

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

Day: Thursday
Date: December 1, 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 - Pat Propster, Calvary Chapel
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 - November 3, 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. District Attorney

7.A For Possible Action: Discussion and possible action regarding a proposed amended and restated contract with the law firm of Lemons, Grundy & Eisenberg ("LGE") for legal services relating to The Travelers Indemnity Company's ("Travelers") provision of insurance to Carson City and Carson City's claims against Travelers for an additional amount of \$50,000.01, resulting in a new total not to exceed amount of \$100,000, and to authorize the City Manager and District Attorney to execute the contract. (Jason Woodbury, jwoodbury@carson.org)

Staff Summary: This item is for review and possible approval of an engagement letter to allow LGE to continue its representation of Carson City for the prosecution of claims against Travelers for failing to provide Carson City liability coverage as required by binding contracts for insurance with respect to certain claims by third-parties against Carson City that were litigated and settled in 2019-2020.

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 November 18, 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.

9. Fire

9.A For Possible Action: Discussion and possible action regarding an interlocal contract between Carson City and the Truckee Meadows Fire Protection District ("TMFPD") for mutual and automatic aid (the "Cooperative Agreement"), and authorization for the Mayor to sign the Cooperative Agreement and for the Fire Chief to sign the annual operating plans. (Sean Slamon, sslamon@carson.org)

Staff Summary: The proposed Cooperative Agreement sets the terms for mutual aid and automatic aid between the Carson City Fire Department and TMFPD for emergency incident response.

10. Health and Human Services

10.A For Possible Action: Discussion and possible action regarding a proposed amendment to an interlocal agreement between Carson City and the State of Nevada, acting by and through the Department of Health and Human Services Division of Health Care Financing and Policy

("DHC FP") and the Division of Welfare and Supportive Services ("DWSS"), for the non-federal share of expenditures and administrative services necessary to implement Medicaid in Carson City, for an additional \$21,479.59, resulting in a new total not to exceed amount of \$2,534,647.20. (Nicki Aaker, naaker@carson.org)

Staff Summary: The interlocal agreement authorizes DHC FP and DWSS to provide the administrative services necessary to implement the Nevada Medicaid Program State Plan in Carson City and requires Carson City to pay the non-federal share of Medicaid expenditures to DHC FP for medical, administrative and transaction costs for individuals qualifying for Medicaid in Carson City. Carson City's payment of the not to exceed amount is supported by an ad valorem tax and capped at 8 cents on each \$100 of assessed valuation of all taxable property in Carson City. Amendment No. 1 aligns the non-federal share of Medicaid expenditures with the actual and projected billing for the remainder of the contract period resulting in an increase from \$2,513,167.61 to \$2,534,647.20.

11. Purchasing and Contracts

11.A For Possible Action: Discussion and possible action regarding a five-year renewal of the existing contract with DEVNET, Inc ("DEVNET") for Property Tax and Computer Aided Mass Appraisal ("CAMA") software development and licensing, through March 1, 2028, for an additional \$565,604.80, resulting in a new total not to exceed amount of \$1,240,169.80. (Carol Akers, cakers@carson.org, Kimberly Adams, kaddams@carson.org and Andrew Rasor, arasor@carson.org)

Staff Summary: The original agreement was for a five-year term, ending on March 1, 2023, and will automatically renew for an additional five-year term unless a written intent to terminate the contract is provided to DEVNET by December 1, 2022. The Carson City Assessor and Treasurer would like to renew the agreement for the additional five-year term, concluding on March 1, 2028, for \$565,604.80. Renewal pricing is listed on page 17 of the original contract (page 19 of the supporting material).

11.B For Possible Action: Discussion and possible action regarding proposed Contract No. 23300167 with Eurofins Eaton Analytical, LLC ("Eurofins") to provide water quality testing services through December 31, 2025, for a total not to exceed amount of \$96,614. (Carol Akers, cakers@carson.org and Eddy Quaglieri, equaglieri@carson.org)

Staff Summary: Carson City tests the water in its municipal system to ensure that it meets all state and federal regulations governing water quality. Through the proposed contract, Eurofins would perform water quality testing for \$25,886 during 2023, \$50,099 during 2024 and \$20,629 during 2025, for a total not to exceed amount of \$96,614 over those three years.

11.C For Possible Action: Discussion and possible action regarding a proposed amendment to Contract No. 21300227 ("Amendment") between Carson City and RH Borden and Company LLC ("RH Borden") to complete a condition assessment of a significant portion of Carson City's sanitary sewer system, for an additional \$151,000, resulting in a new total not to exceed amount of \$294,750, and to extend the term of the contract to June 30, 2023. (Carol Akers, cakers@carson.org and Randall Rice, rrice@carson.org)

Staff Summary: As part of the City’s Sanitary Sewer Master Plan, the City has begun a multi-phased Sanitary Sewer Pipeline Condition Assessment Program (“Assessment Program”) to better understand the condition and needs of the Carson City sewer system. Contract No. 21300227 covered Phase IV of the Assessment Program and required RH Borden to use acoustic equipment to assess the state of approximately 50 percent of all pipes with a diameter of 12 inches or less in the sanitary sewer system. This Amendment covers Phase V and, if approved, would require RH Borden to use acoustic equipment to assess the remaining 50 percent of pipes not assessed through Phase IV. The information gathered will assist staff in prioritizing areas that need to be further inspected or cleaned.

12. Public Works

12.A For Possible Action: Discussion and possible action regarding a proposed resolution accepting the dedication of right-of-way designated as Assessor’s Parcel Number (“APN”) 010-757-01 and also known as portions of Wheeler Peak Drive, Eagle Peak Drive, Eagle Peak Circle, Lookout Peak Drive, Copper Mountain Drive, Mammoth Mountain Drive and Bismark Peak Drive, as offered for dedication in the final map for Phase 4 of the Schulz Ranch Subdivision, which was recorded in the office of the Carson City Clerk-Recorder as Map No. 2976 (“Final Map”) on October 7, 2019. (Robert Nellis, rnellis@carson.org and Randall Rice, rrice@carson.org)

Staff Summary: Staff is recommending acceptance of APN 010-757-01 containing right-of-way which is located in Phase 4 of the Schulz Ranch Subdivision. This right-of-way was offered for dedication in the Final Map. 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

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

14. Community Development - Planning

14.A For Possible Action: Discussion and possible action regarding an application from KP Investors, LLC (“Applicant”) to adopt, on second reading, Bill No. 123, a proposed ordinance amending the Zoning Map to change the zoning from Single-Family 12,000 (“SF12”) to Single-Family 6,000 (“SF6”) for an 8.41-acre parcel located at 1051 N Ormsby Blvd., Assessor’s Parcel Number (“APN”) 001-241-14. (Heather Ferris, hferris@carson.org)

Staff Summary: This is the second reading of an ordinance to rezone the 8.41-acre parcel from SF12 to SF6 consistent with the zoning to the south and east. The Applicant, through John Krmpotic, concurrently applied for a tentative subdivision map, SUB-2022-0375, proposing the creation of 41 single family residential lots. The Board of Supervisors (“Board”) approved the tentative subdivision map on November 3, 2022.

15. City Manager

15.A For Possible Action: Discussion and possible action regarding the appointment of two members to the Carson City Regional Transportation Commission ("RTC"), one to fill a partial term that expires in December 2023 and one to fill a full term that expires in December 2024. (Nancy Paulson, npaulson@carson.org)

Staff Summary: NRS 277A.170 and Carson City Municipal Code ("CCMC") 11.20.030 provide for the creation and organization of a five-member RTC. Staggered two-year terms are served by two members of the Board of Supervisors and three representatives of the public-at-large. Members of the RTC also serve on the Carson Area Metropolitan Planning Organization ("CAMPO"). There is one vacancy due to a resignation and one due to expiration of a term. A reappointment request was submitted by Jim Dodson. New applications were submitted by Christopher Moltz, Lucia Maloney and Don Hataway.

15.B For Possible Action: Discussion and possible action regarding the appointment of three members to the Carson City Open Space Advisory Committee, one for a partial term that expires in January 2024 and the other two for full terms that expire in January 2027. (Nancy Paulson, npaulson@carson.org)

Staff Summary: Carson City Municipal Code ("CCMC") 13.06.040 provides for the Board of Supervisors to appoint to the Open Space Advisory Committee seven members who serve staggered four-year terms. There is one vacancy due to a resignation and two vacancies due to expiration of terms. A reappointment request was submitted by Mary Berge. New applications were received from Beth Harrison, Richard Nagel, Robert Buttner, Samuel Mozingo, Jay Wiggins, Laura Chavez, Jeff Rauh and Traci Nelson.

16. Parks and Recreation

16.A For Discussion Only: Discussion and presentation regarding the Open Space Advisory Committee's 2021 Annual Report. (Lyndsey Boyer, lboyer@carson.org)

Staff Summary: Carson City Municipal Code ("CCMC") 13.06.090 requires the Open Space Advisory Committee to provide an annual report of its activities to the Board of Supervisors.

17. Health and Human Services

17.A For Possible Action: Discussion and possible action regarding the conversion of certain grant funded contract positions to full-time City positions in the Carson City Department of Health and Human Services ("CCHHS"), Epidemiology Division: two Epidemiologists, one Public Health Investigator and one Administrative Assistant ("the Positions"). (Nicki Aaker, naaker@carson.org and Jeanne Freeman, jmfreeman@carson.org)

Staff Summary: Currently, the Positions are 100% grant-funded and contracted with three different agencies: Marathon Temporary Employment Agency, Nevada System of Higher Education ("NSHE") and Centers for Disease Control and Prevention Foundation ("CDCF"). Hiring Epidemiology staff through the City's hiring process will ensure the availability of staff with the same expectations for oversight, policy adherence, wage ranges and benefit packages as other CCHHS employees, to meet the increase in disease case investigations, federal and state

reporting requirements and disease educational outreach needs. The proposed Positions will continue to be 100% grant funded.

18. Public Works

18.A For Possible Action: Discussion and possible action regarding initiating the process to increase the rates and fees charged for the use of Carson City's landfill ("Landfill"), which could include amending the Landfill rate and fee schedule at Carson City Municipal Code ("CCMC") 12.12.047. (Darren Schulz, dschulz@carson.org and Rick Cooley, rcooley@carson.org)

Staff Summary: Staff will present information on the Landfill's current and future funding needs. Staff seeks direction from the Board of Supervisors ("Board") concerning increasing the fees for Landfill use, with those increases designed to support the Landfill's operations, capital improvements and future capacity needs.

19. Board of Supervisors

Non-Action Items:

City Manager Update

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.

20. 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.

21. 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 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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