes, but is not limited to, trench excavation, boring, new pipe and related appurtenances, trench backfill, asphalt and concrete replacement and all other common phases of construction customarily associated with this type of project.

- C) For Possible Action: To determine that RADCO Communication, LLC is the lowest responsive and responsible bidder pursuant to Nevada Revised Statute (NRS) Chapter 338 and to award Contract No. 1314-184 titled "Sugarloaf Communication Site - Rebid" to RADCO Communication, LLC for a base bid amount of \$272,298 with a contingency amount not to exceed \$26,000 for a total contract amount of \$298,298 to be funded from the Capital Projects/Construction Accounts in the Fleet Fund as provided in the FY 2014/2015 Budget and a budget augmentation from working capital of the Sewer and Water Funds. *(Nick Providenti)*

Staff Summary: Carson City received sealed bids for all labor, materials, tools and equipment necessary for the Sugarloaf Communication Site Project. The project consists of a city furnished pre-fabricated communications shelter and propane standby generator. The Site will also consist of two contractor furnished propane tanks, a contractor furnished power and communications rack, a contractor furnished 80' lattice communications tower, and a bid alternate for the contractor to furnish a chain-link fence, gate, and gravel path as shown on the plans and in the project specifications.

- D) For Possible Action: To accept the work as completed, to accept the Contract Summary as presented, and to approve the Release of Final Payment in the amount of \$4,333.88 for Contract No. 1314-155 titled Fairgrounds Arena Picnic Shelter Project to Horizon Construction, Inc. (*Nick Providenti*)

Staff Summary: Carson City received sealed bids for all labor, materials, tools and equipment necessary for the Fairgrounds Arena Picnic Shelter Project. Project consisted of constructing a new access ramp, concrete slab, and picnic shelter as well as installing electrical pull boxes, electrical conduit, and irrigation sleeves.

- E) For Possible Action: To authorize Public Works to utilize Joinder Contract No. 060311-CAT (a contract approved by National Joint Powers Alliance (NJPA)), for the purchase of a Caterpillar 305.5E CR Compact Excavator through Cashman Equipment which is exempt from competitive bidding pursuant to NRS 332.115 subsection 1(m) and NRS 332.195 providing Carson City's approved funding and purchasing procedures are followed. (File No. 1415-036) (*Nick Providenti*)

Staff Summary: Public Works Department is proposing to purchase one (1) Caterpillar 305.5E CR Compact Excavator to replace existing equipment which no longer can be repaired economically. Contract No. 060311-CAT was bid and awarded through a joinder process with NJPA. The cost of the new Excavator is \$96,489.00, and will be funded through the Capital Outlay/Equipment account in the sewer and water funds.

- F) For Possible Action: To approve Contract No. 1415-037, Joinder Contract with Caterpillar through the National Joint Powers Alliance (NJPA) for the purchase of a Caterpillar 550 KW Diesel Generator for a not to exceed amount of \$141,192.00 to be funded from the Water and Emergency Generator Program Accounts in the respective Funds as provided for in FY 2014/2015. (File No. 1415-037) (*Nick Providenti*)

Staff Summary: The joinder contract will allow Carson City to purchase the generator off of a nationally, competitively bid contract with NJPA. The proposed generator will provide emergency standby power at the Quill Surface Water Treatment Plant. The treatment plant is currently unable to operate in the event of a power failure. The plant is the primary source of drinking water for the western side of Carson City. The generator will enable continued operation during extended power outages and emergency incidents providing critical services to the residents and visitors of Carson City. An electrical design review was performed and this generator was sized to provide for full operation of the treatment plant. This generator will also allow for the planned transition to backup power without disrupting the filter process enabling us to reduce our vulnerability during times of severe weather.

- G) For Possible Action: To determine that PO No. 8075 is a sole source purchase for equipment which by reason of the training of the personnel or of an inventory of replacement parts maintained by the local government is compatible with existing equipment, and therefore not suitable for public bidding pursuant to NRS 332.115 and to approve PO No. 8075 a request to purchase domestic water meters from Badger Meter, Inc. for a not to exceed cost of \$165,000.00 to be funded from Water Fund Account - Water Meters and Services – 520-3502-435-04-49 as provided in FY 2014/2015. (Contract File No. 1415-045) (*Nick Providenti*)

Staff Summary: Due to compatibility issues with the Badger Meter, Inc. Orion Automatic Meter Reading System (AMR) utilized by the Water Utility Division of the Carson City Public Works Department, the new purchase order for residential and commercial water meters must be a "Sole Source" purchase for Badger Meters and the Orion AMR System.

10. Finance

- A) For Possible Action: To accept the report on the condition of each fund in the treasury and the statements of receipts and expenditures through July 29, 2014 per NRS 251.030 and NRS 354.290. (*Nick Providenti*)

Staff Summary: NRS 251.030 requires the Finance Director (for the purpose of the statute acting as the County Auditor) to report to the Board of County Commissioners (or in our case 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.

- B) For Possible Action: To approve an Interlocal Agreement between Carson City, a political subdivision of the State of Nevada, and the State of Nevada Department of Taxation, the "Department", collectively the "Parties" for the purpose of collecting the 1/8 cent sales tax for infrastructure pursuant to NRS 377B. (*Nick Providenti*)

Staff Summary: Carson City, through its Board of Supervisors, and consistent with NRS 377B.100 as enacted by Carson City Ordinance No. 2014-7, Bill No. 107, increased the sales and use tax in Carson City by one eighth of one percent, effective October 1, 2014, which is pledged for the payment of principal and interest on notes, bonds or other securities issued to provide money for the cost of the projects, facilities and activities described in the Plan and further provides that any such ordinance must include a provision requiring Carson City to enter into a contract with the Department to perform all functions incident to the administration or operation of the tax in Carson City, and the Parties intend that this Agreement serve as the required contract.

11. City Manager

- A) For Possible Action: To accept the Retention and Expansion Economic Development Plan for Carson City as presented by the Northern Nevada Development Authority (NNDA) and approve funding in the amount of \$74,574 for FY 14-15 and \$75,682 for FY 15-16 to be funded from contingency or as an alternative various accounts as determined by the Board. (*Rob Hooper and Danny Campos*)

Staff Summary: The City currently has budgeted and provides financial support to NNDA in the amount of \$24,000 per year. The additional funds for the next two years are specifically to fund the Retention and Expansion Economic Development Plan.

- B) Status report and final briefing on the NV150 Fair. (*Marena Works*)

Staff Summary: At their October 3, 2013 meeting the Board of Supervisors directed the City Manager to plan for a Nevada Sesquicentennial Fair to be held at Fuji Park and Fairgrounds July 30-August 3, 2014. Deputy City Manager Marena Works will provide the Board with a briefing on the results of the Fair.

12. 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

– LUNCH BREAK –

– RETURN – APPROXIMATE TIME – 1:30 P.M. –

13. Community Development - Planning

- A) For Possible Action: To consider a one year extension request for Right-of-Way Abandonment AB-10-038, associated with properties located at 444 W. Washington Street and 812 N. Division Street, APNs 001-191-05 and 06. (MISC-14-057) (*Susan Dorr Pansky*)

Staff Summary: Pursuant to the conditions of approval for AB-10-038, the applicant must meet all conditions and construct required improvements within four years of the original approval date of August 19, 2010 or the Right-of-Way Abandonment will expire. The conditions provide an option to request an extension of time from the Board of Supervisors if the four year timeframe cannot be met. The applicant has requested as long an extension as possible, and staff feels that a one year extension is appropriate.

- B) For Possible Action: To approve a Final Subdivision Map known as Schulz Ranch, Phase 1 from Schulz Ranch, LLC resulting in the creation of 100 residential lots on property zoned Single Family 6,000 – Specific Plan Area (SF6-SPA), located at 7001 Center Drive, APNs 009-311-65, 67 and 68, which fully complies with all of the conditions of approval as contained in the Schulz Ranch Common Open Space Development Tentative Map staff report and Schulz Ranch Development Agreement, as amended, pursuant to the requirements of Carson City Municipal Code. (FSM-14-015) (*Susan Dorr Pansky*)

Staff Summary: The Board of Supervisors granted approval of the Tentative Subdivision for the Schulz Ranch Common Open Space Development on October 20, 2005 and subsequently approved a Development Agreement on September 1, 2011 and Development Agreement Amendment on April 3, 2014. A Final Subdivision Map must be approved by the Board of Supervisors prior to subdividing the property.

- C) For Possible Action: To approve a request from Schulz Investments, LLC for a Tentative Subdivision Map for six single-family residential lots ranging in size from 5.13 acres to 5.87 acres on property zoned Single Family Five Acre (SF5A), located on Old Clear Creek Road, APN 007-051-72. (TSM-14-022) (*Susan Dorr Pansky*)

Staff Summary: Approval of this request would result in six single-family residential units on approximately 32.68 acres on property zoned Single Family Five Acre (SF5A). The proposed lot sizes range from 5.13 acres to 5.87 acres and meet the minimum requirements of the Single Family Five Acre zoning district. This item is continued from the July 17 Board of Supervisors meeting to allow the applicant time to address several issues raised by the Board and the public during the meeting.

14. 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.

15. For Possible Action: To Adjourn

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****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 provided at least two public comment periods in compliance with the minimum requirements of the Open Meeting Law prior to adjournment. In addition, it is the 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.*

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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.

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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.

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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.

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This meeting can be viewed on Channel 191. For specific dates and times - www.bactv.org.

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To request a copy of the supporting materials for this meeting contact

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Janet Busse at jbusse@carson.org or call (775) 887-2100.

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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
Public Safety Complex 885 East Musser Street
City Hall 201 North Carson Street
Carson City Library 900 North Roop Street
Business Resource & Innovation Center (BRIC) 108 East Proctor Street

Date: July 31, 2014