

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

Day: Thursday
Date: May 1, 2025
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 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 - Tyler Strickland, Life Point**
4. **Pledge of Allegiance**

5. **Public Comment:****

The public is invited at this time to provide comment on any topic that relates to a matter over which this public body has supervision, control, jurisdiction or advisory power, including any such matter that is not specifically included on the agenda as an action item. No action may be taken on a matter raised during this period for public comment.

6. **For Possible Action: Approval of Minutes**

- 6.a April 3, 2025
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7. **Special Presentations**

- 7.a Presentation of a proclamation recognizing May 1, 2025, as Pastor Bruce Henderson

Day.

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- 7.b Presentation of a proclamation recognizing May 1, 2025, as Sharon Rosse Day.
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- 7.c Presentation of a proclamation to recognize the month of May as Historic Preservation and Archaeological Awareness Month, and presentation of the 2025 Historic Preservation Award. (Heather Ferris, hferris@carson.org)
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Consent Agenda

All matters listed under the consent agenda are considered routine and may be acted upon by the Board of Supervisors with one action and without an extensive hearing. Any member of the Board may request that an item be taken from the consent agenda, discussed and acted upon separately during this meeting. The Mayor, or the Mayor Pro-Tem, retains discretion in deciding whether or not an item will be pulled off the consent agenda.

8. Finance

- 8.a For Possible Action: Discussion and possible action regarding the report on the condition of each fund in the treasury and the statements of receipts and expenditures through April 18, 2025, per NRS 251.030 and NRS 354.290. (Sheri Russell-Benabou, srussell@carson.org)
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- 8.b For Possible Action: Discussion and possible action to certify charges and levy and direct the Treasurer to collect special assessments for Fiscal Year 2025-2026 as requested by the State Engineer of the State of Nevada, Department of Conservation and Natural Resources, for the Eagle Valley Groundwater Basin (\$24,000) and the Dayton Valley Groundwater Basin (\$3,000) and to further direct the Carson City Chief Financial Officer to remit the special assessment collections to the State. (Sheri Russell-Benabou, srussell@carson.org)
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9. Health and Human Services

- 9.a For Possible Action: Discussion and possible action regarding a proposed interlocal contract ("Contract") between Carson City and Douglas County for Carson City Health and Human Services ("CCHHS") to provide environmental health services in Douglas County for an amount not to exceed \$425,500 during Fiscal Year ("FY") 2026, \$446,500 during FY 2027 and \$472,000 during FY 2028. (Nicki Aaker, naaker@carson.org)
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10. Public Works

- 10.a For Possible Action: Discussion and possible action regarding a proposed 230.15 square foot permanent access easement ("Easement") located on Assessor's Parcel Number ("APN") 002-137-02, also known as 151 E. Park Street ("Property") located

in Carson City, from the Cindy Wendell Family Trust to Carson City, at no cost. (Robert Nellis, RNellis@carson.org and Audrey Link, ALink@carson.org).
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- 10.b For Possible Action: Discussion and possible action regarding (1) the quitclaim by Carson City of an existing drainage easement consisting of 5,230 square feet; and (2) the acceptance by the City of a replacement drainage easement consisting of 2,830 square feet, located on 2320 Hunt Circle, also known as Assessor's Parcel Number ("APN") 010-062-52 ("Property"), from Justin L. Smith and Cassandra M. Smith ("Owner"), at no cost. (Robert Nellis, RNellis@carson.org and Audrey Link, ALink@carson.org).
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- 10.c For Possible Action: Discussion and possible action regarding revisions to the permanent and temporary easement ("Easements") templates previously approved by the Board of Supervisors ("Board") for the East William Street Complete Streets Project ("Project") based on proposed revisions from Smith's Food & Drug Centers, Inc. ("Property Owner"), as the property owner of Assessor's Parcel Numbers ("APN") 002-172-01 and 002-172-12 ("Properties"), and authorization to expend a total amount not to exceed \$25,825 for all Easements needed on the Properties for the Project. (Darren Anderson, danderson@carson.org and Robert Nellis, rnellis@carson.org)

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- 10.d For Possible Action: Discussion and possible action regarding (1) an amended, restated and merged ground lease ("Lease") between Carson City and The Seasons Limited Partnership, a Nevada limited partnership ("Tenant"), for Tenant to provide affordable senior housing at the Autumn Village Apartments on property located at 1101 Beverly Dr., Carson City, Nevada, Assessor's Parcel Numbers ("APNs") 002-121-09 and 002-121-17 ("Autumn Village") for a term ending June 1, 2065, at the rate of \$1.00 per year; (2) an estoppel certificate for the Lease; and (3) authorization for the Mayor to (a) sign the Lease and estoppel certificate, (b) to take all necessary actions to facilitate the lease and (c) to take all necessary actions required of Carson City during the term of the Lease. (Robert Nellis, rnellis@carson.org)
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11. Purchasing and Contracts

- 11.a For Possible Action: Discussion and possible action regarding a determination that M4 Engineering LLC ("M4") is the lowest responsive and responsible bidder pursuant to Nevada Revised Statutes ("NRS") Chapter 338 and whether to award Contract No. 25300332 for the East William Street Overhead Utility Undergrounding Project ("Project") to M4 for a total amount not to exceed \$2,898,003.35. (Carol Akers, cakers@carson.org and Darren Anderson, danderson@carson.org)
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- 11.b For Possible Action: Discussion and possible action regarding Contract No. 25300362 for Lumos & Associates, Inc. ("Lumos") to provide construction material testing services for the East William Street Complete Streets and Utility Undergrounding Project ("Project") for an amount not to exceed \$165,985. (Carol Akers,

cakers@carson.org and Darren Anderson, danderson@carson.org)

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12. Sheriff

- 12.a For Possible Action: Discussion and possible action regarding the 911 Surcharge Master Plan for Fiscal Years 2026 through 2030.

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(End of Consent Agenda)

Ordinances, Resolutions, and Other Items

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

14. City Manager

- 14.a For Possible Action: Discussion and possible action regarding coordination of legislative activity on pending state legislation before the Nevada Legislature and whether to adopt an official policy position or direct staff to advocate for or against any such legislation, including the submittal of proposed amendatory language. (Cameron Gresh, cgresh@carson.org and Nancy Paulson, npaulson@carson.org)

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15. Finance

- 15.a For Possible Action: Discussion and possible action on direction to staff concerning the proposed Carson City Fiscal Year ("FY") 2026 Tentative Budget, which includes the General Fund, Special Revenue Funds, Enterprise Funds and all other budgeted funds, and supplemental requests and recommendations, which, if approved, will be included in the Final Budget. (Sheri Russell-Benabou, srussell@carson.org)

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- 15.b For Possible Action: Discussion and possible action on the proposed Carson City Capital Improvement Plan ("CIP") for Fiscal Years 2026-2030. (Sheri Russell, srussell@carson.org)

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- 15.c For Possible Action: Discussion and possible action regarding a proposed resolution setting the ad valorem tax rate for County Cooperative Extension for Fiscal Year ("FY") 2026 at 1.28 cents per \$100 of assessed valuation. (Sheri Russell-Benabou, srussell@carson.org)

Pursuant to NRS 549.020, this resolution must be adopted by unanimous vote of the Board of Supervisors.

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16. Purchasing and Contracts

- 16.a For Possible Action: Discussion and possible action regarding (1) a contract between Tyler Technologies, Inc. ("Tyler") and Carson City ("Contract") for the purchase,

implementation and annual licensing fees of a computer-aided dispatch (“CAD”), records management system (“RMS”) and jail management system (“JMS”) for the Carson City Sheriff’s Office (“CCSO”), the Carson City Jail and CCSO Dispatch Center, for an initial term from Contract execution through June 30, 2028, with automatic renewals after the initial term unless cancelled, for a one-time installation fee of \$782,935 due in milestone payments, an annual licensing fee of \$436,444 for the first year that will increase by not more than 5 percent over the first five years of the Contract and a contingency amount of \$100,000 for the installation portion of the Contract, for a total of \$1,319,379 for year one of the Contract (signing through the end of Fiscal Year (“FY”) 2026), \$473,008.20 for year two (FY 2027), \$496,658.61 for year three (FY 2028), \$521,491.54 for year four (FY 2029) and \$547,566.12 for year five (FY 2030), for a total not to exceed amount of \$3,358,103.47 over the first five years of the Contract, the initial term plus two renewal terms, and (2) authorization for the Undersheriff to expend the contingency, if necessary. (Carol Akers, cakers@carson.org; Jerome Tushbant, jtushbant@carson.org; and Frank Abella, fabella@carson.org)

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- 16.b For Possible Action: Discussion and possible action regarding an amendment to the Professional Services Agreement, Contract No. 2330294 (“Agreement”), between Carson City and Mission Critical Partners, LLC (“MCP”) to expand the scope of the Agreement to include assisting in the implementation at the Carson City Sheriff’s Office (“CCSO”) of the Tyler Technologies, Inc. Computer Aided Dispatch System, Records Management System and Jail Management System (“CAD/RMS/JMS”), for an additional amount of \$135,000 for a total not to exceed amount of \$331,128, and extending the Agreement through December 30, 2026. (Jerome Tushbant, jtushbant@carson.org)

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- 16.c For Possible Action: Discussion and possible action regarding a determination that Granite Construction Company (“Granite”) is the lowest responsive and responsible bidder pursuant to Nevada Revised Statutes (“NRS”) Chapter 338 and whether to award Contract No. 25300330 for the East William Street Complete Streets Project (“Project”) to Granite for a total amount not to exceed \$22,485,624.52, including an 8 percent contingency. (Carol Akers, cakers@carson.org and Darren Anderson, danderson@carson.org)

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17. Community Development

- 17.a For Possible Action: Discussion and possible action regarding a request for an amendment to the Tentative Subdivision Map for the Ash Canyon Subdivision (SUB-2022-0375) to modify the setbacks for two internal lots, lots 31 and 32, reducing the street side yard setback from 10 feet to 6.5 feet from the property line, on property zoned Single Family-6000 (SF6), located on the east side of N. Ormsby Blvd. approximately 450 feet north of W. Washington Street, Assessor’s Parcel Numbers (“APNs”) 001-271-01 through 001-271-41. (Heather Ferris, hferris@carson.org)

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18. Recess as the Board of Supervisors

Redevelopment Authority

19. Call to Order - Redevelopment Authority

20. Roll Call

21. Public Comment:**

The public is invited at this time to provide comment on any topic that relates to a matter over which this public body has supervision, control, jurisdiction or advisory power, including any such matter that is not specifically included on the agenda as an action item. No action may be taken on a matter raised during this period for public comment.

22. For Possible Action: Approval of Minutes

22.a February 6, 2025
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23. Finance

23.a For Possible Action: Discussion and possible action on the proposed Carson City Redevelopment Authority Fiscal Year ("FY") 2026 Tentative Budget and Capital Improvement Plan ("CIP"). (Sheri Russell-Benabou, srussell@carson.org)
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24. Community Development

24.a For Possible Action: Discussion and possible action regarding a recommendation to the Board of Supervisors ("Board") concerning the expenditure of \$1,922,425 from the Fiscal Year ("FY") 2026 Redevelopment Revolving Fund to support various events, incentives and capital improvement projects as included in the FY 2026 Redevelopment Budget and Capital Improvement Plan. (Hope Sullivan, hsullivan@carson.org)
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25. Public Comment:**

The public is invited at this time to provide comment on any topic that relates to a matter over which this public body has supervision, control, jurisdiction or advisory power, including any such matter that is not specifically included on the agenda as an action item. No action may be taken on a matter raised during this period for public comment.

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

27. Reconvene as the Board of Supervisors

28. Community Development

28.a For Possible Action: Discussion and possible action regarding a proposed resolution authorizing the expenditure of \$1,922,425 from the Fiscal Year ("FY") 2026 Redevelopment Revolving Fund to support various events, incentives and capital improvement projects as included in the FY 2026 Redevelopment Budget and Capital Improvement Plan. (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.

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--TIME SPECIFIC NOT BEFORE 5:30PM**--**

29. Community Development

- 29.a For Possible Action: Discussion and possible action regarding an updated master plan setting forth the long-term general plan for the physical development of Carson City. (Hope Sullivan, hsullivan@carson.org)

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30. 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

31. Public Comment:**

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32. For Possible Action: To Adjourn

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.

****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:

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