

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

Day: Thursday
Date: June 16, 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 - Kile Baker, Co-Pastor, LifePoint 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 19, 2022

7. Special Presentations

7.A Presentation of Length of Service certificates to City Employees. (Alana Mills, amills@carson.org)

Staff Summary: Every month the Board of Supervisors presents Length of Service certificates to employees who have completed 5, 10, 15, 20, 25 and 30 years of City service.

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. Assessor

8.A For Possible Action: Discussion and possible action regarding the Annual Technology Fund Report required to be submitted by the Carson City Assessor pursuant to NRS 250.085, containing the projected expenditures from the fund for Fiscal Year ("FY") 2022. (Kimberly Adams, kadams@carson.org)

Staff Summary: As required by the Nevada Legislature with the passage of Assembly Bill 533 during the 72nd (2003) legislative session, the Board of Supervisors ("Board") created by ordinance, codified at Sections 2.40.010 and 2.40.020 of the Carson City Municipal Code ("CCMC"), a separate account in the general fund, money from which must be used to acquire or improve technology in the Office of the Assessor. NRS 250.085 requires the Carson City Assessor to submit, on or before July 1 of each year, a report to the Board showing the projected expenditures of money from the account for the following year. There is currently a balance of \$173,569.03 which will be used for future Computer Automated Mass Appraisal ("CAMA") system expenditures.

8.B For Possible Action: Discussion and possible action regarding a request to remove the taxes and penalties from the Unsecured Tax Rolls for Fiscal Years ("FYs") 2017/18, 2018/19, 2019/20 and 2020/21 per NRS 361.5607 in the amount of \$8,034.53. (Kimberly Adams, kadams@carson.org)

Staff Summary: The Carson City Assessor's Office is requesting the Board of Supervisors remove those taxes and penalties that have been deemed uncollectable from the Personal Property Tax Roll. The Assessor's Office has attempted to collect the taxes and penalties using the approved methods under NRS 361.450 and NRS 361.535 and those efforts have been unsuccessful.

9. City Manager

9.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 May 7, 2022 through June 3, 2022. (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.

10. Community Development

10.A For Possible Action: Discussion and possible action regarding a request for a Historic Tax Deferment on property zoned Single Family 6,000 (“SF6”), located within the Historic District at 707 W Robinson Street , APN 003-242-04. (Heather Ferris, hferris@carson.org)

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

11. District Attorney

11.A For Possible Action: Discussion and possible action regarding Amendment No. 2 to the One Nevada Agreement on Allocation of Opioid Recoveries ("One Nevada Agreement") to provide authorization from Carson City to the State of Nevada to receive monetary amounts obtained through the negotiated resolution of claims in any opioid-related litigation and to calculate and distribute those monetary amounts in the manner established by the One Nevada Agreement and any amendment thereto. (Jason D. Woodbury, jwoodbury@carson.org)

Staff Summary: The proposed amendment to the One Nevada Agreement would expressly authorize the State of Nevada, through the Attorney General's office, on behalf of Carson City, to receive settlement funds recovered through opioid-related litigation and to calculate, distribute, and remit payment of (1) attorneys' fees; (2) lead litigator costs; (3) required Medicaid reimbursements, if any; and (4) Carson City's allocation of settlement funds to Carson City.

12. Finance

12.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 June 3, 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.

13. Health and Human Services

13.A For Possible Action: Discussion and possible action regarding a proposed Amendment to and Extension of Lease (“Amendment”) by and between Carson City NV I SGF LLC, a Delaware limited liability company (“Lessor”) and Carson City (“City”) on behalf of the Carson City Department of Health and Human Services at the rate of \$25,116.00 per year for a term of 1 year, commencing on July 1, 2022 and terminating on June 30, 2023 (Nicki Aaker, NAaker@carson.org; Dustin Boothe, DBoothe@carson.org)

Staff Summary: Sierra Medical Complex, Limited Partnership and the City entered into a Commercial Lease Agreement dated on or about July 20, 2020 (the "Lease") for certain premises containing approximately 1,350 rentable square feet in Suite 210, in the building known as Capital Plaza Business Center located at 1000-1150 East William Street, Carson City, Nevada (the "Premises"). The City leased the Premises for an initial 1-year term at \$24,300.00 per year. The City exercised an option to renew the Lease for an additional 1 year that expires on June 30, 2022. Lessor has succeeded to all of the right, title, and interest of original lessor in and to the Premises and Lease. Staff recommends leasing the Premises for another 1-year term at the rate of \$25,116.00 per year.

13.B For Possible Action: Discussion and possible action regarding the proposed submittal of an application by Carson City Department of Health and Human Services ("CCHHS") to the Nevada Housing Division for the Emergency Solutions Grant ("ESG") in the amount of approximately \$65,000. (Nicki Aaker, NAaker@carson.org and Mary Jane Ostrander, mostrander@carson.org)

Staff Summary: This is a renewal application for a housing grant that Carson City has received from the Nevada Housing Division since 2011. CCHHS applies each year and each grant's project period is 2 years. This grant application includes additional funding for the street outreach project which is eligible in this grant.

13.C For Possible Action: Discussion and possible action regarding the creation of a full-time grant-funded Public Health Program Specialist position in the Carson City Department of Health and Human Services ("CCHHS"), which will provide services to the CCHHS Public Health Preparedness ("PHP") Division. (Nicki Aaker, NAaker@carson.org; Jeanne Freeman, JMFreeman@carson.org)

Staff Summary: If approved, this position will be 100% grant funded by the Public Health Preparedness IZ COVID Equity, Round 4 grant. In addition, it will replace the position that was contracted through a temporary employment agency and create a full-time City position.

13.D For Possible Action: Discussion and possible action regarding the creation of a third full-time grant-funded Public Health Preparedness ("PHP") Planner position in the Carson City Department of Health and Human Services ("CCHHS"), which will provide services to the CCHHS Public Health Preparedness Division. (Nicki Aaker, NAaker@carson.org; Jeanne Freeman, JMFreeman@carson.org)

Staff Summary: If approved, this position will be 100% grant funded by the Public Health Emergency Preparedness ("PHEP") and Hospital Preparedness Program ("HPP") grants. The planner will assist with development of the increased number of preparedness and emergency plans that are required to be in place by federal partners or are necessary to support public health emergency operations. In addition to developing the plans, the PHP Planner will assist with exercises conducted to practice and evaluate the plans.

14. Parks and Recreation

14.A For Possible Action: Discussion and possible action regarding a proposed grant of a non-exclusive easement ("Easement") from Carson City to Sierra Pacific Power, a Nevada corporation, d/b/a NV Energy ("Utility") at no cost to construct, operate, add to, modify, maintain

and remove communication facilities and electric line systems for the distribution of electricity ("Facilities") located on Carson City property with Assessor Parcel Number 008-531-08 ("Property"). (Nick Wentworth, NWentworth@carson.org; Robert Nellis, RNellis@carson.org).

Staff Summary: Staff requested that Utility install a transformer and meter on the Property for future City projects that will require electricity at the Carson City Rifle and Pistol Range. The Easement grants Utility the right to ingress and egress and to construct, install, remove, clear, cut or trim any obstruction or material (including but not limited to trees, vegetation and structures) from the surface or subsurface of the Easement area as Utility may deem necessary for the safe and proper use and maintenance of the Facilities in the Easement.

15. Public Works

15.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") 009-052-30 and also known as a portion of South Curry Street, as offered for dedication by the Parcel Map for Metcalf Ohana LLC, recorded as Map Number 3002 on January 12, 2021 ("Parcel Map"). (Robert Nellis, RNellis@carson.org; Randall Rice, RRice@carson.org)

Staff Summary: Staff is requesting acceptance of APN 009-052-30, which consists of the portion of the South Curry Street right-of-way abutting the western frontage of APNs 009-052-29 and 009-052-28 ("Property"). This right-of-way was offered for dedication in the Parcel Map, but the City deferred acceptance of the right-of-way at that time, with the right to accept it at a later date. City staff has determined that the right-of-way is built to City standards, so acceptance of the dedication is recommended.

15.B For Possible Action: Discussion and possible action regarding a proposed non-exclusive utility and access easement ("Easement") from Carson City to Southwest Gas Corporation ("SW Gas") for existing natural gas pipeline and appurtenances ("Gas Lines") located on Carson City land with Assessor Parcel Number 010-031-04 and commonly known as the Carson City Corporate Yard ("Property"). (Robert Nellis, RNellis@carson.org; Randall Rice, RRice@carson.org).

Staff Summary: There are existing Gas Lines on the Property delivering natural gas to a number of City facilities. The Easement grants SW Gas the right to access and work on Gas Lines within the Property. The Easement is being granted to SW Gas at no cost since the Gas Lines provide City facilities with access to natural gas.

15.C For Possible Action: Discussion and possible action regarding (1) a proposed Administrative Order on Consent ("AOC") between Carson City and the United States Environmental Protection Agency ("EPA") wherein Carson City voluntarily agrees to undertake specified measures to remedy alleged violations and prevent future violations within the Wastewater Pretreatment Program ("Program"), and (2) designating the Carson City Public Works Director as the City's authorized representative for submissions required by the AOC. (Adam Tully, ATully@carson.org and Andy Hummel, AHummel@carson.org)

Staff Summary: In September of 2020, the EPA conducted an audit of the Program. That audit did not identify any environmental harm caused by the City, its permitted users, or the Program; however, the audit did identify improvements the City should make to its Program to improve its

ability to document, monitor and enforce Program compliance. The AOC outlines the deficiencies found by the EPA and sets forth timelines to remedy those Program deficiencies.

16. Purchasing and Contracts

16.A For Possible Action: Discussion and possible action regarding a Forensic Support Services Agreement between Washoe County on behalf of the Washoe County Sheriff's Office and Carson City on behalf of the Carson City Sheriff's Office, for a fee not to exceed \$127,079 through June 30, 2023, and authorization for the Sheriff to execute the contract. (Carol Akers, cakers@carson.org and Sheriff Ken Furlong, kfurlong@carson.org)

Staff Summary: The Washoe County Sheriff's Office Forensic Science Division will perform forensic services listed in the Agreement (Option B) as deemed necessary by the Carson City Sheriff/Coroner. This contract does not include toxicology services; toxicology services are billed on a per test basis.

16.B For Possible Action: Discussion and possible action regarding authority for the Carson City Sheriff's Office ("CCSO") 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, for a total not to exceed amount of \$250,000 through June 30, 2023. (Carol Akers, Cakers@carson.org and Sheriff Ken Furlong, KFurlong@carson.org)

Staff Summary: The CCSO has an annual budget of \$250,000 to purchase food for the jail inmates. There are four main vendors from which to make the purchases: BakeMark, National Food Group, Nicholas and Company and Franco American Baking Company. Pursuant to City policy, approval from the Board of Supervisors is required when the total amount spent with any one vendor exceeds \$50,000.

16.C For Possible Action: Discussion and possible action regarding a determination that Contract No. 23300048 for professional services is not suitable for public bidding under NRS 332.115, and whether to award Contract 23300048 for Clinical Treatment and Counseling Services for Mental Health Court to Mary Bryan, a Licensed Clinician, for an amount not to exceed \$61,000, to be effective July 1, 2022 through June 30, 2023. (Carol Akers, cakers@carson.org and Max Cortes, mcortes@carson.org)

Staff Summary: Clinical Treatment and Counseling Services is a critical element of the Mental Health Court program to assist with stabilizing and treating the participants. The funding for this contract comes from the Nevada Supreme Court, Administrative Office of the Courts. The Carson City Justice/Municipal Court received the Fiscal Year 2023 Award Letter on June 7, 2022.

16.D For Possible Action: Discussion and possible action regarding authority for the Carson City Fire Department ("CCFD") to purchase personal protective equipment ("PPE"), including turnouts, and other safety equipment utilizing joinder contracts PS20060 and PS20015 between the League of Oregon Cities and L.N. Curtis & Sons for a not to exceed amount of \$125,000 through Fiscal Year ("FY") 2023. (Carol Akers, CAkers@carson.org and Sean Slamon, SSlamon@carson.org)

Staff Summary: CCFD is responsible for providing PPE, turnouts and other safety equipment to all the CCFD personnel who are active in the field. These items must meet the National Fire Protection Association's ("NFPA") safety standards. This purchase authority will allow CCFD to purchase PPE, turnouts and other safety equipment throughout FY 2023, as needed.

16.E For Possible Action: Discussion and possible action regarding authority for the Carson City Fire Department ("CCFD") to purchase emergency medical services ("EMS") equipment and supplies utilizing joinder contract PS20180 between the League of Oregon Cities and Life-Assist, Inc. for a not to exceed amount of \$80,000, through Fiscal Year ("FY") 2023. (Carol Akers, CAkers@carson.org and Sean Slamon, SSlamon@carson.org)

Staff Summary: CCFD purchases EMS equipment and supplies used on a daily basis for its EMS response. This includes items such as IV supplies, medications, bandages, splints and other items used in the treatment of patients at the scene of medical calls and during transport. This purchase authority will allow CCFD to purchase EMS equipment and supplies throughout FY 2023, as needed.

16.F For Possible Action: Discussion and possible action regarding authority for the Carson City Fire Department ("CCFD") to purchase emergency medical services ("EMS") equipment and supplies utilizing joinder contract MMS18016 between the Minnesota Multistate Contract Alliance for Pharmacy ("MMCAP") and Henry Schein, Inc. for a not to exceed amount of \$80,000, through Fiscal Year ("FY") 2023. (Carol Akers, CAkers@carson.org and Sean Slamon, SSlamon@carson.org)

Staff Summary: CCFD purchases EMS equipment and supplies used on a daily basis for its EMS response. This includes items such as IV supplies, medications, bandages, splints and other items used in the treatment of patients at the scene of medical calls and during transport. This purchase authority will allow CCFD to purchase EMS equipment and supplies throughout FY 2023, as needed.

16.G For Possible Action: Discussion and possible action regarding Contract No. 23300010 ("Contract") with Cannon Cochran Management Services, Inc. ("CCMSI") for CCMSI to serve as the third-party administrator for Carson City's self-insured workers' compensation claims through Fiscal Year ("FY") 2025 for a total amount not to exceed \$120,469. (Carol Akers, CAkers@carson.org and Cecilia Meyers, cmeyer@carson.org)

Staff Summary: The \$120,469 Contract total will be paid over the next three years, with \$39,196 owed for FY 2023, \$40,147 owed for FY 2024 and \$41,126 owed for FY 2025. This fee includes the claim management fee, an annual administration fee and OSHA system access.

16.H For Possible Action: Discussion and possible action regarding a proposed amendment to extend the term of an existing contract with Ion Wave Technologies, Inc. ("IWT") for Carson City's continued access to the Nevada Government Electronic Marketplace ("NGEM") procurement software, through Fiscal Year ("FY") 2027, for an amount not to exceed \$86,250. (Carol Akers, CAkers@carson.org)

Staff Summary: The City has used NGEM since 2017 to facilitate formal procurements. The original contract had a five-year term, concluding in FY 2022, for \$89,500. The proposed

Amendment 1 would provide the same service for another five-year term, concluding in FY 2027, for \$86,250.

16.I For Possible Action: Discussion and possible action regarding a modification to the Fiscal Year ("FY") 2022 vehicle purchase authority to purchase two Chevrolet Silverado 2500HDs, in lieu of two Ford F-350s, for a not to exceed amount of \$103,286.94 utilizing joinder contract 99SWC-NV21-8888 between the State of Nevada and Michael Hohl Motor Company ("Michael Hohl"). (Carol Akers, CAkers@carson.org and Mike Shaffer, MShaffer@carson.org)

Staff Summary: On December 2, 2021, the Board of Supervisors approved the purchase of replacements for 26 City vehicles, including vehicle 5514 with the Carson City Fire Department and vehicle 5527 with the Carson City Streets Division. Those two vehicles were to be replaced with Ford F-350 trucks; however, those Ford trucks have been unavailable for purchase. Therefore, the Carson City Fleet Services Division is now looking to replace vehicles 5514 and 5527 with Chevy Silverado 2500HD trucks. These two purchases were planned and are funded as part of the approved FY 2022 Capital Improvement Vehicle Replacement Program.

17. Treasurer

17.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 May 2022, submitted per Nevada Revised Statutes ("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

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

19. District Attorney

19.A For Possible Action: Discussion and possible action to adopt, on second reading, Bill No. 106, a proposed ordinance establishing various provisions governing administrative appeals related to land use and zoning. (Jason D. Woodbury, jwoodbury@carson.org)

Staff Summary: This is the second reading of a proposed ordinance which, if enacted, will establish various provisions governing administrative appeals related to land use and zoning in the Carson City Municipal Code ("CCMC"). Pursuant to Nevada Revised Statutes ("NRS") Chapter 237, a business impact statement was not required to be prepared with this ordinance.

20. Airport Authority

20.A For Possible Action: Discussion and possible action regarding the Carson City Airport Authority's ("CCAA") 2022-2027 Airport Capital Improvement Plan ("ACIP"), and three related Federal Fiscal Year ("FFY") 2022 applications to the Federal Aviation Administration ("FAA") for \$5,413,722.38 in grant funds, with an additional 6.25% match from CCAA in the amount of \$360,915.62, to fund automated weather observing system ("AWOS") relocation, approach light system installation and the design and construction of a new terminal building. (Corey Jenkins, cjenkins@flycarsoncity.com)

Staff Summary: Guidance from the FAA Airports District Office ("ADO") requires CCAA to prepare and annually submit a five-year, forward-looking ACIP to enable the ADO to prepare its regional ACIP program. For FFY 2022, the ACIP lists three capital projects to be funded by FAA grants, subject to a 6.25% CCAA match, and those grant applications are also included for review by the Board of Supervisors.

21. Health and Human Services

21.A For Possible Action: Discussion and possible action regarding a proposed interlocal contract between Carson City, through its Department of Health and Human Services ("CCHHS") and Douglas County in an amount not to exceed \$317,000 for the period of July 1, 2022 - June 30, 2023, \$323,000 for the period of July 1, 2023 to June 30, 2024, and \$337,000 for the period of July 1, 2024 through June 30, 2025, to provide environmental health services in Douglas County and cover the expenses of the environmental health position(s) and the program, including supervision and Carson City overhead. (Nicki Aaker, naaker@carson.org; Dustin Boothe, dboothe@carson.org)

Staff Summary: By entering into this interlocal contract, Carson City will be able to continue to provide environmental health services for Douglas County to promote and maintain the health of the citizens of Douglas County.

22. Purchasing and Contracts

22.A For Possible Action: Discussion and possible action regarding Contract 21300276 ("Contract") between Carson City and Core West, Inc. ("Core") to engage Core as a construction manager at risk ("CMAR") for a new fire station with shared facilities for emergency operations ("Project"), with Core providing pre-construction CMAR services for the Project for a not to exceed amount of \$54,000. (Carol Akers; CAkers@carson.org and Randall Rice; RRice@carson.org)

Staff Summary: A formal Request for Proposals (RFP 21300276) was released on April 25, 2022, seeking proposals for CMAR services on the Project. The Project will ultimately include the construction of a combined emergency operations center, fire station, and backup emergency dispatch center to meet the needs of an increasing population and to improve emergency management and preparedness capabilities for Carson City. The City and Core may negotiate a separate construction services contract in the future for Core to perform CMAR services for the construction phase of the Project.

23. City Manager

23.A For Possible Action: Discussion and possible action regarding, and a public hearing the report of the City Manager on the fiscal impact and recommended approval of, the proposed collective bargaining agreement ("CBA") between Carson City and the Fraternal Order of Police, Las Vegas Lodge #1 ("FOP") on behalf of the Carson City Alternative Sentencing Officers, for a 5-year term effective July 1, 2022 to June 30, 2027 with an estimated fiscal impact of \$312,688.64 for the term of the CBA. (Nancy Paulson, npaulson@carson.org and Melanie Bruketta, mbruketta@carson.org)

Staff Summary: Carson City and FOP have engaged in extensive labor negotiations for a successor CBA as the current CBA expired on June 30, 2021. The CBA is for a 5-year term beginning on July 1, 2022 through June 30, 2027, and includes changes to contract provisions concerning pay rates (Article 6), callback (Article 7), annual leave (Article 10), sick leave (Article 11), group health insurance (Article 12), retirement contributions (Article 23), uniform allowance (Article 24), additional pay (Article 25), court time (Article 27), fiscal emergency (Article 32) and various clerical, non-substantive changes throughout.

24. Finance

24.A For Possible Action: Discussion and possible action regarding a proposed agreement for excess workers compensation and employer's liability insurance with Safety National Casualty Corporation for a total estimated premium of \$200,586 for Fiscal Year ("FY") 2023. (Sheri Russell, srussell@Carson.org)

Staff Summary: Staff is recommending excess workers compensation and employer's liability insurance with Safety National Casualty Corporation for FY 2023. The total premiums for FY 2022 were \$176,747 so this renewal is an increase of approximately 13.5% for FY 2023. The increase is based on a 3.2% increase in payroll and a rate increase not to exceed 10%. Premiums are estimated and subject to audit based on actual, rated payroll at the end of the policy term.

24.B For Possible Action: Discussion and possible action regarding insurance agreements for a total aggregate premium not to exceed \$1,237,180 for Fiscal Year ("FY") 2023 to be paid from the Insurance Fund and to be entered into with: (1) the Nevada Public Agency Insurance Pool ("POOL") for property insurance (including automobile physical damage), boiler and machinery, pollution (excluding the landfill), cyber insurance, auto liability, general liability, employment practices, errors and omissions and law enforcement liability coverage at a premium not to exceed \$1,223,942; and (2) Great American for government crime insurance at a total premium of \$13,238. (Sheri Russell, srussell@carson.org)

Staff Summary: In FY 2022 the insurance listed in the agenda title was placed with POOL and Great American, respectively, and staff is recommending renewing the insurance with POOL and Great American. If approved, the City's renewal costs for POOL will increase by \$178,369 from FY 2022, a 17.1% increase, and for Great American will increase by \$1,418 from FY 2022, a 12% increase.

24.C For Possible Action: Discussion and possible action regarding a final appropriation for the Community Development Block Grant ("CDBG") funding for Fiscal Year ("FY") 2023. (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 2023 is \$482,788. Staff is recommending the allocation of \$35,000 (7.24%) to Public Service Programs, \$330,000 (68.5%) to Public Improvement Projects and \$48,278 (10%) for grant administration. The remaining \$69,510 would be allocated in the next CDBG grant cycle per the agreement between Carson City and the Nevada Governor's Office of Economic Development. A maximum of 15% is allowed for public services, a minimum of 65% must be spent on public facilities and improvements and a maximum of 10% is allowed for administration. No additional funding is expected.

24.D For Possible Action: Discussion and possible action regarding a proposed resolution to augment and amend the Carson City Fiscal Year ("FY") 2021-22 Budget in the amount of \$44,723,437. (Sheri Russell, srussell@carson.org)

Staff Summary: The proposed augmentation and revision is primarily due to bond issuance, negotiated employee contract changes, annual and sick leave payouts, overtime, fuel cost increases, Board of Supervisors actions and Internal Finance Committee approvals, federal and local grants, transfers of contingency and unanticipated sources of revenue.

24.E For Possible Action: Discussion and possible action regarding a proposed resolution for temporary interfund loans from the General Fund or the Regional Transportation Fund to the Carson Area Metropolitan Planning Organization ("CAMPO") Fund for an amount not to exceed \$675,000, and from the General Fund to the Transit Fund for an amount not to exceed \$875,000. (Sheri Russell, srussell@carson.org)

Staff Summary: The CAMPO Fund and the Transit Fund may incur temporary cash shortages on June 30, 2022. Both funds are awaiting grant reimbursements. The inter-fund loan would enable the City to cover any temporary cash shortages in these funds if necessary for financial reporting purposes. The Governmental Accounting Standards Board requires cash balances to be positive at year-end. NRS requires a hearing to ensure cash is available for the temporary funding. No interest rate will be charged, as it is anticipated that the Grant Reimbursements will be received no later than 60 days after June 30, 2022, the fiscal year-end.

25. Community Development - Planning

25.A For Possible Action: Discussion and possible action regarding a proposed resolution providing for the transfer of Carson City's 2022 Private Activity Bond Volume Cap ("Bond Cap") to the Nevada Rural Housing Authority ("NRHA"). (Hope Sullivan, hsullivan@carson.org)

Staff Summary: According to the provisions of Chapter 348A of the Nevada Revised Statutes and Chapter 348A of the Nevada Administrative Code, Carson City may annually allocate a share of State money that is set aside for tax exempt loans to fund industrial development and affordable housing projects. The Bond Cap provides lower-interest financing for eligible projects and can be transferred to another local government. If no application is received by the City for

the use of the Bond Cap and the City does not allocate its share to a specific entity such as the NRHA, the allocation goes back into the State-wide pool for re-allocation. The City has received no other requests for the allocation, and the NRHA is requesting the City's unused portion of the allocation. For 2022, Carson City's share of the Bond Cap is \$3,124,556.93.

25.B For Possible Action: Discussion and possible action to introduce, on first reading, a proposed ordinance amending Section 18.04.135 of the Carson City Municipal Code ("CCMC") to include watchman's quarters in the list of accessory uses for the General Commercial use district. (Heather Ferris, hferris@carson.org)

Staff Summary: The applicant is proposing to amend CCMC 18.04.135 to allow for watchman's quarters as an accessory use in a General Commercial use district. If approved, the watchman's quarters would be required to meet the requirements outlined in CCMC 18.05.035. Pursuant to Nevada Revised Statutes ("NRS") Chapter 237, a business impact statement is not required to be prepared with this ordinance.

25.C For Possible Action: Discussion and possible action regarding a master plan amendment to change the Master Plan designation from Medium Density Residential ("MDR") to Parks and Recreation ("PR") for APNs 008-852-28, 008-754-28, and 008-754-29 and Low Density Residential ("LDR") to Parks and Recreation ("PR") APNs 008-052-24, 008-051-23, 008-051-24, and 008-051-25, parcels located on the east side of Imus Road between Arrowhead Drive and Genoa Lane. (Heather Ferris, hferris@carson.org)

Staff Summary: As part of the 2021 Master Plan Annual Report staff inventoried City owned parks and recreational facilities to ensure the zoning and Master Plan designations are appropriate. The subject property is vacant park property owned by the City. To create consistency with the land use and ownership, the Master Plan designation should be Parks and Recreation. The requested Master Plan amendment is being made concurrently with a request for a zoning map amendment (ZA-2022-0217).

25.D For Possible Action: Discussion and possible action to introduce, on first reading, an ordinance approving a zoning map amendment to change the zoning from Single-family 6,000 ("SF6") to Public Neighborhood ("PN") for APN 008-852-28 and a portion of 008-754-28; and from Single-family 1 acre ("SF1A") to Public Neighborhood for APNs 008-052-24, 008-051-23; 008-051-24; 008-051-25; 008-754-29; and a portion of 008-754-28, parcels located on the east side of Imus Road between Arrowhead Drive and Genoa Lane. (Heather Ferris, hferris@carson.org)

Staff Summary: As part of the 2021 Master Plan Annual Report staff inventoried City owned parks and recreational facilities to ensure the zoning and Master Plan designations are appropriate. The subject property is vacant park property owned by the City. To create consistency with the proposed Master Plan designation, the property should be zoned Public Neighborhood. The requested zoning map amendment is being made concurrently with a request for a Master Plan map amendment (MPA-2022-0219).

25.E For Possible Action: Discussion and possible action to introduce, on first reading, an ordinance approving a zoning map amendment to change the zoning from Single-family 12,000 Planned Unit Development ("SF12-P") to Public Neighborhood Planned Unit Development ("PN-P") for the parcel located on the east side of Oak Ridge Drive, approximately 300 feet south of W. College Parkway, APN 007-462-13. (Heather Ferris, hferris@carson.org)

Staff Summary: As part of the 2021 Master Plan Annual Report staff inventoried City owned parks and recreational facilities to ensure the zoning and Master Plan designations are appropriate. The subject property is known as John Mankins Park and is owned by the City. To create consistency with the existing Parks and Recreation Master Plan designation the property should be zoned Public Neighborhood Planned Unit Development.

25.F For Possible Action: Discussion and possible action to introduce, on first reading, an ordinance approving a zoning map amendment to change the zoning from Single Family 5 acre (“SF5A”) to Public Community (“PC”) for parcels located on both sides of Sierra Vista Lane approximately 1 mile south of Carson River Road, APNs 010-121-08; 010-121-18; and 010-121-20. (Heather Ferris, hferris@carson.org)

Staff Summary: As part of the 2021 Master Plan Annual Report staff inventoried City owned parks and recreational facilities to ensure the zoning and Master Plan designations are appropriate. The subject property is known as Silver Saddle Ranch and is owned by the City. To create consistency with the existing Public Conservation Master Plan designation the property should be zoned Public Community.

25.G For Possible Action: Discussion and possible action to introduce, on first reading, an ordinance approving a zoning map amendment to change the zoning from Single-family 12,000 (“SF12”) and Conservation Reserve (“CR”) to Public Community (“PC”) for APN 007-061-18; and from Single-family 21,000 Planned Unit Development (“SF21-P”) to Public Community (“PC”) for APNs 007-322-32; 007-381-17; 007-382-27; 007-382-28; 007-383-07; 007-384-13; 007-385-09; 007-392-39; 007-394-16; 007-394-17; 007-401-06; 007-401-21; 007-401-36; 007-401-52; 007-401-68; 007-402-26, parcels located on both sides of Kings Canyon Road and Longview Way, within and adjacent to the Long Ranch Estates Planned Unit Development. (Heather Ferris, hferris@carson.org)

Staff Summary: As part of the 2021 Master Plan Annual Report staff inventoried City owned parks and recreational facilities to ensure the zoning and Master Plan designations are appropriate. The subject properties are owned by the City and part of the Long Ranch Estate Open Space and City trail system. To create consistency with the existing Open Space Master Plan designation the property should be zoned Public Community.

25.H For Possible Action: Discussion and possible action regarding a master plan amendment to change the Master Plan designation from Medium Density Residential (“MDR”) to Parks & Recreation (“PR”) for the parcel located at 1205 Race Track Rd., APN 010-732-05. (Heather Ferris, hferris@carson.org)

Staff Summary: As part of the 2021 Master Plan Annual Report staff inventoried City owned parks and recreational facilities to ensure the zoning and Master Plan designations are appropriate. The subject property is known as Schulz Ranch Park and is owned by the City. To create consistency with the land use and ownership, the Master Plan designation should be Parks and Recreation. The request for the Master Plan amendment is being made concurrently with a request for a zoning map amendment (ZA-2022-0222).

25.I For Possible Action: Discussion and possible action to introduce, on first reading, an ordinance approving a zoning map amendment to change the zoning from Single-family 6,000

Specific Plan Area (“SF6-SPA”) to Public Neighborhood Specific Plan Area (“PN-SPA”) for the parcel located at 1205 Race Track Rd, APN 010-732-05. (Heather Ferris, hferris@carson.org)

Staff Summary: As part of the 2021 Master Plan Annual Report staff inventoried City owned parks and recreational facilities to ensure the zoning and Master Plan designations are appropriate. The subject property is known as Schulz Ranch Park and is owned by the City. To create consistency with the proposed Master Plan designation, the property should be zoned Public Neighborhood. The request for the zoning map amendment is being made concurrently with a request for a Master Plan map amendment (MPA-2022-0223).

25.J For Possible Action: Discussion and possible action regarding a master plan amendment to change the Master Plan designation from Medium Density Residential (“MDR”) to Open Space (“OS”) for the parcel located at 1640 Tule Peak Circle, APN 010-733-03. (Heather Ferris, hferris@carson.org)

Staff Summary: As part of the 2021 Master Plan Annual Report staff inventoried City owned parks and recreational facilities to ensure the zoning and Master Plan designations are appropriate. The subject property is a detention basin within the Schulz Ranch subdivision and is owned by the City. To create consistency with the land use and ownership, the Master Plan designation should be Open Space. The requested the Master Plan amendment is being made concurrently with a request for a zoning map amendment (ZA-2022-0224).

25.K For Possible Action: Discussion and possible action to introduce, on first reading, an ordinance approving a zoning map amendment to change the zoning from Single-family 6,000 Specific Plan Area (“SF-6-SPA”) to Public Neighborhood Specific Plan Area (“PN-SPA”) for the parcel located at 1640 Tule Peak Circle, APN 010-733-03. (Heather Ferris, hferris@carson.org)

Staff Summary: As part of the 2021 Master Plan Annual Report staff inventoried City owned parks and recreational facilities to ensure the zoning and Master Plan designations are appropriate. The subject property is a detention basin within the Schulz Ranch subdivision and is owned by the City. To create consistency with the proposed Master Plan designation, the property should be zoned Public Neighborhood. The requested zoning map amendment is being made concurrently with a request for a Master Plan map amendment (MPA-2022-0215).

25.L For Possible Action: Discussion and possible action regarding a master plan amendment to change the Master Plan designation from Community / Regional Commercial (“C/RC”) to Open Space (“OS”) for a parcel located at 5480 Morgan Mill Road, APN 008-371-31 (Heather Ferris, hferris@carson.org)

Staff Summary: As part of the 2021 Master Plan Annual Report staff inventoried City owned and/or maintained parks and recreational facilities to ensure the zoning and Master Plan designations are appropriate. The subject property is the site of the Empire Cemetery. To create consistency with the land use, the Master Plan designation should be Open Space. The requested Master Plan amendment is being made concurrently with a request for a zoning map amendment (ZA-2022-0233).

25.M For Possible Action: Discussion and possible action to introduce, on first reading, an ordinance approving a zoning map amendment to change the zoning from General Industrial

(“GI”) to Conservation Reserve (“CR”) for a parcel located at 5480 Morgan Mill Road, APN 008-371-31. (Heather Ferris, hferris@carson.org)

Staff Summary: As part of the 2021 Master Plan Annual Report staff inventoried City owned parks and recreational facilities to ensure the zoning and Master Plan designations are appropriate. The subject property is the site of the Empire Cemetery and is maintained by the City. To create consistency with the proposed Master Plan designation, the property should be zoned Conservation Reserve. The requested zoning map amendment is being made concurrently with a request for a Master Plan map amendment (MPA-2022-0234).

25.N For Possible Action: Discussion and possible action to adopt, on second reading, Bill No. 107, an ordinance related to improvement districts, establishing provisions to levy the Downtown Neighborhood Improvement District (“DNID”) Fiscal Year (“FY”) 2023 assessment for the maintenance of the Downtown Streetscape Enhancement Project. (Hope Sullivan, hsullivan@carson.org)

Staff Summary: The Board of Supervisors must adopt an ordinance to levy the FY 2023 DNID assessment in accordance with the provisions of NRS Chapter 271. The total proposed assessment amount for FY 2023 is \$42,198, distributed between property owners as shown on the assessment roll in Exhibit A to the ordinance.

25.O For Possible Action: Discussion and possible action to adopt, on second reading, Bill No. 108, an ordinance related to improvement districts, establishing provisions to levy the South Carson Neighborhood Improvement District (“SCNID”) Fiscal Year (“FY”) 2023 assessment for the maintenance of the South Carson Street Complete Streets Project. (Hope Sullivan, hsullivan@carson.org)

Staff Summary: The Board of Supervisors must adopt an ordinance to levy the FY 2023 SCNID assessment in accordance with the provisions of NRS Chapter 271. The proposed assessment amount for FY 2023 is \$75,746 distributed between property owners as shown on the assessment roll in Exhibit A to the ordinance.

26. 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.

27. 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.

28. 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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