

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

Day: Thursday
Date: November 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 - Bruce Henderson, Airport Rd Church of Christ**
- 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 - October 5, 2017**
- 7. For Possible Action: Adoption of Agenda**

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.

8. Finance

8.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 October 20, 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.

9. Parks and Recreation - Open Space

9.A For Possible Action: To approve the submittal of a grant application to the Nevada Off-Highway Vehicle Program for road maintenance of the dirt segment of Kings Canyon Road. (Ann Bollinger, abollinger@carson.org)

Staff Summary: Like many areas around Carson City, Kings Canyon Road was severely impacted by the winter storms and runoff in early 2017. The road damage has impacted vehicle access and recreational enjoyment of Carson City and U.S. Forest Service-administered lands. The U.S. Forest Service is the lands administrator of Kings Canyon Road; however, the agency does not have a budget for maintenance of high-clearance dirt roads. Carson City staff is facilitating the road maintenance and improvements by submitting a grant funding request and assisting in the planning process where possible.

10. Purchasing and Contracts

10.A For Possible Action: To determine that Four Point Engineering is the lowest responsive bidder pursuant to NRS Chapter 338 and to award Contract No. 1718-080 Centennial Park Sewer Project to Four Point Engineering for a bid amount of \$159,531.00, plus a contingency amount of \$15,953.10, for a total not to exceed amount of \$175,484.10 to be funded from the Quality of Life Fund 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 Centennial Park Sewer Project. The project consists of installing approximately 1,200 feet of 8" sewer main, taking existing septic tanks out of service, replacing plumbing in the snack bar structure, installing a new grease interceptor as well as sewer laterals, manholes and other associated work. The Engineer's estimate was \$215,000.00.

(End of Consent Agenda)

Ordinances, Resolutions, and Other Items

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

12. City Manager

12.A For Possible Action: To approve the Airport Lease between the Carson City Airport Authority and Sierra Skyway, Inc. (Steve Tackes)

Staff Summary: On September 20, 2017, the Carson City Airport Authority adopted a Resolution and Notice of Invitation to Bid the Airport lease area at the corner of taxiways B and C of 95,774 sq ft, with a minimum bid price of \$0.24/sqft/yr based on an MAI appraisal. On October 18, 2017, per NRS 244.283 (county leasing requirements), the Authority opened,

verified compliance and awarded the lease to Sierra Skyway, Inc. Per NRS 844, real property leases at the Airport must also be approved by Carson City.

13. Purchasing and Contracts

13.A For Possible Action: To approve the purchase of twenty-five (25) vehicles for several departments for the City of Carson from Michael Hohl Motor Company and Capital Ford through the State of Nevada's competitive bid list and N.J.P.A. (National Joint Powers Alliance) cooperative purchasing agreement for a total not to exceed amount of \$982,561.17. (Laura Rader, Lrader@carson.org and Zach Good, Zgood@carson.org)

Staff Summary: Multiple City departments are needing to replace vehicles due to age and/or condition of them. The vehicles being replaced are at the end of their useful life and it is not cost effective to maintain. A total of twenty-five (25) vehicles are being replaced. These purchases were planned for and are funded as part of current approved budgets for the corresponding departments.

14. Parks and Recreation

14.A For Possible Action: To approve the lease of 1,600 square feet of building space located at 864 Evalyn Drive to Truckee Meadows Parks Foundation, a non-profit Nevada corporation for public benefit. (Jennifer Budge, jbudge@carson.org)

Staff Summary: Carson City, through its Parks and Recreation Department, and Truckee Meadows Parks Foundation (TMPF) currently have a cooperative agreement authorized by the City Manager, for three AmeriCorps VISTA (Volunteers In Service To America) volunteers. TMPF has requested a two year lease for 1,600 square feet of building space above the concession stand at 864 Evalyn Drive within Governor's Field, to further support the Carson City AmeriCorps VISTA program.

15. Community Development - Planning

15.A For Possible Action: To adopt Bill No. 127, on second 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, a Nevada limited liability company, 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.

15.B For Possible Action: To introduce, on first reading, an ordinance approving the second amendment to the Development Agreement for Schulz Ranch between Carson City, Lennar

Reno, LLC and Ryder-DUDA Carson, LLC on APNs 009-311-64, 010-671-06, -07, -08, -09, -10, -11, -12, -13, -14, -15, 010-701-01 through -20, 010-702-01 through -09, 010-703-01 through -32, 010-704-01 through -53 010-705-01 through -15, 010-711-01 through -10, 010-712-01 through -28, 010-713-01 through -09, 010-714-01 through -22, and 010-715-01 through -10, to change the requirement to complete the central neighborhood park located in Phase 3 to before the issuance of the 250th building permit. (MISC-17-114) (Susan Pansky, spansky@carson.org)

Staff Summary: Schulz Ranch is a 424-unit Common Open Space Subdivision located between Center Drive and Schulz Drive on APNs and 009-311-64. The purpose of this Development Agreement amendment is to modify the phasing plan for improvements to allow the Notice of Completion for the centrally located park to be issued prior to the issuance of the building permit for the 250th residential lot.

16. Finance

16.A For Possible Action: To approve a Cooperative Agreement between Carson City (the "City"), a consolidated municipality and political subdivision of the State of Nevada, and the Carson City Culture and Tourism Authority (the "CTA"), a County Fair and Recreation Board created by the City pursuant to NRS 244A for administrative services and facility use and management to be funded by 1% of the total 11% transient lodging tax rate (approximately \$187,000 in FY 17). (Nancy Paulson, npaulson@carson.org)

Staff Summary: The CTA seeks to work with the City to program the City facilities and venues for events that will draw visitors from outside the region and create a positive economic impact for Carson City. In addition, the CTA would like the City to perform certain administrative services in an effort to reduce costs. These services include Financial Administration, Human Resources, Information Technology, Parks and Recreation, Public Works, Community Development and Legal Services.

17. 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

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

**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>