

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

Day: Thursday
Date: March 5, 2020
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 - Mark Cyr, Salvation Army

4. Pledge of Allegiance

5. Public Comment:**

The public is invited at this time to comment on and discuss any topic that is relevant to, or within the authority of this public body.

6. For Possible Action: Approval of Minutes - February 6, 2020

7. For Possible Action: Adoption of Agenda

8. Special Presentations

8.A Presentation of a proclamation honoring Clarence & Martha "Betty" Berger for their generous donation to Western Nevada College.

8.B Presentation of a proclamation to recognize March 18, 2020 as "Nevada Moves Day."
(Kelly Norman, knorman@carson.org)

8.C Presentation of a proclamation to recognize March 2020 as the "18th Annual March for Meals Month." (Courtney Warner, cwarner@carson.org)

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.

9. Finance

9.A For Possible Action: Discussion and possible action regarding the report on the condition of each fund in the treasury and the statements of receipts and expenditures through February 21, 2020, 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.

10. Purchasing and Contracts

10.A For Possible Action: Discussion and possible action regarding an increase in purchase authority for Fire Personal Protective Equipment-Turnouts and Fire Rescue Tools and Equipment utilizing Curtis joinder contract No. 00000170 with NPPGov, through June 19, 2020, for an additional \$37,000 for a new total not to exceed amount of \$148,000. (Carol Akers, CAkers@carson.org and Sean Slamon, SSlamon@carson.org)

Staff Summary: The Carson City Fire Department recently acquired a new Tractor Drawn Aerial Apparatus (Ladder Truck) for the fleet, and new tools and equipment are needed to fully outfit the new truck. The quote for the tools and equipment is \$51,863.64, of which the Fire Department proposes to use \$14,863.64 from the previously approved annual purchase authority, and an additional purchase authority of \$37,000 to be funded with \$28,864 designated from the Vehicle Replacement Program and \$8,136 from the Fire Department's Small Tools and Equipment account.

(End of Consent Agenda)

Ordinances, Resolutions, and Other Items

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

12. Purchasing and Contracts

12.A For Possible Action: Discussion and possible action regarding an increase in purchase authority for Sodium Hypochlorite (Bleach), utilizing joinder contract #150063-SK-A through National IPA, for an additional \$80,000 for a new total not to exceed amount of \$300,000 through June 30, 2020 (File No. 1920-007). (Carol Akers, CAkers@carson.org and Andy Hummel, Ahummel@carson.org)

Staff Summary: The Carson City Public Works and Parks and Recreation Departments are currently utilizing the joinder contract through National IPA to purchase Sodium Hypochlorite (Bleach) used at the wastewater treatment plant, quill treatment plant and the aquatic center for pool disinfection. The price for the bleach has increased from \$0.997 per gallon to \$1.1466 per

gallon. The pricing is conducted through a cost/product analysis per agency when orders are placed. There has also been an increase in usage since the Phase 1A project improvements at the Water Resource Recovery Facility were brought online in 2017. The addition of the bioreactor unit resulted in reduced nutrient loading (nitrogen, ammonia, and phosphorous) in the effluent; however, this requires more bleach for final disinfection as previously the ammonia provided some natural disinfection that is now not occurring.

13. Public Works

13.A For Possible Action: Discussion and possible action regarding initiation of the process to change water and wastewater rates for the water and wastewater utilities, including increasing water rates by approximately 3% per year, and increasing wastewater rates by approximately 3.5% per year, beginning in FY 2021 and continuing through FY 2025. (Darren Schulz, DSchulz@Carson.org; Andy Hummel, AHummel@Carson.org; and Eddy Quaglieri, EQUaglieri@Carson.org)

Staff Summary: On February 7, 2019, the Board of Supervisors approved a contract with Farr West Engineering to prepare a water and wastewater rate refresh study of the water and wastewater rates. The objective of the study was to review the financial position of the respective funds; incorporate current and projected operating, maintenance, and capital improvement plan costs; and to determine revenue requirements to meet the projected expense requirements. Farr West Engineering will present the results and recommendations of the study. Upon approval from the Board of Supervisors, staff would initiate the process to change water and wastewater rates, which includes the preparation of a business impact statement and revisions to the Carson City Municipal Code to effectuate the rates.

13.B For Possible Action: Discussion and possible action regarding the transfer of approximately 1,880 square feet of land through a lot line adjustment from Maverik, Inc., APN 008-291-03, to Carson City, APN 008-291-04, for the expansion of the Carson City Graves Lane Detention Basin, and the relocation of a City access easement to align with the new parcel boundary. (Darren Schulz, DSchulz@carson.org; Dan Stucky, Dstucky@carson.org and Cory Kleine, Ckleine@carson.org)

Staff Summary: Staff is requesting acceptance of the transfer of approximately 1,880 square feet of land from Maverik, Inc., through completion of a lot line adjustment. The additional land will allow for the expansion of the existing City detention pond on APN 008-291-04. This expansion will be performed at no cost to the City and will accommodate the anticipated additional runoff generated from the proposed Maverik development. The storage generated from this expansion will be more than required for the development, increasing the City's storage capacity. Additionally, a City easement for access to and maintenance of the detention basin runs along the boundary of the parcels, APNs 008-291-03 and 008-291-04, and with the lot line adjustment moving the existing boundary, the access easement will need to be relocated to the new boundary.

13.C For Possible Action: Discussion and possible action regarding Cooperative Agreement P784-19-019 between Carson City and the Nevada Department of Transportation (NDOT) for the upgrade of the stormwater system from Oregon Street to the Linear Ditch in an amount not to exceed \$200,000. (Darren Schulz, DSchulz@carson.org and Dan Stucky, DStucky@carson.org)

Staff Summary: As part of the future Oregon Street to Linear Ditch Storm Drain Extension Project, the drainage system through the NDOT maintenance yard between Oregon Street and the Linear Ditch will be up- sized to increase the system capacity and improve stormwater conveyance in the area. These project improvements will compliment other stormwater system upgrades occurring in the area as part of the South Carson Complete Streets Project. Since this City project will benefit both parties by reducing flooding in the area, NDOT has agreed to cooperate on the project by providing reimbursement for a portion of the project construction costs.

14. Community Development - Planning

14.A For Possible Action: Discussion and possible action regarding a request for an Order of Abandonment for the abandonment of a public right-of-way totaling approximately 39,385 square feet in the following three specific areas: all of West Willow Street right-of- way, being approximately 63 feet wide by 600 feet long, between Voltaire Street on the west and Cochise Street on the east; a portion of Voltaire street three feet wide by approximately 263 feet long on the east side of the public right-of-way, from the northern area of West Willow Street to West Overland Street; and a section of Cochise Street three feet wide by approximately 132 feet long on the west side of the public right-of-way, from West Overland Street to the northern area of the abandonment of West Willow Street. (Hope Sullivan, hsullivan@carson.org)

Staff Summary: The area of abandonment is currently vacant property. If approved, the portion of Voltaire Street and Cochise Street would be narrowed from 63 feet to 60 feet wide, and West Willow Street would be abandoned completely. Per CCMC 17.15, the Board of Supervisors is authorized to abandon right-of-way areas.

14.B For Possible Action: Discussion and possible action to introduce, on first reading, an ordinance relating to marijuana, amending Title 18 Appendix, Division 1, Section 1.20 of the Carson City Municipal Code to revise hours of operation for Medical Marijuana Dispensaries and Retail Marijuana Stores. (Heather Ferris, hferris@carson.org)

Staff Summary: The applicant is proposing to amend Division 1.20.2.b of the Development Standards to allow marijuana dispensaries to expand the permitted hours of operation from 7 AM to 8 PM daily to 8 AM to 11 PM daily. The applicant is also proposing to amend Division 1.20.1.h of the Development Standards to allow for marijuana dispensaries to increase the allowable signage for medical marijuana dispensaries and retail marijuana stores. The request related to signage was not supported by staff or recommended by the Planning Commission and is not included as proposed language in the draft ordinance.

15. City Manager

15.A For Possible Action: Discussion and possible action regarding a proposed resolution declaring Halloween to be held on Friday, October 30, 2020. (Nancy Paulson, npaulson@carson.org)

Staff Summary: Nevada Day activities will be held on Saturday, October 31, 2020. This resolution will move Halloween, traditionally observed on October 31, to Friday, October 30, 2020, to avoid any conflicts between these two events.

16. Board of Supervisors

Non-Action Items:

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

17. 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.

18. 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>