

Summary - a resolution approving and ratifying an interlocal agreement with the Carson City Culture and Tourism Authority.

RESOLUTION NO. 2023-R-26

A RESOLUTION APPROVING AND RATIFYING THE EXECUTION AND DELIVERY BY THE CITY OF AN INTERLOCAL AGREEMENT WITH THE CARSON CITY CULTURE AND TOURISM AUTHORITY, AND PROVIDING OTHER DETAILS IN CONNECTION THEREWITH.

WHEREAS, Carson City, Nevada (the “City”) and the Carson City Culture and Tourism Authority (the “CTA”) desire to enter into an Interlocal Agreement by and between the City and the CTA in the form attached hereto as Exhibit B (the “Agreement”) in connection with City’s proposed issuance of its General Obligation (Limited Tax) Park Bonds (Additionally Secured by Pledged Revenues), Series 2024; and

WHEREAS, pursuant to Nevada Revised Statutes (“NRS”) 277.180, the Agreement provides that it shall not become effective until the governing bodies of the City and the CTA ratify the Agreement by resolution; and

WHEREAS, the Board of Directors of the CTA has approved and ratified the execution and delivery of the Agreement pursuant to a resolution adopted on August 14, 2023.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF CARSON CITY, NEVADA:

Section 1. The execution and delivery of the Agreement by the Mayor in substantially the form presented at this meeting is hereby authorized and ratified.

Section 2. The officers and employees of the City are hereby authorized to take all action necessary or appropriate to effectuate the provisions of this resolution.

Section 3. All resolutions, or parts thereof, in conflict with this resolution are repealed to the extent of such inconsistency.

Section 4. This resolution shall become effective and be in force immediately upon its adoption.

Upon motion by Supervisor Stacey Giomi, seconded by Supervisor Maurice White, the foregoing Resolution was passed and adopted the 17th day of August, 2023, by the following vote:

AYES: Supervisor Stacey Giomi
Supervisor Maurice White
Supervisor Curtis Horton
Supervisor Lisa Schuette
Mayor Lori Bagwell
NAYS: None
ABSENT: None
ABSTAIN: None



Lori Bagwell, Mayor
Carson City, Nevada

Attest:



William Scott Hoen, Clerk-Recorder

STATE OF NEVADA)
) ss.
CARSON CITY)

I am the duly chosen, qualified and acting Clerk-Recorder of Carson City (the “City”), in the State of Nevada, and do hereby certify:

1. The foregoing pages constitute a true, correct, complete and compared copy of a resolution of the Board of Supervisors (the “Board”) adopted at a meeting of the Board held on August 17, 2023.

2. The members of the Board voted on the resolution as follows:

Those Voting Aye:	Supervisor Stacey Giomi Supervisor Maurice White Supervisor Curtis Horton Supervisor Lisa Schuette Mayor Lori Bagwell
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Those Voting Nay:	None
Those Absent:	None

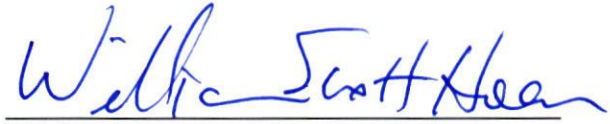
3. The original of the resolution has been approved and authenticated by the signatures of the Mayor of the City and myself as Clerk-Recorder and has been recorded in the minute book of the Board kept for that purpose in my office, which record has been duly signed by the officers and properly sealed.

4. All members of the Board were given due and proper notice of such meeting. Public notice of such meeting was given and such meeting was held and conducted in full compliance with the provisions of NRS 241.020. A copy of the notice of meeting is attached as Exhibit A.

5. At least 3 working days before such meeting, such notice was delivered to each member of the Board and to each person, if any, who has requested notice of meetings of the Board in accordance with the provisions of Chapter 241 of NRS.

6. The Interlocal Agreement referred to in the attached resolution is attached as Exhibit B.

IN WITNESS WHEREOF, I have hereunto set my hand this August 17, 2023.



William Scott Hoen, Clerk-Recorder

EXHIBIT A

(Attach Copy of Notice of Meeting)

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

Day: Thursday
Date: August 17, 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 - BRUCE HENDERSON, PASTOR, AIRPORT ROAD CHURCH OF CHRIST**
- 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.

- 5.a. [LATE MATERIAL - Public Comment
PC - LM.pdf](#)

6. FOR POSSIBLE ACTION: APPROVAL OF MINUTES -

- 6.a. [July 20, 2023
07-20-2023 Minutes \(BOS\).pdf](#)

7. SPECIAL PRESENTATIONS

- 7.a. [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.

- 7.b. [For Discussion Only: Discussion and presentation from Christine Johnson, Executive Secretary, University of Nevada, Reno/Nevada State Board on Geographic Names \(“NSBGN”\), on policies and procedures and state and federal actions concerning the coordination and approval of names of geographic features and places within the State of Nevada for uniform use in maps and official documents at all levels of government. \(Christine K. Johnson, ckjohnson@unr.edu\)](#)

Staff Summary: The purpose of the NSBGN is to evaluate all proposals for changes or additions to names of geographic features and places in Nevada. This agenda item provides an overview of the NSBGN and recent changes in state law governing the NSBGN which may affect Carson City, as well as federal actions relating to geographic name changes that have taken place.

[NSBGNStateGovts2023.pdf](#)
[AB88_EN.pdf](#)

CONSENT AGENDA

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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.

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8. ASSESSOR

- 8.a. For Possible Action: Discussion and possible action regarding a request to correct a clerical error and increase the taxes for Fiscal Year ("FY") 2022/2023 in the amount of \$1,610.46 for the property located at 3534 & 3542 HWY 50 East, Assessor's Parcel Number ("APN") 008-271-16, per NRS 361.765. (Kimberly Adams, kadams@carson.org)

Staff Summary: The Carson City Assessor's Office is requesting the increase of taxes to the FY 2022/2023 Real Property Tax Roll for the subject property due to a clerical error.

- 8.b. For Possible Action: Discussion and possible action regarding a request for the partial removal of Real Property Taxes for Fiscal Year ("FY") 2023/2024 from Assessor's Parcel Number ("APN") 005-051-21 (3850 Arrowhead Drive), per NRS 361.055 in the amount of \$208,826.42 for the time period that this parcel is exempt from July 20, 2023, through June 30, 2024, and authorization for a refund of taxes in the amount of \$1,246.51. (Kimberly Adams, kadams@carson.org)

Staff Summary: The Carson City Assessor's Office is requesting the partial removal and partial refund from the FY 2023/2024 Real Property Taxes for the subject property due to the sale of the parcel, APN 005-051-21, to the State of Nevada, Division of State Lands on July 19, 2023. Pursuant to NRS 361.055, the property is now tax exempt.

- 8.c. For Possible Action: Discussion and possible action regarding a request to correct a clerical error and increase the taxes for Fiscal Year ("FY") 2023/2024 in the amount of \$722.34 for the property located at 1414 Kingsley Ln., Assessor's Parcel Number ("APN") 009-644-09, per NRS 361.765. (Kimberly Adams, kadams@carson.org)

Staff Summary: The Carson City Assessor's Office is requesting the increase of taxes to the FY 2023/2024 Real Property Tax Roll for the subject property due to a clerical error.

- 8.d. For Possible Action: Discussion and possible action regarding a request to correct a clerical error and increase the real property taxes for Fiscal Year ("FY") 2021/2022 in the amount of \$744.99, FY 2022/2023 in the amount of \$14,001.54 and FY 2023/2024 in the amount of \$13,438.02 for a corrected combined total real property tax increase amount of \$28,184.55 for the property located at 1400 Empire Ranch Rd., Assessor's Parcel Number ("APN") 010-032-32, per NRS 361.765. (Kimberly Adams, kadams@carson.org)

Staff Summary: The Carson City Assessor's Office is requesting the increase of taxes to the FYs 2021/2022, 2022/2023 and 2023/2024 Real Property Tax Roll for the subject property due to a clerical error.

- 8.e. For Possible Action: Discussion and possible action regarding a request to correct a clerical error and decrease the taxes for Fiscal Years ("FYs") 2022/2023 and 2023/2024 for the properties located at 2708 Gardner Ln, Assessor's Parcel Number ("APN") 008-281-71, 1370 South Sutro Terr., APN 008-483-01 and 5371 Corrinne Ct., APN 008-816-21 per NRS 361.765 for a corrected combined total tax amount of \$4,090.11. (Kimberly Adams, kadams@carson.org)

Staff Summary: The Carson City Assessor's Office is requesting the decrease of taxes to the FYs 2022/2023 and 2023/2024 Real Property Tax Rolls for the subject properties due to a clerical error.

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 July 8, 2023, through August 4, 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.
Ratify Bills Backup.pdf

10. COMMUNITY DEVELOPMENT

- 10.a. For Possible Action: Discussion and possible action regarding a request from Jeffrey K. Sullivan and Julie E. Houze ("Applicant") for a Historic Tax Deferment on property zoned Residential Office ("RO"), located in the Historic District at 308 N Nevada

Street, Assessor's Parcel Number ("APN") 003-227-03. (Heather Ferris, hferris@carson.org)

Staff Summary: The subject property is eligible for the Open Space Use Assessment, commonly known as the Historic Tax Deferment, as a result of its conformance to specific standards and its historical status in Carson City. There has been a change in ownership, and the owner is seeking to continue receiving the Historic Tax Deferment. The Historic Resources Commission ("HRC") recommends approval of the request.
5.A Staff Report with Supporting Material.pdf

11. FINANCE

- 11.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 August 4, 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
BOS Cash Report 08-04-2023.pdf

- 11.b. For Possible Action: Discussion and possible action regarding the engagement of JNA Consulting Group, LLC as independent registered municipal advisor and consultant to Carson City, Nevada in connection with the issuance of a general obligation bond for a not to exceed amount of \$55,000, with bond proceeds to be used to finance certain parks recreational facility projects as set forth in NRS 224A.597. (Sheri Russell-Benabou, srussell@carson.org)

Staff Summary: The agreement between the City and JNA Consulting Group, LLC sets forth the role proposed to be served and the responsibilities proposed to be assumed as the City's independent registered municipal advisor and consultant for the issuance of a general obligation bond at a not to exceed amount of \$55,000, plus reimbursable expenses to finance the parks recreational facility projects. The attached letter will operate as the form of agreement between the City and JNA Consulting Group, LLC.
Engagement and Fee Letter JNA.pdf

12. PUBLIC WORKS

- 12.a. For Possible Action: Discussion and possible action regarding a proposed 40 square-foot public utility easement (“PUE”) located at 320 Burton Street on Assessor’s Parcel Number (“APN”) 002-095-07 (“Property”) from GS Property Holdings, LLC, Series Eight (“GS Property Holdings”) to Carson City, at no cost. (Robert Nellis, rnellis@carson.org and Randall Rice, rrice@carson.org).

Staff Summary: A two-story duplex is being constructed on the Property. The City’s development standards require two feet of clearance in all directions from the outside edge of water meter boxes. The PUE will ensure that necessary clearance.
GS Property Holdings LLC - PUE (DA Final)_at (Clean)_rn.pdf

- 12.b. For Possible Action: Discussion and possible action regarding a proposed 120 square-foot water public utility easement (“PUE”) located off Janas Way on Assessor’s Parcel Number (“APN”) 004-015-06 (“Property”) from KB Little Lane, LLC to Carson City, at no cost. (Robert Nellis, rnellis@carson.org and Randall Rice, rrice@carson.org).

Staff Summary: KB Little Lane, LLC is constructing an apartment complex on the Property and, as required by the City’s development standards, must install a water meter and fire service backflow preventer. The PUE will allow the City necessary access to the water meter and backflow preventer.

KB Little Lane LLC - PUE_at (Clean).pdf
KB Little Lane LLC - PUE Exs A & B.pdf

13. PURCHASING AND CONTRACTS

- 13.a. For Possible Action: Discussion and possible action regarding authorization to purchase new tables and stools for the Carson City Jail from the Bob Barker Company for a not to exceed amount of \$93,974. (Carol Akers, cakers@carson.org and Captain Clay Wall, cwall@carson.org)

Staff Summary: CCSO has been approved to spend \$93,974 through the Fiscal Year (“FY”) 2024 Capital Improvement Plan (“CIP”) process for this project. This agenda item seeks approval for the full budgeted amount of \$93,974 in case there are additional charges, including, for example, charges for shipping or handling. The lowest of three quotes received was from the Bob Barker Company for \$90,883.40.
EST0061992- Carson City.pdf
2023BBC_OMNIA Co-Op_Contract.pdf

- 13.b. For Possible Action: Discussion and possible action regarding authorization to purchase 43 new Tasers for the Carson City Sheriff's Office ("CCSO"), utilizing joinder contract 3544-21-4615 between the University of Nebraska and Axon Enterprise Inc. for a not to exceed amount of \$118,621.48. (Carol Akers, Cakers@carson.org and Captain Clay Wall Cwall@carson.org)

Staff Summary: CCSO has been approved to spend \$119,000 for Tasers through the Fiscal Year ("FY") 2024 Capital Improvement Plan ("CIP") process.
Q-451735-45138.788JG Axon Taser Quote.pdf

- 13.c. For Possible Action: Discussion and possible action regarding authorization to purchase books and periodicals for the Carson City Library ("Library") from Baker & Taylor Acquisition Corp., dba Baker & Taylor, LLC ("Baker & Taylor"), for a total not to exceed amount of \$100,000, through June 30, 2024. (Carol Akers, cakers@carson.org and Joy Holt, JHolt@carson.org)

Staff Summary: The Library Department in the General Fund has an annual budget of \$183,340 and the Library Gift Fund has a budget of \$40,500 to purchase books, periodicals and publications. Baker & Taylor is the main vendor for book purchases; the Library also pays Baker & Taylor an annual fee of \$16,831 to lease materials.

- 13.d. For Possible Action: Discussion and possible action regarding a proposed interlocal agreement ("Agreement") with the Board of Regents of the Nevada System of Higher Education, on behalf of Western Nevada College ("College") for the Carson City Fire Department ("CCFD") to train qualified College students in paramedicine for a base charge of \$1,500 per student, with optional extensions of \$300 per student, effective retroactively beginning July 1, 2023, through June 30, 2026. (Carol Akers, CAkers@carson.org and Sandy Wartgow, SWartgow@carson.org)

Staff Summary: Under this proposed three-year Agreement, College students who are enrolled in emergency medical service studies will receive pre-hospital clinical supervision and hands-on educational experiences from CCFD through a scheduled ride along and/or internship for paramedic students.

Carson City FD AFFILIATION AGREEMENT-2023 FINAL.docx

- 13.e. For Possible Action: Discussion and possible action regarding authorization to purchase software licenses, and related services and support, comprising an extended detection and response ("XDR") platform through Escape Velocity Holdings, Inc. dba Trace3 ("Trace3"), with a not to exceed amount of \$103,716.00 for one year. (Carol Akers, cakers@carson.org and Frank Abella, fabella@carson.org)

Staff Summary: The Carson City Information Technology Department (“CCIT”) is tasked with ensuring the City’s electronic data is secured. The XDR platform will monitor and manage cloud, network and endpoint events and data. The XDR platform combines and centralizes tools for incident prevention, detection, analysis and response, resulting in improved outcomes in the event of an attempted or actual attack, disaster or similar circumstances. Funding for this purchase was approved as part of the Fiscal Year (“FY”) 2024 Capital Improvement Program (“CIP”).
Carson City Palo Alto (1000) Cortex XDR Pro 30 Day Retention 1YR Quote - #69862 v3.pdf

- 13.f. For Possible Action: Discussion and possible action regarding a proposed purchase through RDO Integrated Controls (“RDO”), for an amount not to exceed \$101,257.50, to procure additional Carlson Landfill GPS software and equipment (“Carlson System”) which allows real-time monitoring of compaction and grading at the Carson City Landfill (“Landfill”). (Carol Akers, cakers@carson.org and Rick Cooley, rcooley@carson.org)

Staff Summary: The Carlson System is already in use on one bulldozer and one compactor at the Landfill, enabling employees to monitor compaction and grading of solid waste in real-time, which helps optimize use of the Landfill’s finite space while also minimizing equipment fuel consumption and wear-and-tear. This proposed purchase would equip an additional bulldozer and compactor with the Carlson System. Funding for this purchase was approved as part of the Fiscal Year (“FY”) 2024 Capital Improvement Program (“CIP”).
Carson City - Al Jon and Liebherr Quote.pdf

- 13.g. For Possible Action: Discussion and possible action regarding Contract No. 24300231 with Andritz Separation Inc. (“Andritz”) for the repair of centrifuge #1 at the Carson City Water Resource Recovery Facility (“WRRF”) and associated freight costs, for an amount not to exceed \$117,633.50. (Carol Akers, CAkers@carson.org and Andy Hummel, AHummel@carson.org)

Staff Summary: Centrifuge #1 requires repairs which must be performed at the Andritz’s facility. The centrifuge has been shipped to Andritz for inspection to determine the level of repairs required. The not to exceed amount comprises \$107,633.50 to ship centrifuge #1 to Andritz and perform the necessary repairs, plus a not to exceed amount of \$10,000 to ship centrifuge #1 back to the City after it is repaired. This is a contract for goods and services which is not suitable for public bidding pursuant to NRS 332.115(1)(c) because Andritz is the only entity with access to proprietary parts and drawings needed to repair centrifuge #1.
Carson City Sole Source Letter 2023.pdf
24300231 DRAFT Contract.pdf

14. TREASURER

- 14.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 June 2023 and July 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.

BOS Monthly Report- June-July 2023 for 8.17.23 BOS.pdf

(END OF CONSENT AGENDA)

ORDINANCES, RESOLUTIONS, AND OTHER ITEMS

15. **ITEM(S) PULLED FROM THE CONSENT AGENDA WILL BE HEARD AT THIS TIME.**

16. PURCHASING AND CONTRACTS

- 16.a. For Possible Action: Discussion and possible action regarding authorization to purchase equipment, and related software licenses and support, for six Dell VxRail P670F All Flash servers through Escape Velocity Holdings, Inc. d/b/a Trace3 ("Trace3") for a not to exceed amount of \$783,449.04. (Carol Akers, cakers@carson.org and Frank Abella, fabella@carson.org)

Staff Summary: The City's virtual servers are currently running on Dell VxRail E460 systems that reached the end of service life ("EOSL") on May 31, 2023. Dell cannot provide software maintenance, bug fixes or security patches after May 31, 2023. Additionally, if any VxRail E460 systems fails, warranted hardware will not be available from Dell for replacement. The purchase was approved as part of the Fiscal Year ("FY") 2024 Capital Improvement Plan ("CIP").

Carson City Dell (6) VxRail P670F All Flash 5YR Quote - #69421 v6.pdf

17. CITY MANAGER

- 17.a. For Possible Action: Discussion and possible action regarding a proposed interlocal contract ("Contract") between Carson City, through the Carson City Public Defender's Office ("CCPD") and Storey County for the CCPD to provide primary

indigent defense services and representation of indigent juveniles in Storey County and to cover the cost of CCPD employees and other operating expenses needed to provide these services, with an initial term from August 18, 2023, to June 30, 2025, and automatic one-year renewal terms thereafter until June 30, 2035, for a flat fee of \$196,648.17 for the period of August 18, 2023, through June 30, 2024, \$216,243.57 for the period of July 1, 2024, through June 30, 2025 and for an amount to be determined for each renewal term, but which is expected to increase by approximately five percent per year. (Nancy Paulson, npaulson@carson.org)

Staff Summary: The CCPD was established in June 2023 to provide the primary layer of legal and indigent defense services when appointed by the courts in Carson City beginning July 1, 2023. Storey County has asked the CCPD to provide services in Storey County. This Contract will allow the CCPD to extend these services to the courts and defendants in Storey County.

Interlocal Agreement v3.pdf

Proposed PD agreement with storey county .pdf

18. HUMAN RESOURCES

- 18.a. For Discussion Only: Discussion and presentation of the annual report from the Human Resources Department for Fiscal Year (“FY”) 2023. (Melanie Bruketta, mbruketta@carson.org)

Staff Summary: One of Carson City's goals, adopted as part of the Strategic Plan for FY 2022-2026 (“Strategic Plan”), is promoting an organizational culture to "foster innovation, productivity, and professional growth through a cohesive, ethical, and positive work environment." An objective identified under this goal is the strengthening of employee development. The preparation of an annual Human Resources report for presentation to the Board of Supervisors (“Board”) is intended to help facilitate that objective.

FY 2023 HR Annual Report.pdf

19. FINANCE

- 19.a. For Possible Action: Discussion and possible action regarding a proposed Interlocal Agreement ("Agreement") between Carson City and the Carson City Culture and Tourism Authority ("CTA") providing for a pledge of room tax proceeds to the City for the repayment of general obligation park bonds additionally secured by pledged revenues, in the aggregate principal amount not to exceed \$5,000,000, and a proposed resolution authorizing and ratifying the execution and delivery of the Agreement. (Sheri Russell-Benabou, srussell@carson.org)

Staff Summary: The proposed Agreement between Carson City and CTA obligates 5 and 13/16% of a 7% transient lodging tax imposed by Section 4.08.080(1) of the Carson City Municipal Code ("CCMC") and collected by CTA over the next 21 years and pledges these revenues toward repayment of the proposed \$5,000,000 general obligation park bonds of the City. The City anticipates issuing the general obligation park bonds in order to acquire, reconstruct, construct, improve, extend and better recreational facilities including but not limited to, improvements at the JohnD Winters Centennial Park Complex. The proposed resolution authorizes and ratifies the execution and delivery of the Agreement.

Interlocal_Agreement__57236504v7.docx

Resolution_Approving_Interlocal_Agreement_-_City__57228583v3.doc

Funding Model CACI 2024 Room Tax Bonds (2023-07-17).pdf

CTA Interlocal Agreement Presentation.pptx

- 19.b. For Possible Action: Discussion and possible action regarding a final appropriation for the Community Development Block Grant ("CDBG") funding for Fiscal Year ("FY") 2024. (Rebecca Phipps, RPhipps@carson.org)

Staff Summary: The Board of Supervisors is required to make a final recommendation and approval of funding for the CDBG projects to the U.S. Department of Housing and Urban Development ("HUD"). Carson City's CDBG allocation for FY 2024 is \$374,115. The Application Review Work Group ("ARWG") is recommending the allocation of \$13,468 (4%) to Friends in Service Helping ("FISH") for Public Service Programs, \$325,854 (87%) to Public Works for Public Improvement Projects and \$34,793, (9%) for grant administration. No additional funding is expected.

CDBG Memo 8.17.2023 FINAL.doc

20. FIRE

- 20.a. For Possible Action: Discussion and possible action regarding a proposed amendment to retroactively extend the current contract ("Contract") between NV Energy and Carson City for the Carson City Fire Department ("CCFD") to perform Hazardous Fuels Management and Stand-by Services from July 1, 2023, to December 31, 2023, to be billed, on a time and materials basis, against an updated Purchase Order ("PO") from NV Energy in the amount of \$435,000. (Dave Aurand, daurand@carson.org)

Staff Summary: Through this Contract, CCFD's Wildland group provides NV Energy with hazardous fuels reduction on an on-call basis and stand-by services for utility operations during high fire danger conditions. NV Energy has agreed to fully fund a temporary extension of this Contract while the City and NV Energy negotiate the terms of a new, three-year agreement. The Contract's original PO from NV Energy was for \$200,000, most of which has been used at this point. The total cost to fund this

extension through December 31, 2023, is estimated to be \$232,162; therefore, NV Energy has updated the initial PO to add another \$235,000, resulting in a new total PO amount of \$435,000.

1 - NVE Contract for Fuels Management.pdf

2 - Proposed Amendment to NVE Master Services Agreement v2 (Clean).pdf

3 - Updated NVE PO (\$435000).PDF

4 - NVE Ltr to City re Inc Rates.pdf

21. PUBLIC WORKS

- 21.a. For Possible Action: Discussion and possible action regarding a proposed policy (“Policy”) for public electric vehicle charging stations on Carson City-owned property and rights-of-way (“City Property”), including fees to be charged for the use of those electric vehicle charging stations. (Darren Schulz, Dschulz@carson.org and Chris Martinovich, Cmartinovich@carson.org)

Staff Summary: The Policy, if approved, would establish guidelines and procedures for the initiation, installation, maintenance and fee collection of electric vehicle charging stations open to public use on City Property. The Policy provides a plan for implementing a fee structure for existing City-owned charging stations and those operated and maintained on City Property by third parties. The Policy also outlines procedures for the installation of new electric vehicle charging stations and associated equipment on City Property.

Final EV Charging and Installation Policy.pdf

BIS_-_Electrical_Vehicle_Policy_Final.pdf

- 21.b. For Possible Action: Discussion and possible action regarding the submission of grant applications to the Nevada Department of Conservation and Natural Resources (“DCNR”) for the Carmine Complete Streets Project, Prison Hill Booster Pump Station and Pipeline Rehabilitation Project, Southeast Area Sewer Extension and Septic Conversion Project, Menlo Drive Road Rehabilitation and Utility Replacement Project, and Water Meter Upgrade Project. (Darren Schulz, DSchulz@carson.org)

Staff Summary: The Public Works Department is seeking approval from the Board of Supervisors to submit grant applications to the DCNR, Nevada Water Conservation and Infrastructure Initiative, for the Carmine Complete Streets Project, Prison Hill Booster Pump Station and Pipeline Rehabilitation Project, Southeast Area Sewer Extension and Septic Conversion Project, Menlo Drive Road Rehabilitation and Utility Replacement Project, and the Water Meter Upgrade Project as approved previously by the Board of Supervisors and under the Carson City Capital Improvement Plan. Five grant applications were submitted by August 7, 2023 due to DCNR's condensed application timeframe. The City's grant policy requires any grant application over

\$50,000 be approved by the Board of Supervisors prior to a grant application submittal by City Staff.

[Final Carmine St Reconstruction Application.pdf](#)

[Final Prison Hill Application.pdf](#)

[Final SE Sewer Application.pdf](#)

[Final Menlo Drive Upgrade Application.pdf](#)

[Final Water Meter Upgrade Application.pdf](#)

22. COMMUNITY DEVELOPMENT

- 22.a. For Possible Action: Discussion and possible action to introduce, on first reading, a proposed ordinance changing the zoning from Public Regional ("PR") to Single Family 6,000 Square Feet ("SF6") on a ±0.7 acre property located on Fleischmann Way ±275 feet to the west of its intersection with North Division Street, Assessor's Parcel Number ("APN") 001-141-67. (Heather Manzo, hmanzo@carson.org)

Staff Summary: Through the annual review of the Master Plan and zoning map, the Board of Supervisors ("Board") and staff have identified the subject parcel as appropriate for consideration of a mapping correction. The property has a Master Plan land use designation of Medium Density Residential. SF6 would bring the site into conformance with the Master Plan land use designation. At the Planning Commission meeting on July 26, 2023, the Commission recommended approval of the zoning map amendment (ZA-2023-0184). The Board has the authority to approve a zoning map amendment following a recommendation from the Planning Commission. Pursuant to Nevada Revised Statutes ("NRS") Chapter 237, a business impact statement was not required to be prepared with this ordinance.

[ZA-2023-0184 Ordinance](#)

[Planning Commission Late Material - Public Comment](#)

[ZA-2023-0184 Planning Commission Staff Report](#)

[LATE MATERIAL - Public Comment.pdf](#)

- 22.b. For Possible Action: Discussion and possible action regarding a Master Plan amendment, MPA-2023-0185, requested by Carson City to change the Master Plan designation from Open Space and Medium Density Residential to Parks and Recreation on a ±10.15 acre parcel identified in the Lompa Ranch North Specific Plan Area as a park site, located east of the terminus of East Robinson Street and to the north of East 5th Street, Assessor's Parcel Number ("APN") 010-041-44. (Heather Manzo, hmanzo@carson.org)

Staff Summary: Through the annual review of the Master Plan and zoning map, the Board of Supervisors ("Board") and staff have identified the subject parcel as appropriate for consideration of a mapping correction. The requested Master Plan amendment is being made concurrently with a request for a zoning map amendment

(ZA-2023-0186). At the Planning Commission meeting of July 26, 2023, the Commission adopted a resolution approving the Master Plan amendment and recommended approval of the amendment to the Board.

MPA-2023-0185 -- 2023-PC-R-1.pdf

July 26, 2023 Planning Commission Staff Report

- 22.c. For Possible Action: Discussion and possible action to introduce, on first reading, a proposed ordinance changing the zoning of a property within the Lompa Ranch North Specific Plan Area ("SPA") from Multifamily Duplex ("MFD-SPA") to Public Neighborhood ("PN-SPA") on a ±10.15 acre parcel identified in the Lompa Ranch North Specific Plan Area as a park site, located to the east of the terminus of East Robinson Street and to the north of East 5th Street, Assessor's Parcel Number ("APN") 010-041-44. (Heather Manzo, hmanzo@carson.org)

Staff Summary: Through the annual review of the Master Plan and zoning map, the Board of Supervisors ("Board") and staff have identified the subject parcel as appropriate for consideration of a mapping correction. The requested zoning map amendment (ZA-2023-0186) is being made concurrently with a request for a Master Plan amendment (MPA-2023-0185). At the Planning Commission meeting on July 26, 2023, the Commission recommended approval of the zoning map amendment. The Board has the authority to approve a zoning map amendment following a recommendation from the Planning Commission. Pursuant to Nevada Revised Statutes ("NRS") Chapter 237, a business impact statement was not required to be prepared with this ordinance.

ZA-2023-0186 Ordinance

Planning Commission Staff Report with Supporting Materials

- 22.d. For Possible Action: Discussion and possible action regarding a Master Plan amendment, MPA-2023-0187, requested by Carson City to change the Master Plan designation from Mixed-Use Residential and Mixed-Use Employment to Parks and Recreation on a ±3 acre parcel identified in the Lompa Ranch North Specific Plan Area as a park site, located to the west of the intersection of Airport Road and Butti Way, Assessor's Parcel Number ("APN") 010-741-01. (Heather Manzo, hmanzo@carson.org)

Staff Summary: Through the annual review of the Master Plan and zoning map, the Board of Supervisors ("Board") and staff have identified the subject parcel as appropriate for consideration of a mapping correction. The requested Master Plan amendment is being made concurrently with a request for a zoning map amendment (ZA-2023-0188). At the Planning Commission meeting of July 26, 2023, the Commission adopted a resolution approving the Master Plan amendment and recommended approval of the amendment to the Board.

MPA-2023-0187 -- 2023-PC-R-2.pdf

6.F & 6.G Staff Report with Supporting Materials.pdf

- 22.e. For Possible Action: Discussion and possible action to introduce, on first reading, a proposed ordinance changing the zoning of a property within the Lompa Ranch North Specific Plan Area ("SPA") from Single Family 6,000 ("SF6-SPA") and Public Regional ("PR") to Public Neighborhood ("PN-SPA") on a ±3 acre parcel identified in the Lompa Ranch North Specific Plan Area as a park site, located to the west of the intersection of Airport Road and Butti Way, Assessor's Parcel Number ("APN") 010-741-01. (Heather Manzo, hmanzo@carson.org)

Staff Summary: Through the annual review of the Master Plan and zoning map, the Board of Supervisors ("Board") and staff have identified the subject parcel as appropriate for consideration of a mapping correction. The requested zoning map amendment (ZA-2023-0188) is being made concurrently with a request for a Master Plan amendment (MPA-2023-0187). At the Planning Commission meeting of July 26, 2023, the Commission recommended approval of the zoning map amendment. The Board has the authority to approve a zoning map amendment following a recommendation from the Planning Commission. Pursuant to Nevada Revised Statutes ("NRS") Chapter 237, a business impact statement was not required to be prepared with this ordinance.

ZA-2023-0188 Ordinance

6.F & 6.G Staff Report with Supporting Materials.pdf

- 22.f. For Possible Action: Discussion and possible action regarding an application (AB-2023-0203) from Michael Mistriel ("Applicant") for the abandonment of a public access easement ±47,360 square feet in size to accommodate the development of an approved 139 lot residential subdivision (SUB-2021-0399), located approximately 0.27 miles northeast of the eastern terminus of East Robinson Street within the Lompa Ranch North Specific Plan Area and zoned Multifamily Duplex ("MFD-SPA"), Assessor's Parcel Number ("APN") 010-041-42. (Heather Manzo, hmanzo@carson.org)

Staff Summary: The access easement is oriented east to west and was recorded on Parcel Map No. 975 on June 29, 1983. The subject site is vacant and the easement is no longer necessary to provide access. If approved, the entire 50-foot-wide access easement will be abandoned and the subject parcel will no longer be encumbered by the easement. Per Chapter 17.15 of the Carson City Municipal Code ("CCMC"), the Board of Supervisors ("Board") is authorized to abandon the easement following a recommendation from the Planning Commission. The Planning Commission recommended that the Board abandon the easement.

Order of Abandonment - AB-2023-0203

AB-2023-0203 - Memo to BOS - 07-31-2023

Abandonment Order Exhibits

AB-2023-0203 Planning Commission Staff Report

- 22.g. For Possible Action: Discussion and possible action regarding an application (AB-2023-0243) from Larry Stock (“Applicant”) for the abandonment of a 50-foot wide by ±607.2-foot-long portion of North Deer Run Road totaling ±33,827 square feet in size, located along the frontage of two parcels zoned General Industrial (“GI”), Assessor’s Parcel Numbers (“APNs”) 008-541-91 and 008-541-59. (Heather Manzo, hmanzo@carson.org)

Staff Summary: The right-of-way was dedicated with the recorded Parcel Map No. 767 on September 4, 1979. The abandonment area is located outside of the existing North Deer Run Road right-of-way improvements. If approved, the entire 50-foot-wide portion of the access will be abandoned, and the subject area would become part of APNs 008-541-91 and -59. Per Chapter 17.15 of the Carson City Municipal Code (“CCMC”), the Board of Supervisors (“Board”) is authorized to abandon the right-of-way following a recommendation from the Planning Commission. The Planning Commission recommended that the Board abandon the right-of-way.

AB-2023-0243 - Memo to BOS - 07-31-2023
Abandonment Order - AB-2023-0243
Abandonment Order Exhibits AB-2023-0243
Planning Commission Staff Report AB-2023-0243

- 22.h. For Possible Action: Discussion and possible action regarding a request from Steve Thomsen (“Applicant”) concerning a tentative subdivision map known as Blackstone Ranch Phase 2 (SUB-2023-0061) to create 204 single family residential lots on a ±58.52-acre site within the Lompa Ranch North Specific Plan Area (“SPA”) zoned Single Family 6,000 Square Feet (“SF6-SPA”) and Multifamily Duplex (“MFD-SPA”), located at 2230 East 5th Street, Assessor’s Parcel Number (“APN”) 010-041-40. (Heather Manzo, hmanzo@carson.org)

Staff Summary: The Applicant is requesting to subdivide a ±58.52-acre site into 204 single family residential lots with a minimum lot size of 6,000 square feet. The Board of Supervisors (“Board”) is authorized to approve or deny a tentative subdivision map following a recommendation from the Planning Commission. The Planning Commission has recommended approval of the tentative subdivision map.

SUB-2023-0061 - Memo to BOS - 08-17-2023
Planning Commission Staff Report Part 1
Planning Commission Staff Report Part 2
Planning Commission Staff Report Part 3

23. 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.

24. 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.

25. 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
Community Center 851 East William
www.carson.org/agendas
<http://notice.nv.gov>

EXHIBIT B

(Attach Interlocal Agreement)

INTERLOCAL AGREEMENT
BETWEEN
CARSON CITY, NEVADA
AND
THE CARSON CITY CULTURE AND TOURISM AUTHORITY

This interlocal agreement (the “Agreement”) is entered into by and between Carson City, a consolidated municipality and political subdivision of the State of Nevada (the “City”), and the Carson City Culture and Tourism Authority (the “CTA”), a county fair and recreation board created by the City pursuant to Nevada Revised Statutes (“NRS”) Chapter 244A. The City and the CTA may be individually referred to as “the Party” and collectively referred to as “the Parties”.

A. The City intends to adopt a bond ordinance (the “Bond Ordinance”) authorizing the issuance of bonds in the maximum principal amount of \$5,000,000 (the “Bonds”), the proceeds of which, in addition to debt issuance and reserve requirements, if any, will be used to finance all or a portion of the cost of acquiring, reconstructing, constructing, improving, extending, and bettering recreational facilities as set forth in NRS 244A.597, including, but not limited to, improvements at the JohnD Winters Centennial Park Complex.

B. NRS 277.180 provides that any one or more public agencies, including the City and the CTA, may contract with each other to perform any governmental service which any of the contracting public agencies is authorized by law to perform, provided that any such contract must: (a) be ratified by appropriate official action of the governing body of each party to the contract as a condition precedent to its entry into force; and (b) set forth fully the purposes, powers, rights, objectives and responsibilities of the contracting parties.

C. The governing bodies of the City and the CTA intend to ratify this Agreement by resolution prior to its entry into force.

D. At present, the CTA receives the proceeds of 5 and 13/16% of a 7% City-wide tax on gross receipts from the rental of transient lodging imposed pursuant to Section 4.08.080(1) of the Carson City Municipal Code (the “Room Tax”). The Parties intend for the CTA to pledge the Room Tax to the City to support the repayment of the Bonds.

NOW, THEREFORE, IN CONSIDERATION OF THE MUTUAL PROMISES OF THE PARTIES, THE CITY AND THE CTA AGREE AS FOLLOWS:

Section 1. Pledge of the Room Tax. The CTA hereby agrees to pledge the Room Tax to the repayment of the Bonds, if issued (including any bonds or other obligations which are issued to refund the Bonds).

Section 2. Excess Funds. The City agrees that any revenues from the Room Tax which are not needed for debt service on the Bonds shall be immediately remitted to the CTA; provided, that the obligation of the City to pay any excess revenues to the CTA shall be subordinate and junior to the pledge of and lien on such revenues of the Bonds.

Section 3. Covenants. The City and the CTA covenant that they are prohibited from making any agreement or arrangement which will impair the ability of the CTA to generate, maintain and pledge the Room Tax to the City for repayment of the Bonds.

Section 4. Acknowledgment of Pledge of the Room Tax. The City acknowledges and accepts the CTA's pledge of the Room Tax to the City in accordance with this Agreement.

Section 5. Counterparts. This Agreement may be executed in counterparts, each of which shall constitute one and the same instrument.

Section 6. Entire Agreement. This Agreement contains the entire agreement of the Parties and any previous understandings of the Parties regarding the subject matter of this Agreement are expressly declared null and void and are superseded by this Agreement.

Section 7. Severability. If any term or provision of this Agreement shall, to any extent, be held invalid or unenforceable, the remainder of this Agreement shall not be affected by such holding.

Section 8. Waiver. No waiver or any breach of any covenant or provision contained in this Agreement shall be deemed a waiver of any other covenant or provision contained in this Agreement, and no waiver shall be valid unless in writing and executed by the waiving party. No extension of time for performance of any obligation or act shall be deemed an extension of the time for performance of any other obligation or act.

Section 9. Interpretation. Headings at the beginning of each paragraph and subparagraph are solely for the convenience of the Parties and are not a part of and shall not be used to interpret this Agreement. The singular form shall include plural and vice versa. This

Agreement shall not be construed as if it had been prepared by one of the Parties, but rather as if both Parties have prepared the Agreement.

Section 10. Term. This Agreement shall expire on the date on which the Bonds (including any bonds or other obligations which are issued to refund the Bonds) are repaid and/or defeased in full.

Section 11. Effective Date. This Agreement shall not take effect until the governing bodies of the City and the CTA have adopted resolutions ratifying this Agreement.

Section 12. Time of the Essence. Time is of the essence of each and every condition in this Agreement, and of each term and provision in this Agreement.

Section 13. Nevada Law. This Agreement shall be governed and construed in accordance with Nevada Law.


(The remainder of this page is left intentionally blank; the signature blocks follow on the next page)


IN WITNESS WHEREOF, the Parties have executed this Agreement as of the Effective Date.

(SEAL)

CARSON CITY, NEVADA

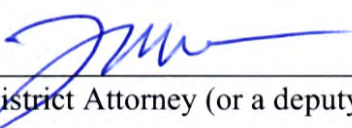
ATTEST:

By: 
William Scott Hoen, Clerk-Recorder

By: 
Lori Bagwell, Mayor

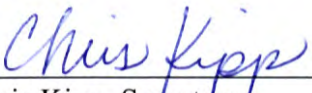
APPROVED AS TO FORM:

CARSON CITY CULTURE AND
TOURISM AUTHORITY

By: 
District Attorney (or a deputy thereof)

By: 
Michael Jones, Chair

ATTEST:

By: 
Chris Kipp, Secretary