

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

Day: Thursday
Date: October 15, 2020
Time: Beginning at 8:30 am
Location: Community Center, **Bob Boldrick Theatre**
851 East William Street
Carson City, Nevada

AGENDA

NOTICE TO THE PUBLIC:

The State of Nevada and Carson City are currently in a declared State of Emergency in response to the global pandemic caused by the coronavirus (COVID-19) infectious disease outbreak. In accordance with the Governor’s Declaration of Emergency Directive 006, which has suspended the provisions of NRS 241.020 requiring the designation of a physical location for meetings of public bodies where members of the public are permitted to attend and participate, public meetings of Carson City will NOT have a physical location open to the public until such time this Directive is removed.

- **Members of the public who wish only to view the meeting but do NOT plan to make public comment may watch the livestream of the Board of Supervisors meeting at www.carson.org/granicus and by clicking on “In progress” next to the meeting date, or by tuning in to cable channel 191.**
- **The public may provide public comment in advance of a meeting by written submission to the following email address: publiccomment@carson.org. For inclusion or reference in the minutes of the meeting, your public comment must include your full name and be submitted via email by not later than 3:00 p.m. the day before the meeting.**
- **Members of the public who wish to provide live public comment may do so during the designated public comment periods, indicated on the agenda, via telephonic appearance by dialing the numbers listed below. Please do NOT join by phone if you do not wish to make public comment.**

Join by phone:

Phone Number: +1-408-418-9388

Meeting Number: 146 847 8022

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- 1. Call to Order - Board of Supervisors**
 - 2. Roll Call**

3. Invocation - Nick Emery, Hope Crossing Community Church

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 - September 17, 2020

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. City Manager

8.A For Possible Action: Discussion and possible action on ratifying the approval of bills and other requests for payments by the City Manager for the period of September 5, 2020 through October 2, 2020. (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: Discussion and possible action regarding the report on the condition of each fund in the treasury and the statements of receipts and expenditures through October 2, 2020, 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 the purchase of a spare centrifuge scroll assembly for the Carson City Water Resource Recovery Facility from Andritz

Separation Inc., for an amount not to exceed \$75,699. (Carol Akers, cakers@carson.org and Andy Hummel, ahummel@carson.org)

Staff Summary: The centrifuges at the Carson City Water Resource Recovery Facility remove excess water from the solids prior to landfill disposal. The centrifuges need to be rebuilt periodically due to wear and tear, and the centrifuge scroll assembly is typically the part that experiences the most wear and tear. Purchasing an additional scroll assembly will allow staff to replace the worn assembly and send it to be rebuilt while the centrifuge continues to operate, thus reducing downtime. This project is part of the budgeted Capital Improvement Plan for Wastewater.

10.B For Possible Action: Discussion and possible action regarding the purchase of one new mower for the Parks, Recreation and Open Space Department (“Department”), utilizing joinder Contract No. 2017025 with Omnia Partners, for an amount not to exceed \$102,953.19. (Carol Akers, cakers@carson.org and David Navarro, dnavarro@carson.org)

Staff Summary: Approval of this request would authorize the purchase of a new Toro Groundsmaster 5900 Series mower for the Department for \$102,953.19, to replace an older model. This replacement was approved as part of the Capital Improvement Plan (CIP) for FY21 - Equipment Replacement - Parks. The purchase amount exceeds \$50,000 and therefore requires the Board of Supervisors’ approval, pursuant to City policy.

10.C For Possible Action: Discussion and possible action regarding Amendment No. 2 to Contract No. 20300042, Irrigation Upgrades Phase 2, with SiteOne Landscape Supply, for additional irrigation equipment and labor and to increase the contract amount by \$11,078.89, for a new total contract amount of \$159,539.16 to be funded from the Quality of Life-Capital Fund. (Carol Akers, cakers@carson.org and David Navarro, dnavarro@carson.org)

Staff Summary: This request comes after it was discovered that the existing wiring and equipment boxes were not adequate at several WeatherTrak installation sites in Phase II. The existing equipment boxes and wiring at Centennial Park and Governors Tee Ball and Large Field will need to be upgraded to accommodate the new WeatherTrak equipment that is being installed. This was not part of the original contract because it was believed during the contractor’s original site inspection that the existing boxes and wires would be sufficient.

(End of Consent Agenda)

Ordinances, Resolutions, and Other Items

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

12. Fire

12.A For Possible Action: Discussion and possible action regarding acceptance of a grant in the amount of \$1,802,033 through the Nevada Division of Forestry (NDF) from money appropriated by Senate Bill (SB) 508 (2019), to fund hazardous fuel reduction projects in the Carson City wildland urban interface areas. (Dave Ruben, druben@carson.org)

Staff Summary: Money appropriated by SB 508, which was enacted during the 80th (2019) regular Session of the Nevada Legislature, provides grant funding for hazardous fuel reduction efforts in the wildland urban interface areas in and adjacent to power line utility rights-of-way. By reducing the fuels in these strategic locations, the potential impact of a wildfire will be greatly reduced. The grant will provide \$1,802,033 in funding to the Carson City Fire Department (CCFD) for equipment, vehicles and personnel costs. The grant provides 100 percent funding; therefore, there is no match requirement.

12.B For Possible Action: Discussion and possible action regarding a contract with NV Energy for the Carson City Fire Department (CCFD) to provide standby services for utility operations during high fire danger conditions and to provide emergency and non-emergency hazardous fuels reduction, both on an on-call basis, and authorization for the Fire Chief to sign the contract. (Dave Ruben, druben@carson.org)

Staff Summary: NV Energy is required by the Nevada Public Utility Commission to have a Disaster Protection Plan. Through its Plan, NV Energy is taking steps to reduce hazardous fuels near its facilities and to manage risk during operations and during the Public Safety Outage Management Program. This contract would allow NV Energy to request that CCFD Engine or hand crew resources be on standby during routine or emergency repair or maintenance operations that are a high risk to cause a wildfire start, and allow emergency and non-emergency use of fuel reduction equipment to protect fixed utility infrastructure such as a substation. These services would be provided on an on-call and a time and materials basis, and there is no minimum amount of services that NV Energy is required to use.

13. Community Development - Planning

13.A For Possible Action: Discussion and possible action to introduce, on first reading, an ordinance authorizing the cultivation of hemp in certain use districts and establishing general standards for hemp cultivation facilities. (Lee Plemel, lplemel@carson.org)

Staff Summary: The Board of Supervisors adopted a moratorium on the cultivation of hemp on May 7, 2020, in order to develop appropriate regulations for such operations, including location and operational standards for hemp cultivation facilities. Federal and Nevada laws allow the cultivation of hemp and manufacturing of certain products from hemp. Though similar in appearance, hemp has different characteristics than cannabis (marijuana) and is regulated separately from cannabis. The purpose of this item is to establish ordinance regulations related to the cultivation of hemp.

14. Recess as the Board of Supervisors

Board of Health

15. Call to Order & Roll Call - Board of Health

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 16, 2020

18. Health and Human Services

18.A For Possible Action: Discussion and possible action regarding a proposed acceptance of the report of the Carson City Health and Human Services Department (CCHHS) Director, Nicki Aaker. (Nicki Aaker, naaker@carson.org)

Staff Summary: The CCHHS Director's report will provide: (1) an update on the Adolescent Sexual Health program; (2) an update of the Title X program; (3) an update on re-accreditation efforts; (4) a notification of two public health awards received; (4) a report of the quality improvement projects in progress; (5) an update of COVID-19 cases and activities; and (6) a notification of upcoming public health events that may be of interest to the Board of Health members and the public.

18.B For Possible Action: Discussion and possible action regarding the biannual 2020 report from Vitality Unlimited as required by Contract #1718-118 between Carson City and Vitality Unlimited. (Nicki Aaker, naaker@carson.org - staff contact on behalf of Vitality Unlimited)

Staff Summary: As part of the services agreement between Carson City and Vitality Unlimited, Vitality Unlimited agreed to provide a biannual report to the Carson City Board of Health to include information on the following: (1) civil protective custody (CPC) admissions; (2) CPC denied/medical; (3) CPC no show; (4) CPC to residential; (5) women residential; (6) women detox; (7) men residential; (8) men detox; (9) number of Carson City residents treated at the Carson City facility; (10) number of Carson City residents treated at the Elko Facility; and (11) any other statistics requested by the Carson City Board of Health as determined reasonable by both parties.

18.C For Possible Action: Discussion and possible action regarding Contract #1718-118, Vitality Services Contract, effective December 21, 2017 through December 31, 2020, and the corresponding lease agreement between Carson City and Vitality Unlimited. (Nicki Aaker, naaker@carson.org)

Staff Summary: The lease agreement between Carson City and Vitality Unlimited for a 6,998 square foot portion of the second floor of the Carson City Health and Human Services building located at 900 E. Long Street and the Vitality Services Contract #1718-118 will both terminate on December 31, 2020. Vitality Unlimited has submitted a written request to extend the lease and the services contract for an additional two-year period through December 31, 2022. Staff is requesting direction from the Board regarding the request for extension.

18.D For Discussion Only: Discussion and presentation regarding the Columbia Suicide Severity Rating Scale, a standardized suicide screening tool. (Mary Jane Ostrander, mostrander@carson.org; Nicki Aaker, naaker@carson.org on behalf of Bekah Bock, bbock@health.nv.gov and Jessica Flood, jessica@nrhp.org)

Staff Summary: The Carson City Behavioral Health Task Force has adopted community triage as a behavioral health priority. The goal of community triage as a priority is to develop shared understanding for community triage protocol and formalize relationships through interlocal agreements and memorandums of understanding. Adoption of the Columbia Suicide Severity Rating Scale as a universal screening tool for Carson City will aid providers in assessing

individuals for the risk of suicide by implementing standardized criteria. The universal screening tool will additionally assist providers in transferring the care of an individual from one provider to another provider. This presentation will provide an overview of the suicide screening in an effort to educate the community.

18.E For Possible Action: Discussion and possible action regarding a proposed approval of the Carson City Health and Human Services Department's (CCHHS) Revised Strategic Plan. (Nicki Aaker, naaker@carson.org)

Staff Summary: The Public Health Accreditation Board requires a strategic plan as a core document for re-accreditation. The CCHHS Strategic Plan sets forth an action strategy for CCHHS management and employees in the following priority areas: (1) access to healthcare; (2) communicable disease outbreak preparedness and response; and (3) public health infrastructure. It aligns with the goals of efficient government, organizational culture, and quality of life set forth in the Carson City Strategic Plan. The CCHHS Strategic Plan will be reviewed internally on an annual basis and a progress report will be given to the Carson City Board of Health annually. Due to the COVID-19 response efforts, finalization of the strategic plan was postponed to ensure that the plan could address any issues that may have become apparent during the COVID-19 pandemic.

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 Board of Health

21. Reconvene as the Board of Supervisors

22. Board of Supervisors

22.A For Possible Action: Discussion and possible action regarding directives and recommendations concerning Carson City departmental and staff functions in Carson City as a consolidated municipality in relation to the exercise of emergency powers pursuant to NRS Chapters 244 and 414 and CCMC Chapter 6.02 for the purpose of ensuring the health, safety and welfare in Carson City in response to the global coronavirus (COVID-19) pandemic. (Nancy Paulson, npaulson@carson.org)

Staff Summary: As the status of the global coronavirus is constantly in a state of unpredictability and a rapidly changing landscape with regard to the rate of infection, exposure to infection and the issuance of international, federal and state guidelines and recommendations to mitigate exposure to and the transmission of infectious disease, various staff will present an update on Carson City's role in protecting the health, safety and welfare of its residents. In addition, this item is for the Board of Supervisors to issue, if it elects to do so, certain directives to City staff and departments concerning City-related functions, as well as any recommendations to the public or directives pursuant to the City's emergency powers under a state of emergency in accordance with legal authority expressly granted by state and local law.

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

****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. **Although it has been the ordinary practice of these public bodies to provide an opportunity for additional public comment during each specific item designated for possible action on the agenda, public comment will be temporarily limited to the beginning of the agenda before any action is taken and again at the end before adjournment. This policy will remain effective during the period of time the State of Nevada is under a State of Emergency as declared by the Governor due to the COVID-19 pandemic, and is intended to achieve the efficient conduct of meetings while facilitating public participation via telephonic means.** 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 agendized 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.

NOTICE TO PUBLIC: In accordance with the Governor's Emergency Declaration Directive 006 suspending state law provisions requiring the posting of public meeting agendas at physical locations, this agenda was posted electronically at the following Internet websites:

www.carson.org/agendas

<http://notice.nv.gov>