

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

Day: Thursday
Date: September 21, 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 - Nick Emery, Good Shepherd Wesleyan**
- 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 - August 17, 2017

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.

8.B Presentation of a proclamation for "Walk to School Day." October 4, 2017 (Courtney Bloomer cbloomer@carson.org)

Consent Agenda

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.

9. City Manager

9.A For Possible Action: To ratify the approval of bills and other requests for payments by the City Manager for the period of August 5, 2017 thru September 6, 2017. (Nick Marano, nmarano@carson.org)

Staff Summary: Pursuant to CCMC 2.29, the Controller will present all bills or other requests for payment by the City to the City Manager for approval. Upon approval the register book of bills and other requests for payment and warrants are presented at least once a month to the Board of Supervisors, who shall by motion entered into its minutes, ratify the action taken.

10. Finance

10.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 September 8, 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 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.

11. Purchasing and Contracts

11.A For Possible Action: To approve the payment for annual library services as part of the Cooperative Libraries Automated Network for a not to exceed amount of \$ 51,900.76 to be funded from the library's Contractual Services account. (Laura Rader, lrader@carson.org and Sena Loyd, sloyd@carson.org)

Staff Summary: The Carson City Library is a member of the Cooperative Libraries Automated Network that is established through an interlocal agreement under NRS 277.110. The agreement is a five year agreement that was approved on 2/27/2014 by the Library Board of Trustees, and expires on 06/30/2019. The annual cost to the library for the range of online library services of the cooperative have reached the \$50,000 threshold requiring approval by the Board of Supervisors.

11.B For Possible Action: To approve the purchase of roofing material from GarlandDBS, Inc. through Joinder Sealed Bid #09-5408 with US Communities, a National Cooperative Purchasing Program for a total not to exceed amount of \$178,781.41 to be funded from the Capital Projects Fund. (Laura Rader, lrader@carson.org and Darren Schulz, dschulz@carson.org)

Staff Summary: The Public Safety Complex roof has damaged areas and is in need of maintenance. Garland/DBS's White Knight roofing product will be used to re-coat sections over the Courthouse and female general section of the jail at the Carson City Public Safety Complex. NRS 338.1423 requires the City to pay sales tax on materials purchased for

installation by a contractor. A licensed contractor will apply the product under a separate labor contract for a not to exceed price of \$67,469.00. The total project cost will be \$246,250.41.

(End of Consent Agenda)

Ordinances, Resolutions, and Other Items

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

13. Treasurer

13.A For Possible Action: To order and direct the Carson City Treasurer to sell, after giving notice of sale, for a total amount not less than the amount of taxes, costs, penalties and interest legally chargeable against the property as stated in the order, the following properties: 002-411-13; 002-662-06; 07-473-20; 008-192-53; 008-921-07; 010-351-15; 010-582-01; 008-222-13. While this required step towards a tax sale is now being taken, some of these properties may be protected from sale under US Bankruptcy laws. (Gayle Robertson, grobertson@carson.org)

Staff Summary: NRS 361.595, Section 2 states that "if the property is to be sold, the board of county commissioners may make an order, to be entered on the record of its proceedings, directing the county treasurer to sell the property particularly described therein, after giving notice of sale, for a total amount not less than the amount of the taxes, costs, penalties and interest legally chargeable against the property as stated in the order."

13.B Public Hearing: On the Carson City Treasurer's proposed City policy for the investment of surplus money.

Staff Summary: Carson City Charter Sec. 3.045 2 (d) states that "the treasurer shall establish and maintain a policy for the investment of the surplus money of Carson City. The board of supervisors shall review the policy at least once each year at a public hearing at which public comment is accepted." Per the direction of the Board of Supervisors on September 1, 2016, all references to purchase agreements and securities lending have been removed. (Gayle Robertson, grobertson@carson.org)

13.C For Possible Action: To approve and adopt the Carson City Treasurer's proposed City policy for the investment of surplus money. (Gayle Robertson, grobertson@carson.org)

Staff Summary: Carson City Charter Sec. 3.045 2 (d) states that "the treasurer shall establish and maintain a policy for the investment of the surplus money of Carson City. The board of supervisors shall review the policy at least once each year at a public hearing at which public comment is accepted." Per the direction of the Board of Supervisors on September 1, 2016, all references to purchase agreements and securities lending have now been removed.

14. Purchasing and Contracts

14.A For Possible Action: To determine that Impact Construction is the lowest responsive bidder pursuant to NRS Chapter 338 and to award Contract No. 1718-065 Riverview Park Trail Repair Project to Impact Construction for a bid amount of \$183,781.00, plus a contingency

amount of \$18,378.00, for a total not to exceed amount of \$202,159.00 to be funded from the Insurance Fund - January 2017 Flood Event Account as provided in fiscal year 17/18. (Laura Rader, lrader@carson.org and Darren Schulz, dschulz@carson.org)

Staff Summary: Carson City received sealed bids for all labor, material, tools, and equipment necessary for the Riverview Park Trail Repair Project. The project includes rebuilding several sections of the Riverview Trail where it has been washed away from the floods over the winter. Work includes scarifying the existing ground and importing subgrade material and decomposed granite in order to bring the trail up to its original grade as well as importing rip rap to armor portions of the pathway more susceptible to erosion. The Engineer's estimate was \$200,000.

15. Finance

15.A For Possible Action: To introduce, on first reading, an ordinance of the Board of Supervisors of Carson City, Nevada providing for the issuance of General Obligation (Limited Tax) Sewer Bonds (Additionally Secured by Pledged Revenues), Series 2017B, in the maximum principal amount of \$6,000,000; and providing the form, terms and conditions thereof and covenants relating to the payment of said bonds. (Nancy Paulson, npaulson@carson.org)

Staff Summary: This ordinance will authorize the issuance of the Carson City, Nevada, General Obligation (Limited Tax) Sewer Bonds (Additionally Secured by Pledged Revenues), Series 2017B. The Board of Supervisors of the City has determined and hereby declares that the public interest, health and welfare necessitates making certain improvements to the Utility System by acquiring, constructing, improving and equipping facilities pertaining to the Utility System.

15.B For Possible Action: To adopt a Resolution authorizing a public hearing on the issuance of hospital revenue bonds and hospital revenue refunding bonds for, and a preliminary agreement with, Carson Tahoe Regional Healthcare Corporation (the "Corporation"). (Nancy Paulson, npaulson@carson.org)

Staff Summary: This resolution sets a public hearing relating to the Bonds at the Board of Supervisor's meeting on October 19, 2017.

16. Parks and Recreation

16.A For Possible Action: To accept a \$261,657 (\$261,657 city required match) Land & Water Conservation Fund grant (Project Number P17AP00160/32-00349) for the design and construction of a universally accessible playground and site improvements at Ross Gold Park. (Jennifer Budge, jbudge@carson.org).

Staff Summary: If approved, this grant will authorize the design and construction of a universally accessible playground and site improvements (rubber-tile surfacing; play equipment, ADA accessible route, ramp and parking stalls) at Ross Gold Park. This project will replace aging park infrastructure, improve site access and drainage, as well as provide new recreation opportunities for park users of all abilities. This federal grant program is administered locally through Nevada Division of State Parks (NSP).

17. City Manager

17.A For Possible Action: To adopt, on second reading, Bill No. 122, an ordinance amending Title 4, Chapter 4.05 (Surcharge for Enhancement or Improvement of Telephone System Used for Reporting Emergencies), with an estimated revenue increase of \$645,000 for FY 2019. (Iris Yowell, iyowell@carson.org)

Staff Summary: The ordinance proposes to amend sections of Title 4 of the Code as follows: 1) 4.05.020: Adding "portable event recording device" into our CCMC, and "vehicular event recording device" into our CCMC, consistent with Senate Bill 176. 2) 4.05.030: Non-Substantive Changes. 3) 4.05.070: Non-Substantive Changes. 4) 4.05.080: Increases the surcharge amount on phone lines (access and mobile phones) to \$1.00 per month, and trunk lines to \$10.00 per month. 5) 4.05.090: establishes the way the funds may be used with respect to portable event recording devices and vehicular event recording devices, consistent with Senate Bill 176.

17.B For Possible Action: To appoint one member to the Carson City Redevelopment Authority Citizens Committee. There is one position for "Citizen-at-Large", to fill an unexpired term ending January 2020. (Nick Marano, nmarano@carson.org)

Staff Summary: The Carson City Redevelopment Authority Citizens Committee is seven-member committee that advises the Redevelopment Authority on matters pertaining to the Redevelopment District. There is one position open due to a member resignation. New applications were submitted by Frederick Kingman and William Harris.

18. 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. --

19. Recess as the Board of Supervisors

Board of Health

20. Call to Order & Roll Call - Board of Health

21. 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.

22. For Possible Action: Approval of Minutes - June 1, 2017 (BOH)

23. Board of Health

23.A For Possible Action: Proposal of the Health Officer's Report for approval, with feedback and direction from the Board discussed at the meeting incorporated. (Nicki Aaker, naaker@carson.org)

Staff Summary: Provide an update on the Health Officer's engagement in the department and the community to include information about the upcoming school and community flu vaccination events and Back to School immunizations. This is an opportunity to formally inform the Board of Health of the Health Officer's role and her current projects. Feedback and direction is requested from the Board regarding the Health Officer's report concerning activities the Health Officer is engaged in both internally and externally for Carson City Health and Human Services (CCHHS).

23.B For Possible Action: Update presented to the Board of Health, and possible discussion and feedback on the progress made to date and future timeline for bringing forth regulation revisions to the Carson City Municipal Code (CMCC) 9.05 Food Establishments and the public notification system. (Nicki Aaker, naaker@carson.org and Dustin Boothe, dboothe@carson.org)

Staff Summary: The Environmental Health presentation is an opportunity to update the Board of Health on the progress made to date and the future timeline for bringing forth regulation revisions to CMCC Chapter 9.05 governing restaurant inspections to include the certified food manager on premises requirement and the addition of outdoor food establishments and outdoor food carts. The timeline will include proposed dates of industry meetings to obtain feedback on the proposed code revisions. In addition, the progress on the card system and the inspection report redesign will be presented.

23.C For Possible Action: Presentation, discussion and feedback from the Board on the Carson City Health and Human Services (CCHHS) opioid abuse project made possible by a grant received from the State of Nevada; Department of Health and Human Services. (Nicki Aaker, naaker@carson.org and Celeste Pierini, cpierini@carson.org)

Staff Summary: CCHHS was awarded \$32,900 from the State of Nevada; Department of Health and Human Services to work on a opioid abuse project in our area. Highlights of the project include talking with physicians and pharmacists about the 2016 CDC Prescribing Guidelines, which was recently released from the CDC; the Nevada Good Samaritan Drug Overdose Act addressing the use of Narcan/Naloxone which was passed in 2015; and Senate Bill 59, which was effective July 1, 2017. The campaign, "If You Care, Don't Share" developed by Celeste Perini, is shared with physicians which can be used within their practice.

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 as the Board of Health

26. Reconvene as the Board of Supervisors

27. Community Development - Planning

27.A For Possible Action: To introduce, on first reading, an ordinance relating to marijuana; amending Title 18 (Zoning) of the Carson City Municipal Code to establish various provisions to allow marijuana retail stores as a conditional use within the General Commercial and General Industrial zoning districts located within certain areas of Carson City; to establish various provisions to allow marijuana cultivation establishments, marijuana product manufacturing establishments, marijuana testing laboratories and marijuana distributors as a conditional use within the General Industrial and General Industrial Airport zoning districts located within certain areas of Carson City; and to revise certain provisions relating to development standards concerning land use and site design governing medical marijuana establishments to include marijuana establishments. (Lee Plemel, lplemel@carson.org)

Staff Summary: The Board of Supervisors gave direction to staff to draft zoning regulations for recreational marijuana establishments or “marijuana establishments” that generally follow the current zoning regulations for medical marijuana establishments. The proposed ordinance would implement such regulations by amending applicable sections of Title 18, Zoning, Section 18.03 (Definitions), 18.04 (Use Districts), 18.04.135 (General Commercial), 18.04.150 (General Industrial), 18.04.152 (General Industrial Airport), and Title 18 Development Standards, Division 1.20 (Medical Marijuana Establishments and Marijuana Establishments). The provisions of the proposed ordinance follow the action taken by the Board of Supervisors on August 3, 2017, when the ordinance was initially introduced. The ordinance is being brought back for first reading with the changes made by the Board of Supervisors during its initial review.

27.B For Possible Action: To introduce, on first reading, an ordinance relating to marijuana; amending Title 4 (Licenses and Business Regulations) to establish various provisions for the issuance of a business license to operate as a marijuana cultivation facility, marijuana product manufacturing facility, marijuana distributor or marijuana retail store; to repeal various other provisions relating to the issuance of a temporary business license to operate as a marijuana establishment; and to repeal provisions establishing a moratorium on the acceptance of applications for a business license to operate as a marijuana establishment. (Lee Plemel, lplemel@carson.org)

Staff Summary: The Board of Supervisors gave direction to staff to draft regulations for recreational marijuana establishments or “marijuana establishments” that generally follow the current zoning regulations for medical marijuana establishments. The proposed ordinance would implement business license fees in accordance with those permitted by SB 487 enacted by the 2017 Nevada Legislature, which would be 3% of all gross revenues collected by marijuana establishments. The proposed ordinance would amend the applicable sections of Title 4 (Licenses and Business Regulations), Chapter 4.04 (Business Licenses).

27.C For Possible Action: To introduce, on first reading, an ordinance approving a development agreement between Carson City and the Myers Family Exempt Trust; the Arraiz Family 1993 TR 10/18/93; RD Lompa LLC, a Nevada limited liability company; Lompa Ranch East Hills LLC, a Nevada limited liability company; and Terrasas & Tripp LLC, regarding the development of a project known as The Lompa Ranch North Specific Plan Area, Assessor’s Parcel Numbers 010-041-16, -38, -52, -70, -71, -75 and -76. (Lee Plemel, lplemel@carson.org)

Staff Summary: The Board of Supervisors approved the Lompa Ranch North Specific Plan on March 17, 2016, and approved the Phase 1 tentative subdivision map consisting of 189 single family residential lots on March 16, 2017, subject to the developer entering into a development agreement with Carson City prior to construction of any improvements. The proposed development agreement sets forth the requirements for development of the 251 acre project area consistent with the Lompa Ranch North Specific Plan.

28. 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.

29. 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>