

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

Day: Thursday
Date: January 18, 2018
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 - Pat Propster, Calvary Chapel

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 - January 4, 2018

7. For Possible Action: Adoption of Agenda

8. Special Presentations

8.A Presentation of a proclamation for National Radon Month, January 2018. (Nadia Noel, Radon Education Coordinator, UNR Cooperative Extension)

8.B Proclamation and presentation of the Employee-of-the-Quarter award. (Melanie Bruketta, mbruketta@carson.org)

Staff Summary: The Employee-of-the-Quarter program recognizes outstanding employees whose efforts have helped the City achieve the strategic goals adopted by the Board of Supervisors and who have demonstrated an effort to fulfill the City's mission, values and vision.

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

Staff Summary: Every quarter 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.

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 December 9, 2017 thru January 5, 2018. (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.

9.B 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. On December 20, 2017, the Authority revised the lease with clarifications per feedback from Carson City Staff. Per NRS 844, real property leases at the Airport must also be approved by Carson City.

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 January 5, 2018 per NRS 251.030 and NRS 354.290. (Jason Link, JLink@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.

(End of Consent Agenda)

Ordinances, Resolutions, and Other Items

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

12. Sheriff

12.A For Possible Action: To separate the titles of Assistant Sheriff (grade PS4) and Undersheriff (grade PS5), pursuant to the 2014 Pontifex study and recommendations, and to establish the top of the range for the PS5 Position, Undersheriff at \$159,349.15. (Sheriff Furlong, KFurlong@carson.org)

Staff Summary: In 2014, the Pontifex study changed the title of Deputy Chief grade 805 to Assistant Sheriff Grade PS4 and changed the Undersheriff from grade 810 to PS5. These changes were approved by the Board during the FY15 Budget process. Subsequent to the original Pontifex study, the Sheriff created the Assistant to the Sheriff - Sworn title, encompassing all sworn Carson City Chartered positions. This request is to revert back to the original Pontifex grade structure by separating the titles back to Assistant Sheriff (grade PS4) and Undersheriff (grade PS5), and to establish the range of \$153,348 to \$159,349. The Undersheriff is responsible for assisting the Sheriff with the direction and coordination of the Sheriff's Office activities and staff; oversees the strategic operations of the Sheriff's Office; and plans, organizes, coordinates, directs and supervises all Divisions of the Sheriff's Office.

13. City Manager

13.A Presentation Only: Presentation and update regarding Western Nevada Development District (WNDD) Comprehensive Economic Development Strategy and project listing for Carson City. (Ron Radil)

Staff Summary: Ronald Radil, Executive Director of WNDD will provide a presentation and update.

14. Recess as the Board of Supervisors

Redevelopment Authority

15. Call to Order & Roll Call - Redevelopment Authority

16. 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.

17. For Possible Action: Approval of Minutes - January 4, 2018

18. City Manager

18.A For Possible Action: To recommend that the Board of Supervisors approve the execution of an Acknowledgement of Satisfaction of Promissory Note acknowledging that the Second Amended and Restated Promissory Note executed by Richard Campagni was deemed satisfied and paid in full on December 31, 2016; and to cause the Deed of Trust recorded against the Business Property be reconveyed. (Nancy Paulson, npaulson@carson.org)

Staff Summary: As of December 31, 2016, the deemed satisfied date for purposes of the Second Amended and Restated Promissory Note, the City and Redevelopment Authority determined that Richard Campagni has satisfied all other obligations under the Third Amended Agreement.

19. 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.

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

21. Reconvene as the Board of Supervisors

22. City Manager

22.A For Possible Action: To approve the execution of an Acknowledgement of Satisfaction of Promissory Note acknowledging that the Second Amended and Restated Promissory Note executed by Richard Campagni was deemed satisfied and paid in full on December 31, 2016; and to cause the Deed of Trust recorded against the Business Property be reconveyed. (Nancy Paulson, npaulson@carson.org)

Staff Summary: As of December 31, 2016, the deemed satisfied date for purposes of the Second Amended and Restated Promissory Note, the City and Redevelopment Authority determined that Richard Campagni has satisfied all other obligations under the Third Amended Agreement.

23. Community Development - Planning

23.A For Possible Action: To adopt Bill No. 101, on second reading, an ordinance relating to zoning; amending Title 18 Appendix of the Carson City Municipal Code to revise certain guidelines for the design of fences located within the Historic District of Carson City. (Hope Sullivan, hsullivan@carson.org)

Staff Summary: The Board introduced the subject ordinance at its meeting of January 4, 2018. The proposed ordinance identifies wood, wrought iron, decorative woven wire and, in limited circumstances, masonry as materials that are traditionally associated with fences. The Ordinance also creates criteria that the Commission will utilize when considering an alternative material. The intent of the Ordinance is to better articulate appropriate fencing material.

24. Public Works

24.A For Discussion Only: Presentation to inform the Board of Supervisors on the Epic Rides Carson City Off-Road 2018 mountain biking event. (Stephen Pottéy; spottey@carson.org)

Staff Summary: Staff will provide an update to the Board of Supervisors regarding the planning underway for the bike race event to be held June 15-17, 2018 as well as a recap of last year's event.

25. Recess as the Board of Supervisors

Board of Health

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

27. 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.

28. For Possible Action: Approval of Minutes - September 21, 2017

29. Health and Human Services

29.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. (Staff contact - Nicki Aaker; naaker@carson.org)

Staff Summary: Provide an update on the Health Officer's engagement in the department and the community to include, but not limited to, an update on the community and school-located vaccination efforts, update on flu within our community, and an update on a presentation given by CCHHS staff in response to a Pertussis outbreak titled "Cross-Jurisdictional Response during a Pertussis Outbreak: Communication, Community Partner Collaborations & Investigation/Mitigation Strategies". 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).

29.B For Possible Action: Presentation, discussion, and possible action to provide feedback to staff on the Public Health Preparedness (PHP) program. (Nicki Aaker, naaker@carson.org and Jeanne Freeman, JMFreeman@carson.org)

Staff Summary: The Public Health Preparedness presentation is an opportunity to inform the Board of Health on current and past activities within the division to include, but not limited to, the Mobile Medical Facility, Nevada Access and Functional Needs Support Team, Healthcare System Evacuation Tag training, the upcoming Community Assessment for Public Health Emergency Response training and the community flu vaccination efforts. Jeanne Freeman, PHP Division Manager, will introduce the PHP team members.

29.C For Possible Action: To adopt a resolution approving proposed regulations for food establishments in Carson City, and recommending they be taken to the Board of Supervisors and State Board of Health for final approval. (Dustin Boothe, dboothe@carson.org and Iris Yowell, iyowell@carson.org)

Staff Summary: These regulations are being proposed to modify Chapter 9.05 of the Carson City Municipal Code, which sets forth the regulations of food establishments in Carson City. The changes are largely centered around food safety and: 1) Classify food establishments by risk level; 2) require certain types of food establishments to employ a Certified Food Protection Manager; 3) add to the different types of food establishments allowed and set forth the requirements for each type of food establishment; 4) change the grading system for inspections and, 5) and clarify other related matters.

30. 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.

31. For Possible Action: To Adjourn as the Board of Health

32. Reconvene as the Board of Supervisors

33. 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 - 1:30 P.M. --

34. City Manager

34.A For Possible Action: To appoint two members to the Cultural Commission “Citizen-at-Large” position each to fill a three year term expiring January 2021. (Nick Marano, nmarano@carson.org)

Staff Summary: Per Carson City Municipal Code Chapter 2.41 Section 2.41.040, “The Carson City Cultural Commission shall consist of seven (7) members appointed by the Board of Supervisors.” There are two vacancies due to expiration of term. Reappointment requests were received from Guadalupe Ramirez and Barbara D'Anne. A new application was received from Starr Nixdorf.

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

35. Call to Order & Roll Call

36. Flag Salute - Ryan Green

37. For Possible Action: Adopting 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.

38. 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.

39. Welcoming Remarks -

CCSD Board President Ron Swirczek

Mayor Robert Crowell

40. Carson City School District and Carson City

40.A For Possible Action: To approve the continuation of the Department of Justice Community Oriented Policing Services Grant 2015-UM-WX-0049 and shared program costs between Carson City and the Carson City School District. (Sheriff Furlong, kfurlong@carson.org and Richard Stokes)

Staff Summary: The Sheriff's Office is charged with the reporting and financial duties of the grant. The Sheriff's office employs and monitors all Deputies and operations of School Resource Officers. This presentation will be an overview of both financial and operational aspects of the COPS in Schools Program.

40.B Presentation Only: Informational Update on the Number of Millennium Scholarships Awarded in the Carson City School District at Carson High School and Pioneer High School for the 2016-2017 School Year. (Susan Keema)

40.C Presentation Only: Presentation on Specialized Programs for Students enrolled in the Carson City School District to include; Gifted and Talented Education (GATE) Program for grades K-8; Strings in Schools Program; and Advanced Math Offerings. (Susan Keema and Valerie Dockery)

40.D Presentation Only: Informational Update on ACT and Advanced Placement (AP) Test Scores in the Carson City School District. (Tasha Fuson)

41. 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.

42. 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>