

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

Day: Thursday
Date: April 4, 2019
Time: Beginning at 8:30 am
Location: Community Center, Sierra Room
851 East William Street
Carson City, Nevada

AGENDA

1. Call to Order - Board of Supervisors

2. Roll Call

3. Invocation - Nick Emery, New Hope Crossing

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 7, 2019

7. For Possible Action: Adoption of Agenda

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. Finance

8.A For Possible Action: Discussion and possible action regarding acceptance of the report on the condition of each fund in the treasury and the statements of receipts and expenditures through March 21, 2019, per NRS 251.030 and NRS 354.290. (Sheri Russell, srussell@carson.org)

Staff Summary: NRS 251.030 requires the Chief Financial Officer (for the purpose of the statute acting as the County Auditor) to report to the Board of Supervisors, at each regular

meeting thereof, the condition of each fund in the treasury. NRS 354.290 requires the County Auditor to report to the Board of Supervisors a statement of revenues and expenditures based on the accounts and funds as were used in the budget. A more detailed accounting is available on the City's website – www.carson.org.

9. Parks and Recreation

9.A For Possible Action: Discussion and possible action regarding ratification of the submission of a grant application to the Nevada Division of Forestry requesting \$90,000 from the Hazardous Fuels-Community Protection Grant Program. (Ann Bollinger, abollinger@carson.org)

Staff Summary: With a last minute announcement from the Nevada Division of Forestry regarding available grant funds from the recently approved Farm Bill, staff responded quickly by submitting a cover letter stating an interest in receiving funds for fuel reduction in the upper area of Kings Canyon. The proposed area is property managed by the Open Space Division and lies adjacent to private lands and U.S. Forest Service lands in which other fuel reduction projects have been implemented. The grant requires a 10% match through in-kind or cash, which will be provided by the Open Space Division.

10. Purchasing and Contracts

10.A For Possible Action: Discussion and possible action regarding the purchase of one Peterbilt Roll-Off truck for the Carson City Landfill utilizing joinder contract #081716-PMC through Sourcewell Cooperative Purchasing Agreement, for a not to exceed amount of \$103,036. (Carol Akers, Cakers@carson.org and Zach Good, Zgood@carson.org)

Staff Summary: The Carson City Landfill is looking to replace one Roll-Off truck. The current unit used by the City is a 2007 Peterbilt with 193,000 miles and 16,393 operation hours. This purchase was planned for and is funded as part of the current Fiscal Year 2019 Landfill equipment replacement budget.

(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 on Assembly Bill (AB) 406 of the 80th (2019) Session of the Nevada Legislature, a bill relating to the Airport Authority of Carson City. (Ken Moen, kmoen@flycarsoncity.com)

Staff Summary: During this session of the Nevada Legislature, City staff will bring to meetings of the Board of Supervisors legislative bills as requested by the Board for review or those that Staff believes will impact Carson City. AB 406 revises provisions relating to the appointment of members of the Board of Trustees of the Airport Authority; revises the powers

of the Board of Trustees of the Authority; revises provisions governing procedures concerning employment; and removes an obsolete transitory provision.

13. Purchasing and Contracts

13.A For Possible Action: Discussion and possible action regarding approval of award of Contract No. 1819-179, Carson River Trail System Phase II Design, Engineering and Construction Management, to Lumos & Associates, Inc., for a total not to exceed amount of \$404,900. (Carol Akers, CAkers@carson.org and Ann Bollinger, abollinger@carson.org)

Staff Summary: The project deliverables include, but are not limited to plans, specifications and bid documents for the layout and design, engineering, permitting, and construction of three non-motorized trail segments and amenities, totaling over three miles in length, of the Carson River Trail System Phase II: the Prison Hill Trail, the Mexican Ditch Trail Extension, and the West Riverbank Trail. The contract for \$404,900 is funded by a grant award from the Bureau of Land Management / Southern Nevada Public Land Management Act.

13.B For Possible Action: Discussion and possible action regarding determination that MNW Construction, LLC, is the lowest responsive and responsible bidder pursuant to NRS Chapter 338 and to award Contract No. 1819-198 Long Ranch Park Ramp and Path Improvements to MNW Construction, LLC, for a total not to exceed amount of \$205,701.10. (Carol Akers, CAkers@carson.org and Jennifer Budge, JBudge@carson.org)

Staff Summary: The contract is for all labor, materials, tools, and equipment necessary for the Long Ranch Park Ramp and Path Improvements Project. The construction contract is for the base bid amount of \$106,126, bid alternate items 1, 2, 3, and 4 for \$80,875.00, plus a contingency amount of \$18,700.10 to be funded from the accounts listed below. The engineer's base bid estimate for construction was \$165,000.00.

14. Health and Human Services

14.A For Possible Action: Discussion and possible action regarding authorization for Carson City Health and Human Services to apply for the Funds for Healthy Nevada Grant through the State of Nevada, Division of Public and Behavioral Health. (Nicki Aaker, naaker@carson.org)

Staff Summary: Funds will be awarded in annual increments (budget periods) and a project period of two (2) years, although projects may be approved for longer or shorter project periods for the purposes of providing family planning and preventive health services. Funds from this grant would be used to continue a program that has been administered under Carson City Health and Human Services' (CCHHS') Chronic Disease Prevention and Health Promotion Division since 2015.

15. Fire

15.A For Possible Action: Discussion and possible action regarding the Carson City Emergency Operations Plan (EOP) Revision. (Sean Slamon, sslamon@carson.org)

Staff Summary: The Emergency Operations Plan must be reviewed at a minimum of every five years or when a new senior elected or appointed official takes office, to comply with State

requirements. We have both newly elected and appointed officials within the City. The Letter of Promulgation will need signatures from the Mayor and the Board of Supervisors signifying their approval.

15.B For Possible Action: Discussion and possible action regarding approval of the Quad County Multi-Agency Coordination Guide. (Sean Slamon, sslamon@carson.org)

Staff Summary: This guide reflects the collaboration among Carson City, Douglas County, Lyon County, and Storey County, collectively referred to as the Quad County, and how these counties will work together to respond effectively to emergencies and disasters of a larger scale. With Board approval, the letter of intent will be signed by the City Manager.

16. Public Works

16.A For Possible Action: Discussion and possible action on Resolution No. 2019-____, superseding and revoking Resolution No. 1971-R-5, which outlines the maintenance agreement between Carson City and Douglas County whereby Carson City maintains a portion of Center Drive within Douglas County. (Lucia Maloney, Lmaloney@carson.org)

Staff Summary: Resolution No. 1971-R-5 was adopted in 1971 to formalize the maintenance responsibilities of Center Drive, which were assumed by Carson City at its sole cost. As proposed, the adoption of Resolution No. 2019-____ will supersede and revoke Resolution No. 1971-R-5 and revert responsibilities of repair, maintenance, and upkeep of Center Drive within Douglas County back to Douglas County.

16.B For Possible Action: Discussion and possible action regarding approval and adoption of a proposed policy to implement aesthetic requirements and procedures for small cell equipment installation on poles and street lights located in the City rights-of-way and to give limited authorization to the Director of Public Works or his or her designee to update the policy as needed. (Dan Stucky, DStucky@carson.org and Stephanie Hicks, SHicks@carson.org)

Staff Summary: The Federal Communications Commission (FCC) issued an order on September 27, 2018, which described specific standards for states' or localities' fees in connection with certain types of wireless facility deployments, addressed requirements relating to wireless facilities' aesthetic impact and related concerns, and set a time frame within which applications for installations on existing infrastructure must be processed. The Order acknowledged that "some localities will require some time to establish and publish aesthetics standards," and therefore the Order's aesthetics standards will not take effect until April 15, 2019, 180 days after the FCC order was published in the Federal Register on October 15, 2018.

17. Finance

17.A For Possible Action: Discussion and possible action regarding adoption of a resolution renaming the enterprise fund currently known and referenced in City documents as the "Stormwater Fund" as the "Stormwater Utility Fund", the "Sewer Fund" as the "Wastewater Utility Fund", and the "Water Fund" as the "Water Utility Fund." (Sheri Russell, srussell@carson.org)

Staff Summary: The Carson City Board of Supervisors may rename an enterprise fund by resolution which describes the purpose of the fund, the resources to be used to establish the fund and the sources to be used to replenish the fund. Fund 505, an enterprise fund, was established in 2001, and Fund 510 and Fund 520, enterprise funds, were established prior to 1951 when the City and County were separate entities. At that time, the use of the term "Sewer Fund" to reference Fund 510 was appropriate. Today, however, the Sewer Fund actually relates to a wide variety of functions, including Sewerage, Wastewater Treatment and Effluent Water Management. Therefore, staff requests the designation of a more accurate name for the fund - the "Wastewater Fund" - because the term "wastewater" encompasses sewer, wastewater treatment and effluent. Concurrently, the addition of the term "Utility" to each of the funds is requested as these three funds are often referred to singularly and collectively as the "Utility" Funds.

18. City Manager

18.A For Possible Action: Discussion and possible action on Senate Bill (SB) 281 of the 80th (2019) Session of the Nevada Legislature, a bill that authorizes the board of county commissioners to provide for reimbursements to be made to retailers of motor vehicle fuel and special fuel for certain fuel taxes imposed in those counties. (Adriana Fralick, afralick@carson.org)

Staff Summary: During this legislative session of the Nevada Legislature, City staff will bring to meetings of the Board of Supervisors legislative bills as requested by the Board for review or those that Staff believes will impact Carson City. SB 281 authorizes the board of county commissioners of certain counties to provide for reimbursements to be made to retailers of motor vehicle fuel and special fuel for certain fuel taxes imposed in those counties.

18.B For Possible Action: Discussion and possible action on Assembly Bill (AB) 146 and AB 296 of the 80th (2019) Session of the Nevada Legislature, two separate bills which establish, among other things, creation of the Nevada Office of the Inspector General with powers and duties that include auditing, investigation, inspection and performance review designed to provide increased accountability and oversight of local government. (Adriana Fralick, afralick@carson.org)

Staff Summary: During this legislative session of the Nevada Legislature, City staff will bring to meetings of the Board of Supervisors legislative bills as requested by the Board for review or those that Staff believes will impact Carson City. AB 146 creates the Nevada Office of the Inspector General. AB 296 revises provisions relating to governmental administration.

18.C For Possible Action: Discussion and possible action on Assembly Bill (AB) 344 of the 80th (2019) Session of the Nevada Legislature, a bill that prohibits a political subdivision from discriminating against or preventing certain uses of a telecommunication system or cable television system and requiring a political subdivision to allow installation, maintenance, operation and replacement of micro wireless facilities. (Adriana Fralick, afralick@carson.org)

Staff Summary: During this legislative session of the Nevada Legislature, City staff will bring to meetings of the Board of Supervisors legislative bills as requested by the Board for review or those that Staff believes will impact Carson City. AB 344 makes various changes to modernize the provision of cellular coverage.

18.D For Possible Action: Discussion and possible action on Assembly Bill (AB) 240 of the 80th (2019) Session of the Nevada Legislature, a bill that requires representatives from Carson City, Douglas County, Lyon County, Storey County and Washoe County to meet jointly for a specified period to identify issues and make recommendations regarding orderly management of growth in their region and to prepare and submit reports to the Legislative Commission. (Adriana Fralick, afralick@carson.org)

Staff Summary: During this legislative session of the Nevada Legislature, City staff will bring to meetings of the Board of Supervisors legislative bills as requested by the Board for review or those that Staff believes will impact Carson City. AB 240 requires certain counties to meet jointly and prepare reports addressing the orderly management of growth in their region.

18.E For Possible Action: Discussion and possible action on Assembly Bill (AB) 324 of the 80th (2019) Session of the Nevada Legislature, a bill that creates the Office of the Nevada Statewide 911 Coordinator in the Department of Public Safety, the Nevada Public Safety Communications Advisory Committee, the State 911 Fund and imposes a surcharge on certain devices, and certain taxes to fund the Coordinator and the Advisory Committee. (Adriana Fralick, afralick@carson.org)

Staff Summary: During this legislative session of the Nevada Legislature, City staff will bring to meetings of the Board of Supervisors legislative bills as requested by the Board for review or those that Staff believes will impact Carson City. AB 324 establishes provisions governing emergency 911 services.

18.F For Possible Action: Discussion and possible action on Assembly Bill (AB) 409 of the 80th (2019) Session of the Nevada Legislature, a bill establishing requirements for the issuance of a license to operate a marijuana consumption lounge. (Nancy Paulson, npaulson@carson.org)

Staff Summary: During this session of the Nevada Legislature, City staff will bring to meetings of the Board of Supervisors legislative bills as requested by the Board for review or those that staff believes will impact Carson City. AB 409 establishes requirements for the issuance of a license to operate a marijuana consumption lounge by a county or city; authorizes a marijuana consumption lounge to purchase marijuana or marijuana products from a retail marijuana store for resale to the customers of the marijuana consumption lounge; and imposes an excise tax on marijuana or marijuana products sold by a marijuana consumption lounge.

18.G For Possible Action: Discussion and possible action on Senate Bill (SB) 388 of the 80th (2019) Session of the Nevada Legislature, a bill relating to public records. (Nancy Paulson, npaulson@carson.org)

Staff Summary: During this session of the Nevada Legislature, City staff will bring to meetings of the Board of Supervisors legislative bills as requested by the Board for review or those that staff believes will impact Carson City. SB 388 provides for the designation of certain public records and portions of public records as confidential and requires a governmental entity to grant a request to copy such records under certain circumstances.

18.H For Possible Action: Discussion and possible action on Senate Bill (SB) 398 of the 80th (2019) Session of the Nevada Legislature, a bill relating to affordable housing. (Nancy Paulson, npaulson@carson.org)

Staff Summary: During this session of the Nevada Legislature, City staff will bring to meetings of the Board of Supervisors legislative bills as requested by the Board for review or those that staff believes will impact Carson City. SB 398 provides that the powers of a board of county commissioners to address matters of local concern include certain powers relating to affordable housing.

18.I For Possible Action: Discussion and possible action on Senate Bill (SB) 340 of the 80th (2019) Session of the Nevada Legislature, a bill relating to public works. (Nancy Paulson, npaulson@carson.org)

Staff Summary: During this session of the Nevada Legislature, City staff will bring to meetings of the Board of Supervisors legislative bills as requested by the Board for review or those that staff believes will impact Carson City. SB 340 revises provisions governing the circumstances under which a worker is deemed to be employed on a public work.

18.J For Possible Action: Discussion and possible action on Senate Bill (SB) 263 of the 80th (2019) Session of the Nevada Legislature, a bill relating to the regulation and taxation of certain vapor products and tobacco products. (Nancy Paulson, npaulson@carson.org)

Staff Summary: During this session of the Nevada Legislature, City staff will bring to meetings of the Board of Supervisors legislative bills as requested by the Board for review or those that staff believes will impact Carson City. SB 263 requires that certain vapor products be taxed and regulated as other tobacco products; establishes a license fee for retailers of cigarettes and other tobacco products and wholesale dealers of other tobacco products; requires certain taxes imposed on vapor products to be used for certain programs related to tobacco prevention and control and public health; requires a retail dealer of other tobacco products to submit certain taxes on vapor products to the Department of Taxation.

19. Board of Supervisors

Non-Action Items:

Legislative matters

Future agenda items

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

-- LUNCH BREAK - RETURN - 1:30 P.M. --

20. Community Development - Planning

20.A For Possible Action: Discussion and possible action regarding an appeal of the Planning Commission's decision to approve a Special Use Permit (SUP-18-181) for an extended stay

(maximum 180 days) RV park on property zoned Tourist Commercial (TC), located at 1400 Old Hot Springs Road, APN 008-123-40. (Heather Ferris, hferris@carson.org)

Staff Summary: The Planning Commission approved (4-2, 1 vacant) a Special Use Permit on January 30, 2019, for an extended stay RV park with 277 spaces. Amenities would include a clubhouse, general store, bocce ball courts, restrooms, showers, laundry facilities, pet area, walking trails, barbeque areas, and open space. Up to 30-day stays are allowed by right in RV parks within the Tourist Commercial zoning district, but stays of more than 30 days, up to a maximum of 180 days, require review and approval of a Special Use Permit. An appeal of the Planning Commission's decision was made by a nearby property owner. The Board of Supervisors may deny the appeal and uphold the Planning Commission's approval, modify the conditions of the Planning Commission's approval, or approve the appeal and deny the Special Use Permit.

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

****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. In addition, it is Carson City's aspirational goal to also provide for item-specific public comment as follows: In order for members of the public to participate in the public body's consideration of an agenda item, the public is strongly encouraged to comment on an agenda item when called for by the mayor/chair during the item itself. 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. The Mayor, Mayor Pro-Tem and Chair, also retain discretion to only provide for the Open Meeting Law's minimum public comment and not call for or allow additional individual-item public comment at the time of the body's consideration of the item when: 1) it is deemed necessary by the mayor/chair to the orderly conduct of the meeting; 2) it involves an off-site non-action facility tour agenda item; or 3) it involves any person's or entity's due process appeal or hearing rights provided by statute or the Carson City Municipal Code.

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 Janet Busse at jbusse@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:
Community Center 851 East William Street
Courthouse 885 East Musser Street
City Hall 201 North Carson Street
Carson City Library 900 North Roop Street
Community Development Permit Center 108 East Proctor Street
<http://notice.nv.gov>