

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

**Day:** Thursday  
**Date:** April 2, 2020  
**Time:** Beginning at 8:30 am  
**Location:** Community Center, Sierra Room  
851 East William Street  
Carson City, Nevada

**AGENDA**

\* This REVISED notice of meeting is made in accordance with NRS 241.020, which specifically exempts public bodies from the ordinary requirement that notice of all meetings be given at least 3 working days before the meeting in the event of an “emergency,” which is statutorily defined as an unforeseen circumstance which requires immediate action and includes, without limitation, any impairment of the health and safety of the public. The REVISED portion of this notice is noted in red and consists of items directly relating to an emergency and was incorporated in response to the rapidly changing and uncertain status of the coronavirus (COVID-19) outbreak. All other items on this agenda were previously posted in accordance with the ordinary requirements of the Open Meeting Law.

**NOTICE TO PUBLIC:** The State of Nevada and Carson City are currently in a declared State of Emergency in response to the global pandemic caused by the coronavirus (COVID-19) infectious disease outbreak. In accordance with the Governor’s Declaration of Emergency Directive 006, which has suspended the provisions of NRS 241.020 requiring the designation of a physical location for meetings of public bodies where members of the public are permitted to attend and participate, public meetings of Carson City will NOT have a physical location open to the public until such time this Directive is removed.

Members of the public who wish to participate during a public meeting may do so by providing public comment during the two designated public comment periods, indicated on the agenda, via videoconference or telephonic appearance. To videoconference, you must have access to an Internet connection and a computer equipped with a camera and microphone with which you can join a meeting at the following link: <https://carsoncity.webex.com/meet/sierraroom>. To join by telephone, you must dial the following number: +1-408-418-9388 (Meeting ID: 967 882 207). You may also provide public comment in advance of a meeting by written submission to the following e-mail address: [publiccomment@carson.org](mailto:publiccomment@carson.org). For inclusion or reference in the minutes of a meeting, your public comment must include your full name and be submitted via e-mail by not later than 3:00 p.m. the day before the date of the meeting.

- 1. Call to Order - Board of Supervisors**
- 2. Roll Call**

### **3. Pledge of Allegiance**

### **4. 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. For Possible Action: Approval of Minutes - February 20, 2020 and March 5, 2020**

### **6. For Possible Action: Adoption of Agenda**

#### **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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### **7. Finance**

7.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 March 20, 2020, per NRS 251.030 and NRS 354.290. (Sheri Russell, [srussell@carson.org](mailto: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](http://www.carson.org).

### **8. Sheriff**

8.A For Possible Action: Discussion and possible action regarding a request from the Sheriff's Office to submit an application to the Department of Justice for a FY 2020 Law Enforcement - Based Victim Specialist Program grant, for an amount not to exceed \$90,000 to fund one full-time Sheriff's Office Victim Witness Coordinator position. (Undersheriff Jerome Tushbant, [jtushbant@carson.org](mailto:jtushbant@carson.org))

Staff Summary: If obtained, this grant would provide funds in an effort to increase the ability of the Carson City Sheriff's Office to provide victim services and crisis intervention to victims and witnesses. The grant would also assist victims and witnesses navigate through the criminal justice process. The Sheriff's Office Victim Witness Coordinator is a full-time grant funded position and would work alongside both front line officers as well as the District Attorney's Office.

8.B For Possible Action: Discussion and possible action regarding a request from the Sheriff's Office to submit an application to the Department of Justice for a FY 2020 State of Nevada Office

of the Attorney General Violence Against Women Act "STOP" grant, for an amount not to exceed \$75,600 to fund one full-time Sheriff's Office Victim Witness Coordinator position. (Undersheriff Jerome Tushbant, [jtushbant@carson.org](mailto:jtushbant@carson.org))

Staff Summary: If obtained, this grant would provide funds in an effort to increase the ability of the Carson City Sheriff's Office to provide victim services and crisis intervention to victims and witnesses. The grant would also assist victims and witnesses navigate through the criminal justice process. The Sheriff's Office Victim Witness Coordinator is a full-time grant funded position and would work alongside both front line officers as well as the District Attorney's Office.

8.C For Possible Action: Discussion and possible action regarding a cooperative agreement between the Nevada Department of Public Safety (DPS), the Carson City Sheriff's Office (CCSO), and the Douglas County Sheriff's Office (DCSO) regarding establishing procedures for a Regional Critical Incident Investigation Response Team to investigate officer involved shootings and other major incidents. (Ken Furlong, [KFurlong@Carson.org](mailto:KFurlong@Carson.org))

Staff Summary: Through this agreement, DPS, CCSO, and DCSO have provided for a Regional Critical Incident Investigation Response Team (Response Team) to investigate officer involved shootings and where directed other major incidents, including an in-custody death of an inmate, an in-custody death involving a peace officer or corrections officer, and any use of deadly force. The purpose of the Response Team is to have an outside investigation determine whether any criminal acts occurred. The use of a Response Team in these circumstances is designed to maintain the public's confidence in their local law enforcement, enhance credibility and transparency, and to ensure a fair and impartial investigation.

## 9. Treasurer

9.A For Possible Action: Discussion and possible action regarding a request to postpone the real property tax sale set for April 23, 2020 and to authorize the Treasurer to select a new date in coordination with the City Manager. (Gayle Robertson, [grobertson@carson.org](mailto:grobertson@carson.org))

Staff Summary: Nevada Revised Statutes (NRS) 361.595(2) provides that if a "property is to be sold, the board of county commissioners may make an order, to be entered on the record of its proceedings, directing the county treasurer to sell the property particularly described therein, after giving notice of sale, for a total amount not less than the amount of the taxes, costs, penalties and interest legally chargeable against the property as stated in the order." On October 3, 2019 the Board approved the sale to be conducted on April 23, 2020. Due to the COVID-19 Virus, the Treasurer is requesting that the tax sale be postponed. The Treasurer will select a new date in coordination with the City Manager.

**(End of Consent Agenda)**

## **Ordinances, Resolutions, and Other Items**

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

## **11. Public Works**

11.A For Possible Action: Discussion and possible action regarding an easement agreement and deed granting a non-exclusive access easement to Carlos and Hilary Mendeguia, accepting the donation in fee title of approximately 28,100 square feet of property for a future public trail, accepting a permanent easement and right-of-way for existing underground reclaimed water facilities, and agreeing to grant an easement to Southwest Gas; regarding a grant of easement to Southwest Gas for the installation of gas service to the residence of Carlos and Hilary Mendeguia; and regarding a Lot Line Adjustment to facilitate and accept the donation of property for the future public trail. (Dan Stucky, DStucky@carson.org and Jennifer Budge, JBudge@carson.org)

Staff Summary: Carlos and Hilary Mendeguia are requesting an easement through City property located at 4600 Furgerson Ranch Road (APN 010-581-17) for construction of an alternative access and a gas utility line to their adjacent property at 4555 Furgerson Ranch Road (APN 010-032-32). In consideration of this request, the Mendeguia's are proposing to donate approximately 28,100 square feet of property in fee title to the City for a future public trail and to grant a permanent easement and right-of-way for existing underground reclaimed water facilities which corrects an error to an existing easement.

## **12. Purchasing and Contracts**

12.A For Possible Action: Discussion and possible action regarding the purchase of two new ambulances for the Fire Department, utilizing joinder contract No. AM10-18 through H-GACBuy, for a total not to exceed amount of \$499,354. (Carol Akers, CAkers@carson.org; Rich Hardcastle, RHardcastle@carson.org; and Sean Slamon, SSlamon@carson.org)

Staff Summary: The Fire Department is proposing to purchase two new ambulances to replace two ambulances from the current fleet. The current vehicles have surpassed their usefulness due to the age of the ambulance boxes and the equipment required to outfit current ambulances calls for a more heavy-duty chassis. The City has reviewed other vendors and found that, for the specifications needed, H-GACBuy has the best pricing.

## **13. Sheriff**

13.A For Possible Action: Discussion and possible action regarding an agreement between the Carson City School District and Carson City continuing the School Resource Officers (SRO) Program at the School District, and through which the City and the School District will split the personnel costs of three SROs, approximately \$430,438.81 for FY 2021. (Ken Furlong, KFurlong@Carson.org)

Staff Summary: Over the past several years, the Carson City Sheriff's Office (CCSO) has provided SROs to CCSD as part of a grant program. The SRO Program has been successful at reducing crime in the School District's schools, but the grant has expired. This agreement continues the SRO Program, reestablishing and clarifying the working relationship between, and the respective duties of, the City, CCSO, and School District. The agreement provides that the City and the School District will split the personnel costs of the first three SROs and may agree to fund, or find funding for additional SROs. The School District has previously obtained grant funding for two additional SROs.

## **14. Board of Supervisors – Special Item**

**14.A For Possible Action: Discussion and possible action regarding directives and recommendations concerning Carson City departmental and staff functions and functions in Carson City as a consolidated municipality in relation to the exercise of emergency powers pursuant to NRS Chapters 244 and 414 and CCMC Chapter 6.02 for the purpose of ensuring the health, safety and welfare in Carson City in response to the global coronavirus (COVID-19) pandemic. (Nancy Paulson, npaulson@carson.org)**

**Staff Summary:** As the status of the global coronavirus is constantly in a state of unpredictability and a rapidly changing landscape with regard to the rate of infection, exposure to infection and the issuance of international, federal and state guidelines and recommendations to mitigate exposure to and the transmission of infectious disease, various staff will present an update on Carson City's role in protecting the health, safety and welfare of its residents. In addition, this item is for the Board of Supervisors to issue, if it elects to do so, certain directives to City staff and departments concerning City-related functions, as well as any recommendations to the public or directives pursuant to the City's emergency powers under a state of emergency in accordance with legal authority expressly granted by state and local law.

## **15. 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

## **16. 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.

## **17. For Possible Action: To Adjourn**

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**\*\*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. **Although it has been the ordinary practice of these public bodies to provide an opportunity for additional public comment during each specific item designated for possible action on the agenda, public comment will be temporarily limited to the beginning of the agenda before any action is taken and again at the end before adjournment. This policy will remain effective during the period of time the State of Nevada is under a State of Emergency as declared by the Governor due to the COVID-19 pandemic, and is intended to achieve the efficient conduct of meetings while facilitating public participation via videoconference and telephonic means.** 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.

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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.

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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 agendized item.

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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.

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To request a copy of the supporting materials for this meeting contact Janet Busse at [ibusse@carson.org](mailto:ibusse@carson.org) or call (775) 887-2100.

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This agenda and backup information are available on the City's website at [www.carson.org/agendas](http://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.

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**NOTICE TO PUBLIC: In accordance with the Governor's Emergency Declaration Directive 006 suspending state law provisions requiring the posting of public meeting agendas at physical locations, this agenda was posted electronically at the following Internet websites:**

This notice has been posted at the following locations:

[www.carson.org/agendas](http://www.carson.org/agendas)  
<http://notice.nv.gov>