

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

Day: Thursday
Date: August 4, 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 - Ben Fleming, Silver Sage Church - Retired
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 - July 7, 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. Finance

7.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 July 22, 2022, per NRS 251.030 and 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. Purchasing and Contracts

8.A For Possible Action: Discussion and possible action regarding a proposed contract with iLOOKABOUT (“ILA”) for the Streetscape and Geoviewport (“GVP”) platform implementation and subscription for a fee not to exceed \$69,000, for a three-year term commencing upon completion of implementation, and authorization for the Assessor to sign the agreement. (Carol Akers; CAkers@carson.org and Kimberly Adams, KAdams@carson.org)

Staff Summary: If approved, ILA will take new photographs of buildings and structures in Carson City to assist appraisers during the property reappraisal cycles by providing uniformity and consistency, specifically with regard to multiple improvements on a single parcel. Funding was approved through the Fiscal Year (“FY”) 2023 Capital Improvement Program (“CIP”).

8.B For Possible Action: Discussion and possible action regarding Contract No. 23300158 with Escape Velocity Holdings, Inc. dba Trace3 LLC (“Trace3”) to purchase equipment, and three years of related software licenses and support, for the expansion of Carson City's backup system for a not to exceed amount of \$391,546.89. (Carol Akers, cakers@carson.org and Frank Abella, fabella@carson.org)

Staff Summary: Carson City's Information Technology Department (“IT”) is tasked with ensuring the City's electronic data is sufficiently backed up to allow data recovery in the event of a disaster, attack or similar circumstances. The City's current backup system is undersized for its current and future needs. If approved, this contract will provide sufficient hardware, plus three years of related software licenses and support, to meet the City's backup needs. Funding was approved as part of the Fiscal Year (“FY”) 2023 Capital Improvement Program (“CIP”).

8.C For Possible Action: Discussion and possible action regarding authorization to purchase WRAP Technologies' (“WRAP”) BolaWrap Remote Restraint Devices (“BolaWrap Device”) and related accessories for the Carson City Sheriff's Office (“CCSO”) through Proforce Law Enforcement (“PLE”) for a total amount not to exceed \$53,898.50. (Carol Akers, Cakers@carson.org and Sheriff Ken Furlong, KFurlong@carson.org)

Staff Summary: The BolaWrap Device uses less lethal force to wrap the arms and/or legs of a subject from a distance, allowing law enforcement officers to effectively tie a subject's arms or legs from a relatively safe distance and to limit mobility and the ability to raise a weapon. CCSO is unaware of any devices on the market that are similar to the BolaWrap Device, and PLE is the sole authorized distributor for WRAP. This purchase was approved as part of the Fiscal Year (“FY”) 2023 Capital Improvement Program (“CIP”).

8.D For Possible Action: Discussion and possible action regarding Amendment No. 2 to Contract No. 20300170 with H+K Architects (“H+K”) to expand the scope of services for the Carson City Juvenile Detention Center Needs Assessment (“Project”), to increase the contract amount by \$37,750 for a new not to exceed amount of \$116,750 and to extend the time for H+K to perform the Project through December 31, 2022. (Carol Akers, CAkers@carson.org and Ali Banister, Abanister@carson.org)

Staff Summary: This amendment will allow H+K to supplement its existing facility needs assessment to identify possibilities for remodeling, and additions to, the existing building, with the intent of using the existing building for as many functions as possible. Additional funding for the Project was approved through the Capital Improvement Program (“CIP”) for Fiscal Year (“FY”) 2023.

8.E For Possible Action: Discussion and possible action regarding Contract 23300003 for Cashman Equipment Company (“Cashman”) to provide repair and preventative maintenance services, as needed, for heavy equipment at the Carson City Landfill (“Landfill”) during Fiscal Year (“FY”) 2023, for an annual amount not to exceed \$150,000. (Carol Akers, cakers@carson.org and Rick Cooley, rcooley@carson.org)

Staff Summary: The Landfill operates seven pieces of Caterpillar brand heavy equipment and five other brands of heavy equipment that require repair and maintenance throughout any given year. Cashman is the only authorized service provider with access to Caterpillar’s proprietary diagnostic equipment; therefore, Cashman performs most of the repairs and maintenance on the Landfill’s heavy equipment.

8.F For Possible Action: Discussion and possible action regarding purchase authority for 36 vehicles for several Carson City departments, for a not to exceed amount of \$3,655,551.37 utilizing the following nine joinder contracts: (1) 99SWC-NV21-8888 between the State of Nevada and Michael Hohl Motor Company; (2) 99SWC-NV21-8815 between the State of Nevada and Capital Ford; (3) HGAC FS12-19 between the Houston-Galveston Area Counsel (“Houston”) and Siddons Martin Emergency Group, LLC; (4) HGAC FS12-19A between Houston and Siddons Martin Emergency Group, LLC; (5) AM10-20 between Houston and Professional Sales and Service, LC; (6) 121918-MNR between Sourcewell and Monroe Towmaster, LLC; (7) 032119-JDC between Sourcewell and John Deere Construction Retail Sales; (8) 032119-CNH between Sourcewell and CNH Industrial America LLC; and (9) GS-07F-169DA between the United States General Services Administration and Lenco Industries, Inc. (Carol Akers, CAkers@carson.org and Mike Shaffer, MShaffer@carson.org)

Staff Summary: Multiple City departments are seeking to replace vehicles due to the age and/or condition of the vehicles. The vehicles being replaced are at the end of their useful lives and are no longer cost-effective to maintain. Staff seeks approval for a total of 36 vehicles to be replaced.

These requested purchases were planned for and are funded as part of the approved Fiscal Year (“FY”) 2023 Capital Improvement Vehicle Replacement Program.

(End of Consent Agenda)

Ordinances, Resolutions, and Other Items

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

10. City Manager

10.A For Possible Action: Discussion and possible action regarding the appointment of one member to the Advisory Board to Manage Wildlife to fill an at-large position to represent the general public of the City, for a term that will expire in July 2024. (Nancy Paulson, npaulson@carson.org)

Staff Summary: NRS 501.260 establishes a three or five-member county advisory board to manage wildlife, with qualified persons appointed by the Board of Supervisors. The Carson City Advisory Board to Manage Wildlife is comprised of five members and there is one position open; this is due to an expiration of term. A new application was received from Tim Wilson to fill the at-large position.

11. Purchasing and Contracts

11.A For Possible Action: Discussion and possible action regarding Contract No. 21300271 for Internal Audit Services with Eide Bailly, LLP, for an initial three-year term with two one-year options, for a not to exceed annual amount of \$110,000. (Carol Akers, cakers@carson.org and Sheri Russell, srussell@carson.org)

Staff Summary: Carson City is required to have an internal audit function to perform the duties described in article 3, section 3.075(2) of the Carson City Charter. A formal request for Statement of Qualifications (“SOQ”) 21300271 was released on February 28, 2022, requesting qualified firms to submit qualifications to perform the Internal Audit Services.

12. Finance

12.A For Possible Action: Discussion and possible action regarding a proposed resolution concerning the financing of infrastructure projects; directing the Carson City Clerk-Recorder to notify the Carson City Debt Management Commission of the City's proposal to issue general obligation infrastructure sales tax bonds additionally secured by pledged revenues, in the aggregate principal amount not to exceed \$5,550,000; providing certain details in connection therewith; and providing the effective date. (Sheri Russell, srussell@carson.org)

Staff Summary: The proposed resolution directs the Carson City Clerk-Recorder to give notice to the Carson City Debt Management Commission of the City's intent to issue general obligation infrastructure sales tax bonds in an amount not to exceed \$5,550,000, pursuant to NRS Chapter 350, in order to acquire, establish, construct, expand, improve and equip infrastructure projects as defined in NRS 377B.160(3).

13. Public Works

13.A For Possible Action: Discussion and possible action regarding a proposed resolution permitting Carson City to subordinate its interests—arising from a development agreement adopted as Ordinance No. 2021-14 (“Development Agreement”) for an affordable housing project (“Project”) planned on 2.91 acres of land along Butti Way with Assessor’s Parcel Number (“APN”) 010-037-07 (“Property”)—in the Property to Western Alliance Business Trust (“WABT”) through a subordination agreement (“Subordination Agreement”) between the City, WABT and Sierra Flats Senior LP (“Sierra Flats”). (Dan Stucky, DStucky@carson.org)

Staff Summary: The City’s Development Agreement with PalaSeek LLP, Oikos Development Corporation (“Oikos”), and Sierra Flats (collectively, “Developer”) provides that the City will convey the Property to Oikos at no cost, Developer will construct an affordable housing project on the Property and the Property must be used to provide affordable housing for at least 51 years. The City may subordinate its interest in the Property to a mortgage holder on that Property if the Board of Supervisors (“Board”) determines subordination is necessary to promote investment in the construction of the Project. WATB seeks the City’s assent to the Subordination Agreement to secure a \$2.2 million loan for the Project.

14. Fire

14.A For Possible Action: Discussion and possible action regarding (1) a five-year contract with Bryx, Inc. (“Bryx”) to provide equipment, software and support for a station alerting system for the Carson City Fire Department’s (“CCFD”) three fire stations for an amount not to exceed \$120,500; and (2) a recommendation from the 9-1-1 Surcharge Advisory Committee (“9-1-1 Committee”) to disburse \$115,500 in 9-1-1 Surcharge funds for this contract. (Aaron Lowe, alowe@carson.org.)

Staff Summary: Bryx’s station alerting software notifies appropriate CCFD personnel of emergency calls; automatically supplements information received from dispatch with GIS overlays of hydrant locations, geographical features and route directions for calls; and provides parallel incident notification to mobile devices. The not to exceed amount of \$120,500 is based on a \$92,900 charge for initial set up and the first year of service, then \$6,900 annually for years two through five of the contract. The 9-1-1 Committee recommended expending \$115,500 in 9-1-1 Surcharge funds for this contract.

15. City Manager

15.A For Possible Action: Discussion and possible action regarding a proposed settlement offer in the amount of \$400,000, payable to Plaintiff Tahoe Hemp, LLC, to settle all claims arising from litigation relating to proposed hemp cultivation on Carson City Open Space Property located at 4900 Carson River Road (“Buzzy’s Ranch”). (Nancy Paulson, npaulson@carson.org)

Staff Summary: This agenda item is for the Board of Supervisors to consider a settlement offer by the Plaintiff and Appellant, Tahoe Hemp LLC, who has filed a breach of contract lawsuit with related claims against the City based on the decision to not allow hemp to be cultivated at Buzzy’s Ranch. If the Board of Supervisors accepts the settlement offer, the District Attorney’s Office may proceed with all necessary action to finalize the settlement. If, however, the Board chooses

not to accept the settlement offer, the District Attorney's Office will continue to defend the City in an appeal before the Nevada Supreme Court.

16. 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.

17. 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.

18. 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 Alexis Philippi at aphilippi@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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