

**CARSON CITY CONSOLIDATED MUNICIPALITY  
NOTICE OF MEETING OF THE  
BOARD OF SUPERVISORS  
AND REDEVELOPMENT AUTHORITY  
AND JOINT MEETING WITH CARSON CITY SCHOOL DISTRICT  
BOARD OF TRUSTEES**

**Day:** Thursday  
**Date:** January 19, 2017  
**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 - Louie Locke, Fountainhead Foursquare 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 - December 15, 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.
- 9. Consent Agenda**

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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.

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## **10. City Manager**

10.A For Possible Action: To ratify the approval of bills and other requests for payments by the City Manager for the period of December 3, 2016 thru January 6, 2017. (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.

**--End of Consent Agenda--**

### **Ordinances, Resolutions, and Other Items**

## **11. Purchasing and Contracts**

11.A For Possible Action: To approve the purchase of an EagleAir Breathing Air Compressor System from Curtis, Inc. through FireRescue-GPO joinder #VH11277 for an amount of \$58,000 to be funded from the Capital Projects Fund. (Laura Rader, lrader@carson.org and Robert Schreihans, rschreihans@carson.org)

Staff Summary: This compressor is used to fill our Self Contained Breathing Apparatus (SCBA) which is vital to our primary mission of firefighting. This unit was checked by an outside vendor and was determined not to be in compliance with the current codes for breathing air. This unit is over 24 years old and was serviced on a regular basis during a long life of service but is now too old to keep fixing. To bring this unit up to the current standard the price could be over \$24,000. The decision was made to purchase a new unit rather than spending \$24,000 on an obsolete piece of needed safety equipment. This compressor is our primary means of filling our SCBA tanks. There is a 4 to 6 week lead time to build these units and we could not wait that long for a replacement. The vendor needed a commitment from the Fire Department before they would start building this unit. We gave them the authority to build the unit on January 4, 2017 to speed up the lag time for delivery of this compressor. This purchase request falls under the guidelines of an emergency purchase and was approved by Finance and the City Manager.

11.B For Possible Action: To approve Contract 1617-097 911 Phone Services with AT&T Corp. for an annual amount of \$174,598.56 for five (5) years for a total contract amount of \$872,992.80 to be funded from the 911 Surcharge Fund. (Laura Rader, lrader@carson.org and Ken Furlong, kfurlong@carson.org)

Staff Summary: The 911 Phone Services, maintained by AT&T Corp. servicing the Carson City Public Safety Communications Center will reach end of service life cycle by the end of the current fiscal year. AT&T systems upgrades are mandated by Federal Communications Commission (FCC13-158), dated December 12, 2013, and require compliance to "Improve 911 Reliability", PS Docket No. 13-75, and "Reliability and Continuity of Communications Networks, Including Broadband Technologies", PS Docket No. 11-60. Project completion will include the upgrade of service equipment at the Public Safety Communications Center. Contract award and project duration is anticipated to take approximately four (4) months and therefore, does not allow this item to be placed on consideration at the Fiscal Year 2018 budget cycle hearings. Although competitive bid processing is not required for this upgrade, contact with competitors has been made and has been declined.

## **12. Parks and Recreation**

12.A For Possible Action: To accept the Shade Tree Council's recommendation to discontinue as a formal advisory board; direct the Parks and Recreation Director to incorporate the purpose, mission, and vision of the Council into the Parks, Recreation and Open Space Department's functions; authorize the Parks, Recreation and Open Space Department to utilize the Shade Tree Council budget for urban forestry education, management, and community outreach; and further direct the District Attorney's Office to draft amendments to the appropriate Carson City Municipal Codes for future Supervisors' consideration to support these actions. (Jennifer Budge, [jbudge@carson.org](mailto:jbudge@carson.org))

Staff Summary: The Shade Tree Council recommended to discontinue as a formal advisory board and requests that the Parks, Recreation and Open Space Department incorporate the Council's urban forestry duties into the Department's functions.

12.B For Possible Action: Approval of an Intrastate Interlocal Contract between the State of Nevada, acting by and through its Department of Corrections, and Carson City, acting by and through its Parks, Recreation and Open Space Department, for inmate services. (Jennifer Budge, [jbudge@carson.org](mailto:jbudge@carson.org))

Staff Summary: Carson City, through its Parks, Recreation and Open Space Department, utilizes inmate services year-round to support park maintenance throughout Carson City's parks system. Carson City has had a long standing relationship with the State of Nevada Department of Corrections; however, the previous Interlocal Contract expired on June 30, 2016. The proposed agreement includes a term until October 31, 2020 and provisions for termination if desired by the City. The use of inmate services provides an effective, low-cost alternative to augment the City's parks maintenance labor force within the Department.

12.C For Possible Action: To authorize the Parks, Recreation, and Open Space Department to submit three separate Land and Water Conservation Fund grant applications for the following projects: 1. Disc Golf Course Complex site improvements (Portion of APN 010-691-04); 2. Ross Gold Park Playground Replacement (APN 009-166-010); 3. Purchase through a fee-title acquisition 20-acres of land along U.S. Highway 50 near the Clear Creek Interchange (APN 007-051-81) from W. Michael Fagen for open space and passive recreation purposes. (Ann Bollinger, [ABollinger@carson.org](mailto:ABollinger@carson.org) and Vern Krahn, [VKrahn@carson.org](mailto:VKrahn@carson.org))

Staff Summary: The Land and Water Conservation Fund (L&WCF) is a federal grant program managed by the National Park Service and locally administered by Nevada State Parks. There is approximately \$1,000,000 that will be awarded through a competitive process on a state wide basis. The Parks, Recreation, and Open Space Department is seeking the Board of Supervisors approval to submit the three grant applications for priority projects within the Department.

12.D For Possible Action: To authorize \$86,643 in Residential Construction Tax funds for the design and construction of a new playground at Ross Gold Park. (Vern Krahn, VKrahn@carson.org)

Staff Summary: The Parks and Recreation Commission recommended that \$86,643 in Residential Construction Tax (RCT) funds be allocated to support the proposed funding strategy for the new playground at Ross Gold Park. Efforts are being made to maximize RCT funds and diversify project funding through a variety of grant opportunities. If all the RCT funds are not required for the proposed playground, they would be utilized for other future park projects.

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

13.A For Possible Action: To formally agree to the assignment of the surface water rights and responsibilities as indicated in the 2007 Purchase and Sale Agreement for APN#010-071-25 from the Robert Lorin Andersen Trust to the Limited Liability Company: Crandall-Andersen, and to authorize the Mayor and Ms. Bollinger to sign the consent agreement on behalf of the City. (Ann Bollinger, abollinger@carson.org)

Staff Summary: The City purchased APN #010-071-25 in 2007, consisting of 86 acres from the Robert Lorin Andersen Trust. The Trust retained the surface water rights and responsibilities related to those rights on the parcel as part of the Purchase and Sale Agreement. The two beneficiaries of the Trust subsequently created Crandall-Andersen, LLC. The beneficiaries now wish to formally assign the surface water rights and responsibilities as indicated in the Purchase and Sale Agreement to Crandall-Andersen, LLC, and is requesting the City's consent, which is required as part of the agreement. The agreement also requires the City to not unreasonably withhold the consent. Crandall-Andersen, LLC would be assuming all of the rights and responsibilities of the purchase and sale agreement, and the same people will be managing those responsibilities. Therefore it is reasonable to consent to the assignment of the purchase and sale agreement to Crandall-Andersen, LLC.

### **14. Community Development - Planning**

14.A For Possible Action: To adopt Bill No. 101, on second reading, an ordinance amending Title 18, Appendix, Carson City Development Standards, by amending Division 4, Signs, Chapter 4.4, Administration, Section 4.4.7, Exemptions, by adding thereto a new subsection, 4.4.7.w, which exempts from the division certain off-premise electronic message display signs; amending Title 18, Appendix, Carson City Development Standards, by amending Division 4, Signs, Chapter 4.6, General Regulations and Standards, by adding a new section 4.6.6 that sets forth standards for electronic message display signs. (Lee Plemel, lplemel@carson.org)

Staff Summary: The purpose of the proposed ordinance is to 1) allow an off-premise sign for a "community college, state college or university within the Nevada System of Higher Education

located in Carson City (i.e. Western Nevada College) under certain conditions, and 2) adopt regulations related to brightness, message hold times, message transition times, and other operational regulations for electronic message display signs.

14.B For Possible Action: To adopt Bill No. 102, on second reading, an ordinance to change the zoning from Single Family 1 Acre (SF1A) to Multifamily Apartment (MFA) on property located at 150 East Roland and 4810 Snyder Avenue, APNs 009-197-02 and 009-197-03. (Hope Sullivan, [hsullivan@carson.org](mailto:hsullivan@carson.org))

Staff Summary: The existing single family residential zoning district for the subject property is not consistent with the Master Plan land use designation of High Density Residential. The Multifamily Apartment zoning district is consistent with the Master Plan, and will allow future development consistent with the Master Plan designation.

14.C For Possible Action: To adopt Bill No. 103, on second reading, an ordinance declaring a moratorium, for a period of up to 180 days with the ability to extend it by resolution for up to an additional 60 days, on the acceptance and processing of planning or other applications for construction or operation of new marijuana establishments. (Lee Plemel, [lplemel@carson.org](mailto:lplemel@carson.org))

Staff Summary: The Regulation and Taxation of Marijuana Act, the Act to legalize "recreational" marijuana, was passed by Nevada voters during the general election on November 8, 2016. The deadline for preparation of final regulations by the Nevada Department of Taxation ("Department") is December 31, 2017. Until the final adoption of such regulations, the Board of Supervisors will not have a complete picture to facilitate a decision regarding zoning regulations for Marijuana Establishments beyond what is currently in place for Medical Marijuana Establishments. Applications pertinent to Marijuana Establishments would be prohibited during the moratorium, allowing City staff and the Board of Supervisors time to evaluate the implications of the Department's regulations and consider other impacts related to the regulation or prohibition of Marijuana Establishments within the frame work of State Law. This moratorium would not apply to Medical Marijuana Establishments with valid provisional certificates wishing to operate under the current Medical Marijuana Establishment regulations in Carson City as of the effective date the ordinance.

14.D For Possible Action: To approve a Master Plan Amendment to amend Goal 1.5e of the Master Plan to provide for future aboveground utility corridors to be shown on the Land Use Map of the Master Plan in compliance with NRS 278.165. (Hope Sullivan, [hsullivan@carson.org](mailto:hsullivan@carson.org)).

Staff Summary: Nevada Revised Statutes (NRS) 278.150-170 requires the inclusion of an aboveground utility plan in the City's Master Plan. The proposed amendment adds language to the Master Plan that recognizes that the City will work with Sierra Pacific Power and Southwest Gas with respect to the designation of future aboveground utility corridors on the Land Use Map of the Master Plan. At this time, there are no corridors planned. The proposed amendment is necessary to comply with State law.

14.E For Possible Action: To accept the Carson City Master Plan annual report for consideration in setting City Strategic Plan goals and work programs for 2017. (Lee Plemel, [lplemel@carson.org](mailto:lplemel@carson.org))

Staff Summary: State law (NRS 278.190) requires the Planning Commission to annually make recommendations to the Board of Supervisors regarding the implementation of the Master Plan. The Master Plan annual report includes information regarding past, current and future Master Plan implementation actions for the Board's consideration.

## **15. Finance**

15.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 January 6, 2017 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.

15.B For Possible Action: To adopt a resolution to augment and amend the Carson City FY 2016-17 Budget in the amount of \$45,186,242. (Nancy Paulson, npaulson@carson.org)

Staff Summary: The augmentation and revision is primarily due to carryover of program costs from the prior years' budget, board action, federal and local grants, transfers of contingency and unanticipated sources of revenue.

## **16. Recess as the Board of Supervisors**

### **Redevelopment Authority**

## **17. Call to Order & Roll Call - Redevelopment Authority**

## **18. 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.

## **19. Finance**

19.A For Possible Action: To adopt a resolution to augment and amend the Carson City Redevelopment Authority FY 2016-17 Budget in the amount of \$697,772. (Nancy Paulson, npaulson@carson.org)

Staff Summary: The augmentation and revision is primarily due to carryover of program costs from the prior years' budget, board action, and unanticipated sources of revenue.

## **20. City Manager**

20.A For Possible Action: To appoint Supervisor John Barrette to the Redevelopment Authority Citizens Committee to fill an unexpired term ending January 2018. (Nick Marano, nmarano@carson.org)

Staff Summary: Supervisor Bagwell submitted her letter of resignation effective January 5, 2017. This appointment will be to fill her unexpired term.

**21. 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.

**22. For Possible Action: To Adjourn as the Redevelopment Authority**

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

**24. Board of Supervisors**

Non-Action Items:

Legislative matters - no Board action will be taken - the Mayor may give limited staff direction regarding staff work and/or future agenda item(s).

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

**Closed Non-meeting to Confer with Counsel**

Following a recess or the adjournment of the meeting, the Carson City Board of Supervisors will gather 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.

**-- EVENING SESSION - APPROXIMATE TIME - 6:00 P.M. --**

**JOINT MEETING OF THE CARSON CITY BOARD OF SUPERVISORS WITH THE  
CARSON CITY SCHOOL DISTRICT BOARD OF TRUSTEES**

**25. Call to Order & Roll Call**

**26. Flag Salute - John Barrette**

**27. For Possible Action: Adoption of the Agenda**

Please note: The Board reserves the right to take items in a different order to accomplish the business of the agenda in the most efficient manner.

**28. 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.

- 29. Welcoming Remarks -**  
Laurel Crossman , President  
CCSD Board of Trustees  
Mayor Robert Crowell

**30. Carson City School District and Carson City**

30.A Discussion/Information Only: De-escalation of Force in the Schools: This discussion item presents measures incorporated by the Sheriff's Office into the School Resource Officer (SRO) program, as well as the community at large, that are intended to detect, isolate, de-escalate, or neutralize threats in the school district environments. (Sheriff Ken Furlong, kfurlong@carson.org)

Staff Summary: The Sheriff's Office and School District work collaboratively to gain early access to information (intelligence) of increased threat levels at school campuses throughout the community. Should circumstances prevent early intervention, Deputy Sheriff's assigned to the schools are equipped and trained in de-escalation techniques (crisis intervention), rapid response to hostilities, and Use of Force measures that are intended to protect all lives.

30.B Discussion/Information Only: Information resources/flow in emergent situations – Joint presentation with CCSD: This discussion item presents the control and flow of information from the Incident Command during critical incidents associated with the School District. (Sheriff Ken Furlong and Superintendent Richard Stokes)

Staff Summary: The Sheriff's Office responds to critical incidents utilizing an Incident Command structure, applied appropriately dependent upon the circumstances of the incident and type of response necessitated. Incident command provides for the School District and Sheriff's Office (City of Carson) to maximize information technology platforms (Reverse 911, press releases, social media, etc.) to provide essential accurate information to the public and parents of students in the district/community.

30.C For Discussion Only: To present information to the Board of Supervisors and Carson City School Board regarding development and growth projections for Carson City. (Lee Plemel, lplemel@carson.org)

Staff Summary: City and School District staff will present information regarding City growth projections and Carson City School District capital improvement plans.

30.D Presentation and Discussion Only: Present and discuss Carson City Health and Human Services' (CCHHS) collaborative efforts with Carson City School District. (Nicki Aaker, naaker@carson.org)

Staff Summary: Presentation and discussion regarding the collaborative work of CCHHS and the Carson City School District.

30.E Presentation and Discussion Only: To present information and an update regarding Mobile Makerspace. (Diane Baker, dbaker@carson.org)



Staff Summary: Carson City Library was granted funds for a mobile makerspace to create a flexible learning place to transform different spaces into a hands-on learning environment. The project is an opportunity for collaborative and innovative learning that is rolled out in conjunction with existing afterschool programs. The library has developed connections with the Boys and Girls Club of Carson City, Carson City Parks and Recreation Department afterschool Kid's Club and Carson City Juvenile Probation to provide youth with the opportunity to increase knowledge and enjoyment of Science, Technology, Engineering and Math (STEM) activities through STEM-based programming.

30.F For Possible Action: To support the commitment to work together as part of The ConnectEd Library Card Challenge to ensure that every K-12 student in Carson City has a library card and knows how to use it to access the learning resources available at their public libraries and authorize the Mayor to sign The Leaders Library Card Challenge Commitment Letter. (Sena Loyd, sloyd@carson.org)

Staff Summary: The ConnectEd Library Card Challenge is a national initiative that calls on communities to strengthen partnerships to provide all students in the local school district with a library card.

30.G Presentation and Discussion Only: To present an update on the Carson City School District and Carson City Library Partnership. (Sena Loyd, sloyd@carson.org)

Staff Summary: Presentation and discussion regarding the collaborative work of the Carson City School District and the Carson City Library.

### **31. 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.

### **32. 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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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  
<http://notice.nv.gov>