

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

**Day:** Thursday  
**Date:** March 2, 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 - Ben Fleming, Silver Hills Community 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 - February 2, 2017**
- 7. For Possible Action: Adoption of Agenda**
- 8. Special Presentation**
  - 8.A Presentation of a proclamation for Nevada Moves Day 2017. (Cortney Bloomer)

**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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**9. Finance**

- 9.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 February 17, 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.

## **10. Purchasing and Contracts**

10.A For Possible Action: To approve an additional purchase of emergency medical equipment and supplies from Life Assist through Joinder Contract with the City of Berkeley #14-10863, in accordance with NRS 332.195, for a not to exceed amount of \$38,000 to be funded from the Ambulance Fund Operating Supplies Account. (Laura Rader, LRader@carson.org and John Arneson, JArneson@carson.org)

Staff Summary: For fiscal year 2017, Carson Fire would like to increase the total PO authority by \$38,000 from the current authority of \$82,000 to a total of \$120,000. In fiscal year 2016 Carson Fire spent \$119,625 on medical supplies, with total EMS runs at 8,607. In fiscal 2017 Carson Fire is estimating total spending for medical supplies at \$120,000 with an estimated 9,450 runs. These supplies consist of items such as IV supplies, medications, bandages, splints, and other items used in the treatment of patients.

**(End of Consent Agenda)**

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

**11. Any item(s) pulled from the Consent Agenda will be heard at this time.**

## **12. Fire**

12.A For Possible Action: To approve the creation of a full-time Wildland Fuels Management Officer (Unc. P1) position as outlined in the Southern Nevada Public Land Management Act grant approved by the Board of Supervisors on November 17, 2016. (John Arneson, jarneson@carson.org)

Staff Summary: On November 17, 2016, the Board of Supervisors accepted two SNPLMA grants in the amount of \$2,102,289.00 for the implementation of a fuels reduction program. The Carson City Westside Hazardous Fuels Collection Project grant (\$1,999,900.00) provides money for the City to hire a full-time Wildland Fuels Management Officer position who will manage the program and supervise the eight wildland fuel crew members, the squad boss, and the crew supervisor who will perform the work.

## **13. Alternative Sentencing**

13.A For Possible Action: To approve the application process for the State of Nevada Department of Public Safety, Office of Traffic Safety Grant to fund a full time DUI Case Manager from October 1, 2017 to September 30, 2018. (Tad Fletcher, tfletcher@carson.org)

Staff Summary: The Department of Alternative Sentencing would like to submit for a grant to fund the DUI Case Manager full time position. The DUI Case Manager takes part in the Western Regional DUI Offender Specialty Court, Mental Health Specialty Court and the Misdemeanor Treatment Court. The DUI Case Manager attends all Specialty Court meetings, Court sessions, administers drug and alcohol testing, coordinates inpatient treatment programs and meets with the court participants one on one confirming they are in compliance with their programs.

13.B For Possible Action: To approve the application process for the State of Nevada Department of Public Safety, Office of Traffic Safety Grant to partially fund a Sober 24 program in Carson City from October 1, 2017 to September 30, 2018. (Tad Fletcher, tfletcher@carson.org)

Staff Summary: The Department of Alternative Sentencing would like to submit for a grant to fund three part time positions, one of which will be a PTE Alternative Sentencing Officer and the other two will be Alternative Sentencing Specialists. Once in place, the additional staff, plus one current staff member will be assigned to the Sober 24 program. Testing will be administered twice a day, 7 days a week to all individuals assigned to the program by the Courts. Furthermore, all color code testing will take place during the designated hours.

#### **14. Purchasing and Contracts**

14.A For Possible Action: To approve the purchase of Motorola equipment through Joinder Contract #06913 (effective through June 30, 2018) through NASPO (National Association of State Procurement Officials) for an additional not to exceed amount of \$65,897.33 to be funded from the receiving department's operating budgets. (Laura Rader, LRader@carson.org and James Jacklett, jjacklett@carson.org)

Staff Summary: The Carson City public safety communication system is comprised of approximately 900 Motorola radios. With a median cost of \$2,300 each, the net value of this equipment is over \$2M. The Sheriff's Office and Public Works have requested seven replacement radios (four and three respectively) funded from each departments operating budgets for a total of \$15,897.33. The Sheriff radios will be installed in new patrol vehicles and the Public Works radios will be installed for Emergency Operations. Public Works anticipates that user departments will have additional radio equipment needs before the end of the fiscal year and requests approval to purchase up to an additional \$50,000 of equipment from the budgets of the receiving departments if requested.

14.B For Possible Action: To approve the purchase of a Groundsmaster 4700-D T4 Compliant Diesel 54HP mower from Turf Star through Joinder NASPO (National Association of State Procurement Officials) Contract #3114 for a not to exceed amount of \$75,483.45 to be funded from the Question 18 and Carson City School District Turf Maintenance Accounts. (Laura Rader, LRader@carson.org and Jennifer Budge, JBudge@carson.org)

Staff Summary: The Parks, Recreation and Open Space Department has a significantly aging fleet of rolling stock/equipment to service the parks maintenance needs of the community. With the newest mower in the Department's inventory purchased in 2008, the Department continues to face on-going challenges in maintaining an aging and outdated inventory of equipment. Issues with discontinued parts from vendors, retrofits and repairs outside of

manufacturer's recommendations/warranties often result in operational deficiencies and best practices to be compromised. Continuing to operate with existing equipment not only increases operator time, transport costs, and safety concerns; but impacts service hours on older equipment.

## **15. Parks and Recreation**

15.A For Possible Action: To approve the reclassification of a Parks and Cemetery Coordinator (CCEA A42) position to a Parks Maintenance Coordinator (CCEA A42) position. (Jennifer Budge, jbudge@carson.org)

Staff Summary: The Parks and Cemetery Coordinator position is currently vacant due to a staff retirement. This request is to reclassify the position to a Parks Maintenance Coordinator, so the position can support the City's entire park system and not just needs at Lone Mountain Cemetery. Both positions are within the same pay grade and there will be no fiscal impact due to the reclassification.

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

16.A For Possible Action: To authorize the Parks, Recreation, and Open Space Department to submit a grant application to the Community Forest and Open Space Program, administered through the Nevada Division of Forestry for a fee-title acquisition 20 acres 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)

Staff Summary: The Community Forest and Open Space Conservation Program is a federal grant program managed by the United States Forest Service and locally administered by Nevada Division of Forestry. There is approximately \$2 million that will be awarded through a competitive process on a nationwide basis with a maximum award of \$400,000 per application. The Parks, Recreation and Open Space Department is seeking the Board of Supervisors approval to submit an application.

## **17. Finance**

17.A For Possible Action: To allocate the Community Development Block Grant (CDBG) funding for FY2017-18, and to open a 30-day public comment period from March 2 to April 2, 2017 for review of the Carson City draft CDBG 2017-18 Annual Action Plan to implement the Department of Housing and Urban Development (HUD) CDBG Program. (Ana Jimenez; ajimenez@carson.org)

Staff Summary: The CDBG funding available to Carson City for fiscal year 2017-18 is approximately \$368,516 based on the 2016 funding allocation. There will be approximately \$55,277 (15% maximum) for public services activities, approximately \$239,535 for public facilities and improvements, and approximately \$73,704 (20% maximum) for planning and administration. A community-based Application Review Workgroup (ARW) conducted a public meeting to interview the CDBG applicants on February 9, 2017 and then ranked the applications for recommendation to the Board of Supervisors.

## 18. Health and Human Services

18.A For Possible Action: To approve Carson City Health and Human Services accepting the Federal STBG Set-aside (formerly Transportation Alternatives) funding through the Nevada Department of Transportation in an amount not to exceed \$650,000 for the period beginning in FY2017 and lasting through FY2020. (Nicki Aaker [naaker@carson.org](mailto:naaker@carson.org) and Cortney Bloomer, [cbloomer@carson.org](mailto:cbloomer@carson.org))

Staff Summary: This funding opportunity will allow for the continuation of coordinating and allow for an expansion of the Western Nevada Safe Routes to School Program. This program's objectives are to increase active transportation and improve bicycle and pedestrian safety for children and families in Carson City and the surrounding area.

18.B For Possible Action: To approve Carson City Health and Human Services applying for the Hospital Preparedness Program (HPP) - Public Health Emergency Preparedness (PHEP) Cooperative Agreement grant through the State of Nevada Division of Public and Behavioral Health (DPBH), Public Health Preparedness (PHP) Program. (Nicki Aaker, [naaker@carson.org](mailto:naaker@carson.org))

Staff Summary: This is a five-year funding opportunity that will be used to improve our community and health care system's disaster preparedness, response, and recovery from public health emergencies such as flooding, influenza epidemics, infectious disease outbreaks, wildfires, and earthquakes.

18.C For Possible Action: To introduce, on first reading, an ordinance amending Title 7, Animals, Chapter 7.13, Licensing and regulations, to better clarify the dangerous and vicious dog procedures, and making other conforming changes. (Iris Yowell, [iyowell@carson.org](mailto:iyowell@carson.org))

Staff Summary: The ordinance proposes to amend sections of the Code as follows:  
SUBSTANTIVE CHANGES: Section 7.13.010, to define when a dog has been subject to "provocation," and to clarify that "substantial bodily harm" has the same meaning as set forth in Nevada Revised Statutes Section 0.060, which defines "substantial bodily harm" to mean: [a] Bodily injury which creates a substantial risk of death or which causes serious, permanent disfigurement or protracted loss or impairment of the function of any bodily member or organ; or [b] Prolonged physical pain. Section 7.13.020, to provide that for Carson City Animal Services (or an organization contracted by the city to perform Animal Services (hereinafter, "Animal Services")) after a court of competent jurisdiction orders this to occur. Section 7.13.060 (along with Sections 7.13.020, 7.13.100 and 7.13.105), to require that, in the event that a dog bites a person, the protocol for quarantining the dog that is set forth in section 441A.425 of the Nevada Administrative Code must be observed. Section 7.13.070, to allow Animal Services to waive certain fees for good cause shown. Section 7.13.080, to emphasize that a person who owns a dog, or has the care, custody or control of a dog, has several duties, including the duty to restrain the dog. Section 7.13.090, to clarify that a dead animal is not "abandoned" on public or private property if the animal is buried on the private property of the owner of the animal or on other property designated for the burial of animals. Section 7.13.100, to make the following changes with respect to dangerous and vicious dogs: [a] Include the concept of menacing or harm (death or substantial bodily harm) to other domestic animals, not just human beings, as regards a dog being found to be dangerous or vicious; [b] Allow a law enforcement agency to declare a dog to be dangerous if it is used in the

commission of a crime; [c] Require an Animal Services officer, upon receiving information from a health care professional or a law enforcement officer that a dog, without provocation, has bitten a person or caused substantial bodily harm to a person while the person is in the dog's own home, to petition a justice of the peace or a court of competent jurisdiction for a hearing to make a finding as to whether the dog is dangerous or vicious; [d] Require that the declaration or finding that a dog is dangerous or vicious be communicated to Animal Services and retained by Animal Services for not less than five (5) years; [e] State the bases on which a dog may not be found dangerous or vicious; [f] Prohibit a person from failing to surrender a vicious dog to Animal Services within three (3) days of receiving actual notice that the dog is vicious; [g] Provide that the owner or keeper of a vicious dog which attacks in a manner resulting in substantial bodily harm is guilty of a category D felony, or a judge may order that the dog be humanely destroyed, or both; and [h] Exclude dogs used by law enforcement agencies from being found to be dangerous or vicious. Section 7.13.105, to provide an owner of a dog found to be dangerous or vicious with the opportunity to appeal that finding to district court, and to provide that a dog found to be vicious must be relinquished to Animal Services until conclusion of the appeal. Section 7.13.120, to clarify that a dog may be ordered humanely destroyed by a judge if the judge finds that the dog poses a threat to public safety because the dog is vicious.

NON-SUBSTANTIVE CHANGES: Section 7.13.030, to make technical changes. Section 7.13.050, to make technical changes. Section 7.13.110, to make technical changes.

## **19. 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

**-- LUNCH BREAK -- RETURN - APPROXIMATE TIME - 2:00 P.M. --**

## **20. City Manager**

20.A For Possible Action: To appoint one member to the 9-1-1 Surcharge Advisory Committee. This is to fill an unexpired term ending on December 31, 2017. (Nick Marano, nmarano@carson.org)

Staff Summary: Pursuant to NRS 244A.7645, CCMC 4.05.030 creates a six member advisory committee called the "9-1-1 Surcharge Advisory Committee." There is one opening to fill an unexpired term for a member who resigned. A new application was received from Stacey Giomi.

20.B For Possible Action: To appoint one member to the Historic Resources Commission in the Architect or Design Professional category and one member to the Archeology, Anthropology, or History Professional category each for a four year term that expires in February 2021. (Nick Marano, nmarano@carson.org)

Staff Summary: CCMC 18.06.020 provides for the Board of Supervisors to appoint seven members of the Historic Resources Commission (HRC). The categories for members are as follows: At least one (1) member, but not more than two (2) members, of the HRC must be professionally qualified as an architect or a design professional with experience in historic preservation; at least one (1) member, but not more than two (2) members, of the HRC must be professionally qualified in building construction; at least one (1) member, but not more than two (2), shall be a professional in the field of historic preservation; at least one (1) member, but not more than two (2) members, of the HRC must be a professional in the disciplines of archeology, anthropology, history or related professions; at least one (1) person, but not more than two (2) persons who owns property and resides within the district. Reappointment requests were received from Michael Drews and Robert Darney. Rebecca Phipps is a new applicant applying for the Historical position.

20.C For Possible Action: Discussion and possible action regarding the Board's position and directive on SB57 (BDR S-414) of the 2017 Legislative Session, a bill that revises provisions relating to the Nevada Commission for the Reconstruction of the V&T Railway. (Nick Marano, nmarano@carson.org)

Staff Summary: This bill removes certain boards of county commissions from the governing bodies of the Commission; revises the membership of the Commission; eliminates authority for the Commission to enter into agreements with the district attorney or treasurer of certain counties.

20.D For Possible Action: Discussion and possible action regarding the Board's position and directive on AB140 (BDR S-696) of the 2017 Legislative Session, a bill that revises the boundary line between Carson City and Washoe County. (Nick Marano, nmarano@carson.org)

Staff Summary: This bill relates to counties; revising the boundary line between Carson City and Washoe County.

## **21. Community Development - Planning**

21.A For Possible Action: To consider the continuation or revocation of the extension of Building Permit 12-52 and Fire Permits 12-265 and 14-556 pursuant to the Board of Supervisors' approval of an 18-month extension of the subject permits on September 15, 2016, including an opportunity for the property owner of the Ormsby House or his representative to provide the Board of Supervisors with an update on the construction and marketing efforts to sell the property, as required by the Board of Supervisors' approval of the extension. (Shawn Keating, skeating@carson.org)

Staff Summary: The Board of Supervisors approved an extension of the Ormsby House building permits subject to the conditions that 1) all exterior civil engineering improvements (site work, driveway, etc.) must be completed by December 15, 2016, 2) the property owner or representative shall provide the Board of Supervisors an update on the project, including marketing efforts and construction, every six months with the first update on March 2, 2017, and 3) failure to comply with conditions 1 or 2 will result in the revocation of the referenced permits. The applicant completed exterior improvements in compliance with condition 1.

**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**

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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>  
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