

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

Day: Thursday
Date: May 20, 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 applicable Directives issued under authority of the Governor's Declaration of Emergency, including Directive 024 and Directive 044, the maximum occupancy for physical attendance at this meeting is limited to occupancy consistent with social distancing requirements. In addition, unless specifically exempted by Directive 024, anyone who attends in person and is not physically separated by previously installed impermeable barriers must wear a face covering at all times.

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 public comment via telephonic appearance in lieu of physical attendance may do so during the designated public comment periods indicated on the agenda 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: 187 264 2397

- 1. Call to Order - Board of Supervisors**
- 2. Roll Call**
- 3. Invocation - Don Baumann, Hilltop 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 - April 15, 2021

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 April 3, 2021 through May 7, 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 May 7, 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. Health and Human Services

9.A For Possible Action: Discussion and possible action regarding a \$37,840 increase in purchase authority, beyond the previously approved \$55,860, for a total not to exceed amount of \$93,700 in Fiscal Year ("FY") 2021, for the purchase of the pharmaceutical drug Nexplanon from CuraScript. (Nicki Aaker, naaker@carson.org)

Staff Summary: The increase in purchase authority will be funded by an amendment to the State Family Planning Grant by the State of Nevada, Department of Health and Human Services awarding Carson City Health and Human Services ("CCHHS") additional funds for the purchase of Nexplanon, a long acting reversible contraceptive, in the amount of \$23,940, and a redistribution of \$19,424 from Personnel, Travel and Training to Operating for the Nexplanon expense. All products will be used before the expiration date. The \$37,840 increase in the purchase authority is needed to allow for the purchase of more Nexplanon.

9.B For Possible Action: Discussion and possible action regarding a \$5,000 increase in purchase authority, beyond the previously approved \$60,000, for a total not to exceed amount of \$65,000 in Fiscal Year ("FY") 2021, and purchase authority for a total not to exceed amount of \$80,000 in FY 2022, for long-term care costs for residents at Cascades of the Sierra. (Nicki Aaker, naaker@carson.org, and Mary Jane Ostrander, mostrander@carson.org)

Staff Summary: Pursuant to Nevada Revised Statutes ("NRS") Chapter 428, Carson City pays for long-term care costs for residents that are over income for Medicaid and unable to pay for their basic needs of long-term care. To date, \$53,222.08 has been paid to Cascades of the Sierra for invoices through April 2021. It is estimated that an additional \$5,000 will need to be paid to Cascades of the Sierra for invoices through June 2021. The projection for FY 2021 is based on the previous year's rates. It is also estimated that \$80,000 will be needed to pay Cascades of the Sierra in FY 2022. The projection for FY 2022 is based on current requests/rates.

9.C For Possible Action: Discussion and possible action regarding purchase authority for a total not to exceed amount of \$60,000 for Fiscal Year ("FY") 2021, and purchase authority for a total not to exceed amount of \$80,000 in FY 2022, for long-term care costs for residents at Mountain View Health and Rehabilitation Center. (Nicki Aaker, naaker@carson.org and Mary Jane Ostrander, mostrander@carson.org)

Staff Summary: Pursuant to Nevada Revised Statutes ("NRS") Chapter 428, Carson City pays for long term care costs for residents that are over income for Medicaid and unable to pay for their basic needs of long-term care. To date, \$42,733.37 has been paid to Mountain View for invoices through March 2021. It is estimated that an additional \$15,774 will need to be paid to Mountain View for invoices through June 2021. The projection for FY 2021 is based on the previous year's rates. It is also estimated that \$80,000 will be needed to pay Mountain View in FY 2022. The projection for FY 2022 is based on current requests/rates.

10. Treasurer

10.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 April 2021, submitted per Nevada Revised Statute ("NRS") 354.280. (Elizabeth Huck, bhuck@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

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

12. Health and Human Services

12.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. (Nicki Aaker, naaker@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.

12.B For Discussion Only: Discussion and presentation regarding the intended use of the COVID-19 Epidemiology and Lab Capacity ("ELC") grant in the amount of \$5,320,512 received by the Carson City Health and Human Services Department ("CCHHS") from the State of Nevada, Department of Public and Behavioral Health, Office of Public Health Investigations and Epidemiology, originating from the Centers for Disease Control and Prevention ("CDC"). (Nicki Aaker, naaker@carson.org)

Staff Summary: CCHHS received emergency funding in the amount of \$5,320,512, which is passed through the State of Nevada, Department of Public and Behavioral Health from the federal government to local health departments that currently receive ELC funding. The grant period is January 15, 2021 through July 31, 2023. These funds will be used for personnel, some of which are currently paid by other funds, contractual employees, conference attendance, operating expenses, new electronic medical record, and a vehicle for mobile testing for reaching vulnerable populations. This grant does not require a match.

13. Human Resources

13.A For Possible Action: Discussion and possible action regarding proposed health and vision insurance contracts for Carson City to provide benefits coverage to City employees and retirees with the following providers: (1) health insurance benefits through Hometown Health as a one-year contract renewal with a 3% rate decrease and continued funding of health savings accounts for active employees in Fiscal Year ("FY") 2022 in the annual amount of \$2,079.48 (employee only), \$3,171.36 (employee plus spouse), \$3,034.50 (employee plus children) and \$4,297.56 (employee plus family); and (2) vision insurance benefits through Kansas City Life as a two-year contract matching the current rates paid by the City. (Melanie Bruketta, mbruketta@carson.org)

Staff Summary: This item is for the Board of Supervisors to consider the approval of contracts with benefit providers for health and vision insurance for City employees and retirees.

14. Fire

14.A For Possible Action: Discussion and possible action regarding the proposed acceptance of an amended grant in the amount of \$1,995,289.01, an increase of \$193,255.01 from the previously accepted amount, 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, including the purchase of a Type 5 Wildland Fire Engine. (Dave Ruben, druben@carson.org)

Staff Summary: This is a continuation of the existing Nevada Division of Forestry SB508 grant that was accepted by the Board of Supervisors on October 15, 2020. The purpose of this grant is to provide local jurisdictions with funding for hazardous fuel reduction efforts in the wildland urban interface areas in and adjacent to power line utility rights-of-way. Reducing the fuels in these strategic locations will reduce the potential impact of a wildfire in Carson City. The grant provides 100 percent funding. There is no match requirement for Carson City.

15. Finance

15.A For Possible Action: Discussion and possible action regarding a final appropriation for the Community Development Block Grant ("CDBG") funding for Fiscal Year ("FY") 2022. (Mirjana Gavric; MGavric@carson.org)

Staff Summary: The Board of Supervisors is required to make a final recommendation and approval of funding for the CDBG projects to the Governor's Office of Economic Development. Carson City's CDBG allocation for FY 2022 is \$501,462 plus \$76,537.62 from prior year de-obligations for a total of \$577,999.62. The funding amount available for FY 2022 is \$577,999.62, of which staff is recommending that \$50,146.17 (10% of \$501,462) be used for grant administration, and the remaining \$527,853.45 be allocated to Public Improvement Projects and Public Service Programs. The de-obligated \$76,537.62 will be dedicated to the Public Facility Improvement category because the funds not utilized are from prior facility improvement projects that were completed under budget.

15.B **PUBLIC HEARING:** For Possible Action: Discussion and possible action regarding the Carson City Final Budget for Fiscal Year ("FY") 2022. (Sheri Russell, srussell@carson.org)

Staff Summary: Carson City is required by NRS 354.598 to hold a public hearing on the tentative budget, at which time interested persons must be given an opportunity to be heard. At the public hearing, the Board of Supervisors shall indicate changes, if any, to be made in the tentative budget and shall adopt a final budget by majority vote of all members of the Board of Supervisors.

15.C For Possible Action: Discussion and possible action regarding a proposed Resolution setting the ad valorem tax rate for the County Cooperative Extension for fiscal year ("FY") 2022 at 1.28 cents per \$100 of assessed valuation. (Sheri Russell, srussell@carson.org)

Staff Summary: NRS 549.020 requires the Board of Supervisors to levy a tax rate of not less than 1 cent and not more than 5 cents per \$100 of assessed valuation within the county for

cooperative agricultural extension work. The 1.28 cents per \$100 assessed valuation ad valorem tax rate requested is the same levy rate from prior years.

16. Recess as the Board of Supervisors

Redevelopment Authority

17. Call to Order & Roll Call - Redevelopment Authority

18. 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.

19. For Possible Action: Approval of Minutes - April 15, 2021

20. Finance

20.A **PUBLIC HEARING:** For Possible Action: Discussion and possible action regarding the Carson City Redevelopment Authority final budget for Fiscal Year ("FY") 2022. (Sheri Russell, srussell@carson.org)

Staff Summary: Carson City Redevelopment Authority is required by NRS 354.598 to hold a public hearing on the tentative budget, at which time interested persons must be given an opportunity to be heard. At the public hearing, the Carson City Redevelopment Authority shall indicate changes, if any, to be made in the tentative budget and shall adopt a final budget by the favorable votes of a majority of all members of the Carson City Redevelopment Authority.

21. 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.

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

23. Reconvene as the Board of Supervisors

24. Purchasing and Contracts

24.A For Possible Action: Discussion and possible action regarding a determination that Granite Construction Company ("Granite"), is the lowest responsive and responsible bidder pursuant to NRS Chapter 338 and whether to award Contract No. 20300207, Carson City Landfill Entrance Facility, to Granite for a total not to exceed amount of \$1,976,475.60. (Carol Akers, cakers@carson.org and Dan Stucky, dstucky@carson.org)

Staff Summary: The Landfill Scale House Project includes construction of new inbound and outbound truck scales, new scale house building, and modifications to the entrance road into the landfill to accommodate the new facility. This contract is part of the broader Landfill Scale House Project. The construction contract is for the base bid amount of \$1,796,796, plus a 10% contingency amount of \$179,679.60. The engineer's base bid estimate for construction was \$1,356,000.

24.B For Possible Action: Discussion and possible action regarding a determination that Sierra Nevada Construction, Inc. (“SNC”), is the lowest responsive and responsible bidder pursuant to NRS Chapter 338 and whether to award Contract No. 20300293, 2021 Curry Street and 3rd Street Parking Lot Improvements Project, to SNC for a total amount not to exceed \$2,264,907.70. (Carol Akers, cakers@carson.org and Dan Stucky, dstucky@carson.org)

Staff Summary: The 2021 Curry Street and 3rd Street Parking Lot Improvements Project consists of reconstruction of the 3rd Street Parking Lot and streetscape improvements along Curry Street between Musser and 5th. Work includes, but is not limited to, undergrounding of overhead power lines, replacements of sidewalks, driveways, and curb ramps, landscaping and irrigation, street lighting, replacement of existing water meter boxes, fire hydrants, and storm drain improvements. The contract is for the base bid amount of \$2,059,007 plus a 10% contingency amount of \$205,900.70. The engineer’s base estimate was \$2,200,000.

25. Community Development - Planning

25.A For Possible Action: Discussion and possible action regarding Hardship Determinations related to the Fiscal Year ("FY") 2022 Downtown Neighborhood Improvement District (“DNID”) assessment for applicants meeting the required conditions, and whether to direct the City Engineer to postpone the assessment for any approved Hardship Determination applicants in accordance with NRS 271.360. (Hope Sullivan, hsullivan@carson.org)

Staff Summary: The Board of Supervisors adopted Ordinance No. 2016-1 establishing the DNID for the purpose of paying a portion of the cost of ongoing maintenance of the Downtown Streetscape Enhancement Project. The Board of Supervisors must consider applications for Hardship Determinations before ratifying the annual DNID assessment roll. Property owners whose annual income is less than 50% of the median Carson City area annual income qualify for a Hardship Determination. Property owners approved for a Hardship Determination may have their DNID assessment deferred in accordance with NRS 271.360 and the NRS Chapter 271 Hardship Determination Policy and Procedures adopted by the Board of Supervisors.

25.B **PUBLIC HEARING:** For Discussion Only: Public hearing regarding the filing of the Fiscal Year ("FY") 2022 assessment roll for the Downtown Neighborhood Improvement District (“DNID”), to consider written objections concerning that area to be assessed, and to consider all complaints, protests and objections to the assessment pursuant to NRS 271.385. (Hope Sullivan, hsullivan@carson.org)

Staff Summary: Pursuant to NRS 271.380 and 271.385, any complaint, protest or objection to the regularity, validity and correctness of the assessment roll, of each assessment, and of the amount of the assessment levied on each tract must be filed in writing with the Clerk or Planning Division at least 3 days before the assessment hearing. Any complaint, protest or objection to the assessment roll, the regularity validity and correctness of each assessment, the amount of each assessment, or the regularity, validity and correctness of any other proceedings occurring previously regarding the DNID shall be deemed waived unless filed in writing within the time and in the manner provided above. The proposed assessment amount for FY 2022 is \$42,198, distributed between property owners as shown on the assessment roll in Exhibit A to the resolution and ordinance.

25.C For Possible Action: Discussion and possible action regarding a proposed resolution confirming the Downtown Neighborhood Improvement District (“DNID”) assessment, dispensing with complaints, protests and objections to the assessment, and ratifying the City Engineer’s Fiscal Year (“FY”) 2022 assessment roll for the DNID for the maintenance of the Downtown Streetscape Enhancement Project. (Hope Sullivan, hsullivan@carson.org)

Staff Summary: After considering Hardship Determinations and all complaints, protests and objections to the DNID assessment, the Board of Supervisors must confirm, correct, revise, or set aside the proposed assessment by resolution in accordance with NRS 271.385. The proposed assessment amount for FY 2022 is \$42,198, distributed between property owners as shown on the assessment roll in Exhibit A to the resolution.

25.D For Possible Action: Discussion and possible action to introduce, on first reading, an ordinance related to improvement districts, establishing provisions to levy the Downtown Neighborhood Improvement District (“DNID”) Fiscal Year (“FY”) 2022 assessment for the maintenance of the Downtown Streetscape Enhancement Project. (Hope Sullivan, hsullivan@carson.org)

Staff Summary: After adopting a Resolution confirming the DNID assessment, the Board of Supervisors must introduce and adopt an ordinance to levy the assessment in accordance with the provisions of NRS Chapter 271. The total proposed assessment amount for FY 2022 is \$42,198, distributed between property owners as shown on the assessment roll in Exhibit A to the ordinance.

25.E **PUBLIC HEARING:** For Discussion Only: Public hearing regarding the establishment of the South Carson Neighborhood Improvement District (“SCNID”) to consider all complaints, protests and objections to the establishment of the SCNID pursuant to NRS 271.310. (Hope Sullivan, hsullivan@carson.org)

Staff Summary: Pursuant to NRS 271.310, any complaint, protest or objection to the propriety of acquiring or improving or acquiring and improving the project; the estimated cost of the project; the determination concerning the portion of the cost of the project to be paid by assessments; the method used to estimate the special benefits to be derived from the project generally or by any tract in the assessment area; the basis established for apportionment of the assessments; or the regularity, validity and correctness of any other proceedings or instruments taken, adopted or made before the date of the hearing shall be deemed waived unless presented in writing to the Clerk or Planning Division at least 3 days before the assessment hearing. The proposed SCNID assessment amount for Fiscal Year (“FY”) 2022 is \$69,620, distributed between property owners as shown on the assessment roll in Exhibit A to the resolution, which is also Exhibit B to the ordinance establishing the SCNID.

25.F For Possible Action: Discussion and possible action regarding a proposed resolution passing upon the merits of all complaints, protests and objections to the establishment of the South Carson Neighborhood Improvement District (“SCNID”) for the maintenance of the South Carson Street Complete Streets Project. (Hope Sullivan, hsullivan@carson.org)

Staff Summary: After considering all complaints, protests and objections to the establishment of the SCNID during the applicable public hearing item, the Board of Supervisors must pass upon

all such complaints in accordance with NRS 271.310 prior to proceeding with establishing the SCNID by ordinance.

25.G For Possible Action: Discussion and possible action to introduce, on first reading, an ordinance creating the South Carson Neighborhood Improvement District (“SCNID”) under NRS Chapter 271 to support improvements to South Carson Street between Fifth Street and Appion Way by paying for a portion of the costs required to maintain the South Carson Street Complete Streets Project. (Hope Sullivan, hsullivan@carson.org)

Staff Summary: After adopting a resolution to proceed with the establishment of the SCNID, the Board of Supervisors must introduce and adopt an ordinance to create the SCNID in accordance with the provisions of NRS Chapter 271. The proposed SCNID ordinance identifies the properties fronting or close to South Carson Street that will become a part of the SCNID, as shown on the map attached to the ordinance. The ordinance will also establish the maintenance plan and assessment methodology for the SCNID. The proposed SCNID assessment amount for Fiscal Year (“FY”) 2022 is \$69,620 (\$141,860 Year One cost estimate, less the \$22,240 contribution from Carson City, and less an estimated \$50,000 to be collected from Carson City’s right-of-way licenses within the SCNID), distributed between property owners as shown on the assessment roll.

25.H For Possible Action: Discussion and possible action regarding Hardship Determinations related to the Fiscal Year (“FY”) 2022 South Carson Neighborhood Improvement District (“SCNID”) assessment for applicants meeting the required conditions, and whether to direct the City Engineer to postpone the assessment for any approved Hardship Determination applicants in accordance with NRS 271.360. (Hope Sullivan, hsullivan@carson.org)

Staff Summary: The Board of Supervisors initiated the creation of SCNID for the purpose of paying a portion of the cost of ongoing maintenance of the South Carson Street Complete Streets Project beginning in FY 2022. The Board of Supervisors must consider applications for Hardship Determinations before ratifying the annual SCNID assessment roll. Property owners whose annual income is less than 50% of the median Carson City area annual income qualify for a Hardship Determination. Property owners approved for a Hardship Determination may have their SCNID assessment deferred in accordance with NRS 271.360 and the NRS Chapter 271 Hardship Determination Policy and Procedures adopted by the Board of Supervisors.

25.I **PUBLIC HEARING:** For Discussion Only: Public hearing regarding the filing of the Fiscal Year (“FY”) 2022 assessment roll for the South Carson Neighborhood Improvement District (“SCNID”), to consider written objections concerning that area to be assessed, and to consider all complaints, protests and objections to the assessment pursuant to NRS 271.385. (Hope Sullivan, hsullivan@carson.org)

Staff Summary: Pursuant to NRS 271.380 and 271.385, any complaint, protest or objection to the regularity, validity and correctness of the assessment roll, of each assessment, and of the amount of the assessment levied on each tract must be filed in writing with the Clerk or Planning Division at least 3 days before the assessment hearing. Any complaint, protest or objection to the assessment roll, the regularity, validity and correctness of each assessment, the amount of each assessment, or the regularity, validity and correctness of any other proceedings occurring previously regarding the SCNID shall be deemed waived unless filed in writing within the time and in the manner provided above. The proposed assessment amount for FY 2022 is \$69,620,

distributed between property owners as shown on the assessment roll in Exhibit A to the resolution and ordinance.

25.J For Possible Action: Discussion and possible action regarding a proposed resolution confirming the South Carson Neighborhood Improvement District (“SCNID”) assessment, dispensing with complaints, protests and objections to the assessment, and ratifying the City Engineer’s Fiscal Year (“FY”) 2022 assessment roll for the SCNID for the maintenance of the South Carson Street Complete Streets Project. (Hope Sullivan, hsullivan@carson.org)

Staff Summary: After considering Hardship Determinations and all complaints, protests and objections to the SCNID assessment, the Board of Supervisors must confirm, correct, revise, or set aside the proposed assessment by resolution in accordance with NRS 271.385. The proposed assessment amount for FY 2022 is \$69,620, distributed between property owners as shown on the assessment roll in Exhibit A to the resolution.

25.K For Possible Action: Discussion and possible action to introduce, on first reading, an ordinance related to improvement districts, establishing provisions to levy the South Carson Neighborhood Improvement District (“SCNID”) Fiscal Year (“FY”) 2022 assessment for the maintenance of the South Carson Street Complete Streets Project. (Hope Sullivan, hsullivan@carson.org)

Staff Summary: After adopting a Resolution confirming the SCNID assessment, the Board of Supervisors must introduce and adopt an ordinance to levy the assessment in accordance with the provisions of NRS Chapter 271. The proposed assessment amount for FY 2022 is \$69,620, distributed between property owners as shown on the assessment roll in Exhibit A to the ordinance.

25.L For Possible Action: Discussion and possible action regarding the Final Subdivision Map known as Emerson Cottages resulting in the creation of 37 single family lots on a 5.5-acre parcel zoned Neighborhood Business (“NB”), located on Emerson Drive north of College Parkway, APN 002-751-07 (SUB-2020-0212). (Heather Ferris, hferris@carson.org)

Staff Summary: The Board of Supervisors (“Board”) granted approval of the Tentative Subdivision Map for Emerson Cottages on August 20, 2020. Since that time, the applicant has obtained a Site Improvement Permit and has secured for the improvements. 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.

26. City Manager

26.A For Possible Action: Discussion and possible action regarding coordination of legislative activity on pending state legislation before the Nevada Legislature and whether to adopt an official policy position or direct staff and Carson City's retained lobbyist to advocate for or against any such legislation, including the submittal of proposed amendatory language. (Nancy Paulson, npaulson@carson.org)

Staff Summary: The Nevada Legislature is currently in its 81st Regular Session. This item is for the Board of Supervisors to coordinate legislative efforts on pending state legislation that may have an impact on Carson City, including the adoption of official policy positions, if any, and

direction to staff and the City's retained lobbyist to advocate for or against any such legislation. Due to unpredictable timing constraints inherent in the legislative process, the City will maintain a list of legislation that the City has identified in advance and which may be discussed and acted on by the Board during this agenda item. A copy of the list will be posted not less than three days before the date of each Board of Supervisors meeting during which this agenda item appears and may be obtained at the following Internet website: <https://www.carson.org/government/2021-legislative-matters-carson-city>.

-- TIME SPECIFIC - 11:00 A.M. --

27. Community Development

27.A For Possible Action: Discussion and possible action regarding whether good cause exists to suspend, cancel or revoke Business License No. BL-001033-2020, issued to Five Star Motel LLC, dba Royal Inn Motel, under Carson City Municipal Code ("CCMC") 4.04.210 for the alleged permitting of unlawful acts; existence of unsanitary and other conditions which create a public nuisance and injuriously affect public health, safety and welfare; and operation of the business in violation of the CCMC. (Hope Sullivan, hsullivan@carson.org)

Staff Summary: The Carson City Sheriff's Office has observed that the motel located at 1718 North Carson Street is a location that is frequented by vagrants and criminals, with associated activities that result in increased demand for the Sheriff's office services. The Carson City Health Department has observed that the motel units have had bed bugs, mice, cockroaches, a lack of hot water, and inoperable toilets. CCMC 4.04.210 establishes the process for suspending, canceling or revoking a business license based on "good cause", which includes the commission of, or permitting or causing the commission of, any act in the operation of the business which act is made unlawful or is prohibited by any ordinance, rule or law of Carson City, or state or federal government and the existence of unsanitary conditions at, near or in the premises which cause or tend to create a public nuisance or which injuriously affects the public health, safety or welfare. This agenda item is the "show cause" hearing required by CCMC 4.04.120, which is an opportunity for the business owner to show cause to the Board of Supervisors ("Board") why his or her business license should not be suspended, canceled or revoked.

28. 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.

29. 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.

30. 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. **Public comment will be taken at the beginning of the agenda before any action is taken and again at the end before adjournment.** 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 or Chair may call for or allow additional individual-item public comment at the time of the body's consideration of the item when: (1) the comment will be provided from a person who is directly involved with the item, such as City staff or an applicant; or (2) it involves any person's or entity's due process appeal or hearing rights provided by statute or the Carson City Municipal Code. Comments may be limited to three minutes per person or topic at the discretion of the Mayor, Mayor Pro-Tem or Chair in order to facilitate the meeting.

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:
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City Hall 201 North Carson Street
Carson City Library 900 North Roop Street
Community Development Permit Center 108 East Proctor Street
www.carson.org/agendas
<http://notice.nv.gov>