

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

Day: Thursday
Date: March 7, 2019
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 - Nick Emery, New Hope Crossing**
- 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 - February 7, 2019**
- 7. For Possible Action: Adoption of Agenda**

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. Finance

8.A For Possible Action: Discussion and possible action regarding acceptance of the report on the condition of each fund in the treasury and the statements of receipts and expenditures through February 22, 2019, 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.

9. Purchasing and Contracts

9.A For Possible Action: Discussion and possible action regarding approval of award of Bid No. 1819-171 Bleed Control Kits to North American Rescue to purchase bleed control kits to be placed throughout Carson City, Douglas, Lyon, and Storey Counties, for a not to exceed amount of \$80,400 for FY 19 and a not to exceed amount of \$25,000 in FY 20. (Carol Akers, cakers@carson.org; Jeanne Freeman, jmfreeman@carson.org)

Staff Summary: Part of the scope of work outlined in the Public Health Emergency Preparedness subgrant awarded to Carson City Health and Human Services is to place bleed control kits throughout the quad-county region (Carson City, Douglas, Lyon, and Storey Counties) in locations that have large community gatherings. The locations have been identified with collaboration from law enforcement, EMS, and emergency management in each county. This program will be completed as a regional effort.

9.B For Possible Action: Discussion and possible action regarding approval of Amendment No. 2 to Contract No. 1516-175 Mental Health Consultant for the Carson City Jail for an additional annual amount of \$3,200 through June 30, 2019, for a total contract amount of \$84,272 to be funded from the Sheriff's Office Professional Services Accounts. (Carol Akers; CAkers@carson.org and Ken Furlong; Kfurlong@carson.org)

Staff Summary: Dr. Joseph McEllistrem, Licensed Psychologist, provides Mental Health Consultation services for the Carson City Jail. Services provided are: mental assessments of jail population, mental health treatment and counseling and treatment recommendations to staff and inmates. Dr. McEllistrem also provides pre-employment psychological evaluations pursuant to NAC 289.110 and department policy for the Sheriff's Department.

(End of Consent Agenda)

Ordinances, Resolutions, and Other Items

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

11. City Manager

11.A For Possible Action: Discussion and possible action regarding a request to acknowledge an application from Centuria Foods for State incentives through the Governor's Office of Economic Development (GOED). (Andrew Haskin, NNDA)

Staff Summary: Northern Nevada Development Authority (NNDA) will present an overview of Centuria Foods and its application for State incentives.

11.B For Possible Action: Discussion and possible action on legislative bills sponsored and co-sponsored by Assemblyman Al Kramer, specifically, Assembly Bill (AB) 191, AB 214, Bill Draft Request (BDR) S-50 and BDR 48-45. (Adriana Fralick, AFralick@carson.org)

Staff Summary: Assemblyman Kramer will present and answer questions on bills he is sponsoring and co-sponsoring this legislative session and for which he is requesting the Board's vote in support. AB 191 makes appropriations to award grants to provide Mobile Outreach Safety Team services in certain counties. AB 214 makes an appropriation for a feasibility study for further development of a museum at the Nevada State Prison. BDR S-50 revises provisions governing the Carson City Airport Authority Act. BDR 48-45 authorizes counties to make appropriations from their respective general funds to cover annual special assessments on water use if the amount assessed on a property owner is less than the cost of collecting the assessment. Assemblyman Al Kramer is requesting a vote from the Board in support of these bills.

12. Purchasing and Contracts

12.A For Possible Action: Discussion and possible action regarding determination that K.G. Walters Construction Co., Inc., is the lowest responsive and responsible bidder pursuant to NRS Chapter 338 and to award Contract No. 1819-167 Empire Lift Station Improvement Project to K.G. Walters Construction Co., Inc., for a total not to exceed amount of \$227,700.00. (Carol Akers, CAkers@carson.org and Dan Stucky, DStucky@carson.org)

Staff Summary: The contract is for all labor, materials, tools and equipment necessary for the Empire Lift Station Improvement Project. The project consists of relocating and upgrading the existing controls and electrical from inside the dry well to an above ground control cabinet, installation of a street light, replacement of suction and discharge valves, as well as site cleanup for a future backup generator. The construction contract is for \$207,000.00 and a contingency amount of \$20,700.00 to be funded from the Sewer Capital Project Account as approved in the FY 19 budget. The engineer's estimate for construction was \$190,000.00.

13. Public Works

13.A For Possible Action: Discussion and possible action regarding acceptance from the Nevada Department of Transportation the assignment of the Multi-Use Lease Agreement number R307-06-030, concerning Assessor's Parcel Number 009-12-501, made August 25, 2006, and amended July 6, 2011 and July 7, 2016, between the State of Nevada acting by and through its Department of Transportation, Lessor, and McDonald's USA, LLC, a Delaware Limited Liability Company, Lessee. (Stephanie Hicks, SHicks@carson.org)

Staff Summary: In November 2018, ownership of South Carson Street from the northerly right-of-way line of IR-580 to the southerly right-of-way line of Fairview Drive was transferred to Carson City from the State of Nevada. Prior to the City taking ownership, the Nevada Department of Transportation (NDOT) leased portions of its right-of-way to several adjacent business owners. NDOT's lease with McDonald's USA, LLC, for right-of-way adjacent to 3905 South Carson Street has not expired; therefore, NDOT proposes to assign its lease with McDonald's USA, LLC, to Carson City.

13.B For Possible Action: Discussion and possible action regarding acceptance from the Nevada Department of Transportation the assignment of the Multi-Use Lease Agreement number R422-93-030 concerning Assessor's Parcel Numbers 009-123-01 and 009-123-13, made January 24, 1994, and amended June 29, 2012, and November 2, 2016, between the State of Nevada acting by and through its Department of Transportation, Lessor, and MGP IX Properties, LLC, a Delaware Limited Liability Company, Lessee. (Stephanie Hicks, SHicks@carson.org)

Staff Summary: In November 2018, ownership of South Carson Street from the northerly right-of-way line of IR-580 to the southerly right-of-way line of Fairview Drive was transferred to Carson City from the State of Nevada. Prior to the City taking ownership, the Nevada Department of Transportation (NDOT) leased portions of its right-of-way to several adjacent business owners. NDOT's lease with MGP IX Properties for right-of-way adjacent to 3665, 3667, 3815, 3849, and 3883 S. Carson Street has not expired; therefore, NDOT proposes to assign its lease with MGP IX Properties, LLC to Carson City.

14. Parks and Recreation

14.A For Possible Action: Discussion and possible action on a recommendation from the Parks and Recreation Commission for the naming of two new park facilities as Carson Ridge Disc Golf Park and Schulz Ranch Park. (Dan Earp, djearp@carson.org).

Staff Summary: In mid to late spring 2019, two park facilities are scheduled to be completed. The first facility is a 4-acre park located in the Schulz Ranch Subdivision in the south end of Carson City. The second facility is a disc golf complex located on Flint Drive and Rifle Range Road. The complex contains an 18-hole tournament level course and a 9-hole family course.

15. Finance

15.A For Possible Action: Discussion and possible action regarding acceptance of the Audit Committee's recommendation to approve the completed remediation plans and to remove the completed findings from the Audit Findings Tracking Summary Report. (Sheri Russell, srussell@carson.org)

Staff Summary: The completed remediation plans for various recommendations and findings have been presented and approved by the Carson City Audit Committee. Upon approval by the Board of Supervisors, the completed recommendations and findings for the Public Guardian Follow-up Review (conducted by Moss Adams) and 2017 Comprehensive Annual Financial Report and Single Audit findings (conducted by Eide Bailly) will be considered closed and removed from the Audit Findings Tracking Summary Report maintained by the internal auditor and City staff.

16. Community Development - Planning

16.A For Possible Action: Discussion and possible action regarding the adoption of Bill No. 102, on second reading, an ordinance amending Title 15, Buildings and Construction, Chapter 15.05, Building Code, Section 15.05.020, Adoption and Administration of Building and Construction Codes, by adopting the 2018 editions of the International Building Code, Uniform Plumbing Code, International Residential Code, Uniform Mechanical Code, International

Mechanical Code, International Energy Conservation Code, International Property Maintenance Code, International Existing Building Code, International Fuel Gas Code, International Swimming Pool and Spa Code, the 2017 edition of the National Electrical Code, and the 2018 Northern Nevada Amendments to these codes. (Lee Plemel, lplemel@carson.org)

Staff Summary: The International Code Council updates building and construction codes every three years, with the latest versions being the 2018 editions. Northern Nevada has traditionally adopted these codes every other code cycle, or every six years. Regional code officials as stakeholders in the building industry have been working on this adoption for over a year, and are recommending the adoption of the latest codes with certain amendments for the Northern Nevada region. It is recommended for the new codes to become effective as of July 1, 2019, with the ability of design professionals to use the new codes prior to that date.

16.B For Possible Action: Discussion and possible action regarding a determination of whether Ms. Ann Sullivan, owner of Capital City Liquidators located at 3390 S. Carson Street, is in full compliance with the outside storage requirements stipulated in the agreement between Ann Sullivan and Carson City for the purposes of resolving the issue of repeated violations of the outside storage requirements and the potential business license revocation. (Lee Plemel, lplemel@carson.org)

Staff Summary: The Board of Supervisors conducted a show cause hearing on December 6, 2018, to determine if the business license for Capital City Liquidators should be revoked, canceled or suspended for repeated code violations regarding outside storage. The Board of Supervisors took no action at that meeting, based on the representation from the business owner that she would enter into an agreement with the City, which required that the storage at the business location be brought into compliance by March 6, 2019, or the business license would be surrendered. The Board of Supervisors is required to make a determination regarding compliance per the terms of the agreement between the business owner and Carson City.

17. Health and Human Services

17.A For Possible Action: Discussion and possible action regarding approval of the Indigent Tax Refund Strategic Plan that includes a spending plan for a refund from the FY 17 Indigent Accident Fund. (Nicki Aaker, naaker@carson.org and Mary Jane Ostrander, mostrander@carson.org)

Staff Summary: Carson City Health and Human Services (CCHHS) was notified on December 12, 2018 that the Application for Indigent Accident Funds for the County Medicaid Match Program for long term care expenditures during FY 17 was approved for a reimbursement of \$834,091.00, which is 84% of the total expenditure of \$992,965.00 that Carson City paid to the State for the Medicaid Match for Long Term Care. The Nevada Association of Counties (NACO) Indigent Accident Fund (IAF) Board approved the reimbursement and strongly directed that the funds be used to implement programs for indigent population that the county has not been able to implement due to lack of funding. The Strategic Plan is a proposal for collaborative programming across multiple City departments directed to the indigent population in Carson City.

18. Board of Supervisors

Non-Action Items:

Legislative matters

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

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

**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>