



**CARSON CITY CONSOLIDATED MUNICIPALITY  
NOTICE OF MEETING OF THE  
CARSON CITY BOARD OF SUPERVISORS  
AND CARSON CITY LIQUOR AND ENTERTAINMENT BOARD**

**Day:** Thursday  
**Date:** September 3, 2015  
**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** - 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** - July 16, 2015
7. **For Possible Action: Adoption of Agenda**
8. **Special Presentation**  
  
Recognition of Sheriff Furlong for being selected the 2015 DEA/DARE Law Enforcement Executive of the Year.
9. **Recess as Board of Supervisors**

### **Liquor and Entertainment Board**

10. **Call to Order & Roll Call – Liquor and Entertainment Board**
11. **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.

**12. For Possible Action: Approval of Minutes - June 18, 2015 and July 2, 2015**

**13. Community Development - Business License**

For Possible Action: To approve Roberta Ann Davies as the liquor manager for Bleu Café, LLC (Liquor License #16-30816) located at 240 E. Winnie Ln. (*Lena Reseck, lreseck@carson.org*)

Staff Summary: All liquor license requests are to be reviewed by the Liquor Board per CCMC 4.13. Bleu Café, LLC is applying for a full liquor license. Bleu Café, LLC is a full service restaurant open for breakfast and lunch. Staff is recommending approval.

**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 as the Liquor and Entertainment Board**

**16. Reconvene as the Board of Supervisors**

**Ordinances, Resolutions, and Other Items**

**17. Assessor**

For Possible Action: To adopt a resolution approving and authorizing the Mayor to sign an Interlocal Agreement by and between Carson City Assessor's office and Lander County Assessor's office which provides for Carson City Assessor's office to maintain, create and update existing Parcel data sets for Lander County Assessor's office. (*Dave Dawley, ddawley@carson.org*)

Staff Summary: This agreement provides for Carson City Assessor's office to provide to Lander County Assessor's office services for the maintenance, creation and updating of Lander County Assessor's Parcel data and sets forth the method of payment for the service.

**18. Fire**

For Possible Action: To accept a grant from the Nevada Department of Transportation in the amount of \$42,646 for the purchase of a wheelchair van and to provide a match of \$8529.20. (*Tom Tarulli, ttarulli@carson.org*)

Staff Summary: The Board of Supervisors is required to accept grants in excess of \$25,000, pursuant to policy. This grant was submitted by the Fire Department through the Nevada Department of Transportation Federal Transit Administration Program. The grant will provide 80% of the purchase price of a new wheelchair van, with the City required to provide a match of 20%. The total cost to the City would be \$8529.20.

**19. Finance**

For Possible Action: To accept the report on the condition of each fund in the treasury and the statements of receipts and expenditures through August 25, 2015 per NRS 251.030 and NRS 354.290. (*Nancy Paulson, npaulson@carson.org*)

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](http://www.carson.org).

## **20. Purchasing and Contracts**

- A) For Possible Action: To approve Purchase Order #'s 2016-022, 023, 024 for the purchase of various Software, Hardware and associated peripheral equipment and devices for computers through Joinder Contract 1516-036 with Insight Public Sector, SHI International Corp., and CVE Technologies for a total amount not to exceed \$575,000.00 to be funded from Capital Projects and Various Operating Supply Accounts throughout the City as provided for in the FY 2015/2016 budget. (*Laura Tadman, ltadman@carson.org and Eric VonSchimmelmenn, evonschimmelmenn@carson.org*)

Staff Summary: These Purchase Orders are for the purchase of various Software, Hardware, and associated peripheral equipment and devices for computers for the operation of Carson City's Computer Network. Purchase Order #'s 2016-022 for a not to exceed amount of \$200,000 and 023 for a not to exceed amount of \$150,000 with Insight Public Sector and SHI International Corp, respectively, are utilizing WSCA-NASPO (Western States Contracting Alliance-National Association of State Procurement Officials) contracts; Nevada Participating State Contract # 8004. Both contracts currently expire on June 2, 2016. Purchase Order # 2016-024 for an amount not to exceed of \$225,000 with CVE Technologies is also utilizing a WSCA-NASPO contract; Nevada Participating State Contract #8229. This contract expires on May 31, 2019.

- B) For Possible Action: To determine that Curtis and Sons, Inc. is the lowest responsive and responsible bidder pursuant to Nevada Revised Statute (NRS) Chapter 338 and to award Contract No. 1516-014 titled "Carson City Fiber Optic -Dispatch to Public Works and Community Center to Public Works" to Curtis and Sons, Inc. for the bid amount of \$290,203.50 with a 10% contingency amount of \$29,020.35 for a total not to exceed amount of \$319,223.85 to be funded from the Capital Projects/Construction Account as provided in the FY 2015/2016 Budget. (*Laura Tadman, ltadman@carson.org*)

Staff Summary: Carson City has accepted sealed bids for all labor, materials, tools and equipment necessary for the Carson City Fiber Optic Project, Dispatch Center to Public Works and Community Center to Public Works Project. This project builds on previous fiber optic infrastructure investments and will provide connectivity between various City Facilities including City Hall, Community Center, City Corporate Yard, Public Works, Fire Station 52 and the Sheriff's Dispatch Center. Additionally, the fiber will provide future connections to Well 34, Shadow Hills Booster, Prison Hill Flow Control Vault, Prison Hill Tank, Desert Mountain Booster, Well 43, Well 38, Stewart Effluent Pond, South Lift Station, Well 50, Sunridge Booster, and Well 9. The project will substantially increase the quality, bandwidth, and reliability of the City network providing the much needed resources to meet the demanding connectivity requirements of engineering, GIS, water/sewer operations, and emergency management. This project makes significant progress on establishing a redundant fiber optic ring for City facilities thereby increasing the level of operational readiness. Connectivity required to support the Sheriff Dispatch CAD system will also be established with the project. The project consists of placing approximately 45,000 feet of fiber 5,000 feet of 4"conduit, and 8 pull boxes.

- C) For Possible Action: To determine that PO No. 8797 is for the purchase of a sole source product from Maxwell Products and therefore not suitable for public bidding pursuant to NRS 332.115, and to approve PO No. 8797 a request to purchase Crack Sealant from Maxwell Products, Inc. for a not to exceed cost of \$125,000.00 to be funded from Public Works Street Fund Account as provided in FY 2015/2016 budget. *(Laura Tadman, ltadman@carson.org)*

Staff Summary: Due to compatibility issues with the Crack Sealer equipment utilized by the Streets Division of the Carson City Public Works Department, the new purchase order for Crack Sealant must be declared a "Sole Source" purchase for Crack Sealant as the manufacturer has the patent on the Polyskin packaging.

## **21. Public Works**

- A) For Possible Action: To adopt a resolution adopting and approving a Joint Funding Agreement for a Cooperative Water-Resource Monitoring Program with the U.S. Geological Survey. *(Darren Schulz, dschulz@carson.org)*

Staff Summary: Approval of this resolution will allow Public Works to continue receiving critical stream flow data which is essential to plan and monitor the conjunctive use program and maintain compliance with the Alpine Decree. Carson City's share of the cost is \$48,050.

- B) For Possible Action: To authorize the Mayor to sign a one (1) year Lost Lakes Reservoirs Water Lease Agreement between Carson City and Carson Water Subconservancy District. *(Darren Schulz, dschulz@carson.org)*

Staff Summary: On July 15, 2015, the Carson Water Subconservancy District Board of Directors unanimously approved the Lost Lakes Water Lease Agreement. Approving this Agreement will provide Carson City with up to 50.0 acre feet of additional surface water, to be used from October 1, 2015 until March 31, 2016. It has been the past practice of Carson City to lease these water rights as part of our conjunctive use management plan.

- C) For Possible Action: To authorize the Mayor to sign a five (5) year Mud Lake Reservoir Water Lease Agreement between Carson City and Carson Water Subconservancy District. *(Darren Schulz, dschulz@carson.org)*

Staff Summary: On July 15, 2015, the Carson Water Subconservancy District Board of Directors unanimously approved the Mud Lake Reservoir Water Lease Agreement. Approving this Agreement will provide Carson City with up to 526.25 acre-feet of additional surface water annually, to be used during the water delivery season (October 1 to March 31) for the next five years. It has been the past practice of Carson City to lease these water rights as part of our conjunctive use management plan.

## **22. Parks and Recreation - Open Space**

For Possible Action: To accept the recommendation from the Open Space Advisory Committee and approve a new full-time Park Ranger position dedicated to the Open Space Division. *(Ann Bollinger, abollinger@carson.org)*

Staff Summary: On February 19, 2015, the Board approved the work program outline calling for the administration of the Open Space portion of the Quality of Life Tax for management activities, capital improvement projects, planning activities, and land acquisitions for calendar year 2015. One item specifically identified and discussed was the need for a dedicated Park Ranger for the Open Space Division.

## 23. 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

## 24. 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.

## 25. 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 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.*

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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](http://www.bactv.org).*

*To request a copy of the supporting materials for this meeting contact  
Janet Busse at [jbusse@carson.org](mailto: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](http://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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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

**Date: August 27, 2015**