

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

Day: Thursday
Date: June 6, 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 Redevelopment Authority 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.

Board of Supervisors

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**

6.a May 2, 2024 & May 24, 2024
[Click Here for Staff Report](#)

7. Special Presentations

- 7.a Presentation of a proclamation recognizing June 2024 as National Pollinator Month.
[Click Here for Staff Report](#)

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. Courts

- 8.a For Possible Action: Discussion and possible action regarding the First Judicial District Court's proposed budgets for reimbursement from the State Child Support Enforcement Program in the amount of \$35,588 for Fiscal Year ("FY") 2025 and \$36,004 for FY 2026. (Max Cortes, mcortes@carson.org)

Staff Summary: The Board of Supervisors ("Board") approved an interlocal contract from FY 2023 through FY 2026 between the Nevada Department of Health and Human Services, Division of Welfare and Supportive Services, the First Judicial District Court, Storey County and Carson City to recruit and appoint court child support magistrates to hold child support hearings and oversee other matters and to receive reimbursement from the state. Budget requests for each FY are required in order to receive reimbursement. The Board previously approved the budget requests for fiscal years 2023 through 2024.

[Click Here for Staff Report](#)

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 May 24, 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](#)

10. Purchasing and Contracts

- 10.a For Possible Action: Discussion and possible action regarding a proposed contract with Noverant, Inc. ("Noverant") to provide a Learning Management System and related training and support services ("LMS Services") to the Carson City Public

Works Department (“Public Works”), to track employee training and provide virtual training wherever appropriate, for an initial one-year term, automatically renewing for four successive one-year terms unless cancelled by the City, for a total amount not to exceed \$143,933.80 over five years. (Carol Akers, cakers@carson.org and Rick Cooley, rcooley@carson.org)

Staff Summary: Public Works evaluated and scored five proposals for LMS Services and Noverant was selected as the highest-scoring vendor. Noverant’s system will enable Public Works to track all training including safety and job-related certifications; provide a library of premade virtual training content; and create personalized training content. Funding for this purchase was approved as part of the Fiscal Year (“FY”) 2024 Final Budget.

[Click Here for Staff Report](#)

- 10.b For Possible Action: Discussion and possible action regarding a determination that A & K Earth Movers, Inc. (“A&K”) is the lowest responsive and responsible bidder pursuant to Nevada Revised Statutes (“NRS”) Chapter 338 and whether to award Contract No. 24300359 to A&K for the Aquatic Facility Asphalt Parking Lot Replacement Project (“Project”) for a total amount not to exceed \$136,400. (Carol Akers, cakers@carson.org and Randall Rice, rrice@carson.org)

Staff Summary: The Project includes reconstruction of the asphalt parking lot located on the west side of the Carson City Aquatic Facility. The not to exceed amount of \$136,400 comprises the base bid amount of \$124,000, plus a 10% contingency of \$12,400. The engineer’s estimate was \$190,000. This Project was approved as part of the Fiscal Year (“FY”) 2023 Capital Improvement Plan (“CIP”).

[Click Here for Staff Report](#)

- 10.c For Possible Action: Discussion and possible action regarding a proposed \$36,000 increase in Fiscal Year (“FY”) 2024 purchase authority, beyond the previously approved \$614,000, for the purchase of Sodium Hypochlorite (“Bleach”) utilizing joinder contract 212528 between the City of Tucson (“Tucson”) and Thatcher Company of Arizona, Inc. (“Thatcher”), resulting in a new not to exceed amount of \$650,000. (Carol Akers, cakers@carson.org and Andy Hummel, ahummel@carson.org)

Staff Summary: If approved, the \$36,000 increase in purchase authority will be used to purchase needed chemicals for the treatment and disinfection at the Carson City Aquatic Center, the Wastewater Resource Recovery Facility (“WRRF”), the Quill Water Treatment Plant and at drinking water well sites for the remainder of FY 2024.

[Click Here for Staff Report](#)

- 10.d For Possible Action: Discussion and possible action regarding a proposed amendment (“Amendment”) to Contract No. 23300167 (“Contract”) with Eurofins Eaton Analytical, LLC (“Eurofins”) to increase the compensation amount by a total amount of \$160,000, beyond the original contract amount of \$96,614, resulting in a new total not to exceed amount of \$256,614, for Eurofins to provide additional water quality testing services through December 31, 2025. (Carol Akers, cakers@carson.org and Andy Hummel, ahummel@carson.org)

Staff Summary: Carson City tests the water in its municipal system to ensure that it meets all state and federal regulations governing water quality. An annual contract amount through December 31, 2025 was established under the original Contract, however this contract amount was based on the minimum number of tests required, which has proven impractical based on actual operations of the system. Additional funding for the Contract, through the Amendment, is also being requested to account for increased testing requirements established by the Environmental Protection Agency's ("EPA") recently released Unregulated Contaminant Monitoring Rule #5, commonly referred to as the "PFAS" rule, which takes effect during Fiscal Year ("FY") 2025.

[Click Here for Staff Report](#)

11. City Manager

- 11.a For Possible Action: Discussion and possible action regarding ratification of a professional services contract for Fisher & Phillips LLP ("Fisher & Phillips") to represent Carson City, for an amount not to exceed \$150,000, in proceedings stemming from a collective bargaining impasse with the Carson City Sheriff's Supervisory Association ("Union"), acting on behalf of Carson City Sheriff's Office employees with the rank of Lieutenant or Captain ("Captains"). (Nancy Paulson, npaulson@carson.org)

Staff Summary: The Captains' existing collective bargaining agreement ("CBA") expires June 30, 2024. During negotiations for a successor agreement, the City's negotiating team and the Union's negotiating team were able to reach tentative agreements on many terms but have been unable to reach a tentative agreement on terms concerning pay and the agreement's duration. The Union declared negotiations to be at an impasse, which requires the parties to enter dispute resolution processes on an accelerated timeframe.

[Click Here for Staff Report](#)

(End of Consent Agenda)

Ordinances, Resolutions, and Other Items

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

13. Public Works

- 13.a For Discussion Only: Presentation by the US Environmental Protection Agency ("US EPA") and the Nevada Division of Environmental Protection ("NDEP") to provide an update on the Carson River Superfund site.

Staff Summary: US EPA Region 9, in conjunction with NDEP, will provide a brief overview of the Carson River Mercury Superfund Site and current activities ongoing in Carson City. As the only National Priorities List ("NPL") site in Nevada, the site was listed as a result of mercury that was utilized in historic gold and silver mining processes. The site consists of two major investigation areas called Operable Units ("OUs"). OU1 is the source areas including the former mills and tailings, while OU2 is the associated tributaries, including the actual river, associated streams/canals,

floodplains and lakes. The OU2 site generally extends along the Carson River from the Mexican Dam all the way to the Carson Sink & Stillwater Wildlife Refuge and encompasses five counties including Carson City. Current work on the OU2 site of significance to the City includes investigation of potential contamination in soil at residences in the Empire Ranch subdivision and the selection of an interim remedy for OU2.

[Click Here for Staff Report](#)

14. City Manager

- 14.a For Possible Action: Discussion and possible action regarding the appointment of two members to the Carson City Culture and Tourism Authority ("CTA"), one to represent the hotel-motel industry and one for the citizen-at-large position, both for two-year terms expiring in June 2026. (Nancy Paulson, npaulson@carson.org)

Staff Summary: NRS 244A.599 requires the Board of Supervisors ("Board") to appoint the following representatives to the CTA: two members must represent the hotel or motel industry operators in the City; one member must represent the other commercial interests in the City; one member must be a member of the Carson City Board of Supervisors; and one member must represent the City at large. New applications were received from B. Alexandra Walden and Andrew Reno for the citizen-at-large position. Michael Jones has applied for reappointment for the hotel-motel industry position.

[Click Here for Staff Report](#)

- 14.b For Possible Action: Discussion and possible action regarding the appointment of two members to the Library Board of Trustees, one to fill a four-year term that will expire in June 2028 and one for a partial term that will expire June 2027. (Nancy Paulson, npaulson@carson.org)

Staff Summary: The Board of Supervisors ("Board") appoints five persons who are residents of Carson City to serve as library trustees. Library trustees may serve up to two consecutive four-year terms. There is one vacancy due to an expired term and one vacancy due to a resignation. Beth Lucas's term is expiring June 30, 2024, and she has applied for reappointment. A new application was submitted by Deborah Case.

[Click Here for Staff Report](#)

15. Purchasing and Contracts

- 15.a For Possible Action: Discussion and possible action regarding Contract No. 24300327 ("Contract") for George T. Hall Co., Inc., ("George T. Hall") to provide integration services for the Quill Water Treatment Plant Rehabilitation Project ("Services"), for a total not to exceed amount of \$611,600. (Carol Akers, cakers@carson.org and Randy Rice, rrice@carson.org).

Staff Summary: The Quill Water Treatment Plant Rehabilitation Project will provide a new packaged surface water treatment system to treat six million gallons of surface water per day. The integration services provided through this Contract will allow the various hardware, software and automated components of the new system to communicate effectively with each other to ensure a smooth, reliable and cost-effective water treatment process.

[Click Here for Staff Report](#)

- 15.b For Possible Action: Discussion and possible action regarding a determination that Facilities Management, Inc., (“FMI”) is the lowest responsive and responsible bidder pursuant to Nevada Revised Statutes (“NRS”) Chapter 338 and whether to award Contract No. 24300383, Carson River Trails System Phase III - Prison Hill West Project ("Project"), to FMI for trail construction and trailhead improvements for a total not to exceed amount of \$1,585,164.35, funded by a Southern Nevada Public Lands Management Act ("SNPLMA") grant. (Carol Akers, cakers@carson.org and Gregg Berggren, gberggren@carson.org)

Staff Summary: This project consists of all labor, materials, tools and equipment necessary for the construction of approximately 2.5 miles of trail including ditches, drainage pipes, rip/rap, erosion control, signs, re-vegetation and related improvements. The project also includes improvements to an existing trailhead, improvements to the road that accesses the trailhead and modifications to a pedestrian crossing at Edmonds Drive including a crosswalk and rectangular rapid flashing beacons (pedestrian crossing signs and flashing lights). The contract is for the base bid and alternate 1 in the amount of \$1,441,058.50, plus a 10% contingency amount of \$144,105.85. The engineer’s estimate for construction was \$1,988,609.

[Click Here for Staff Report](#)

16. Recess as the Board of Supervisors

Redevelopment Authority

17. Call to Order - Redevelopment Authority

18. Roll Call

19. 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.

20. For Possible Action: Approval of Minutes

20.a May 24, 2024

[Click Here for Staff Report](#)

21. Community Development

- 21.a For Possible Action: Discussion and possible action regarding a recommendation to the Board of Supervisors (“Board”) concerning the expenditure of \$2,322,888 from the Fiscal Year (“FY”) 2025 Redevelopment Revolving Fund to support various events, incentives and capital improvement projects as included in the FY 2025 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.
[Click Here for Staff Report](#)

22. 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.

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

Board of Supervisors

24. Reconvene as the Board of Supervisors

25. Community Development - Planning

- 25.a For Possible Action: Discussion and possible action regarding a proposed resolution authorizing the expenditure of \$2,322,888 from the Fiscal Year (“FY”) 2025 Redevelopment Revolving Fund to support various events, incentives and capital improvement projects as included in the FY 2025 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.

[Click Here for Staff Report](#)

- 25.b For Possible Action: Discussion and possible action regarding a proposed resolution ratifying the City Engineer’s Fiscal Year (“FY”) 2025 amended assessment roll for the Downtown Neighborhood Improvement District (“DNID”), confirming the DNID amended assessment roll, dispensing with complaints, protests and objections to the assessment and the assessment roll, determining that no deferments for hardships are warranted and authorizing Carson City staff to give notice of the assessment and take any other necessary actions to effectuate the assessment. (Hope Sullivan, hsullivan@carson.org)

Staff Summary: The Board of Supervisors (“Board”) will consider adoption of a resolution confirming the amended assessment roll and implementing the FY 2025 DNID assessment. The annual maintenance costs are \$115,409, the City’s FY 2025 contribution is proposed to be \$46,164, and the property owner’s assessment for FY 2025 is proposed to be \$51,034 after reducing the assessment to draw down reserves.

The assessment is distributed among the commercial property owners within the DNID consistent with Ordinance No. 2023-7.

[Click Here for Staff Report](#)

- 25.c For Possible Action: Discussion and possible action regarding a proposed resolution ratifying the City Engineer’s Fiscal Year (“FY”) 2025 amended assessment roll for the South Carson Neighborhood Improvement District (“SCNID”), confirming the SCNID

amended assessment roll, dispensing with complaints, protests and objections to the assessment and the assessment roll, determining that no deferments for hardships are warranted and the ordinance amendment, and authorizing Carson City staff to give notice of the assessment and take any other necessary actions to effectuate the assessment. (Hope Sullivan, hsullivan@carson.org)

Staff Summary: The Board of Supervisors (“Board”) will consider adoption of a resolution confirming the amended assessment roll and implementing the FY 2025 SCNID assessment. The SCNID annual maintenance costs are \$163,461; the City’s FY 2025 contribution is proposed to be \$25,614 and the property owner’s assessment for FY 2025 is proposed to be \$93,337 after reducing the assessment based on \$44,510 from right-of-way license fees. The assessment is distributed among the property owners within the SCNID consistent with Ordinance No. 2023-8.

[Click Here for Staff Report](#)

26. 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.

27. 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.

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

Board of Health

29. Call to Order - Board of Health

30. Roll Call

31. 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.

32. For Possible Action: Approval of Minutes

32.a March 7, 2024

[Click Here for Staff Report](#)

33. Health and Human Services

- 33.a For Possible Action: Discussion and possible action regarding the first biannual report for 2024 from Vitality Unlimited, as required by Contract #1718-118 between Carson City and Vitality Unlimited. (Nicki Aaker, naaker@carson.org)

Staff Summary: As part of the services agreement between Carson City and Vitality Unlimited, Vitality Unlimited agreed to provide a biannual report to the Board of Health to include information on the following: (1) civil protective custody ("CPC") admissions; (2) CPC denied/medical; (3) CPC no-show; (4) CPC to residential; (5) women residential; (6) women detox; (7) men residential; (8) men detox; (9) number of Carson City residents treated at the Carson City facility; (10) number of Carson City residents treated at the Elko Facility; and (11) any other statistics requested by the Board of Health as determined reasonable by both parties. This report also includes an update on the progress Vitality Unlimited is making on finding another location in Carson City.

[Click Here for Staff Report](#)

- 33.b For Discussion Only: Discussion and presentation on the 2024 County Health Rankings and Roadmaps, Carson City specific data and strategies to improve community health, by John Packham, PhD, Associate Dean for the Office of Statewide Initiatives, University of Nevada, Reno, School of Medicine. (Nicki Aaker, naaker@carson.org)

Staff Summary: The information to be presented during this agenda item is intended to raise awareness of the different factors that have an impact on the health within a community and includes a discussion on different strategies that may be used for the improvement of community health.

[Click Here for Staff Report](#)

- 33.c 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 February 17, 2024 and May 17, 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.

[Click Here for Staff Report](#)

- 33.d 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, 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 highlights: (1) hard to hire

positions; (2) hiring of a Clinical Services Division Manager; (3) a Community Health Improvement Plan update; and (4) the hosting of an Agriculture and Mass Illness Tabletop Exercise, one of four opportunities within the region.

[Click Here for Staff Report](#)

- 33.e For Possible Action: Discussion and possible action regarding an update on the Carson City Housing Plan (“Housing Plan”). (Nicki Aaker, naker@carson.org and Mary Jane Ostrander, mostrander@carson.org)

Staff Summary: Staff will present an update on the Housing Plan and request further direction from the Board of Supervisors (“Board”), if any. The Housing Plan consists of three phases: (1) Survive, (2) Stabilize, and (3) Thrive. The ultimate purpose is to move unsheltered individuals through each phase of the plan with the ultimate goal of independent and permanent housing.

[Click Here for Staff Report](#)

- 33.f For Possible Action: Discussion and possible action regarding a proposed plan of expenditure for the public health improvement funds granted through an interlocal contract between the State of Nevada Department of Health and Human Services, Division of Public and Behavioral Health (“DPBH”) and Carson City, through its Department of Health and Human Services (“CCHHS”) in the amount of \$262,101.18, effective July 1, 2024, through June 30, 2026 (“Interlocal Contract”). (Nicki Aaker, naaker@carson.org)

Staff Summary: The proposed plan of expenditure addresses the distribution of the funding amounts over four levels of priorities of public health needs that was determined by a community health needs evaluation. The four priorities with the corresponding proposed expenditures are, as follows: (1) access to basic needs (\$67,600); (2) access to healthcare for specific populations (\$78,000); (3) mental and emotional health (\$42,000); and (4) substance use prevention, treatment and recovery (\$74,501).

[Click Here for Staff Report](#)

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 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 Alexis Philippi aphilippi@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>