

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

Day: Thursday
Date: March 16, 2023
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 - Pastor Fred Kingman, Life Point 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 - February 16, 2023

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. City Manager

8.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 February 4, 2023 through March 3, 2023. (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.

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 March 3, 2023, per NRS 251.030 and NRS 354.290. (Sheri Russell-Benabou, 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. Purchasing and Contracts

10.A For Possible Action: Discussion and possible action regarding authorization to purchase 75 self-contained breathing apparatus ("SCBA") units and components for the Carson City Fire Department ("CCFD"), for an amount not to exceed \$631,411.40 from Allstar Fire Equipment Incorporated. (Jason Danen, jdanen@carson.org)

Staff Summary: If approved, this purchase will be funded through Federal Emergency Management Agency's ("FEMA"'s) regional Assistance to Firefighter Grant ("AFG") and additional funds allocated to the Fiscal Year ("FY") 2023 budget, and will allow Carson City to replace the current SCBA units that are near expiration.

10.B For Possible Action: Discussion and possible action regarding authorization for the Carson City Public Works Department ("Public Works") to purchase one new Chevrolet Silverado for a not to exceed amount of \$44,688.65, 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: The Board of Supervisors ("Board") approved a full-time Construction Inspector position at its February 16, 2023, meeting. Public Works is seeking authority to purchase a vehicle for the Construction Inspector's use while performing City duties. If approved, this purchase will be paid by the Building Permits, Water, and Wastewater Funds.

10.C For Possible Action: Discussion and possible action regarding a proposed \$386,000 increase in purchase authority, beyond the previously approved \$1,137,554, for the purchase of (1) bulk fuel and related delivery services utilizing State of Nevada joinder contract 99SWC-NV20-4287 with Interstate Oil Company, contract 99SWC-NV20-4867 with Carson Valley Oil Co., Inc. and contract 99SWC-NV20-4283 with Flyers Energy, LLC; and (2) additional fuel access through a card lock fueling network using State of Nevada joinder contract 99SWC-NV21-7551 with Pilot Thomas Logistics, LLC, resulting in a new not to exceed amount of \$1,523,554 through June 30, 2023. (Carol Akers, Cakers@carson.org and Mike Shaffer, MShaffer@carson.org)

Staff Summary: Through these joinder contracts, the City purchases bulk fuel for City-owned vehicles and provides a card lock fueling network which allows City employees to refuel City vehicles. Due to severe disruptions in the global oil market and subsequent higher fuel prices, the City is on-track to exceed the annual fuel budget. If approved, the \$386,000 increase in purchase authority will cover the anticipated overage in fuel costs for the remainder of the fiscal year.

11. Treasurer

11.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 February 2023 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.

12. Sheriff

12.A For Possible Action: Discussion and possible action regarding a grant from the Department of Justice, 2022 Edward Byrne Memorial Justice Assistance Grant Program, for the TriNet Narcotics Task Force in the amount of \$80,000, and a proposed interlocal agreement between Carson City and Douglas County to pass \$40,000 in the grant funds to Douglas County for the TriNet Narcotics Task Force. (Sheriff Furlong, kfurlong@carson.org)

Staff Summary: If accepted, this grant will continue the efforts of the TriNet Narcotics Task Force. The project is funded through the Nevada Department of Public Safety, Office of Criminal

Justice Assistance. The award will continue to partially fund one deputy sheriff each in Carson City and Douglas County and operational funds used for drug interdiction operations. The grant period is February 21, 2023, through December 31, 2023. The proposed interlocal agreement is the mechanism through which to pass the grant funding on to Douglas County.

(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

14.A For Possible Action: Discussion and possible action to introduce, on first reading, a proposed ordinance repealing provisions governing certain common open space development in Carson City. (Hope Sullivan, hsullivan@carson.org)

Staff Summary: This is the first reading of a proposed ordinance which, if enacted, will repeal chapter 17.10 of the Carson City Municipal Code ("CCMC") in its entirety, thereby removing provisions governing certain common open space development in Carson City. Pursuant to Nevada Revised Statutes ("NRS") Chapter 237, a business impact statement was not required to be prepared with this ordinance.

15. Parks and Recreation

15.A For Possible Action: Discussion and possible action regarding a proposed draft of the Mills Park Master Plan for the preservation, design and development of Mills Park in Carson City. (Nick Wentworth, nwentworth@carson.org)

Staff Summary: This item is to consider the Mills Park Master Plan. The draft plan incorporates feedback from stakeholders and the public regarding future development of Mills Park. This item is intended to provide an opportunity for the public to review the proposed plan and to provide input, and for the Board of Supervisors to give guidance and direction to staff for finalizing the plan.

15.B For Possible Action: Discussion and possible action regarding proposed amendments to the Dog Rules and Regulations Policy No. 2023-1 and a proposed resolution to supersede Resolution No. 2023-R-1, exempting certain parks, trails and open space areas from Carson City Municipal Code ("CCMC") 13.02.090, to allow for dog use within Mills Park. (Jennifer Budge, jbudge@carson.org)

Staff Summary: CCMC 13.02.090 prohibits dogs in all Carson City parks except those exempted by the Board of Supervisors ("Board"). This item, if approved, would authorize an exemption for Mills Park, allowing dogs on-leash and dogs off-leash in designated areas. The Mills Park Master Plan identifies a future dog park for off-leash use and these amendments would ensure compliance with the Master Plan.

16. Public Works

16.A For Possible Action: Discussion and possible action regarding the 60% design concepts for the East William Street Complete Streets Project (“Project”) and authority to advance the Project to the 90% design stage. (Randall Rice, RRice@carson.org)

Staff Summary: This Project includes complete street improvements along East William Street between North Carson Street and the I-580/U.S. Highway 50 interchange, including pavement reconstruction and preservation, utility replacement, safety enhancements, undergrounding of overhead utilities and multi-modal transportation infrastructure. Staff will present the 60% design concepts that have been developed for the Project, which incorporates previous input and direction from the public, the Carson City Regional Transportation Commission (“RTC”) and the Board of Supervisors (“Board”). Staff will also discuss advancing Project design to the 90% stage and the overall status of the design improvements planned through the Project.

16.B For Possible Action: Discussion and possible action regarding a resolution (1) waiving residential sewer connection fees and related permit and inspection fees for all properties that connect to newly extended sewer main lines within a specified period of time in a designated area of southeast Carson City (“Area”); (2) requiring recorded notice that municipal sewer connection is available for Area properties; and (3) establishing a maximum period of time for Area properties to connect to municipal sewer. (Andy Hummel, AHummel@carson.org; Randall Rice, RRice@carson.org).

Staff Summary: Carson City Municipal Code (“CCMC”) 12.03.030(3) authorizes the Board of Supervisors (“Board”) to set conditions, by resolution, for waiving sewer connection fees for specific areas when a waiver would benefit public health. The proposed resolution waives up to one Sewer Equivalent Residential Customer value in sewer connection fees for Area properties as well as related permit and inspection fees. This waiver is proposed to be available for a limited period of time (“Incentive Period”), commencing after the City provides property owners notice that sewer main has been extended and connection at their property is available (“Notice of Availability”). The proposed resolution allows the Board to set the Incentive Period’s duration, and also (1) notes existing law providing that septic permits are invalid, and generally cannot be re-issued or modified, after municipal sewer service is available; (2) provides for recorded notice concerning the resolution; and (3) establishes a policy to compel connection if not done within a time period to be established by the Board.

16.C For Discussion Only: Discussion and presentation regarding a proposed policy (“Policy”) for the implementation of guidelines and procedures for the initiation, installation, maintenance and fee collection of electric vehicle charging stations available for public use on Carson City-owned property and rights-of-way (“City Property”). (Dan Stucky, DStucky@carson.org and Chris Martinovich, cmartinovich@carson.org)

Staff Summary: The proposed Policy, in draft form, establishes guidelines and procedures for the initiation, installation, maintenance and fee collection of electric vehicle charging stations open to public use on City Property.

16.D For Possible Action: Discussion and possible action regarding authorization for Carson City staff to perform due diligence for the conveyance, without consideration, of approximately 3.41 acres of undeveloped land designated as Assessor’s Parcel Number (“APN”) 010-037-06

("Phase 2 Property"), which is owned by Carson City, to Oikos Development Corporation ("Oikos"), a nonprofit organization, under NRS 244.287 for the development of Phase 2 of an affordable housing project ("Phase 2 Project"). (Dan Stucky, DStucky@carson.org and Robert Nellis, RNellis@carson.org).

Staff Summary: Construction has already commenced on the first phase of the affordable housing development ("Phase 1 Project") on 2.91 acres identified as APN 010-037-07 ("Phase 1 Property"). PalaSeek LLP ("PalaSeek"), Oikos and Sierra Flats Family I LP have drafted a proposed development agreement ("Phase 2 Development Agreement") for the Phase 2 Project. If the Board of Supervisors ("Board") approves the Phase 2 Development Agreement, Carson City would convey the Phase 2 Property to Oikos without consideration under NRS 244.287.

16.E For Possible Action: Discussion and possible action to introduce, on first reading, a proposed ordinance approving a development agreement between Carson City and PalaSeek LLP, Oikos Development Corporation and Sierra Flats Family I LP concerning the conveyance of approximately 3.41 acres of City-owned land and the development of the second phase of an affordable housing project on that land, located at Assessor's Parcel Number ("APN") 010-037-06 ("Phase 2 Property"). (Dan Stucky, DStucky@carson.org)

Staff Summary: Construction has commenced on the first phase of PalaSeek, LLP's ("PalaSeek") affordable housing project ("Phase 1 Project"), to be built on APN 010-037-07 ("Phase 1 Property"). The City, PalaSeek, Oikos Development Corporation ("Oikos") and Sierra Flats Family I LP ("SFF") have prepared a proposed development agreement for the second phase of PalaSeek's proposed project ("Phase 2 Project") to be built on the Phase 2 Property.

17. City Manager

17.A For Possible Action: Discussion and possible action regarding authorization for the District Attorney's Office to pursue all legal avenues and to take all necessary legal action to challenge an arbitration award issued in favor of the Carson City Deputy Sheriff's Association ("Association") concerning a dispute under the terms of the collective bargaining agreement ("CBA") between the Association on behalf of the deputy sheriffs and the City on behalf of the Carson City Sheriff's Office ("CCSO"). (Nancy Paulson, npaulson@carson.org)

Staff Summary: The Association filed a grievance pursuant to the CBA asserting various claims generally relating to the promotional opportunity of a deputy sheriff. The parties arbitrated the matter, and the arbitrator issued an award in favor of the Association. This item is for the purpose of obtaining authorization from the Board of Supervisors for the District Attorney's Office to challenge the award on behalf of the City and CCSO, including, without limitation, the filing of an appeal to vacate the award.

17.B For Possible Action: Discussion and possible action regarding coordination of legislative activity on pending state legislation before the Nevada Legislature and whether to adopt an official policy position or direct staff to advocate for or against any such legislation, including the submittal of proposed amendatory language. (Stephen Wood, swood@carson.org and Nancy Paulson, npaulson@carson.org)

Staff Summary: The Nevada Legislature is currently in its 82nd Regular Session. This item is for the Board of Supervisors to coordinate legislative efforts on pending state legislation that may

have an impact on Carson City, including the adoption of official policy positions, if any, and direction to staff to advocate for or against any such legislation. Due to unpredictable timing constraints inherent in the legislative process, the City will maintain a list of legislation that the City has identified in advance and which may be discussed and acted on by the Board during this agenda item. A copy of the list will be posted not less than three days before the date of each Board of Supervisors meeting during which this agenda item appears and may be obtained at the following Internet website: <https://www.carson.org/legislature>.

18. 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.

19. 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.

20. 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.

This notice has been posted at the following locations:
City Hall 201 North Carson Street
www.carson.org/agendas
<http://notice.nv.gov>