

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

**Day:** Thursday  
**Date:** March 15, 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 - Ken Haskins, First Christian 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: Adoption of Agenda**

**7. Special Presentation**

7.A Presentation of a proclamation for Nevada Moves Day, March 21, 2018. (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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**8. City Manager**

8.A For Possible Action: To ratify the approval of bills and other requests for payments by the City Manager for the period of February 3, 2018 through March 2, 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. 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 March 2, 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**

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

## **11. Sheriff**

11.A For Possible Action: To approve the submission of Department of Justice, 2018 Edward Byrne Memorial Justice Assistance Grant Program, for a Behavioral Health Peace Officer position. (Sheriff Furlong, kfurlong@carson.org)

Staff Summary: This grant would provide funds in an effort to prevent and reduce crime and to improve the criminal justice system within Nevada and Carson City. The Behavioral Health Peace Officer position would fill the gaps and supplement current programs including MOST, FASTT, enhanced community conversation, provide departmental training as well as be a first responder to those critical calls for service.

## **12. Purchasing and Contracts**

12.A For Possible Action: To approve the purchase of a Body Worn Camera System through joiner contract with Axon Enterprise, Inc. (formally TASER International) through the State of Nevada RFP/Contract #3273 for an amount not to exceed \$387,913.34 over a five (5) year period to be funded from the 911 Surcharge Fund. (Laura Rader, lrader@carson.org and Sheriff Ken Furlong, kfurlong@carson.org)

Staff Summary: The Nevada Legislature passed Senate Bill 176, which amends NRS 289.830 effective July 1st, 2018. The amendment to the law requires "uniformed peace officers" who routinely interact with the public to wear a "portable event recording device" while on duty. The proposed contract with Axon includes the body cameras and necessary software and maintenance for the storage, sharing, and redacting of video evidence. The total estimated cost

of implementation is \$515,703.60 for the five year period to include internet retrofit cabling, facilities maintenance, and annual internet charges.

12.B For Possible Action: To approve Contract No. 1718-136 External Audit Services with Piercy Bowler Taylor & Kern pursuant to NRS 354.624 for a not to exceed annual amount of \$98,750 and an annual contingency amount of \$22,000 (if needed for auditing additional major federal grant programs) for the audits of fiscal years 2018, 2019 & 2020 to be funded from the various funds and to designate Piercy Bowler Taylor and Kern as the auditing firm for FY 2017-2018. (Laura Rader, Lrader@carson.org and Jason Link, JLink@carson.org)

Staff Summary: NRS 354.624 requires Carson City to designate the auditor or audit firm no later than three months prior to the close of the fiscal year (March 31, 2018). Carson City must notify the Nevada Department of Taxation of the designation. The Evaluation Committee evaluated six proposals and selected Piercy Bowler Taylor & Kern based on their professional qualifications, experience with Nevada cities and counties, and audit approach. The total amount of the three year contract is a not to exceed amount of \$362,250.

### **13. Finance**

13.A For Possible Action: To accept the Audit Committee's recommendation to approve the completed remediation plans from the Small Works Projects Review and the HTE Access Controls Testing; and remove the completed findings from the Audit Findings Tracking Summary Report. (Jason Link, jlink@carson.org)

Staff Summary: The completed remediation plans have been presented and approved by the Carson City Audit Committee. Upon approval by the Board of Supervisors, the completed findings will be considered closed and removed from the Audit Findings Tracking Summary Report prepared by Moss Adams.

13.B For Possible Action: To allow the Finance Department to delete capital assets from the City's Capital Asset Listings for fiscal year 2017. (Jason Link, jlink@carson.org)

Staff Summary: The Finance Department, in concurrence with our auditors, Eide Bailly, request that they be allowed to delete assets from the Governmental Funds Capital Asset Listing with a book value of \$533,696 and \$0 from the Business Type Activity Funds Capital Asset Listing. These deletions have been reflected in the City's FY 2017 Comprehensive Annual Financial Report (CAFR).

### **14. Public Guardian**

14.A Presentation Only: Report from the Public Guardian on the operations and status of cases at the Public Guardian's Office. (Deborah Marzoline, dmarzoline@carson.org)

Staff Summary: A report on the Public Guardian's Office with a breakdown of clients

### **15. Health and Human Services**

15.A For Possible Action: To approve Carson City Health and Human Services applying, as a sub-grantee, for the Expectant and Parenting Teens, Women, Fathers, and Their Families grant

through the Maternal, Child and Adolescent Health Section within the State of Nevada, Division of Public and Behavioral Health. The approximate amount will be \$300,000 to be evenly distributed over a 2-year project period from July 1, 2018 - June 30, 2020. (Nicki Aaker, naaker@carson.org)

Staff Summary: This is a two-year funding opportunity that will be used to create seamless networks of services for young parents. Carson City Health and Human Services (CCHHS) is proposing utilizing an evidence-based model, Parents as Teachers, for case management and enhancing linkages for the expectant and parenting teen and young adult population. There is no required match. Contract staff will be hired, if needed, to complete the grant deliverables.

## **16. Parks and Recreation**

16.A For Possible Action: To authorize the Parks, Recreation, and Open Space Department to submit grant application(s) to the Land and Water Conservation Fund and other programs for fee-title acquisition of 206 acres south of the Timberline Subdivision and Vicee Canyon (APNs 007-091-66 and 007-293-29) for open space and passive recreation purposes. (Ann Bollinger, abollinger@carson.org)

Staff Summary: On February 26, 2018, the Open Space Advisory Committee passed a unanimous motion (7-0) to recommend the Board of Supervisors approve submittal of grant application(s) to the Land and Water Conservation Fund and other programs for fee-title acquisition of 206 acres owned by Gerald and Luanna Hamm. If approved and depending on the appraisal, there will expenditure up to 50% of the cost from the Quality of Life – Open Space budget. The current asking price for the two parcels is \$450,000.

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

### **Redevelopment Authority**

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

## **19. 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.

## **20. Community Development - Planning**

20.A For Possible Action: To make a recommendation to the Board of Supervisors regarding the expenditure of \$5,000 from the Fiscal Year 2018 Redevelopment Revolving Fund, Special Event account, for the rental of special event tents and facilities rental for the Carson City Fair at Fuji Park. (Lee Plemel, lplemel@carson.org)

Staff Summary: The Redevelopment Agency annually funds special events from a portion of the Redevelopment Revolving Fund. A total of \$30,000 was allocated in the FY 2018 budget for Special Events, and \$14,000 has already been authorized for expenditure for events, leaving \$16,000 available in the budget for other events. Approval of this expenditure would support the 2018 Carson City Fair at Fuji Park, organized by the UNR Cooperative Extension, Carson City office.

20.B For Possible Action: To accept the Redevelopment Discretionary Funds Allocation Plan for Fiscal Year 2019 and estimating future allocations for the following four years for the purposes of budget planning as recommended by the Redevelopment Authority Citizens Committee to implement Redevelopment objectives. (Lee Plemel, lplemel@carson.org)

Staff Summary: The Redevelopment Authority Citizens Committee (RACC) annually makes recommendations to the Redevelopment Authority regarding the allocation of undesignated Redevelopment funds and certain discretionary program funds for budget planning purposes. The Redevelopment Authority may modify the recommended allocations and/or add other projects or programs for current or future funding.

**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. Community Development - Planning**

24.A For Possible Action: To adopt a resolution authorizing the expenditure of \$5,000 from the Fiscal Year 2018 Redevelopment Revolving Fund, Special Event account, for the rental of special event tents and facilities rental for the Carson City Fair at Fuji Park as an expense incidental to the carrying out of the Redevelopment Plan. (Lee Plemel, lplemel@carson.org)

**PURSUANT TO NRS 279.628, THIS RESOLUTION MUST BE ADOPTED BY A TWO-THIRDS VOTE OF BOARD OF SUPERVISORS.**

Staff Summary: The Redevelopment Agency annually funds special events from a portion of the Redevelopment Revolving Fund. A total of \$30,000 was allocated in the FY 2018 budget for Special Events, and \$14,000 has already been authorized for expenditure for events, leaving \$16,000 available in the budget for other events. Approval of this expenditure would support the 2018 Carson City Fair at Fuji Park, organized by the UNR Cooperative Extension, Carson City office. NRS 279.628 permits the expenditure of money from the Redevelopment Revolving Fund for the purpose of any expenses necessary or incidental to the carrying out of Redevelopment Plans.

24.B For Possible Action: To consider adoption of an Order of Abandonment of the Proctor Street Right-of-Way, approximately 11,220 square feet, more or less, located between North Nevada Street and North Curry Street, adjacent to properties located at 234 North Curry Street and 308 North Curry Street, adjacent to Assessor's Parcel Numbers 003-212-01 and 003-228-01. (Reference AB-18-008) (Hope Sullivan, hsullivan@carson.org)

Staff Summary: The subject right-of-way, known as Proctor Street, was created by the Proctor and Green Subdivision Map recorded as File number 61483 in Ormsby County on May 15, 1963. Carson City is the owner of this right-of-way. The right-of-way is not currently utilized as a roadway. It is used for parking for the surrounding properties. If the right-of-way is abandoned, the land will become owned by the adjacent private property owners.

24.C For Possible Action: To consider adoption of an Order of Abandonment of the Aspen Street Right-of-Way, approximately 34,121 square feet, more or less, located between Arthur Street and Clear Creek Avenue, adjacent to properties located at 151 Arthur Street, 153 Arthur Street, 159 Arthur Street, 160 Clear Creek Avenue, 230 Clear Creek Avenue, and 5431 Aspen Street, adjacent to Assessor's Parcel Numbers 009-224-03, -04, and -11, 009-226-05, -09, and -10. (Reference AB-18-009) (Hope Sullivan, hsullivan@carson.org)

Staff Summary: The subject right-of-way, known as Aspen Street, was created when the Bureau of Land Management issued patents in the early 1960s. Carson City is the owner of this right-of-way. The right-of-way is not currently maintained or used as a roadway. If the right-of-way is abandoned, the land will become owned by the adjacent private property owners.

## **25. 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. --**

## **26. Community Development - Planning**

26.A For Possible Action: To grant an extension of Building Permit No. 12-52 and associated Fire permits 12-265 and 14-556 for construction of the Ormsby House, located at 600 South Carson Street. (Lee Plemel, lplemel@carson.org)

Staff Summary: The subject building permits will expire on March 15, 2018, unless the Board of Supervisors grants an extension. Building permits are valid for 18 months from the date of issuance, and the Building Official may grant two 18-month administrative extensions, after which any further extensions require Board of Supervisors approval. The applicant has already been granted the two permitted administrative extensions and one 18-month extension by the Board of Supervisors. Approval of the extension would allow construction to continue under the current building permit. Should the permit expire, a new permit would need to be issued for any unfinished work and new permit fees would apply.

26.B For Possible Action: To approve a Master Plan Amendment to amend the Unified Pathways Master Plan to add a non-motorized single track trail system. (Hope Sullivan, hsullivan@carson.org)

Staff Summary: The proposed amendment will incorporate language regarding City policies and standards regarding non-motorized trails in the less urbanized portion of the City. The origin of the proposed amendment is The Eagle Valley Trail Committee Community Trail Inventory, Review, Evaluation and User Needs Assessment Report.

26.C For Possible Action: To approve an amendment to the Land Use Map of the Master Plan to redesignate 112.69 acres of land from Industrial to Mixed Use Residential, located in the Eastern Portal - Virginia & Truckee Railroad Gateway Specific Plan Area (V & T SPA), south of Astro Drive, APNs 008-521-54, -55, -89, and -90, 008-522-16, -17, and -18, 008-531-59 and -60. (Hope Sullivan, hsullivan@carson.org)

Staff Summary: The subject property is located in the V & T SPA. Policy 1.5 of the Specific Plan states that the land use designation of the property in the vicinity of Drako Way, east of the V & T railroad alignment, shall be changed from Industrial to Mixed Use Commercial and/or Mixed Use Residential upon removal of the old landfill identified on the site or with approved engineering controls in accordance with Nevada Department of Environmental Protection (NDEP) standards upon development of the property. The applicant is working with NDEP on a Remedial Action Plan.

**27. 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.

**28. 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>