

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

Day: Thursday
Date: August 18, 2016
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 - July 21, 2016

7. For Possible Action: Adoption of Agenda

8. Special Presentations

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

Staff Summary: Each 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.

Ordinances, Resolutions, and Other Items

9. Sheriff

9.A For Possible Action: To accept the Office of Criminal Justice Assistance Grant, Tri-Net Narcotics Task Force, in the amount of \$58,402. (Sheriff Furlong, KFurlong@carson.org)

Staff Summary: The Office of Criminal Justice Assistance administers grant funds to state and local units of government for a wide variety of programs to improve the criminal justice system. This grant provides partial funding for one detective position assigned to the Tri-Net Narcotics Task Force. Grant period is 10/01/16-09/30/17.

9.B For Possible Action: To accept the Office of Criminal Justice Assistance Grant 15-JAG-04, Regional Gang Initiative in the amount of \$117,000. (Sheriff Furlong, kfurlong@carson.org)

Staff Summary: This grant will continue the efforts of the Regional Gang Initiative. The project was initially funded through the American Recovery and Reinvestment Act, and is now funded through the Nevada Department of Public Safety, Office of Criminal Justice Assistance. The award will partially fund one deputy sheriff in Carson City, Lyon County and Douglas County. Each county is responsible for any matching funds necessary to participate in the program. Grant period is 10/01/16-09/30/17.

10. Purchasing and Contracts

10.A For Possible Action: To approve the second purchase of One (1) Type 1 Ambulance Chassis Re-mount to Firetrucks Unlimited for a bid amount of \$146,772.00 as a result of RFP #1516-091 to be funded by the Ambulance Enterprise and Capital Projects Funds as provided in fiscal year 16/17. (Laura Tadman, LTadman@carson.org and Robert Schreihans, RSchreihans@carson.org)

Staff Summary: Carson City received sealed bids for two (2) type 1 ambulance chassis re-mounts. The Board approved the purchase of the first chassis at the April 7, 2016 meeting. Funding is now available for the second purchase.

11. Public Works

11.A For Possible Action: To adopt a resolution approving and authorizing the Mayor to sign the “Second Amendment To Interlocal Agreement Relating To Water Service (North Douglas County and Carson City Water Line Intertie Project)” an amended Interlocal Agreement by and between Carson City and Douglas County Relating to Water Service. (Darren Schulz, Dschulz@carson.org)

Staff Summary: This Amendment sets a wholesale water rate for the delivery of Carson City owned water rights from the Town of Minden, through Douglas County, to Carson City for FY 2017 through FY 2022. This amendment to the agreement sets forth the provisions to pay for the transfer of water being delivered to Carson City through the project referred to as the “North Douglas County and Carson City Water Line Intertie Project.”

12. Finance

12.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 August 5, 2016 per NRS 251.030 and NRS 354.290. (Nancy Paulson, npaulson@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 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.

12.B For Possible Action: To approve the application to remove the uncollectible accounts receivable specified in the application from the records of the Ambulance Fund for a total amount of \$351,506.38 in uncollectible accounts receivable. (Nancy Paulson, npaulson@carson.org)

Staff Summary: NRS 354.256 requires that the Controller apply to the Board for permission to remove uncollectible accounts receivable from the records of the County.

12.C For Possible Action: Discussion, acceptance and possible direction to staff regarding the Policies / Procedures Update Project performed by Moss Adams. (Nancy Paulson, npaulson@carson.org)

Staff Summary: Moss Adams has been contracted by the Carson City Audit Committee and the Board of Supervisors to provide Internal Audit Services to Carson City. The Board of Supervisors approved the Policies/ Procedures Update Project at their June 18, 2015 meeting.

12.D For Possible Action: To accept the Audit Committee's recommendation to approve the completed remediation plans from the Employee Efficiency Study, Internal Controls Review and the Policy and Procedures Review; and remove the completed findings from the Audit Findings Tracking Summary Report. (Nancy Paulson, npaulson@carson.org)

Staff Summary: The completed remediation plans for the Employee Efficiency Study, Internal Controls Review and the Policy and Procedures Review were presented and approved by the Carson City Audit Committee on June 7, 2016. Upon approval by the Board of Supervisors, the completed findings will be considered closed and removed from the Audit Findings Tracking Summary Report prepared by Moss Adams.

13. Recess as the Board of Supervisors

Redevelopment Authority

14. Call to Order & Roll Call - Redevelopment Authority

15. 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.

16. For Possible Action: Approval of Minutes - July 7, 2016

17. Community Development

17.A For Possible Action: To adopt Resolution No. 2016-RAR-__ amending Resolution 2016-RAR-2 and 2016-R-3 to continue the Carson City Redevelopment Façade Improvement Program for Redevelopment Project Areas 1 and 2 and amend provisions related to project bidding requirements. (Lee Plemel, lplemel@carson.org)

Staff Summary: The Redevelopment Authority approved the Façade Improvement Program (FIP) on May 3, 2016. To date, the RACC has awarded a total of \$154,046 for façade improvements to nine properties. One of the requirements of the program is to obtain three bids for the proposed improvements. Applicants have had difficulty getting three bids for various reasons, and the proposed modifications are intended to provide relief from this requirement under certain circumstances.

18. 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.

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

20. Reconvene as the Board of Supervisors

21. Community Development - Planning

21.A For Possible Action: To adopt Resolution No. 2016-R-__ amending Resolution 2016-RAR-2 and 2016-R-3 to continue the Carson City Redevelopment Façade Improvement Program for Redevelopment Project Areas 1 and 2 and amend provisions related to project bidding requirements. (Lee Plemel, lplemel@carson.org)

Staff Summary: The Redevelopment Authority approved the Façade Improvement Program (FIP) on May 3, 2016. To date, the RACC has awarded a total of \$154,046 for façade improvements to nine properties. One of the requirements of the program is to obtain three bids for the proposed improvements. Applicants have had difficulty getting three bids for various reasons, and the proposed modifications are intended to provide relief from this requirement under certain circumstances.

22. City Manager

22.A For Possible Action: To ratify the approval of bills and other requests for payments by the City Manager for the period of July 9, 2016 thru August 5, 2016. (Nick Marano, nmarano@carson.org)

Staff Summary: All bills or other requests for payment verified per CCMC 2.29 shall be presented by the Controller, together with the register book of demands and warrants to the City Manager who shall audit the same, and if found authorized, correct and legal, shall signify by his signature, as agent for the board, upon the register book of demands and warrants those demands which are approved or disapproved by him. Upon approval, the warrants, as prepared aforesaid, shall issue. The City Manager shall then cause the register book of bills and other

requests for payment and warrants to be presented at least once a month to the board of supervisors, who shall by motion entered into its minutes, ratify the action taken on the bills or other requests for payment.

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

**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>