

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

Day: Thursday
Date: April 5, 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 - March 1, 2018 and March 15, 2018

7. For Possible Action: Adoption of Agenda

8. Special Presentations

8.A Presentation regarding the Veteran's Resource Center. (Natalie Stering)

8.B Presentation of a proclamation for National Service Recognition Day April 3, 2018. (Nick Providenti)

8.C Presentation of a Proclamation for Parkinson's Awareness Month, April 2018. (Brian & Lily Reedy)

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. 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 23, 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.

10. Purchasing and Contracts

10.A For Possible Action: To approve the purchase of one (1) F150 truck for the Open Space Division from Capital Ford through the State of Nevada's competitive bid list for a not to exceed amount of \$27,196.31 to be funded from the Quality of Life/Open Space Equipment account.(Laura Rader, Lrader@carson.org, Zach Good, Zgood@carson.org and Ann Bollinger, Abollinger@carson.org)

Staff Summary: An additional vehicle is needed to accommodate field personnel in the operations and maintenance of Open Space properties such as Ash Canyon, Carson River Canyon Open Space, Prison Hill Recreation Area, and Silver Saddle Ranch. The Open Space Division manages 6,700+ acres, and the new truck will primarily be used to conduct regular maintenance tasks such as building maintenance, fence installation and repair, sign installation and repair, trash pickup, clean up of litter and illegal dumping, clean up of illegal camping sites and camp fires, graffiti removal, invasive and noxious weed control, planting and seeding projects, and trail maintenance. When available, the new truck may be used by other personnel as well for site surveys, project planning, and project inspection. This vehicle will be added to their existing operation. With four full-time staff and three part-time staff, a fourth vehicle is needed to accommodate field personnel in the operations and maintenance of Open Space properties.

(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 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.

13. Purchasing and Contracts

13.A For Possible Action: To approve the purchase of Motorola replacement radios through Joinder Contract #06913 (effective through June 30, 2018) through NASPO (National Association of State Procurement Officials) for a not to exceed amount of \$258,233.62 to be jointly funded from the Fleet Management and Ambulance Funds. (Laura Rader, Lrader@carson.org and Shawn Wiese, swiese@carson.org)

Staff Summary: The Fire Department needs to replace 53 radios. This includes the required accessories to support these radios including 37 vehicle chargers, 45 remote microphones, 4 headset adapters, 4 charger adapter kits, and 12 spare batteries. The new radios provide enhanced capability and performance through increased power output, improved signal processing and noise cancellation. The Fire Department users evaluated the APX 6000XE against alternatives from other manufacturers and determined that it provided the best features and capabilities for their mission. The radios being replaced have been in service 10+ years and will be returned to the radio division where they will be re-issued to replace less capable radios in use by other departments, and ultimately returned to surplus inventory to replace in service radios upon failure and as parts. The new radios will have a five year warranty. The Fire Department currently has 72 Motorola Portable radios of which 58 are Motorola XTS2500 Radios that were purchased between 2007 and 2011 and 14 are updated APX6000XE radios that have been purchased since 2014.

13.B For Possible Action: To approve Contract No. 1718-147 Alternative Sentencing Drug Testing System with Microgenics Corp, part of ThermoFisher Scientific for a not to exceed annual amount of \$64,000 for five (5) years with two (2) one year renewal options for onsite urinalysis substance abuse testing to be funded from the Drug Testing Fees account in the General Fund. (Laura Rader, Lrader@carson.org and Tad Fletcher, TFletcher@carson.org)

Staff Summary: Department of Alternative Sentencing (DAS) completes drug testing on individuals assigned to supervision by the Carson City Courts. The drug testing is completed in the Alternative Sentencing Testing lab, located at 885 E. Musser St. DAS averages around 60,000 assay tests a year in the lab, screening for controlled substances and alcohol. This contract will provide a new analyzer and a cost savings, which will allow for better testing measures.

13.C For Possible Action: To approve Contract No. 1718-138 Up Fit of Public Works and Emergency Vehicles with Spencer Motorworks, LLC, DBA TSA Custom Car and Truck for a not to exceed annual amount of \$300,000 for five (5) years to be funded from various city accounts. (Laura Rader, Lrader@carson.org and Zach Good, Zgood@carson.org)

Staff Summary: This contract will provide the City with the purchase and installation of emergency lighting, traffic control devices, communications equipment, and prisoner transport systems for Fire, Police and Public Works Vehicles.

14. Community Development - Planning

14.A For Possible Action: To approve and authorize the Mayor to sign a letter acknowledging an application from Northern Nevada Community Housing to the State of Nevada for the use of HOME Investment Partnership Funds as part of the financing for the affordable housing project located at 680 Hot Springs Road, and that the HOME funds participation will trigger a property tax exemption; and to provide public comments regarding the project. (Lee Plemel, lplemel@carson.org)

Staff Summary: The HOME Funds program is a grant program for building, buying, and/or rehabilitating affordable housing for rent or home ownership or providing direct rental assistance to low-income people. The proposed project would include construction of a 61-unit, multi-family, affordable housing project on the 1.97 acre property. A requirement of the HOME Funds application is that the applicant must provide evidence that the local government is aware of the project's affordable status and that the project may be awarded HOME funds and be eligible for a property tax exemption.

15. Health and Human Services

15.A For Possible Action: To accept and place a Business Impact Statement on file with the Board of Supervisors finding that the proposed changes to CCMC Title 9, Chapter 9.05 do not impose a direct and significant economic burden on a business or that the proposed changes do not directly restrict the formation, operation, or expansion of a business. (Dustin Boothe, dboothe@carson.org and Iris Yowell, iyowell@carson.org)

Staff Summary: NRS Chapter 237.030 to 237.150, inclusive, requires the City to prepare a Business Impact Statement as a statutory prerequisite to the adoption of any rule as defined in NRS 237.060. This Business Impact Statement has been prepared in accordance with NRS 237.080. The ordinance changes being proposed to Title 9, Chapter 9.05, if adopted, will increase the cost to certain businesses operating food establishments because certain food establishments will need to employ certified food protection managers. Additionally, if food establishments do not receive an A grade, food establishments will need to pay a reinspection fee.

15.B For Possible Action: To introduce, on first reading, an ordinance amending Title 9, chapter 9.05 (Health and Welfare- Food Establishments), adding and amending sections related to the prevention of foodborne disease or illness. (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 matters related to the prevention of foodborne illness.

15.C For Possible Action: To approve Carson City Health and Human Services applying for the Title X Family Planning Services Grant through the Office of the Assistant Secretary for

Health, Office of Population Affairs; Federal Funding Opportunity Number: PA-FPH-18-001. (Nicki Aaker, naaker@carson.org and Veronica Galas, vgalas@carson.org)

Staff Summary: This is a 3 year, 9 month funding opportunity that would be used to continue family planning and preventive health services. Funds from this grant would be used to continue a core program that has been administered under CCHHS' Clinical Services Division since 2009. No fiscal match is required and no additional full-time staff will be hired. There is no additional fiscal impact to the city; CCHHS has had the grant since 2009.

16. Finance

16.A For Possible Action: Direction and possible action to find that the City has sufficient financial resources to pay the increased salaries for elected city officers and the Board of Supervisors for fiscal year 2019 and to approve the increase as outlined in state law. (Jason Link, jlink@carson.org)

Staff Summary: Nevada Revised Statutes (NRS 245.043) establishes the annual compensation for the District Attorney, Sheriff, Clerk/Recorder/Public Administrator, Assessor, Treasurer and Board of Supervisors. Prior to implementing a salary increase, the Board must determine that the City has sufficient financial resources to pay the increase.

16.B For Possible Action: To adopt a resolution creating the Arts and Culture Fund, a special revenue fund. (Jason Link, jlink@carson.org)

Staff Summary: The Carson City Board of Supervisors may establish a special revenue fund by resolution which describes the purpose of the fund, the resources to be used to establish the fund, the sources to be used to replenish the fund, the method for controlling the expenses and revenues of the fund, and the method by which a determination will be made as to whether the balance of the fund is reasonable and necessary to carry out the purpose of the fund.

16.C For Possible Action: To approve amendments to the Financial and Budgetary Policies for Carson City. (Jason Link, jlink@carson.org)

Staff Summary: At the direction of the Board of Supervisors, staff is bringing forward amendments to the Financial and Budgetary Policies.

17. District Attorney

17.A For Presentation Only: Presentation by the Eglet Prince law firm on the opioid epidemic in Nevada counties. (Jason Woodbury, jwoodbury@carson.org)

Staff Summary: The Eglet Prince law firm will present on the opioid epidemic in Nevada counties in anticipation of the Board authorizing a contingency fee agreement with Eglet Prince on behalf of Carson City to pursue legal claims against manufacturers and distributors of prescription opioids seeking to recover monetary damages for the negative impact of opioids.

17.B For Possible Action: Discussion and possible action to approve entering into a contingency fee agreement, on behalf of Carson City, with the Eglet Prince law firm to pursue legal claims against the manufacturers and distributors of prescription opioids seeking recovery

of monetary damages for the negative impact of opioids on Carson City and its resources. (Jason Woodbury, jwoodbury@carson.org)

Staff Summary: The opioid epidemic places a financial burden on Carson City and its resources. The Eget Prince law firm would pursue legal claims against manufacturers and distributors of prescription opioids and seek to recover monetary damages for the negative impact of opioids on the City. The Contingency fee is for twenty-five percent (25%) of the recovery from the lawsuit.

18. City Manager

18.A Presentation Only: City Manager update on current City projects, activities and other items of interest to the Board of Supervisors and the community. (Nancy Paulson, npaulson@carson.org)

Staff Summary: Deputy City Manager Nancy Paulson will present an update on current City projects and activities and other items of interest to the Board of Supervisors and the community.

19. 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 2:00 P.M. --

20. Public Works

20.A For Possible Action: To provide staff direction on key decision points regarding a new Solid Waste and Recyclable Materials Franchise request for proposal to be issued to public bidders in June 2018. (Rick Cooley, RCooley@carson.org)

Staff Summary: The current Solid Waste and Recyclable Materials Franchise Agreement expires on June 30, 2019. In order to have a vendor in place ready to serve a new franchise agreement by July 1, 2019, a new agreement must be awarded by December 2018. Direction is being sought on the following items: 1) franchised residential and commercial service; 2) mandatory residential service; 3) automated trash and single-stream recycling service; and 4) yard waste service.

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

****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>