

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

Day: Thursday
Date: June 2, 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:

Members of the public who wish to view the meeting 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. Public comment during a meeting is limited to three minutes for each speaker.

1. **Call to Order - Board of Supervisors**
2. **Roll Call**
3. **Invocation - Nick Emery, Pastor, Hope Crossing 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 - May 5, 2022**
7. **Special Presentations**

7.A Presentation of a proclamation recognizing June 2, 2022, as Fred Roper Day.

7.B Presentation of a proclamation recognizing June 15, 2022, as "World Elder Abuse Awareness Day." (Molly Walt, Nevada Rural Counties RSVP Program, Inc.)

7.C Presentation of a proclamation recognizing June 2022 as National Pollinator Month. (Lyndsey Boyer, lboyer@carson.org)

8. City Manager

8.A For Discussion Only: Discussion and presentation regarding the Nevada Association of Counties ("NACO") plan for the 82nd (2023) Session of the Nevada Legislature. (Vinson Guthreau, vguthreau@nvnaco.org, Jennifer Berthiaume, jberthiaume@nvnaco.org and Taylor Allison, tallison@nvnaco.org)

Staff Summary: Vinson Guthreau, Executive Director of NACO, will provide a presentation regarding the upcoming legislative session and available resources for Nevada counties.

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.

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 May 20, 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.

10. Health & Human Services

10.A For Possible Action: Discussion and possible action regarding the creation of a full-time grant-funded bilingual Public Health Nurse ("PHN") position in the Carson City Department of Health and Human Services ("CCHHS"), which will provide services to the CCHHS Divisions of Clinical Services and Epidemiology. (Nicki Aaker, NAaker@carson.org)

Staff Summary: This position may be 100% grant funded by the COVID IZ , Round 3 and STD Supplemental grants. If the position is created, the PHN will assist with COVID-19 education and vaccinations and the prevention of other communicable diseases, such as tuberculosis and sexually transmitted infections.

10.B For Possible Action: Discussion and possible action regarding a proposed acceptance of a grant from the State of Nevada, Department of Health and Human Services, Division of Public and Behavioral Health, for the amount of \$103,499 reimbursed in Fiscal Year (“FY”) 2023, effective July 1, 2022, through June 30, 2023. (Nicki Aaker, NAaker@carson.org)

Staff Summary: The purpose of this grant is to provide preventive education to maternal and child health populations for better community health. The grant provides 100 percent funding; therefore, there is no match requirement. The Carson City Department of Health and Human Services (“CCHHS”) has received the sub-award since July 1, 2008.

10.C For Possible Action: Discussion and possible action regarding a proposed acceptance of a grant from the State of Nevada, Department of Health and Human Services, Division of Public and Behavioral Health, in the amount of \$70,148 reimbursed in Fiscal Year (“FY”) 2022 and FY 2023, effective April 29, 2022, through April 28, 2023. (Nicki Aaker, NAaker@carson.org)

Staff Summary: The purpose of this grant is to provide tobacco education and prevention activities and services in Carson City and Douglas, Lyon and Storey Counties. The grant provides 100 percent funding; therefore, there is no match requirement. The Carson City Department of Health and Human Services (“CCHHS”) has received the sub-award since June 2007.

10.D For Possible Action: Discussion and possible action regarding (1) a proposed ratification of the acceptance of a grant award from the State of Nevada Department of Health and Human Services, Division of Public and Behavioral Health, in the amount of \$276,098, reimbursed in two equal amounts of \$138,049 in Fiscal Year (“FY”) 2022 and FY 2023, effective July 1, 2021, through June 30, 2023, and (2) Amendment No. 1 to the grant award, increasing the total amount of the grant to \$337,521, reimbursed in the amount of \$171,752 in FY 2022 and \$165,769 in FY 2023. (Nicki Aaker, NAaker@carson.org)

Staff Summary: Funding from this grant has been recurring since 2018. The purpose of this grant is to provide family planning and reproductive health services to help individuals who have difficulties in obtaining such services. The grant provides 100 percent funding; therefore, there is no match requirement. The Carson City Department of Health and Human Services (“CCHHS”) received the sub-award for FY 2022 in July 2021. This item is for the Board of Supervisors ("Board") to ratify the acceptance of the grant which should have been previously submitted to the Board for approval. Amendment No. 1 increases the initial amount of the grant to provide accurate reimbursement under the appropriate categories.

11. Purchasing and Contracts

11.A For Possible Action: Discussion and possible action regarding a proposed \$45,000 increase in annual purchase authority, beyond the previously approved purchase authority in the amount of \$227,600, to purchase food for Carson City jail inmates from vendors including, but not limited to, BakeMark, National Food Group, Nicholas and Company and Franco American Baking Company, resulting in a new, annual not to exceed amount of \$272,600 through June 30, 2022. (Carol Akers, Cakers@carson.org and Sheriff Ken Furlong, KFurlong@carson.org)

Staff Summary: The Carson City jail must provide food to inmates which satisfies state law requirements for both nutritional value and minimum caloric intake. The increase in purchase authority is being requested due to the increased cost of food.

11.B For Possible Action: Discussion and possible action regarding (1) a proposed \$71,500 increase in purchase authority for the agreement between Washoe County and Carson City for the Washoe County Regional Medical Examiner's Office ("WCRMEO") to provide forensic pathology services to the Carson City Sheriff's Office and Coroner ("CCSO"), increasing the annual not to exceed amount for Fiscal Year ("FY") 2022 from \$148,500 to \$220,000, and (2) a proposed \$45,000 increase in purchase authority for FY 2023 from \$148,500 to \$193,500, increasing the aggregate not to exceed amount to \$607,000. (Carol Akers, CAkers@carson.org and Sheriff Ken Furlong, KFurlong@carson.org)

Staff Summary: The agreement with Washoe County on behalf of WCRMEO is for the provision of forensic autopsies, medical examinations and medicolegal consultations to the CCSO on an as-needed basis. The fee rates are established by the fee schedule attached to the agreement.

11.C For Possible Action: Discussion and possible action regarding a proposed \$2,360 increase in purchase authority to Pac Machine Co., Inc. ("Pac"), beyond the previously approved \$67,485 for the South Lift Pump Station replacement pump, to cover additional freight costs, resulting in a new not to exceed amount of \$69,845. (Carol Akers, CAkers@carson.org and Andy Hummel, AHummel@carson.org)

Staff Summary: The original not to exceed amount of \$67,485 was based on \$66,635 to replace an existing pump that has reached the end of its service life, plus \$850 in estimated freight costs. Actual freight costs of \$3,210 exceeds the \$850 allotted by \$2,360; therefore, additional purchase authority in that amount is needed, resulting in a new not to exceed amount of \$69,845. The purchase and repair of pumps is included in the Wastewater Fund Equipment Capital Improvement Plan.

11.D 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 Nevada Revised Statutes ("NRS") Chapter 338 and whether to award Contract No. 21300315, with up to three additive alternatives, to SNC for pavement preservation at several Carson City parking lots ("Project") for a total amount not to exceed \$272,807.70. (Carol Akers, CAkers@carson.org and Randall Rice, RRice@carson.org)

Staff Summary: As presented, this Project consists of pavement preservation for parking lots at Mills Park and the Carson City Community Center, Aquatic Facility, Library, Courthouse and Sheriff's Office, as well as restriping at the Multi-Purpose Athletic Center ("MAC") parking lot. The not to exceed amount of \$272,807.70 comprises the base bid amount of \$104,354.50; additive alternate bid items 1, 2 and 3 for \$143,652.50; plus a 10% contingency of \$24,800.70. The engineer's estimate was \$275,000. This Project was approved as part of the Fiscal Year ("FY") 2022 Capital Improvement Plan.

11.E For Possible Action: Discussion and possible action regarding a determination that A&K Earth Movers, Inc. ("A&K") is the lowest responsive and responsible bidder pursuant to Nevada Revised Statutes ("NRS") Chapter 338 and whether to award Contract No. 21300314 for the Multipurpose Athletic Center ("MAC") West Parking Lot Project ("Project") to A&K for a total

amount not to exceed \$492,800. (Carol Akers, CAkers@carson.org and Nick Wentworth, NWentworth@carson.org)

Staff Summary: This Project consists of demolition of the existing asphalt grindings temporary overflow parking area to be replaced by a new asphalt parking lot with landscaped planters as required by Carson City Municipal Code Design Standards and Americans with Disabilities Act-compliant sidewalks connecting into the existing sidewalk system at the rear of the building. The not to exceed amount of \$492,800 comprises A&K's base bid amount of \$448,000, plus a 10% contingency of \$44,800. The engineer's estimate was \$376,125. This Project was approved as part of the Fiscal Year ("FY") 2022 Capital Improvement Plan.

11.F For Possible Action: Discussion and possible action regarding Contract No. 21300331 with CourtSmart Digital System ("CDS") as the sole source vendor to upgrade the existing audio/video system for the First Judicial District Court, Juvenile Court and the Carson City Justice/Municipal Court for a not to exceed amount of \$162,359 to be funded from the Courts Restricted Funds. (Carol Akers, CAkers@carson.org and Max Cortes, MCortes@carson.org)

Staff Summary: CDS audio/video systems were installed in the District Court, Justice/Municipal Courtroom and the Juvenile Court courtrooms in 2018. Upgrades to the systems are needed to provide greater sound coverage in the courtrooms and for jury trials.

(End of Consent Agenda)

Ordinances, Resolutions, and Other Items

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

13. Purchasing and Contracts

13.A For Possible Action: Discussion and possible action regarding Conflict Counsel Attorney Services Contract No. 20300005-C for the provision of conflict counsel services in the First Judicial District Court and the Carson City Justice/Municipal Court from June 2, 2022 through June 30, 2022 in the amount of \$12,500 and \$14,583.34 per month thereafter for Fiscal Year ("FY") 2023, for a total amount of \$187,500.08, to be awarded to one of the following attorneys: Daniel J. Spence, Andrew Coates, Christopher Day, Richard Molezzo, Maria Pence or Paul Yohey. (Carol Akers; CAkers@carson.org and Nancy Paulson, NPaulson@carson.org)

Staff Summary: Carson City previously contracted with John E. Malone to provide conflict counsel services to indigent defendants. Mr. Malone recently resigned, effective May 20, 2022. Carson City advertised the position and received letters of interest and resumes from six applicants. The Board of Supervisors ("Board") may award the contract to any of these applicants who submitted a letter of interest. Staff recommends awarding the contract to Daniel J. Spence.

14. Community Development - Planning

14.A For Possible Action: Discussion and possible action regarding a request for the abandonment of a public right-of-way (Balsam Street) totaling approximately 60 feet, abutting the properties located at 5179 Silver Sage Drive (APN 009-232-03), 5229 Silver Sage Drive

(APN 009-233-01) and 5290 Center Drive (APN 009-233-02). (Heather Ferris, hferris@carson.org)

Staff Summary: Balsam Street was established by United States land patents given to R. H. Ferguson on May 27, 1957, and to James D. Wallace on January 16, 1962. The North 33 feet of Balsam Street is further described as being dedicated to Carson City per Parcel Map 1717 on September 18, 1989. Balsam Street was never constructed. If approved, the entire 60-foot-wide portion of Balsam Street will be abandoned and this area will be absorbed into the abutting parcels. Per Chapter 17.15 of the Carson City Municipal Code (“CCMC”), the Planning Commission makes a recommendation to the Board of Supervisors regarding requests for right-of-way abandonments. The Planning Commission has recommended abandonment, and the Board of Supervisors is authorized to abandon the right-of-way.

15. 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.

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. 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. **Public comment will be limited to three minutes per speaker 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. Testimony from a person who is directly involved with an item, such as City staff, an applicant or a party to an administrative hearing or appeal, is not considered public comment and is not subject to the three-minute time limitation.

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.

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