

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

Day: Thursday
Date: September 20, 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 - Mark Cyr, Salvation Army

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 Presentations

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

Staff Summary: Every month 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.

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 August 4, 2018 through September 7, 2018. (Nancy Paulson, npaulson@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 September 8, 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.

10. Public Works

10.A For Possible Action: To approve Amendment No. 2 of the Western Nevada Safe Routes to School Agreement (Agreement No. PR062-17-063) with the State of Nevada, Department of Transportation. (Lucia Maloney, Lmaloney@carson.org)

Staff Summary: The Western Nevada Safe Routes to School Agreement (Agreement No. PR062-17-063), dated March 13, 2017 and amended on November 27, 2017, is proposed to be amended to extend the termination date of the agreement to align with the federal fiscal year cycle. This is a no-cost extension and all other provisions of this agreement are to remain in full force and effect.

11. Purchasing and Contracts

11.A For Possible Action: To approve the purchase of prescription medications for persons detained in the Carson City Jail through a Joinder Contract with Diamond Pharmacy, a correctional pharmacy services provider through December 31, 2019 for a not to exceed amount of \$156,250 for a 15-month period, October 1, 2018 - December 31, 2019, to be funded from the Inmate Medical Care accounts in the Supplemental Indigent Fund, Commissary Fund and the General Fund. (Nicki Aaker, NAaker@carson.org)

Staff Summary: According to NRS 211.140, counties are responsible for medical care of persons detained in the county jail. Therefore, Carson City is responsible for providing prescription medications for persons who are detained in the Carson City Jail. Carson City Health and Human Services would like to utilize Diamond Pharmacy's joinder contract through

Minnesota Multistate Contracting Alliance for Pharmacy (MMCAP) to purchase the prescription medications. If approved, this contract will be funded from the Inmate Medical Care accounts in the Supplemental Indigent Fund, Commissary Fund and the General Fund.

11.B For Possible Action: To approve Contract No. 1819-101, for a License and Service Agreement with Tyler Technologies, Inc. for Softcode CivilSoft software for a not to exceed amount of \$89,204.00 to be funded from the Capital Outlay/Software Replacement account in the Capital Projects Fund. (Nancy Paulson, npaulson@carson.org and Eric Von Schimmelmänn EVonSchimmelmänn@carson.org)

Staff Summary: The Sheriff's Office is seeking to upgrade their Civil software application. This is necessary as their current vendor ADS has announced they are closing their business on December 31, 2019 and will no longer provide support for the existing system. Implementation of this project will take approximately six months. If approved, the cost of this contract will be funded from the Capital Outlay/Software Replacement account in the Capital Projects Fund.

12. Sheriff

12.A For Possible Action: To adopt a Resolution pursuant to NRS 277.050, approving the intent to lease approximately 2,330 square feet of the Carson City Sheriff's Office (CCSO) to the State of Nevada's Public Works Division as the Lessee and the Department of Public Safety's Nevada Highway Patrol (NHP) as the Tenant. (Jerome Tushbant, JTushbant@carson.org)

Staff Summary: NHP currently occupies 2,330 square feet of space in the CCSO facility. The CCSO and the NHP wish to continue this space sharing relationship and the NHP, under the Lease Agreement, would pay the CCSO \$2,300 per month in rent. The Lease Agreement will expire on November 30, 2018 unless renewed.

(End of Consent Agenda)

Ordinances, Resolutions, and Other Items

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

14. Purchasing and Contracts

14.A For Possible Action: To approve the purchases of radio equipment including replacement radios, parts, and accessories through joinder contracts with Motorola Solutions and Dailey-Wells Communications Inc., for an amount not to exceed \$500,000.00 through June 30, 2019 to be funded from various city accounts. (James Jacklett, jjacklett@carson.org)

Staff Summary: The Public Works Control Systems Division purchases radio equipment including replacement radios, replacement parts, and accessories from Motorola Solutions and Dailey-Wells Communications Inc. (Harris), in order to maintain the Public Safety Radio Communication System and fulfill the needs and requests of the various City departments.

15. Fire

15.A For Possible Action: To accept and place the Business Impact Statement on file with this Board with a finding that the proposed changes to CCMC Title 14, Chapter 14.02 do not [impose a direct and significant economic burden on a business AND/OR do not directly restrict the formation, operation, or expansion of business]. (Dave Ruben, druben@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.

15.B For Possible Action: To introduce, on first reading, an ordinance amending sections of Title 14, Chapter 14.02, to reflect the adoption of the 2018 editions of the International Fire Code, the International Wildland-Urban Interface Code, and the Northern Nevada Fire Amendments. (Dave Ruben, druben@carson.org)

Staff Summary: The proposed language would modify the text of the Carson City Municipal Code by adopting the latest version (2018) of the International Fire Code and the International Wildland-Urban Interface Code together with the Northern Nevada Amendments to form the basis for the City's fire code. The proposed changes would become effective January 1, 2019.

16. Health and Human Services

16.A For Possible Action: To approve Carson City Health and Human Services' acceptance of the Notice of Award for FPHPA006320-01-00 - Title X Family Planning Services Grant through the Office of the Assistant Secretary for Health, Office of Population Affairs, and to approve a CCHHS sub grant award of \$54,653 to Douglas County as budgeted in the grant application. (Nicki Aaker, naaker@carson.org and Veronica Galas, vgalas@carson.org)

Staff Summary: Carson City Health and Human Services (CCHHS) received approval on April 5, 2018 to apply for Federal Funding Opportunity Number: PA-FPH-18-001. The original application was for up to a 3-year, 9-month funding opportunity that would be used to continue family planning and preventive health services; however, the federal government chose to award 7-month grants across the United States. CCHHS was awarded \$244,000 for the 7-month period beginning Sept 1, 2018 - March 31, 2019. Funds from this grant would be used to continue a core program that has been administered under CCHHS' Clinical Services Division since 2009.

17. Community Development - Planning

17.A For Possible Action: To approve an amendment to the Land Use Map of the Master Plan to redesignate a 3.94 acre parcel of land from Industrial to Community / Regional Commercial on property located at 1588 Old Hot Springs Road, APN 008-123-23. (Hope Sullivan, Planning Manager, hsullivan@carson.org)

Staff Summary: The applicant is seeking to both modify the Master Plan designation as well as to amend the zoning map. This will result in the property having a Master Plan designation and

Zoning Map designation consistent with what was in place prior to both being amended in 2015.

17.B For Possible Action: To introduce, on first reading, an ordinance approving a change of zoning from General Industrial (GI) to Tourist Commercial (TC), on property located at 1588 Old Hot Springs Road, APN 008-123-23. (Hope Sullivan, hsullivan@carson.org)

Staff Summary: The applicant is seeking to both modify the Master Plan designation as well as to amend the zoning map. This will result in the property having a Master Plan designation and Zoning Map designation consistent with what was in place prior to both being amended in 2015.

17.C For Possible Action: To approve a Master Plan Amendment to create a new Specific Plan Area, Blackstone Ranch Specific Plan, for 26.89 acres of existing Lompa Ranch Specific Plan Area, located at the east end of Railroad Drive and west of Interstate 580, APN 010-051-44. (MPA-17-185) (Hope Sullivan, hsullivan@carson.org)

Staff Summary: The subject property is identified in the City's Master Plan as part of the Lompa Ranch Specific Plan Area. Consistent with the Lompa Ranch Specific Plan Area policies, lands within this area are required to have a new Specific Plan adopted, as well as rezoning. The proposed Specific Plan will address design standards and guidelines, as well as public services and infrastructure.

17.D For Possible Action: To introduce, on first reading, an ordinance approving a change of zoning from Agriculture (A) to Single Family 6000 (SF6), on property located at the east end of Railroad Drive and west of Interstate 580, APN 010-051-44. (ZMA-17-186) (Hope Sullivan, hsullivan@carson.org)

Staff Summary: The subject property is identified in the City's Master Plan as part of the Lompa Ranch Specific Plan Area. Consistent with the Lompa Ranch Specific Plan Area policies, lands within this area are required to have a new Specific Plan adopted, as well as rezoning. The proposed Specific Plan will address design standards and guidelines, as well as public services and infrastructure. The applicant is seeking a zoning designation of Single Family 6000.

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: The City Manager will present an update on current City projects, 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

20. 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.

21. 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>