

**CARSON CITY CONSOLIDATED MUNICIPALITY  
NOTICE OF MEETING OF THE  
BOARD OF SUPERVISORS AND  
REDEVELOPMENT AUTHORITY**

**Day:** Thursday  
**Date:** April 20, 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](http://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](mailto: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 - March 16, 2023
7. Special Presentations

7.A Presentation of a Proclamation recognizing April as "Volunteer Appreciation Month."  
(Lyndsey Boyer, [lboyer@carson.org](mailto:lboyer@carson.org))

7.B Proclamation and presentation of the Employee-of-the-Quarter award to Houston Berntson, Firefighter/Paramedic. (Alana Mills, amills@carson.org)

Staff Summary: The Employee-of-the-Quarter program recognizes outstanding employees whose efforts have helped the City achieve the strategic goals adopted by the Board of Supervisors and who have demonstrated an effort to fulfill the City's mission, vision and values.

7.C 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

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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.  
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## 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 March 4, 2023 through April 7, 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.

8.B For Possible Action: Discussion and possible action regarding (1) the proposed execution of an Acknowledgement of Satisfaction of Promissory Note acknowledging that, as of March 31, 2023, Theo Properties LLC and Joda Limited Partnership ("Borrowers") have fully satisfied all amounts owed under the January 1, 2012 Consolidated Promissory Note ("Note"); and (2) the proposed execution and recordation of Substitution of Trustee and Full Reconveyance documents to release the Deeds of Trust securing the Note that are recorded against real property currently designated as Assessor Parcel Numbers ("APN") 009-153-19, 009-111-41 and 009-111-42. (Nancy Paulson, npaulson@carson.org)

Staff Summary: In 2005, the Carson City Board of Supervisors ("Board") and the Carson City Redevelopment Authority ("RDA") adopted Resolution Nos. 2005-R-12 and 2005-RAR-2, respectively, to establish a public-private partnership incentivizing franchised car dealers to establish or improve operations in Carson City's Redevelopment Project Area No. 2 ("Area 2"). Through this incentive program, the City and RDA loaned a principal amount of \$4,800,000 through the Note to facilitate the relocation of two new car dealerships to Area 2 and

improvements to a third already within Area 2. The City and RDA secured the Note by recording deeds of trust against the three dealership sites, APNs 009-153-19, 009-111-41 and 009-111-42. City Finance staff have determined that, as of March 31, 2023, the Note has been fully satisfied.

## 9. District Attorney

9.A For Possible Action: Discussion and possible action regarding the proposed settlement of claims by the State of Nevada and its political subdivisions, including Carson City, against Allergan Finance, LLC, Allergan Limited, Allergan USA, Inc. and Allergan, Inc. ("Allergan") concerning opioid-related claims and the proposed execution of the "Subdivision and Special District Settlement Participation Form" to be included in the written settlement agreement which will result in Carson City receiving 7 annual disbursements in the amount of \$33,773.12 beginning in 2023, resulting in a total settlement amount of \$236,411.83 in accordance with the terms of the settlement agreement and the One Nevada Agreement previously agreed upon among the State of Nevada and participating political subdivisions. (Jason D. Woodbury, [jwoodbury@carson.org](mailto:jwoodbury@carson.org))

Staff Summary: The State of Nevada and the law firm of Eglet Adams have negotiated terms of a proposed settlement with Allergan to resolve opioid-related claims by the State of Nevada and its political subdivisions which are parties to the One Nevada Agreement. Under the terms of the proposed settlement agreement, Carson City would agree to release and forever discharge its "Released Claims," as defined in the settlement agreement, in exchange for Allergan's payment of \$26,508,913.00 to the State of Nevada to be allocated among the State and participating political subdivisions in accordance with the terms of the One Nevada Agreement. Carson City's net allocation of the Allergan settlement funds is presently estimated to be \$236,411.83 which will be paid in 7 annual installments of \$33,773.12 beginning in 2023. Staff recommends approval of the proposed settlement.

9.B For Possible Action: Discussion and possible action regarding the proposed approval of a settlement of claims by the State of Nevada and its political subdivisions, including Carson City, against CVS concerning opioid-related claims and the proposed execution of the "Subdivision Participation Form" to be included in the written settlement agreement which will result in Carson City receiving 10 annual disbursements in the amount of \$146,955.01 beginning in 2023, resulting in a total settlement amount of \$1,469,550.12 in accordance with the terms of the settlement agreement and the One Nevada Agreement previously agreed upon among the State of Nevada and participating political subdivisions. (Jason D. Woodbury, [jwoodbury@carson.org](mailto:jwoodbury@carson.org))

Staff Summary: The State of Nevada and the law firm of Eglet Adams have negotiated terms of a proposed settlement with CVS to resolve opioid-related claims by the State of Nevada and its political subdivisions which are parties to the One Nevada Agreement. Under the terms of the proposed settlement agreement, Carson City would agree to release and forever discharge its "Released Claims," as defined in the settlement agreement, in exchange for CVS's payment of \$151,858,772.26 to the State of Nevada to be allocated among the State and participating political subdivisions in accordance with the terms of the One Nevada Agreement. Carson City's net allocation of the CVS settlement funds is presently estimated to be \$1,469,550.12 which will be paid in 10 annual installments of \$146,955.01 beginning in 2023. Staff recommends approval of the proposed settlement.

## 10. Finance

10.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 April 7, 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.B For Possible Action: Discussion and possible action regarding the designation of HintonBurdick CPAs and Advisors ("HintonBurdick") as the auditing firm for Fiscal Year 2022-2023, to provide auditing services in an amount not to exceed \$96,250 and an annual contingency amount not to exceed \$3,000 if needed for auditing additional major federal grant programs. (Sheri Russell-Benabou, srussell@carson.org).

Staff Summary: NRS 354.624 requires Carson City to designate the auditor or audit firm no later than three months prior to the close of the Fiscal Year for which the audit is to be performed. Carson City must also notify the Department of Taxation of the designation by March 31, 2023. The Board of Supervisors previously approved a three-year contract on March 18, 2021, with two one-year extensions subject to mutual agreement of the parties.

10.C For Possible Action: Discussion and possible action to certify charges, levy and direct the Treasurer to collect special assessments for Fiscal Year 2023-2024 as requested by the State Engineer of the State of Nevada, Department of Conservation and Natural Resources, for the Eagle Valley Groundwater Basin (\$35,000) and the Dayton Valley Groundwater Basin (\$2,400) and to further direct the Carson City Chief Financial Officer to remit the special assessment collections to the State. (Sheri Russell-Benabou, srussell@carson.org)

Staff Summary: Pursuant to NRS 534.040(2), the Board of Supervisors is required to certify and levy the special assessments needed to fund the budgets of the groundwater basins administered by the State Engineer. The amounts requested by the State Engineer will be required for the payment of necessary expenses for supervision over the groundwater basins to include, but not limited to special studies, water level measurements, crop/pumpage inventories, field investigations, aquifer tests, well driller inspections, intent to drill card and well log review, associated data collection and management.

## 11. Human Resources

11.A For Possible Action: Discussion and possible action regarding proposed health and vision insurance contracts for Carson City to provide benefits coverage to City employees and retirees with the following providers: (1) health insurance benefits through Anthem as a one-year contract renewal with a 2.0% rate increase for the PPO plan and a 2.0% rate increase for the high deductible plan, with monthly contributions to health savings accounts for employees in the amounts of \$199.20 (employee only), \$303.81 (employee plus spouse), \$290.70 (employee plus children) and \$411.70 (employee plus family); and (2) vision insurance benefits through Kansas

City Life as a two-year contract with no rate increase over the rates presently charged by Kansas City Life as the City's current provider. (Melanie Bruketta, mbruketta@carson.org)

Staff Summary: This item is for the Board of Supervisors ("Board") to consider the approval of contracts with benefit providers for the provision of health and vision insurance for City employees and retirees.

## **12. Parks, Recreation & Open Space**

12.A For Possible Action: Discussion and possible action regarding the Cultural Commission 2022/2023 Annual Report and 2023/2024 Work Plan. (Sierra Scott, siscott@carson.org)

Staff Summary: Pursuant to Carson City Municipal Code ("CCMC") 2.41.060, the Cultural Commission is required to submit an annual report and work plan to the Board of Supervisors no later than May 1 of each year. Attendance records of the Commission's members must be included in the annual report. The presented annual report covers the period of April 2022 to April 2023, and the work plan covers the period of April 2023 to April 2024.

12.B For Possible Action: Discussion and possible action regarding a proposed Request for Qualifications ("RFQ") for the South Carson Street/South Stewart Street Roundabout Public Art Project, including the reallocation of \$25,000 from the Facade Improvement Program in Fiscal Year ("FY") 2023 and \$25,000 from FY 2024 Redevelopment discretionary funds for a total budget of \$200,000. (Sierra Scott, siscott@carson.org)

Staff Summary: The roundabout at the intersection of South Carson Street and South Stewart Street is part of the recently completed South Carson Complete Streets Project. A "gateway monument" public art feature in the center of the roundabout has been discussed and envisioned for the last five years with Carson City first allocating funding for the project in 2018. The proposed RFQ was created in accordance with the approved Carson City Public Art Policy to seek proposals from qualified artists or artist teams through a competitive process, and is being brought to the Board of Supervisors ("Board") for review and approval prior to publishing.

## **13. Public Works**

13.A For Possible Action: Discussion and possible action regarding proposed Interlocal Contract No. 2023-3 ("Contract") between the Carson Water Subconservancy District ("CWSD") and Carson City for CWSD to contribute \$23,000 to the Morgan Mill High Water Mark Project ("Project"), which has an estimated overall cost of \$33,000. (Randall Rice, RRice@carson.org and Brianna Greenlaw, BGreenlaw@carson.org)

Staff Summary: The Project includes the engineering, design and installation of an artistic structure at the Carson City Morgan Mill Road River access area that displays the elevations of a 100-year flood event and past floods that have occurred at the location. CWSD's \$23,000 contribution can be used to fund the engineering and materials costs for the Project, but the City would be responsible for installation costs, which are currently estimated to be \$10,000. The overall goal of this project is to provide outreach to increase community awareness of flood risk and encourage actions to mitigate the risk.

## 14. Purchasing and Contracts

14.A For Possible Action: Discussion and possible action regarding a proposed interlocal agreement with reference number 3717-27-BEN (“Agreement”) between Carson City and the Rehabilitation Division of the State of Nevada’s Department of Employment, Training and Rehabilitation (“Division”) for vending machines and related services at no cost, effective July 1, 2023, through June 30, 2027. (Carol Akers, CAkers@carson.org)

Staff Summary: Under this proposed four-year Agreement, the Division would provide vending machines and related services to various City departments and buildings through the Division’s Business Enterprises of Nevada program.

14.B For Possible Action: Discussion and possible action regarding a proposed approval and award of Contract No. 23300236 to Precision Document Imaging (“PDI”) as the lowest responsive and responsible bidder pursuant to Nevada Revised Statutes (“NRS”) Chapter 332, to assist with converting microfiche and film to electronic images in WebEx Imaging Software for the Courts, for a not to exceed amount of \$140,690 to be funded through the Allocation Agreement for Fiscal Recovery Funds from the Nevada Supreme Court to the First Judicial District Court. (Carol Akers, CAkers@carson.org and Max Cortes, MCortes@carson.org)

Staff Summary: The First Judicial District Court applied for Fiscal Recovery Funds through the Nevada Supreme Court on August 10, 2022, to assist with converting court cases to WebEx Imaging Software. The Allocation Award concludes on December 31, 2024. The conversion project is expected to take 18 months to complete.

14.C For Possible Action: Discussion and possible action regarding Contract No. 23300241 (“Contract”) for Spencer Motorworks, LLC dba TSA Custom Car and Truck (“TSA”) to provide as-needed upfit services for Carson City vehicles used by the Sheriff’s Office, Fire Department and Public Works Department, for an annual not to exceed amount of \$300,000 through June 30, 2024, with four one-year renewal options. (Carol Akers, CAkers@carson.org and Mike Shaffer, MShaffer@carson.org)

Staff Summary: This Contract will provide the City with parts and labor for the after-market upfit of emergency response vehicles, including the purchase and installation of emergency lighting, traffic control devices, communications equipment and prisoner transport systems.

14.D For Possible Action: Discussion and possible action regarding a determination that PowerComm Solutions, Inc. (“PowerComm”) is the lowest responsive and responsible bidder pursuant to Nevada Revised Statutes (“NRS”) Chapter 338, and whether to award Contract No. 23300290 for the Public Works Corporation Yard Video Enhancement Project (“Project”) to PowerComm for a total amount not to exceed \$226,294.20. (Carol Akers, cakers@carson.org and Randall Rice, rrice@carson.org)

Staff Summary: This Project includes providing video surveillance improvements throughout the Carson City Corporation Yard. The not to exceed amount of \$226,294.20 comprises the base bid amount of \$205,722, plus a 10% contingency of \$20,572.20. The engineer’s base bid estimate for the Project was \$160,000. The Project was approved as part of the Fiscal Year (“FY”) 2021 Capital Improvement Plan (“CIP”).

14.E For Possible Action: Discussion and possible action regarding a determination that West Coast Paving, Inc. ("WCP") is the lowest responsive and responsible bidder pursuant to Nevada Revised Statutes ("NRS") Chapter 338 and whether to award Contract No. 23300305 to WCP for the Fire Station 51 Pavement Replacement Project ("Project") for a total amount not to exceed \$328,751.50. (Carol Akers, CAkers@carson.org and Randall Rice, RRice@carson.org)

Staff Summary: This Project will consist of full depth reconstruction of the parking lot located at Fire Station 51 at 777 S. Stewart Street. Both the employee parking and public parking lot will be reconstructed as part of this Project. The not to exceed amount of \$328,751.50 comprises the base bid amount of \$298,865, plus a 10% contingency of \$29,886.50. The engineer's estimate for the Project was \$360,000. This Project was approved as part of the Fiscal Year ("FY") 2022 Capital Improvement Plan ("CIP").

14.F For Possible Action: Discussion and possible action regarding a determination that Specialized Elevator Services Holding, LLC dba Koch Elevator ("Koch") is the lowest responsive and responsible bidder pursuant to Nevada Revised Statutes ("NRS") Chapter 338, and whether to award Contract No. 23300228 for the Public Safety Complex Elevator Upgrades Project ("Project") to Koch for a total amount not to exceed \$357,681.50. (Carol Akers, cakers@carson.org and Randall Rice, rrice@carson.org)

Staff Summary: The Project consists of upgrades to the existing elevators at the Public Safety Complex, two elevators located in the main courthouse building and one located in the jail portion of the building. The not to exceed amount of \$357,681.50 comprises the base bid amount of \$325,165, plus a 10% contingency of \$32,516.50. The engineer's base bid estimate for the Project was \$330,000. The Project was approved as part of the Fiscal Year ("FY") 2022 and 2023 Capital Improvement Plan ("CIP").

## **15. Treasurer**

15.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 March 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.

**(End of Consent Agenda)**

### **Ordinances, Resolutions, and Other Items**

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

**17. Community Development - Planning**

17.A For Possible Action: Discussion and possible action regarding an appeal filed by Catherine Borde ("Appellant") concerning the Planning Commission's approval of an application

from Carson Luxury Housing, LLC (“Applicant”) for a special use permit (“SUP”) to construct a multi-family residential development on a property zoned Neighborhood Business (“NB-P”) located on the southeast corner of Stafford Way and Silver Sage Drive, Assessor’s Parcel Number (“APN”) 009-563-07. (Heather Manzo, hmanzo@carson.org)

Staff Summary: On February 22, 2023, the Planning Commission heard and approved LU-2023-0016, a request to construct a 12-unit multifamily residential development on a ±27,268 square foot parcel located within the Stafford Greens Planned Unit Development, subject to conditions of approval. Multifamily residential development in a non-residential zoning district requires approval of a SUP and the property is zoned NB-P. The Appellant submitted an appeal of the Planning Commission's decision under Carson City Municipal Code ("CCMC") 18.02.060, appealing the approval of the SUP. The Board of Supervisors may affirm, modify or reverse the decision of the Planning Commission.

## 18. Public Works

18.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. 2023-6 (“Development Agreement”) for the second phase of an affordable housing project (“Phase 2 Project”) planned on 3.41 acres of land along Butti Way with Assessor’s Parcel Number (“APN”) 010-037-06 (“Phase 2 Property”)—in the Phase 2 Property to Zions Bancorporation, National Association (“Zions”) and Allianz Life Insurance Company of North America (“Allianz”) through a subordination agreement (“Subordination Agreement”) between the City, Zions, Allianz and Sierra Flats Family I 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 Phase 2 Property to Oikos at no cost, Developer will construct an affordable housing project on the Phase 2 Property and the Phase 2 Property must be used to provide affordable housing for at least 51 years. The City may subordinate its interest in the Phase 2 Property to a mortgage holder on that Phase 2 Property if the Board of Supervisors (“Board”) determines subordination is necessary to promote investment in the construction of the Phase 2 Project. Allianz and Zions seek the City’s assent to the Subordination Agreement to secure a loan for the Phase 2 Project.

## 19. Finance

19.A For Possible Action: Discussion and possible action regarding a proposed resolution setting the ad valorem tax rate for County Cooperative Extension for Fiscal Year ("FY") 2024 at 1.28 cents per \$100 of assessed valuation. (Sheri Russell-Benabou, srussell@carson.org)

Staff Summary: NRS 549.020 requires the Board of Supervisors to levy a tax rate of not less than 1 cent and not more than 5 cents per \$100 of assessed valuation within the county for cooperative agricultural extension work. The 1.28 cents per \$100 assessed valuation ad valorem tax rate requested is the same levy rate from prior years.

**PURSUANT TO NRS 549.020, THIS RESOLUTION MUST BE ADOPTED BY UNANIMOUS VOTE OF THE BOARD OF SUPERVISORS.**



19.B For Possible Action: Discussion and possible action on direction to staff concerning the proposed Carson City Fiscal Year ("FY") 2024 Tentative Budget and supplemental requests, which includes the General Fund, Special Revenue Funds, Enterprise Funds and all other budgeted funds. (Sheri Russell-Benabou, srussell@carson.org)

Staff Summary: The purpose of this item is to review the proposed FY 2024 Carson City Tentative Budget which includes the FY 2024 base budget (contractually required increases and zero increase to services and supplies). Staff will provide a presentation on both the Tentative Budget and the supplemental requests which include additions and reductions in services and supplies. All approved supplemental requests will be added to the Final Budget, and City department directors and elected officials may be available for questions on specific items.

19.C For Possible Action: Discussion and possible action on the proposed Carson City Capital Improvement Program ("CIP") for Fiscal Years 2024-2028. (Sheri Russell, srussell@carson.org)

Staff Summary: This is the annual update of the City's CIP which accompanies the City's annual budget. Staff will be making recommendations regarding the funding available and the recommended projects to be funded.

## **20. Recess as the Board of Supervisors**

### **Redevelopment Authority**

#### **21. Call to Order – Redevelopment Authority**

#### **22. Roll Call**

#### **23. 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.

#### **24. For Possible Action: Approval of Minutes – February 2, 2023**

#### **25. Community Development**

25.A For Possible Action: Discussion and possible action regarding the Fiscal Year ("FY") 2024 Redevelopment discretionary funds tentative budget allocations to implement Redevelopment objectives. (Hope Sullivan, hsullivan@carson.org)

Staff Summary: At its meeting of February 6, 2023, the Redevelopment Authority Citizens Committee ("RACC") reviewed requests and made recommendations to the Redevelopment Authority (RDA) regarding the allocation of undesignated Redevelopment funds and certain discretionary program funds. The purpose of this item is to review RACC's recommendation with the RDA.

## **26. Finance**

26.A For Possible Action: Discussion and possible action on the proposed Carson City Redevelopment Authority Fiscal Year ("FY") 2024 Tentative Budget and Capital Improvement Program ("CIP"). (Sheri Russell-Benabou, srussell@carson.org)

Staff Summary: This agenda item is to review the proposed FY 2024 Carson City Redevelopment Authority Tentative Budget and CIP. Staff will provide a presentation on assumptions and Capital planned for FY 2024.

## **27. City Manager**

27.A For Possible Action: Discussion and possible action regarding (1) the proposed execution of an Acknowledgement of Satisfaction of Promissory Note acknowledging that, as of March 31, 2023, Theo Properties LLC and Joda Limited Partnership ("Borrowers") have fully satisfied all amounts owed under the January 1, 2012 Consolidated Promissory Note ("Note"); and (2) the proposed execution and recordation of Substitution of Trustee and Full Reconveyance documents to release the Deeds of Trust securing the Note that are recorded against real property currently designated as Assessor Parcel Numbers ("APN") 009-153-19, 009-111-41 and 009-111-42. (Nancy Paulson, npaulson@carson.org)

Staff Summary: In 2005, the Board and the Carson City Redevelopment Authority ("RDA") adopted Resolution Nos. 2005-R-12 and 2005-RAR-2, respectively, to establish a public-private partnership incentivizing franchised car dealers to establish or improve operations in Carson City's Redevelopment Project Area No. 2 ("Area 2"). Through this incentive program, the City and RDA loaned a principal amount of \$4,800,000 through the Note to facilitate the relocation of two new car dealerships to Area 2 and improvements to a third already within Area 2. The City and RDA secured the Note by recording deeds of trust against the three dealership sites, APNs 009-153-19, 009-111-41 and 009-111-42. City Finance staff have determined that, as of March 31, 2023, the Note has been fully satisfied.

## **28. 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.

## **29. For Possible Action: To Adjourn as the Redevelopment Authority**

## **30. Reconvene as the Board of Supervisors**

## **31. Community Development**

31.A For Possible Action: Discussion and possible action regarding (1) a proposed resolution: (a) adopting a provisional order to amend the ordinance establishing the Downtown Neighborhood Improvement District ("DNID") under NRS Chapter 271; (b) reporting the City Engineer's estimated Fiscal Year ("FY") 2024 assessment roll for the DNID; (c) identifying the cost to be paid by the DNID for the purpose of paying for maintenance of the Downtown Streetscape Enhancement Project; (d) directing City staff to file the assessment roll with the Clerk's office; (e) fixing the time and place to hear complaints, protests and objections regarding the assessment or the propriety and advisability of amending the DNID ordinance; and (f)

directing City staff to provide notice of the public hearings pursuant to NRS Chapter 271; and (2) direction to staff regarding the DNID ordinance. (Hope Sullivan, hsullivan@carson.org)

Staff Summary: The proposed resolution initiates the process for: (a) amending the DNID ordinance; and (b) implementing the annual DNID assessment for FY 2024, both as provided in NRS Chapter 271. The proposed amendments to the DNID ordinance do not change the method of assessment but do amend the methods of calculating the assessment to be based on annual maintenance costs and includes a 10 percent administrative fee if the City administers the DNID. The base assessment for FY 2024 under Ordinance No. 2016-1 is \$106,050; however, the annual maintenance costs are \$77,597, with the proposed property owner's assessment for FY 2024 to be \$48,604 after reducing the assessment by the City's FY 2024 contribution, \$28,993. The assessment is distributed among the commercial property owners within the DNID as detailed in the resolution and assessment roll.

31.B For Possible Action: Discussion and possible action regarding (1) a proposed resolution: (a) adopting a provisional order to amend the ordinance establishing the South Carson Neighborhood Improvement District ("SCNID") under NRS Chapter 271; (b) reporting the City Engineer's estimated Fiscal Year ("FY") 2024 assessment roll for the SCNID; (c) identifying the cost to be paid by the SCNID for the purpose of paying for maintenance of the South Carson Street Complete Streets Project; (d) directing City staff to file the assessment roll with the Clerk's office; (e) fixing the time and place to hear complaints, protests and objections regarding the assessment or the propriety and advisability of amending the SCNID ordinance; and (f) directing City staff to provide notice of the public hearings pursuant to NRS Chapter 271; and (2) direction to staff regarding the SCNID ordinance. (Hope Sullivan, hsullivan@carson.org)

Staff Summary: The proposed resolution initiates the process for: (a) amending the SCNID ordinance; and (b) implementing the annual SCNID assessment for FY 2024, both as provided in NRS Chapter 271. The proposed amendments to the SCNID ordinance do not change the method of assessment but do amend the methods of calculating the assessment to be based on annual maintenance costs and includes a 10 percent administrative fee for the City's administration of the SCNID. The base assessment for FY 2024 under Ordinance No. 2021-8 is \$155,678, with the proposed property owner's assessment for FY 2024 estimated to be \$86,761 after reducing the assessment by the City's FY 2024 contribution for the maintenance of the South Carson Street corridor (\$24,406) and the amount expected to be collected through City right-of-way license (\$44,510). The assessment is distributed among the commercial property owners within the SCNID as detailed in the resolution and assessment roll.

## 32. City Manager

32.A 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>.

### **33. 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.

### **34. 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.

### **35. For Possible Action: To Adjourn**

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**\*\*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](mailto: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](http://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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