

**CARSON CITY CONSOLIDATED MUNICIPALITY  
NOTICE OF MEETING OF THE  
BOARD OF SUPERVISORS  
AND REDEVELOPMENT AUTHORITY**

**Day:** Thursday  
**Date:** September 5, 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 - August 1, 2019**
- 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: Discussion and possible action regarding the report on the condition of each fund in the treasury and the statements of receipts and expenditures through August 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](http://www.carson.org).

## **9. Purchasing and Contracts**

9.A For Possible Action: Discussion and possible action regarding the purchase of 2 new defibrillators for the Fire Department, utilizing the Lake Tahoe Regional Fire Chief's Association discount pricing, for an amount not to exceed \$57,962.70 as approved in the FY20 Capital Improvement Budget. (Carol Akers, [CAkers@carson.org](mailto:CAkers@carson.org) and Sean Slamon, [SSlamon@carson.org](mailto:SSlamon@carson.org))

Staff Summary: This item is for the purchase of two Cardiac Monitor/Defibrillators for Fire Department Ambulances.

9.B For Possible Action: Discussion and possible action regarding the purchase of wireless microphones and support equipment for the Bob Boldrick Theater, utilizing joinder Contract No. R160901 with OMNIA Partners, for an amount not to exceed \$89,614.19, to be funded by the Redevelopment Fund. (Carol Akers, [CAkers@carson.org](mailto:CAkers@carson.org) and Eric Klug, [eklug@carson.org](mailto:eklug@carson.org))

Staff Summary: This item, if approved, would authorize the purchase of wireless microphones and support equipment to replace aging microphones and equipment that will become illegal to operate in July of 2020 due to the Federal Communications Commission (FCC) auctioning off existing operating frequencies.

**(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 the appointment of three members to the Historic Resources Commission due to expiring terms, each for a term expiring in February, 2023. (Nancy Paulson, [npaulson@carson.org](mailto:npaulson@carson.org))

Staff Summary: The Board of Supervisors appoints seven members of the Historic Resources Commission (HRC). The following applicants are seeking reappointment: Lou Ann Speulda-Drews (qualified in historic preservation), Dr. Gregory Hayes (qualified as a resident and property owner within the historic district) and Jed Block (qualified as a resident and property owner within the historic district). There are no other applicants.

11.B For Possible Action: Discussion and possible action regarding the appointment of Nancy Paulson, City Manager, as the Acting Public Guardian effective September 5, 2019 until the appointment of a new Public Guardian by the Board of Supervisors. (Nancy Paulson, [npaulson@carson.org](mailto:npaulson@carson.org))

Staff Summary: The Acting Public Guardian submitted her resignation effective September 5, 2019. Although the City is currently recruiting for a new Public Guardian, an acting Public Guardian must be appointed until the Board of Supervisors appoints a new Public Guardian for a four-year term.

## **12. Carson City Airport Authority**

12.A For Possible Action: Discussion and possible action regarding authorization to apply for a lot line adjustment to transfer approximately 235 square feet of land from the Carson City Airport Authority (APN 00502110) to Mountainview Community Association (APN 00509119), and authorization for the Carson City Airport Authority Board Chairman to initiate and sign a Lot Line Adjustment with Mountainview Community Association in order to incorporate the square footage into the adjacent Mountainview Community Association leased property known as APN 00509119. (Kenneth G. Moen, kmoen@flycarsoncity.com)

Staff Summary: Sierra Skyway, LLC executed a lease for lot 219B (APN 00509119) with approval from the Carson City Airport Authority (CCAA) Board Chairman in December 2018. In June 2018, Sierra Skyway broke ground on phase 1 of a potential 3-phase development of corporate box hangars which included two fire riser rooms on the adjacent airport property. In February 2019, Sierra Skyway transferred lease responsibility to Mountainview Community Association. In July 2019, Mountainview Community Association received a Certificate of Occupancy completing construction of the first phase. A lot line adjustment is being sought to include all hangar improvements on the Mountainview Community Association Property.

## **13. Public Works**

13.A For Possible Action: Discussion and possible action regarding a Request for Proposals (RFP) for the development of 3410 Butti Way (APN 010-037-04) for Affordable/Workforce Housing and direction to staff for publication of the RFP in order to seek proposals from qualified developers through a competitive process. (Darren Schulz, Dschulz@carson.org, Dan Stucky, DStucky@carson.org and Stephanie Hicks, SHicks@carson.org)

Staff Summary: On January 17, 2019, the Board of Supervisors directed staff to initiate due diligence to determine whether to convey a portion of 3410 Butti Way (APN 010-037-04) under the provisions of NRS 244.287 for the development of affordable housing and to prepare a proposed Request for Proposals to be reviewed by the Board in order to seek proposals from qualified developers through a competitive process. Since that time, staff has obtained a title report, had an appraisal prepared, had a Phase 1 Environmental Site Assessment completed, and prepared a proposed RFP. The proposed RFP is being brought to the Board for review and approval prior to publishing.

## **14. Recess as the Board of Supervisors**

### **Redevelopment Authority**

## **15. Call to Order & Roll Call - Redevelopment Authority**

## **16. 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.

**17. For Possible Action: Approval of Minutes - July 18, 2019**

**18. Community Development - Planning**

18.A For Possible Action: Discussion and possible action concerning a recommendation to the Board of Supervisors regarding the expenditure of \$20,000 from the FY 2020 Redevelopment Revolving Fund to update the Fuji Park Master Plan. (Lee Plemel, lplemel@carson.org)

Staff Summary: The Board of Supervisors directed Parks staff to complete an update of the Fuji Park facilities master plan prior to funding additional projects at the park, and the Board allocated \$20,000 in the FY 2020 Redevelopment budget to complete the plan. The facilities master plan update will include public and stakeholder scoping, parking analysis and future project implementation. Fuji Park is located at 700 Old Clear Creek Road.

18.B For Possible Action: Discussion and possible action concerning a recommendation to the Board of Supervisors regarding the expenditure of \$12,000 for the purchase and placement of informational signs at Mills Park, located at 851 E. William Street, in accordance with the adopted Parks, Recreation & Open Space Department Signage Master Plan. (Lee Plemel, lplemel@carson.org)

Staff Summary: The proposed project would include removal of outdated and illegible signage at the park, and installation of a new kiosk with signs consistent with the sign master plan. The approved FY 2020 Redevelopment budget includes \$12,000 allocated for this project.

**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 as the Redevelopment Authority**

**21. Reconvene as the Board of Supervisors**

**22. Community Development - Planning**

22.A For Possible Action: Discussion and possible action regarding a proposed Resolution authorizing the expenditure of \$20,000 from the Fiscal Year 2020 Redevelopment Revolving Fund to update the Fuji Park Master Plan as an expense incidental to the carrying out of the Redevelopment Plan. (Lee Plemel, lplemel@carson.org)

**PURSUANT TO NRS 279.628, THIS RESOLUTION MUST BE ADOPTED BY A TWO-THIRDS VOTE OF THE BOARD OF SUPERVISORS.**

Staff Summary: The Board of Supervisors directed Parks staff to complete an update of the Fuji Park facilities master plan prior to funding additional projects at the park, and the Board allocated \$20,000 in the FY 2020 Redevelopment budget to complete the plan. The facilities

master plan update will include public and stakeholder scoping, parking analysis and future project implementation. Fuji Park is located at 700 Old Clear Creek Road. NRS 279.628 permits the expenditure of money from the Redevelopment Revolving Fund for the purpose of any expenses necessary or incidental to the carrying out of Redevelopment Plans.

22.B For Possible Action: Discussion and possible action regarding a proposed Resolution authorizing the expenditure of \$12,000 for the purchase and placement of informational signs at Mills Park, located at 851 E. William Street, in accordance with the adopted Parks, Recreation & Open Space Department Signage Master Plan, as an expense incidental to the carrying out of the Redevelopment Plan. (Lee Plemel, lplemel@carson.org)

**PURSUANT TO NRS 279.628, THIS RESOLUTION MUST BE ADOPTED BY A TWO-THIRDS VOTE OF THE BOARD OF SUPERVISORS.**

Staff Summary: The proposed project would include removal of outdated and illegible signage at the park, and installation of a new kiosk with signs consistent with the sign master plan. The approved FY 2020 Redevelopment budget includes \$12,000 allocated for this project. NRS 279.628 permits the expenditure of money from the Redevelopment Revolving Fund for the purpose of any expenses necessary or incidental to the carrying out of Redevelopment Plans.

22.C For Possible Action: Discussion and possible action regarding a Final Subdivision Map known as Schulz Ranch Phase 4, resulting in the creation of 100 residential lots and common area on property zoned Single Family 6,000- Specific Plan Area (SF6-SPA), located on Race Track Road, APN 009-311-64. (FSM 18-121). (Heather Ferris, hferris@carson.org)

Staff Summary: The Board of Supervisors granted approval of the Tentative Subdivision Map for the Schulz Ranch Common Open Space Development on October 20, 2005. The Board of Supervisors subsequently approved a Development Agreement on September 1, 2011, the first amendment to the Development Agreement on April 3, 2014, and the second amendment to the Development Agreement on November 16, 2017. The third Final Subdivision Map for Schulz Ranch recorded on November 16, 2017. Per Carson City Municipal Code, Section 17.06.015 (Time Limit for Recording), successive maps in a series of phased Final Subdivision Maps must be approved by the Board of Supervisors within two years of the recordation of the preceding map for the Tentative Subdivision Map to remain valid. This is the fourth and final phase of the Schulz Ranch Subdivision.

### **23. 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

### **24. 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.

**25. 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>