

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

Day: Thursday
Date: May 18, 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 - Brady Roser, The Bridge**
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 - April 20, 2023

7. Special Presentations

7.A Presentation of a proclamation recognizing May 2023 as National Treatment Court and Mental Health Awareness Month. (Judge Kristin Luis and Judge Thomas Armstrong)

7.B Presentation of a proclamation recognizing May 21 - May 27, 2023, as National Public Works Week. (Darren Schulz, dschulz@carson.org)

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

All matters listed under the consent agenda are considered routine and may be acted upon by the Board of Supervisors with one action and without an extensive hearing. Any member of the Board may request that an item be taken from the consent agenda, discussed and acted upon separately during this meeting. The Mayor, or the Mayor Pro-Tem, retains discretion in deciding whether or not an item will be pulled off the consent agenda.

8. Assessor

8.A For Possible Action: Discussion and possible action regarding a request to correct a clerical error and remove a total amount of \$819.52 in personal property taxes for Fiscal Year ("FY") 2020/2021, 2021/2022 and 2022/2023 from three accounts (CB 034266, CB 042942 and CB 040095) pursuant to NRS 361.765 and 361.768, and authorization to refund the taxes. (Kimberly Adams, kadams@carson.org)

Staff Summary: The Carson City Assessor's Office is requesting the partial removal and refund of taxes from the FY 2020/2021, 2021/2022 and 2022/2023 Personal Property Tax Rolls due to a clerical error that resulted in an overassessment of some of the equipment on account numbers CB 034266, CB 042942 and CB 040095.

9. City Manager

9.A For Possible Action: Discussion and possible action on ratifying the approval of bills and other requests for payments by the City Manager for the period of April 8, 2023, through May 5, 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.

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 May 5, 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.

11. Public Works

11.A For Possible Action: Discussion and possible action regarding a proposed interlocal agreement with the State of Nevada ("State") for the purchase of water by Carson City ("City") from the Marlette Lake Water System for Fiscal Year ("FY") 2024, for a total not-to-exceed amount of \$1,350,000. (Darren Schulz, dschulz@carson.org and Eddy Quaglieri, equaglieri@carson.org)

Staff Summary: While the City and the State's negotiations for a long-term agreement are ongoing, the City and the State propose the continuation of the existing interim water agreement for FY 2024 for the City to purchase water from the Marlette Lake Water System.

12. Purchasing and Contracts

12.A For Possible Action: Discussion and possible action regarding a proposed resolution determining that 20 Panasonic CF-31 in-car computers and three computer mounts ("Equipment") from the Carson City Sheriff's Office ("CCSO") have reached the end of their useful life and authorizing their donation, as-is, to Storey County for use by the Storey County Sheriff's Office. (Carol Akers, CAkers@carson.org and Frank Abella, Fabella@carson.org)

Staff Summary: The City's Information Technology Department reports that the Equipment has reached the end of its useful life. NRS 244.1505(2) allows the Board of Supervisors to donate equipment by resolution to another governmental entity if the equipment has reached the end of its useful life. The proposed resolution attaches and incorporates a Warranty Agreement providing that Storey County is taking the Equipment as-is, where-is and disclaiming any warranty by the City.

13. Treasurer

13.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 April 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.

13.B For Possible Action: Discussion and possible action regarding a request to remove a total amount of \$380.50 in taxes, penalties and other fees associated with five parcels (APNs 010-751-17, 010-751-32, 010-751-33, 010-753-18 and 010-754-01) that were dedicated by Lennar Reno,

LLC to Carson City in September 2022 for public use and which are now exempt from taxation pursuant to NRS 361.060. (Andrew Rasor, arasor@carson.org)

Staff Summary: NRS 361.060 exempts from taxation the property of counties, cities and certain other political subdivisions. These five parcels were dedicated by Lennar Reno, LLC to the Carson City Department of Parks, Recreation and Open Space and therefore are exempt from taxation. The Carson City Treasurer is requesting the removal of the taxes, penalties and fees from these properties that are now owned by Carson City.

13.C For Discussion Only: Discussion and presentation of an affidavit by the Carson City Treasurer to the Board of Supervisors, pursuant to NRS 361.5648(3), affirming that a notice of delinquency was mailed to each parcel having delinquent property taxes. (Andrew Rasor, arasor@carson.org)

Staff Summary: NRS 361.5648(3) requires the Carson City Treasurer as Ex-Officio Tax Receiver to issue a personal affidavit to the Board of Supervisors affirming that the Treasurer's Office has mailed a notice of delinquency to the property owners of each parcel having delinquent taxes for Fiscal Year ("FY") 2022-2023.

(End of Consent Agenda)

Ordinances, Resolutions, and Other Items

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

15. City Manager

15.A For Possible Action: Discussion and possible action regarding the appointment of one member to the Audit Committee for a partial term ending in December 2024. (Nancy Paulson, npaulson@carson.org)

Staff Summary: Carson City Municipal Code ("CCMC") 2.14.030 provides for a five-member Audit Committee, comprised of one member from the Board of Supervisors ("Board") and four members from the public as citizens-at-large. There is one vacancy due to an expiration of term in December 2022. This vacancy is a citizen-at-large position. Joseph Scalia submitted an application.

15.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>.

16. Public Works

16.A For Possible Action: Discussion and possible action regarding a proposed East Carson City Area Drainage Plan ("East Carson Plan") and direction to staff concerning the exploration of funding opportunities for drainage projects in the East Carson City area. (Randall Rice, RRice@carson.org and Brianna Greenlaw, BGreenlaw@carson.org)

Staff Summary: Area drainage studies identify and quantify flood risks, collect information from residents through public outreach and propose improvements that will reduce flood damage and losses. The East Carson Plan offers three potential projects to mitigate flooding identified in the eastern portion of the City in the Pinion Hills watershed.

17. Finance

17.A For Possible Action: Discussion and possible action regarding recommendations of the Carson City Audit Committee to approve the completed remediation plans and remove findings from the Audit Findings Tracking Summary Report. (Sheri Russell-Benabou, srussell@carson.org)

Staff Summary: The completed remediation plans for various recommendations and findings have been presented and approved by the Audit Committee. Upon approval by the Board of Supervisors, the completed recommendations and findings will be considered closed and removed from the Audit Findings Tracking Summary Report maintained by the internal auditor and City staff.

17.B For Possible Action: Discussion and possible action regarding proposed changes to the Plan of Expenditure for the Coronavirus Local Fiscal Recovery Fund, established by the American Rescue Plan Act ("ARPA") of 2021 ("ARPA Plan of Expenditure"), for the allocation of an additional \$410,000 of undesignated funds to the Centennial Park Tennis Courts Rehabilitation Project. (Sheri Russell-Benabou, srussell@carson.org)

Staff Summary: Staff presented proposed changes to the ARPA Plan of Expenditure during the January 19, 2023, Board of Supervisors ("Board") meeting. Based on that discussion, the City has undesignated ARPA funding of \$841,601. During the Capital Improvement Plan presentation on April 20, 2023, the Board directed staff to bring back an agenda item for consideration to potentially allocate additional funding for the rehabilitation of all eight tennis courts at Centennial Park.

17.C For Possible Action: Discussion and possible action regarding the Carson City Final Budget for Fiscal Year ("FY") 2024. (Sheri Russell, srussell@carson.org)

Staff Summary: Carson City is required by NRS 354.598 to hold a public hearing on the tentative budget, at which time interested persons must be given an opportunity to be heard. At the public hearing, the Board of Supervisors shall indicate changes, if any, to be made in the tentative budget and shall adopt a final budget by majority vote of all members of the Board of Supervisors.

17.D For Possible Action: Discussion and possible action regarding the adoption of a proposed resolution authorizing expenditures of \$429,096 in total funds from the community support services grants ("CSSG") program and the Quality of Life Initiative to non-profit organizations for Fiscal Year ("FY") 2024. (Rebecca Phipps, rhipps@carson.org)

Staff Summary: NRS 244.1505 requires that any funds granted by the Board of Supervisors ("Board) to private, non-profit organizations be made by resolution. The Board initially authorized funding on April 20, 2023.

18. Recess as the Board of Supervisors

Redevelopment Authority

19. Call to Order – Redevelopment Authority

20. Roll Call

21. 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.

22. For Possible Action: Approval of Minutes - April 20, 2023

23. Finance

23.A For Possible Action: Discussion and possible action regarding the Carson City Redevelopment Authority Final Budget for Fiscal Year ("FY") 2024. (Sheri Russell, srussell@carson.org)

Staff Summary: The Carson City Redevelopment Authority is required by NRS 354.598 to hold a public hearing on the tentative budget, at which time interested persons must be given an opportunity to be heard. At the public hearing, the Redevelopment Authority shall indicate changes, if any, to be made in the tentative budget and shall adopt a final budget by the favorable votes of a majority of all members of the Redevelopment Authority.

24. Community Development

24.A For Possible Action: Discussion and possible action regarding a recommendation to the Board of Supervisors ("Board") concerning the expenditure of \$3,823,708 from the Fiscal Year ("FY") 2024 Redevelopment Revolving Fund to support various events, incentives and capital improvement projects as included in the FY 2024 Redevelopment Budget and Capital Improvement Program. (Hope Sullivan, hsullivan@carson.org)

Staff Summary: NRS 279.628 authorizes the expenditure of money from the Redevelopment Revolving Fund for any expenses necessary or incidental to the carrying out of redevelopment plans and requires any such expenditure to be approved by resolution of the Board of Supervisors.

24.B For Possible Action: Discussion and possible action regarding a recommendation to the Board of Supervisors concerning the expenditure of \$50,000 from the Fiscal Year (“FY”) 2023 Redevelopment Revolving Fund to support the Downtown Gateway Feature as included in the FY 2023 Redevelopment Budget and Capital Improvement Program. (Hope Sullivan, hsullivan@carson.org)

Staff Summary: NRS 279.628 authorizes the expenditure of money from the Redevelopment Revolving Fund for any expenses necessary or incidental to the carrying out of the Redevelopment Plans and requires any such expenditure to be approved by resolution of the Board of Supervisors.

25. 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.

26. For Possible Action: To Adjourn as the Redevelopment Authority

27. Reconvene as the Board of Supervisors

28. Community Development - Planning

28.A For Possible Action: Discussion and possible action regarding a proposed resolution authorizing the expenditure of \$3,823,708 from the Fiscal Year (“FY”) 2024 Redevelopment Revolving Fund to support various events, incentives and capital improvement projects as included in the FY 2024 Redevelopment Budget and Capital Improvement Program. (Hope Sullivan, hsullivan@carson.org)

PURSUANT TO NRS 279.628, THIS RESOLUTION MUST BE ADOPTED BY A TWO-THIRDS VOTE OF THE BOARD OF SUPERVISORS.

Staff Summary: NRS 279.628 authorizes the expenditure of money from the Redevelopment Revolving Fund for any expenses necessary or incidental to the carrying out of redevelopment plans and requires any such expenditure to be approved by resolution of the Board of Supervisors.

28.B For Possible Action: Discussion and possible action regarding a proposed resolution authorizing the expenditure of \$50,000 from the Fiscal Year (“FY”) 2023 Redevelopment Revolving Fund to fund the Downtown Gateway Feature. (Hope Sullivan, hsullivan@carson.org)

PURSUANT TO NRS 279.628, THIS RESOLUTION MUST BE ADOPTED BY A TWO-THIRDS VOTE OF THE BOARD OF SUPERVISORS.

Staff Summary: NRS 279.628 authorizes the expenditure of money from the Redevelopment Revolving Fund for any expenses necessary or incidental to the carrying out of the Redevelopment Plans and requires any such expenditure to be approved by resolution of the Board of Supervisors.

28.C For Possible Action: Discussion and possible action regarding (1) the consideration of complaints, protests and objections to the Fiscal Year (“FY”) 2024 Downtown Neighborhood

Improvement District (“DNID”) assessment or the assessment roll or the propriety and advisability of amending the DNID ordinance and discussion; (2) the consideration of hardship determinations related to the FY 2024 DNID assessment and whether to direct the City Engineer to postpone the assessment for any approved hardship determination applicants; and (3) a resolution confirming the DNID assessment, dispensing with complaints, protests and objections to the assessment and the ordinance amendment, and ratifying the City Engineer’s FY 2024 assessment roll for the DNID. (Hope Sullivan, hsullivan@carson.org)

Staff Summary: Through Ordinance No. 2016-1, the Board of Supervisors (“Board”) established the DNID, whose purpose is to pay a portion of the cost of ongoing maintenance of streetscape improvements within the DNID area. Before the Board may levy the assessment or amend the DNID ordinance, the Board must hold this public hearing for the assessed property owners to present any complaints, protests or objections concerning the assessments or ordinance amendment; set aside, revise, correct or confirm the assessments and the ordinance amendments; and consider applications for hardship determinations. The estimated annual expenditures for FY 2024 are \$105,950, the City’s FY 2024 contribution is proposed to be \$37,284 and the property owner’s assessment for FY 2024 is proposed to be \$48,604 after reducing the assessment to draw down reserves. The assessment is distributed among the commercial property owners within the DNID as detailed in the resolution and assessment roll.

28.D For Possible Action: Discussion and possible action regarding (1) the consideration of complaints, protests and objections to the Fiscal Year (“FY”) 2024 South Carson Neighborhood Improvement District (“SCNID”) assessment or the assessment roll or the propriety and advisability of amending the SCNID ordinance; (2) the consideration of hardship determinations related to the FY 2024 SCNID assessment and whether to direct the City Engineer to postpone the assessment for any approved hardship determination applicants; and (3) a resolution confirming the SCNID assessment, dispensing with complaints, protests and objections to the assessment and the ordinance amendment, and ratifying the City Engineer’s FY 2024 assessment roll for the SCNID. (Hope Sullivan, hsullivan@carson.org)

Staff Summary: Through Ordinance No. 2021-8, the Board of Supervisors (“Board”) established the SCNID, whose purpose is to pay a portion of the cost of ongoing maintenance of the South Carson Street Complete Streets Project. Before the Board may levy the assessment or amend the SCNID ordinance, the Board must hold this public hearing for the assessed property owners to present any complaints, protests or objections concerning the assessments or ordinance amendment; set aside, revise, correct or confirm the assessments and the ordinance amendments; and consider applications for hardship determinations. The estimated annual expenditures for the SCNID for FY 2024 are \$155,677, the City’s FY 2024 contribution is \$24,406 and the City right-of-way license fees contribution is \$44,510. The remaining amount of \$86,761 is the proposed property owner’s assessment for FY 2024. The assessment is distributed among the commercial property owners within the SCNID as detailed in the resolution and assessment roll.

28.E For Possible Action: Discussion and possible action to introduce, on first reading, a proposed ordinance levying the Downtown Neighborhood Improvement District (“DNID”) Fiscal Year (“FY”) 2024 assessments and amending Ordinance No. 2016-1, which established the DNID. (Hope Sullivan, hsullivan@carson.org)

Staff Summary: This is the first reading of a proposed ordinance which, if enacted, will levy the FY 2024 DNID assessment on property owners within the DNID area and amend Ordinance No.

2016-1. The DNID's annual estimated expenditures for FY 2024 are \$105,950, the City's FY 2024 contribution is proposed to be \$37,284 and the property owners' assessment for FY 2024 is proposed to be \$48,604 after reducing the assessment to draw down reserves. Pursuant to Nevada Revised Statutes ("NRS") Chapter 237, a business impact statement was not required to be prepared with this ordinance.

28.F For Possible Action: Discussion and possible action to introduce, on first reading, a proposed ordinance levying the South Carson Neighborhood Improvement District ("SCNID") Fiscal Year ("FY") 2024 assessments and amending Ordinance No. 2021-8, which established the SCNID. (Hope Sullivan, hsullivan@carson.org)

Staff Summary: This is the first reading of a proposed ordinance which, if enacted, will levy the FY 2024 SCNID assessment on property owners within the SCNID area and amend Ordinance No. 2021-8. The SCNID's annual estimated expenditures for FY 2024 are \$155,677, the City's FY 2024 contribution is \$24,406 and the City right-of-way license fees contribution is \$44,510. The remaining amount of \$86,761 is the proposed property owner's assessment for FY 2024. Pursuant to Nevada Revised Statutes ("NRS") Chapter 237, a business impact statement was not required to be prepared with this ordinance.

29. 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.

30. 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.

31. 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>