

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

Day: Thursday
Date: July 17, 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 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 - Pastor Brady Roser, The Bridge**
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 June 20, 2025
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7. **Special Presentations**

- 7.a Presentation of Length of Service certificates to City Employees. (Alana Mills,

amills@carson.org)
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- 7.b Proclamation and presentation of the Employee-of-the-Quarter award to Jacque Cassinelli. (Alana Mills, amills@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. City Manager

- 8.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 June 9, 2025, through July 3, 2025. (Glen Martel, gmartel@carson.org)
[Click Here for Staff Report](#)

9. Community Development

- 9.a For Possible Action: Discussion and possible action regarding a request from Scotch Ocean, LLC ("Applicant") for an extension of time for an approved tentative subdivision map known as Blackstone Ranch South (TSM-19-054), on property within the Blackstone Ranch South Specific Plan Area ("SPA") and zoned Single Family Residential 6,000 Square Feet ("SF6-SPA"), located to the east of the eastern terminus of Railroad Drive and approximately 1,400 feet to the south of East 5th Street, Assessor's Parcel Number ("APN") 010-051-44. (SUB-2025-0293). (Heather Manzo, hmanzo@carson.org)
[Click Here for Staff Report](#)
- 9.b For Possible Action: Discussion and possible action regarding a request from AMH NV17 Development, LLC, a Delaware limited liability company ("Applicant") for a final subdivision map for a common open space development known as Blackstone Ranch North, Phase 2, resulting in the creation of 73 residential lots, common open space areas and rights-of-way on a 12.36 acre parcel zoned Multifamily Duplex, located within the Lompa Ranch North Specific Plan Area ("MFD-SPA"), Assessor's Parcel Number ("APN") 004-441-05 (SUB-2024-0302). (Heather Manzo, hmanzo@carson.org)
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10. District Attorney

- 10.a For Possible Action: Discussion and possible action regarding a proposed reclassification of two employee positions within the District Attorney's Office, including (1) the classified (FLSA non-exempt), full-time Victim-Witness Program Administrator position (pay grade S101/S102) to an unclassified (FLSA-exempt) Victim-Witness Program Administrator position (pay grade S201), and (2) the

classified (FLSA non-exempt), full-time Supervising Legal Assistant position (pay grade S101/S102) to an unclassified (FLSA-exempt) Supervising Legal Assistant position (pay grade S201). (Garrit Pruyt, gpruyt@carson.org)

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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 July 3, 2025, per NRS 251.030 and NRS 354.290. (Sheri Russell-Benabou, srussell@carson.org)

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12. Public Works

- 12.a For Possible Action: Discussion and possible action regarding the relinquishment of an existing easement located at 3245 Market Street, Assessor's Parcel Number ("APN") 002-755-22, consisting of 28,834 square feet ("Property") through a Quitclaim of Easement and Right-of-Way to Carson Crossing LLC ("Owner") from Carson City for no cost. (Robert Nellis, rnellis@carson.org and Audrey Link, alink@carson.org).

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13. Purchasing and Contracts

- 13.a For Possible Action: Discussion and possible action regarding authorization to purchase temporary staffing services for Fiscal Year ("FY") 2026, utilizing State of Nevada joinder contracts 99SWC-NV25-25408 with Marathon Staffing Group, Inc. ("Marathon") and 99SWC-NV25-25409 with Hat Limited Partnership dba Manpower Temporary Services ("Manpower"), for a total not to exceed amount of \$893,112. (Carol Akers, cakers@carson.org and Sheri Russell-Benabou, srussell@carson.org)

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- 13.b For Possible Action: Discussion and possible action regarding a proposed amendment to Contract No. 25300330 for the East Williams Street Complete Streets Project with Granite Construction Company ("Granite") to add Terms B.3 and B.4, pertaining to delinquent tax liability, felony convictions and text messaging while driving, required by the Federal Highway Administration ("FHWA"), with no change to the amount of the contract. (Carol Akers, cakers@carson.org and Darren Anderson, danderson@carson.org)

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- 13.c For Possible Action: Discussion and possible action regarding a contract between Tyler Technologies, Inc. ("Tyler") and Carson City ("Contract") for the purchase, implementation and annual licensing fees of a case management system for the Department of Alternative Sentencing ("DAS"), for an initial term from Contract execution through June 30, 2028, with automatic renewals after the initial term unless cancelled, for a one-time implementation service fee of \$128,710 and annual licensing fees of \$54,000 for the first year, increasing by not more than 5 percent over the first three years of the contract, for a total of \$182,710 for year one of the Contract (execution through June 30, 2026), \$56,700 for year two (Fiscal Year ("FY") 2027) and \$59,535 for year three (FY 2028), for a total not to exceed amount of \$298,945 over

the first three years of the Contract. (Carol Akers, cakers@carson.org; Marlina Stone, mstone@carson.org; and Frank Abella, fabella@carson.org)
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- 13.d For Possible Action: Discussion and possible action regarding a determination that Simerson Construction LLC (“Simerson”) is the lowest responsive and responsible bidder pursuant to Nevada Revised Statutes (“NRS”) Chapter 338 and whether to award Contract No. 25300363 (“Contract”) for the Landfill Weather Station Platform & Communication Tower Project (“Project”) to Simerson for a total amount not to exceed \$298,650, which includes a 10 percent contingency. (Carol Akers, cakers@carson.org and Darren Anderson, danderson@carson.org)
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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 2025, submitted per Nevada Revised Statutes ("NRS") 354.280. (Andrew Rasor, arasor@carson.org)
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(End of Consent Agenda)

Ordinances, Resolutions, and Other Items

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

16. City Manager

- 16.a For Possible Action: Discussion and possible action regarding the appointment of one member to the Carson City Culture and Tourism Authority ("CTA"), to represent other commercial interests, for a two-year term expiring in July 2027. (Glen Martel, gmartel@carson.org)
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17. Sheriff

- 17.a For Discussion Only: Presentation of a biannual report on Carson City jail conditions and information concerning deaths of prisoners within the jail. (Matthew Smith, msmith@carson.org)
[Click Here for Staff Report](#)

18. Public Works

- 18.a For Possible Action: Discussion and possible action regarding a proposed resolution adopting the Carson River Watershed Regional Floodplain Management Plan 2025 Update (“Plan”). (Ed James, edjames@cwsd.org and Debbie Neddenriep, dneddenriep@cwsd.org)
[Click Here for Staff Report](#)

19. Community Development

- 19.a For Possible Action: Discussion and possible action regarding a request from Borda Crossing, LLC (“Applicant”) for a final subdivision map for a common open space development known as Borda Crossing, a subdivision of 5.26 acres resulting in the creation of 28 single family lots ranging in size from 5,009 to 5,040 square feet, 2 common area parcels and a public right-of-way, on a parcel zoned Single-Family 6,000 (“SF6”), located at the northeast corner of Clear View Drive and Silver Sage Drive, Assessor’s Parcel Number (“APN”) 009-124-03 (SUB-2021-0405). (Heather Ferris, hferris@carson.org)
[Click Here for Staff Report](#)
- 19.b For Possible Action: Discussion and possible action to introduce, on first reading, a proposed ordinance establishing various provisions relating to temporary use permits. (Hope Sullivan, hsullivan@carson.org)
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20. 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

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: 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:

City Hall 201 North Carson Street

Community Center 851 East William Street

www.carson.org/agendas

<http://notice.nv.gov>