

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

Day: Thursday
Date: March 7, 2024
Time: Beginning at 8:30 am
Location: Community Center, Robert "Bob" Crowell Board Room
851 East William Street
Carson City, NV 89701

AGENDA

NOTICE TO THE PUBLIC:

Members of the public who wish to view the meeting may watch the livestream of the Board of Supervisors and Board of Health 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 - Ken Haskins, Pastor, First Christian 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**

- 6.a January 31, 2024 Joint Meeting of the Board of Supervisors and the Planning Commission Meeting and February 1, 2024.
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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. Assessor

- 7.a For Possible Action: Discussion and possible action regarding a proposed contract, a Master Services Agreement and Order Form, with Pictometry International Corp. dba EagleView ("EagleView") to provide aerial imagery and access to cloud based imagery software and archival records ("Contract") for a term beginning upon signing and ending on September 11, 2031, for a yearly not to exceed amount of \$28,595.97, beginning in 2025 and continuing until 2030, for a total not to exceed amount of \$171,575.82. (Kimberly Adams, kadams@carson.org)

Staff Summary: This Contract with EagleView is for aerial photography of Carson City. The Contract is broken-down into three separate flight projects. The first flight and photography project will take place in 2025, the second in 2027 and the final flight will be in 2029. The initial payment of \$28,595.97 for each project is due upon provision of the imagery in the year of the flight and the second payment of \$28,595.97 is due one year later for continued access to the images and software maintenance. The two-year combined cost for each flight project is \$57,191.94.

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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 February 23, 2024, 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.

[Click Here for Staff Report](#)

9. Parks, Recreation, and Open Space

- 9.a For Possible Action: Discussion and possible action regarding a Public Art Donation Proposal Form, Exhibit A of the Public Art Policy. (Anna Freeman, afreeman@carson.org)

Staff Summary: The Public Art Policy, approved by the Board of Supervisors ("Board") on September 15, 2022, does not currently include a Public Art Donation Proposal Form, with Exhibit A listed as "TBD". The Cultural Commission recommends approval of the attached Public Art Donation Proposal Form as Exhibit A

of the Public Art Policy.
[Click Here for Staff Report](#)

10. Purchasing and Contracts

- 10.a For Possible Action: Discussion and possible action regarding Conflict Counsel Attorney Services Contract No. 24300060-B with John Leroy Arrascada, to be effective March 15, 2024 through June 30, 2026, in the amount of \$52,572.94 in Fiscal Year (“FY”) 2024, \$185,658 for FY 2025 and \$191,228.04 for FY 2026, for a total contract amount of \$429,458.98. (Carol Akers, cakers@carson.org and Nancy Paulson, npaulson@carson.org)

Staff Summary: Noel S. Waters, Esq. has served as a conflict counsel for the City for several years. The City received a letter of resignation from Mr. Waters effective January 31, 2024. Due to Mr. Waters’ pending caseload, it is imperative to provide conflict counsel services to his former clients and additional court cases conflicted from the Carson City Public Defender’s Office. Carson City advertised the position and received a letter of interest from John Leroy Arrascada, Esq. Staff recommends awarding the contract to Mr. Arrascada.

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- 10.b For Possible Action: Discussion and possible action regarding a determination that Simerson Construction, LLC (“Simerson”) is the lowest responsive and responsible bidder pursuant to Nevada Revised Statutes (“NRS”) Chapter 338 and whether to award Contract No. 24300302 for the Dewatering Building Mezzanine Slab Repair Project (“Project”) to Simerson for a total amount not to exceed \$490,245.80. (Carol Akers, cakers@carson.org and Randall Rice, rrice@carson.org)

Staff Summary: The Project will repair damaged concrete on the second floor of the Carson City Water Resource Recovery Facility’s Dewatering Building. The not to exceed amount of \$490,245.80 comprises the base bid amount of \$445,678, and a 10% contingency of \$44,567.80. The engineer’s estimate for the Project was \$230,000.

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(End of Consent Agenda)

Ordinances, Resolutions, and Other Items

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

12. City Manager

- 12.a For Possible Action: Discussion and possible action regarding the appointment of two members to the Carson City Parks and Recreation Commission, each for a four-year term ending on January 1, 2028. (Nancy Paulson, npaulson@carson.org)

Staff Summary: Chapter 2.16 of the Carson City Municipal Code ("CCMC") provides for a Parks and Recreation Commission consisting of seven members appointed by the Board of Supervisors. There are two positions available. New applications were submitted by Michael Plansky, Jacob McDermott, Douglas McKellar, Diane Baker-Roberts and Pamela Leonard Ray.

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13. 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.

14. 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.

15. For Possible Action: To Adjourn as the Board of Supervisors

Board of Health

16. Call to Order - Board of Health

17. Roll Call

18. 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.

19. For Possible Action: Approval of Minutes

19.a December 21, 2023

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20. Health and Human Services

20.a For Possible Action: Discussion and possible action regarding the proposed acceptance of a report from the Carson City Health Officer, Dr. Colleen Lyons (“Health Officer”). (Nicki Aaker; naaker@carson.org)

Staff Summary: The Health Officer's report outlines the activities of the Health Officer between November 30, 2023, and February 16, 2024, including meetings attended, actions taken on behalf of Carson City Department of Health and Human Services (“CCHHS”), policy review and trainings attended. Direction is requested from the Board of Health regarding the Health Officer's report concerning activities in which the Health Officer is engaged, both internally and externally, for CCHHS.

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- 20.b For Possible Action: Discussion and possible action regarding the proposed acceptance of a report from the Carson City Department of Health and Human Services ("CCHHS") Director, Nicki Aaker. (Nicki Aaker, Director; naaker@carson.org)

Staff Summary: The CCHHS Director's report contains program highlights and requests to the Board of Health ("Board"), statistics and reports from each CCHHS division, important news, staff training, challenges and fiscal distribution between general funds, revenue and grants. The Director's report also addresses: (1) an update and introductions of staff recruited for positions funded by the Centers for Disease Control and Prevention's Public Health Infrastructure Grant and the ARPA Capital Infrastructure Grant; (2) a request for Board member involvement in the development process of the Community Health Improvement Plan; (3) recent renovations to the Clinical Services reception area; and (4) the results of the 2023 rehousing efforts. New items added to the regular Director's report are previews of future Board items and requests for presentations and discussions at future meetings.

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- 20.c For Possible Action: Discussion and possible action regarding the proposed acceptance of the 2023 Annual Report of the Carson City Department of Health and Human Services ("CCHHS"). (Nicki Aaker, naaker@carson.org)

Staff Summary: The 2023 Annual Report provides an overview of CCHHS, including its mission, vision, values and the services provided in 2023, along with a funding overview. The public may access the report online at www.getthehealthycarsoncity.org.

[Click Here for Staff Report](#)

- 20.d For Possible Action: Discussion and possible action regarding the development of the third Community Health Improvement Plan ("CHIP") based on the findings of the third Community Health Needs Assessment ("CHNA") and the CHNA workshop scheduled for April 25, 2024. (Jeanne Freeman, jmfreeman@carson.org and Nicki Aaker, naaker@carson.org)

Staff Summary: Carson City Department of Health and Human Services ("CCHHS") is required to complete a CHNA, a CHIP and a Strategic Plan on a regular schedule as part of its Public Health reaccreditation process. The third CHNA has been developed and approved by the Board of Health, and a CHIP will be developed to address the public health problems/gaps identified in the CHNA. The CHIP involves community stakeholders and is to be carried out by all community stakeholders. CCHHS has scheduled a workshop and is asking for guidance from the Board of Health regarding participation in the workshop or stakeholders that should be contacted for an interview.

[Click Here for Staff Report](#)

21. 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.

22. For Possible Action: To Adjourn as the Board of Health

****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
Community Center 851 East William Street
www.carson.org/agendas
<http://notice.nv.gov>