

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

Day: Thursday
Date: January 21, 2021
Time: Beginning at 8:30 am
Location: Community Center, Robert 'Bob' Crowell Board Room
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: 146 641 6463

1. Call to Order - Board of Supervisors

2. Roll Call

3. Invocation - Ken Haskins, First Christian 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 - December 17, 2020

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.

7. City Manager

7.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 December 5, 2020 through January 8, 2021. (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.

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 January 8, 2021, 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 a proposed increase for the purchase of Fire Personal Protective Equipment (PPE) -Turnouts and Fire Rescue Tools and Equipment from Curtis utilizing joinder contract No. PS20015 with NPPGov, from the current

amount of \$125,000 to a new total amount not to exceed \$195,000 through June 30, 2021 (File No. 20300037). (Carol Akers, cakers@carson.org and Sean Slamon, sslamon@carson.org)

Staff Summary: Approval of this requested item would allow the Carson City Fire Department ("CCFD") to purchase additional necessary equipment. The request for an additional \$70,000 is to purchase PPE for new recruits or vacant positions being filled. As the result of receiving a SAFER grant for the addition of 9 temporary employees and due to the implementation of the Fuels Reduction Program for the addition of 5 other temporary employees, CCFD needs to purchase new turnouts and equipment for the additional personnel. At the time the original request for PPE purchases from Curtis was made, it was unknown whether CCFD would receive the SAFER grant and the grant for the Fuels Reduction Program. The purchase of PPE for each of these additional 14 employees costs approximately \$3,500 to \$5,000.

10. Sheriff

10.A For Possible Action: Discussion and possible action regarding a grant from the Department of Justice, 2020 Edward Byrne Memorial Justice Assistance Grant Program, for the TriNet Narcotics Task Force in the amount of \$95,000. (Sheriff Furlong, kfurlong@carson.org)

Staff Summary: This grant will continue the efforts of the Tri-Net Narcotics Task Force. The project is funded through the Nevada Department of Public Safety, Office of Criminal Justice Assistance. The award will continue to partially fund one deputy sheriff each in Carson City and Douglas County, and operational funds used for drug interdiction operations. Grant period is January 1, 2021 through December 31, 2021.

11. Treasurer

11.A For Possible Action: Discussion and possible action regarding the Treasurer's monthly statement of all money on deposit, outstanding checks and cash on hand for December 2020, submitted per NRS 354.280. (Gayle Robertson, grobertson@carson.org)

Staff Summary: NRS 354.280 requires the Treasurer to keep a record of the source and amount of all receipts, apportionments to, payments from and balances in all funds and to submit to the Board of Supervisors each month a statement containing that information for the previous month. The Treasurer must report the balance in each county, state and special fund, together with a statement of all money on deposit, outstanding checks against that money and cash on hand.

(End of Consent Agenda)

Ordinances, Resolutions, and Other Items

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

13. City Manager

13.A For Discussion Only: Discussion regarding a federal legislative update by the Porter Group. (Nancy Paulson, npaulson@carson.org)

Staff Summary: The Porter Group provides federal lobbying services to Carson City pursuant to a contract for those services between the parties. Representatives from the Porter Group will provide an update on federal legislative activities.

13.B For Possible Action: Discussion and possible action regarding the appointment of three members to the Carson City Open Space Advisory Committee, each for a term that expires in January, 2025. (Nancy Paulson, npaulson@carson.org)

Staff Summary: CCMC Chapter 13.06.040 provides for the Board of Supervisors to appoint to the Open Space Committee seven members who serve staggered four-year terms. There are three openings due to the expiration of terms. A reappointment request was received from Donna Inversin. New applications were received from Mark Kimbrough, Susan Martinovich and Todd Erickson.

13.C For Possible Action: Discussion and possible action regarding the appointment of three members to the Carson City Redevelopment Authority Citizens Committee ("RACC"), one for the position of Business Operator or Property Owner from Redevelopment Area 2 and two for the positions of Citizen-at-Large, each to fill a term expiring in January, 2025. (Nancy Paulson, npaulson@carson.org)

Staff Summary: RACC is a seven-member committee that advises the Redevelopment Authority on matters pertaining to the Redevelopment District. There are three positions open; one position for Redevelopment Area 2 due to a term expiration, and two Citizen-at-Large positions also due to term expirations. An application for reappointment was submitted by Court Cardinal and a new application was submitted by Mary Kay Wagner for the Business Operator or Property Owner position from Redevelopment Area 2. An application for reappointment was submitted by Gina Hill and new applications were submitted by Holly "Andi" Fant, Zachary Hoefling, Joseph Pernice and Maxine Nietz for the two Citizen-at-Large positions.

13.D For Discussion Only: Discussion and presentation on the Western Nevada Development District ("WNDD"), including an overview of its services and its development of the Economic and Resiliency Plan/Project in response to the economic impacts resulting from the COVID-19 pandemic. (Nancy Paulson, npaulson@carson.org)

Staff Summary: Bob Hastings, WNDD Economic Recovery and Resiliency Coordinator, will provide a presentation and overview of WNDD, its services and the development of its Economic and Resiliency Plan/Project that includes short, mid and long-term activities which respond to the economic impacts resulting from the COVID-19 pandemic.

14. Sheriff

14.A For Possible Action: Discussion and possible action regarding a grant from the Department of Justice, 2020 Edward Byrne Memorial Justice Assistance Grant Program, in the amount of \$70,000 to fund a Behavioral Health Peace Officer position. (Sheriff Furlong, kfurlong@carson.org)

Staff Summary: This grant would provide funds in an effort to prevent and reduce crime and to improve the criminal justice system within Nevada and Carson City. The Behavioral Health Peace Officer position would fill the gaps and supplement current programs including MOST

(Mobile Outreach Safety Team) and FASTT (Forensic Assessment Services Triage Team). The award will continue to partially fund one deputy position to enhance community conversation, provide departmental training and serve as a first responder to critical calls for service.

15. Assessor

15.A For Possible Action: Discussion and possible action regarding the appointment of three members to the Carson City Board of Equalization ("CCBOE"), each to fill a four-year term ending in January, 2025. (Kimberly Adams, kadams@carson.org)

Staff Summary: NRS 361.340 establishes the CCBOE, consisting of 5 members. The Mayor shall nominate persons to serve on the CCBOE and the nominees must be appointed by a majority vote of the Board of Supervisors. The Mayor shall designate one of the appointees to serve as chair of the CCBOE. The Mayor is nominating Jed Block to be appointed to the CCBOE. Newly elected Supervisor Schuette is recommending that the Mayor nominate James Wells. Newly elected Supervisor White is recommending that the Mayor nominate Pamela Leonard Ray. The Mayor will designate Jed Block to serve as chair.

16. Purchasing and Contracts

16.A For Possible Action: Discussion and possible action regarding a proposed \$100,000 increase in purchase authority for the purchase of Sodium Hypochlorite, for a new not to exceed total amount of \$300,000; a proposed extension of the purchase authority through June 30, 2021; and authorization to purchase Sodium Hypochlorite through joinder contract #212528, from the City of Tucson, through Omnia Partners, with Thatcher Company of Arizona, Inc.. (File No. 20300028). (Carol Akers, cakars@carson.org and Andy Hummel, ahummel@carson.org)

Staff Summary: Each year the Carson City Public Works and Parks and Recreation Departments purchase Sodium Hypochlorite, otherwise known as bleach, for use in swimming pools, the water treatment plant, and the wastewater treatment plant. On June 18, 2020, the Board of Supervisors granted the Departments partial annual authority to purchase Sodium Hypochlorite in a not to exceed amount of \$200,000 through January 31, 2021. At that time, the joinder contract being used to purchase Sodium Hypochlorite expired on January 31, 2021. The City of Tucson has executed a new joinder contract with the same vendor. The Carson City Public Works Department requests a \$100,000 increase in purchase authority, for a total not to exceed amount of \$300,000, to purchase Sodium Hypochlorite through the new joinder contract through the end of fiscal year 2021. The \$100,000 increase is for Sodium Hypochlorite use at the wastewater treatment plant; no additional increase is needed for the City's swimming pools or for the water treatment plant.

16.B For Possible Action: Discussion and possible action regarding a determination that USA Scales, Quality Scales Unlimited, is the lowest bidder pursuant to NRS Chapter 332 and whether to award Contract No. 20300208, Carson City Landfill Truck Scales, for a total not to exceed amount of \$153,549. (Carol Akers, cakars@carson.org and Dan Stucky, dstucky@carson.org)

Staff Summary: The Landfill Truck Scales Project includes design, fabrication, delivery and installation of 3 truck scales. The procurement and installation of the new truck scales is part of the larger new Landfill Entrance Facility project and is the initial phase. The next phase is planned to be constructed during the summer and fall of 2021. In the interim, the new scales will

be fabricated and act as replacements for the existing scales in order to keep the landfill operational in the event that the aging scales fail. The construction contract is for the base bid amount of \$139,590 plus a 10% contingency amount of \$13,959. The engineer's estimate was \$160,000.

17. Parks, Recreation & Open Space

17.A For Possible Action: Discussion and possible action regarding a grant in the amount of \$112,013.37 from the Nevada Department of Wildlife ("NDOW") Subgrant Award #SG21-08, which requires a cash match by the City in the amount of \$12,445.93, to fund improvements to the Carson City Rifle and Pistol Range, and authorization for the Director of the Department of Parks, Recreation and Open Space to sign the subgrant award and all subsequent grant documents related to the project on behalf of the City. (Jennifer Budge, jbudge@carson.org)

Staff Summary: This grant, if accepted, would provide a reimbursable grant from NDOW for improvements to the Carson City Rifle and Pistol Range. Improvements will include an automated pay kiosk, security cameras, target frames, third-party design services for utilities and safety enhancements, and site amenities. The required cash match is available from the City's Quality of Life Fund, Capital Department, Undesignated Account.

18. Finance

18.A For Possible Action: Discussion and possible action regarding a resolution to augment and amend the Carson City Fiscal Year 2020-21 Budget in the amount of \$93,839,618. (Sheri Russell, srussell@carson.org)

Staff Summary: The proposed augmentation and revision is primarily due to carryover of program costs from the prior years' budget, Board of Supervisors' actions, federal and local grants, transfers of contingency and unanticipated sources of revenue.

19. Recess as the Board of Supervisors

Redevelopment Authority

20. Call to Order & Roll Call - Redevelopment Authority

21. 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.

22. Finance

22.A For Possible Action: Discussion and possible action regarding a resolution to augment and amend the Carson City Redevelopment Authority Fiscal Year (FY) 2020-21 Budget in the amount of \$1,925,588. (Sheri Russell, srussell@carson.org)

Staff Summary: The augmentation and revision is primarily due to carryover of program costs from the prior years' budget, redevelopment authority action, and unanticipated sources of revenue.

23. 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.

24. For Possible Action: To Adjourn as the Redevelopment Authority

25. Reconvene as the Board of Supervisors

26. Community Development - Planning

26.A For Possible Action: Discussion and possible action regarding the adoption of Bill No 101, on second reading, an ordinance changing the zoning from General Commercial (GC) to Limited Industrial (LI) on property located at 900 Mallory Way, APN 009-551-03. (Heather Ferris, hferris@carson.org)

Staff Summary: The proposed ordinance, if adopted, would rezone property back to what it was prior to being changed to GC for a school use on the subject property. The proposed LI zoning is consistent with the current zoning of surrounding properties to the east and west as well as with the current uses of the property. The Board of Supervisors is authorized to approve the zoning map amendment.

26.B For Possible Action: Discussion and possible action regarding the Master Plan annual report from the Planning Commission. (Lee Plemel, lplemel@carson.org)

Staff Summary: State law (NRS 278.190) requires the Planning Commission to annually make recommendations to the Board of Supervisors regarding the implementation of the Master Plan. The report includes information regarding past, current and future Master Plan implementation actions for the Board of Supervisor's consideration in setting goals and work programs for 2021.

26.C For Possible Action: Discussion and possible action regarding a Final Subdivision Map known as Little Lane Village Phase 1 for the creation of 44 residential lots, common area, and right-of-way, and a proposed resolution for the transfer of property known as Municipal Well #4, on property zoned Multi-Family Duplex (MFD), located on the north side of Little Lane, APNs 004-021-14 and 004-021-09. (Hope Sullivan, hsullivan@carson.org)

Staff Summary: The Board of Supervisors ("Board") granted approval of a Tentative Subdivision Map for Little Lane Village on September 19, 2019. Since that time, the applicant has obtained a Site Improvement Permit and begun installation of the infrastructure necessary to serve the proposed lots. The applicant is also proposing a merger and re-subdivision of land as a part of the final map so that all of the improvements associated with Municipal Well #4 are on the City's land, causing the parcel that houses Well 4 to expand in size from 6098 square feet to 22,695 square feet. Per Carson City Municipal Code ("CCMC") 17.06.005, the Board has the authority to approve a Final Map and may direct that it be recorded and entered as a legal document in the records of Carson City, as well as the authority to allow the transfer of property so as to effectuate the larger resulting well site.

27. Health and Human Services

27.A For Possible Action: Discussion and possible action regarding ratification of the submission of a grant application to the Nevada Housing Division of the Department of Business and Industry, requesting \$195,131 from the Emergency Solutions Grant – COVID program. (Nicki Aaker, naaker@carson.org)

Staff Summary: The Carson City Department of Health and Human Services ("CCHHS") submitted a grant application due to a short application window. Funds are for an 18-month period with a total amount of \$195,131. Funds from this grant would be used to continue: (1) providing shelter for homeless individuals testing positive for COVID-19 during the isolation period to protect others from contracting the disease; and (2) paying rent for three portable restrooms, along with extra cleanings. These portables were placed strategically in Carson City where homeless individuals gather since public restrooms are not available and park restrooms were required to be closed. In addition, this grant will be able to provide assistance to individuals/families that will be unable to pay rent when the eviction moratorium imposed by the Governor is lifted which will help prevent further homelessness.

28. Board of Supervisors

28.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.

29. 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

Closed Non-meeting to Confer with Counsel:

Following a recess, the Carson City Board of Supervisors will gather to receive information from an attorney employed or retained by the City regarding potential and/or existing litigation involving matters

over which the public body has supervision, control, jurisdiction or advisory power and to deliberate toward decisions on the matters.

30. 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.

31. 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 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.

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>