

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

Day: Thursday
Date: October 7, 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 045 and 047, and subject to any potential changes in state or federal mandates or guidelines, face coverings are required to be worn when attending this meeting in person.

• 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. Livestream of the meeting is provided solely as a courtesy and convenience to the public. Carson City does not give any assurance or guarantee that the livestream or cable channel access will be reliable. Although all reasonable efforts will be made to provide livestream, unanticipated technical difficulties beyond the control of City staff may delay, interrupt or render unavailable continuous livestream capability.

• 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 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. Public comment will be limited to three minutes per person. 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: 2483 069 1435

1. Call to Order - Board of Supervisors

2. Roll Call

3. Invocation - Pastor Pat Propster, Calvary Chapel

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 2, 2021

7. Special Presentations

7.A Presentation of a Proclamation to recognize October 3rd - 9th, 2021 as Fire Prevention Week. (Sean Slamon, sslamon@carson.org)

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. Community Development

8.A For Possible Action: Discussion and possible action regarding a request for a Historical Tax Deferment on property located within the Historic District and zoned Single Family 6,000 (SF6), located at 503 W. Robinson Street, APN 003-232-06. (Heather Ferris, hferris@carson.org)

Staff Summary: The subject property is eligible for the Open Space Use Assessment, commonly known as the Historical Tax Deferment, as a result of its conformance to specific standards and its historical status in Carson City. There has been a change of ownership, and the new owner is seeking to continue receiving the Historical Tax Deferment.

8.B For Possible Action: Discussion and possible action regarding a request for a Historical Tax Deferment on property located within the Historic District and zoned Downtown Mixed-Use (DTMU), located at 412 N. Curry Street, APN 003-225-10. (Heather Ferris, hferris@carson.org)

Staff Summary: The subject property is eligible for the Open Space Use Assessment, commonly known as the Historical Tax Deferment, as a result of its conformance to specific standards and its historical status in Carson City. There has been a change of ownership, and the new owner is seeking to continue receiving the Historical Tax Deferment.

8.C For Possible Action: Discussion and possible action regarding a request for a Historical Tax Deferment on property located within the Historic District and zoned Residential Office (RO), located at 214 W. King Street, APN 003-215-03. (Heather Ferris, hferris@carson.org)

Staff Summary: The subject property is eligible for the Open Space Use Assessment, commonly known as the Historical Tax Deferment, as a result of its conformance to specific standards and its historical status in Carson City. There has been a change of ownership, and the new owner is seeking to continue receiving the Historical Tax Deferment.

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 September 24, 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.B For Possible Action: Discussion and possible action regarding a proposed resolution for a temporary interfund loan in the amount of \$12,421.75 from the General Fund to the Debt Service Fund. (Sheri Russell, srussell@carson.org)

Staff Summary: The Debt Service Fund incurred a temporary cash shortage on June 30, 2021. The interfund loan would enable the City to cover the temporary cash shortage.

10. Health and Human Services

10.A For Possible Action: Discussion and possible action regarding a proposed acceptance of a grant from the Centers for Disease Control and Prevention through the State of Nevada Department of Health and Human Services, Division of Public and Behavioral Health (“the State”) in the amount of \$77,626 through December 31, 2021. (Nicki Aaker, NAAker@carson.org; Dustin Booth, dbooth@carson.org)

Staff Summary: Acceptance of this grant will provide funds to expand, train, and sustain the disease investigation workforce to support COVID-19 and other infectious disease prevention and response. This grant is retroactive to September 1, 2021 and goes through December 31, 2021. The federal project period is through December 31, 2023 so additional yearly grants will be awarded. This grant is the result of the COVID-19 pandemic and did not require the submission of an application or a match.

11. Purchasing and Contracts

11.A For Possible Action: Discussion and possible action regarding purchase authority for a sanitary sewer pump through Pac Machine Co., Inc. (“Pac”) for use at the South Lift Pump Station for an amount not to exceed \$67,485. (Carol Akers, CAkers@carson.org and Andy Hummel, AHummel@carson.org)

Staff Summary: This purchase would allow the Department of Public Works to replace an existing pump that has reached the end of its service life. The purchase and repair of pumps is included in the Wastewater Fund Equipment Capital Improvement Plan. The not to exceed amount of \$67,485 is composed of \$66,635 for the pump and \$850 for ground freight delivery.

12. Sheriff

12.A For Possible Action: Discussion and possible action regarding a proposed no-cost Amendment #1 to the Interlocal Contract between the State of Nevada on behalf of the Department of Health and Human Services, Division of Public and Behavioral Health, Rural Clinics ("Rural Clinics"), and Carson City on behalf of the Carson City Sheriff's Office ("CCSO"), which is currently effective through June 30, 2021 with automatic one-year renewals until June 30, 2041, for the provision by Rural Clinics of a part-time mental health specialist for assignment to the CCSO Mobile Outreach and Safety Team ("MOST"), to revise the term to a fixed term that will expire on June 30, 2029. (Jerome Tushbant, jtushbant@carson.org)

Staff Summary: CCSO MOST includes a part-time mental health specialist who is employed by Rural Clinics and assigned to work in partnership with a full time Behavioral Health Deputy Sheriff under the terms of an existing Interlocal Contract between Rural Clinics and CCSO. Amendment #1 to the Interlocal Contract, proposed by Rural Clinics, revises the term to expire on June 30, 2029. The terms of the existing Interlocal Contract provide for automatic one-year renewals upon expiration after the initial term of the agreement on June 30, 2021, until June 30, 2041. Amendment #1, proposed by Rural Clinics, replaces that term with a fixed term to expire on June 30, 2029.

(End of Consent Agenda)

Ordinances, Resolutions, and Other Items

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

14. District Attorney

14.A For Possible Action: Discussion and possible action to adopt, on second reading, Bill No. 113, a proposed ordinance amending CCMC 8.04.020, defining and prohibiting indecent conduct in public. (Jason D. Woodbury, jwoodbury@carson.org)

Staff Summary: This is the second reading of a proposed ordinance which, if enacted, would amend CCMC 8.04.020, defining and prohibiting indecent conduct in public.

15. Juvenile

15.A For Possible Action: Discussion and possible action regarding an amendment to the Second Amended Interlocal Agreement for the Western Nevada Regional Youth Center ("WNRYS") between Carson City and Churchill, Douglas, Lyon, and Storey Counties; and the First, Third, Ninth, and Tenth Judicial Districts of Nevada to require WNRYS to become compliant and maintain compliance with the Prison Rape Elimination Act of 2003 ("PREA"), as amended. (Ali Banister, abanister@carson.org)

Staff Summary: The Operational Technical Committee ("OTC") for WNRYC has identified the need for WNRYC to be PREA compliant and presents this amendment to the Second Amended Interlocal Agreement for WNRYC for the Board of Supervisors' consideration and approval.

16. Community Development - Planning

16.A For Possible Action: Discussion and possible action to adopt, on second reading, Bill No 114, an ordinance changing the zoning from Limited Industrial (LI) to Single Family 1 acre (SF1A), for a 1-acre parcel located at 1449 S. Sutro Terrace, APN 008-683-01. (Heather Ferris, hferris@carson.org)

Staff Summary: The proposed ordinance, if adopted, would rezone property to be consistent with the current use of the property as well as the current zoning and use of the properties located to the west and northwest. The Board of Supervisors is authorized to approve the zoning map amendment.

16.B For Possible Action: Discussion and possible action regarding a Final Subdivision Map for the development known as Silver View Townhomes resulting in the creation of 34 single family residential lots and 7 common area parcels on a 2.75-acre parcel zoned Retail Commercial (RC), located on the northwest corner of Clearview Drive and Silver Sage Drive, APN 009-125-12 (SUB-2020-0012). (Heather Ferris, hferris@carson.org)

Staff Summary: The Board of Supervisors ("Board") granted approval of the Tentative Subdivision Map for Silver View Townhomes on March 19, 2020. Since that time, the applicant has obtained a Site Improvement Permit and has secured for the improvements by providing a proper surety in the amount of 150 percent of the engineer's estimate. 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.

17. Finance

17.A For Possible Action: Discussion and possible action regarding a proposed resolution concerning the financing of water projects; directing the Carson City Clerk-Recorder ("City Clerk") to notify the Carson City Debt Management Commission of the City's proposal to issue general obligation water bonds additionally secured by pledged revenues, in the aggregate principal amount not to exceed \$7 million; providing certain details in connection therewith; and providing the effective date. (Sheri Russell, srussell@carson.org)

Staff Summary: The Resolution directs the Clerk-Recorder to give notice to the Carson City Debt Management Commission of the City's intent to issue general obligation water bonds in an amount not to exceed \$7,000,000, pursuant to NRS Chapter 350, in order to acquire, construct, improve and equip water projects as defined in NRS 244A.056.

17.B For Possible Action: Discussion and possible action regarding a proposed resolution concerning the financing of building projects; directing the Carson City Clerk-Recorder ("City Clerk") to notify the Carson City Debt Management Commission of the City's proposal to issue general obligation capital improvement bonds additionally secured by pledged revenues, in the

aggregate principal amount not to exceed \$8.1 million; providing certain details in connection therewith; and providing the effective date. (Sheri Russell, srussell@carson.org)

Staff Summary: The Resolution directs the Clerk-Recorder to give notice to the Carson City Debt Management Commission of the City's intent to issue general obligation capital improvement bonds in an amount not to exceed \$8.1 million, pursuant to NRS Chapter 350 and NRS 360.600 to 360.740, inclusive, in order to acquire, construct, improve and equip building projects as defined in NRS 244A.019.

17.C For Possible Action: Discussion and possible action regarding the engagement of Sherman & Howard, LLC as bond and special counsel to Carson City for a combined not to exceed amount of \$179,500, in connection with the issuance of three general obligation limited tax bonds, additionally secured by pledged revenues - the \$16,690,000 Water and Refunding Bonds, Series 2022A; the \$1,895,000 Sewer (Wastewater) Refunding Bonds, Series 2022B; and the \$8,100,000 Capital Improvement Bonds, Series 2022C. (Sheri Russell, srussell@carson.org)

Staff Summary: The engagement letter will operate as the form of agreement between the City and the firm of Sherman & Howard, LLC. The engagement letter sets forth the proposed roles and responsibilities Sherman & Howard, LLC will assume as the City's bond and special counsel for the issuance of three general obligation bonds which will finance the refunding of the 2012 Water and Wastewater Bonds, and new money for the construction of the Quill Water Treatment Plant Upgrade and the construction of the Emergency Operation Center/Fire Station/Backup Dispatch Center.

17.D For Possible Action: Discussion and possible action regarding the engagement of JNA Consulting Group, LLC as independent financial advisor and consultant to Carson City for a combined not to exceed amount of \$105,000, in connection with the issuance of three general obligation limited tax bonds, additionally secured by pledged revenues - the \$16,690,000 Water and Refunding Bonds, Series 2022A; the \$1,895,000 Sewer (Wastewater) Refunding Bonds, Series 2022B; and the \$8,100,000 Capital Improvement Bonds, Series 2022C. (Sheri Russell, srussell@carson.org)

Staff Summary: The engagement letter will operate as the form agreement between the City and the firm of JNA Consulting Group, LLC. The engagement letter sets forth the proposed role and responsibilities JNA will assume as the City's independent financial advisor and consultant for the issuance of three general obligation bonds at an estimated \$35,000 per issue to finance the refunding of the 2012 Water and Wastewater Bonds, and new money for the construction of the Quill Water Treatment Plant Upgrade and the construction of the Emergency Operation Center/Fire Station/Backup Dispatch Center.

18. Human Resources

18.A For Possible Action: Discussion and possible action on a proposed collective bargaining agreement ("CBA") between Carson City and the Carson City Employees Association ("CCEA"), effective on the date of execution by the City and CCEA through June 30, 2026 with an estimated fiscal impact of \$1,844,319 above the 5-year projections included in the City budget which was previously approved by the Board of Supervisors ("Board"). (Nancy Paulson, npaulson@carson.org and Melanie Bruketta, mbruketta@carson.org)

Staff Summary: Carson City and CCEA have engaged in extensive labor negotiations for a successor CBA as the current CBA term expired on June 30, 2021 but with the CBA remaining in effect in accordance with automatic renewal under the "evergreen" clause. This newly proposed CBA is for a 5-year term, effective on the date of execution by the City and CCEA through June 30, 2026 and includes changes to contract provisions concerning recognition (Article 1), compensatory time off (Article 9), grievance (Article 12), compensation (Article 14), holiday pay (Article 16), annual leave (Article 17), bereavement leave (Article 19), health insurance (Article 24) and various clerical, non-substantive changes throughout. This matter is being considered in accordance with the public hearing process set forth in NRS 288.153.

18.B For Possible Action: Discussion and possible action regarding a proposed resolution setting forth various employment benefits for unclassified City employees, including a one-time 1% cost-of-living ("COLA") increase on January 1, 2022 and a 2.0% COLA on July 1, 2022 and each July 1 thereafter, and a reduction in the maximum performance pay salary increase from 5% to 3% for employees who receive a performance review rating of "meets expectations" or above. (Melanie Bruketta, mbruketta@carson.org)

Staff Summary: The Board of Supervisors ("Board") last approved a compensation and benefits plan for unclassified employees (employees who are exempted from overtime provisions under the federal Fair Labor Standards Act) on June 17, 2021 with the adoption of Resolution 2021-R-19. This agenda item is for the consideration of a new proposed resolution which includes revisions for consistency with a tentatively agreed upon collective bargaining agreement ("CBA"), negotiations for which were recently concluded between the City and the Carson City Employees Association ("CCEA").

18.C For Possible Action: Discussion and possible action regarding a proposed Grant/Special Funding Employee's Benefits Manual ("Benefits Manual") setting forth various employment benefits for employees who occupy positions that are fully or partially funded through grants or other special sources, and whether to authorize the City Manager, in consultation with the Human Resources Director, to make changes to the Benefits Manual when necessary. (Melanie Bruketta, mbruketta@carson.org)

Staff Summary: City employees occupying grant funded or special funded positions currently receive benefits in accordance with the terms of the collective bargaining agreement ("CBA") between the City and the Carson City Employees Association ("CCEA"), including "bumping" rights in the event the funding source for a grant funded or special funded employee is exhausted or eliminated. The City has recently concluded negotiations with CCEA for a new CBA and CCEA has agreed to exclude grant funded and special funded employees from membership in CCEA. Therefore, this Benefits Manual is intended to establish benefits for those employees.

19. 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 Management Representatives and Counsel:

Following a recess or adjournment, the Carson City Board of Supervisors may gather to meet with its management representatives or 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.

20. 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.

21. Adjourn as the Board of Supervisors

Board of Health

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

23. 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.

24. For Possible Action: Approval of Minutes - June 17, 2021

25. Health & Human Services

25.A For Possible Action: Discussion and possible action regarding a proposed acceptance of the report of the Carson City Health Officer. (Nicki Aaker, NAaker@carson.org)

Staff Summary: This item is to provide an update on: (1) the Health Officer's activities; (2) clinical oversight and policy input; (3) trainings and education; (4) Nevada Public Health Association's mission, advocacy and policy priorities and recent health-related legislation passed during the 2021 Regular Session of the Nevada Legislature; (4) national and Nevada COVID-19 statistics and general information, vaccines, and monoclonal antibodies; and (5) seasonal flu. Direction is requested from the Board of Health regarding the Health Officer's report concerning activities the Health Officer is engaged in both internally and externally for the Carson City Health and Services Department.

25.B 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, NAaker@carson.org)

Staff Summary: The CCHHS Director's comprehensive report will provide an overview of activities that took place at CCHHS from June, 2021 through August, 2021, including: (1) CCHHS collaborations with other agencies; (2) CCHHS collaborations with other health districts within the State on a video educating the public on vaping flavorings to support tobacco control and prevention; (3) an overview of a CCHHS primary data addendum to the current Community Health Needs Assessment ("CHNA"); (4) an update on re-accreditation efforts; (5) Environmental Health Program recognition; (6) employee recognition; (7) an update of COVID-19 cases and activities; (8) review of CCHHS challenges; and (9) a notification of upcoming public health events that may be of interest to the Board of Health members and the public.

25.C For Discussion Only: Discussion and presentation on a statistical data analysis of COVID-19 cases in Carson City, Douglas, Lyon and Storey Counties, by Celeste Pierini, BSN, RN, MPH candidate. (Nicki Aaker, NAaker@carson.org)

Staff Summary: Ms. Pierini will present a statistical data analysis of COVID-19 cases in the Nevada quad counties.

26. 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.

27. For Possible Action: To Adjourn as the Board of Health

****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 will be limited to three minutes per person to facilitate the efficient conduct of a meeting and to provide reasonable opportunity for comment from all members of the public who wish to speak.**

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 Rachael Evanson at revanson@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:
City Hall 201 North Carson Street
www.carson.org/agendas
<http://notice.nv.gov>