

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

Day: Thursday
Date: October 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 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: 2496 552 9218

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

3. Invocation - Co-Paster Brady Roser, The Bridge

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 16, 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 September 4, 2021 through October 1, 2021. (Nancy Paulson, npaulson@carson.org)

Staff Summary: Pursuant to Carson City Municipal Code ("CCMC") Chapter 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 October 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. Health and Human Services

9.A For Possible Action: Discussion and possible action regarding a proposed acceptance of a grant from the Centers for Disease Control and Prevention ("CDC") 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, NAAaker@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.

10. Parks, Recreation & Open Space

10.A For Possible Action: Discussion and possible action regarding submission of an application to the Nevada Department of Wildlife ("NDOW") for a subgrant award in the amount of \$137,476.80, with a \$15,275.20 cash match required from Quality-of-Life funds, retroactive to July 1, 2021, for improvements to the Carson City Rifle and Pistol Range, and authorization for the Director of the Carson City Parks, Recreation and Open Space Department ("Director") to sign the application and all documents related to the application on behalf of the City. (Jennifer Budge, jbudget@carson.org)

Staff Summary: This item, if approved, would authorize the Director to apply for a reimbursable grant from NDOW for improvements to the Carson City Rifle and Pistol Range. Improvements will include electrical design and construction, purchase and installation of an automatic pay kiosk, engineering/design for a baffle system and eyebrow for the long range, firing line cover improvements, and purchase of security cameras and trash cans. The 10% required cash match is budgeted and available from the City's Quality-of-Life Capital Fund.

11. Purchasing and Contracts

11.A For Possible Action: Discussion and possible action regarding a determination that Gardner Engineering, Inc. ("Gardner") is the lowest responsive and responsible bidder pursuant to Nevada Revised Statutes ("NRS") Chapter 338 and whether to award Contract No. 21300171 to provide all design, labor, materials, and equipment needed to replace the cooling towers at the Carson City Courthouse ("Project") to Gardner for a total amount not to exceed \$306,719.60. (Carol Akers, CAkers@carson.org and Randall Rice, RRice@carson.org)

Staff Summary: This Project consists of replacing the cooling towers at the Carson City Courthouse located at 885 East Musser Street. The not to exceed amount of \$306,719.60 comprises the base bid amount of \$278,836, plus a 10% contingency of \$27,883.60. This Project was approved as part of the Fiscal Year ("FY") 2022 Capital Improvement Plan and is approved to use American Rescue Plan Act ("ARPA") funds.

12. Treasurer

12.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 September 2021, submitted per Nevada Revised Statute ("NRS") 354.280. (Andrew Rasor, arasor@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

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 authorize the City Manager and District Attorney, through the law firm of Lemons, Grundy & Eisenberg, for a not to exceed amount of \$50,000, to initiate and prosecute litigation of claims against The Travelers Indemnity Company for failing to provide Carson City liability coverage as required by binding contracts for insurance with respect to certain claims by third-parties against Carson City that were litigated and settled in 2019-2020. (Jason D. Woodbury, jwoodbury@carson.org)

Staff Summary: This item is a request from the City Manager and District Attorney for authorization to initiate and prosecute a civil action, through Lemons, Grundy & Eisenberg, against The Travelers Indemnity Company for failing to provide Carson City liability coverage as required by binding contracts for insurance with respect to certain claims by third parties against Carson City that were litigated and settled in 2019-2020.

15. Treasurer

15.A For Possible Action: Discussion and possible action on whether to order and direct the Carson City Treasurer to sell, after giving notice of sale, for a total amount not less than the amount of taxes, costs, penalties and interest legally chargeable against the properties, the following properties listed by Assessor Parcel Number ("APN"): APNs 002-111-02; 002-662-06; 008-222-16; 008-591-11; 008-874-15; and 008-241-01. (Andrew Rasor, arasor@carson.org)

Staff Summary: Nevada Revised Statutes ("NRS") 361.595 (2) provides that if a "property is to be sold, the board of county commissioners may make an order to be entered on the record of its proceedings, directing the county treasurer to sell the property particularly described therein, after giving notice of sale, for a total amount not less than the amount of the taxes, costs, penalties and interest legally chargeable against the property as stated in the order."

16. Public Works

16.A For Possible Action: Discussion and possible action regarding a proposed resolution accepting the dedication of right-of-way designated as Carson City Assessor's Parcel Number ("APN") 004-392-02 and also known as portions of Grove Street, Little Lane, Parkland Avenue, Spartan Avenue, and Elaine Street, as offered for dedication by the Final Map for Little Lane Village Phase 1, recorded as Map Number 3005 on February 5, 2021. (Robert Nellis, RNellis@carson.org; Randall Rice, RRice@carson.org)

Staff Summary: Staff is requesting acceptance of APN 004-392-02 containing right-of-way which is located at Little Lane Village Phase 1. This parcel was offered for dedication during recordation of the final map, but the City deferred acceptance of the right-of-way at that time. Now that the street improvements have been constructed and City staff has determined that the right-of-way is built to City standards, acceptance of the dedication is recommended and must be accomplished by a separate resolution.

17. City Manager

17.A For Possible Action: Discussion and possible action regarding the appointment of three members to the Airport Authority to fill the "Manufacturer," "Fixed Base Operator" and "Citizen-at Large" positions, each for a term ending in October 2025. (Nancy Paulson, npaulson@carson.org)

Staff Summary: The Airport Authority is a seven-member board as appointed by the Board of Supervisors. The member categories are as follows: (1) three members who represent the general public – at least one of these members must be a city official selected by the Board of Supervisors and one must be a pilot who, at the time of appointment, owns and operates an aircraft based at the airport; (2) two members who are manufacturers and are within a 3-mile radius of the Carson City airport; and (3) two members who are fixed base operators at the airport. There are vacancies for three expired terms, one Manufacturer position, one Fixed Base Operator position and the Citizen-at Large position. Jon Rogers has reapplied for the Manufacturer position. Michael Golden has reapplied for the Fixed Base Operator position, and new applications for that position were submitted by Bryan Stewart and Kevin Updegrave. Harlow Norvell and Gregory Meyer are new applicants for the Citizen-at-Large position.

17.B For Possible Action: Discussion and possible action regarding the selection of an application process through which a single candidate may be nominated for consideration at a future joint meeting of the Carson City Board of Supervisors ("Carson City Board") and the Washoe County Board of County Commissioners ("Washoe County Board") for possible appointment to fill an existing vacancy in the Senate seat for District 16 in the Nevada Legislature. (Nancy Paulson, npaulson@carson.org)

Staff Summary: Nevada State Senator Ben Kieckhefer recently resigned from his Senate seat, which represents District 16 in the Nevada Legislature. Because District 16 is comprised of both Carson City and portions of Washoe County, state law requires the Carson City Board and the Washoe County Board to first meet separately to each determine a single candidate to nominate to fill the vacancy, and then to meet jointly to appoint a person to the position. Pursuant to Nevada Revised Statutes ("NRS") 218A.262, the Carson City Board and the Washoe County Board must each establish a process by which persons interested in the nomination may file an application for consideration.

18. Finance

18.A For Possible Action: Discussion and possible action regarding the adoption of a resolution of intent to issue general obligation (limited tax) capital improvement bonds (additionally secured by pledged revenues) in an amount not to exceed \$8.1 million for the purpose of financing capital projects for the City; authorizing the publication of such resolution; providing

the manner, form and contents of the notices; authorizing the City Manager or City's Chief Financial Officer to arrange for the sale of the bonds; providing other matters properly related thereto; and providing the effective date hereof. (Sheri Russell, srussell@carson.org)

PURSUANT TO NRS 350.020(3), IN ORDER TO BE ADOPTED, THIS RESOLUTION REQUIRES THE AFFIRMATIVE VOTE OF TWO-THIRDS OF THE MEMBERS OF THE BOARD OF SUPERVISORS.

Staff Summary: Staff is recommending the Board of Supervisors approve a resolution of intent to issue general obligation (limited tax) capital improvement bonds (additionally secured by pledged revenues) and authorize the City Manager or the City's Chief Financial Officer to arrange for the sale of the bonds.

18.B For Possible Action: Discussion and possible action regarding a proposed resolution of intent to issue general obligation (limited tax) water bonds (additionally secured by pledged revenues) in an amount not to exceed \$7 million for the purpose of financing water projects for the City; authorizing the publication of such resolution; providing the manner, form and contents of the notices; authorizing the City Manager or City's Chief Financial Officer to arrange for the sale of the bonds; providing other matters properly related thereto; and providing the effective date hereof. (Sheri Russell, srussell@carson.org)

PURSUANT TO NRS 350.020(3), IN ORDER TO BE ADOPTED, THIS RESOLUTION REQUIRES AN AFFIRMATIVE VOTE OF TWO-THIRDS OF THE MEMBERS OF THE BOARD OF SUPERVISORS.

Staff Summary: Staff is recommending the Board of Supervisors approve a resolution of intent to issue general obligation (limited tax) water bonds (additionally secured by pledged revenues) and authorize the City Manager or the City's Chief Financial Officer to arrange for the sale of the bonds.

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

23. Community Development

23.A For Possible Action: Discussion and possible action regarding a recommendation to the Board of Supervisors for the expenditure of \$435,000 from the fiscal year ("FY") 2022 Redevelopment Revolving Fund Undesignated Projects for additional sidewalks and pedestrian ramp improvements in the redevelopment areas, as an expense incidental to the carrying out of the Redevelopment Plan. (Hope Sullivan, hsullivan@carson.org)

Staff Summary: NRS 279.628 permits the expenditure of money from the Redevelopment Revolving Fund for the purpose of any expenses necessary or incidental to the carrying out of Redevelopment Plans by the adoption of a resolution by a two-thirds majority vote of the Board of Supervisors upon recommendation by the Redevelopment Authority. At its meeting of May 20, 2021, the Redevelopment Authority requested that Public Works staff identify additional sidewalk and handicap accessibility needs in the Redevelopment Areas. This agenda item is in response to that request.

23.B For Possible Action: Discussion and possible action regarding a recommendation to the Board of Supervisors for the expenditure of \$265,000 from the fiscal year ("FY") 2022 Redevelopment Revolving Fund Undesignated Projects for the V & T Engine House Arches Implementation Plan, as an expense incidental to the carrying out of the Redevelopment Plan. (Hope Sullivan, hsullivan@carson.org)

Staff Summary: NRS 279.628 permits the expenditure of money from the Redevelopment Revolving Fund for the purpose of any expenses necessary or incidental to the carrying out of Redevelopment Plans by the adoption of a resolution by a two-thirds majority vote of the Board of Supervisors upon recommendation by the Redevelopment Authority. The proposed expenditures were recommended for approval by the Redevelopment Authority Citizens Committee ("RACC") on September 7, 2021.

24. 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.

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

26. Reconvene as the Board of Supervisors

27. Community Development

27.A For Possible Action: Discussion and possible action regarding a proposed resolution authorizing the expenditure of \$265,000 from the fiscal year ("FY") 2022 Redevelopment Revolving Fund Undesignated Projects for the V & T Engine House Arches Implementation Plan, as an expense incidental to the carrying out of the Redevelopment Plan. (Hope Sullivan, hsullivan@carson.org)

PURSUANT TO NRS 279.628, IN ORDER TO BE ADOPTED, THIS RESOLUTION REQUIRES THE AFFIRMATIVE VOTE OF TWO-THIRDS OF THE MEMBERS OF THE BOARD OF SUPERVISORS.

Staff Summary: NRS 279.628 permits the expenditure of money from the Redevelopment Revolving Fund for the purpose of any expenses necessary or incidental to the carrying out of Redevelopment Plans by the adoption of a resolution by a two-thirds majority vote of the Board of Supervisors upon recommendation by the Redevelopment Authority. The proposed expenditure was recommended for approval by the Redevelopment Authority Citizens Committee on September 7, 2021.

27.B For Possible Action: Discussion and possible action regarding a proposed resolution authorizing the expenditure of \$435,000 from the fiscal year ("FY") 2022 Redevelopment Revolving Fund Undesignated Projects for additional sidewalks and pedestrian ramp improvements in the redevelopment areas, as an expense incidental to the carrying out of the Redevelopment Plan. (Hope Sullivan, hsullivan@carson.org)

PURSUANT TO NRS 279.628, IN ORDER TO BE ADOPTED, THIS RESOLUTION REQUIRES THE AFFIRMATIVE VOTE OF TWO-THIRDS OF THE MEMBERS OF THE BOARD OF SUPERVISORS.

Staff Summary: NRS 279.628 permits the expenditure of money from the Redevelopment Revolving Fund for the purpose of any expenses necessary or incidental to the carrying out of Redevelopment Plans by the adoption of a resolution by a two-thirds majority vote of the Board of Supervisors upon recommendation by the Redevelopment Authority. At its meeting of May 20, 2021, the Redevelopment Authority requested that Public Works staff identify additional sidewalk and handicap accessibility needs in the Redevelopment Areas. This agenda item is in response to that request.

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.

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

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 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>