

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

Day: Thursday
Date: February 3, 2022
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: 2495 009 2711

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

3. Invocation - Ken Haskins, Pastor, 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 - January 6, 2022

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 regarding a Carson City Designee(s) Agreement of Terms and Conditions and a Confidentiality and Non-Disclosure Agreement between the State of Nevada Department of Indigent Defense Services (“DIDS”) and its designated Carson City indigent defense coordinators, Nancy Paulson and Stephanie Hicks (“Designee(s)”), to ensure compliance with DIDS Regulations and relevant Nevada Law to protect confidential client information regarding indigent defendant cases. (Nancy Paulson, npaulson@carson.org)

Staff Summary: According to Carson City's Indigent Defense Services Plan ("Plan") that was approved by the Board of Supervisors ("Board") on November 4, 2021, counsel may request compensation and reimbursement for services that are reasonable and necessary for an indigent person's defense. Counsel must submit requests to the City's indigent defense coordinator qualifying as a “designee” of DIDS. The purpose of these agreements is to ensure compliance with DIDS Regulations and relevant Nevada law and to protect all confidential client information regarding all indigent defendant cases to which the Designees have access in their official capacity.

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 21, 2022, 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.

8.B For Possible Action: Discussion and possible action regarding an application to remove \$369,131.03 in uncollectible accounts receivable from the records of the Ambulance Fund. (Sheri Russell, srussell@carson.org)

Staff Summary: The Carson City Fire Department's emergency medical billing and collection services contractor, Wittman Enterprises, notified Carson City that certain accounts receivable on the records of the Ambulance Fund are uncollectible. Under NRS 354.256, the Carson City Auditor applies to the Board of Supervisors for permission to remove uncollectible accounts receivable from the records of Carson City.

9. Purchasing and Contracts

9.A For Possible Action: Discussion and possible action regarding a proposed increase to Badger Meter Inc.'s ("Badger") Purchase Order for Fiscal Year ("FY") 2022 (PO 2220153) for the purchase of water meters and related parts, from the current amount of \$35,784 to a new total amount not to exceed \$93,218 for FY 2022. (Carol Akers, Cakers@carson.org and Eddy Quaglieri, Equaglieri@carson.org)

Staff Summary: The City provides and maintains water meters for residents, the cost of which is offset by utility connection fees. The Water Utility Division of the Carson City Department of Public Works monitors most of its water meters with the Orion Automatic Meter Reading System ("Orion System"), which is designed to be compatible with only Badger meters and parts. The Water Utility Division expects to expend more than \$50,000 on Badger meters and parts in FY 2022 and therefore it seeks purchase authority approval from the Board of Supervisors.

9.B For Possible Action: Discussion and possible action regarding Contract No. 21300239 with Capital Glass, Inc. to replace two skylights at the Carson City Aquatic Center ("Project") for a total amount not to exceed \$248,864, to be awarded without competitive bidding under NRS 338.1385(7). (Carol Akers, CAkers@carson.org and Randall Rice, RRice@carson.org)

Staff Summary: This Project includes removing and replacing two existing skylights on the roof of the Aquatic Center. The contract is being awarded without competitive bidding because no contractors responded to the project's bid solicitation even after the City published a second notice that it would award a contract without competitive bidding under NRS 338.1385(7). Subsequently, City staff contacted Capital Glass to request a bid for the Project. The not to exceed amount of \$248,864 comprises the base bid amount of \$226,240, plus a 10% contingency of \$22,624. The engineer's estimate was \$230,000. This Project was approved as part of the Fiscal Year ("FY") 2022 Capital Improvement Plan.

10. Public Works

10.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") 002-752-05 and also known as a portion of Retail Court, as offered for dedication by the Parcel Map for Golden Gate Petroleum of Nevada, LLC, recorded in the office of the Carson

City Clerk-Recorder as Document No. 505532, Map No. 2988 on April 23, 2020. (Robert Nellis, RNellis@carson.org; Randall Rice, RRice@carson.org)

Staff Summary: Staff is requesting acceptance of APN 002-752-05, containing right-of-way which is located at Retail Court. This parcel was offered for dedication during recordation of the parcel map, but the City deferred acceptance 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.

(End of Consent Agenda)

Ordinances, Resolutions, and Other Items

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

12. District Attorney

12.A For Possible Action: Discussion and possible action: (1) to introduce, on first reading, a proposed ordinance amending general administrative provisions of the Carson City Municipal Code; and (2) to consider a business impact statement concerning the proposed ordinance. (Jason D. Woodbury, jwoodbury@carson.org)

Staff Summary: This is the first reading of a proposed ordinance which, if enacted, would make various changes pertaining to the general administrative provisions of the Carson City Municipal Code ("CCMC"). Except under certain circumstances, NRS 237.080 requires a business impact statement to be prepared whenever an ordinance by the adoption of which the governing body of a local government exercises legislative powers. The business impact statement finds that the proposed ordinance will not impose a direct and significant economic burden upon a business or directly restrict the formation, operation, or expansion of a business.

12.B For Possible Action: Discussion and possible action regarding: (a) Execution of "Subdivision Settlement Participation Forms" and releases pursuant to the One Nevada Agreement on Allocation of Opioid Recoveries ("One Nevada Agreement") previously agreed upon for participation in settlements with (1) the State of Nevada and opioids distributor defendants AmerisourceBergen Drug Corporation, Cardinal Health and McKesson as listed in Exhibit C to the One Nevada Agreement, and (2) the State of Nevada and opioid manufacturer defendant Janssen/Johnson & Johnson as listed in Exhibit C to the One Nevada Agreement; and (b) Execution of an "Amendment No. 1 to One Nevada Agreement on Allocation of Opioid Recoveries" regarding a reduction in attorney's fees to the One Nevada Agreement for purposes of these two settlements only. (Jason D. Woodbury, jwoodbury@carson.org)

Staff Summary: Three proposed agreements are presented relating to settlements of certain claims in the pending opioid litigation to which Carson City is a party. Approval of the first agreement, entitled "Subdivision Settlement Participation Form" would confirm Carson City's participation in the "Distributor Settlement Agreement" with AmerisourceBergen Drug Corporation, Cardinal Health, Inc. and McKesson Corporation. Approval of the second agreement, titled "Settlement Participation Form" would confirm Carson City's participation in the "Janssen Settlement Agreement" with Janssen, as that entity is defined in the Janssen Settlement Agreement. The third agreement would amend the One Nevada Agreement,

previously approved by the Board of Supervisors on August 5, 2021, by reducing the contingency fee amount owed to the law firm of Eglet Adams under the One Nevada Agreement from 25% to 15% for these two proposed settlements.

13. Finance

13.A For Possible Action: Discussion and possible action regarding the Carson City Cost Allocation Plan for the Fiscal Year ended June 30, 2021. (Sheri Russell, srussell@carson.org)

Staff Summary: City staff is requesting that the Board of Supervisors accept the Cost Allocation Plan prepared by Mahoney and Associates using financial information for the Fiscal Year ended June 30, 2021, for use in preparing the Fiscal Year 2023 Carson City Budget. The City will use the Cost Allocation Plan for amounts charged to Special Revenue and Enterprise Funds.

13.B For Possible Action: Discussion and possible action to adopt, on second reading, Bill No. 101, an ordinance authorizing the issuance by Carson City of its "General Obligation (Limited Tax) Water and Refunding Bonds (Additionally Secured by Pledged Revenue), Series 2022A" in the aggregate principal amount not to exceed \$16,690,000. (Sheri Russell, srussell@carson.org)

Staff Summary: If adopted, this ordinance will authorize the issuance of the "General Obligation (Limited Tax) Water and Refunding Bonds (Additionally Secured by Pledged Revenue), Series 2022A" for the purpose of making improvements to the Water System in the amount of \$7,000,000 and refinancing certain outstanding obligations of the City, in the amount of \$9,690,000, which will lower the City's interest rate, thereby saving the City a conservatively projected amount of \$830,000.

13.C For Possible Action: Discussion and possible action to adopt an emergency ordinance authorizing the issuance by Carson City of its "General Obligation (Limited Tax) Sewer Refunding Bonds (Additionally Secured by Pledged Revenue), Series 2022B" in the aggregate principal amount not to exceed \$1,895,000. (Sheri Russell, srussell@carson.org)

PURSUANT TO ARTICLE 2, § 2.110 OF THE CARSON CITY CHARTER, THIS ORDINANCE MUST BE ADOPTED BY UNANIMOUS CONSENT OF THE BOARD OF SUPERVISORS.

Staff Summary: If adopted, this ordinance will authorize the issuance of the "General Obligation (Limited Tax) Sewer Refunding Bonds (Additionally Secured by Pledged Revenue), Series 2022B" for the purpose of financing the cost of refinancing certain outstanding obligations of the City, in the amount of \$1,895,000, which will lower the City's interest rate, thereby saving the City a conservatively projected amount of \$141,500.

13.D For Possible Action: Discussion and possible action to adopt, on second reading, Bill No. 103, an ordinance authorizing the issuance by Carson City of its "General Obligation (Limited Tax) Capital Improvement Bonds (Additionally Secured by Pledged Revenue), Series 2022C" in the aggregate principal amount not to exceed \$8,100,000. (Sheri Russell, srussell@carson.org)

Staff Summary: If adopted, this ordinance will authorize the issuance of the "General Obligation (Limited Tax) Capital Improvement Bonds (Additionally Secured by Pledged Revenue), Series

2022C" for the purpose of financing all or a portion of the cost of acquiring, constructing, improving and equipping building projects as defined in NRS 244A.019 in the amount of \$8,100,000.

13.E For Possible Action: Discussion and possible action regarding staff-recommended assumptions to be used in preparation of the Carson City Budget for Fiscal Year ("FY") 2023 (July 1, 2022 through June 30, 2023). (Sheri Russell, srussell@carson.org)

Staff Summary: Staff will present the recommended property tax rate and assumptions for preparation of the Carson City FY 2023 Budget. The City's governing body, the Board of Supervisors, is required to approve a property tax rate to be levied for FY 2023. The Department of Taxation requires all local governments to inform them of the rate they intend to use by February 21, 2022.

14. 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.

-TIME SPECIFIC - 5:00 P.M. -

15. Community Development - Planning

15.A For Possible Action: Discussion and possible action regarding three appeals of the Planning Commission's decision to approve a special use permit to allow for a slaughterhouse on property zoned General Industrial ("GI"), located on the south side of Hwy 50 E and east of Detroit Road, portions of APNs 008-371-38, 008-371-39 and 008-371-10 (now collectively APN 008-371-54). (Heather Ferris, hferris@carson.org)

Staff Summary: On December 15, 2021 the Planning Commission approved a request for a special use permit to allow for the construction and operation of a slaughterhouse. A slaughterhouse is a conditional use in the GI zoning district under section 18.04.150 of the Carson City Municipal Code ("CCMC"); therefore, a special use permit is required. Carson City received three appeals of the Planning Commission's decision under CCMC 18.02.060 from Doreen Mack, Jennifer Verive and Robert Buttner, and Kathleen Franco Simmons. The Board of Supervisors may affirm, modify, or reverse the decision of the Planning Commission.

16. 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.

17. 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>