

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

**Day:** Thursday  
**Date:** July 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 - 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 - June 7, 2018 and June 19, 2018**
- 7. For Possible Action: Adoption of Agenda**

**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. 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 June 22, 2018, per NRS 251.030 and NRS 354.290. (Sheri Russell, SRussell@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.

8.B For Possible Action: To adopt a resolution authorizing expenditures of \$265,000 in total funds to non-profit organizations for FY 2019. (Ana Jimenez, ajimenez@carson.org)

Staff Summary: NRS 244.1505 requires that any funds granted by the Board of County Commissioners (or in our case the Board of Supervisors) to private, non-profit organizations be done by resolution. The Board of Supervisors authorized the funding on June 21, 2018 and approved it with the City budget.

8.C For Possible Action: To adopt a resolution to levy the Carson City Fiscal Year 2018-19 ad valorem tax rates as certified by the Nevada Tax Commission. (Sheri Russell, srussell@carson.org)

Staff Summary: By law, the Board of Supervisors sets the Carson City tax rates annually after the Nevada Tax Commission certifies the tax rates. This resolution sets the tax rates as approved in the Board of Supervisors and Redevelopment Authority budget hearings as well as setting the local rates for other governing bodies.

## **9. Purchasing and Contracts**

9.A For Possible Action: To approve Contract No. 1819-040 Fire Alarm/Mass Notification System with Desert Hills Fire and Security Systems, to retrofit the current system in the Carson City Courthouse by adding a mass notification system in an amount not to exceed \$69,655.00, to be funded through the Courts Restricted Funds and the Capital Projects Fund. (Carol Akers, CAkers@carson.org and Max Cortes; Mcortes@carson.org).

Staff Summary: The Board of Supervisors approved the Capital Improvement Program (CIP) Project on April 19, 2018, item 27B, to retrofit the current Carson City Courthouse fire alarm system to include a mass notification system. Adding a mass notification system will enhance safety and security for the public and employees.

**(End of Consent Agenda)**

### **Ordinances, Resolutions, and Other Items**

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

## **11. Carson City Airport Authority**

11.A For Possible Action: To approve and accept the 2018 Federal Aviation Administration Airport Improvement (AIP) Grant 3-32-0004-32 in the approximate amount of \$352,000.00 for use in rehabilitation of Taxiways A, B, C, D and Taxilanes E, F and Access Road and execute such documents as may be necessary to receive the funds on behalf of the Airport Authority. (Ken Moen, Airport Manager and Steven E. Tackes, Esq., Airport Counsel)

Staff Summary: The FAA has informed the Carson City Airport Authority that it is processing an AIP Grant for the Carson City Airport and will be sending the Grant Offer to us with a requirement that it be accepted and returned within 10 days. The FAA requires Carson City, as well as the Carson City Airport Authority, to approve and accept the grant offer. This Grant will be used to do pavement rehabilitation of Taxiways A, B, C, D and Taxilanes E, F and Access Road.

## **12. Parks and Recreation**

12.A For Possible Action: To adopt a Resolution authorizing a one year cessation of the Schulz Ranch Maintenance District assessment for fiscal year 2018-2019. (Jennifer Budge, [jbudge@carson.org](mailto:jbudge@carson.org))

Staff Summary: The Schulz Ranch development is located in the southeast portion of Carson City and a Maintenance District was created to fund the landscapes, parks, and trails throughout the development. The initial assessment of \$210.11 for fiscal year 2017-2018 generated \$28,403.04, which is sufficient to fund existing and anticipated maintenance needs through fiscal year 2018-2019. If approved, this item will authorize a one year cessation of the assessment, and on July 1, 2019, the assessment will continue as regularly scheduled for fiscal year 2019-2020 with an assessment of \$254.23, consistent with the approved financial plan.

## **13. Purchasing and Contracts**

13.A For Possible Action: To determine that Garden Shop Nursery Landscaping Division, Inc., is the lowest responsive bidder pursuant to NRS Chapter 338 and to award Contract No. 1718-218 Centennial Park Playground ADA Improvements Project to Garden Shop Nursery Landscaping Division, Inc., for a base bid amount of \$181,244.00, plus additive alternative #1 for \$6,270, additive alternative #2 for \$1,900, additive alternative #3 for \$2,000, and a contingency amount of \$9,570.70, for a total not to exceed amount of \$200,984.70 to be funded from the Quality of Life and the Capital Projects Fund. (Carol Akers; [CAkers@carson.org](mailto:CAkers@carson.org) and Jennifer Budge: [JBudge@carson.org](mailto:JBudge@carson.org))

Staff Summary: Carson City received sealed bids for all labor, material, tools, and equipment necessary for the Centennial Park Playground ADA Improvements Project. The project consists of furnishing all labor and materials required to install the proposed play equipment, playground safety surfacing, site furnishing, landscaping, irrigation, removal of existing play structures, and removal of existing fall safety material at the John D Winters Centennial Park Playground.

## **14. Finance**

14.A For Possible Action: To introduce, on first reading, an ordinance designated as the "2018B Water Refunding Bond Ordinance"; authorizing the issuance by Carson City of its "Carson City, Nevada, Taxable/Tax-Exempt General Obligation (Limited Tax) Water Refunding Bond (Additionally Secured by Pledged Revenues) Series 2018B" for the purpose of refunding paying and discharging certain outstanding bonds of the City; providing the form, terms and conditions of the bonds; providing for the levy and collection of annual general (ad valorem) taxes for the payment of such bond; additionally securing its payment by a pledge of revenues derived from the water system of the City. (Sheri Russell, [srussell@carson.org](mailto:srussell@carson.org))

Staff Summary: This ordinance will authorize the issuance of the "Carson City, Nevada, Taxable/Tax-Exempt General Obligation (Limited Tax) water Refunding Bond (Additionally Secured by Pledged Revenues) Series 2018B" for the purpose of refunding all or a portion of the outstanding "Carson City, Nevada, General Obligation (Limited Tax) Water Improvement Bonds (Additionally Secured By Pledged Revenues, Series 2010A", for the purpose of effectuating interest rate savings.

## **15. Community Development - Planning**

15.A For Possible Action: To adopt a Resolution providing for the transfer of the city's 2018 Private Activity Bond Volume Cap to the Nevada Rural Housing Authority. (Lee Plemel, lplemel@carson.org)

Staff Summary: According to the Nevada Administrative Code, Carson City may annually allocate a share of State money that is set aside for tax exempt loans to fund industrial development and affordable housing projects. The Private Activity Bond Cap provides lower-interest financing for eligible projects and can be transferred to another local government. Carson City may also allocate its share to specific projects that apply and qualify with the State, or the allocation goes back into the general State-wide pool. For 2018 Carson City has an allocation of \$2,921,587.73.

15.B For Possible Action: To introduce, on first reading, an ordinance approving a development agreement between Carson City and Schulz Investments, LLC, regarding the development of a subdivision known as Schulz Investments Tentative Subdivision Map (TSM-14-022), located on 32.68 acres between U.S. Highway 50 West and Old Clear Creek Road, APN 007-051-72, to extend the approval of the tentative map. (Lee Plemel, lplemel@carson.org)

Staff Summary: Tentative subdivision map approvals expire four years from the date of approval unless a Final Map is recorded within that time period or a Development Agreement is entered into extending the tentative map expiration date. The applicant is requesting a four-year extension to August 7, 2022. The proposed subdivision would create six single-family residential lots, each of five acres or greater in size.

15.C For Possible Action: To adopt a Resolution establishing the maximum number of residential building permit allocations under the Growth Management Ordinance for the years 2019 and 2020 and estimating the maximum number of residential building permit allocations for the years 2021 and 2022; establishing the number of residential building permit allocations available within the Development Project and General Property Owner categories; and establishing a maximum average daily water usage for commercial and industrial building permits as a threshold for Growth Management Commission review. (Lee Plemel, lplemel@carson.org)

Staff Summary: The Board of Supervisors is annually required to establish the number of residential permits that will be available for the following calendar year, as well as other items required by the Growth Management Ordinance. Residential allocations have historically been based upon a maximum growth rate of three percent. The commercial and industrial daily water

usage threshold is 15,000 gallons per day annual average in 2018, above which Growth Management Commission approval is required.

**16. 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

**17. 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.

**18. 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>