

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

**Day:** Thursday  
**Date:** May 2, 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 - 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 - April 4, 2019**

**7. For Possible Action: Adoption of Agenda**

**8. Special Presentations**

8.A Proclamation to recognize the month of May as Nevada Wildfire Awareness Month. (Sean Slamon, sslamon@carson.org)

8.B Proclamation to recognize the month of May as Historic Preservation and Archaeological Awareness Month, and presentation of the 2019 Historic Preservation awards. (Hope Sullivan, hsullivan@carson.org)

Staff Summary: Each year Carson City recognizes significant preservation accomplishments to celebrate our community's history and heritage in celebration of Historic Preservation and Archaeological Awareness Month during the month of May. All over the state, activities are held that remind us of the important historic resources that give meaning and a sense of place to our communities, and focus attention on how critical it is to make sure they are preserved. Mayor Crowell will present the 2019 Preservation Month Proclamation and Mike Drews, Historic Resources Commission chairman, will present the awards to the 2019 winners.

## 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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### 9. Finance

9.A For Possible Action: Discussion and possible action regarding approval of an application to remove the uncollectible accounts receivable specified in the application from the records of Carson City Juvenile Services for a total amount of \$5,955.75. (Sheri Russell, srussell@carson.org)

Staff Summary: NRS 354.256 requires that the Controller apply to the Board for permission to remove uncollectible accounts receivable from the records of the County.

9.B 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 April 19, 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.

### 10. Purchasing and Contracts

10.A For Possible Action: Discussion and possible action regarding a determination that ARMAC Construction LLC, is the lowest responsive and responsible bidder pursuant to NRS Chapter 338 and awarding Contract No. 1819-208, Fifth Street/Prison Hill Trailhead Project, to ARMAC Construction LLC, for a total not to exceed amount of \$120,050.96. (Carol Akers, CAkers@carson.org and Ann Bollinger, ABollinger@carson.org)

Staff Summary: The contract is for all labor, materials, tools, and equipment necessary for the Fifth Street/Prison Hill Trailhead Improvements Project – a Federally Funded Project. The project includes new trail construction, parking lot improvements, scarifying existing trail for re-seeding (re-seeding will be done by Carson City Parks Department) and installation of a shade picnic structure. The construction contract is for the base bid amount of \$109,137.24, plus a 10% contingency amount of \$10,913.72 to be funded from the Quality of Life Capital Construction Projects Account, a total of \$120,050.96. The engineer's base bid estimate for construction was \$120,000.00.

**(End of Consent Agenda)**

## Ordinances, Resolutions, and Other Items

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

**12. Finance**

12.A For Possible Action: Discussion and possible action regarding a final appropriation for the Community Development Block Grant (CDBG) funding for FY 2020. (Mirjana Gavric; MGavric@carson.org)

Staff Summary: The CDBG funding granted to Carson City for FY 2020 is \$470,532 and no additional funding is expected. A maximum of 15% is allowed for public services; staff is planning on \$39,500 (8%) of the allocation going toward public service programs. A minimum of 65% must be spent for public facilities and improvements; staff is planning on \$383,979 (82%) of the allocation going toward public facilities and improvements. A maximum of 10% is allowed for planning and administration, which totals \$47,053; staff anticipates spending the total amount allowed for planning and administration.

**13. City Manager**

13.A For Possible Action: Discussion and possible action regarding approval of the Cultural Commission FY18/19 Annual Report and FY 19/20 Work Plan. (Mark Salinas, msalinas@carson.org)

Staff Summary: Pursuant to CCMC 2.41.060, the Commission is required to submit an annual report and work plan to the Board of Supervisors. Attendance records of the Commission's members must be included in the annual report.

**14. 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

**15. 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.

**16. 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>