

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

Day: Thursday
Date: September 3, 2026
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 Board of Health meeting at www.carsoncity.gov/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@carsoncity.gov. 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 Louie Locke, Fountainhead Foursquare**
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 August 6, 2026
[Click Here for Staff Report](#)

Consent Agenda

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

7. Assessor

- 7.a For Possible Action: Discussion and possible action regarding a request to correct factual errors to the personal property taxes for Fiscal Year ("FY") 2026 on account numbers AB000028 (John Dimartino N623LJ), AB000029 (William Burrows N167AB), AB000030 (William James Dally N817D), AB000031 (John Dimartino N8504Q), AB000032 (Michael E Horejsi N360HB), AB000033 (John Schaff N487EX) and AB000034 (Lawrence P Jones N1396N) pursuant to NRS 361.765 and 361.768, and authorization to refund personal property taxes ("PPT") in a total amount of \$338.91. (Kimberly Adams, kadams@carsoncity.gov)
[Click Here for Staff Report](#)

8. Courts

- 8.a For Possible Action: Discussion and possible action regarding an interlocal contract between the State of Nevada, acting by and through its Department of Human Services, Division of Public and Behavioral Health, Rural Clinics Administration ("Rural Clinics"), and Carson City, through its Justice/Municipal Court ("City"), for Rural Clinics to facilitate, at no cost to the City, case management for Mental Health Court participants with a term commencing retroactively on July 1, 2026, and ending June 30, 2028. (Max Cortes, mcortes@carsoncity.gov)
[Click Here for Staff Report](#)

9. Finance

- 9.a For Possible Action: Discussion and possible action regarding the report on the condition of each fund in the treasury and the statements of receipts and expenditures through August 21, 2026, per Nevada Revised Statutes ("NRS") 251.030 and 354.290. (Sheri Russell-Benabou, srussell@carsoncity.gov)
[Click Here for Staff Report](#)

10. Health and Human Services

- 10.a For Possible Action: Discussion and possible action regarding an interlocal agreement between the Board of Regents of the Nevada System of Higher Education, on behalf of Western Nevada College ("WNC"), and Carson City to permit WNC nursing students to receive, with WNC faculty oversight, clinical education and training at the Carson City Department of Health and Human Services ("CCHHS"), effective September 15, 2026, through June 30, 2031, with no monetary compensation exchanged between the parties. (Jeanne Freeman, jmfreeman@carsoncity.gov)
[Click Here for Staff Report](#)

11. Library

- 11.a For Possible Action: Discussion and possible action regarding (1) a proposed amendment ("Amendment") to the interlocal contract between the State of Nevada acting by and through the Governor's Office of Economic Development ("GOED"), the Carson City Library and Carson City ("Contract"), with the Amendment allowing the Carson City Library to continue providing innovative career training, advancement and exploration services by extending the Contract's expiration date from September 30, 2026, to September 30, 2027, and providing an additional \$594,288 in funding from GOED, with no local match obligation, resulting in a new total Contract amount not to exceed \$2,066,316. (Joy Holt, jholt@carsoncity.gov).
[Click Here for Staff Report](#)

12. Purchasing and Contracts

- 12.a For Possible Action: Discussion and possible action regarding purchase authority for 15 vehicles for several City departments during Fiscal Year ('FY') 2027, for a total not to exceed amount of \$1,472,861.30 utilizing joinder contracts (1) 99SWC- NV25-25627 between the State of Nevada and Michael Hohl Motor Company; (2) 99SWC- NV26-25907 between the State of Nevada and Capital Ford; and (3) 99SWC-NV24-20894 between the State of Nevada and Caterpillar, Inc. (Carol Akers, cakers@carsoncity.gov and Mike Shaffer, mshaffer@carsoncity.gov)
[Click Here for Staff Report](#)
- 12.b For Possible Action: Discussion and possible action regarding purchase authority for one TANA landfill compactor to be used at the Carson City Landfill for a total not to exceed amount of \$1,379,567, utilizing joinder contract FSA23-EQU21.0 between the Florida Sheriffs Association and Humdinger Equipment, Ltd. (Carol Akers, cakers@carsoncity.gov and Justin Tiearney, jtiearney@carsoncity.gov)
[Click Here for Staff Report](#)

(End of Consent Agenda)

Ordinances, Resolutions, and Other Items

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

14. Finance

- 14.a For Possible Action: Public hearing, discussion and possible action regarding a proposed resolution (1) authorizing the preparation of a lease-purchase agreement in the maximum aggregate principal amount of \$30,000,000 for the purpose of financing the cost of a building project, including, but not limited to, a City Hall project; (2) directing the Clerk-Recorder to notify the Carson City Debt Management Commission of the City's proposal to enter into such lease purchase agreement; (3) directing the City's Chief Financial Officer or the City Manager to forward necessary materials to the Department of Taxation of the State of Nevada; and (4) providing the effective date hereof. (Sheri Russell-Benabou, srussell@carsoncity.gov)
[Click Here for Staff Report](#)

15. City Manager

- 15.a For Possible Action: Discussion and possible action to adopt, on second reading, Bill

No. 109, an ordinance repealing provisions governing the “Carson City Center Project” proposed in 2012, also known as the “Nugget Economic Development Project” or the “Nugget Project”. (Glen Martel, gmartel@carsoncity.gov)

[Click Here for Staff Report](#)

- 15.b For Possible Action: Discussion and possible action regarding a proposal made pursuant to NRS 338.161 to 338.168, inclusive, from Adams CC Development, LLC, wholly owned by the Hop and Mae Adams Foundation, to develop, construct, maintain and operate a parking facility for vehicles in downtown Carson City, with dedication of a portion of the completed facility to Carson City, and the consideration of any agreements for future execution, including possible terms and conditions, relating to the proposal that may be required by law. (Glen Martel, gmartel@carsoncity.gov)

[Click Here for Staff Report](#)

16. 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

17. 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.

18. For Possible Action: To Adjourn

Board of Health

19. Call to Order - Board of Health

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 June 4, 2026

[Click Here for Staff Report](#)

23. Health and Human Services

- 23.a For Discussion Only: Discussion and presentation regarding Partnership Douglas

County's (1) development plan to establish a substance use disorder prevention coalition in Carson City, and (2) existing contracted programs in Carson City. (Jeanne Freeman, jmfreeman@carsoncity.gov)

[Click Here for Staff Report](#)

- 23.b For Discussion Only: Discussion and presentation regarding a report from the Carson City Health Officer ("Health Officer"), Dr. Colleen Lyons, concerning Health Officer activities between April 1, 2026, and June 30, 2026. (Jeanne Freeman jmfreeman@carsoncity.gov)

[Click Here for Staff Report](#)

- 23.c For Discussion Only: Discussion and presentation regarding a report from Jeanne Freeman, Director of the Carson City Health and Human Services Department ("CCHHS"), concerning department activities between April 1, 2026, and June 30, 2026, and other ongoing activities. (Jeanne Freeman, jmfreeman@carsoncity.gov)

[Click Here for Staff Report](#)

- 23.d For Discussion Only: Discussion and presentation regarding a report from the Carson City Health and Human Services Department ("CCHHS"), Epidemiology Division, concerning the 2025-2026 influenza season. (Jeanne Freeman, jmfreeman@carsoncity.gov and Raechel Freshman, rfreshman@carsoncity.gov)

[Click Here for Staff Report](#)

- 23.e For Discussion Only: Discussion and presentation regarding a report from the Carson City Health and Human Services Department, Environmental Health Division, concerning activities conducted in 2025. (Jeanne Freeman, jmfreeman@carsoncity.gov and Kandis Harvey, kharvey@carsoncity.gov)

[Click Here for Staff Report](#)

24. 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.

25. For Possible Action: To Adjourn as the Board of Health

Closed Session (non-meeting) to Confer with Management Representatives and Counsel:

Following a recess or adjournment, the Carson City Board of Supervisors may gather to discuss with its management representatives certain matters pertaining to collective bargaining pursuant to NRS 288.220 or to receive legal advice from counsel regarding a matter over which the Board has supervision, control, jurisdiction or advisory power and to deliberate on the matter pursuant to NRS 241.015. Such gatherings are closed to the public as non-meetings and are specifically exempted from the provisions of the Open Meeting Law.

****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@carsoncity.gov or call (775) 887-2100.

This agenda and backup information are available on the City's website at www.carsoncity.gov/granicus 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.carsoncity.gov/granicus

<http://notice.nv.gov>



STAFF REPORT

Report To:

Meeting Date:

September 3, 2026

Staff Contact:

Agenda Title: August 6, 2026

Agenda Action: Formal Action / Motion

Time Requested:

Proposed Motion

I move to approve the minutes for August 6, 2026,

Board's Strategic Goal

Previous Action

Background/Issues & Analysis

Applicable Statute, Code, Policy, Rule or Regulation

Financial Information

Is there a fiscal impact? No

If yes, account name/number:

Is it currently budgeted? No

Explanation of Fiscal Impact:

Alternatives

Attachment(s):

[8-6-2026 Draft Minutes \(BOS\).pdf](#)

Motion: _____

1) _____
2) _____

Aye/Nay

(Vote Recorded By)

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A regular meeting of the Carson City Board of Supervisors was scheduled for 8:30 a.m. on Thursday, August 6, 2026 in the Community Center Robert “Bob” Crowell Boardroom, 851 East William Street, Carson City, Nevada.

PRESENT:

Mayor Lori Bagwell
Supervisor Stacey Giomi, Ward 1
Supervisor Maurice White, Ward 2
Supervisor Curtis Horton, Ward 3
Supervisor Lisa Schuette, Ward 4

STAFF:

Glen Martel, City Manager
Stephanie Hicks, Deputy City Manager
Scott Hoen, Clerk-Recorder
Dan Yu, Assistant District Attorney
Briana Munoz, Senior Public Meetings Clerk

NOTE: A recording of these proceedings, the Board’s agenda materials, and any written comments or documentation provided to the Clerk during the meeting are part of the public record. These materials are available for review in the Clerk’s Office during regular business hours. All meeting minutes are available for review at: <https://www.carsoncity.gov/government/city-meetings>.

1 - 4. CALL TO ORDER, ROLL CALL, INVOCATION, AND PLEDGE OF ALLEGIANCE

(8:30:16) – Mayor Bagwell called the meeting to order at 8:30 a.m. Mr. Hoen called roll and noted the presence of a quorum. Pastor Michael Hurlbert of First Christian Church delivered the invocation. Mayor Bagwell led the Pledge of Allegiance.

5. PUBLIC COMMENT

(8:33:05) – Mayor Bagwell entertained public comments. Steve Fonda, Carson City resident, expressed concerns about a neighboring property being used as a short-term rental. Mr. Fonda questioned the approval process, regulations, fiscal impact, and effects on long-term residents and neighborhood stability.

6. FOR POSSIBLE ACTION: APPROVAL OF MINUTES

6.a JULY 2, 2026

(8:36:58) – Mayor Bagwell introduced the item and entertained comments and/or corrections on the minutes. When none were forthcoming, she entertained a motion.

(8:37:10) – MOTION: Supervisor Giomi moved to approve the minutes of the July 2, 2026, Carson City Board of Supervisors meeting as presented. The motion was seconded by Supervisor White and carried 5-0-0.

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RESULT:	APPROVED (5-0-0)
MOVER:	Supervisor Giomi
SECONDER:	Supervisor White
AYES:	Supervisors Giomi, White, Horton, Schuette, and Mayor Bagwell
NAYS:	None
ABSTENTIONS:	None
ABSENT:	None

7. SPECIAL PRESENTATIONS

7.a PRESENTATION OF A PROCLAMATION CELEBRATING THE 50TH ANNIVERSARY OF THE CARSON CITY SENIOR CENTER ON AUGUST 6, 2026.

(8:37:43) – Mayor Bagwell invited the Board to join her in presenting the proclamation celebrating the 50th Anniversary of the Carson City Senior Center.

7.b PROCLAMATION AND PRESENTATION OF THE EMPLOYEE-OF-THE-QUARTER AWARD TO MARK TEMEN.

(8:42:20) – Mayor Bagwell presented the Employee-of-the-Quarter award to Mark Temen and Public Works Director Darren Schulz and City Engineer Darren Anderson praised Mr. Temen for his work and accomplishments.

CONSENT AGENDA

(8:48:45) – Mayor Bagwell introduced the Consent Agenda and entertained items that the Board wished to pull. When none were forthcoming, she entertained a motion.

(8:48:52) – MOTION: Supervisor Giomi moved to approve the Consent Agenda consisting of items 9.a, 9.b, which includes Resolution No. 2026-R-21, 9.c, 10.a, 10.b, 11.a, 11.b, 12.a, and 12.b, all as presented. The motion was seconded by Supervisor White and carried 5-0-0.

RESULT:	APPROVED (5-0-0)
MOVER:	Supervisor Giomi
SECONDER:	Supervisor White
AYES:	Supervisors Giomi, White, Horton, Schuette, and Mayor Bagwell
NAYS:	None
ABSTENTIONS:	None
ABSENT:	None

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(9:06:57) – Mayor Bagwell requested to pull and reconsider item 8.a, which had been previously approved with the Consent Agenda.

9. COMMUNITY AND ECONOMIC DEVELOPMENT

9.a FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING THE PROPOSED CLOSURE OF NORTH CURRY STREET FROM WEST SPEAR STREET TO WEST ROBINSON STREET, BEGINNING ON OCTOBER 29, 2026, AT 6:00 AM AND REOPENING ON NOVEMBER 2, 2026, AT 1:00 PM.

9.b FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A RESOLUTION PROVIDING FOR THE TRANSFER OF CARSON CITY’S 2026 PRIVATE ACTIVITY BOND VOLUME CAP (“BOND CAP”) IN THE AMOUNT OF \$4,093,730.38 TO THE NEVADA RURAL HOUSING AUTHORITY (“NRHA”) FOR THE OPERATION OF PROGRAMS FOR HOMEOWNERSHIP OPPORTUNITIES.

9.c FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A SECOND REQUEST FROM INTREPID LAND DEVELOPMENT, LLC AND MOUNTAIN EXCAVATION, LLC (“APPLICANT”) FOR A ONE-YEAR EXTENSION OF TIME FOR THE APPROVED TENTATIVE SUBDIVISION MAP (SUB-2021-0211) KNOWN AS THE EAST NYE LANE SUBDIVISION, ON PROPERTY ZONED MOBILE HOME 12,000 (MH-12), LOCATED EAST OF OTHA STREET AND WEST OF DEBBIE WAY BETWEEN E. NYE LANE AND COLLEGE PARKWAY, ASSESSOR’S PARCEL NUMBER (“APN”) 008-192-71.

10. FINANCE

10.a FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING AN APPLICATION TO REMOVE \$267,116.37 IN UNCOLLECTIBLE ACCOUNTS RECEIVABLE FROM THE RECORDS OF THE AMBULANCE FUND.

10.b 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 24, 2026, PER NEVADA REVISED STATUTES (“NRS”) 251.030 AND 354.290.

11. HEALTH AND HUMAN SERVICES

11.a FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING (1) THE DEOBLIGATION OF \$229,659 IN AMERICAN RESCUE PLAN ACT COMPREHENSIVE REPRODUCTIVE SERVICES (“ARPA CRS”) FUNDS AWARDED TO CARSON CITY THROUGH A GRANT AGREEMENT WITH THE NEVADA DEPARTMENT OF HUMAN SERVICES, DIVISION OF PUBLIC AND BEHAVIORAL HEALTH (“DPBH”), RESULTING IN A NEW AWARD AMOUNT NOT TO EXCEED \$821,366, AND (2) AUTHORIZATION FOR THE MAYOR TO SIGN ANY

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DOCUMENTS NECESSARY TO EFFECTUATE THE DEOBLIGATION OF \$229,659 IN ARPA CRS FUNDS.

11.b FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A COOPERATIVE SUBAWARD AGREEMENT (“SUBAWARD AGREEMENT”) BETWEEN CARSON CITY (“CITY”), ON BEHALF OF ITS DEPARTMENT OF HEALTH AND HUMAN SERVICES (“CCHHS”) AND DOUGLAS COUNTY, FOR THE CITY TO SUBGRANT \$19,207 OF TITLE X FUNDING TO SUPPORT FAMILY PLANNING SERVICES IN DOUGLAS COUNTY, THROUGH MARCH 31, 2027.

12. PURCHASING AND CONTRACTS

12.a FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING (1) AUTHORIZATION TO PURCHASE CATIONIC FLOCCULANT CHEMICALS (“CHEMICALS”) FOR USE AT THE CARSON CITY WATER RESOURCE RECOVERY FACILITY (“WRRF”) UTILIZING A JOINDER CONTRACT (“CONTRACT”) BETWEEN SOLENIS, LLC (“SOLENIS”) AND THE CITY OF THOUSAND OAKS, FOR A NOT TO EXCEED ANNUAL AMOUNT OF \$150,000 THROUGH JUNE 30, 2027, AND (2) RATIFICATION OF A PURCHASE ORDER FOR \$22,552.98 PREVIOUSLY MADE ON JULY 1, 2026, INCLUDED IN THE ANNUAL AMOUNT.

12.b FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING CONTRACT NO. 27300096 (“CONTRACT”) WITH KELLER ASSOCIATES, INC. (“KELLER”) FOR DESIGN SERVICES FOR THE MORGAN MILL LIFT STATION IMPROVEMENT PROJECT (“PROJECT”) THROUGH DECEMBER 31, 2028, FOR A TOTAL NOT TO EXCEED AMOUNT OF \$412,410.

END OF CONSENT AGENDA

ORDINANCES, RESOLUTIONS, AND OTHER ITEMS

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

8.a FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING THE POTENTIAL APPOINTMENT OF CHERIE MATHIS TO THE LIBRARY BOARD OF TRUSTEES TO FILL A VACATED SEAT FOR THE REMAINDER OF THE TERM EXPIRING IN JUNE 2028.

(9:07:18) – Mayor Bagwell introduced the item and noted that Cherie Mathis could no longer serve as a Library Board Trustee.

(9:08:10) – **MOTION:** Supervisor Schuette moved to reopen the Library Board of Trustees position for the partial term expiring June 2028. The motion was seconded by Mayor Bagwell and carried 5-0-0.

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RESULT:	APPROVED (5-0-0)
MOVER:	Supervisor Schuette
SECONDER:	Mayor Bagwell
AYES:	Supervisors Giomi, White, Horton, Schuette, and Mayor Bagwell
NAYS:	None
ABSTENTIONS:	None
ABSENT:	None

14. CITY MANAGER

14.a FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A BILL DRAFT REQUEST ("BDR") TO AMEND ARTICLE 2, SECTIONS 2.050, 2.100 AND 2.180 AND ARTICLE 5, SECTION 5.100 OF THE CARSON CITY CHARTER FOR SUBMISSION TO THE LEGISLATIVE COUNSEL BUREAU ON BEHALF OF CARSON CITY FOR THE 84TH (2027) SESSION OF THE NEVADA LEGISLATURE.

(8:49:38) – Mayor Bagwell introduced the item. Deputy City Manager Stephanie Hicks referenced the Staff Report and Supporting Material, all of which are incorporated into the record, and provided background.

(8:50:12) – Supervisor White expressed concerns with the proposed changes for Section 2.180, noting that he would oppose the Bill Draft Request (BDR) to amend Section 2.180. He emphasized the need for discussion on the definition of animal before submitting the BDR to the Nevada Legislature.

(8:51:21) – Assistant District Attorney Dan Yu stated that he would review Nevada Revised Statutes (NRS) and Carson City Municipal Code (CCMC) for applicable definitions and that the Board could define it through future ordinance. Supervisor Schuette supported the amendment as a cleanup of outdated language. Supervisor Giomi supported keeping the charter language broad and defining animals in Title VII.

PUBLIC COMMENT

(9:03:00) – Mayor Bagwell entertained public comment. Deni French, Carson City resident, urged the Board to establish clear definitions before legislative consideration and expressed concern the issue regarding a definition of “animal” had remained unsolved.

(9:06:18) – MOTION: Mayor Bagwell moved to approve the Bill Draft Request excluding of Section 2.180. The motion was seconded by Supervisor Schuette and carried 5-0-0.

RESULT:	APPROVED (5-0-0)
MOVER:	Mayor Bagwell
SECONDER:	Supervisor Schuette
AYES:	Supervisors Giomi, White, Horton, Schuette, and Mayor Bagwell
NAYS:	None
ABSTENTIONS:	None
ABSENT:	None

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(9:06:39) – MOTION: Mayor Bagwell moved to approve the submission of a Bill Draft Request for Section 2.180. The motion was seconded by Supervisor Schuette and carried 4-1-0, with Supervisor White opposed.

RESULT:	APPROVED (4-1-0)
MOVER:	Mayor Bagwell
SECONDER:	Supervisor Schuette
AYES:	Supervisors Giomi, Horton, Schuette, and Mayor Bagwell
NAYS:	Supervisor White
ABSTENTIONS:	None
ABSENT:	None

15. PARKS AND RECREATION

15.a FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION TO ADOPT, ON SECOND READING, BILL NO. 107, AN ORDINANCE REPEALING THE CARSON CITY CULTURAL COMMISSION.

(9:09:02) – Mayor Bagwell introduced the item. Parks and Recreation Director Jennifer Budge referenced the Staff Report and Supporting Material, all of which are incorporated into the record, and provided background.

(9:09:19) – MOTION: Curtis Horton moved to adopt on second reading Bill No. 107, Ordinance No. 2026-10. The motion was seconded by Supervisor Giomi and carried 5-0-0.

RESULT:	APPROVED (5-0-0)
MOVER:	Supervisor Horton
SECONDER:	Supervisor Giomi
AYES:	Supervisors Giomi, White, Horton, Schuette, and Mayor Bagwell
NAYS:	None
ABSTENTIONS:	None
ABSENT:	None

16. COMMUNITY AND ECONOMIC DEVELOPMENT

16.a FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION (1) REGARDING A BUSINESS IMPACT STATEMENT CONCERNING A PROPOSED ORDINANCE ESTABLISHING VARIOUS PROVISIONS REGULATING THE OPERATION OF SHORT-TERM RENTAL PROPERTIES IN CARSON CITY; AND (2) TO INTRODUCE, ON FIRST READING, A PROPOSED ORDINANCE ESTABLISHING VARIOUS PROVISIONS REGULATING THE OPERATION OF SHORT-TERM RENTAL PROPERTIES IN CARSON CITY.

(9:09:57) – Mayor Bagwell introduced the item. Community and Economic Development Director Hope Sullivan referenced the Staff Report and Supporting Materials, all of which are incorporated into the record. Ms. Sullivan provided background on the proposed short-term rental ordinance, explaining that it would formally establish the

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use, permitted zoning districts, and applicable standards. She noted that the ordinance incorporated prior Board direction and included application requirements, conduct standards, safety and sanitation requirements, enforcement provisions, room tax applicability, and a limit of one short-term rental per property. Ms. Sullivan clarified that owner-occupied homes with rented bedrooms would not be classified as short-term rentals and addressed business impacts, bear-proof containers, maintenance logs, and utility requirements.

(9:19:48) – In response to Supervisor Giomi, Ms. Sullivan clarified that maintenance logs could be requested for verification but would not require routine submission.

(9:23:23) – In response to Supervisor Horton, Ms. Sullivan confirmed that the ordinance would establish specific standards and enforceable regulations for short-term rentals.

(9:24:41) – Supervisor White asked whether the utility requirement within Section 4.04140.1.b would exclude properties using wells and septic systems.

(9:27:56) – Supervisor Schuette supported bear-proof containers and questioned the 24-month violation period. Mayor Bagwell referenced prior discussion supporting a two-year violation period.

(9:32:50) – Mayor Bagwell proposed November 1 as the implementation date and Mr. Yu clarified that enforcement under the new ordinance would begin upon its effective date, while existing laws remained enforceable. Mayor Bagwell suggested notifying existing short-term rental operators of the November 1 effective date and requested consistent enforcement direction. Mr. Yu advised against issuing a formal Board directive regarding enforcement activities.

(9:37:41) – Ms. Sullivan reported that short-term rental enforcement was already active and proposed coordinating with the City Manager on allocating staff between enforcement and ordinance implementation, including outreach to existing operators.

(9:38:46) – Mayor Bagwell discussed whether duplexes should be allowed two short-term rentals. Supervisor Giomi supported retaining one short-term rental per property limit. Supervisor White noted that the other duplex unit could be used for long-term rentals, including traveling nurses.

PUBLIC COMMENT

(9:40:18) – Mayor Bagwell entertained public comments. Steve Fonda, Carson City resident, raised concerns regarding the costs and resources required for permitting, inspections, and enforcement. Mr. Fonda expressed concern that short-term rentals would impact neighborhood character and privacy. He noted concerns regarding trash, wildlife, noise, and other disturbances.

(9:43:48) – Deni French, Carson City resident, raised concerns regarding code enforcement costs and complaint responses. Mr. French questioned whether enforcement was already occurring for properties not in compliance with the short-term rental requirements.

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(9:45:44) – Terry Warkentin, Carson City resident, said he supported STR regulations but requested a ramp-up period before enforcement to allow operators to obtain licenses and comply. Mr. Warkentin questioned the additional requirement and expense for bear-proof containers. He said the proposed fees appeared reasonable but expressed concern about the property tax burden on small businesses. Mayor Bagwell clarified that the commercial property tax rate was established by state law and the Legislature, noting that commercial activities were subject to an approximate 8 percent rate.

(9:49:10) – Supervisor White questioned whether November 1 would provide sufficient time for staff to prepare for enforcement, notify existing short-term rentals, and inform short-term rental platforms.

(9:49:51) – Supervisor Giomi asked whether property owners would have adequate time to prepare applications and comply before November 1. Ms. Sullivan confirmed that implementation would begin November 1, with application forms available beforehand. She noted that rental platforms, operators, and realtors had already been notified. Ms. Sullivan offered additional outreach sessions for short-term rental operators. Supervisor Schuette asked whether application forms could be available by September 1. Ms. Sullivan stated that September 1 was the objective and explained that the code and application process were sufficiently specific to facilitate implementation.

(9:52:50) – Discussion ensued regarding the date of the second reading and publication. Mr. Yu confirmed that publication requirements could be met and noted the required 10 calendar days between readings.

(9:54:16) – Mr. Yu noted that he would make the necessary changes to Section 4.40.140.1.b by adding “if any” to the reference to City utility accounts to ensure the provision applied only to applicable City accounts and eliminate potential ambiguity.

(9:57:24) – MOTION: Supervisor Giomi moved to accept the business impact statement as presented and introduce, on first reading, Bill No. 108, incorporating the change within Section 4.40140.1.b, establishing November 1, 2026 as the effective date, and authorizing conforming and substantive changes by the District Attorney’s Office. The motion was seconded by Supervisor Schuette and carried 5-0-0.

RESULT:	APPROVED (5-0-0)
MOVER:	Supervisor Giomi
SECONDER:	Supervisor Schuette
AYES:	Supervisors Giomi, White, Horton, Schuette, and Mayor Bagwell
NAYS:	None
ABSTENTIONS:	None
ABSENT:	None

(9:58:02) – Mayor Bagwell called for a recess at 9:58 a.m.

(10:05:57) – The meeting was reconvened at 10:05 a.m.

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16.b FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING AN EXTENSION OF TIME TO DECEMBER 10, 2026, FOR AN APPROVED ABANDONMENT (AB-2025-0190) SET TO EXPIRE ON SEPTEMBER 17, 2026, OF A 60-FOOT-WIDE PUBLIC ACCESS EASEMENT, LOCATED AT 899 NORTH LOMPA LANE, ASSESSOR’S PARCEL NUMBER (“APN”) 010-741-06, TO COINCIDE WITH THE EXPIRATION DATE OF ASSOCIATED TENTATIVE PARCEL MAPS (PM-2025-0306 AND PM-2025-0408). (AB-2026-0113)

(10:16:32) – Mayor Bagwell introduced the item. Associate Planner Heather Manzo referenced the Staff Report and Supporting Materials, all of which are incorporated into the record, and provided background.

(10:06:56) – Supervisor White noted that he had previously voted no on the matter and remained unable to make Findings 1,4, and 7.

(10:07:27) – MOTION: Supervisor Horton moved to approve the extension of time as presented. The motion was seconded by Supervisor Schuette and carried 4-1-0, with Supervisor White opposed.

RESULT:	APPROVED (4-1-0)
MOVER:	Supervisor Horton
SECONDER:	Supervisor Schuette
AYES:	Supervisors Giomi, Horton, Schuette, and Mayor Bagwell
NAYS:	White
ABSTENTIONS:	None
ABSENT:	None

16.c FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING AN APPLICATION FROM VILLORIA, OLIPHANT, OSTER & AMAN, LLP (“APPLICANT”) FOR THE ABANDONMENT OF A 10-FOOT-WIDE ALLEY RUNNING NORTH AND SOUTH FROM W. JOHN STREET TO W. WILLIAM STREET AND LOCATED WEST OF N. CURRY STREET, EAST OF N. NEVADA STREET AND ADJACENT TO PROPERTIES LOCATED AT 1114 N. CURRY STREET, 1102 N. CURRY STREET, 1113 N. NEVADA STREET AND 1103 N. NEVADA STREET, ASSESSOR’S PARCEL NUMBERS (“APNS”) 001-177-02, 001-177-04, 001-177-01 AND 001-177-03, RESPECTIVELY.

(10:08:07) – Mayor Bagwell introduced the item. Planning Manager Heather Ferris referenced the Staff Report and Supporting Materials, all of which are incorporated into the record, and provided background.

(10:09:30) – In response to Supervisor Schuette, Ms. Ferris confirmed that Condition 4 required utility easements for existing NV Energy facilities prior to recordation.

(10:10:16) – MOTION: Supervisor Horton moved to approve the abandonment as presented. The motion was seconded by Supervisor Schuette and carried 5-0-0.

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RESULT:	APPROVED (5-0-0)
MOVER:	Supervisor Horton
SECONDER:	Supervisor Schuette
AYES:	Supervisors Giomi, White, Horton, Schuette, and Mayor Bagwell
NAYS:	None
ABSTENTIONS:	None
ABSENT:	None

16.d FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A FINAL SUBDIVISION MAP (SUB-2025-0326) FOR A DEVELOPMENT KNOWN AS BLACKSTONE RANCH PHASE 2A-1, A DEVELOPMENT RESULTING IN THE CREATION OF 44 SINGLE-FAMILY LOTS, FUTURE PUBLIC RIGHTS-OF-WAY AND 18,603 SQUARE FEET OF COMMON AREA, ON A PARCEL WITHIN THE LOMPA RANCH NORTH SPECIFIC PLAN AREA ("SPA"), ZONED SINGLE FAMILY - 6,000 SQUARE FEET ("SF6-SPA") AND MULTI-FAMILY DUPLEX ("MFD-SPA"), LOCATED AT 2230 EAST 5TH STREET, ASSESSOR'S PARCEL NUMBER ("APN") 010-041-40.

(10:11:04) – Mayor Bagwell introduced the item. Ms. Manzo referenced the Staff Report and Supporting Materials, all of which are incorporated into the record, and provided background.

(10:11:38) – MOTION: Supervisor Giomi moved to approve SUB-2025-0326 as presented. The motion was seconded by Supervisor Horton and carried 4-1-0, with Supervisor White opposed.

RESULT:	APPROVED (4-1-0)
MOVER:	Supervisor Giomi
SECONDER:	Supervisor Horton
AYES:	Supervisors Giomi, Horton, Schuette, and Mayor Bagwell
NAYS:	Supervisor White
ABSTENTIONS:	None
ABSENT:	None

16.e FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A FINAL SUBDIVISION MAP (SUB-2025-0343) FOR A DEVELOPMENT KNOWN AS BLACKSTONE RANCH PHASE 2A-2, A DEVELOPMENT RESULTING IN THE CREATION OF 41 SINGLE-FAMILY LOTS AND FUTURE PUBLIC RIGHTS-OF-WAY ON A PARCEL WITHIN THE LOMPA RANCH NORTH SPECIFIC PLAN AREA ("SPA"), ZONED SINGLE FAMILY - 6,000 SQUARE FEET ("SF6-SPA") AND MULTI-FAMILY DUPLEX ("MFD-SPA"), LOCATED AT 2230 EAST 5TH STREET, ASSESSOR'S PARCEL NUMBER ("APN") 010-041-40.

(10:12:22) – Mayor Bagwell introduced the item. Ms. Manzo referenced the Staff Report and Supporting Materials, all of which are incorporated into the record, and provided background.

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(10:12:48) – MOTION: Supervisor Giomi moved to approve SUB-2025-0343 as presented. The motion was seconded by Supervisor Horton and carried 4-1-0, with Supervisor White opposed.

RESULT:	APPROVED (4-1-0)
MOVER:	Supervisor Giomi
SECONDER:	Supervisor Horton
AYES:	Supervisors Giomi, Horton, Schuette, and Mayor Bagwell
NAYS:	Supervisor White
ABSTENTIONS:	None
ABSENT:	None

17. 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

(10:13:29) – Supervisor Schuette praised the Sheriff’s Night Out event and community organizations supporting public safety and residents.

(10:14:36) – City Manager Glen Martel announced the City Hall Preview Night on August 13, 2026 from 5:30 to 7 p.m. and encouraged residents to attend and ask questions. Mayor Bagwell noted that a City Hall project page was available on carsoncity.gov/government/departments-g-z/public-works/carson-proud.

18. PUBLIC COMMENT

(9:51:24) – Mayor Bagwell entertained public comments. Deni French, Carson City resident, thanked staff for information regarding short-term rentals and urged the City to consider more mosquito control methods. Mr. French raised concerns regarding spraying, lighting, and billboards impact on insects and wildlife.

19. FOR POSSIBLE ACTION: TO ADJOURN

(10:19:42) – The meeting was adjourned at 10:19 a.m.

CLOSED NON-MEETING TO CONFER WITH MANAGEMENT REPRESENTATIVES AND COUNSEL.

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The Minutes of the August 6, 2026, Carson City Board of Supervisors meeting are so approved on this 3rd day of September, 2026.

LORI BAGWELL, Mayor

ATTEST:

WILLIAM SCOTT HOEN, Clerk-Recorder



STAFF REPORT

Report To: Board of Supervisors **Meeting Date:** September 3, 2026

Staff Contact: Kimberly Adams, Assessor

Agenda Title: For Possible Action: Discussion and possible action regarding a request to correct factual errors to the personal property taxes for Fiscal Year ("FY") 2026 on account numbers AB000028 (John Dimartino N623LJ), AB000029 (William Burrows N167AB), AB000030 (William James Dally N817D), AB000031 (John Dimartino N8504Q), AB000032 (Michael E Horejsi N360HB), AB000033 (John Schaff N487EX) and AB000034 (Lawrence P Jones N1396N) pursuant to NRS 361.765 and 361.768, and authorization to refund personal property taxes ("PPT") in a total amount of \$338.91. (Kimberly Adams, kadams@carsoncity.gov)

Agenda Action: Formal Action / Motion **Time Requested:** Consent

Proposed Motion

I move to approve the removal and decrease of personal property taxes and the issuance of a refund as requested.

Board's Strategic Goal

Efficient Government

Previous Action

N/A

Background/Issues & Analysis

The Carson City Assessor's office is requesting the correction of factual errors that were discovered while completing the 2026/2027 aircraft declarations on the accounts AB000028, AB000029, AB000030, AB000031, AB000032, AB000033 and AB000034. These accounts were "new" for the 2025/2026 and instead of applying a 15-year life, they received a 20-year life. It was discovered that an incorrect life schedule was used which does not comply with the personal property manual - valuation guidelines published by the Department of Taxation and adopted by the Nevada Tax Commission. The difference in the depreciation applied resulted in an over assessment. If the Board of Supervisors corrects the factual errors as requested by staff, a total refund amount of \$338.91 will be issued to the accounts as follows:

ACCOUNT NUMBER	PRIOR "PPT"	CORRECTED "PPT"	TOTAL REFUNDED AMOUNT
AB000028	\$588.81	\$499.59	\$89.22
AB000029	\$30.10	\$26.81	\$3.29

AB000030	\$1,590.11	\$1,537.10	\$53.01
AB000031	\$116.05	\$89.46	\$26.59
AB000032	\$383.76	\$263.14	\$120.62
AB000033	\$65.31	\$26.70	\$38.61
AB000034	\$227.16	\$219.59	\$7.57
TOTALS:	\$3,001.30	\$2,662.39	\$338.91

Applicable Statute, Code, Policy, Rule or Regulation

NRS 361.765 and 361.768

Financial Information

Is there a fiscal impact? Yes

If yes, account name/number: FY 26 Personal Property Taxes, various taxing entities.

Is it currently budgeted? No

Explanation of Fiscal Impact: Reduction and refund amount of \$338.91 from FY 26 Personal Property Tax Roll.

Alternatives

Do not approve removal/refund of the taxes and/or provide alternative direction.

Motion: _____ 1) _____ Aye/Nay
2) _____

(Vote Recorded By)



STAFF REPORT

Report To: Board of Supervisors **Meeting Date:** September 3, 2026

Staff Contact: Maxine Cortes, Court Administrator

Agenda Title: For Possible Action: Discussion and possible action regarding an interlocal contract between the State of Nevada, acting by and through its Department of Human Services, Division of Public and Behavioral Health, Rural Clinics Administration (“Rural Clinics”), and Carson City, through its Justice/Municipal Court (“City”), for Rural Clinics to facilitate, at no cost to the City, case management for Mental Health Court participants with a term commencing retroactively on July 1, 2026, and ending June 30, 2028. (Max Cortes, mcortes@carsoncity.gov)

Agenda Action: Formal Action / Motion **Time Requested:** Consent

Proposed Motion

I move to approve the interlocal contract as presented.

Board's Strategic Goal

Safety

Previous Action

June 20, 2025 (Item 10.A) - The Board of Supervisors (“Board”) approved a second amendment to the prior interlocal contract between Rural Clinics and the City to extend the contract’s term through June 30, 2026.

June 1, 2023 (Item 10.A) - The Board approved the first amendment to the prior interlocal contract between Rural Clinics and the City to extend the contract’s term through June 30, 2025.

September 16, 2021 (Item 10.A) - The Board approved the prior interlocal contract between Rural Clinics and the City.

Background/Issues & Analysis

Rural Clinics receives funding from the State for the Carson City Justice/Municipal Court’s Mental Health Court Program. The funding is budgeted and expended by Rural Clinics. The funding pays for one full-time Psychiatric Caseworker and for ancillary program needs.

The State provides one full-time Psychiatric Case Worker to assist Mental Health Court participants with care coordination, mental health, and behavioral services. The Psychiatric Case Worker has served as a member of the Mental Health Court team by attending staffing and court hearings weekly. The funding for the full-time Psychiatric Case Worker and ancillary services for participants in the Mental Health Court Program is allocated from the Legislature to Rural Clinics. The Mental Health Court

Program is a court-supervised, comprehensive diagnostic and treatment program for participants whose untreated mental illness contributes to their criminal conduct. Participants have been charged with offenses in the Justice Court and District Court.

The Mental Health Court Program was established in 2005 and serves Carson City as well as other individuals who are identified in neighboring courts, which refer individuals to the program. The interlocal contract is supported by Judges Melanie Bruketta, Kristin N. Luis and Jason D. Woodbury, to assist in sustaining the Mental Health Court Program.

Applicable Statute, Code, Policy, Rule or Regulation

NRS 277.180

Financial Information

Is there a fiscal impact? No

If yes, account name/number:

Is it currently budgeted? No

Explanation of Fiscal Impact:

Alternatives

Do not approve the interlocal agreement and/or provide alternative direction.

Attachment(s):

[C 18769 CCMHC BA 3648 FOR SIGNATURE.pdf](#)

Motion: _____

1) _____
2) _____

Aye/Nay

(Vote Recorded By)

CETS# NA	BA 3648
RFP# N/A	CAT N/A
REF# C 18769	GL N/A

INTERLOCAL CONTRACT BETWEEN PUBLIC AGENCIES

A Contract Between the State of Nevada
Acting by and through its

Public Entity #1:	Department of Human Services Division of Public and Behavioral Health Rural Clinics
Address:	727 Fairview Dr. Suite A
City, State, Zip Code:	Carson City, NV 89701
Contact:	Courtney Welch, CPM I
Phone:	775-684-5023
Email:	cwelch@health.nv.gov

Public Entity #2:	Carson City, through its Justice/Municipal Court
Address:	885 East Musser Street
City, State, Zip Code:	Carson City, NV 89701
Contact:	Maxine Cortes, Court Administrator
Phone:	775-283-7249
Email:	MCortes@carsoncity.gov

WHEREAS, NRS 277.180 authorizes any one or more public agencies to contract with any one or more other public agencies to perform any governmental service, activity or undertaking which any of the public agencies entering into the contract is authorized by law to perform; and

WHEREAS, it is deemed that the services hereinafter set forth are both necessary and in the best interests of the State of Nevada.

NOW, THEREFORE, in consideration of the aforesaid premises, the parties mutually agree as follows:

1. **REQUIRED APPROVAL.** This Contract shall not become effective until and unless approved by appropriate official action of the governing body of each party.
2. **DEFINITIONS**

TERM	DEFINITION
State	The State of Nevada and any State agency identified herein, its officers, employees and immune contractors.
Contracting Entity	The public entities identified above.
Fiscal Year	The period beginning July 1 st and ending June 30 th of the following year.
Contract	Unless the context otherwise requires, 'Contract' means this document titled Interlocal Contract Between Public Agencies and all Attachments or Incorporated Documents.

CETS# NA	BA 3648
RFP# N/A	CAT N/A
REF# C 18769	GL N/A

3. **CONTRACT TERM.** This Contract shall be effective as noted below, unless sooner terminated by either party as specified in *Section 4, Termination*.

Effective From:	July 1, 2026	To:	June 30, 2028
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4. **TERMINATION.** This Contract may be terminated by either party prior to the date set forth in *Section 3, Contract Term*, provided that a termination shall not be effective until 30 days after a party has served written notice upon the other party. This Contract may be terminated by mutual consent of both parties or unilaterally by either party without cause. The parties expressly agree that this Contract shall be terminated immediately if for any reason State and/or federal funding ability to satisfy this Contract is withdrawn, limited, or impaired.
5. **NOTICE.** All communications, including notices, required or permitted to be given under this Contract shall be in writing and directed to the parties at the addresses stated above. Notices may be given: (a) by delivery in person; (b) by a nationally recognized next day courier service, return receipt requested; or (c) by certified mail, return receipt requested. If specifically requested by the party to be notified, valid notice may be given by facsimile transmission or email to the address(es) such party has specified in writing.
6. **INCORPORATED DOCUMENTS.** The parties agree that this Contract, inclusive of the following Attachments, specifically describes the Scope of Work. This Contract incorporates the following Attachments in descending order of constructive precedence:

ATTACHMENT A:	SCOPE OF WORK AND DELIVERABLES
ATTACHMENT B:	GLOBAL BUSINESS ASSOCIATE ADDENDUM

Any provision, term or condition of an Attachment that contradicts the terms of this Contract, or that would change the obligations of the State under this Contract, shall be void and unenforceable.

7. **CONSIDERATION.** The parties agree that the services specified in *Section 6, Incorporated Documents* at a cost as noted below:

Total Contract Not to Exceed:	\$0.00
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Any intervening end to a biennial appropriation period shall be deemed an automatic renewal (not changing the overall Contract term) or a termination as the result of legislative appropriation may require.

8. **ASSENT.** The parties agree that the terms and conditions listed in the incorporated Attachments of this Contract are also specifically a part of this Contract and are limited only by their respective order of precedence and any limitations expressly provided.
9. **INSPECTION & AUDIT**
- A. **Books and Records.** Each party agrees to keep and maintain under general accepted accounting principles full, true and complete records, agreements, books, and document as are necessary to fully disclose to the State or United States Government, or their authorized representatives, upon audits or reviews, sufficient information to determine compliance with all State and federal regulations and statutes.

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- B. **Inspection & Audit.** Each party agrees that the relevant books, records (written, electronic, computer related or otherwise), including but not limited to relevant accounting procedures and practices of the party, financial statements and supporting documentation, and documentation related to the work product shall be subject, at any reasonable time, to inspection, examination, review, audit, and copying at any office or location where such records may be found, with or without notice by the State Auditor, Employment Security, the Department of Administration, Budget Division, the Nevada State Attorney General's Office or its Fraud Control Units, the State Legislative Auditor, and with regard to any federal funding, the relevant federal agency, the Comptroller General, the General Accounting Office, the Office of the Inspector General, or any of their authorized representatives.
- C. **Period of Retention.** All books, records, reports, and statements relevant to this Contract must be retained a minimum three years and for five years if any federal funds are used in this Contract. The retention period runs from the date of termination of this Contract. Retention time shall be extended when an audit is scheduled or in progress for a period reasonably necessary to complete an audit and/or to complete any administrative and judicial litigation which may ensue.
10. **BREACH - REMEDIES.** Failure of either party to perform any obligation of this Contract shall be deemed a breach. Except as otherwise provided for by law or this Contract, the rights and remedies of the parties shall not be exclusive and are in addition to any other rights and remedies provided by law or equity, including but not limited to actual damages, and to a prevailing party reasonable attorneys' fees and costs. It is specifically agreed that reasonable attorneys' fees shall not exceed \$150.00 per hour.
11. **LIMITED LIABILITY.** The parties will not waive and intend to assert available NRS Chapter 41 liability limitations in all cases. Contract liability of both parties shall not be subject to punitive damages. Actual damages for any State breach shall never exceed the amount of funds which have been appropriated for payment under this Contract, but not yet paid, for the fiscal year budget in existence at the time of the breach.
12. **FORCE MAJEURE.** Neither party shall be deemed to be in violation of this Contract if it is prevented from performing any of its obligations hereunder due to strikes, failure of public transportation, civil or military authority, acts of public enemy, acts of terrorism, accidents, fires, explosions, or acts of God, including, without limitation, earthquakes, floods, winds, or storms. In such an event the intervening cause must not be through the fault of the party asserting such an excuse, and the excused party is obligated to promptly perform in accordance with the terms of the Contract after the intervening cause ceases.
13. **INDEMNIFICATION.** Neither party waives any right or defense to indemnification that may exist in law or equity.
14. **INDEPENDENT PUBLIC AGENCIES.** The parties are associated with each other only for the purposes and to the extent set forth in this Contract, and in respect to performance of services pursuant to this Contract, each party is and shall be a public agency separate and distinct from the other party and, subject only to the terms of this Contract, shall have the sole right to supervise, manage, operate, control, and direct performance of the details incident to its duties under this Contract. Nothing contained in this Contract shall be deemed or constructed to create a partnership or joint venture, to create relationships of an employer-employee or principal-agent, or to otherwise create any liability for one agency whatsoever with respect to the indebtedness, liabilities, and obligations of the other agency or any other party.
15. **WAIVER OF BREACH.** Failure to declare a breach or the actual waiver of any particular breach of the Contract or its material or nonmaterial terms by either party shall not operate as a waiver by such party of any of its rights or remedies as to any other breach.
16. **SEVERABILITY.** If any provision contained in this Contract is held to be unenforceable by a court of law or equity, this Contract shall be construed as if such provision did not exist and the non-enforceability of such provision shall not be held to render any other provision or provisions of this Contract unenforceable.
17. **ASSIGNMENT.** Neither party shall assign, transfer or delegate any rights, obligations or duties under this Contract without the prior written consent of the other party.

CETS# NA	BA 3648
RFP# N/A	CAT N/A
REF# C 18769	GL N/A

18. **OWNERSHIP OF PROPRIETARY INFORMATION.** Unless otherwise provided by law any reports, histories, studies, tests, manuals, instructions, photographs, negatives, blue prints, plans, maps, data, system designs, computer code (which is intended to be consideration under this Contract), or any other documents or drawings, prepared or in the course of preparation by either party in performance of its obligations under this Contract shall be the joint property of both parties.
19. **PUBLIC RECORDS.** Pursuant to NRS 239.010, information or documents may be open to public inspection and copying. The parties will have the duty to disclose unless a particular record is made confidential by law or a common law balancing of interests.
20. **CONFIDENTIALITY.** Each party shall keep confidential all information, in whatever form, produced, prepared, observed or received by that party to the extent that such information is confidential by law or otherwise required by this Contract.
21. **FEDERAL FUNDING.** In the event, federal funds are used for payment of all or part of this Contract, the parties agree to comply with all applicable federal laws, regulations and executive orders, including, without limitation the following:
 - A. The parties certify, by signing this Contract, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this transaction by any federal department or agency. This certification is made pursuant to Executive Orders 12549 and 12689 and Federal Acquisition Regulation Subpart 9.4, and any relevant program-specific regulations. This provision shall be required of every subcontractor receiving any payment in whole or in part from federal funds.
 - B. The parties and its subcontractors shall comply with all terms, conditions, and requirements of the Americans with Disabilities Act of 1990 (P.L. 101-136), 42 U.S.C. 12101, as amended, and regulations adopted thereunder, including 28 C.F.R. Section 35, inclusive, and any relevant program-specific regulations.
 - C. The parties and its subcontractors shall comply with the requirements of the Civil Rights Act of 1964 (P.L. 88-352), as amended, the Rehabilitation Act of 1973 (P.L. 93-112), as amended, and any relevant program-specific regulations, and shall not discriminate against any employee or offeror for employment because of race, national origin, creed, color, sex, religion, age, disability or handicap condition (including AIDS and AIDS-related conditions.)
 - D. Clean Air Act (42 U.S.C. 7401–7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251–1387), as amended. Contracts and subgrants of amounts in excess of \$150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401–7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251–1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).
22. **PROPER AUTHORITY.** The parties hereto represent and warrant that the person executing this Contract on behalf of each party has full power and authority to enter into this Contract and that the parties are authorized by law to perform the services set forth in *Section 6, Incorporated Documents*.
23. **GOVERNING LAW – JURISDICTION.** This Contract and the rights and obligations of the parties hereto shall be governed by, and construed according to, the laws of the State of Nevada. The parties consent to the exclusive jurisdiction of and venue in the First Judicial District Court, Carson City, Nevada for enforcement of this Contract.
24. **ENTIRE AGREEMENT AND MODIFICATION.** This Contract and its integrated Attachment(s) constitute the entire agreement of the parties and as such are intended as a complete and exclusive statement of the promises, representations, negotiations, discussions, and other agreements that may have been made in connection with the subject matter hereof. Unless an integrated Attachment to this Contract specifically displays a mutual intent to amend a particular part of this Contract, general conflicts in language between any such Attachment and this Contract shall be construed consistent with the terms of this Contract. Unless otherwise expressly authorized by the terms of this Contract, no modification or amendment to this Contract shall be binding upon the parties unless the same is in writing and signed by the respective parties hereto, approved by the Office of the Attorney General.

CETS# NA	BA 3648
RFP# N/A	CAT N/A
REF# C 18769	GL N/A

IN WITNESS WHEREOF, the parties hereto have caused this Contract to be signed and intend to be legally bound thereby.

CARSON CITY, NEVADA

APPROVED:

RECOMMENDED:

CARSON CITY JUSTICE AND MUNICIPAL COURT

By: _____
Lori Bagwell, Mayor

By: _____
The Honorable Melanie Bruketta

Date: _____

Date: _____

ATTEST:

Carson City Clerk-Recorder

APPROVED AS TO FROM:

Carson City District Attorney or his or her Authorized Designee

By: _____
William Scott Hoen

By: _____

Date: _____

Date: _____

DIVISION OF PUBLIC AND BEHAVIORAL HEALTH

Andrea R. Rivers Date

DPBH - Administrator Title

Approved as to form by:

Deputy Attorney General for Attorney General

On: _____
Date

CETS# NA	BA 3648
RFP# N/A	CAT N/A
REF# C 18769	GL N/A

ATTACHMENT A

Scope of Work

This Intrastate Interlocal Agreement establishes a formal referral agreement among and between the Division of Public and Behavioral Health, Rural Clinics (hereafter **Rural Clinics**) and Carson City, through its Justice/Municipal Court (hereafter **Court**).

The goal is to provide collaborative case coordination for Mental Health Court participants within the Carson City Justice/Municipal Court.

1. Overview

- 1.1. **Court** will provide referral of Mental Health Court participants to **Rural Clinics**.
- 1.2. **Rural Clinics** agree to provide care coordination, specifically linkage services to mental health services in their community and additional behavioral health services recommended by licensed professionals.

2. Definitions

- 2.1. Multiple Care Managers: An eligible participant may have multiple care coordinators, particularly if she/he is under mental and physical health treatment. Depending on the eligible participant's needs, the care coordinator may be responsible for linking to behavioral health providers as well as ensuring screenings, referrals and coordination of treatment.
- 2.2. Psychiatric Caseworker: Refers to a qualified individual who provides care coordination to individuals and families experiencing behavioral health challenges. Duties include assessments, monitoring and referrals to medically necessary resources.
- 2.3. Care Coordination: A formal process that ensures ongoing coordination of efforts on behalf of individuals who meet the care criteria for a higher intensity of needs. Care coordination includes facilitating communication and referral between the individuals and providers and providing for continuity of care by creating linkages to and monitoring of transitions between intensities of services.
- 2.4. Service Coordination: Service designed to ensure linkage, referral and receipt of needed services. The intent of these services is to assist eligible individuals in gaining access to needed medical, social, educational, and other support services including housing and transportation needs. Components of this service include assessment, care planning, referral/linkage and monitoring/follow-up. These services do not include the direct delivery of medical, clinical or other direct services.

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2.5. Person Centered: A term which refers to mutually beneficial partnerships between patients, families and behavioral health providers, which respect individual needs, values and demonstrate compassion, continuity, clear communication and shared decision making.

2.6. Comprehensive Outpatient Behavioral Health (BH) Services: Comprehensive outpatient BH services include but are not limited to psychiatric evaluations, screenings and assessments, medication clinic services, mental health therapies (group and individual), rehabilitative mental health services (e.g., basic skills training, psychosocial rehabilitation, etc.), and targeted case management (TCM) services.

3. Understandings

- 3.1. Both parties agree that all participants have the freedom to choose (and/or request referral to) any provider of services, and both parties will advise participants of such right, subject to any valid restriction (s) imposed by participation in a managed care plan.
- 3.2. Both parties agree to request a participant's consent for disclosure of their health information, in accordance with State and Federal law and regulations. Both parties shall follow participants' preferences for shared protected health information, consistent with the philosophy of person- and family-related consent.
- 3.3. Both parties agree that if a participant is referred by **Court** and consents to service coordination with **Rural Clinics**, should it be determined that ongoing treatment is required, **Rural Clinics** will either provide the necessary services and/or refer the participant to a community provider for necessary services.

4. Scope of Work

4.1. Rural Clinics will:

- 4.1.1. **Rural Clinics** will provide care coordination for Mental Health Court participants, including facilitating communication with mental health providers and community resources.
- 4.1.2. **Rural Clinics** will manage State General Funds money that has been allocated to Mental Health Court services and provide budget summaries to **Court** upon request.
- 4.1.3. **Rural Clinics** identified Psychiatric Caseworker and/or Clinical Program Manager will attend weekly Mental Health Court staffing and hearings and will provide participants' progress reports to the Mental Health Court team.

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- 4.1.4. **Rural Clinics** will provide mental health professionals to screen, assess and treat Mental Health Court participants in an outpatient behavioral health setting.
- 4.1.5. **Rural Clinics** will ensure clinical staff (to include contract providers) have and maintain all necessary licenses, certifications, or other credentialing, and appropriate supervision thereof in accordance with applicable State and Federal law and regulations.
- 4.1.6. Rural Clinics will provide culturally competent outpatient behavioral health services.
- 4.1.7. Rural Clinics will provide a Clinical Program Manager who will provide supervision to the identified Psychiatric Case Worker, who will participate in court staffing and hearings, and who will perform other duties as needed.

4.2. **Court will:**

- 4.2.1. **Court** agrees to use a care coordination model in collaboration with Rural Clinics.
- 4.2.2. **Court** will facilitate weekly Staffing and Hearings, with the exception when the Judge is unavailable, monitoring status updates from multiple treatment team providers.
- 4.2.3. Court will facilitate meetings, as requested, with Rural Clinics' Clinical Program manager to review Mental Health Court budget items specific to the Carson City Mental Health Court participants to ensure funds utilized are fiscally responsible and in the best interest of the participants.

4.3. **Both Parties Will:**

- 4.3.1. Ensure all employees, affiliated providers, and interpreters understand and adhere to confidentiality and privacy requirements applicable to the service provider, including but not limited to the requirements of Health Insurance Portability and Accountability Act, 42 CFR Part 2 and other federal and state laws, including patient privacy requirements specific to the care of minors.
- 4.3.2. Have policies and procedures in place to track and address consumer complaints and grievances.

5. **Considerations:**

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Rural Clinics will provide one fulltime Psychiatric Caseworker (projected caseload of 35 participants). Continued funding by **Rural Clinics** is contingent upon the availability of State general funds each biennium. Funds utilized will assist in providing participants with basic needs including but not limited to; housing, transportation, hygiene products, clothing, food, dental and medical necessities, access to phone services, incentives, and any other ancillary services deemed appropriate and at the discretion of the Mental Health Court Team. Rural Clinics will abide by established billing procedures for each participant served who has mental health insurance coverage.

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ATTACHMENT B

BUSINESS ASSOCIATE ADDENDUM

BETWEEN

Division of Public and Behavioral Health

and

Rural Clinics

Hereinafter referred to as the "Covered Entity"

and

**Carson City, through its Justice/Municipal
Court**

Business Associate Agreement

This Business Associate Agreement ("**BAA**") is incorporated as an attachment by reference to a State of Nevada Contract (in consideration of mutual obligations contained therein and below and the exchange of information pursuant to this BAA and the State of Nevada Contract) by and between the named Nevada Department of Health and Human Services ("**Covered Entity**"), a government entity, and the named Independent Contractor ("**Business Associate**"), licensed to do business in the State of Nevada in accordance with the meanings ascribed to the terms "Covered Entity" and "Business Associate" under 45 CFR § 160.103 et seq. (*see also* 45 CFR § 164.501). The Covered Entity and Business Associate are collectively referred to herein as the "**Parties**."

I. RECITALS

- a. Covered Entity is either a "covered entity" in its own right or a "business associate" of a covered entity as each are defined under the Health Insurance Portability and Accountability Act of 1996, Public Law 104-191, as amended by the Health Information Technology for Economic and Clinical Health Act, Public Law 111-5 (collectively, "**HIPAA**" as may be amended or in effect at the time) and, as such, is required to comply with HIPAA's provisions regarding the confidentiality and privacy of Protected Health Information (as defined below);

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- b. The Parties have entered into or will enter into an agreement or agreements under which Business Associate provides or will provide certain specified services to Covered Entity (collectively, the "**Agreement**");
- c. In providing services pursuant to the Agreement, Business Associate will have access to Protected Health Information ("**PHI**"), including, where applicable, through provision of services on behalf of Covered Entity which result in direct receipt of PHI from sources other than Covered Entity;
- d. By providing the services pursuant to the Agreement, Business Associate will become a "business associate" of Covered Entity as such term is defined under HIPAA;
- e. Both Parties are committed to complying with all federal and state laws governing the confidentiality and privacy of health information, including but not limited to, the Standards for Privacy of Individually Identifiable Health Information (45 CFR Part 160 and Part 164, Subparts A and E, collectively the "**Privacy Rule**"); and
- f. Both Parties intend to protect the privacy and provide for the security of PHI disclosed to the Business Associate pursuant to the terms of this Agreement, the Contract for Services to which this Agreement is incorporated, HIPAA, and other applicable state and federal laws and regulations.

II. DEFINITIONS

- a. For the purposes of this BAA, the Parties give the following meaning to each of the terms as set forth below and in the information above. Any capitalized term used in this BAA, but not otherwise defined, has the meaning given to that term in the Privacy Rule or pertinent law.
 - 1. "**Affiliate**" means a subsidiary or affiliate of Covered Entity that is, or has been, considered a covered entity as defined by HIPAA.
 - 11. "**Breach**" means the acquisition, access, use, or disclosure of PHI in a manner not permitted under the Privacy Rule which compromises the security or privacy of the PHI as defined in 45 CFR § 164.402 and 42 USC § 17921.
 - m. "**Breach Notification Rule**" means the portion of HIPAA set forth in subpart D of 45 CFR Part 164.
 - 1v. "**CFR**" means the Code of Federal Regulations.

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- v. **"Data Aggregation"** means, with respect to PHI created or received by Business Associate in its capacity as the "business associate" under HIPAA of Covered Entity, the combining of such PHI by Business Associate with the PHI received by Business Associate in its capacity as a business associate of one or more other "covered entity" under HIPAA, to permit data analyses that relate to Health Care Operations (defined below) of the respective covered entities. The meaning of "data aggregation" in this BAA shall be consistent with the meaning given to that term in the Privacy Rule.
- v1. **"Designated Record Set"** has the meaning given to such term under the Privacy Rule, including 45 CFR § 164.501.
- vn. **"De-Identify"** means to alter the PHI such that the resulting information meets the requirements described in 45 CFR §§ 164.514(a) and (b).
- v111. **"Disclosure"** means the release, transfer, provision of, access to, licensure of, use of, or divulging in any other manner of information outside the entity holding the information as defined in 45 CFR § 160.103.
- 1x. **"Electronic PHI"** means any PHI maintained or transmitted by electronic media as defined in 45 CFR § 160.103.
- x. **"Health Care Operations"** has the meaning given to that term in 45 CFR § 164.501.
- x1. **"Individual"** has the same meaning given to that term in 45 CFR §§ 164.501 and 160.103 as and includes a person who qualifies as a personal representative in accordance with 45 CFR § 164.502(g).
- xn. **"Individually Identifiable Health Information"** means health information, in any form or medium, including demographic information or inquiries collected from an individual, that is created or received by a covered entity or a business associate of the covered entity and relates to the past, present, or future care of the individual. Individually identifiable health information is information serving to identify the individual directly, or for which there is a reasonable basis to believe it can serve to identify the individual as provided in 45 CFR § 160.103.
- xm. **"Protected Health Information" or "PHI"** has the meaning given to the term "protected health information" in 45 CFR § 160.103, limited to the information created or received by Business Associate from or behalf of

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Covered Entity, in whichever medium it is maintained, transmitted, or stored.

- xiv. **"Security Incident"** means the attempted or successful unauthorized access, use, disclosure, modification, or destruction of information or interference with system operations in an information system.
- xv. **"Security Rule"** means the Security Standards for the Protection of Electronic Health Information provided in 45 CFR Part 160 and Part 164, Subparts A and C.
- xvi. **"Unsecured Protected health Information" or "Unsecured PHI"** means any "protected health information" as defined in 45 CFR §160.103 that is not rendered unusable, unreadable or indecipherable to unauthorized individuals or entities through the use of a technology or methodology specified by the Secretary of the federal Department of Health and Human Services in the guidance issued pursuant to the HITECH Act and codified in 42 USC § 17932(h).
- xvn. **"USC"** means the United States Code.

III. DATA OWNERSHIP

Business Associate's data stewardship does not confer data ownership rights on Business Associate with respect to any data shared with it under the Agreement, including any and all forms thereof.

IV. USE AND DISCLOSURE OF PHI BY BUSINESS ASSOCIATE

- a. Except as otherwise provided in this BAA and the laws and regulations related to PHI, Business Associate may use or disclose PHI as reasonably necessary to provide the services described in the Agreement to Covered Entity, and to undertake other activities of Business Associate permitted or required of Business Associate by this BAA or as required by law.
- b. Except as otherwise limited by this BAA or federal or Nevada law, Covered Entity authorizes Business Associate to use the PHI in its possession for the proper management and administration of Business Associate's business and to carry out its legal responsibilities under Contract. Business Associate may disclose PHI for its proper management and administration, provided that (i) the disclosures are required by law; or (ii) Business Associate obtains, in writing, prior to making any

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disclosure to a third party (a) reasonable assurances from this third party that the PHI will be held confidential as provided under this BAA and used or further disclosed only as required by law or for the purpose for which it was disclosed to this third party and (b) an agreement from this third party to notify Business Associate immediately of any breaches of the confidentiality of the PHI, to the extent it has knowledge of the breach.

- c. Business Associate will not use or disclose PHI in a manner other than as provided in this BAA, as permitted under the Privacy Rule, or as required by law. Business Associate will use or disclose PHI, to the extent practicable, as a limited data set or limited to the minimum necessary amount of PHI to carry out the intended purpose of the use or disclosure, in accordance with Section 13405(b) of the HITECH Act (codified at 42 USC § 17935(b)) and any of the act's implementing regulations adopted by the federal United States Department of Health and Human Services, for each use or disclosure of PHI.
- d. Upon request at any time, and at no additional cost, Business Associate will make available to Covered Entity any of Covered Entity's PHI that Business Associate or any of its agents or subcontractors have in their possession.
- e. Business Associate may use PHI to report violations of law to appropriate Federal and State authorities, consistent with 45 CFR §164.502G)(I).
- f. Except as otherwise limited in this BAA, Business Associate shall not disclose PHI to a health plan for payment or health care operations purposes if an Individual has required this special restriction and has paid out of pocket in full for the health care item or service to which the protected health information relates in accordance with 42 USC§ 17935.
- g. Business Associate shall not directly or indirectly receive remuneration in exchange for any PHI, as specified by 42 USC § 17935, unless the Covered Entity obtained a valid authorization, in accordance with 45 CFR § 164.508 that includes a specification that protected health information can be exchanged for remuneration.

V. RESPONSIBILITIES OF BUSINESS ASSOCIATE

- a. **Safeguards Against Misuse of PHI.** Business Associate will use appropriate safeguards to prevent the use or disclosure of PHI other than as provided by the Agreement or this BAA and Business Associate agrees to implement administrative, physical, and technical safeguards that reasonably and appropriately protect the confidentiality, integrity and availability of the Electronic PHI that it creates, receives, maintains, or transmits on behalf of Covered Entity in accordance with 45 CFR 164.308, 164.310, 164.312, 164.316, and 164.504(e)(2)(ii)(B).

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Sections 164.308, 164.310 and 164.312 of the CFR apply to the Business Associate of the Covered Entity in the same manner that such sections apply to the Covered Entity. Technical safeguards must meet the information security standards and guidelines set forth by the National Institute of Standards and Technology (NIST). Business Associate agrees to take reasonable steps, including providing adequate training to its employees to ensure compliance with this BAA and to ensure that the actions or omissions of its employees or agents do not cause Business Associate to breach the terms of this BAA.

- b. **Contents of Notifications to Covered Entity by Business Associate and Direction of Corrective Action.** In the event of a breach or suspected breach of PHI, the report to the Covered Entity by Business Associate in accordance with the timelines set forth below must be in writing and include the following: a brief description of the incident; the date of the incident; the date the incident was discovered by the Business Associate; a thorough description of the unsecured PHI that was involved in the incident; the number of individuals whose protected health information was involved in the incident; the steps the Business Associate is taking to investigate the incident and to protect against further incidents; and proof of timely or contemporaneous notification by Business Associate to any of the Business Associate's insurers. Business Associate must take prompt corrective action at its sole expense to cure any such deficiencies and mitigate any significant harm that may have occurred to individual(s) whose information was disclosed inappropriately based on the determinations of Covered Entity.
- c. **Reporting Disclosures of PHI and Security Incidents.** Business Associate will immediately report to Covered Entity in writing any use, access, or disclosure of PHI not provided for by this BAA or on the first day Business Associate, its agents, or subcontractors become aware of the same or would have been aware by exercising reasonable diligence in accordance with 45 CFR § 164.410, I 64.504(e)(2)(ii)(C) and I 64.308(b) and 42 USC § 17921 and Business Associate agrees to report to Covered Entity any Security Incident affecting Electronic PHI of Covered Entity of which it becomes aware. Business Associate agrees to report any such event within five business days of becoming aware of the event.
- d. **Reporting Breaches of Unsecured PHI.** Business Associate will notify Covered Entity in writing promptly upon the discovery of any suspected or actual Breach of Unsecured PHI in accordance with the requirements set forth in 45 CFR § 164.410, but in no case later than 5 calendar days after discovery of a Breach. Business Associate will be responsible for notifying Individuals whose unsecured PHI was breached in accordance with 42 USC § 17932 and 45 CFR 164.404 through 164.406 and must provide evidence to Covered Entity that appropriate and timely notification to Individuals or others when necessary as specified in 45 CFR § 164.404 and 45 CFR 164.406 has timely occurred. Business Associate is further

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responsible for all costs of notification set forth herein as well as all costs associated with mitigating future breaches. Business Associate must further notify the Secretary of the federal United States Department of Health and Human Services of all breaches in accordance with 45 CFR § 164.408 and must provide Covered Entity of a contemporaneous copy of all notifications made as required.

- e. **Mitigation of Disclosures of PHI.** Business Associate will take reasonable measures to mitigate, to the extent practicable, any harmful effect that is known to Business Associate of any use or disclosure of PHI by Business Associate or its agents or subcontractors in violation of the requirements of this BAA.
- f. **Agreements with Agents or Subcontractors.** Business Associate will ensure that any of its agents or subcontractors (such agents or Subcontractors must be duly disclosed and authorized per the State of Nevada Contract to which this BAA is incorporated) that have access to, or to which Business Associate provides, PHI agree in writing to the restrictions and conditions concerning uses and disclosures of PHI contained in this BAA and agree to implement reasonable and appropriate safeguards to protect any Electronic PHI that it creates, receives, maintains or transmits on behalf of Business Associate or, through the Business Associate, Covered Entity. Business Associate shall ensure that all subcontracts and agreements provide the same level of privacy and security as this BAA and that the Business Associate implements and maintains sanctions against agents and/or subcontractors who violate such restrictions and conditions and ensure appropriate mitigation of the effects of violation(s) outlined under 45 CFR § 164.530(±) and 164.530(e)(1).
- g. **Audit Report.** Upon request and at no additional cost or charge, Business Associate will provide Covered Entity, or upstream Business Associate, with a copy of its most recent independent HIPAA compliance report (which meets the AT-C Section 315 attestation standard issued by the American Institute of Certified Public Accountants), HITRUST certification or other mutually agreed upon independent standards based third party audit report. Business Associate and individuals associated with Business Associate are solely responsible for all civil and criminal penalties assessed as a result of an audit, breach, or violation of HIPAA or HITECH laws or regulations.
- h. **Access to PHI by Individuals.**
 1. Upon request, Business Associate agrees, at no additional cost or charge, to furnish Covered Entity with copies of the PHI maintained by Business Associate in a Designated Record Set in the time and manner designated by Covered Entity to enable Covered Entity to respond to an Individual's request for access to PHI under 45 CFR §164.524.

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11. In the event any Individual requests access to the Individual's PHI directly from Business Associate, Business Associate within five business days, will forward that request to Covered Entity. Any disclosure of, or decision not to disclose, the PHI requested by an Individual and compliance with the requirements applicable to an Individual's right to obtain access to PHI shall be the sole responsibility of Covered Entity, but at no additional cost or charge to Individual or Covered Entity by Business Associate.

1. Amendment of PHI.

1. Upon request and instruction from Covered Entity, Business Associate will amend PHI or a record about an Individual in a Designated Record Set that is maintained by, or otherwise within the possession of, Business Associate as directed by Covered Entity in accordance with procedures established by 45 CFR §164.526. Any request by Covered Entity to amend such information will be completed by Business Associate within 15 business days of Covered Entity's request.
11. In the event that any Individual requests that Business Associate amend such Individual's PHI or record in a Designated Record Set, Business Associate within ten business days will forward this request to Covered Entity. Any amendment of, or decision not to amend, the PHI or record as requested by an Individual and compliance with the requirements applicable to an Individual's right to request an amendment of PHI will be the sole responsibility of Covered Entity, but at no additional cost or charge to Individual or Covered Entity by Business Associate.

J. Accounting of Disclosures.

1. Business Associate will document any disclosures of PHI made by it to account for such disclosures as required by 45 CFR § 164.528(a). Business Associate also will make available information related to such disclosures as would be required for Covered Entity to respond to a request for an accounting of disclosures in accordance with 45 CFR § 164.528. At a minimum, Business Associate will furnish Covered Entity the following with respect to any covered disclosures by Business Associate: (i) the date of disclosure of PHI; (ii) the name of the entity or person who received PHI, and, if known, the address of such entity or person; (iii) a brief description of the PHI disclosed; and (iv) a brief statement of the purpose of the disclosure which includes the basis for such disclosure.

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11. Business Associate will furnish to Covered Entity information collected in accordance with this Section, within ten business days after written request by Covered Entity, to permit Covered Entity to make an accounting of disclosures as required by 45 CFR §164.528, or in the event that Covered Entity elects to provide an Individual with a list of its business associates, Business Associate will provide an accounting of its disclosures of PHI upon request of the Individual, if and to the extent that such accounting is required under the HITECH Act or under federal United States Department of Health and Human Services regulations adopted in connection with the HITECH Act.
111. In the event an Individual delivers the initial request for an accounting directly to Business Associate, Business Associate will within ten business days forward such request to Covered Entity.
- k. **Availability of Books and Records.** Business Associate will make available its internal practices, books, agreements, records, and policies and procedures relating to the use and disclosure of PHI, upon request, to the Secretary of the federal United States Department of Health and Human Services for purposes of determining Covered Entity's and Business Associate's compliance with HIPAA, and this BAA.
- l. **Training.** Business Associate must train employees (and ensure verification of the same by Business Associate's agents and subcontractors as applicable) on the policies and procedures associated with safeguarding PHI. This includes, at a minimum, training that covers the technical, physical and administrative safeguards needed to prevent inappropriate uses or disclosures of protected health information; training to prevent any intentional or unintentional use or disclosure that is a violation of HIPAA; and training that emphasizes the criminal and civil penalties related to HIPAA breaches or inappropriate uses or disclosures of protected health information. Training must be completed within 30 days of the date of hire by Business Associate and all employees must be re-trained at least annually thereafter. The Business Associate must maintain written records for a period of six years. These records must document each employee that received training and the date the training was provided or received.
- m. **Litigation or Administrative Proceedings.** Business Associate shall make itself, any subcontractors, employees, or agents assisting the Business Associate in the performance of its obligations, available to Covered Entity, at no cost to the Covered Entity, to testify as witnesses, or otherwise, in the event litigation or administrative proceedings are commenced against Covered Entity, its administrators or workforce members upon a claimed violation of HIPAA, the Privacy and Security Rule, the HITECH Act, or other laws relating to security and privacy. Nothing herein limits or abrogates Business Associate's obligation under

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the State of Nevada Contract to which this BAA is incorporated to defend and indemnify Covered Entity.

- n. **Policies and Procedures.** Business Associate must adopt written privacy and security policies and procedures and documentation standards to meet the requirements of HIPAA.
- o. **Privacy and Security Officer(s).** Business Associate must appoint Privacy and Security Officer(s) whose responsibilities shall include: monitoring the Privacy and Security compliance of Business Associate; development and implementation of Business Associate's HIPAA Privacy and Security policies and procedures; establishment of Privacy and Security training programs; and development and implementation of an incident risk assessment and response plan in the event Business Associate sustains a breach or suspected breach of protected health information.

VI. RESPONSIBILITIES OF COVERED ENTITY

- a. With regard to the use and/or disclosure of PHI by Business Associate, Covered Entity agrees to:
 - 1. Notify Business Associate of any limitation(s) in its notice of privacy practices in accordance with 45 CFR § 164.520, to the extent that such limitation may affect Business Associate's use or disclosure of PHI.
 - 11. Notify Business Associate of any changes in, or revocation of, permission by an Individual to use or disclose PHI, to the extent that such changes may affect Business Associate's use or disclosure of PHI.
 - 111. Notify Business Associate of any restriction to the use or disclosure of PHI that Covered Entity has agreed to in accordance with 45 CFR § 164.522, to the extent that such restriction may affect Business Associate's use or disclosure of PHI.
 - 1v. Except for Data Aggregation or management and administrative activities of Business Associate, Covered Entity shall not request Business Associate to use or disclose PHI in any manner that would not be permissible under HIPAA if done by Covered Entity.

VII. TERM AND TERMINATION

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- a. This BAA as an incorporated attachment to a State of Nevada Contract is effective upon the effective date of that referenced Contract and continues in effect extending beyond any termination of said Contract until all PHI related thereto in the custody or control of Business Associate is returned to Covered Entity and destroyed thereafter by Business Associate, or, if no feasibly destroyed, protections are extended by Business Associate to such information.
- b. Covered Entity may terminate immediately this BAA, the Agreement, and any other related agreements if Covered Entity makes a determination that Business Associate has breached a material term of this BAA and Business Associate has failed to cure that material breach, to Covered Entity's reasonable satisfaction, in accordance with the notice provisions set forth in the State of Nevada Contract to which this BAA is incorporated. Covered Entity may report the breach to the Secretary of the federal United States Department of Health and Human Services.
- c. If Business Associate determines that Covered Entity has breached a material term of this BAA, then Business Associate will comply with the notice provisions set forth in the State of Nevada Contract to which this BAA is incorporated and related cure opportunity deadline and procedures. Business Associate may immediately report the problem to the Secretary of the federal United States Department of Health and Human Services.
- d. Upon termination of the Agreement or this BAA for any reason, all PHI maintained by Business Associate will be returned to Covered Entity or destroyed by Business Associate. Business Associate will not retain any copies of such information. This provision will apply to PHI in the possession of Business Associate's agents and subcontractors. If return or destruction of the PHI is not feasible, in Business Associate's reasonable judgment, Business Associate will furnish Covered Entity with notification, in writing, of the conditions that make return or destruction infeasible. Upon mutual written agreement of the Parties that return or destruction of the PHI is infeasible, Business Associate will extend the protections of this BAA to such information for as long as Business Associate retains such information and will limit further uses and disclosures to those purposes that make the return or destruction of the information not feasible. The Parties understand that this Section will survive any termination of this BAA or the State of Nevada Contract to which it is incorporated.

VIII. HITECH ACT COMPLIANCE

- a. The Parties acknowledge that the HITECH Act includes significant changes to the Privacy Rule and the Security Rule. The privacy subtitle of the HITECH Act sets forth provisions that significantly change the requirements for business associates and the agreements between business associates and covered entities under HIPAA

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and these changes may be further clarified in forthcoming regulations and guidance. Each Party agrees to comply with the applicable provisions of the HITECH Act and any HHS regulations issued with respect to the HITECH Act. The Parties also agree to negotiate in good faith to modify this BAA via a duly authorized State of Nevada Contract Amendment as reasonably necessary to comply with the HITECH Act and its regulations as they become effective but, in the event that the Parties are unable to reach agreement on such a modification, the Parties shall utilize applicable and available contract termination provisions set forth in the State of Nevada Contract to which this BAA is incorporated to the extent jointly or severally authorized, utilizing the notice deadlines and provisions related to the same.

Nothing herein creates any rights in favor of any third party except as expressly stated herein or as provided by law. The Business Associate and Covered Entity have agreed to the terms of the above written BAA by incorporation of the same as an attachment or exhibit to the State of Nevada Contract between the Parties and in accordance with the order of precedence set forth in the State of Nevada Contract except where federal law may preempt Nevada law.

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be signed and intend to be legally bound thereby.

BUSINESS ASSOCIATE

Independent Contractor's Signature Date Independent Contractor Title

STATE OF NEVADA

State of Nevada Authorized Signature Date Title



STAFF REPORT

Report To: Board of Supervisors **Meeting Date:** September 3, 2026

Staff Contact: Sheri Russell-Benabou, Chief Financial Officer

Agenda Title: 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 21, 2026, per Nevada Revised Statutes ("NRS") 251.030 and 354.290. (Sheri Russell-Benabou, srussell@carsoncity.gov)

Agenda Action: Formal Action / Motion **Time Requested:** Consent

Proposed Motion

I move to accept the report.

Board's Strategic Goal

Efficient Government

Previous Action

N/A

Background/Issues & Analysis

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.carsoncity.gov. A "Condition of the Treasury Report" is attached indicating the beginning balance, receipts, disbursements and the ending balance of each cash account for every fund in the City as of August 21, 2026. It is important to note that there will always be timing differences with these balances - for example, while all departments take deposits to the bank on a daily basis, there is usually a delay between when the reports are prepared and when they are entered into the system.

Applicable Statute, Code, Policy, Rule or Regulation

NRS 251.030 and 354.290

Financial Information

Is there a fiscal impact? No

If yes, account name/number:

Is it currently budgeted? No

Explanation of Fiscal Impact: N/A

Alternatives

N/A

Attachment(s):

[BOS Cash Report 8-21-26.pdf](#)

Motion: _____

1) _____

2) _____

Aye/Nay

(Vote Recorded By)

CONDITION OF THE TREASURY REPORT

CASH ACTIVITY BETWEEN 8/7/2026 & 8/21/2026

Form 9

FUND	FUND NAME	BEGINNING BALANCE	RECEIPTS	DISBURSEMENTS	ENDING BALANCE
101	GENERAL FUND	\$ 16,263,977.61	\$ 631,790.27	\$ 2,520,187.02	\$ 14,375,580.86
201	AIRPORT FUND	-	-	-	-
202	COOPERATIVE EXTENSION FUND	554,490.72	-	-	554,490.72
208	SUPPLEMENTAL INDIGENT FUND	3,539,978.74	-	40,824.10	3,499,154.64
210	CAPITAL PROJECTS FUND	32,584,150.20	-	58,069.39	32,526,080.81
215	SENIOR CENTER FUND	368,586.65	-	28,335.71	340,250.94
225	CARSON CITY TRANSIT FUND	(277,011.49)	4,572.84	6,768.70	(279,207.35) ¹
230	LIBRARY GIFT FUND	125,834.04	188.40	270.75	125,751.69
235	LANDSCAPE MAINTENANCE FUND	792,100.47	-	2,958.93	789,141.54
236	ADMINISTRATIVE ASSESSMENT FUND	41,757.24	319.00	-	42,076.24
237	NEIGHBORHOOD IMPROVEMENT DISTRICTS	421,718.45	-	-	421,718.45
240	TRAFFIC/TRANSPORTATION FUND	12,024.03	-	-	12,024.03
245	CAMPO FUND	177,255.34	95,461.45	6,805.86	265,910.93
250	REGIONAL TRANSPORTATION FUND	8,988,395.44	489,187.11	53,600.27	9,423,982.28
253	STREET & HIGHWAY INFRASTRUCTURE FUND	4,146,900.17	-	480,365.94	3,666,534.23
254	QUALITY OF LIFE FUND	4,910,578.67	30,496.53	114,921.55	4,826,153.65
256	STREET MAINTENANCE FUND	376,405.30	167,016.95	164,768.34	378,653.91
275	GRANT FUND	2,300,240.52	172,691.69	640,778.20	1,832,154.01
280	COMMISSARY FUND	50,032.03	241.66	3,723.44	46,550.25
287	911 SURCHARGE FUND	(14,528.21)	18,779.68	2,433.61	1,817.86
310	INFRASTRUCTURE TAX FUND	7,250,496.41	-	9,534.51	7,240,961.90
340	EXTRAORDINARY MAINTENANCE FUND	14,233,807.68	-	162.87	14,233,644.81
350	RESIDENTIAL CONSTRUCTION TAX FUND	1,900,873.01	16,000.00	-	1,916,873.01
410	DEBT SERVICE FUND	1,266,955.06	-	-	1,266,955.06
501	AMBULANCE FUND	5,643,488.61	22,376.64	188,938.08	5,476,927.17
505	STORMWATER FUND	3,933,695.48	129,840.95	266,503.52	3,797,032.91
510	WASTEWATER FUND	44,696,915.20	754,557.48	179,648.15	45,271,824.53
520	WATER FUND	26,242,499.55	1,002,636.11	276,389.50	26,968,746.16
525	BUILDING PERMITS FUND	1,938,707.38	58,722.32	59,674.15	1,937,755.55
530	CEMETERY FUND	574,179.81	6,819.15	6,236.13	574,762.83
560	FLEET MANAGEMENT FUND	1,411,885.93	410.00	68,647.09	1,343,648.84
570	GROUP MEDICAL INSURANCE FUND	(882,818.04)	506,306.63	20,184.09	(396,695.50) ²
580	WORKERS COMPENSATION FUND	3,338,056.45	42,787.02	98,837.36	3,282,006.11
590	INSURANCE FUND	813,958.70	200.00	26,498.76	787,659.94
602	REDEVELOPMENT ADMINISTRATIVE FUND	90,853.59	-	14,407.79	76,445.80
603	REDEVELOPMENT REVOLVING FUND	11,409,445.03	500.00	3,426.21	11,406,518.82
604	REDEVELOPMENT TAX INCREMENT FUND	1,110,979.21	-	-	1,110,979.21
730	SCHOOL DEBT FUND	14,777,618.67	16,000.00	-	14,793,618.67
740	CARSON CITY TOURISM AUTHORITY	5,651,180.15	146,964.97	70,799.63	5,727,345.49
748	CARSON CITY SCHOOL OPERATING FUND	1,161,757.56	-	-	1,161,757.56
750	STATE OF NEVADA FUND	722,691.07	11,090.05	-	733,781.12
752	RANGE IMPROVEMENT FUND	131.71	-	-	131.71
756	EAGLE VALLEY WATER DISTRICT FUND	2,353.54	-	-	2,353.54
760	WATER SUB-CONSERVANCY FUND	21,342.98	33,756.61	37,001.16	18,098.43
765	FISH AND GAME FUND	5,849.14	-	-	5,849.14
770	FORFEITURE ACCOUNT	56,362.56	-	-	56,362.56
793	CONTROLLER'S TRUST FUND	10,991.21	-	-	10,991.21
850	CARSON CITY OPEB TRUST FUND	6,460,355.82	2,074.66	-	6,462,430.48
TOTAL		\$ 229,207,499.39	\$ 4,361,788.17	\$ 5,451,700.81	\$ 228,117,586.75

¹ Timing difference - awaiting grant expense reimbursement.

² Timing difference - insurance bills paid prior to recording of payroll withholdings.



STAFF REPORT

Report To: Board of Supervisors **Meeting Date:** September 3, 2026

Staff Contact: Jeanne Freeman, Health and Human Services Director

Agenda Title: For Possible Action: Discussion and possible action regarding an interlocal agreement between the Board of Regents of the Nevada System of Higher Education, on behalf of Western Nevada College (“WNC”), and Carson City to permit WNC nursing students to receive, with WNC faculty oversight, clinical education and training at the Carson City Department of Health and Human Services (“CCHHS”), effective September 15, 2026, through June 30, 2031, with no monetary compensation exchanged between the parties. (Jeanne Freeman, jmfreeman@carsoncity.gov)

Agenda Action: Formal Action / Motion **Time Requested:** Consent

Proposed Motion

I move to approve the interlocal agreement as presented.

Board's Strategic Goal

Quality of Life

Previous Action

February 4, 2021 (Item 16a) - The Board of Supervisors ("Board") approved a proposed interlocal agreement between WNC and CCHHS for use of CCHHS facilities and outreach events for the purpose of providing clinical experience for nursing students through June 30, 2026.

Background/Issues & Analysis

The proposed interlocal agreement between CCHHS and WNC establishes clinical education opportunities for WNC nursing students at CCHHS. The partnership continues CCHHS’s practice of collaborating with higher education institutions to support workforce development in health care. The interlocal agreement would be effective September 15, 2026, through June 30, 2031, with no-cause termination permitted by any party upon 30 days prior notice, provided that reasonable efforts be made to allow active student placements to continue until the end of any already-commenced semester. Overall, the agreement supports nursing education while advancing CCHHS’s mission to improve quality of life through engaging, partnering with, and serving our community.

Applicable Statute, Code, Policy, Rule or Regulation

NRS 277.110

Financial Information

Is there a fiscal impact? No

If yes, account name/number:

Is it currently budgeted? No

Explanation of Fiscal Impact: N/A

Alternatives

Do not approve the agreement and/or provide alternative direction to staff.

Attachment(s):

[2026 Interlocal Affiliation Agreement - WNC and Carson City Health and Human Services.pdf](#)

Motion: _____

1) _____

2) _____

Aye/Nay

(Vote Recorded By)

Interlocal Affiliation Agreement
between
Board of Regents of the Nevada System of Higher Education on behalf of
Western Nevada College
And
Carson City on behalf of its Department of Health and Human Services
201 N. Carson Street Carson City, NV 89701 (775) 283-7362

THIS INTERLOCAL AFFILIATION AGREEMENT ("Agreement") is entered into effective as of September 15, 2026, Agreement (the "Effective Date") by and between the Board of Regents of the Nevada System of Higher Education, on behalf of Western Nevada College ("WNC"), and Carson City, a consolidated municipality and political subdivision of the State of Nevada, on behalf of its Department of Health and Human Services ("Agency").

WHEREAS, NRS 277.110 authorizes the parties to enter into cooperative agreements;

WHEREAS, WNC provides nursing education for its students (each a "Student," and collectively, "Students");

WHEREAS, Agency operates certain community health care facilities and programs (collectively, the "Facilities"); and

WHEREAS, the parties desire that WNC Students and the faculty members assigned by WNC to instruct and observe the Students (collectively, "Faculty") have access to and use of Facilities for purposes of gaining experience in a clinical environment.

NOW, THEREFORE, for good and valuable consideration, the parties hereto agree as follows:

I.

WNC and the Agency will jointly plan for the organization, administration, and operation of WNC nursing education at the Facilities. The establishment of standards of education; WNC semesters of instruction and of clinical nursing practice; preparation of all instructional schedules and regulations; and instruction, supervision and grading of WNC Students in the nursing education program, shall be the responsibility of WNC.

II.

Schedules and other plans for instruction and nursing practice of the individual WNC

Students at the Agency shall be prepared by Faculty with the primary view of obtaining maximum educational benefits from the Facilities; however, such schedules and plans shall conform to the rules and regulations of the Agency and shall be subject to the prior approval of the Agency.

III.

Standards of nursing education shall meet the requirements of the Commission on Collegiate Nursing Education and the Nevada State Board of Nursing.

IV.

The Agency shall be responsible for the organization, administration, operating and financing of its Facilities, employees, and services, and shall maintain appropriate standards. Agency shall retain responsibility for the care of its patients. Agency shall arrange and provide orientation for Students and Faculty, to ensure they are familiar with Agency's standards, rules, regulations, policies and procedures.

V.

Conference and classroom space at the Facilities may be available to Faculty and Students at no charge with advance reservation.

VI.

The maximum number of Students assigned for a specific period shall be jointly determined by WNC and Agency after consideration of the Facilities and the adequacy, extent and variety of learning experiences available.

VII.

The instruction period for each group of Students shall be planned on academic semesters for an equivalent time period and will conform to the WNC calendar as approved by the Board of Regents.

VIII.

The Students and Faculty shall not be compensated by the Agency for any services in

connection with this Agreement. Further, there shall be no exchange of payment nor monetary consideration between WNC and the Agency in connection with this Agreement.

IX.

Agency shall identify and provide WNC with the written policies, protocols, dress and conduct codes, background check, immunization and health insurance requirements, and orientation tasks applicable to Students assigned to the Facilities.

X.

At all times during the term of this Agreement, the parties shall maintain, at their respective sole cost and expense, policies of insurance or self-insurance meeting the following requirements:

WNC will maintain for its officers and employees, self-insurance for general and automobile liability in amounts sufficient to meet its obligations under NRS Chapter 41. WNC will maintain Allied Health Malpractice insurance in the amount of \$1,000,000 per occurrence and \$3,000,000 annual aggregate for its Students and Faculty. WNC will maintain workers' compensation insurance for its employees in conformance with applicable law. The purchase of any insurance shall not waive any of the privileges or immunities afforded WNC, or its present or former regents, officers, employees or agents under NRS Chapter 41. Prior to placing Students at the Facilities, WNC shall provide Agency with proof of the allied health malpractice insurance required hereunder.

The Agency shall procure and maintain:

- 1) Commercial general liability insurance including coverage for premises/operation, products/completed operations and personal injury in the amount of \$1,000,000 per occurrence and \$2,000,000 annual aggregate.
- 2) Automobile liability insurance in the amount of \$1,000,000 per occurrence.
- 3) Workers' compensation insurance as required by Nevada law.
- 4) If the Agency provides services that are medical in nature, it shall provide medical malpractice insurance with limits of at least \$1,000,000 per claim and \$3,000,000 annual aggregate. Such malpractice insurance shall also apply to Agency's staff and contracted medical personnel not otherwise insured in amounts equal to those provided by the Agency.

Agency shall provide WNC certificates of insurance evidencing the required insurance upon written request.

XI.

Subject to the limitations set forth in NRS Chapter 41, including the limitations set forth at NRS 41.0305 to NRS 41.039, inclusive, the Agency shall indemnify, defend, and hold harmless WNC, its regents, officers, employees, and agents from and against any and all liabilities, claims, losses, costs or expenses to the person or property of another, lawsuits, judgments, and/or expenses, including attorney fees, arising either directly or indirectly from any act or failure to act by Agency or any of its officers or employees, which may occur during or which may arise out of the performance of this Agreement. Agency will assert the defense of sovereign immunity as appropriate in all cases, including malpractice and indemnity actions. Agency's indemnity obligation for actions sounding tort is limited in accordance with the provisions of NRS 41.035.

To the extent limited in accordance with NRS 41.0305 to NRS 41.039, inclusive, WNC, shall indemnify, defend, and hold harmless Agency, its officers, employees, and agents from and against any and all liabilities, claims, losses, costs or expenses to the person or property of another, lawsuits, judgments, and/or expenses, including attorney fees, arising either directly or indirectly from any act or failure to act by WNC or any of its officers or employees, which may occur during or which may arise out of the performance of this Agreement. WNC will assert the defense of sovereign immunity as appropriate in all cases, including malpractice and indemnity actions. WNC's indemnity obligation for actions sounding tort is limited in accordance with the provisions of NRS 41.035.

XII.

WNC shall allow Agency electronic access to compliance profiles of each Student affiliating with the Agency under this Agreement. Such profiles will include the following: proof of physical exam; proof of Two-Step PPD or Chest X-Ray (with results); proof of Hepatitis B vaccine; proof of Measles titer or vaccination; proof of health insurance; and proof of current CPR certification.

WNC shall require its Faculty accessing the Facility, and shall advise Students assigned to the Facility that they will be required to comply with the written health and immunization

requirements for employees of the Agency.

XIII.

It is agreed that WNC and the Agency will derive the greatest benefit from this Agreement by promoting the interest of each other, by maximum consultation and cooperation, and by interpreting the provisions of this Agreement in that manner which shall best promote the interests of patient care and nursing education.

XIV.

Agency may require WNC to immediately remove from the Facilities any Student or Faculty who, in the sole opinion of the Agency, (a) poses a danger to patients, staff, or visitors; or (b) fails to meet or abide by the rules, regulations, policies and procedures of the Agency.

XV.

It is expressly understood and agreed that this Agreement is not intended and shall not be construed to create the relationship of agent, servant, employee, partner, joint venture, or association between WNC, any of its Students or Faculty, and Agency, but is only an agreement between independent contractors.

XVI.

Unless otherwise terminated as provided for herein, the term of this Agreement commence on the Effective Date and remain in effect through June 30, 2031.

XVII.

The parties may mutually agree to terminate this Agreement at any time, without cause. Either party hereto may terminate this Agreement without cause upon thirty (30) days' prior written notice to the other party. To the extent reasonably practical, termination shall not prevent those Students already participating under this Agreement from completing an already-commenced semester of clinical experience at the Facilities.

XVIII.

All Students placed at the Facilities, as well as all WNC employees and authorized

representatives subject to the Agreement, shall comply at all times with HIPAA health care information privacy and confidentiality requirements.

As an educational institution, WNC is obligated to comply with the Family Educational Rights and Privacy Act and its implementing regulations (collectively, "FERPA") in its handling of education records of students enrolled in its programs. Agency has agreed to provide educational training to Students and as such will be an agent of WNC for the purposes of FERPA compliance. To the extent Agency generates or maintains education records directly related to a Student, Agency agrees to comply with FERPA, to the same extent as such laws and regulations apply to WNC and shall limit access to only those employees or agents with a need to know. Additionally, for the avoidance of doubt, Agency shall be able to rely on the exceptions under FERPA to share information as appropriate to resolve a health or safety emergency.

XIX.

This Agreement shall be governed by the laws of the State of Nevada. The parties consent and agree to the jurisdiction of the First Judicial District Court of the State of Nevada located in Carson City, Nevada for the resolution of any dispute that may occur during or which may arise out of the performance of this Agreement.

XX.

WNC and the Agency shall not discriminate against any person because of race, color, creed, age, sexual orientation, national origin, sex, marital status or veteran's status as provided by law. In addition, WNC and Agency shall not discriminate against any person because of handicap under Section 504 of the federal Rehabilitation Act of 1973 or disability under the Americans with Disabilities Act of 1990.

XXI.

This Agreement is between and for the benefit of Agency and WNC. No other person or entity, including Students, is intended to be a third party beneficiary of this Agreement.

[Signatures on next page]

In Witness Whereof, this Agreement is entered into by the parties as of the date first set forth above.

Board of Regents of the
Nevada System of Higher Education on behalf of
Western Nevada College

By: _____

Title: _____

Date: _____

Carson City on behalf of
Carson City Health and Human Services

By: _____
Lori Bagwell, Mayor

Date: _____



STAFF REPORT

Report To: Board of Supervisors **Meeting Date:** September 3, 2026

Staff Contact: Joy Holt, Library Director

Agenda Title: For Possible Action: Discussion and possible action regarding (1) a proposed amendment ("Amendment") to the interlocal contract between the State of Nevada acting by and through the Governor's Office of Economic Development ("GOED"), the Carson City Library and Carson City ("Contract"), with the Amendment allowing the Carson City Library to continue providing innovative career training, advancement and exploration services by extending the Contract's expiration date from September 30, 2026, to September 30, 2027, and providing an additional \$594,288 in funding from GOED, with no local match obligation, resulting in a new total Contract amount not to exceed \$2,066,316. (Joy Holt, jholt@carsoncity.gov).

Agenda Action: Formal Action / Motion **Time Requested:** Consent

Proposed Motion

I move to approve the Amendment as presented.

Board's Strategic Goal

Economic Development

Previous Action

August 13, 2026 (Item V.b) – The Library Board of Trustees approved the Amendment to the interlocal contract between GOED, the Carson City Library, and Carson City, allowing the Carson City Library to continue providing innovative career training, advancement, and exploration services.

May 2, 2024 (Item 15.A) – The Board of Supervisors approved an interlocal contract between GOED, the Carson City Library and Carson City to provide innovative career training, advancement and exploration services within the Carson City Library to Carson City and throughout the State of Nevada.

Background/Issues & Analysis

On May 2, 2024, the Board of Supervisors approved an interlocal contract setting terms under which the Carson City Library would become a GOED Strategic Workforce Program-in-Residence partner, including the acceptance by Carson City of an award of \$1,472,028 to be used to staff a Senior Workforce Development Professional ("SWDP") and several subcontracted positions within the Carson City Library. The SWDP position was created to engage in both local and statewide activities.

The Amendment includes acceptance of an additional \$597,288 in funding for Carson City and the Carson City Library, with no local match requirement, to allow workforce development programs to continue through an extended term that expires under the Amendment on September 30, 2027. Funding

will be used to continue to staff the SWDP position and additional subcontracted positions for an additional year, to leverage virtual reality (“VR”) and other advanced technologies, to expand career information access, and deliver individualized career mapping (“ICM”) services to undeserved communities. The funding will be distributed over the course of one more year as follows: SWDP - \$163,188; subcontracted positions -\$195,000; VR field trips - \$40,000; licenses related to study resources, exam materials, career readiness assessments - \$91,100; impact analytic services - \$25,000; outreach support including travel - \$80,000.

Applicable Statute, Code, Policy, Rule or Regulation

NRS 277.180

Financial Information

Is there a fiscal impact? Yes

If yes, account name/number: Library Grant # G620025001, General Ledger #2756200-500101 Salaries through 501225 Supplies

Is it currently budgeted? No

Explanation of Fiscal Impact: This will expand the amount of funds in library's grant fund from \$1,472,028 to \$2,066,316.

Alternatives

Do not approve the Amendment and/or provide alternative direction to staff.

Attachment(s):

[GOED_Amended Interlocal Agreement\(2\)_FINAL_August 2026.pdf](#)

Motion: _____

1) _____
2) _____

Aye/Nay

(Vote Recorded By)

CETS #:	28792
Agency Reference #:	

AMENDMENT # 01

TO INTERLOCAL CONTRACT BETWEEN PUBLIC AGENCIES

Between the State of Nevada
Acting By and Through Its

Public Entity #1:	Governor's Office of Economic Development
Address:	808 W. Nye Lane
City, State, Zip Code:	Carson City, NV 89703
Contact:	Karsten Heise
Phone:	775-687-9902
Email:	kheise@goed.nv.gov

Public Entity #2:	Carson City Library, Board of Trustees
Address:	900 N. Roop Street
City, State, Zip Code:	Carson City, NV 89701
Contact:	Joy Holt
Phone:	775-283-7554
Email:	jholt@carson.org

Public Entity #3:	Carson City, a consolidated municipality, a political subdivision of the State of Nevada
Address:	201 N. Carson Street
City, State, Zip Code:	Carson City, NV 89701
Contact:	Carol Akers
Phone:	775-283-7362
Email:	cakers@carson.org

1. **AMENDMENTS.** For and in consideration of mutual promises and other valuable consideration, all provisions of the original Contract dated 06/11/2024, attached hereto as Exhibit A, remain in full force and effect with the exception of the following:

A. Provide a brief explanation for contract amendment.

This is the first amendment to the original contract which provides a workforce training program targeting Nevada's difficult to reach or nearly unreachable populations with a focus on underserved communities, like minorities, women, and re-entry youth and adults. This amendment extends the termination date from September 30, 2026 to September 30, 2027 and increases the maximum amount from \$1,472,028 to 2,066,316 due to the continued need for these services.

CETS #:	28792
Agency Reference #:	

B. Current Contract Language:

3. CONTRACT TERM. This Contract shall be effective as noted below, unless sooner terminated by either party as specified in *Section 4, Termination*.

Effective From:	Upon approval by the BOE	To:	September 30, 2026
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6. INCORPORATED DOCUMENTS. The parties agree that this Contract, inclusive of the following Attachments, specifically describes the Scope of Work. This Contract incorporates the following Attachments in descending order of constructive precedence:

ATTACHMENT A:	SCOPE OF WORK AND DELIVERABLES
---------------	--------------------------------

Any provision, term or condition of an Attachment that contradicts the terms of this Contract, or that would change the obligations of the State under this Contract, shall be void and unenforceable.

7. CONSIDERATION. The parties agree that the services specified in *Section 6, Incorporated Documents* at a cost as noted below:

Total Contract or installments payable at:	As invoiced by the vendor and approved by the State
--	---

Total Contract Not to Exceed:	\$1,472,028
-------------------------------	-------------

Any intervening end to a biennial appropriation period shall be deemed an automatic renewal (not changing the overall Contract term) or a termination as the result of legislative appropriation may require.

C. Amended Contract Language:

3. CONTRACT TERM. This Contract shall be effective as noted below, unless sooner terminated by either party as specified in *Section 4, Termination*.

Effective From:	Upon approval by the BOE	To:	September 30, 2027
-----------------	--------------------------	-----	--------------------

6. INCORPORATED DOCUMENTS. The parties agree that this Contract, inclusive of the following Attachments, specifically describes the Scope of Work. This Contract incorporates the following Attachments in descending order of constructive precedence:

ATTACHMENT B:	SCOPE OF WORK AND BUDGET
---------------	--------------------------

Any provision, term or condition of an Attachment that contradicts the terms of this Contract, or that would change the obligations of the State under this Contract, shall be void and unenforceable.

CETS #:	28792
Agency Reference #:	

7. CONSIDERATION. The parties agree that the services specified in *Section 6, Incorporated Documents* at a cost as noted below:

Total Contract or installments payable at:	As invoiced by the vendor and approved by the State
--	---

Total Contract Not to Exceed:	\$2,066,316
-------------------------------	-------------

Any intervening end to a biennial appropriation period shall be deemed an automatic renewal (not changing the overall Contract term) or a termination as the result of legislative appropriation may require.

2. **INCORPORATED DOCUMENTS.** Exhibit A (original Contract) is attached hereto, incorporated by reference herein and made a part of this amended contract.
3. **REQUIRED APPROVAL.** This amendment to the original Contract shall not become effective until and unless approved by the Nevada State Board of Examiners.

EXHIBIT A

RECEIVED

By Mason Weber at 11:52 am, Jun 14, 2024

CETS #:

28792

INTERLOCAL CONTRACT BETWEEN PUBLIC AGENCIES

A Contract Between the State of Nevada
Acting by and through its

Public Entity #1:	Governor's Office of Economic Development
Address:	808 W. Nye Lane
City, State, Zip Code:	Carson City, Nevada 89703
Contact:	Karsten Heise
Phone:	775-687-9902
Email:	kheise@goed.nv.gov

Public Entity #2:	Carson City Library, Board of Trustees
Address:	900 N. Roop Street
City, State, Zip Code:	Carson City, Nevada 89701
Contact:	Joy Holt
Phone:	775-283-7554
Email:	jholt@carson.org

Public Entity #3:	Carson City, a consolidated municipality, a political subdivision of the State of Nevada
Address:	201 N. Carson Street
City, State, Zip Code:	Carson City, Nevada 89701
Contact:	Carol Akers
Phone:	775-283-7362
Email:	cakers@carson.org

WHEREAS, NRS 277.180 authorizes any one or more public agencies to contract with any one or more other public agencies to perform any governmental service, activity or undertaking which any of the public agencies entering into the contract is authorized by law to perform; and

WHEREAS, it is deemed that the services hereinafter set forth are both necessary and in the best interests of the State of Nevada.

NOW, THEREFORE, in consideration of the aforesaid premises, the parties mutually agree as follows:

1. **REQUIRED APPROVAL.** This Contract shall not become effective until and unless approved by appropriate official action of the governing body of each party.
2. **DEFINITIONS**

TERM	DEFINITION
State	The State of Nevada and any State agency identified herein, its officers, employees and immune contractors.

CETS #:	28792
---------	-------

TERM	DEFINITION
Contracting Entity	The public entities identified above.
Fiscal Year	The period beginning July 1 st and ending June 30 th of the following year.
Contract	Unless the context otherwise requires, 'Contract' means this document titled Interlocal Contract Between Public Agencies and all Attachments or Incorporated Documents.

3. **CONTRACT TERM.** This Contract shall be effective as noted below, unless sooner terminated by either party as specified in *Section 4, Termination*.

Effective From:	Upon approval by the BOE	To:	September 30, 2026
-----------------	--------------------------	-----	--------------------

4. **TERMINATION.** This Contract may be terminated by either party prior to the date set forth in *Section 3, Contract Term*, provided that a termination shall not be effective until **30** days after a party has served written notice upon the other party. This Contract may be terminated by mutual consent of both parties or unilaterally by either party without cause. The parties expressly agree that this Contract shall be terminated immediately if for any reason State and/or federal funding ability to satisfy this Contract is withdrawn, limited, or impaired.
5. **NOTICE.** All communications, including notices, required or permitted to be given under this Contract shall be in writing and directed to the parties at the addresses stated above. Notices may be given: (a) by delivery in person; (b) by a nationally recognized next day courier service, return receipt requested; or (c) by certified mail, return receipt requested. If specifically requested by the party to be notified, valid notice may be given by facsimile transmission or email to the address(es) such party has specified in writing.
6. **INCORPORATED DOCUMENTS.** The parties agree that this Contract, inclusive of the following Attachments, specifically describes the Scope of Work. This Contract incorporates the following Attachments in descending order of constructive precedence:

ATTACHMENT A:	SCOPE OF WORK AND DELIVERABLES
---------------	--------------------------------

Any provision, term or condition of an Attachment that contradicts the terms of this Contract, or that would change the obligations of the State under this Contract, shall be void and unenforceable.

7. **CONSIDERATION.** The parties agree that the services specified in *Section 6, Incorporated Documents* at a cost as noted below:

Total Contract or installments payable at:	As invoiced by the vendor and approved by the State
--	---

Total Contract Not to Exceed:	\$1,472,028
-------------------------------	-------------

Any intervening end to a biennial appropriation period shall be deemed an automatic renewal (not changing the overall Contract term) or a termination as the result of legislative appropriation may require.

8. **ASSENT.** The parties agree that the terms and conditions listed in the incorporated Attachments of this Contract are also specifically a part of this Contract and are limited only by their respective order of precedence and any limitations expressly provided.
9. **INSPECTION & AUDIT**

- A. **Books and Records.** Each party agrees to keep and maintain under general accepted accounting principles full, true and complete records, agreements, books, and documents as are necessary to fully disclose to the State or United States Government, or their authorized representatives, upon audits or reviews, sufficient information to determine compliance with all State and federal regulations and statutes.
- B. **Inspection & Audit.** Each party agrees that the relevant books, records (written, electronic, computer related or otherwise), including but not limited to relevant accounting procedures and practices of the party, financial statements and supporting documentation, and documentation related to the work product shall be subject, at any reasonable time, to inspection, examination, review, audit, and copying at any office or location where such records may be found, with or without notice by the State Auditor, Employment Security, the Department of Administration, Budget Division, the Nevada State Attorney General's Office or its Fraud Control Units, the State Legislative Auditor, and with regard to any federal funding, the relevant federal agency, the Comptroller General, the General Accounting Office, the Office of the Inspector General, or any of their authorized representatives.
- C. **Period of Retention.** All books, records, reports, and statements relevant to this Contract must be retained a minimum three years and for five years if any federal funds are used in this Contract. The retention period runs from the date of termination of this Contract. Retention time shall be extended when an audit is scheduled or in progress for a period reasonably necessary to complete an audit and/or to complete any administrative and judicial litigation which may ensue.
10. **BREACH- REMEDIES.** Failure of either party to perform any obligation of this Contract shall be deemed a breach. Except as otherwise provided for by law or this Contract, the rights and remedies of the parties shall not be exclusive and are in addition to any other rights and remedies provided by law or equity, including but not limited to actual damages, and to a prevailing party reasonable attorneys' fees and costs. It is specifically agreed that reasonable attorneys' fees shall not exceed \$150.00 per hour.
11. **LIMITED LIABILITY.** The parties will not waive and intend to assert available NRS Chapter 41 liability limitations in all cases. Contract liability of both parties shall not be subject to punitive damages. Actual damages for any State breach shall never exceed the amount of funds which have been appropriated for payment under this Contract, but not yet paid, for the fiscal year budget in existence at the time of the breach.
12. **FORCE MAJEURE.** Neither party shall be deemed to be in violation of this Contract if it is prevented from performing any of its obligations hereunder due to strikes, failure of public transportation, civil or military authority, acts of public enemy, acts of terrorism, accidents, fires, explosions, or acts of God, including, without limitation, earthquakes, floods, winds, or storms. In such an event the intervening cause must not be through the fault of the party asserting such an excuse, and the excused party is obligated to promptly perform in accordance with the terms of the Contract after the intervening cause ceases.
13. **INDEMNIFICATION.** Neither party waives any right or defense to indemnification that may exist in law or equity.
14. **INDEPENDENT PUBLIC AGENCIES.** The parties are associated with each other only for the purposes and to the extent set forth in this Contract, and in respect to performance of services pursuant to this Contract, each party is and shall be a public agency separate and distinct from the other party and, subject only to the terms of this Contract, shall have the sole right to supervise, manage, operate, control, and direct performance of the details incident to its duties under this Contract. Nothing contained in this Contract shall be deemed or constructed to create a partnership or joint venture, to create relationships of an employer-employee or principal-agent, or to otherwise create any liability for one agency whatsoever with respect to the indebtedness, liabilities, and obligations of the other agency or any other party.
15. **WAIVER OF BREACH.** Failure to declare a breach or the actual waiver of any particular breach of the Contract or its material or nonmaterial terms by either party shall not operate as a waiver by such party of any of its rights or remedies as to any other breach.
16. **SEVERABILITY.** If any provision contained in this Contract is held to be unenforceable by a court of law or equity, this Contract shall be construed as if such provision did not exist and the non-enforceability of such provision shall not be held to render any other provision or provisions of this Contract unenforceable.
17. **ASSIGNMENT.** Neither party shall assign, transfer or delegate any rights, obligations or duties under this Contract without the prior written consent of the other party.

18. **OWNERSHIP OF PROPRIETARY INFORMATION.** Unless otherwise provided by law any reports, histories, studies, tests, manuals, instructions, photographs, negatives, blue prints, plans, maps, data, system designs, computer code (which is intended to be consideration under this Contract), or any other documents or drawings, prepared or in the course of preparation by either party in performance of its obligations under this Contract shall be the joint property of both parties.
19. **PUBLIC RECORDS.** Pursuant to NRS 239.010, information or documents may be open to public inspection and copying. The parties will have the duty to disclose unless a particular record is made confidential by law or a common law balancing of interests.
20. **CONFIDENTIALITY.** Each party shall keep confidential all information, in whatever form, produced, prepared, observed or received by that party to the extent that such information is confidential by law or otherwise required by this Contract.
21. **FEDERAL FUNDING.** In the event, federal funds are used for payment of all or part of this Contract, the parties agree to comply with all applicable federal laws, regulations and executive orders, including, without limitation the following:
- A. The parties certify, by signing this Contract, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this transaction by any federal department or agency. This certification is made pursuant to Executive Orders 12549 and 12689 and Federal Acquisition Regulation Subpart 9.4, and any relevant program-specific regulations. This provision shall be required of every subcontractor receiving any payment in whole or in part from federal funds.
 - B. The parties and its subcontractors shall comply with all terms, conditions, and requirements of the Americans with Disabilities Act of 1990 (P.L. 101-136), 42 U.S.C. 12101, as amended, and regulations adopted thereunder, including 28 C.F.R. Section 35, inclusive, and any relevant program-specific regulations.
 - C. The parties and its subcontractors shall comply with the requirements of the Civil Rights Act of 1964 (P.L. 88-352), as amended, the Rehabilitation Act of 1973 (P.L. 93-112), as amended, and any relevant program-specific regulations, and shall not discriminate against any employee or offeror for employment because of race, national origin, creed, color, sex, religion, age, disability or handicap condition (including AIDS and AIDS-related conditions.)
 - D. Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended. Contracts and subgrants of amounts in excess of \$150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).
22. **PROPER AUTHORITY.** The parties hereto represent and warrant that the person executing this Contract on behalf of each party has full power and authority to enter into this Contract and that the parties are authorized by law to perform the services set forth in *Section 6, Incorporated Documents*.
23. **GOVERNING LAW – JURISDICTION.** This Contract and the rights and obligations of the parties hereto shall be governed by, and construed according to, the laws of the State of Nevada. The parties consent to the exclusive jurisdiction of and venue in the First Judicial District Court, Carson City, Nevada for enforcement of this Contract.
24. **ENTIRE AGREEMENT AND MODIFICATION.** This Contract and its integrated Attachment(s) constitute the entire agreement of the parties and as such are intended as a complete and exclusive statement of the promises, representations, negotiations, discussions, and other agreements that may have been made in connection with the subject matter hereof. Unless an integrated Attachment to this Contract specifically displays a mutual intent to amend a particular part of this Contract, general conflicts in language between any such Attachment and this Contract shall be construed consistent with the terms of this Contract. Unless otherwise expressly authorized by the terms of this Contract, no modification or amendment to this Contract shall be binding upon the parties unless the same is in writing and signed by the respective parties hereto, approved by the Office of the Attorney General.

CETS #:	28792
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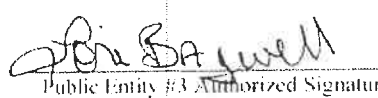
IN WITNESS WHEREOF, the parties hereto have caused this Contract to be signed and intend to be legally bound thereby.



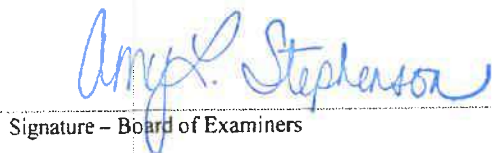
 Thomas J. Burns _____ Date 5/7/2024 _____ Title Executive Director, GOED



 Public Entity #2 Authorized Signature _____ Date 5/6/2024 _____ Title Library Director



 Public Entity #3 Authorized Signature _____ Date 5/2/24 _____ Title MAYOR



 Signature – Board of Examiners _____ APPROVED BY BOARD OF EXAMINERS

On: JUN 11 2024 _____

 Date

Approved as to form by:



 Deputy Attorney General for Attorney General _____ On: 5/6/24 _____

 Date

ATTACHMENT A
Scope of Work and Deliverables

GOED INDIVIDUAL CAREER MAPPING AND TRAINING DELIVERY MODEL
PROGRAM

1. Glossary

GOED	Governor's Office of Economic Development
SWDP	Senior Workforce Development Professional (Program Officer)
ICM	Individual Career Mapping
VR	Virtual Reality
CID	Career Information Database
NVCE	Nevada Career Explorer
STEM	Science Technology Engineering and Math
CCL	Carson City Library
NLLD	North Las Vegas Library District
DETR	Department of Employment Training and Rehabilitation
OWINN	Office of Workforce Innovation

2. Problem Statement

Nevada's difficult to reach or even nearly unreachable populations often lack awareness or accessibility to workforce training, facing barriers like limited resources, information gaps, and a disconnect from educational opportunities essential for professional development. Jobs with living wages meet immediate needs, while careers provide upward mobility, long-term growth, and professional development opportunities. Yet, it is difficult to convey to job seekers the importance of acquiring new skills to remain relevant in automated work environments. Many individuals do not fully comprehend the rapid changes in job requirements, hindering their understanding of the direct link between skill acquisition and career resilience.

Perceived complexities, lack of awareness, and stigma can deter people from choosing community college, impacting their educational opportunities and prospects. Additionally, potential students might underestimate the transformative impact of upskilling on their careers, leading to a lack of motivation to engage with community college offerings.

3. Goals of the Agreement

Through strategic cooperation involving space and financial resources (for GOED-seeded projects) a Senior Workforce Development Professional (SWDP) can bring their work into local libraries. In-house residency offers a place where library information professionals and the community alike can learn from a SWDP and the SWDP can learn from information professionals and the community.

The Carson City Library is one of two of the first of Nevada's public libraries, to host a GOED Strategic Workforce Program-in-Residence Partner. The SWD Professional-in-Residency will occupy and invigorate space at the Carson City Library

and expand Carson City Library patron access to career information using virtual reality (VR), expand an existing community of practice, and demonstrate the implementation of an Individual Career Map (ICM) process using precision navigation resources for underserved communities, like minorities and women and re-entry youth and adults.

Importantly, an evaluation framework measures how local library professionals grow and develop in relation to three domains that directly align workforce and social service priorities identified by the community of practice partners, with a focus on public libraries. Each domain includes a primary goal, and each goal includes specific targeted outcomes critical to public library workforce development programs. These intended outcomes are directly linked to the support systems and activities carried out by the GOED's Strategic Workforce Program-in-Residence priorities are the basic building blocks of the entire framework.

Domain 1. ADVANCE LABOR MARKET LITERACY REFERENCE SERVICES

GOAL: Nurture the peer-to-peer learning process for Individual Career Mapping (ICM) to bolster career services programs and information resources. From the critical early stages of crafting programs and program outreach development, through completed program offerings and evaluation, peer-to-peer learning drives impact.

ANTICIPATED OUTCOMES:

GOED's Strategic Workforce Program-in-Residence professional coaching of library adult services and technical services staff, so that library patron career-seeker audiences gain understanding of the value of career and workforce services at the library.

GOED's Strategic Workforce Program-in-Residence staff can talk about their work, answer questions and invite others into the library-centered workforce development ecosystem.

GOED's Strategic Workforce Program-in-Residence professional collaboration with public library career services staff supports the advancement of their professional development.

GOED's Strategic Workforce Program-in-Residence professional sharing of information within the statewide public library community, using the Carson City Library and North Las Vegas Library District career services programs as a resource for replication, continues Carson City Library and North Las Vegas Library District's position as a national leaders in career focused library services.

Domain 2. COMMUNITY ENGAGEMENT

GOAL: Cultivate high-quality, consistent career services for public library patrons to experience.

ANTICIPATED OUTCOMES:

GOED's Strategic Workforce Program-in-Residence programs connect the work

more directly with libraries serving “the Program’s” population groups. GOED’s Strategic Workforce Program-in-Residence precision career mapping resources reach unreachable populations.

GOED’s Strategic Workforce Program-in-Residence staff appreciate the value of using state level tools at the local level to provide more direct delivery of support to labor market challenges.

Domain 3. TRANSFORMATIONAL ENVIRONMENT

GOAL: GOED’s Strategic Workforce Program-in-Residence professional will be positively impacted from the time, space and local environment offered to them at the Carson City Library.

ANTICIPATED OUTCOMES:

GOED’s Strategic Workforce Program-in-Residence professionals value time in a library space.

GOED’s Strategic Workforce Program-in-Residence professionals value working within a library community of information professionals.

The goal of the agreement is to respond to individual labor market literacy levels through the Individual Career Mapping (ICM) process. ICM facilitates precision career research, finds skill gaps and training programs, thereby increasing labor market literacy levels leading to stronger talent pipelines serving Nevada’s resilient industries. This process is influenced by needs, preferences, and the context of individual career exploration.

From access to strategically curated collections in advanced formats, like virtual reality, as well as a Nevada-aligned career information database (CID) librarians help facilitate actions individuals take to gather, evaluate, and use information.

4. Objectives of the Agreement/Deliverables

The objectives of the ICM program are multifaceted. Initially, it aims to assess individuals' current workforce skill levels and identify individual gaps and needs. The process strives to improve an individual’s basic understanding of the world of work in an age of automation. It also benchmarks individual STEM skills through virtual reality field trips and a unique problem-solving assessment, ensuring further career coaching recommends next steps precise to the individual. Enhanced digital literacy is also incorporated. Beyond skills assessment and career interest and aptitude development, objectives include boosting confidence and self-efficacy, promoting critical thinking, and encouraging acceptance of lifelong learning. Continuous evaluation ensures progress, and helps participants find non-degree training programs to acquire STEM skills in weeks, vs. years.

Objective: By the end of the cycle library patrons are connected with training programs to serve Nevada’s high growth, STEM sectors. Overall, adult labor market literacy programs aspire to empower individuals for personal, professional, and societal success.

Objectives of the Agreement involve a multifaceted ICM process. It begins with assessing individuals' existing skills, understanding their needs, and creating individual maps with corresponding resources. Incorporating diverse materials, such as virtual reality field trips and job shadowing, specialized assessments, and digital tools to decode existing skills, this combines to foster comprehension of and critical thinking about work within STEM fields. These engaging and interactive methods, including technology, empower adults to develop and then apply labor market literacy skills in real-world scenarios.

Continuous assessment and feedback ensure thoughtful iteration and progress, while the involvement of a larger community of practice and support networks enhances motivation. Individual Career Mapping addresses societal barriers, including cultural considerations, to create inclusive environments that encourage lifelong learning - fostering a literate and empowered adult population.

5. Deliverables

Train the Trainer Activities for Career Coaches Initiated January 2024 with up to 50 career coaches from the community of practice, with priority on adult services library professionals.

ICM instructors engage the community of practice of career navigators through diverse activities to understand and learn to apply the ICM process and use the tools aimed at enhancing labor market literacy skills.

- 1) Virtual Reality Field Trips encourage discussion, comprehension, and critical thinking.
- 2) Assessment activities foster understanding skills and skill gaps and strengthen ability to ask relevant and compelling questions about the occupation.
- 3) Interactive coaching and assignments, such as exploring various career pathways, provide practical application of labor market literacy skills in real-world contexts.
- 4) Featured within the Nevada Career Explorer (the CID), current job openings within the client's desired location make learning relevant.
- 5) Digital literacy activities, including research and navigating the Nevada Career Explorer and consuming virtual reality content enhances digital literacy.
- 6) Immersive virtual reality provides role-playing scenarios that promote effective communication and practical language use.
- 7) Virtual reality field trips stimulate experiential learning and broaden knowledge.
- 8) Overall, a mix of interactive, practical, and engaging activities ensures a dynamic learning environment, motivating adult learners to develop and apply essential labor market literacy skills in their decision-making processes.

Train the Trainer Program Launch Support for up to 50 launch programs starting January 2025 continuing thru June 2026

Training trainers and supervising program launches involves meticulous planning.

- Begin with needs assessment, identifying training objectives.
- Comprehensive training materials have been developed incorporating interactive elements and real-world scenarios.

- Provide ongoing support and feedback to trainers, fostering continuous improvement.
- Simulate program scenarios to ensure readiness.
- Prioritize collaboration and knowledge-sharing among trainers.
- Supervise initial program launches, addressing challenges promptly.
- Collect feedback from trainers and participants, refining the program iteratively.
- Robust monitoring and evaluation system to be created through impact analysis services, measuring trainer effectiveness and program impact.
- Regularly update training content based on emerging trends and learner needs, ensuring sustained success.

6. Residency Services and Accommodations:

- Acceptance of award
- 24 months of fiscal (including benefits) and human resources for the FT position of Program Officer
- Fiscal management resources for (contracted) career navigators
- Fiscal management resources for (licensed training-hub content)
- Fiscal management resources for licensed content for virtual reality career-on ramp tools and virtual reality field trips
- Fiscal management resources for impact analytics services
- Fiscal management resources for travel and outreach support
- Workspace, furnishings, basic office equipment and supplies, high speed internet connection

7. What the NV Governor's Office of Economic Development offers to its Program-in-Residence Partner:

- Access to Senior Workforce Professional 10 hours per month, arranged in advance to allow for promotion
- Residency includes telework and statewide fieldwork up to 150 hours / month
- Professional development classes, lectures or other for staff and Board (at Library Director's request)
- Participation in Carson City Library workforce development workshops/programs (at Library Director's request)
- Publicity through the Governor's Office of Economic Development
- Networking opportunities
- Should the Senior Workforce Development Resident, through unforeseen events be unable to continue the agreed deliverables, GOED Office of Innovation and Strategic Programs will propose the replacement to the Carson City Library for agreement. Should the proposed replacement not meet Carson City Library's expectations or requirements, GOED reserves the right to cancel the contract within 30 days.

8. Administration

The program will be administered in Carson City. The program officer is paid from the funds provided per the Interlocal Agreement . The program officer will maintain a laptop computer, displays, a GOED web presence (including email address), and the online training hub.

9. Program Officer Reporting Elements

Trainer Preparedness:

- Percentage of trainers completing the program successfully.
- Scores on assessments measuring understanding of training content and methodologies.

Participant Satisfaction:

- Surveys or feedback forms to assess participant satisfaction with the training.
- Ratings for the relevance and effectiveness of the content.

Learning Outcomes:

- Pre- and post-assessment scores to measure knowledge and skill improvement.
- Observation of trainers applying acquired skills during practice sessions.

Program Impact:

- Number of training sessions conducted post-launch.
- Percentage of participants who completed subsequent training programs led by the newly trained trainers.

Feedback and Adaptations:

- Analysis of feedback from trainers and participants.
- Changes made to the training program based on feedback and observed challenges.

Implementation Timeline:

- Timeliness of launching the program according to the planned schedule.
- Adherence to milestones and deadlines during the implementation phase.

Resource Utilization:

- Budget adherence and cost-effectiveness of the training.
- Efficient use of training materials, technology, and other resources.

Trainer Engagement:

- Participation rates in follow-up training sessions or professional development opportunities related to career library services.
- Continued engagement in the learning community established during the "Train the Trainer" program.

Long-term Impact:

- Tracking the application of training skills in subsequent training sessions.
- Measuring the overall impact of the program on the organization's adult career services programs and outcomes.

The above data is to be reported to GOED and AG Office quarterly within ten (10) days after March 31, June 30, Sept. 30 and December 31 for the respective Agreement period. The program officer shall also submit regular financial and budget reports at the aforementioned dates as well as on an ad hoc basis if requested by GOED and / or the Attorney General's Office.

In addition, the Strategic Workforce Program-in-Residence professional shall, upon request by GOED at any time, provide in a reasonable time, informal progress updates on the use of funds for the purposes set forth in this agreement.

External Advisory Board (EAB)

The project will occur under the advisement of an External Advisory Board (EAB) that will meet quarterly and is made up of representatives from GOED, OWINN, DETR, Carson City Library, North Las Vegas Library, a NGO, a Nevada high school work-based learning coordinator, and enterprise from Nevada's in-demand sectors. Members of the EAB commit to being a thought partner throughout the program period by attending four virtual meetings each year of the project. During these meetings, members will review and recommend adjustments to project work, assess progress toward accomplishing goals of the project, and assist with identification of key audiences and outlets for dissemination. Additionally, they provide individual feedback as subject matter experts, over the two-year program period. EAB members recognize the potential that the Individual Career Mapping process and tools has for transforming workforce development generally and opportunities for under skilled job seekers, specifically.

The Program Officer and Carson City Library Director will be the point of contact for all aspects of this contract.

Carson City will act as a pass through for the award to the Carson City Library and will provide the usual support and assistance to the Carson City Library (for example, human resources assistance and fiscal oversight) for the Carson City Library's performance of this Scope of Work but will not otherwise perform this Scope of Work.

Upon approval and acceptance of the award and receipt of the award funds and approval of this Agreement, the Carson City Library will perform the requested Scope of Work in accordance with the following budget.

Detail of expenditure is as follows:

SERVICE IN SCOPE OF WORK	YEAR 1	YEAR 2	TOTAL
Program Officer	\$142,500	\$142,500	\$285,000
2 FTE subcontracted positions	\$147,333	\$221,000	\$368,333
Virtual reality field trips and content management license for virtual reality career on-ramp tools	\$175,000 \$85,500	\$175,000 \$90,000	\$350,000 \$175,500
Requested impact analytic services	\$50,000	\$50,000	\$100,000
Outreach support including travel	\$90,695	\$100,000	\$190,695
Training-hub content management license	\$1,250	\$1,250	\$2,500

\$1,472,028*

***Budget subject to change after a full accounting of available funds once the transfer to the Carson City Library is complete.**

EXHIBIT B

Scope of Work and Deliverables

GOED INDIVIDUAL CAREER MAPPING AND TRAINING DELIVERY MODEL PROGRAM

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Continuous assessment and feedback ensure thoughtful iteration and progress, while the involvement of a larger community of practice and support networks enhances motivation. Individual Career Mapping addresses societal barriers, including cultural considerations, to create inclusive environments that encourage lifelong learning - fostering a literate and empowered adult population.

5. Deliverables

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- Simulate program scenarios to ensure readiness.
- Prioritize collaboration and knowledge-sharing among trainers.
- Supervise initial program launches, addressing challenges promptly.
- Collect feedback from trainers and participants, refining the program iteratively.
- Robust monitoring and evaluation system to be created through impact analysis services, measuring trainer effectiveness and program impact.
- Regularly update training content based on emerging trends and learner needs, ensuring sustained success.

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- Acceptance of award
- 12 months of fiscal (including benefits) and human resources for the FT position of Program Officer
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- Fiscal management resources for (licensed training-hub content)
- Fiscal management resources for licensed content for virtual reality career-on ramp tools and virtual reality field trips
- Fiscal management resources for impact analytics services
- Fiscal management resources for travel and outreach support
- Workspace, furnishings, basic office equipment and supplies, high speed internet connection

7. What the NV Governor's Office of Economic Development offers to its Program-in-Residence Partner:

- Access to Senior Workforce Professional 10 hours per month, arranged in advance to allow for promotion
- Residency includes telework and statewide fieldwork up to 150 hours / month
- Professional development classes, lectures or other for staff and Board (at Library Director's request)
- Participation in Carson City Library workforce development workshops/programs (at Library Director's request)
- Publicity through the Governor's Office of Economic Development
- Networking opportunities
- Should the Senior Workforce Development Resident, through unforeseen events be unable to continue the agreed deliverables, GOED Office of Innovation and Strategic Programs will propose the replacement to the Carson City Library for agreement. Should the proposed replacement not meet Carson City Library's expectations or requirements, GOED reserves the right to cancel the contract within 30 days.

8. Administration

The program will be administered in Carson City. The program officer is paid from the funds provided from GOED. The program officer will maintain a laptop computer, displays, a GOED web presence (including email address), and the online training hub.

9. Program Officer Reporting Elements

Trainer Preparedness:

- Percentage of trainers completing the program successfully.
- Scores on assessments measuring understanding of training content and methodologies.

Participant Satisfaction:

- Surveys or feedback forms to assess participant satisfaction with the training.
- Ratings for the relevance and effectiveness of the content.

Learning Outcomes:

- Pre- and post-assessment scores to measure knowledge and skill improvement.
- Observation of trainers applying acquired skills during practice sessions.

Program Impact:

- Number of training sessions conducted post-launch.
- Percentage of participants who completed subsequent training programs led by the newly trained trainers.

Feedback and Adaptations:

- Analysis of feedback from trainers and participants.
- Changes made to the training program based on feedback and observed challenges.

Implementation Timeline:

- Timeliness of launching the program according to the planned schedule.
- Adherence to milestones and deadlines during the implementation phase.

Resource Utilization:

- Budget adherence and cost-effectiveness of the training.
- Efficient use of training materials, technology, and other resources.

Trainer Engagement:

- Participation rates in follow-up training sessions or professional development opportunities related to career library services.
- Continued engagement in the learning community established during the "Train the Trainer" program.

Long-term Impact:

- Tracking the application of training skills in subsequent training sessions.
- Measuring the overall impact of the program on the organization's adult career services programs and outcomes.

The above data is to be reported to GOED and AG Office quarterly. In addition, the Strategic Workforce Program-in-Residence professional shall, upon request by GOED at any time, provide in a reasonable time, informal progress updates on the use of funds for the purposes set forth in this agreement.

The Program Officer and Carson City Library Director will be the point of contact for all aspects of this contract.

Carson City Library will perform the requested scope for the following:
Detail of expenditure is as follows:

SERVICE IN SCOPE OF WORK	
Contract for Program Officer	\$163,188.00
Career Navigator Contractors	\$195,000.00
Fiscal agency (contract payment for requested virtual reality field trips and content management license for virtual reality career on-ramp tools)	\$40,000.00
Fiscal agency (contract payment for requested impact analytic services)	\$25,000.00
Fiscal agency (for outreach support including travel)	\$80,000.00
Fiscal agency (for licenses related to study resources, exam materials, career readiness assessments)	\$91,100.00
	TOTAL: \$594, 288.020



STAFF REPORT

Report To: Board of Supervisors **Meeting Date:** September 3, 2026

Staff Contact: Carol Akers, Purchasing & Contracts Administrator and Darren Schulz, Public Works Director

Agenda Title: For Possible Action: Discussion and possible action regarding purchase authority for 15 vehicles for several City departments during Fiscal Year (‘FY’) 2027, for a total not to exceed amount of \$1,472,861.30 utilizing joinder contracts (1) 99SWC- NV25-25627 between the State of Nevada and Michael Hohl Motor Company; (2) 99SWC- NV26-25907 between the State of Nevada and Capital Ford; and (3) 99SWC-NV24-20894 between the State of Nevada and Caterpillar, Inc. (Carol Akers, cakers@carsoncity.gov and Mike Shaffer, mshaffer@carsoncity.gov)

Agenda Action: Formal Action / Motion **Time Requested:** Consent

Proposed Motion

I move to approve the purchase authority as presented.

Board's Strategic Goal

Efficient Government

Previous Action

May 21, 2026 (Item 17A) – The Board of Supervisors approved the Final Budget for FY 2027, including the Capital Improvement Vehicle Replacement Program.

Background/Issues & Analysis

Please refer to the attached spreadsheet for all replacement information. These proposed purchases were approved as part of the FY 2027 Capital Improvement Plan Vehicle Replacement Program.

All quotes have been verified, and all vendors have confirmed they will honor quotes as provided.

Joinder contracts being utilized:

1. State of Nevada:

<https://www.purchasing.nv.gov/statewide-contracts/vehicle-purchases/>

A. State of Nevada & Michael Hohl Motor Company (Contract #: 99SWC- NV25-25627, Expires 6/30/2027)

B. State of Nevada & Capital Ford (Contract # 99SWC-NV26-25907, Expires 6/30/2027).

2. State of Nevada & Caterpillar INC, dba Empire CAT (Contract # 99SWC-NV24-20894, Expires 10/02/2026).

<https://www.purchasing.nv.gov/statewide-contracts/heavy-construction-equipment-and-related-items/>

Applicable Statute, Code, Policy, Rule or Regulation

NRS 332.195

Financial Information

Is there a fiscal impact? Yes

If yes, account name/number: Capital Projects Fund, Vehicle Replacement Account / 2101002-507705

Capital Projects Fund, Landfill Equipment Account / 2103939-506502

Open Space Fund, Equipment Account / 2545047-507775

Water Fund, Vehicle Replacement Account / 5203502-507705

Is it currently budgeted? Yes

Explanation of Fiscal Impact: 2101002-507705 will be decreased by a not to exceed amount of \$676,330.55; the available balance is \$1,739,646.69.

2103939-506502 will be decreased by a not to exceed amount of \$639,713.00; the available balance is \$2,125,000.00.

2545047-507775 will be decreased by a not to exceed amount of \$45,278.25; the available balance is \$90,500.00.

5203502-507705 will be decreased by a not to exceed amount of \$111,539.50; the available balance is \$220,000.00.

*Vehicle up-fit costs are not included in the current vehicle cost as these will be obtained separately.

Alternatives

Do not approve the purchase authority and/or provide alternative direction to staff.

Attachment(s):

[FY 26-27 Vehicles and Equipment.pdf](#)

[FY26-27 Quotes 9-3-26.pdf](#)

Motion: _____

1) _____

2) _____

Aye/Nay

(Vote Recorded By)

New Vehicle Purchase/ Equipment Reference ID	Fund	Department	Year	Equip #	Mileage /Hours	Years of Service	Type of Unit	*FY 26/27 Budget	Vehicle Quote	Replacement Vehicle Make and Model	Vendor	Contract/PO	BOS Date
1	2101002-507705	FIRE	2009	5537	67,801	17	FD PICKUP	\$ 85,000.00					
2	2101002-507705	FIRE	2002	7107	29,800	24	FD BRUSH TRUCK B53	\$ 650,000.00					
							FIRE TOTAL =	\$ 735,000.00	\$ -				
3	2101002-507705	JUVENILE	2003	2219	61,307	23	JV BLAZER	\$ 60,000.00	\$ 41,216.65	Chevy Traverse	Michael Hohl GM	NV State Contract#99SWC-NV25-25627	9/3/2026
4	2101002-507705	JUVENILE		New			JV SUV	\$ 50,000.00	\$ 41,216.65	Chevy Traverse	Michael Hohl GM	NV State Contract#99SWC-NV25-25627	9/3/2026
							JUVENILE TOTAL =	\$ 110,000.00	\$ 82,433.30				
5	2103939-506502	LANDFILL	2020	7909	7,442	6	LF COMPACTOR ALJON	\$ 1,400,000.00	\$ 1,379,567.00	Tana H380	Humdinger Equip. LTD	FSA23-EQU21.0	9/3/2026 Separate Item
6	2103939-506502	LANDFILL	2020	8205	10,104	6	LF LOADER	\$ 725,000.00	\$ 639,713.00	CAT 966 loader	Empire CAT	State of Nevada NV24-20897	9/3/2026
							LANDFILL TOTAL =	\$ 2,125,000.00	\$ 2,019,280.00				
7	2101002-507705	PARKS	2006	5200	102,273	20	PA PICKUP	\$ 70,000.00					
8	2101002-507705	PARKS	2007	5206	71,695	19	PA PICKUP	\$ 60,000.00	\$ 51,703.25	Chevy 1500 Double Cab	Michael Hohl GM	NV State Contract#99SWC-NV25-25627	9/3/2026
9	2101002-507705	PARKS	2008	6102	26,307	18	PA DUMP TRUCK	\$ 110,000.00	\$ 93,928.25	Ford F550 Dump Body	Capital Ford	NV State Contract#99SWC-NV25-25627	9/3/2026
10	2101002-507705	PARKS	1991	8909	0	35	PA TRAILER	\$ 20,000.00					
							PARKS MAINT TOTAL =	\$ 260,000.00	\$ 145,631.50				
11	2101002-507705	BUILDING MAINTENANCE	2007	6311	56,871	19	BM UTILITY TRUCK	\$ 75,000.00	\$ 66,261.25	Chevy 2500 utility bed	Michael Hohl GM	NV State Contract#99SWC-NV25-25627	9/3/2026
							BUILDING MAINT TOTAL =	\$ 75,000.00	\$ 66,261.25				
12	2101002-507705	SHERIFF	2015	224	97,650	11	SO PICKUP	\$ 85,000.00	\$ 60,163.25	Chevy Tahoe	Michael Hohl GM	NV State Contract#99SWC-NV25-25627	9/3/2026
13	2101002-507705	SHERIFF	2016	634	139,032	10	SO TAHOE	\$ 95,000.00	\$ 64,218.25	Chevy Tahoe	Michael Hohl GM	NV State Contract#99SWC-NV25-25627	9/3/2026
14	2101002-507705	SHERIFF	2016	635	137,312	10	SO TAHOE	\$ 95,000.00	\$ 64,218.25	Chevy Tahoe	Michael Hohl GM	NV State Contract#99SWC-NV25-25627	9/3/2026
15	2101002-507705	SHERIFF	2017	723	133,277	9	SO TAHOE	\$ 95,000.00	\$ 64,218.25	Chevy Tahoe	Michael Hohl GM	NV State Contract#99SWC-NV25-25627	9/3/2026
16	2101002-507705	SHERIFF	2017	724	101,245	9	SO TAHOE	\$ 95,000.00	\$ 64,593.25	Chevy Tahoe	Michael Hohl GM	NV State Contract#99SWC-NV25-25627	9/3/2026
17	2101002-507705	SHERIFF	2017	725	116,725	9	SO TAHOE	\$ 95,000.00	\$ 64,593.25	Chevy Tahoe	Michael Hohl GM	NV State Contract#99SWC-NV25-25627	9/3/2026
18	1012011-507726	SHERIFF		New			SO SUV	\$ 50,000.00	\$ 41,428.25	Dodge Durango	Carson City Dodge	State of Nevada 99SWC-S3138	<\$50K
							SHERIFF TOTAL =	\$ 610,000.00	\$ 382,004.50				
19	2253026-507705	TRANSIT	2015	4242	119,065	11	JAC BUS	\$ 100,000.00					
20	2253026-507705	TRANSIT	2019	4249	122,926	7	JAC BUS	\$ 275,000.00					
							TRANSIT TOTAL =	\$ 375,000.00	\$ -				
21	2545047-507775	OPEN SPACE	2017	5324	98,758	9	OS PICKUP	\$ 65,000.00	\$ 45,278.25	Chevy 1500 Double Cab	Michael Hohl GM	NV State Contract#99SWC-NV25-25627	9/3/2026

New Vehicle Purchase/ Equipment Reference ID	Fund	Department	Year	Equip #	Mileage /Hours	Years of Service	Type of Unit	*FY 26/27 Budget	Vehicle Quote	Replacement Vehicle Make and Model	Vendor	Contract/PO	BOS Date
							OPEN SPACE TOTAL =	\$ 65,000.00	\$ 45,278.25				
22	2563038-507705	STREETS	2006	6406	55,018	20	ST 5 YARD DUMP TRUCK SANDER/PLOW	\$ 400,000.00					
							STREETS TOTAL=	\$ 400,000.00	\$ -				
23	5012525-507775	FIRE-AMBULANCE	2019	3023	110,623	7	FD AMBULANCE BLS R54	\$ 220,000.00					
							FIRE-AMBULANCE TOTAL=	\$ 220,000.00					
24	5203502-507705	WATER	2016	5128	76,882	10	WM COLORADO	\$ 70,000.00	\$ 45,278.25	Chevy 1500 Double Cab	Michael Hohl GM	NV State Contract#99SWC-NV25-25627	9/3/2026
25	5203502-507705	WATER	2016	5534	92,147	10	WM PICKUP	\$ 75,000.00					
26	5203502-507705	WATER	2016	5720	88,286	10	WM 1 TON UTILITY TRUCK	\$ 75,000.00	\$ 66,261.25	Chevy 2500 utility bed	Michael Hohl GM	NV State Contract#99SWC-NV25-25627	9/3/2026
							WATER TOTAL=	\$ 220,000.00	\$ 111,539.50				
								ALL TOTAL =	\$ 5,195,000.00				
								FY26/27 Budget	\$ 1,850,000.00	\$ 1,472,861.30	9/3/2026 Request		
								FY26/27 Budget	\$ 1,400,000.00	\$ 1,379,567.00	9/3/2026 Request	Separate Item	
								Remaining FY26/27 balance	\$1,945,000.00	\$ 2,852,428.30	Total Request amount requested 9/3		

FY26/27 Budget includes costs for vehicle purchase plus associated vehicle upfit costs



Vehicle: [Fleet] 2027 Chevrolet Traverse (1LB56) AWD 4dr LT w/2LT (Complete)

Quote Worksheet

REF. ID 3 & 4
Replacing 2219 and one addition
2101002-507705

	MSRP
Base Price	\$42,800.00
Dest Charge	\$1,995.00
Total Options	\$490.00
	Subtotal
	\$45,285.00
bid assist 743166@37	(\$3,200.00)
	Subtotal Pre-Tax Adjustments
	(\$3,200.00)
Less Customer Discount	(\$896.60)
	Subtotal Discount
	(\$896.60)
Trade-In	\$0.00
	Subtotal Trade-In
	\$0.00
	Taxable Price
	\$41,188.40
Sales Tax	\$0.00
	Subtotal Taxes
	\$0.00
Title Transfer	\$28.25
	Subtotal Post-Tax Adjustments
	\$28.25
	Total Sales Price
	\$41,216.65

Comments:

Mike, Here is the 27 Traverse order with just the floor liners included.

YOUR PRICE IS AT THE BOTTOM OF PAGE 2, ALL OTHER FIGURES ARE FOR REFERENCE ONLY.

Dealer Signature / Date

Customer Signature / Date

This document contains information considered Confidential between GM and its Clients uniquely. The information provided is not intended for public disclosure. Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided.

Data Version: 29051. Data Updated: Jul 21, 2026 1:46:00 AM UTC.



MICHAEL HOHL MOTOR CO

TERRY ROUDA | 806-474-6654 | TERRY.ROUDA@MICHAELHOHL.COM

Carson City

Prepared For: Mike Shaffer

775-283-7785

mshaffer@carsoncity.gov

Vehicle: [Fleet] 2027 Chevrolet Traverse (1LB56) AWD 4dr LT w/2LT





REF. ID 6
Replacing 8205
2103939-506502

DILLON JONES
CARSON CITY, LANDFILL
3505 BUTTI WAY
CARSON CITY, NV 89701
775.230.9199

7/1/2026

2026 New Caterpillar 966 -14 Wheel Loader, Waste Handler, Hi-Lift
Configured as Follows

Ref #	Description	Price
5457238	966-BR	\$570,660
6597795	REGIONAL PKG 14C, AM-N, JSTK	\$9,560
6565651	INDUSTRIAL PACKAGE	\$13,830
6556960	LINKAGE, HIGH LIFT	\$9,820
6313977	COUNTERWEIGHT, LOGGER/HL	\$8,110
6562614	AXLES, AUTO/AUTO, SGR,AOC,JSTK	\$11,030
5832501	AXLE OIL COOLER, ED	\$10,140
5736491	HYDRAULICS, 3V RC HIGH LIFT	\$16,520
6313973	QUICK COUPLER READY, HL	\$5,140
6593906	HYDRAULIC OIL, STANDARD	\$0
5481315	STARTING, COLD (120V)	\$2,625
6574427	LIGHTS, LED, IND / TUN	\$4,495
6557028	CAB, PREMIUM, STRG JOYSTICK	\$4,660
6580297	FILTRATION, STD, ACF PRECLNR	\$1,005
6547137	WINDOWS, STANDARD, FULL GUARD	\$15,830
6327161	JOYSTICK 3V, STEERING JOYSTICK	\$1,915
6566476	STEERING SYS, STD JSTK	\$0
6417597	PRODUCT LINK, CELLULAR PLE643	\$0
6587441	CAMERA, REAR VISION	\$0
6620564	TECHNOLOGY, PAYLOAD,ASSIST,IMU	\$0
5674732	COOLING CORES, 6FPI	\$432
6313454	FAN, REVERSING, VPF, ANSI	\$7,110
5783576	ANTIFREEZE, -35F	\$0
3650221	AIR INLET PRECLEANER, TRASH	\$1,200
5503420	FENDERS, NARROW	\$3,855
5747625	SOUND SUPPRESSION, INDUSTRIAL	\$3,690
6176383	QUICK COUPLER, FUSION	\$12,764
3239292	3V IMPLEMENT LINES (QC)	\$1,681
6634341	LUBRICATION, MAN, HL QC	\$0
4218926	SERIALIZED TECHNICAL MEDIA KIT	\$0
5694049	LIGHTS, REVERSING STROBE	\$342
4607450	LIGHT, SEAT BELT LAMP	\$290
4917467	LIGHT, WARNING BEACON	\$610
5481310	LIGHTS, SERVICE/ACCESS	\$640
6331827	CAMERA, DEDICATED REAR VISION	\$2,190
5489726	GUARD, HINGED, POWERTRAIN	\$3,835
5783533	OIL CHANGE SYSTEM, HIGH SPEED	\$362
0P3978	FUEL ANTIFREEZE, -25C (-13F)	\$0
4680171	FILM, WASTE	\$0
0G4129	STORAGE PROTECTION	\$555
0P6619	ROLL ON-ROLL OFF	\$365
6249236	BKTA MP ST 127" 4.0 YD3 FUS	\$50,861

Trade Information

One 2020 CATERPILLAR 966M S/N: EJA03270 with 12000 hours has an estimated trade-in value of \$62,500.

Pricing Summary

	Caterpillar List Price:	\$771,502
LESS OMNIA Partners Cooperative NV State Contract #99SWC-NV24-20894 Discount (15%):		(\$115,725)
	Less Additional Empire Discount (3%):	(\$23,145)
	Machine Sale Price Subtotal:	<u>\$632,632</u>
Additional Dealer Prep/Modifications for Waste Bucket and Machine Guarding:		\$13,238
	Fire Suppression:	\$13,940
	Foam Fill Tires:	\$19,086
	Spare Wheel Rim:	\$3,317
5 sets of MP Bucket Edges with TC:		<u>\$20,000</u>
	Machine Sale Price:	\$702,213
	Trade-In Value:	(\$62,500)
	Sales Tax:	<u>\$0</u>
	Grand Total:	\$639,713

INCLUDES:

- Caterpillar Premier Warranty for 12M/Unlimited Hours
- Caterpillar Governmental Extended Warranty covering Powertrain+Hydraulics+Technical for 60M/5000HRS
- Above machine costs for bucket and machine trash guarding, foam filling of tires and fire suppression installation
- Empire to supply one spare Caterpillar tire rim group (excludes tire and foam filling) and five (5) sets of cutting edges with TC (Tungsten Carbide) applied
- Client to provide machine tires for foam filling
- Used machine trade in credit for existing 966M, EJA03270 (value based on estimated hours of 12,000 and age at time of trade in. Machine value will be guaranteed at a minimum of \$62,500)
- New machine Delivery and Pickup of Trade Unit

Sincerely,

Mike Hulse
Account Manager
Empire Southwest
775.560.8227
Mike.Hulse@Empire-Cat.com

This quote is good for Ninety days and prices are subject to change. All finance options are subject to credit approval. By purchasing goods or services from Empire, you agree to Empire's Terms (www.empire-cat.com/sales serviceterms), which are incorporated into this quote. Client agrees that pricing is subject to adjustment in the event a manufacturer increases pricing due to changes in applicable tariffs, duties, or other governmental charges. Due to market issues outside of Empire's control, any tires listed on this quote may not be available at time of shipment. All tire makes, models and costs are subject to change.



MICHAEL HOHL MOTOR CO

TERRY ROUDA | 806-474-6654 | TERRY.ROUDA@MICHAELHOHL.COM

Vehicle: [Retail] 2026 GMC Sierra 1500 (TK10753) 4WD Double Cab 147" Pro (✔ Complete)

Quote: New Quote GG26227 1500 1SA V8 CARSON

Quote Worksheet

REF. ID 8
Replacing 5206
2101002-507705

	MSRP
Base Price	\$44,900.00
Dest Charge	\$2,795.00
Total Options	\$11,975.00
	Subtotal
	\$59,670.00
bid assist	(\$5,800.00)
	Subtotal Pre-Tax Adjustments
	(\$5,800.00)
Less Customer Discount	(\$2,195.00)
	Subtotal Discount
	(\$2,195.00)
Trade-In	\$0.00
	Subtotal Trade-In
	\$0.00
	Taxable Price
	\$51,675.00
Sales Tax	\$0.00
	Subtotal Taxes
	\$0.00
TITLE TRANSFER	\$28.25
	Subtotal Post-Tax Adjustments
	\$28.25
	Total Sales Price
	\$51,703.25

Comments:

YOUR PRICE IS ON THE BOTTOM OF PAGE 2. ALL OTHER NUMBERS ARE FOR REFERENCE ONLY. Mike, THIS IS FOR THE 1500 DOUBLE CAB GAS WITH V8 AND CAMPER SHELL. IN STOCK AND READY TO GO.

Dealer Signature / Date

Customer Signature / Date

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Data Version: 28915. Data Updated: Jul 6, 2026 2:16:00 AM UTC.

DEAL# 61403
TO CUST# 253390

RETAIL ORDER FOR A MOTOR VEHICLE

07/08/2026
DATE

DEALER

CAPITAL FORD

3660 S. Carson St.
CARSON CITY, NV 89701
Phone (775) 882-5353



CITY OF CARSON CITY

3303 BUTTI WAY STE 2

CARSON CITY NV 89701-3488

(775) 887-2350

(775) 283-7715

ZACHARY LEE WEBER

SALESMAN'S NAME

PLEASE ENTER MY ORDER FOR THE FOLLOWING ☒ NEW ☐ CAR
☐ USED ☒ TRUCK YEAR 2027 MAKE FORD TRUCK
MODEL OR BODY COLOR SERIAL NO.
SERIES S-DTY F-550 TYPE 4WD REG OXFORD WHT

TO BE DELIVERED ON OR ABOUT 07/08 20 26 STOCK NO. MILES: 10

CASH DELIVERED PRICE OF UNIT \$ 63900.00

99SWC-NV26-25907

ACCESSORIES \$

RUGBY 9' DUMP BODY 19500.00

SNOWDOG VXF8511 VBLADE PLOW 10500.00

REF. ID 9

Replacing 6102

2101002-507705

REMARKS:

CASH SALE PRICE OF DESCRIBED MOTOR VEHICLE \$ 93900.00

STATE AND LOCAL TAXES N/A

LICENSE, LICENSE TRANSFER, TITLE, REGISTRATION FEE 28.25

1. TOTAL PRICE OF UNIT \$ 93928.25

2. DOWN PAYMENT: \$ N/A
consisting of \$ N/A in cash and/or
\$ N/A net trade-in allowance on
trade-in; see statement in right hand column
for details.

3. UNPAID CASH BALANCE DUE ON DELIVERY (difference between Items 1 and 2) \$ 93928.25

Purchaser agrees that this Order includes all of the terms and conditions on both the face and reverse side hereof, that this Order cancels and supersedes any prior agreement and as of the date hereof comprises the complete and exclusive statement of the terms of the agreement relating to the subject matters covered hereby, and that this ORDER SHALL NOT BECOME BINDING UNTIL ACCEPTED BY DEALER OR HIS AUTHORIZED REPRESENTATIVE. PURCHASER BY HIS EXECUTION OF THIS ORDER ACKNOWLEDGES THAT HE HAS READ ITS TERMS AND CONDITIONS AND HAS RECEIVED A TRUE COPY OF THIS ORDER.

07/08/26

PURCHASER'S SIGNATURE

DATE

ACCEPTED BY:

DEALER OR HIS AUTHORIZED REPRESENTATIVE

USED CAR TRADE-IN AND/OR OTHER CREDITS

MAKE OF TRADE-IN

YEAR MODEL BODY

SERIAL NO.

BALANCE OWED TO

ADDRESS

USED TRADE-IN ALLOWANCE \$ N/A

BALANCE OWED ON TRADE-IN N/A

NET ALLOWANCE ON USED TRADE-IN \$ N/A

DEPOSIT OR CREDIT BALANCE N/A

DOWN PAYMENT (Trans. to Left Col.) \$ N/A

DATE INVOICE NO. STOCK NO. KEY
07/08/2026 I

COST KEY ACCT. NO. SALE KEY

C 3 -

NEVADA TITLE FEE C 2424 -

C -

C -

DUE BILL C 2310 -

COST C 4 +

C -

RECON C 4 +

COST C 4 -

C -

EX WAR N C 5 -

EX WAR U C 5 -

WAR PBL C 2315 -

C -

INS. N C 5 -

INS. U C 5 -

INS PBL C 2315 -

DOC FEE C -

FIN. N C 5 -

FIN. U C 5 -

FIN. REC C 12 -- +

CAR DEAL NO. I

SALES TAX 2150 -

LIEN PAYOFFS 2311 -

DEPOSITS 2300 +

CONTRACTS IN TRANSIT 10 +

CASH & VEHICLE ACCT'S REC 1110 +

2000 +

1111 -

I +

VALUE OF STOCK NO. I +

TRADE STOCK NO. I +



Preview Order 5555 - F5H 4x4 Reg Chas Cab DRW: Order Summary Time of Preview: 07/08/2026 15:53:51 Receipt: NA

Dealership Name: Capital Ford

Sales Code : F72525

Dealer Rep.	ZACH WEBER	Type	Fleet	Vehicle Line	Superduty	Order Code	5555
Customer Name	Sample	Priority Code	J1	Model Year	2027	Price Level	715

DESCRIPTION	MSRP	DESCRIPTION	MSRP
F550 4X4 CHASSIS CAB DRW/145	\$60120	50 STATE EMISSIONS	\$0
145 INCH WHEELBASE	\$0	SNOW PLOW PREP PACKAGE	\$350
TOTAL BASE VEHICLE	\$60120	TRAILER BRAKE CONTROLLER	\$300
OXFORD WHITE	\$0	350 AMP ALTERNATOR	\$0
VINYL 40/20/40 SEATS	\$0	PAYLOAD UPGRADE PACKAGE	\$815
MEDIUM DARK SLATE	\$0	EXTERIOR BACKUP ALARM	\$280
PREFERRED EQUIPMENT PKG.660A	\$0	DUAL BATTERY	\$210
.XL TRIM	\$0	REAR VIEW CAMERA & PREP KIT	\$515
AIR CONDITIONING -- CFC FREE	\$0	CONN PKG:1 YR INCL W/FORD APP	\$0
.AM/FM STEREO MP3/CLK	\$0	SECURITY PACKAGE: 1 YR INCL	\$0
.7.3L DEVCT NA PFI V8 ENGINE	\$0	SPECIAL DEALER ACCOUNT ADJUSTM	\$0
10-SPEED AUTO TORQSHIFT	\$0	SPECIAL FLEET ACCOUNT CREDIT	\$0
225/70R19.5G BSW MAX TRAC TIRE	\$215	FUEL CHARGE	\$0
4.88 RATIO LIMITED SLIP AXLE	\$395	NET INVOICE FLEET OPTION (B4A)	\$0
FORD FLEET SPECIAL ADJUSTMENT	\$0	PRICED DORA	\$0
FRONT LICENSE PLATE BRACKET	\$0	ADVERTISING ASSESSMENT	\$0
PLATFORM RUNNING BOARDS	\$320	DESTINATION & DELIVERY	\$2795
19000# GVWR PACKAGE	\$0		
TOTAL BASE AND OPTIONS		MSRP	
DISCOUNTS			\$66315
TOTAL			NA
			\$66315

ORDERING FIN: QA671 END USER FIN: QA671

Customer Name:
Customer Address:

Customer Email:

Customer Phone:

Customer Signature

Date

This order has not been submitted to the order bank.

This is not an invoice.



MICHAEL HOHL MOTOR CO

TERRY ROUDA | 806-474-6654 | TERRY.ROUDA@MICHAELHOHL.COM

Vehicle: [Retail] 2026 Chevrolet Silverado 2500HD (CK20953) 4WD Double Cab 162" Work Truck (Complete)

Quote: New Quote FCC26153 UTILITY CARSON DBL CAB

Quote Worksheet

REF. ID 11 & 26
Replacing 6311 2101002-507705
Replacing 5720 5203502-507705

	MSRP
Base Price	\$50,600.00
Dest Charge	\$2,795.00
Total Options	\$21,028.00
	Subtotal
	\$74,423.00
BID ASSIST 611468-14	(\$4,100.00)
	Subtotal Pre-Tax Adjustments
	(\$4,100.00)
Less Customer Discount	(\$4,090.00)
	Subtotal Discount
	(\$4,090.00)
Trade-In	\$0.00
Excluded from Sales Tax	Subtotal Trade-In
	\$0.00
	Taxable Price
	\$66,233.00
Sales Tax	\$0.00
	Subtotal Taxes
	\$0.00
TITLE TRANSFER	\$28.25
	Subtotal Post-Tax Adjustments
	\$28.25
	Total Sales Price
	\$66,261.25

Comments:

YOUR PRICE IS ON THE BOTTOM OF PAGE 2. ALL OTHER NUMBERS ARE FOR REFERENCE ONLY. Mike, THIS IS FOR THE 2500 DOUBLE CAB GAS UTILITY PICKUP. IN STOCK AND READY TO GO.

Dealer Signature / Date

Customer Signature / Date

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Data Version: 28900. Data Updated: Jul 4, 2026 1:48:00 AM UTC.



MICHAEL HOHL MOTOR CO

TERRY ROUDA | 806-474-6654 | TERRY.ROUDA@MICHAELHOHL.COM

Vehicle: [Fleet] 2026 Chevrolet Tahoe (CK10706) 4WD 4dr Commercial (☒ Complete)

Quote: New Quote ssv no spots ssv

Quote Worksheet

REF. ID 12
Replacing 224
2101002-507705

	MSRP
Base Price	\$57,600.00
Dest Charge	\$2,795.00
Total Options	\$412.00
	Subtotal
	\$60,807.00
bid assist 611468 94	(\$1,500.00)
	Subtotal Pre-Tax Adjustments
	(\$1,500.00)
Less Customer Discount	\$828.00
	Subtotal Discount
	\$828.00
Trade-In	\$0.00
	Subtotal Trade-In
	\$0.00
	Taxable Price
	\$60,135.00
Sales Tax	\$0.00
	Subtotal Taxes
	\$0.00
title transfer	\$28.25
	Subtotal Post-Tax Adjustments
	\$28.25
	Total Sales Price
	\$60,163.25

Comments:

YOUR PRICE IS ON THE BOTTOM OF PAGE 2. ALL OTHER NUMBERS ARE FOR REFERENCE ONLY. Mike, THIS IS FOR THE SSV WITH NO SPOTS. I'VE ALSO SUBTRACTED THE OTHER OPTIONS NOT INCLUDED ON THIS UNIT COMPARED TO THE ONES WITH SPOTS.

Dealer Signature / Date

Customer Signature / Date

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Data Version: 28900. Data Updated: Jul 4, 2026 1:48:00 AM UTC.



MICHAEL HOHL MOTOR CO

TERRY ROUDA | 806-474-6654 | TERRY.ROUDA@MICHAELHOHL.COM

Vehicle: [Fleet] 2026 Chevrolet Tahoe (CK10706) 4WD 4dr Commercial (☒ Complete)

Quote: New Quote carson ssv tahoe black

Quote Worksheet

	REF. ID 13,14,15	MSRP
Base Price	Replacing 634,635,723	\$57,600.00
Dest Charge	2101002-507705	\$2,795.00
Total Options		\$4,624.00
	Subtotal	\$65,019.00
BID ASSIST 611468@94		(\$1,500.00)
	Subtotal Pre-Tax Adjustments	(\$1,500.00)
Less Customer Discount		\$671.00
	Subtotal Discount	\$671.00
Trade-In		\$0.00
Excluded from Sales Tax	Subtotal Trade-In	\$0.00
	Taxable Price	\$64,190.00
Sales Tax		\$0.00
	Subtotal Taxes	\$0.00
TITLE TRANSFER		\$28.25
	Subtotal Post-Tax Adjustments	\$28.25
	Total Sales Price	\$64,218.25

Comments:

YOUR PRICE IS ON THE BOTTOM OF PAGE 2. ALL OTHER NUMBERS ARE FOR REFERENCE ONLY. Mike, this is a copy of the quote from December I sent you. this is for 1 each of 3 with spots.

Dealer Signature / Date

Customer Signature / Date

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Data Version: 28900. Data Updated: Jul 4, 2026 1:48:00 AM UTC.



MICHAEL HOHL MOTOR CO

TERRY ROUDA | 806-474-6654 | TERRY.ROUDA@MICHAELHOHL.COM

Vehicle: [Fleet] 2026 Chevrolet Tahoe (CK10706) 4WD 4dr Commercial (☒ Complete)

Quote: New Quote carson PPV tahoe black w spots

Quote Worksheet

REF. ID 16 & 17
Replacing 724 & 725
2101002-507705

	MSRP
Base Price	\$57,600.00
Dest Charge	\$2,795.00
Total Options	\$4,624.00
	Subtotal
	\$65,019.00
BID ASSIST 611468@94	(\$1,500.00)
	Subtotal Pre-Tax Adjustments
	(\$1,500.00)
Less Customer Discount	\$1,046.00
	Subtotal Discount
	\$1,046.00
Trade-In	\$0.00
Excluded from Sales Tax	Subtotal Trade-In
	\$0.00
	Taxable Price
	\$64,565.00
Sales Tax	\$0.00
	Subtotal Taxes
	\$0.00
TITLE TRANSFER	\$28.25
	Subtotal Post-Tax Adjustments
	\$28.25
	Total Sales Price
	\$64,593.25

Comments:

YOUR PRICE IS ON THE BOTTOM OF PAGE 2. ALL OTHER NUMBERS ARE FOR REFERENCE ONLY. Mike, THIS IS FOR THE PPV'S. THEY ARE ONLY 375.00 MORE THAN THE SSV.

Dealer Signature / Date

Customer Signature / Date

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Data Version: 28900. Data Updated: Jul 4, 2026 1:48:00 AM UTC.



MICHAEL HOHL MOTOR CO

TERRY ROUDA | 806-474-6654 | TERRY.ROUDA@MICHAELHOHL.COM

Vehicle: [Retail] 2026 GMC Sierra 1500 (TK10753) 4WD Double Cab 147" Pro (✔ Complete)

Quote: New Quote 1500 1SA DBL CARSON

Quote Worksheet

REF. ID 21 & 24

Replacing 5324 2545047-507775

Replacing 5128 5203502-507705

	MSRP
Base Price	\$44,900.00
Dest Charge	\$2,795.00
Total Options	\$720.00
	Subtotal
	\$48,415.00
bid assist	(\$5,800.00)
	Subtotal Pre-Tax Adjustments
	(\$5,800.00)
Less Customer Discount	\$2,635.00
	Subtotal Discount
	\$2,635.00
Trade-In	\$0.00
	Subtotal Trade-In
	\$0.00
	Taxable Price
	\$45,250.00
Sales Tax	\$0.00
	Subtotal Taxes
	\$0.00
TITLE TRANSFER	\$28.25
	Subtotal Post-Tax Adjustments
	\$28.25
	Total Sales Price
	\$45,278.25

Comments:

YOUR PRICE IS ON THE BOTTOM OF PAGE 2. ALL OTHER NUMBERS ARE FOR REFERENCE ONLY. Mike, THIS IS FOR THE 1500 DOUBLE CAB GAS. IN STOCK AND READY TO GO. THE DEALER TRADE ONE IS THE SAME PRICE. I'M NOT CHARGING FOR THE DIFFERENCE IN COST OR TRANSPORT COSTS.I JUST AVERAGED THEM OUT.

Dealer Signature / Date

Customer Signature / Date

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Data Version: 28915. Data Updated: Jul 6, 2026 2:16:00 AM UTC.



STAFF REPORT

Report To: Board of Supervisors **Meeting Date:** September 3, 2026

Staff Contact: Carol Akers, Purchasing & Contracts Administrator and Darren Schulz, Public Works Director

Agenda Title: For Possible Action: Discussion and possible action regarding purchase authority for one TANA landfill compactor to be used at the Carson City Landfill for a total not to exceed amount of \$1,379,567, utilizing joinder contract FSA23-EQU21.0 between the Florida Sheriffs Association and Humdinger Equipment, Ltd. (Carol Akers, cakers@carsoncity.gov and Justin Tearney, jttearney@carsoncity.gov)

Agenda Action: Formal Action / Motion **Time Requested:** Consent

Proposed Motion

I move to approve the purchase authority as requested.

Board's Strategic Goal

Efficient Government

Previous Action

May 21, 2026 (Item 17.A) The Board of Supervisors approved the Final Budget for FY 2027, including the Capital Improvement Vehicle Replacement Program.

Background/Issues & Analysis

The Carson City Landfill is currently operating an Aljon 500, which was purchased in 2012. The compactor was completely rebuilt in 2020 with 11,000-plus hours. The Aljon is now 14 years old, has over 20,000 combined hours, and is budgeted for FY 26/27 replacement.

Within the past few months, Landfill staff have visited two different landfills operating the TANA 555 compactor, as well as multiple meetings with the TANA team. During those visits, city staff were able to operate the equipment and ask about the pros and cons of the machine. TANA guarantees better compaction and better fuel consumption, which was supported by data. City staff has completed its due diligence on the research and the benefits of the TANA compactor and feels it will better serve our current landfill application.

TANA has offered an 18% discount on the compactor base machine and 10% for the option pricing because the City is a member of the Florida Sheriff's Association Cooperative Purchasing Program.

Joinder Contract being utilized:

Contract# FSA23-EQU21.0, Equipment.

Florida Sheriffs Association and Humdinger Equipment, Ltd. expires September 30, 2026

<https://flsheriffs.org/wp-content/uploads/2025/09/EQU21.1-Equipment-Extension-Packet-August-2026.pdf>

Applicable Statute, Code, Policy, Rule or Regulation

NRS 332.195

Financial Information

Is there a fiscal impact? Yes

If yes, account name/number: Capital Projects Fund, Landfill Equipment Account / 2103939-506502

Is it currently budgeted? Yes

Explanation of Fiscal Impact: If approved account 2103939-506502 will be reduced by a not to exceed amount of \$1,379,657; the available balance for this equipment replacement is \$1,400,000.

Alternatives

Do not approve the purchase authority and/or provide alternative direction to staff.

Attachment(s):

[Tana H555-Quote.pdf](#)

Motion: _____	1) _____	Aye/Nay
	2) _____	_____

(Vote Recorded By)



HUMDINGER EQUIPMENT LTD.

Humdinger Equipment Ltd.

3202 Clovis Road
Lubbock, TX 79415

Phone # 806-771-9944 Fax # 806-771-9945

E-mail office@HUMDINGEREQUIPMENT.COM



Quote

Date	Quote #
7/13/2026	26544

Name / Address
Carson City Landfill 3600 Flint Road Carson City, NV 89701

Ship To
REF. ID 5 Replacing 7909 2103939-506502

Project

Item	Description	Qty	Cost	Bin # - Prim...	Bin # - Sec...	Total
	Tana H380 Landfill Compactor FSA Contract #FSA23-EQU21.0 Item #48					
TH555	H555 Landfill Compactor	1	1,341,825.00			1,341,825.00
Tana Options	Fire Suppression	1	24,763.00			24,763.00
Tana Options	Webasto Preheater	1	7,450.00			7,450.00
Tana Options	Heated Mirrors	1	1,275.00			1,275.00
Tana Options	Side Lights	1	1,539.00			1,539.00
Tana Options	Side Camera Systems	1	4,475.00			4,475.00
Tana Options	Upgraded Seat - 440 lb capacity	1	9,774.00			9,774.00
Tana Options	Cooling Box	1	656.00			656.00
	FSA Contract Listed Subtotal					1,391,757.00
Tana Options	5 Year / 10,000 Hour Premier Warranty	1	78,997.00			78,997.00
Tana Discount	Nevada Discount		-91,187.00			-91,187.00
TX12387	Front, Stealth Rail	2	1,982.50			3,965.00
Tana Discount			-3,965.00			-3,965.00
TX203953 W/O Engine Oil Filter	H380-520 eco Level 1 Kit	4	384.02			1,536.08
TX203954-555	H555 eco Level 2 Kit	3	2,583.48			7,750.44
TX203957-555	H555 Eco Level 3 Kit	1	3,260.34			3,260.34
Tana Discount			-12,546.86			-12,546.86

			Subtotal	USD 1,379,567.00
			Sales Tax (8.25%)	USD 0.00
			Total	USD 1,379,567.00

Customer Signature

Florida Sheriffs Association Cooperative Purchasing Program Build Sheet

380 TANA LANDFILL COMPACTOR BUILD SHEET

ORDERS PROCESSED THROUGH THE FSA CONTRACT FSA23-EQU21.0 BY HUMDINGER EQUIPMENT OR APPROVED DEALER

CONTRACT ITEM #48: TANA 380 LANDFILL COMPACTOR

Bidder: Humdinger Equipment, Ltd.

Item make & model Tana 380 Landfill Compactor

Item number Compactor: 80,000 lbs. Landfill Compactor

Manufacturer Order Code	Description	Order (Place an "X")	QTY	List Price	Discount %	Net Price	Extended Net Price
H380 Tana Landfill Compactor Base Machine	H380 Tana Landfill Compactor Base Machine	X	1.00	\$ 1,249,198	18%	\$ 1,024,342	\$ 1,024,342
						\$ -	\$ -
						\$ -	\$ -
						\$ -	\$ -
						\$ -	\$ -
						\$ -	\$ -
						\$ -	\$ -
						\$ -	\$ -
							\$ 1,024,342

Specifications: 85,000 minimum weight; Engine-turbocharged diesel engine 535 hp at 2100 rpm, spin on type filters; Hydrostatic drive transmission with 4 speeds forward and 4 speeds reverse, spin on type hydraulic filters; Enclosed sound suppressed cab, air filtration system, air conditioned, heater and defroster, gauges and engine monitor shutdown system, adjustable suspension seat, outside mirrors, working LED lights, windshield wipers and washer fluid; 24 volt electrical system; Compaction wheels 105 to 150 inches width, 64 inch wheel diameter, weld-on replaceable teeth, 8 wire cutters; 34 built-in scraper bar system; Straight, Semi-U, and U blade available, 14.75 ft blade width, 6.4 ft blade height, full width trash screen on top of blade, with bolt on cutting edges; Fully shielded engine compartment, full enclosed belly pan with access; heavy duty railing system for proper shielding in the landfill environment.

Optional equipment - specify -- Discount option of 10% off Tana North America's current published list price will be applied to all non-specified factory options, on base units and any optional models.

Florida Sheriffs Association Cooperative Purchasing Program Options Sheet

380 TANA LANDFILL COMPACTOR OPTIONS SHEET

ORDERS PROCESSED THROUGH THE FSA CONTRACT FSA23-EQU21.0 BY HUMDINGER EQUIPMENT OR APPROVED DEALER

CONTRACT ITEM #48: TANA 380 LANDFILL COMPACTOR

Bidder: Humdinger Equipment, Ltd.

Item make & model Tana 380 Landfill Compactor

Item number Compactor: 80,000 lbs. Landfill Compactor

Manufacturer Order Code	Description	Order (Place an "X")	QTY	List Price	Discount %	Net Price	Extended Net Price
H555 Upgrade	H555 Upgrade	X	1.00	\$ 387,174	18%	\$ 317,483	\$ 317,483
520 Certified Factory Rebuild Upgrade	520 Certified Factory Rebuild Upgrade			\$ 141,718	18%	\$ 116,209	\$ -
H450 Upgrade	H450 Upgrade			\$ 253,115	18%	\$ 207,554	\$ -
380 Certified Factory Rebuild Upgrade	380 Certified Factory Rebuild Upgrade			\$ (153,651)	18%	\$ (125,994)	\$ -
H320 Downgrade	H320 Downgrade			\$ (140,365)	18%	\$ (115,099)	\$ -
H260 Downgrade	H260 Downgrade			\$ (294,885)	18%	\$ (241,806)	\$ -
T918365	Heated Mirrors	X	1.00	\$ 1,417	10%	\$ 1,275	\$ 1,275
TX10372	Side Lights - H Series - LED	X	1.00	\$ 1,710	10%	\$ 1,539	\$ 1,539
TX11909	DAFO Fire Suppression System			\$ 20,700	10%	\$ 18,630	\$ -
T935514	Webasto - engine & hydraulic pre heater PLUS Cabin Pre-heater 380, 450, 555	X	1.00	\$ 8,278	10%	\$ 7,450	\$ 7,450
T934519	Heated & Cooling Seat Upgrade	X	1.00	\$ 2,660	10%	\$ 2,394	\$ 2,394
Side Camera System - Mirrors with two additional displays	Side Camera System - Mirrors with two additional displays	X	1.00	\$ 4,973	10%	\$ 4,475	\$ 4,475
TX11908	Fire Extinguisher			\$ 687	10%	\$ 618	\$ -
TX11910	Fire Suppression System	X	1.00	\$ 27,514	10%	\$ 24,763	\$ 24,763
T924272	Electric preheater - engine & hydraulic - 260 & 320			\$ 3,874	10%	\$ 3,486	\$ -
T924274	Electric preheater - engine & hydraulic - 380, 450, 555			\$ 3,988	10%	\$ 3,589	\$ -
T934222	Webasto - engine & hydraulic pre heater PLUS Cabin Pre-heater 260 & 320			\$ 8,278	10%	\$ 7,450	\$ -
TX933741	Cabin Pre-heater, electric - North American Version			\$ 1,167	10%	\$ 1,050	\$ -
TX11919	Upgraded LED Lights (H Series Only) - Right & Left Cabin Top Lights			\$ 1,458	10%	\$ 1,312	\$ -
T937561	Semi-U Blade - Upgrade from Straight - 380			\$ 12,083	10%	\$ 10,875	\$ -
T936248	Semi-U Blade - Upgrade from Straight - 450 & 555			\$ 13,300	10%	\$ 11,970	\$ -
TX11920	Upgraded Seat - 440 Lb Capacity - H Series	X	1.00	\$ 8,201	10%	\$ 7,381	\$ 7,381
T934517	Cooling Box - inside cabin for food and drinks	X	1.00	\$ 729	10%	\$ 656	\$ 656
TX11911	Tarpomatic Cylinder Upgrade			\$ 12,326	10%	\$ 11,094	\$ -
TX11912	Protrack Access and Reporting Access - Per Year - This is included in ALL warranties (std & extended)			\$ 1,528	10%	\$ 1,375	\$ -
TX11913	Smaller Rail System - H555, H450, & H380 - Downsize			\$ (10,590)	10%	\$ (9,531)	\$ -
TX11914	GPS - Carlson - require base station - 1 yr Command Software, 1 yr managed services & 3 Days Install & Train			\$ 94,576	10%	\$ 85,119	\$ -
TX11915	GPS - Carlson - cellular network - 1 yr Command Software & 3 Days Install & Train			\$ 70,069	10%	\$ 63,063	\$ -
TX11921	Carlson Command Software - Annual Subscription - Per Year			\$ 4,167	10%	\$ 3,750	\$ -
Carlson Managed Services - Annual Subscription - Per Year	Carlson Managed Services - Annual Subscription - Per Year			\$ 2,778	10%	\$ 2,500	\$ -
TX11922	GPS - Carlson - additional days of training & install - Cost Per Day			\$ 2,292	10%	\$ 2,063	\$ -
TX11916	Preventive Maintenance Kits - 2,000 Hours - must be purchased with unit - E Series			\$ 8,542	10%	\$ 7,688	\$ -
TX11917	Preventive Maintenance Kits - 2,000 Hours - must be purchased with unit - H Series			\$ 12,174	10%	\$ 10,956	\$ -
VARIOUS	Custom Paint Color			\$ 13,167	10%	\$ 11,850	\$ -
VARIOUS	Extended Service Protection Plans - Please call for quote	CALL FOR QUOTE					
Total Maintenance & Repair Contract	Total Maintenance & Repair Contract			\$ 29.95	5%	\$ 28.45	\$ -
On-site parts container with consigned parts	On-site parts container with consigned parts			\$ 12,500	10%	\$ 11,250	\$ -
							\$ 367,415



STAFF REPORT

Report To: Board of Supervisors **Meeting Date:** September 3, 2026

Staff Contact: Sheri Russell-Benabou, Chief Financial Officer

Agenda Title: For Possible Action: Public hearing, discussion and possible action regarding a proposed resolution (1) authorizing the preparation of a lease-purchase agreement in the maximum aggregate principal amount of \$30,000,000 for the purpose of financing the cost of a building project, including, but not limited to, a City Hall project; (2) directing the Clerk-Recorder to notify the Carson City Debt Management Commission of the City's proposal to enter into such lease purchase agreement; (3) directing the City's Chief Financial Officer or the City Manager to forward necessary materials to the Department of Taxation of the State of Nevada; and (4) providing the effective date hereof. (Sheri Russell-Benabou, srussell@carsoncity.gov)

Agenda Action: Resolution **Time Requested:** 30 Minutes

Proposed Motion

I move to adopt Resolution #_____.

Board's Strategic Goal

Sustainable Infrastructure

Previous Action

August 22, 2026 - Notice of a public hearing was published in the Nevada Appeal as required under NRS 350.087(3).

July 16, 2026 (Item 24A) - The Board of Supervisors ("Board") approved the lease purchase terms as presented and directed staff to continue with all preparatory tasks to complete a draft lease purchase agreement.

March 19, 2026 (Item 18A) - The Board directed the City Manager to initiate due diligence and commence preparatory tasks for entering into agreements with the HMAF for the new City Hall.

February 21, 2025 (Item 5B) – The Board considered space, location, and building needs of various departments and elected officials, and a proposal from the HMAF to construct a new City Hall with a parking garage.

September 1, 2022 (Item 15A) – The Board of Supervisors ("Board") was presented with an update of the City's space needs and options for addressing future space needs at the Courthouse and various other space needs of the City.

February 25, 2022 (Item 5D) – The Board considered space and building needs for the location of various departments and elected officials and directed City staff to explore expanding the Courthouse to meet future space needs.

September 2, 2021 (Item 20B) – The Board adopted the Carson City Fiscal Year ("FY") 2022-2026 Strategic Plan.

July 15, 2021 (Item 18B) – The Board directed City staff to proceed with all preparatory tasks required to dispose of certain City property and acquire 600 E. William Street.

Background/Issues & Analysis

The Board proposes to enter into a lease-purchase agreement with a maximum aggregate principal amount up to \$30,000,000 to finance all or a portion of the cost to acquire, construct, improve and equip a building project as defined in NRS 244A.019, including without limitation, a City Hall project. The proposed resolution is designated by short title as the "2026 Lease Purchase Agreement Authorization Resolution". This resolution authorizes the preparation of the lease-purchase agreement and authorizes the Carson City Clerk-Recorder and the Carson City Chief Financial Officer to take all actions necessary to effectuate the provisions of this resolution, including, without limitation, forwarding all necessary documents to the Carson City Debt Management Commission and the State of Nevada, Department of Taxation, as applicable.

Pursuant to NRS 350.087, a public hearing will be held prior to consideration of this resolution, and this resolution must be adopted by a two-thirds vote of the Board.

Applicable Statute, Code, Policy, Rule or Regulation

NRS Chapters 244, 244A, 332 and 350

Financial Information

Is there a fiscal impact? Yes

If yes, account name/number: Debt Service Fund 410 - If approved, specific account numbers will be created.

Is it currently budgeted? No

Explanation of Fiscal Impact: Estimated annual debt service payments of \$1,964,000, payable from legally available funds of the City, for a period of not more than 30 years.

Alternatives

Do not approve the resolution, thereby electing not to pursue financing for a new City Hall project.

Attachment(s):

[Authorizing Resolution 200874281 9-3-2026.pdf](#)

[Notice of Public Hearing-200874576-v4.pdf](#)

Motion: _____

1) _____
2) _____

Aye/Nay

(Vote Recorded By)

Summary - a resolution authorizing the preparation of a lease purchase agreement.

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING THE PREPARATION OF A LEASE PURCHASE AGREEMENT IN THE MAXIMUM AGGREGATE PRINCIPAL AMOUNT OF \$30,000,000 FOR THE PURPOSE OF FINANCING THE COST OF A BUILDING PROJECT, INCLUDING, BUT NOT LIMITED TO, A CITY HALL PROJECT; DIRECTING THE CLERK-RECORDER TO NOTIFY THE CARSON CITY DEBT MANAGEMENT COMMISSION OF THE CITY'S PROPOSAL TO ENTER INTO SUCH LEASE PURCHASE AGREEMENT; DIRECTING THE CITY'S CHIEF FINANCIAL OFFICER OR THE CITY MANAGER TO FORWARD MATERIALS TO THE DEPARTMENT OF TAXATION OF THE STATE OF NEVADA; AND PROVIDING THE EFFECTIVE DATE HEREOF.

WHEREAS, the Board of Supervisors of Carson City, Nevada (the "Board", "City", and "State", respectively) proposes to enter into a lease purchase agreement, which constitutes an installment-purchase agreement as defined in Nevada Revised Statutes ("NRS") 350.0055 (the "Agreement") in the maximum aggregate principal amount of \$30,000,000 pursuant to NRS 350.087 to 350.095, inclusive (the "Agreement Act"), in order to finance all or a portion of the costs of acquiring, constructing, improving, and equipping a building project (as defined in NRS 244A.019) in the City, including, but not limited to, a city hall project (collectively, the "Project"); and

WHEREAS, the Board has determined that legally available funds of the City will at least equal the amount required in each year for the payment of interest and principal on the Agreement; and

WHEREAS, a notice of intention to act upon the resolution authorizing the preparation of the Agreement has been duly published in a newspaper of general circulation in the City not less than 10 days prior to the date hereof pursuant to NRS 350.087, and an affidavit evidencing such publication is attached as Exhibit C to this resolution; and

WHEREAS, all comments made at the public hearing held on the date of this resolution have been duly considered by the Board and the minutes of such public hearing are attached as Exhibit B to this resolution; and

WHEREAS, the Board proposes to enter into the Agreement with a term of more than 10 years, requiring the Board, pursuant to NRS 350.014, to submit to the Carson City Debt Management Commission (the “Commission”) for its approval or disapproval the following proposal:

LEASE PURCHASE AGREEMENT PROPOSAL:

Shall the Board of Supervisors of Carson City in the State of Nevada, be authorized to enter into a lease purchase agreement in the maximum aggregate principal amount of \$30,000,000 for the purpose of financing, wholly or in part, the cost of acquiring, constructing, improving, and equipping a building project (as defined in Nevada Revised Statutes 244A.019) in the City, including, but not limited to, a city hall project, the lease purchase agreement to mature not later than 30 years from the date it is entered into, to bear interest at a rate or rates not in excess of the statutory maximum rate in effect at the time such lease purchase agreement is entered into, the lease purchase agreement by its terms to be extinguished by failure of the Board to appropriate money for the ensuing fiscal year for payment of the amounts then due, to be payable from legally available funds of the City, and to be entered into upon such terms and conditions, and with such other details as the Board may determine?

(the “Proposal”); and

WHEREAS, before entering into a lease purchase agreement (constituting an installment-purchase agreement) with a term of more than 10 years, the Commission must approve the Proposal; and

WHEREAS, subsection 1 of NRS 350.014 provides, in relevant part, as follows:

“1. Before entering into an installment-purchase agreement with a term of more than 10 years, the proposed incurrence . . . must receive the favorable vote of two-thirds of the members of the [debt management] commission of each county in which the municipality is situated. . . .”; and

WHEREAS, subsection 1 of NRS 350.0145 provides, in relevant part, as follows:

“1. The governing body of the municipality proposing to enter into an installment-purchase agreement with a term of more than 10 years. . . shall notify the secretary of each appropriate commission, and shall submit a statement of its proposal in sufficient number of copies for each member of the commission.”

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

Section 1. This resolution is hereby designated by the short title the “2026 Lease Purchase Agreement Authorization Resolution.”

Section 2. The Clerk-Recorder is hereby authorized and directed to notify the Secretary of the Carson City Debt Management Commission (“Commission”) of the Proposal; to submit to said Secretary a statement of the Proposal in sufficient number of copies for each member of the Commission; and to request the Commission to consider and approve the Proposal.

Section 3. The Board hereby finds and determines that the public interest requires the City to enter into the Agreement to finance the Project in a collective, aggregate principal amount not to exceed \$30,000,000.

Section 4. The facts upon which the finding stated in Section 3 above are:

(a) Due to projected growth in the City and limited space within the City’s existing aging facilities, there is a need for a new city hall (the “City Hall”) in order to improve services to residents in the City

(b) It is in the best interests of the City and its residents, and would best serve the public interest thereof, if the Project is now accomplished, thereby assisting in alleviating the needs mentioned in (a) above.

(c) It is not feasible to finance the Project from other funds of the City, among other reasons because of restraints on the City’s budget for the current fiscal year and other demands on and needs for existing funds of the City.

Section 5. The City proposes to borrow a sum not to exceed \$30,000,000 at an annual interest rate of approximately 5.0%, to be repaid over a period of not more than 30 years after the date that the Agreement is entered into by the City. In accordance with NRS 350.800, the Agreement shall contain a provision that such Agreement by its terms is extinguished by failure of the Board to appropriate money for the ensuing fiscal year for payment of the amounts then due. The term of the Agreement of a maximum of 30 years does not exceed the estimated weighted average useful life of the portion of the Project being financed with such Agreement, and the interest rate applicable to the Agreement shall in no event exceed by more than 3 percent the “Index of Revenue Bonds” which is most recently published before the City enters into the Agreement. The

Agreement shall be entered into as an installment-purchase agreement as provided in the Agreement Act and NRS 354.740 through NRS 354.745, inclusive (the “Act”).

Section 6. The Agreement is not proposed to be repaid in whole or in part by the levy of a tax which is exempt from the limitations on taxes ad valorem. The Agreement is anticipated to repaid from other legally available funds of the City, including, without limitation, monies in the City’s General Fund in the maximum annual estimated amount of \$1,964,000 for a period of not more than 30 years.

Section 7. As set forth in the materials provided by JNA Consulting Group, LLC (the “Municipal Advisor”) hereby incorporated by reference and attached as Exhibit D hereto, the interest rate for financing the Project with the Agreement is generally expected to be greater as compared to a general obligation bond or revenue bond of the City. In accordance with NRS 350.087(2)(d)(2), the Board has selected the lease purchase agreement financing over other alternatives for the following reasons. The Board hereby determines that a lease purchase agreement for the City Hall is better suited to meet its March 2029 deadline for occupancy than other forms of financing. The Hop & Mae Adams Foundation (“HMAF”), not the City, currently owns the land for the proposed City Hall, and HMAF has already initiated siting and design of the building. Previous efforts by the City to locate a willing seller of a suitable site for a new city hall at an acceptable price have been unsuccessful. The Board believes that HMAF (or one or more of its affiliated entities) retaining ownership of the land and new City Hall during its construction may expedite construction in order to meet the March 2029 occupancy deadline. HMAF has represented that it can take on development and construction responsibilities, eliminating the need for the City to separately acquire land, hire architects and manage construction and resulting in reduced City Hall development costs. Further, HMAF is planning to develop the surrounding commercial properties, creating an opportunity to coordinate public and private components as a single larger development project, including a town square. HMAF has represented that it prefers to maintain control over the design and construction to ensure uniformity of the overall development. A lease purchase agreement is necessary for this ownership structure during construction of the City Hall. Additionally, the Board hereby determines that there are benefits to the City and its residents from having the City Hall be part of HMAF’s larger contiguous development, which is consistent with the City’s Strategic Plan and Master Plan to revitalize downtown. Other potential benefits to the City Hall serving as an

anchor to the larger public-private development may include shared infrastructure, parking, streets, sidewalks and/or landscaping and improved downtown or civic center economic activities.

Section 8. The Chief Financial Officer or City Manager is hereby authorized to arrange for the preparation, execution and delivery of the Agreement in the maximum aggregate principal amount not to exceed \$30,000,000, and to carry out the Project, subject to ratification by Board. The Agreement executed and delivered to finance the Project shall be issued on such other terms and conditions as the Board determines, all as provided in Agreement Act, the Act and NRS 350.500 to 350.720, inclusive (the “Bond Act”), and as authorized by the Chief Financial Officer or the City Manager at the time of the execution and delivery of the Agreement and thereafter ratified by the Board as set forth in a resolution or ordinance, and any other necessary details including the execution and delivery of deeds of trust and an indenture of trust, if any.

Section 9. The Board hereby declares its intent to reimburse the costs of the Project out of the proceeds of the Agreement. This is a declaration of official intent under Section 1.150-2 of the Regulations promulgated under the Internal Revenue Code of 1986, as amended.

Section 10. The Board hereby determines and declares that:

(a) The City intends to incur expenditures with respect to the Project prior to the incurrence of the Agreement and to reimburse those expenditures from the proceeds of the Agreement; and

(b) The payment of costs related to the Project and the reimbursement of such costs from the proceeds of the Agreement is consistent with the City's budgetary and financial circumstances as of the date of this Resolution. The City does not currently have moneys which are, nor does the City reasonably expect moneys to be, allocated on a long-term basis, reserved or otherwise available pursuant to the City's budget to pay the expenditures which the City intends to reimburse.

Section 11. The Chief Financial Officer or the City Manager is authorized and directed to take all action necessary to effectuate the provisions of this resolution, including, without limitation, forwarding all necessary documents to the Executive Director, Department of Taxation, Carson City, Nevada, and, if necessary, updating the City's plan for capital improvement to include the Project. The City represents that it is in compliance with the applicable provisions of law, including, without limitation, the provisions of Chapter 354 of NRS.

Section 12. The Chief Financial Officer is authorized to update or amend the City's plan for capital improvements if necessary to reflect the Project and the Agreement and the Project to be financed thereby and to file the information as required by NRS 350.013 to the extent required to comply with NRS 350.013.

Section 13. This resolution, except for Sections 2, 8, 9, 10, 11 and 12 hereof, shall become effective upon the approval by the Executive Director of the Department of Taxation of the State of Nevada and the Commission. Sections 2, 8, 9, 10, 11 and 12 of this resolution shall be effective upon passage and approval.

PASSED AND ADOPTED BY AN AFFIRMATIVE VOTE OF AT LEAST TWO-THIRDS OF THE BOARD OF SUPERVISORS OF CARSON CITY, NEVADA, THIS SEPTEMBER 3, 2026.

(SEAL)

LORI BAGWELL, Mayor
Carson City, Nevada

Attest:

WILLIAM SCOTT HOEN, Clerk-Recorder

STATE OF NEVADA)
) ss.
CITY OF 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 September 3, 2026.

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

Those Voting Aye:

Those Voting Nay:

Those Absent:

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 each of the meetings was given and such meetings were held and conducted in full compliance with the provisions of NRS 241.020.

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. A public hearing on the proposed lease purchase agreement was held by the Board immediately before adoption of the authorization resolution, and the minutes of the meeting are attached hereto as Exhibit B. A copy of the affidavit of publication evidencing publication at least 10 days in advance of the public hearing of the notice of intent to authorize the lease purchase agreement is attached hereto as Exhibit C. The materials provided by the Municipal Advisor comparing the cost of financing methods is attached hereto as Exhibit D.

IN WITNESS WHEREOF, I have hereunto set my hand this September 3, 2026.

WILLIAM SCOTT HOEN, Clerk - Recorder

EXHIBIT A
(Attach Notice of Meeting)

EXHIBIT B

(Attach Minutes of Public Hearing)

EXHIBIT C

**(Attach Affidavit of Publication of Notice of Intention
to Authorize the Lease Purchase Agreement)**



JNA Consulting Group, LLC

Independent Registered Municipal Advisor

Date: August 17, 2026

Glen Martel
City Manager
City of Carson City

Sheri Russell-Benabou
Chief Financial Officer
City of Carson City

RE: \$30,000,000* Carson City, Nevada Lease Purchase Agreement (City Hall Project)

Glen/Sheri:

As part of the issuance process for financing a new city hall (the "Project") with a lease purchase agreement (the "Obligation"), Carson City (the "City") is required by Nevada Revised Statutes ("NRS") Section 350.087(2)(d)(1) to provide a report regarding the cost of financing the project with the Obligation as compared to general obligation or revenue bonds.

This memo is provided to the City by JNA Consulting Group, LLC ("JNA") in order to fulfill such requirement. JNA is a registered municipal advisor with both the Municipal Securities Rulemaking Board and the Securities and Exchange Commission. JNA provides advice to state and local governments regarding the structure, timing, and terms of municipal bonds and obligations.

The Obligation will be in a principal amount not to exceed \$30,000,000 with an interest rate estimated by the Hop & Mae Adams Foundation (the "Developer") of 5.00%. Payments by the City will be sufficient to repay the balance of the Obligation plus accrued interest by its maturity in fiscal year 2057. The City expects that occupancy of the new city hall must commence no later than March 2029. While under construction, accrued interest on the Obligation will be capitalized. However, the principal amount borrowed under the Obligation (including capitalized interest) may **not** exceed \$30,000,000. The Developer has estimated the maximum annual payment on the Obligation to be \$1,964,000. The City has determined that the combined annual debt service payments (which include the Obligation as well as other existing obligations) from its general fund should not exceed \$3.5 million.

Other methods available to the City to finance capital improvements similar to the Project include:

- 1- General obligation bonds (paid with property taxes)
- 2- General obligation bonds additionally secured by a pledge of 15% of the City's distribution of statewide consolidated taxes
- 3- Medium-term general obligation bonds
- 4- Revenue bonds secured by a pledge of 15% of the City's distribution of statewide consolidated taxes

* Maximum, not to exceed

This analysis compares the cost of financing the Project using the available methods described above. To facilitate fair comparison of each financing method, we have assumed the following financial terms:

- 1- Bonds/obligations are issued as federally tax-exempt securities
- 2- Bonds/obligations issued in the fourth quarter of calendar year 2027
- 3- Substantially equal and fully amortizing semi-annual principal and interest payments beginning in the second half of fiscal year 2029 and ending the first half of fiscal year 2057*.
- 4- General obligation bonds rated AA by Standard & Poor's and Aa3 by Moody's (current City ratings)
- 5- Revenue bonds rated AA- by Standard & Poor's and A1 by Moody's.
- 6- Lease purchase agreement rated AA- by Standard & Poor's and A1 by Moody's; no required debt service reserve fund

General Obligation Bonds (paid with property taxes)

The City may issue general obligation bonds payable from property taxes for the Project. General obligation bonds are limited to a maximum repayment term of 30 years and are generally understood to feature the lowest interest cost to the City (all other things being equal). This is because the bonds are secured by the full faith and credit of the City and are repaid by the levy of a dedicated ad valorem tax upon all taxable property within the City. General obligation bonds require the approval of a majority of voters in Carson City. The next upcoming election will be held on November 3, 2026. However, the deadline described under NRS Section 293.481.1.(a) for placing a bond question on this upcoming election has already passed. Therefore, this question may **not** be placed on the November 2026 ballot.

The first regularly scheduled election at which a question regarding the issuance of general obligation bonds to construct the Project may be presented to voters will **not** be held until 2028. Due to the timing restrictions described earlier in this memo, general obligation bonds approved at an election in 2028 will **not** allow completion of construction by the City's deadline and therefore general obligation bonds paid from the levy of ad valorem taxes are **not** a viable option to acquire the Project.

General Obligation Bonds (additionally secured by pledged consolidated taxes)

The City may issue (and has issued in the past) general obligation bonds additionally secured by a pledge of 15% of the City's distribution of statewide consolidated taxes. These bonds will be referred to as "GO-Rev" bonds to distinguish them from the general obligation bonds described above and revenue bonds described later. Similar to general obligation bonds paid with property taxes, GO-Rev bonds are among the lowest interest cost financing available to the City. As of August 17, 2026, the estimated effective interest rate for GO-Rev bonds (using similar assumptions to the contemplated Obligation) is 4.68%. Estimated annual payments for GO-Rev bonds are \$1,908,000. Using 15% of estimated fiscal year 2026 consolidated tax distributions (~\$6.7 million) and existing debt service payments secured by these taxes (~\$2.75 million), the City appears to have the capacity to issue GO-Rev bonds for the Project. The authorization of GO-Rev bonds can be reasonably expected to require 5-6 months. Authorization of GO-Rev bonds would be complete by January 2027.

* Debt service on a medium-term general obligation bond is calculated based on final payment in fiscal year 2036 due to the statutory 10-year limitation on such bonds' maximum term.

Medium-Term General Obligation Bond

A medium-term general obligation bond is limited by NRS to a term of 10 years or less. The annual payment necessary to service a \$30 million bond within this limitation is greater than \$4 million. This annual amount is greater than the City's desired annual payment, and therefore it is **not** contemplated as a substitute for the Obligation.

Revenue Bonds (secured by pledged consolidated taxes)

The City may issue revenue bonds solely secured by a pledge of 15% of the City's distribution of statewide consolidated taxes ("Revenue Bonds"). Revenue Bonds are **not** general obligations of the City, and the full faith and credit of the City are not pledged to Revenue Bonds. Revenue Bonds do **not** authorize the imposition of ad valorem property taxes. Therefore, the expected credit ratings are **not** expected to be equivalent to either general obligation bonds paid with property taxes or GO-Rev bonds. Credit ratings on Revenue Bonds are expected to be equivalent or better than ratings on the Obligation. As of August 17, 2026, the estimated effective rate for Revenue Bonds (using similar assumptions to the contemplated Obligation) is 4.80%. Estimated annual payments for Revenue Bonds are \$1,933,000. Using 15% of estimated fiscal year 2026 consolidated tax distributions and existing debt service payments secured by these taxes, the City appears to have the capacity to issue Revenue Bonds for the Project. The authorization of Revenue Bonds can be reasonably expected to require 2 months. Authorization would be complete by October 2026.

The Obligation

The Obligation will be issued by the City to the Developer and will not be publicly offered. The Obligation will not have a credit rating. The Obligation is **not** a general obligation of the City, and the imposition of ad valorem property taxes is **not** authorized. The Obligation is **not** secured by a lien on any City revenues.

In the event that the Developer does not already own the Project, the Obligation will have a security interest/lien upon the Project. NRS requires that the Obligation contain a non-appropriation clause. This clause gives the City the right to not appropriate payment of the Obligation as part of the City's annual budgeting process. A non-appropriation clause is **not** present for any other type of financing discussed in this memo. If the City utilizes the non-appropriation clause, the Developer would take possession of the Project and evict the City. The Developer would then have the ability to re-let the Project to another tenant to recoup its investment. We are unaware that the City has previously failed to appropriate for payment of any lease purchase agreement. We believe the City does **not** currently intend to exercise this (or any similar) non-appropriation clause on lease purchase agreements. The non-appropriation clause provides some value to the City in that it allows the City flexibility if the Project is **not** delivered by the Developer to the City's satisfaction. Additionally, the non-appropriation clause gives the City flexibility if economic conditions decline such that it is **not** financially viable to continue leasing the Project.

The Developer has estimated the maximum annual payments on the Obligation to be \$1,964,000.

Conclusion

We expect that a lease purchase agreement will have lower credit ratings than a general obligation bond, GO-Rev bond, or Revenue Bond of the City. Due to the lower credit ratings and the three factors listed in the following paragraph, the anticipated interest rate on a lease purchase agreement is higher than those financing methods. This conclusion is general to all lease purchase agreements, which includes the Obligation.

The Project is generally considered an essential asset for the core functions of the City (in comparison to a park, which would **not** be considered essential). Therefore, lenders are generally confident that the City will appropriate for payment of a lease purchase agreement issued to finance the Project. However, the existence of: (1) a non-appropriation clause, (2) a lack of lien on any other city revenues or assets, and (3) completion risk inherent to lease purchase agreements creates downward pressure on the anticipated credit ratings of the Obligation.

As of August 17, 2026, JNA's estimated effective rate for a publicly offered lease purchase agreement is 5.02%. Pro-forma annual payments are \$1,979,000. JNA's estimated interest rate and annual payment differ from those of the Obligation, primarily due to differing terms of a publicly offered lease purchase agreement compared to those of the Obligation. For example, a publicly offered lease purchase agreement assumes a 10-year prepayment lockout period while the terms from the Developer for the Obligation allow prepayment at any time without prepayment premium.

Explanation Required Under NRS 350.087(2)(d)(2)

If the analysis required under 350.087(2)(d)(1) "concludes that installment-purchase financing is more expensive than other available methods of financing, a statement explaining the reasons for choosing installment-purchase financing instead of a less expensive alternative" must be provided.

The City's statement of reasons for utilizing a lease purchase for the Project is provided in the resolution to be adopted by its Board of Supervisors on September 3, 2026.

Sincerely,



John Peterson
Vice President
JNA Consulting Group, LLC

PRO-FORMA DEBT SERVICE SCHEDULE
Lease Purchase Agreement

Fiscal Year	Principal	Interest¹	Total Annual Payment
2027	\$0	\$0	\$0
2028	0	0	0
2029	853,860	127,397	981,257
2030	511,456	1,451,059	1,962,515
2031	537,348	1,425,167	1,962,515
2032	560,741	1,401,774	1,962,515
2033	592,939	1,369,576	1,962,515
2034	622,957	1,339,558	1,962,515
2035	654,494	1,308,021	1,962,515
2036	684,158	1,278,357	1,962,515
2037	722,263	1,240,252	1,962,515
2038	758,828	1,203,687	1,962,515
2039	797,243	1,165,272	1,962,515
2040	834,550	1,127,965	1,962,515
2041	879,853	1,082,662	1,962,515
2042	924,395	1,038,120	1,962,515
2043	971,193	991,322	1,962,515
2044	1,017,813	944,702	1,962,515
2045	1,071,886	890,629	1,962,515
2046	1,126,151	836,364	1,962,515
2047	1,183,162	779,353	1,962,515
2048	1,241,130	721,384	1,962,514
2049	1,305,892	656,623	1,962,515
2050	1,372,002	590,512	1,962,514
2051	1,441,460	521,055	1,962,515
2052	1,513,258	449,257	1,962,515
2053	1,591,043	371,472	1,962,515
2054	1,671,589	290,926	1,962,515
2055	1,756,213	206,302	1,962,515
2056	1,844,863	117,652	1,962,515
2057	<u>957,260</u>	<u>23,997</u>	<u>981,257</u>
TOTAL	\$30,000,000	\$24,950,417	\$54,950,417

¹ Interest rate estimated by the Developer at 5.00%. While the new city hall is under construction, interest accrued on the loan will be capitalized and added to the loan balance.

NOTICE OF INTENTION TO ACT UPON A RESOLUTION AUTHORIZING THE PREPARATION OF A LEASE PURCHASE AGREEMENT BY CARSON CITY, NEVADA

NOTICE is hereby given that the Board of Supervisors of Carson City, Nevada (the “Board” and “City,” respectively) will hold a public hearing at a regular meeting to be held on Thursday, September 3, 2026, at the hour of 8:30 a.m. at the Community Center, 851 East William Street, Carson City, Nevada, to act upon a resolution authorizing the preparation of a lease purchase agreement (constituting an installment-purchase agreement as defined in Nevada Revised Statutes (“NRS”) 350.0055) with a maximum term of 30 years in the maximum aggregate principal amount of \$30,000,000, to enable the Board to pay all or a portion of the cost of acquiring, constructing, improving, and equipping a building project (as defined in NRS 244A.019) in the City, including, but not limited to, a city hall project.

The lease purchase agreement is not proposed to be repaid in whole or in part by the levy of a tax which is exempt from the limitations on taxes ad valorem. The lease purchase agreement is anticipated to be repaid from other legally available funds of the City, including, without limitation, monies in the City’s General Fund in the maximum annual estimated amount of \$1,964,000, for a period of not more than 30 years.

The form of the resolution authorizing the preparation of such lease purchase agreement, to be considered by the Board after such hearing, and other information concerning such lease purchase agreement and the purpose for which such lease purchase agreement is proposed to be used, may be delivered electronically by contacting Alexis Philippi aphilippi@carsoncity.gov or calling (775) 887-2100. Additionally, such resolution will be posted to and may be accessed on the City’s website www.carsoncity.gov/granicus and at the City Manager’s Office - City Hall, 201 N. Carson Street, Ste 2, Carson City, Nevada.

The public may provide public comment in advance of the meeting by written submission to the following email address: publiccomment@carsoncity.gov. 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. All persons are invited to be heard regarding the proposed action.

Publication Date: August 22, 2026.

/s/ Glen Martel
City Manager



STAFF REPORT

Report To: Board of Supervisors **Meeting Date:** September 3, 2026

Staff Contact: Glen Martel, City Manager

Agenda Title: For Possible Action: Discussion and possible action to adopt, on second reading, Bill No. 109, an ordinance repealing provisions governing the “Carson City Center Project” proposed in 2012, also known as the “Nugget Economic Development Project” or the “Nugget Project”. (Glen Martel, gmartel@carsoncity.gov)

Agenda Action: Ordinance - Second Reading **Time Requested:** 5 Minutes

Proposed Motion

I move to adopt, on second reading, Bill No. 109, Ordinance No. 2026-12.

Board's Strategic Goal

Efficient Government

Previous Action

August 20, 2026 (Item 18.a) – The Board of Supervisors ("Board") introduced, on first reading, the proposed ordinance as Bill No. 109, which passed on a vote of 4-1.

August 2, 2012 (Item 21) – The Board adopted, on second reading, a proposed ordinance amending CCMC to create a new chapter on Financial Administration and creating a new section, Carson City Municipal Code (“CCMC”) 2.44.010 (Majority voting required on use of public funding for Carson City Center Project).

July 19, 2012 (Item 21) – The Board introduced, on first reading, a proposed ordinance amending CCMC to create a new chapter on Financial Administration and creating a new section, CCMC 2.44.010 (Majority voting required on use of public funding for Carson City Center Project).

Background/Issues & Analysis

In 2011 and 2012, the Board held discussions during public meetings about a proposal for a development project in the downtown area, referred to as the “Carson City Center Project” and also known as the “Nugget Economic Development Project” or the “Nugget Project,” to consist of a Knowledge and Discovery Library, a central outdoor plaza, parking structure, retail space and other public improvements and infrastructure. Members of the community who were opposed to the proposed development project filed a sample initiative petition ordinance with the Clerk-Recorder’s Office after obtaining a sufficient number of signatures pursuant to the initiative petition process under NRS chapter 295. As a result, the initiative petition ordinance could be adopted by the Board as a City ordinance without any change in substance to the proposed language of the ordinance or the Board could reject the ordinance. If rejected by the Board, the Board would have been required to submit the initiative petition

ordinance to the voters as a ballot question during the November 2012 general election or commence a court action to prevent the question from being placed on a ballot.

The District Attorney's Office in 2012 advised the Board that the initiative petition ordinance language, as submitted, was likely unlawful because it sought to supersede the spending power of the Board as granted by the City Charter and state statutory provisions. The current District Attorney's Office agrees with that position. The Board, however, elected to adopt the ordinance in 2012.

To fund the development project, the City submitted a ballot question to authorize a 1/4 of 1 percent sales tax increase. However, that ballot question failed during the 2012 general election.

CCMC 2.44.010 is now proposed to be repealed as part of the City's ongoing CCMC revision project. The original Carson City Center Project is obsolete and the language of the provision is likely unlawful and therefore void and unenforceable as a restraint on the power of the Board. This proposed ordinance, if adopted, would repeal CCMC 2.44.010.

Applicable Statute, Code, Policy, Rule or Regulation

NRS chapters 244, 237 and 295; art. 2 of the Carson City Charter

Financial Information

Is there a fiscal impact? No

If yes, account name/number:

Is it currently budgeted? No

Explanation of Fiscal Impact: N/A

Alternatives

Do not adopt the ordinance on second reading, modify the ordinance and/or provide alternative direction to staff.

Attachment(s):

[Ordinance_Carson City Center Project Repeal_Second Reading.pdf](#)

Motion: _____

1) _____
2) _____

Aye/Nay

(Vote Recorded By)

Summary: an ordinance repealing provisions governing the “Carson City Center Project” proposed in 2012, also known as the “Nugget Economic Development Project” or the “Nugget Project”.

BILL NO. 109

ORDINANCE No. 2026-12

AN ORDINANCE RELATING TO FINANCIAL ADMINISTRATION;
REPEALING PROVISIONS GOVERNING THE “CARSON CITY CENTER
PROJECT” PROPOSED IN 2012, ALSO KNOWN AS THE “NUGGET
ECONOMIC DEVELOPMENT PROJECT” OR THE “NUGGET PROJECT”;
AND PROVIDING OTHER MATTERS PROPERLY RELATED THERETO.

The Board of Supervisors of Carson City does ordain:

SECTION I:

That Title 2 (ADMINISTRATION AND PERSONNEL), Chapter 2.44 (FINANCIAL ADMINISTRATION) is hereby repealed with reservation of the chapter as follows:

Chapter 2.44 [~~FINANCIAL ADMINISTRATION~~] Reserved.
(Editor’s note: Ord. No. 2026-12, § I, adopted September 3, 2026, repealed Chapter 2.44 – FINANCIAL ADMINISTRATION, originally enacted by Ord. 2012-12, adopted August 2, 2012).

SECTION II:

That Title 2 (ADMINISTRATION AND PERSONNEL), Chapter 2.44 (FINANCIAL ADMINISTRATION), Section 2.44.010 (Majority voting required on use of public funding for Carson City Center Project) is hereby repealed (**bold, underlined text** is added, [~~stricken~~] text is deleted) as follows:

[2.44.010—Majority voting required on use of public funding for Carson City Center Project.

~~——— No public funding shall be used for the proposed Carson City Center Project (commonly known as the Nugget Economic Development Project or the Nugget Project) without a majority vote of the people approving such public funding.]~~

SECTION III:

That no other provisions of the Carson City Municipal Code are affected by this ordinance.

PROPOSED on _____, 2026.

PROPOSED by Supervisor _____.

PASSED on _____, 2026.

VOTE: AYES: SUPERVISORS: _____

 NAYS: SUPERVISORS: _____

 ABSENT: SUPERVISORS: _____

LORI BAGWELL
Mayor

ATTEST:

WILLIAM SCOTT HOEN, Clerk-Recorder

This ordinance shall be in force and effect from and after the 4th day of the month of September of the year 2026.



STAFF REPORT

Report To: Board of Supervisors **Meeting Date:** September 3, 2026

Staff Contact: Glen Martel, City Manager

Agenda Title: For Possible Action: Discussion and possible action regarding a proposal made pursuant to NRS 338.161 to 338.168, inclusive, from Adams CC Development, LLC, wholly owned by the Hop and Mae Adams Foundation, to develop, construct, maintain and operate a parking facility for vehicles in downtown Carson City, with dedication of a portion of the completed facility to Carson City, and the consideration of any agreements for future execution, including possible terms and conditions, relating to the proposal that may be required by law. (Glen Martel, gmartel@carsoncity.gov)

Agenda Action: Formal Action / Motion **Time Requested:** 30 Minutes

Proposed Motion

I move to approve the proposal from Adams CC Development, LLC, having considered the criteria described in subsection 1 of NRS 338.166 and making the determination that the parking facility will serve a public purpose, contingent on the future execution of a written agreement described in subsection 5 of NRS 338.166, and to direct the City Manager to proceed with all necessary tasks for the preparation of the agreement and any other necessary supporting material to bring back to this Board for acceptance and approval.

Board's Strategic Goal

Sustainable Infrastructure

Previous Action

July 16, 2026 (Item 24.A) – The Board of Supervisors (“Board”) approved the lease-purchase terms as presented and directed the City Manager to continue with all preparatory tasks to complete a draft lease-purchase agreement for the new City Hall and any other necessary or desirable documents, including a separate agreement for the required parking accommodations for City Hall. The City Manager was further directed that the details of the proposed parking garage, including its financing, ownership, operations, maintenance responsibilities, public access and the material terms proposed for any related development agreement be brought before the Board for review and discussion at least two regular board meetings prior to the Board's consideration of any City Hall lease-purchase or parking garage development agreement.

March 19, 2026 (Item 18.A) – The Board directed the City Manager to initiate due diligence and commence preparatory tasks for entering into agreements with the Hop and Mae Adams Foundation for the new City Hall.

February 21, 2025 (Item 5B) – The Board considered space, location and facility needs of various

departments and elected officials, and a proposal from the Hop and Mae Adams Foundation to construct a new City Hall with a parking garage.

September 1, 2022 (Item 15A) – The Board was presented with an update of the City's space needs and options for addressing future space needs at the Courthouse and various other space needs of the City.

February 25, 2022 (Item 5D) – The Board considered space and building needs for the location of various departments and elected officials and directed City staff to explore expanding the Courthouse to meet future space needs.

September 2, 2021 (Item 20B) – The Board adopted the Carson City Fiscal Year ("FY") 2022-2026 Strategic Plan.

July 15, 2021 (Item 18B) – The Board directed City staff to proceed with all preparatory tasks required to dispose of certain City property and acquire 600 E. William Street.

Background/Issues & Analysis

The proposal by Adams CC Development, LLC, wholly owned by the Hop and Mae Adams Foundation, to develop, construct, maintain and operate a parking facility in downtown Carson City is submitted pursuant to the provisions of NRS 338.161 to 338.168, inclusive. Specifically, the proposal is submitted in accordance with NRS 338.163 and contains the information that is required by statute.

The proposal is for the construction of a parking facility, tentatively designed as a four-story, approximately 161,057-square-foot structure to provide approximately 396 parking spaces, including accessible stalls, to accommodate employee and visitor parking for the proposed new City Hall facility, if constructed, as well as parking for an adjacent town plaza and downtown businesses envisioned by the Hop and Mae Adams Foundation as future development to contribute toward the overall revitalization of downtown Carson City. It is currently projected that the City will own approximately 180 parking spaces through a split-fee ownership arrangement. The design of the facility is intended to complement the historic character of downtown Carson City, incorporating architectural elements such as brick facades and archways inspired by local historic structures.

Pursuant to NRS 338.166(4), Carson City charged a fee to cover the costs of processing, reviewing and evaluating the proposal before the proposal was accepted for presentation to the Board. Staff have reviewed the proposal and determined that it meets the submission requirements under NRS 338.163. This agenda item is for the consideration of possible approval of the proposal only and does not include the presentation of any necessary agreement or other document to effectuate the proposal. If the Board approves the proposal, City staff will proceed with preparatory tasks for a draft agreement and any related supporting material, including specific component details, financing methods, ownership, operations, maintenance, public access and other material terms to present to the Board at a future meeting for consideration.

Before the Board may approve this proposal, it must first determine pursuant to NRS 338.166 that the proposed parking facility will serve a public purpose. To make the determination, the Board must consider whether:

1. There is a public need for the type of transportation facility that is proposed;
2. The proposed interconnections between the transportation facility and existing transportation facilities and the plans of the person submitting the request for the operation of the transportation

facility are reasonable and compatible with any statewide or regional program for the improvement of transportation and with the transportation plans of any other governmental entity in the jurisdiction of which any portion of the transportation facility will be located;

3. The estimated cost of the transportation facility is reasonable in relation to similar transportation facilities, as determined by an analysis of the cost performed by a professional engineer who is licensed pursuant to chapter 625 of NRS;
4. The plans of the person submitting the request will result in the timely development or construction of, or improvement to, the transportation facility or its more efficient operation;
5. The plans of the person submitting the request contain any penalties for the failure of the person submitting the request to meet any deadline which results in the untimely development or construction of, or improvement to, the transportation facility or failure to meet any deadline for its more efficient operation; and
6. The long-term quality of the transportation facility will meet a level of performance established by the public body over a sufficient duration of time to provide value to the public.

In addition to the factors identified above which must be considered by the Board, the Board may also consider material prepared by Carson City staff who are familiar with the operation of similar facilities, or the advice of outside advisors or consultants with relevant experience.

Staff recommends the Board approve the proposal as it addresses all six criteria above:

1. Parking is constrained in downtown Carson City and presently insufficient to accommodate the proposed town square proposal that includes a new 3-story City Hall;
2. The Transportation Division of the Public Works Department finds the proposal to be reasonable and compatible for the improvement of transportation within downtown Carson City and consistent with the Regional Transportation Plan;
3. A professional engineer has analyzed the costs to develop and construct the transportation facility and determined the proposed cost is reasonable;
4. Adams CC Development, LLC has proposed a construction timeframe that fits well within the City's needs as a complementary but also necessary component to the separately proposed City Hall project. Based on the contents of the proposal, the submitting party appears to have undertaken significant preparatory work toward developing a concrete plan for design and construction. These efforts, coupled with their involvement in the proposed City Hall project, place Adams CC Development, LLC in a unique position to best provide the most desirable partnership with the City for both cost effectiveness and construction timing;
5. The City will ensure penalties are incorporated into any agreement that the Board is presented with for consideration; and
6. The facility will be constructed to have a useful life of at least 50 years with provisions for maintenance of the structure.

Applicable Statute, Code, Policy, Rule or Regulation

NRS Chapter 338.161 to 338.168, inclusive

Financial Information

Is there a fiscal impact? Yes

If yes, account name/number: To be determined; Funding sources and account allocations will be finalized upon Board approval of the agreement and supporting documents, consistent with statutory requirements under NRS 338.163 and applicable City financial procedures.

Is it currently budgeted? No

Explanation of Fiscal Impact: If approved, the specific account(s) and funding sources for the City's share of project costs, as well as any ongoing operational or maintenance contributions, will be identified in the finalized public-private partnership agreement and supporting documentation, subject to Board review and approval. The fiscal impact will be contingent on the negotiated terms of the public-private partnership and the final project scope as approved by the Board.

Alternatives

Do not approve the proposal for a parking facility and/or provide alternative direction to staff.

Attachment(s):

[Adams CC Development, LLC – Hop and Mae Adams Foundation – Parking Facility Proposal.pdf](#)

[NRS Chapter 338.161 to 338.168](#)

[HMAF Parking Garage Proposal Review Fee IAW NRS 388.186 Sec 4.pdf](#)

Motion: _____

1) _____

2) _____

Aye/Nay

(Vote Recorded By)



ADAMS CC DEVELOPMENT, LLC

5598 N. Eagle Road, Suite 102

Boise, Idaho 83713

Phone: (208) 562-4100

sneighbors@strategicsos.com

Request to develop, construct, maintain and operate a parking garage as a Transportation Facility as defined by NRS Chapter 338.

Adams CC Development, LLC a Nevada limited liability company, a wholly-owned entity of the Hop and Mae Adams Foundation, hereby submits its proposal to develop, construct, maintain and operate a parking garage as a Parking Facility, pursuant to NRS 338.163.

As per NRS 338.163(2), CCDC provides the following:

(a) A topographic map indicating a location of the Transportation Facility is attached hereto as Exhibit “A” and incorporated herein by this reference.

(b) The proposed Transportation Facility is described as follows: The proposed parking garage is envisioned as a vital transportation-support facility serving the civic core of Carson City, providing essential parking capacity for the future Carson City Hall, adjacent event plaza, downtown businesses, and public visitors. The four-story, 161,057-square-foot structure is designed to accommodate 396 parking spaces, including accessible parking, significantly exceeding the minimum parking demand generated by City Hall and creating long-term flexibility for downtown activity and future development. The facility incorporates safe vehicular circulation, pedestrian-oriented streetscapes with enhanced sidewalks and street trees, elevator access to all levels, and direct connectivity to surrounding public destinations. Architecturally, the garage is designed to complement the historic character of downtown Carson City through the use of brick facades, cast stone detailing, and archway elements inspired by the city's historic Engine House, allowing the structure to function not only as a transportation asset but also as an attractive civic gateway supporting economic development, public events, and government services in the downtown district. Attached hereto as Exhibit “B” and incorporated herein by this reference is a conceptual design for the Transportation Facility.

(c) The projected total cost of the Transportation Facility over its life is estimated at approximately \$22 million, including construction total costs of \$17 million (based upon

estimated \$32,500 hard costs per parking stall) and operating costs over the life of the Transportation Facility of \$5 Million. The proposed estimated date for the development of the Transportation Facility is for construction to commence June of 2027, with the estimated date of completion May of 2028.

(d) (1) The current owner of the parcels for locating the Transportation Facility (“Parcels”) is Adams City Center LLC, which is a wholly-owned entity of The Hop and Mae Adams Foundation, address 5578 N. Eagle Rd., Boise, ID 83713.

(2) The parcels are owned free and clear and in fee simple.

(3) No property is being requested to be condemned by the City to complete this project, but adjacent street abandonments is (are) part of the proposal.

(e) The City’s Regional Transportation Plan applies to this project. As part of the City’s review of the Special Use Permit application to be submitted, the City will ensure compliance with the Regional Transportation Plan.

(f) Permits required for the development of the Transportation Facility are a Special Use Permit and Building Permit from the City. The Special Use Permit is projected to be completed in October, 2026, and the Building Permit is projected for January-March, 2027.

(g) The facilities of any utilities that will be crossed by the Transportation Facility, and plans to accommodate such crossings, include: NV Energy overhead power lines will be relocated underground, in new alignment, and City storm drain lines will be re-routed outside of the Facility.

(h) The general plans for financing and operating the Transportation Facility include:

(1) Ultimately, construction will be financed by The Hop and Mae Adams Foundation donating (approximately) \$9 Million of the development costs, and the City paying (approximately) \$8 Million. Ultimately, the Transportation Facility will be owned by a soon-to-be formed Nevada nonprofit corporation, Carson City Development Corporation (“CCDC”), which will be in charge of the operation of the Transportation Facility. The City will own parking stalls within the Facility. The costs for operation shall be covered through rental payments from adjacent business owners for non-City allocated parking stalls and City stalls during non-business hours of the City, automated general public parking fees, and City’s pro-rata contributions.

(2) Parking is obviously the anticipated use of the Transportation Facility. It is currently projected that the City will own one hundred eighty (180) parking stalls of the three hundred ninety-six (396) total parking stalls, through a split-fee ownership arrangement (yet-to-be determined). As proposed, a majority of the City’s stalls will be made available to CCDC for use during non-business hours of the City, through an easement, license, lease, or some other common use arrangement. The CCDC stalls, as well as the City stalls during non-business hours of the City, through

an easement or other mechanism, shall be leased for use by future-anticipated adjacent business owners and the public for public paid use.

The exact charge for parking has not been determined, but ultimately the maintenance and operating costs shall be paid proportionately by CCDC, funded by HMAF & revenue from parking fees, and by the City.

(3) Risk factors associated by developing the Transportation Facility and the plans for addressing each risk factor, shall be provided once the third-party risk assessment, paid for by applicant, has been completed. The Hop and Mae Adams Foundation will maintain up to \$1 Million reserve fund, in the form of a certificate of deposit to cover short falls and other potential liabilities beyond insurance coverage.

(4) The resources for the development and operation of the Transportation Facility are addressed above. The resources shall have the impact recited in section (b), above.

(5) For the identification of costs and benefits associated with the Transportation Facility, please see Exhibit "C" attached hereto and incorporated herein by this reference.

(i) Names and addresses for persons who may be contacted for further information on this request:

Steve Neighbors
5598 N. Eagle Rd., Ste. 102
Boise, ID 83713
(208) 562-4100
sneighbors@strategicsos.com

Chris MacKenzie, Esq.
402 N. Division St.
Carson City, NV 89703
(775) 687-0202
cmackenzie@allisonmackenzie.com

EXHIBIT A

Topographic Map of Proposed Transportation Facility

**CARSON CITY TOWN SQUARE
 EXISTING CONDITION
 TOPOGRAPHIC MAP**

HOP & MAE ADAMS FOUNDATION

NOT FOR REVIEW

REV	DATE	DESCRIPTION
1	01/15/2015	ISSUED FOR PERMIT
2	01/15/2015	ISSUED FOR PERMIT
3	01/15/2015	ISSUED FOR PERMIT
4	01/15/2015	ISSUED FOR PERMIT
5	01/15/2015	ISSUED FOR PERMIT
6	01/15/2015	ISSUED FOR PERMIT
7	01/15/2015	ISSUED FOR PERMIT
8	01/15/2015	ISSUED FOR PERMIT
9	01/15/2015	ISSUED FOR PERMIT
10	01/15/2015	ISSUED FOR PERMIT

V1.0

DRAWN BY: JMB
 CHECKED BY: JMB
 APPROVED BY: JMB

BASIS OF BEARINGS

THE BASIS OF BEARINGS FOR THIS SURVEY IS NEWTON STATE
 UNIFORM TIME ZONE. ALL BEARINGS ARE OBSERVED
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THE BASIS OF ELEVATIONS FOR THIS SURVEY IS
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NOTES

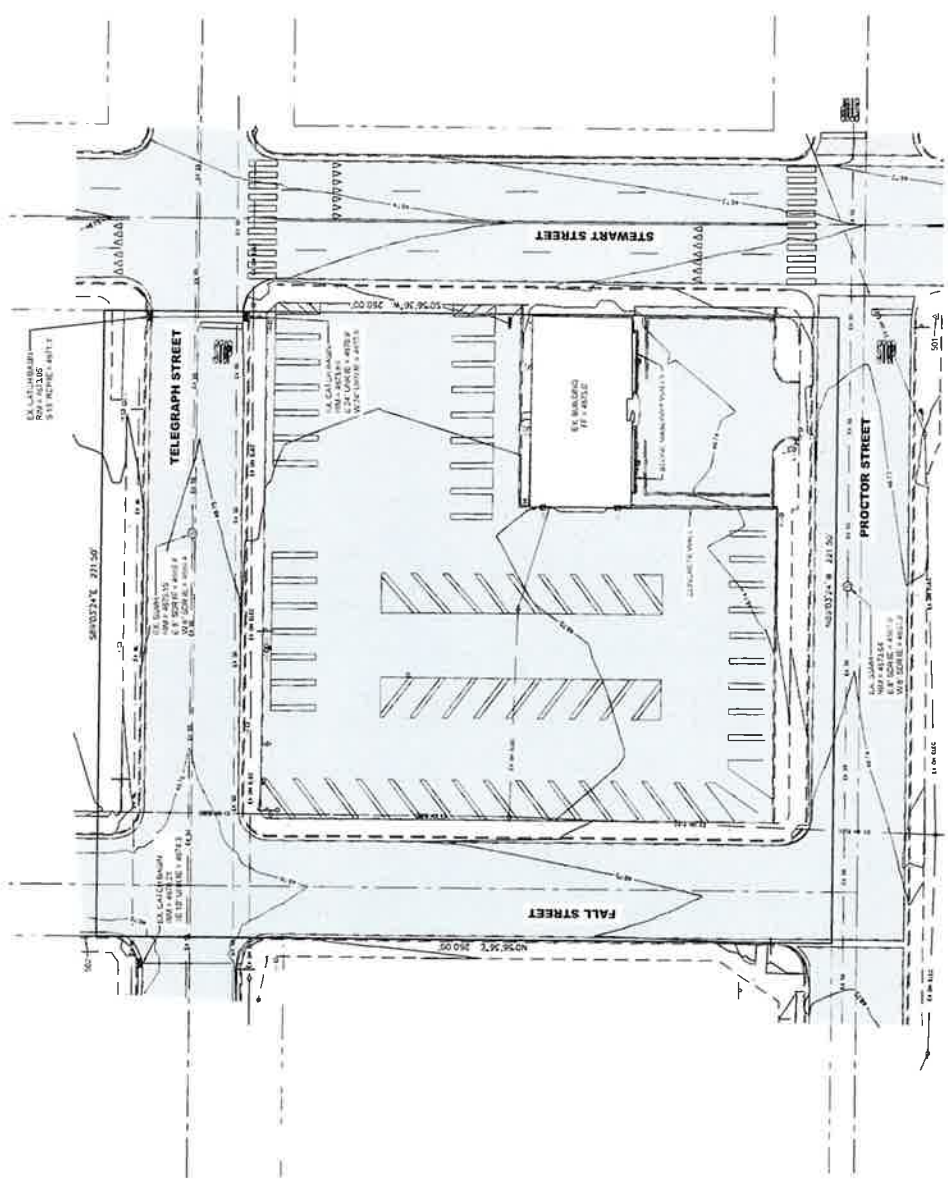
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 PART OF THE CONTRACT.
2. FIELD WORK WAS PERFORMED ON 01/15/2015.
3. ELEVATIONS MAY VARY THAT ARE NOT SHOWN HEREIN.
4. THIS IS NOT A BOUNDARY SURVEY. BOUNDARY SHOWN BY
 RECORD INFORMATION.



PROJECT CONTROL

POINT	NORTH	EAST	ELEVATION	DESCRIPTION
CC202	1473843.24	228413.36	4277.13	MASSCELEBRATION
501	1473843.24	228413.36	4277.13	CP CORNER 1
502	1473843.24	228413.36	4277.13	CP CORNER 2
503	1473843.24	228413.36	4277.13	CP CORNER 3
504	1473843.24	228413.36	4277.13	CP CORNER 4
505	1473843.24	228413.36	4277.13	CP CORNER 5
506	1473843.24	228413.36	4277.13	CP CORNER 6
507	1473843.24	228413.36	4277.13	CP CORNER 7
508	1473843.24	228413.36	4277.13	CP CORNER 8
509	1473843.24	228413.36	4277.13	CP CORNER 9
510	1473843.24	228413.36	4277.13	CP CORNER 10

NOTES: 1. THIS SHEET IS PROVIDED FOR INFORMATION ONLY. SHOWING
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 3. ELEVATIONS MAY VARY THAT ARE NOT SHOWN HEREIN. 4. THIS IS NOT A
 BOUNDARY SURVEY. BOUNDARY SHOWN BY RECORD INFORMATION.



LEGEND:

- 1. STORM DRAIN MANHOLE
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EXHIBIT B

Conceptual Design of Proposed Transportation Facility

307 EAST TELEGRAPH STREET, CARSON CITY, NEVADA 89701

SPECIAL USE PERMIT APPLICATION

[illegible]

PARKING GARAGE FLOOR PLAN - LEVEL 1	DATE	11/11/11
	BY	1

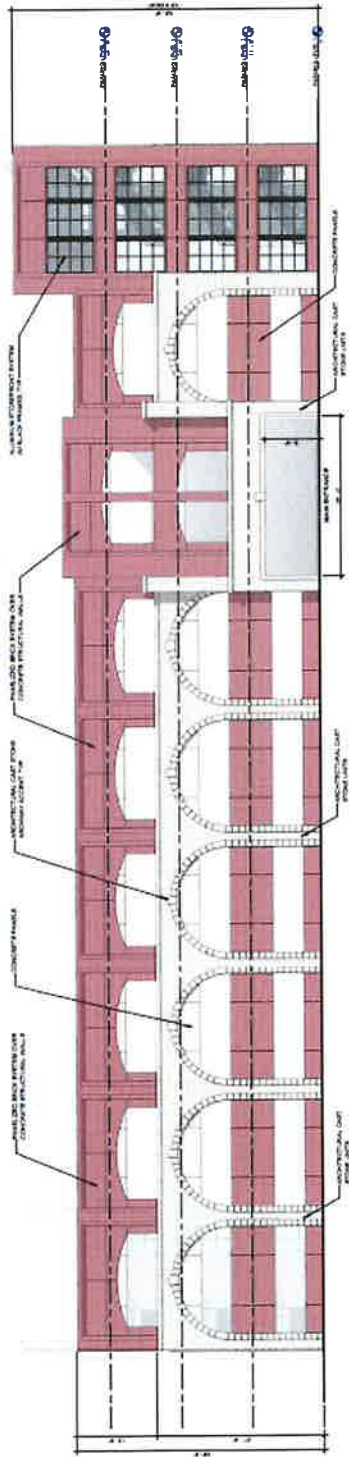
PARKING GARAGE FLOOR PLAN - LEVEL 3	3
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PARKING GARAGE FLOOR PLAN - LEVEL 2 2

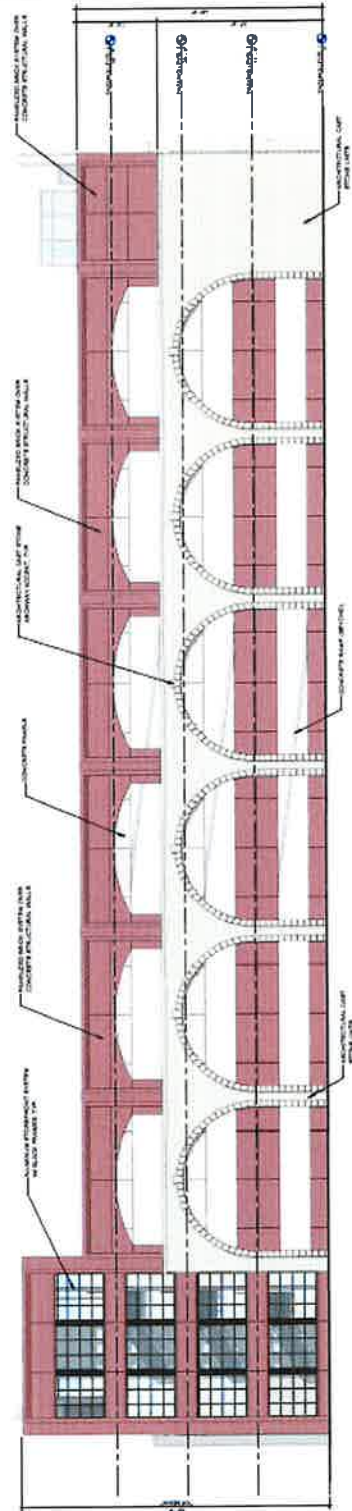
PARKING GARAGE FLOOR PLAN - LEVEL 4 4

NOT FOR CONSTRUCTION

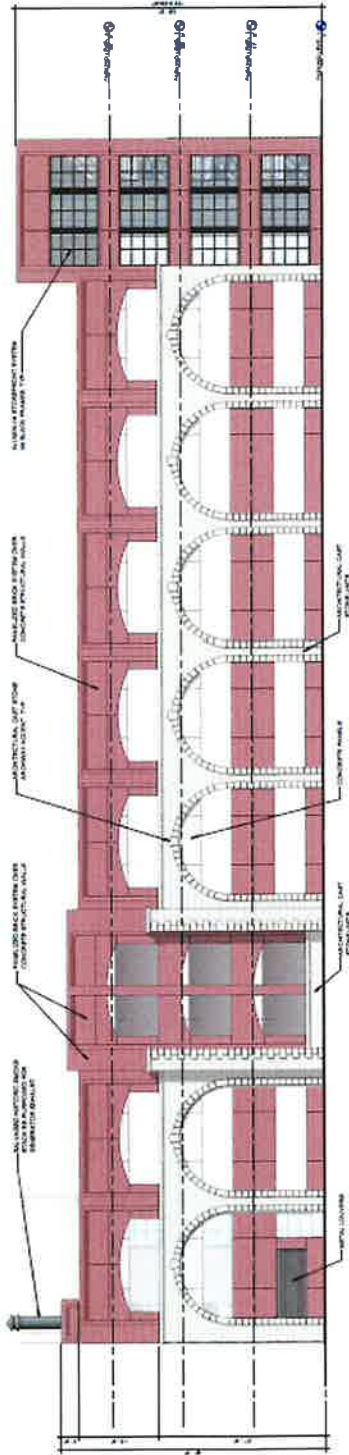
NORTH ELEVATION 1



EAST ELEVATION	12.5' x 9'	2
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SOUTH ELEVATION



WEST ELEVATION

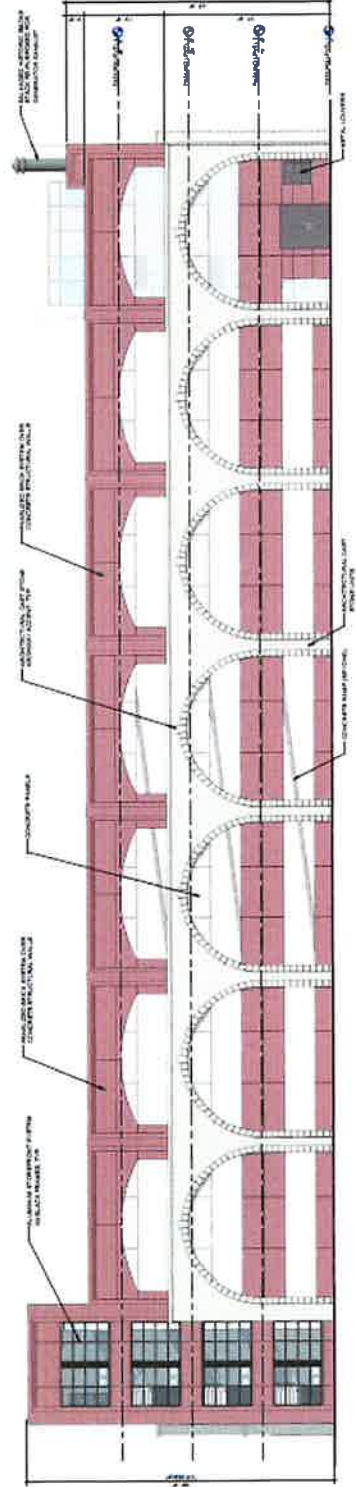


EXHIBIT C

Identification of Costs and Benefits Associated with the Transportation Facility



Boise • Carson City • El Dorado Hills • Fallon • Lake Tahoe • Reno • Roseville

Carson City
308 N. Curry Street, Suite 200
Carson City, NV 89703
775.883.7077
LumosInc.com

August 17, 2026

Mr. Steve Neighbors
Adams CC Development, LLC
Carson City, NV 89703

Subject: Carson City Hall Parking Garage

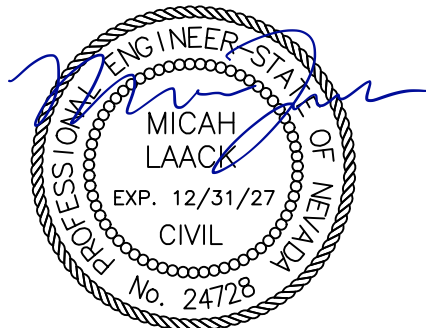
Carson City is considering the development of a municipal parking garage to meet the parking needs of city services, employees, and visitors while avoiding continued reliance on sprawling surface parking located on private property.

A centralized garage would use land more efficiently, reduce dependence on private property, and preserve sites for future civic, commercial, or residential development. It would also improve access to public facilities, consolidate parking operations, and support long-term growth in city services.

Hard costs for the parking garage are currently budgeted at \$32,500 per parking stall. An analysis of one parking garage under construction and two other contractor estimates in Northern Nevada showed hard costs ranging from \$30,500 to \$34,000. This verifies that the estimated cost of this proposed transportation facility is reasonable in relation to similar facilities.

Sincerely,

Micah Laack, P.E.
Project Manager



08/28/2026

Authorization in Counties Whose Population is Less Than 700,000

NRS 338.161 “Transportation facility” defined. As used in NRS 338.161 to 338.168, inclusive, unless the context otherwise requires, “transportation facility” means a road, railroad, bridge, tunnel, overpass, conduit or other infrastructure for conveying telecommunications cable, line, fiber or wire, airport, mass transit facility, parking facility for vehicles or similar commercial facility used for the support of or the transportation of persons, information or goods, including, without limitation, any other property that is needed to operate the facility. The term does not include a toll bridge or toll road.

(Added to NRS by 2003, 2022; A 2017, 531, 3206)

NRS 338.1615 Applicability. The provisions of NRS 338.161 to 338.168, inclusive, apply to any county whose population is less than 700,000.

(Added to NRS by 2017, 3206)

NRS CROSS REFERENCES.

Population defined, NRS 0.050

NRS 338.162 Alternative methods of authorization. A public body may authorize a person to develop, construct, improve, maintain or operate, or any combination thereof, a transportation facility pursuant to NRS 338.163 or 338.164.

(Added to NRS by 2003, 2022)

NRS 338.163 Submission of request to public body; contents of request.

1. A person may submit a request to a public body to develop, construct, improve, maintain or operate, or any combination thereof, a transportation facility.

2. The request must be accompanied by the following information:

(a) A topographic map indicating the location of the transportation facility.

(b) A description of the transportation facility, including, without limitation, the conceptual design of the transportation facility and all proposed interconnections with other transportation facilities.

(c) The projected total cost of the transportation facility over its life and the proposed date for the development of or the commencement of the construction of, or improvements to, the transportation facility.

(d) A statement setting forth the method by which the person submitting the request proposes to secure all property interests required for the transportation facility. The statement must include, without limitation:

(1) The names and addresses, if known, of the current owners of any property needed for the transportation facility;

(2) The nature of the property interests to be acquired; and

(3) Any property that the person submitting the request proposes that the public body condemn.

(e) Information relating to the current transportation plans, if any, of any governmental entity in the jurisdiction of which any portion of the transportation facility is located.

(f) A list of all permits and approvals required for the development or construction of or improvement to the transportation facility from local, state or federal agencies and a projected schedule for obtaining those permits and approvals.

(g) A list of the facilities of any utility or existing transportation facility that will be crossed by the transportation facility and a statement of the plans of the person submitting the request to accommodate such crossings.

(h) A statement setting forth the general plans of the person submitting the request for financing and operating the transportation facility, which must include, without limitation:

(1) A plan for the development, financing and operation of the transportation facility, including, without limitation, an indication of the proposed sources of money for the development and operation of the transportation facility, the anticipated use of such money and the anticipated schedule for the receipt of such money;

(2) A list of any assumptions made by the person about the anticipated use of the transportation facility, including, without limitation, the fees that will be charged for the use of the transportation facility, and a discussion of those assumptions;

(3) The identification of any risk factors identified by the person that are associated with developing, constructing or improving the transportation facility and the plan for addressing those risk factors;

(4) The identification of any local, state or federal resources that the person anticipates requesting for development and operation of the transportation facility, including, without limitation, an anticipated schedule for the receipt of those resources and the effect of those resources on any statewide or regional program for the improvement of transportation; and

(5) The identification and analysis of any costs or benefits associated with the proposed facility, performed by a professional engineer who is licensed pursuant to chapter 625 of NRS.

(i) The names and addresses of the persons who may be contacted for further information concerning the request.

(j) Any additional material and information that the public body may request.

(Added to NRS by 2003, 2022)

NRS 338.164 Request for submission of proposals by public body. If a public body receives a request regarding a transportation facility pursuant to NRS 338.163 and the public body determines that the transportation facility serves a public purpose, the public body may request other persons to submit proposals to develop, construct, improve, maintain or operate, or any combination thereof, the transportation facility.

(Added to NRS by 2003, 2023)

NRS 338.166 Approval of request or proposal: Determination of public purpose; staff reports; copy of request or proposal to be furnished to affected governmental entities; fee; approval contingent on entering agreement with public body; establishment of date for development of or commencement of construction of transportation facility.

1. A public body may approve a request or proposal submitted pursuant to NRS 338.163 or 338.164 if the public body determines that the transportation facility serves a public purpose. In determining whether the transportation facility serves a public purpose, the public body shall consider whether:

(a) There is a public need for the type of transportation facility that is proposed;

(b) The proposed interconnections between the transportation facility and existing transportation facilities and the plans of the person submitting the request for the operation of the transportation facility are reasonable and compatible with any statewide or regional program for the improvement of transportation and with the transportation plans of any other governmental entity in the jurisdiction of which any portion of the transportation facility will be located;

(c) The estimated cost of the transportation facility is reasonable in relation to similar transportation facilities, as determined by an analysis of the cost performed by a professional engineer who is licensed pursuant to chapter 625 of NRS;

(d) The plans of the person submitting the request will result in the timely development or construction of, or improvement to, the transportation facility or its more efficient operation;

(e) The plans of the person submitting the request contain any penalties for the failure of the person submitting the request to meet any deadline which results in the untimely development or construction of, or improvement to, the transportation facility or failure to meet any deadline for its more efficient operation; and

(f) The long-term quality of the transportation facility will meet a level of performance established by the public

body over a sufficient duration of time to provide value to the public.

2. In evaluating a request or proposal submitted pursuant to NRS 338.163 or 338.164, the public body may consider internal staff reports prepared by personnel of the public body who are familiar with the operation of similar transportation facilities or the advice of outside advisors or consultants with relevant experience.

3. The public body shall request that a person who submitted a request or proposal pursuant to NRS 338.163 or 338.164 furnish a copy of the request or proposal to each governmental entity that has jurisdiction over an area in which any part of the transportation facility is located. Within 30 days after receipt of such a request or proposal, the governmental entity shall submit in writing to the public body, for consideration by the public body, any comments that the governmental entity has concerning the transportation facility and shall indicate whether the transportation facility is compatible with any local, regional or statewide transportation plan or program that is applicable to the governmental entity.

4. A public body shall charge a reasonable fee to cover the costs of processing, reviewing and evaluating a request or proposal submitted pursuant to NRS 338.163 or 338.164, including, without limitation, reasonable fees for the services of an attorney or a financial or other consultant or advisor, to be collected before the public body accepts the request or proposal for processing, review and evaluation.

5. The approval of a request or proposal by the public body is contingent on the person who submitted the request or proposal entering into an agreement with the public body. In such an agreement, the public body shall include, without limitation:

(a) Criteria that address the long-term quality of the transportation facility.

(b) The date of termination of the authority and duties pursuant to NRS 338.161 to 338.168, inclusive, of the person whose request or proposal was approved by the public body with respect to the transportation facility and for the dedication of the transportation facility to the public body on that date.

(c) Provision for the imposition by the person whose request or proposal was approved by the public body of such rates, fees or other charges as may be established from time to time by agreement of the parties for use of all or a portion of a transportation facility, other than a bridge or road.

6. In connection with the approval of a transportation facility, the public body shall establish a date for the development of or the commencement of the construction of, or improvements to, the transportation facility. The public body may extend the date from time to time.

(Added to NRS by 2003, 2023)

NRS 338.167 Contract for transportation services. A public body may contract with a person whose request or proposal is approved pursuant to NRS 338.166 for transportation services to be provided by the transportation facility in exchange for such payments for service and other consideration as the public body may deem appropriate.

(Added to NRS by 2003, 2025)

NRS 338.168 Federal, state or local assistance. The public body may take any action necessary to obtain federal, state or local assistance for a transportation facility that it approves and may enter into any contracts required to receive such assistance. The public body shall, by resolution, determine if it serves the public purpose for all or a portion of the costs of the transportation facility to be paid, directly or indirectly, through an approved trade or other consideration or from the proceeds of a grant or loan made by the local, state or Federal Government or any agency or instrumentality thereof.

(Added to NRS by 2003, 2025; A 2017, 531)

INVOICE



Date: 8/27/2026

No. Invoice: 08272026-1

Bill to: Adams CC Development, LLC

5598 N. Eagle Rd., Ste. 102

Boise, ID 83713

Remit To:

Carson City Executive Office

201 N. Carson Street, Suite 2

Carson City, NV 89701

Date	Item Description	Price	Qty	Total
8/27/2026	Transportation Facility Proposal Pursuant to NRS 338.166 Section 4	\$750.00	1	\$750.00

Total: \$750.00

THANK YOU!

Please contact Alexis Philippi
if you have any questions.



775-283-7124



aphilippi@carsoncity.gov



Carson City Treasurer's Office

AUG 27 2025 AM 8:05

\$ 750.00

credit card

AR alex



Customer Name NEIGHBORS/STEVE

Effective Date

8/27/2026

Approved 20080129

Item	Amount
Treasurer's Office	\$750.00
Subtotal:	\$750.00
Transaction Fee:	\$16.88
Total Charged to:	\$766.88
Visa ***** 5003	
Total Amount Paid:	\$766.88
Collection Mode: POS (scanned)	

Payment Details

Treasurer's Office

Reason for Making the Payment: Transportation Facility Proposal: NRS 338.166(4) - Account/Invoice Number: 08272026-1 (Executive Office) - Date of Service/Invoice: 8/27/2026 - Name of Person Making Payment: Steve G. Neighbors - Telephone of Person Making Payment: 208-562-4100 - Email Address of Person Making Payment: treasurer@carsoncity.gov - Address of Person Making Payment: 5598 N. Eagle Road, Boise Suite 2, ID 83713 - NEIGHBORS/STEVE - \$750.00

Merchant ID: 454045411056761

Name: NEIGHBORS/STEVE

TVR: 0080008000

CVM: SIGN

ADF: A0000000031010

SEQUENCE#: 0294

TSI: E800

ENTRY MODE: Chip

APPLICATION: VISA CREDIT

RRC: 000000

IAD: 0602120360A002

ARC: 00

A Transaction Fee has been included in the total amount paid for this transaction.



AK



STAFF REPORT

Report To:

Meeting Date:

September 3, 2026

Staff Contact:

Agenda Title: June 4, 2026

Agenda Action: Formal Action / Motion

Time Requested:

Proposed Motion

I move to approve the minutes for June 4, 2026.

Board's Strategic Goal

Previous Action

Background/Issues & Analysis

Applicable Statute, Code, Policy, Rule or Regulation

Financial Information

Is there a fiscal impact? No

If yes, account name/number:

Is it currently budgeted? No

Explanation of Fiscal Impact:

Alternatives

Attachment(s):

[6-4-2026 Draft Minutes \(BOH\).pdf](#)

Motion: _____

1) _____
2) _____

Aye/Nay

(Vote Recorded By)

CARSON CITY BOARD OF HEALTH
Draft Minutes of the June 4, 2026 Meeting
Page 1

A regular meeting of the Carson City Board of Health was held during the regularly scheduled Carson City Board of Supervisors meeting on Thursday, June 4, 2026 in the Community Center Robert “Bob” Crowell Boardroom, 851 East William Street, Carson City, Nevada.

PRESENT:

Chairperson Colleen Lyons
Vice Chair Stacey Giomi
Member Lori Bagwell
Member Ken Furlong
Member Curtis Horton
Member Lisa Schuette
Member Maurice White

STAFF:

Glen Martel, City Manager
Jeanne Freeman, Health and Human Services Director
Stephanie Hicks, Deputy City Manager
Scott Hoen, Clerk-Recorder
Dan Yu, Assistant District Attorney
Briana Munoz, Senior Public Meetings Clerk

NOTE: A recording of these proceedings, the Board’s agenda materials, and any written comments or documentation provided to the Clerk during the meeting are part of the public record. These materials are available for review in the Clerk’s Office during regular business hours. All meeting minutes are available for review at: <https://www.carsoncity.gov/government/city-meetings>.

19-20. CALL TO ORDER, ROLL CALL

(10:08:59) – Chair Lyons called the meeting to order at 10:08 a.m. Mr. Hoen called roll and noted the presence of a quorum.

21. PUBLIC COMMENT

(8:33:05) – Chair Lyons entertained public comments; however, none were forthcoming.

22. FOR POSSIBLE ACTION: APPROVAL OF MINUTES

22.a MARCH 5, 2026

(8:36:58) – Chair Lyons introduced the item and entertained comments and/or corrections on the minutes. When none were forthcoming, she entertained a motion.

(8:37:10) – MOTION: Vice Chair Giomi moved to approve the minutes of the March 5, 2026, Carson City Board of Health meeting as presented. The motion was seconded by Member Schuette and carried 7-0-0.

CARSON CITY BOARD OF HEALTH
Draft Minutes of the June 4, 2026 Meeting
Page 2

RESULT:	APPROVED (7-0-0)
MOVER:	Vice Chair Giomi
SECONDER:	Member Schuette
AYES:	Members Bagwell, Furlong, Horton, Schuette, White, Vice Chair Giomi, Chair Lyons
NAYS:	None
ABSTENTIONS:	None
ABSENT:	None

23. HEALTH AND HUMAN SERVICES

23.a FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A REPORT FROM THE CARSON CITY HEALTH OFFICER (“HEALTH OFFICER”), DR. COLLEEN LYONS, CONCERNING HEALTH OFFICER ACTIVITIES BETWEEN JANUARY 1, 2026, AND MARCH 31, 2026.

(10:14:23) – Chair Lyons introduced the item and presented the Health Officer Report and emphasized the importance of maintaining situational awareness of national and regional healthcare issues. She highlighted the potential complications of measles, the City’s immunization rates compared with surrounding states. Chair Lyons emphasized the importance of hydration during summer.

PUBLIC COMMENT

(10:19:19) – Chair Lyons entertained public comments. Deni French, Carson City resident, commented on tick awareness and bicycle helmet use.

(10:20:15) – MOTION: Vice Chair Giomi moved to accept the report as presented. The motion was seconded by Member Horton and carried 7-0-0.

RESULT:	APPROVED (7-0-0)
MOVER:	Vice Chair Giomi
SECONDER:	Member Horton
AYES:	Members Bagwell, Furlong, Horton, Schuette, White, Vice Chair Giomi, Chair Lyons
NAYS:	None
ABSTENTIONS:	None
ABSENT:	None

23.b FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A REPORT FROM JEANNE FREEMAN, DIRECTOR OF CARSON CITY’S DEPARTMENT OF HEALTH AND HUMAN SERVICES (“CCHHS”), CONCERNING DEPARTMENT ACTIVITIES BETWEEN JANUARY 1, 2026, AND MARCH 31, 2026, AND OTHER ONGOING ACTIVITIES.

(10:21:04) – Chair Lyons introduced the item. Health and Human Services Director Jeanne Freeman presented the Director’s Report, which is incorporated into the record. Ms. Freeman highlighted the Board of Supervisors’

CARSON CITY BOARD OF HEALTH
Draft Minutes of the June 4, 2026 Meeting
Page 3

approval of the agreement with University of Nevada, Reno (UNR) designating Carson City Health and Human Services as an academic health department, workforce development efforts including the participation in UNR's School of Public Health Intern Fair, full Human Services staffing, mosquito abatement, and environmental health progress.

(10:23:36) – Vice Chair Giomi asked whether the workforce development efforts addressed broader healthcare workforce needs and included other healthcare employers and community partners. Ms. Freeman confirmed that other community partners participated in the workforce event. Discussion ensued regarding staff retention and career development.

(10:30:35) – Raechel Freshman, epidemiologist with Carson City Health and Human Services, presented the communicable disease summary, which is incorporated into the record, including respiratory illnesses, increased pertussis cases, sexually transmitted infections, enteric illnesses, latent tuberculosis (TB), and a yellow fever investigation. Chair Lyons emphasized the importance of keeping Tetanus, Diphtheria, Pertussis (TDAP) vaccinations current and noted that approximately 10 percent of latent TB cases may progress to active TB.

(10:46:13) – MOTION: Member Schuette moved to accept the Director's Report as presented. The motion was seconded by Member Horton and carried 7-0-0.

RESULT:	APPROVED (7-0-0)
MOVER:	Member Schuette
SECONDER:	Member Horton
AYES:	Members Bagwell, Furlong, Horton, Schuette, White, Vice Chair Giomi, Chair Lyons
NAYS:	None
ABSTENTIONS:	None
ABSENT:	None

23.c FOR DISCUSSION ONLY: DISCUSSION AND PRESENTATION REGARDING A REPORT ON THE PRIORITIES IDENTIFIED BY COMMUNITY MEMBERS AND SOCIAL SERVICE PROVIDERS FOR A SOCIAL SERVICES LANDSCAPE ASSESSMENT.

(10:46:32) – Chair Lyons introduced the item. Ms. Freeman referenced the Staff Report and Supporting Materials, all of which are incorporated into the record, and introduced Rachel Hickman to present the findings. Rachel Hickman, data analyst with the Health and Human Services Department, presented the assessment, which is incorporated into the record, identifying key gaps in housing, healthcare, behavioral health, food, and workforce services, including affordability, transportation, waitlists, restrictive eligibility requirements, and limited resources. She highlighted the need for stronger coordination among providers and expanded supportive services.

(11:04:13) – Vice Chair Giomi praised the assessment and its community involvement. Member White supported the assessment and recommended working with existing providers rather than creating new government programs. Ms. Freeman clarified that recommendations were intended for the broader social services community and were not intended for the City to assume responsibility for all services. Vice Chair Giomi suggested that the City could help improve coordination and information-sharing among existing providers.

CARSON CITY BOARD OF HEALTH
Draft Minutes of the June 4, 2026 Meeting
Page 4

(11:08:56) – Ms. Freeman highlighted upcoming opioid assessment and food-access projects. Chair Lyons noted that education is a major social determinant of health and asked about coordination with Nevada Health Access and Nevada Urban Indians. Ms. Hickman confirmed that Nevada Urban Indians participated and indicated she would verify whether Nevada Health Access had been contacted.

23.d FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING THE FIRST BIENNIAL REPORT FOR 2026 FROM VITALITY UNLIMITED, AS REQUIRED BY CONTRACT #1718-118 BETWEEN CARSON CITY AND VITALITY UNLIMITED.

(10:10:26) – Chair Lyons introduced the item. Marshall Gledhill of Vitality Unlimited presented the Vitality Unlimited report, which is incorporated into the record, and noted increased severe mental health cases. Member White requested expanded recidivism data in future reports.

(10:13:56) – MOTION: Member Schuette moved to accept the report. The motion was seconded by Member White and carried 7-0-0.

RESULT:	APPROVED (7-0-0)
MOVER:	Member Schuette
SECONDER:	Member White
AYES:	Members Bagwell, Furlong, Horton, Schuette, White, Vice Chair Giomi, Chair Lyons
NAYS:	None
ABSTENTIONS:	None
ABSENT:	None

24. PUBLIC COMMENT

(11:11:20) – Chair Lyons entertained public comments; however, none were forthcoming.

25. FOR POSSIBLE ACTION: TO ADJOURN

(11:11:45) – The meeting was adjourned at 11:11 a.m.

The Minutes of the June 4, 2026, Carson City Board of Supervisors meeting are so approved on this 3rd day of September, 2026.

COLLEEN LYONS, Chair

ATTEST:

WILLIAM SCOTT HOEN, Clerk-Recorder



STAFF REPORT

Report To: Board of Health **Meeting Date:** September 3, 2026

Staff Contact: Jeanne Freeman, Health and Human Services Director

Agenda Title: For Discussion Only: Discussion and presentation regarding Partnership Douglas County's (1) development plan to establish a substance use disorder prevention coalition in Carson City, and (2) existing contracted programs in Carson City. (Jeanne Freeman, jmfreeman@carsoncity.gov)

Agenda Action: Other / Presentation **Time Requested:** 15 Minutes

Proposed Motion

N/A

Board's Strategic Goal

Quality of Life

Previous Action

N/A

Background/Issues & Analysis

Daria Singer, Executive Director of Partnership Douglas County, will provide the Carson City Board of Health with a report concerning her organization's efforts in Carson City, including its development plan. Due to the closure of Partnership Carson City on June 30, 2026, Partnership Douglas County has contracted with the Nevada Department of Human Services' Division of Public and Behavioral Health to expand evidence-based behavioral health and substance use prevention services into Carson City.

Applicable Statute, Code, Policy, Rule or Regulation

N/A

Financial Information

Is there a fiscal impact? No

If yes, account name/number:

Is it currently budgeted? No

Explanation of Fiscal Impact:

Alternatives

N/A

Attachment(s):

Motion: _____

1) _____

2) _____

Aye/Nay

(Vote Recorded By)



1

Partnership Douglas Co.

Who We Are

History: Partnership Douglas County (PDC) is a non-profit coalition founded in 1993 to bring new substance-abuse programs to the community, while attempting to eliminate duplicative services among provider agencies.

Today, PDC is a driving force in promoting a healthy community through education and resource connection.

2

What is a Coalition?

3

NRS 458.033

A certified substance use disorder prevention coalition shall:

- (a) Advise the Department of Health and Human Services and the Division concerning:
 - (1) The needs of adults and children in the geographic region served by the coalition concerning the prevention of substance misuse and substance use disorders in the geographic region;
 - (2) Any progress, problems or plans relating to the provision of services for the prevention of substance misuse and substance use disorders and methods for improving the provision of such services in the geographic region served by the coalition;
 - (3) Identified gaps in services for the prevention of substance misuse and substance use disorders and recommendations for addressing those gaps; and
 - (4) Priorities for allocating resources to support and develop services for the prevention of substance misuse and substance use disorders in the geographic region served by the coalition.

4

NRS 458.033 cont.

- (b) Convene interested persons and entities to promote the use of evidence-based strategies to address needs concerning services for the prevention of substance misuse and substance use disorders and improve such services in the geographic region served by the coalition.
- (c) Coordinate and share information with other certified substance use disorder prevention coalitions to provide recommendations to the Department of Health and Human Services and the Division concerning services for the prevention of substance misuse and substance use disorders.
- (d) Implement, in coordination with the Department of Health and Human Services, the Division, other certified substance use disorder prevention coalitions and other interested persons and entities, statewide efforts for the prevention of substance misuse and substance use disorders.

5

NRS 458.033 cont.

- (e) Coordinate with persons and entities in this State who provide services related to the prevention of substance misuse and substance use disorders to increase the awareness of such services and reduce duplication of efforts.
- (f) In consultation with other persons and entities in this State who provide services related to the prevention of substance use disorders, submit an annual report to the regional behavioral health policy board for the geographic region served by the substance use disorder prevention coalition.

6

Partnership Douglas Co.

Carson City Prevention Coalition
Development Plan

Year 1: Build the Foundation (July 2026-September 2027)

Goal: Establish the framework for long-term success.

- Re-launch the Carson Action Agency Network Meetings (CANN)
- Recruit partners representing all 12 DFC sectors
- Conduct community assessment and identify priorities
- Begin coalition capacity building and strategic planning
- Expand evidence-based prevention programming
- Increase community outreach and education
- Identify a DBA that will become the new Coalition Name

7

Partnership Douglas Co.

Carson City Prevention Coalition
Development Plan cont.

Year 2: Grow Capacity (October 2027- September 2028)

Goal: Strengthen leadership and expand community impact.

- Recruit and onboard additional Carson City coalition staff
- Secure an office location and build community website and resource directory
- Expand evidence-based school prevention programs
- Increase community education and public awareness initiatives
- Strengthen data collection, evaluation, and outcome reporting
- Continue developing organizational policies and sustainability plans

8

Carson City Prevention Coalition Development Plan cont.

Year 3: Transition to Independence (October 2028- September 2029)

Goal: Establish a sustainable, locally led prevention coalition.

- Hire an Executive Director and form an Independent board of Directors
- Complete BCHEN certification
- Fully implement coalition governance
- Sustain evidence-based prevention programming in schools
- Lead community outreach, prevention education, and coalition initiatives
- Maintain data-driven planning and evaluation
- Transition leadership, funding, and day-to-day operations from Partnership Douglas County to the new Carson City coalition

9

Programs

- Prescription Drug Take Back Days
- Naloxone Trainings
- Behavioral Health Advocacy
- Substance Use Education
- Community Outreach



10

Partnership Douglas Co.	
Contracted Programs	
<i>Current or October 2026 Start</i>	<i>Ends September 2026</i>
<u>Nevada Public Health Foundation</u> Full-time Staff for Drug Prevention Classes at Carson City Schools <u>Ron Wood Family Resource Center</u> Positive Action Program <u>Carson City Sheriff's Office</u> SWORN for 5th graders 2 Rx Take Back Days 2 Community Events	<u>Boys and Girls Club</u> Too Good For Drugs Classes for 7th grade <u>Carson City Juvenile Services</u> Parent Project COPE Life Skills Link Emily's Hope DBT Therapy Plus

11



12



STAFF REPORT

Report To: Board of Health **Meeting Date:** September 3, 2026

Staff Contact: Jeanne Freeman, Health and Human Services Director

Agenda Title: For Discussion Only: Discussion and presentation regarding a report from the Carson City Health Officer (“Health Officer”), Dr. Colleen Lyons, concerning Health Officer activities between April 1, 2026, and June 30, 2026. (Jeanne Freeman jmfreeman@carsoncity.gov)

Agenda Action: Other / Presentation **Time Requested:** 15 Minutes

Proposed Motion

N/A

Board's Strategic Goal

Quality of Life

Previous Action

December 19, 2024 (Item 13.A) – The Board of Supervisors reappointed Dr. Colleen Lyons as the Health Officer for a two-year term effective January 1, 2025, through December 31, 2027.

Background/Issues & Analysis

The Health Officer's report outlines the activities of the Health Officer between April 1, 2026, and June 30, 2026, including meetings attended, actions taken on behalf of Carson City Department of Health and Human Services (“CCHHS”), Nevada Hospital Association news, information from the Nevada State Health Officer’s report, and trainings attended.

Applicable Statute, Code, Policy, Rule or Regulation

N/A

Financial Information

Is there a fiscal impact? No

If yes, account name/number:

Is it currently budgeted? No

Explanation of Fiscal Impact:

Alternatives

N/A

Attachment(s):

[Health Officer's Report 9.3.2026.pdf](#)

[Know the Symptoms of Heat-Related Illness.pdf](#)

Motion: _____

1) _____

2) _____

Aye/Nay

(Vote Recorded By)



CARSON CITY, NEVADA

CONSOLIDATED MUNICIPALITY AND STATE CAPITAL

15Jul2026

Carson City Health Officer Report

Carson City Board of Health Meeting 03Sep2026

Health Officer Activities: 2nd Quarter 2026

- Carson City Health and Human Services (CCHHS) Division Managers' meetings: 4.9, 5.14, 5.28
- Carson Tahoe Hospital Medical Staff meetings: 5.7
- Quad-County Coalition meetings: 4.14, 5.12, 6.9
- Chaired Sexual Assault Response Team (SART) meeting: 5.7
- Average of 4 hours per month in review of CCHHS emails, Centers for Disease Control and Prevention (CDC) Health Alert Network (HAN) and Clinician Outreach and Communication Activity (COCA), Nevada Department of Public & Behavioral Health (DPBH) emails and technical bulletins, Nevada Hospital Association weekly reports

Clinical Oversight/Consultation and Policy Input

- Provided awareness about Nevada Appeal article regarding touching bats

Training and Education

- Attended 4.11 "Endocrinology for the Non-Endocrinologist" conference by the Nevada Clinical Endocrinologists Association (NVCEA): 5.25 hours
- American Board of Family Medicine (ABFM) Continuous Knowledge Self-Assessment (CKSA Q2): 2.5 hours
- Nevada Physician Wellness Coalition (NPWC) 5.21 Shame presentation: 1.0 hour
- UNR Project ECHO 4.29 Bone Lesions: 1.0 hours

Pertinent Nevada Hospital Association (NHA) Weekly Wrap News

General News:

Most adults use social media for health information despite distrust. A Journal of the American Medical Association (JAMA) research letter published June 30, drawing on the 2024 Health Information National Trends Survey of 7,278 United States adults, found that 87.8 percent of respondents use social media, and among users 84.8 percent shared personal or general health information, 70.2 percent participated in online communities, and 21.6 percent reported making health-related decisions based on social media content. At the same time, 77.7 percent of respondents said the health information they encountered on social media was false or misleading. Older adults and Hispanic users were significantly more likely than others to base their decisions on health content on social media. Higher educational attainment and higher household income were associated with greater distrust.

Health Officer comment: People are seeking answers to health and medical questions and are using sources, including public-facing artificial intelligence (AI) (e.g., ChatGPT),

Carson City Health & Human Services

900 East Long Street • Carson City, Nevada 89706 • (775) 887-2190 • Hearing Impaired-Use 711

Clinical Services
(775) 887-2195
Fax: (775) 887-2192

Public Health
Preparedness
(775) 887-2190
Fax: (775) 887-2248

Human Services
(775) 887-2110
Fax: (775) 887-2539

Epidemiology
(775) 887-2190
Fax: (775) 887-2138

Environmental
Health
(775) 887-2190
Fax: (775) 887-2248

Chronic Disease Prevention &
Health Promotion
(775) 887-2190
Fax: (775) 887-2248



CARSON CITY, NEVADA

CONSOLIDATED MUNICIPALITY AND STATE CAPITAL

that lack vetted answers. Healthcare providers and public health professionals should consider sharing information about the high prevalence of misleading or false information from these types of sources and promote being health information savvy, including providing guidance on evaluating sources and recommendations for medically reviewed sources such as MayoClinic.org and FamilyDoctor.org.

A Kaiser Family Foundation (KFF) Health News review of Food and Drug Administration (FDA) data found that medication errors tied to GLP-1 weight-loss drugs prescribed through telehealth are rising. In one documented case, a patient was instructed to inject nearly nine times the standard first dose and was hospitalized. Critics note that online prescribing is often faster and lighter on follow-up than an in-person visit, and that some telehealth companies both prescribe and sell the drugs.

Health Officer comment: People should be encouraged to maintain an ongoing relationship with a licensed general health provider or facility and be cautious of telehealth providers that prescribe products they sell.

Roughly 700 rural hospitals at risk of closing nationwide. About one-third of all rural hospitals in the country are at financial risk of closing, and almost 300 are at immediate risk, according to an analysis drawing on data from the Cecil G. Sheps Center and the Centers for Medicare and Medicaid Services (CMS) cost report. Over the past decade, more than 100 rural hospitals have closed, leaving more than 3 million Americans without local hospital care. Since the start of 2023, another 52 hospitals have eliminated inpatient services to qualify as Rural Emergency Hospitals (REHs).

The drivers are structural. More than 40 percent of rural hospitals lose money delivering patient services because care costs more in small communities and many plans do not pay enough to cover it. Pandemic-era federal support has ended, and almost one-third of rural hospitals lost money overall in 2024 and 2025. For Nevada's frontier and Critical Access Hospitals, the report reinforces the importance of Rural Health Transformation Program funding and the REH conversion option. Each conversion preserves emergency and outpatient access but removes inpatient beds, shifting seriously ill patients to distant facilities.

Health Officer comment: Carson Tahoe Hospital already has a large geographic catchment area and caring for patients outside the hospital's immediate service area (South Washoe County and the Quad-Counties) places considerable strain on their resources in attempts to coordinate care and plan appropriate discharges. Any additional strain on the local hospital will limit its ability to provide other community services, especially outreach services.

Carson City Health & Human Services

900 East Long Street • Carson City, Nevada 89706 • (775) 887-2190 • Hearing Impaired-Use 711

Clinical Services (775) 887-2195 Fax: (775) 887-2192	Public Health Preparedness (775) 887-2190 Fax: (775) 887-2248	Human Services (775) 887-2110 Fax: (775) 887-2539	Epidemiology (775) 887-2190 Fax: (775) 887-2138	Environmental Health (775) 887-2190 Fax: (775) 887-2248	Chronic Disease Prevention & Health Promotion (775) 887-2190 Fax: (775) 887-2248
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CARSON CITY, NEVADA

CONSOLIDATED MUNICIPALITY AND STATE CAPITAL

Insurance:

Centene offers buyouts to most of its 61,000 employees. As the largest Medicaid and Affordable Care Act (ACA) insurer in the United States, Centene is contending with significant membership losses. The insurer covers more than 12.4 million people in Medicaid and more than 3.5 million in ACA exchanges. Medicaid membership is down 4 percent year over year, and ACA membership is down 54 percent year over year as of March, reflecting both eligibility redetermination and the expiration of enhanced ACA subsidies. The company also expects further contraction in Medicaid in 2027 as work requirements take effect, with roughly 20 percent of Centene's Medicaid membership exposed to these requirements.

ACA premiums set for a second straight double-digit jump. Preliminary 2027 filings from 77 health plans across 16 states and the District of Columbia project a median premium increase of 14 percent, according to a Kaiser Family Foundation (KFF) analysis. This is the second consecutive double-digit increase. Insurers attribute roughly four percentage points of the projected increase to a sicker average risk pool as healthier enrollees exit after the subsidy expiration. Households above 400 percent of the federal poverty level (about \$64,000 for a single filer) receive no subsidy cushion and absorb the full increase. The compounding effect is meaningful. A family that saw a 2026 premium increase and now faces another 14 percent hike in 2027 has a strong incentive to drop coverage or step down to a bronze plan with a deductible above \$7,000.

Health systems launch new Medicare Advantage reform alliance. A new provider-led group, the Alliance for Medicare and its Coalition to Improve Medicare Advantage has been formed. It enters a crowded debate as hospitals grow frustrated with Medicare Advantage (MA) over denial rates, prior authorization, and payment delays. MA now covers roughly 55 percent of all Medicare enrollees.

PricewaterhouseCoopers (PwC) projects the 2027 group medical cost trend at 9 percent and the individual market trend at 8.5 percent, the highest projected trend in nearly two decades. The annual analysis also restates 2026 trends upward from 8.5 percent to 9 percent for the group market and from 7.5 percent to 8.5 percent for the individual market. Seventy percent of health plans rank provider AI tools as a top-three cost driver, citing how AI-enabled documentation and coding boost billing intensity. **More than 85 percent of survey participants expect 2027 pharmacy trend to outpace overall medical trend, driven by specialty drugs and GLP-1 weight-loss medications.** Behavioral health visits rose 10 percent from 2023 to 2024 and 62 percent since 2018, with stimulant use up 53.3 percent and antipsychotic use up 45.4 percent according to Trilliant Health. (See "Drug Overdose Mortality Trends" under Excerpts from Nevada State Health Officer)

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Health Officer comment: Turbulence in health insurance and significant increased costs place individuals and communities that support them at risk for missed care opportunities to prevent illness, injury and disability. In healthcare a penny saved today in Public Health or Primary Care Services, can easily result in considerable expense later, expense not only borne by the individual but by the larger community as well.

Infectious Disease:

Google wants to release 32 million 'good' mosquitoes. Google's latest debugging project involves actual bugs. The company is seeking federal approval to release up to 32 million mosquitoes in California and Florida through a program called Debug. They are male mosquitoes carrying a naturally occurring bacterium called Wolbachia, which prevents them from producing offspring with wild females. Males do not bite or spread disease, so the plan is to flood an area with them and let the math do the rest; fewer fertile pairings, fewer disease-carrying mosquitoes over time. Google notes that pesticides lose effectiveness and that no one ever manages to drain every last puddle where mosquitoes breed, which is hard to argue with if you have ever owned a backyard. Mosquitoes are, by the CDC's reckoning, the deadliest animal on earth. Nevada is not on Google's release list, but we will be curious whether sterile-male programs prove out at scale, because the current toolkit is mostly bug spray and optimism.

Healthcare Policy and Administration:

The United States Department of Education issued a revised rule on June 29 following a federal judge's order blocking parts of its earlier definition of professional-degree programs. The original rule, tied to the student-loan overhaul in the tax bill of last year, capped federal loans at \$200,000 for programs deemed professional (including law and medicine) and \$100,000 for other graduate programs, replacing prior authority for graduate students to borrow up to the full cost of their degree. Nursing, physical therapy, speech-language pathology, and several other clinical fields were excluded from the professional list in the original rule and subject to the lower cap. Eight groups sued, and District Judge Beryl Howell called the original interpretation misguided. The revised rule expands the professional list to 29 specific degrees, including Master of Science in Nursing, Doctor of Nursing Practice, Doctor of Nurse Anesthesia Practice, physical therapy, athletic training, speech-language pathology, physician associate (PA) programs, and anesthesiology assistant programs. The department framed the change as temporary and said it intends to prevail in continued litigation.

Health Officer comment: Nevada already faces a healthcare workforce shortage, and cuts to educational loan programs to support healthcare students will only exacerbate the problem. (See data below under Nevada Specific News)

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Public trust in CDC drops 27 points in one year. A Harvard T.H. Chan School of Public Health and de Beaumont Foundation Public Health Listening Lab poll found that public trust in the CDC has dropped from 77 percent in spring 2025 to 50 percent in 2026. Trust in state public health agencies fell from 80 to 66 percent, and trust in local public health agencies fell from 82 to 70 percent. The partisan breakdown is the more consequential: Democratic respondents reporting trust in CDC fell from 92 to 34 percent. Independent respondents fell from 77 to 47 percent. Republican respondents rose slightly from 63 to 67 percent. [Health] communication leaders should expect the source-attribution patterns that worked in 2024 to be less effective in 2026. Health system messaging that previously relied on endorsement from the CDC or state public health agencies will reach narrower segments of the population. [Public Health] should evaluate whether locally trusted clinical voices, including system CEOs and medical staff leaders, should anchor public-facing communication during the next outbreak or vaccine campaign.

CMS finalizes Medicaid work requirement rules for January 2027. CMS published its interim final rule for Medicaid work requirements on June 1. Under last year's federal budget law, non-pregnant adults ages 19 to 64 covered through Medicaid expansion must complete at least 80 hours per month of work, community service, or schooling, or a combination, to keep coverage. Hospital and safety-net groups warned that the new administrative steps will push eligible people off coverage and raise uncompensated care costs, even where individuals would qualify.

Most Medicaid enrollees unaware of 2027 work requirements.

A Health Management Academy survey of nearly 2,000 Medicaid beneficiaries found 55 percent were completely unaware of work requirements scheduled to take effect in January 2027. Another 27 percent had heard something but were unsure of the details. When asked what they would do if they lost coverage, 37 percent of respondents said they would wait until a medical issue became urgent and present to the emergency department (ED), and 28 percent said they would use the ED for routine care.

Health Officer comment: As of 2025, approximately 23% of Nevada's population is enrolled in Medicaid. If there is a 4% drop in enrollment as seen by Centene (see above under Insurance), this will place significant strain on the local hospital and likely the Federally Qualified Health Center as well. Such financial restraints will result in cuts to services and access to care, both of which are already concerns noted in the 2022 Quad-County Community Health Needs Assessment.

White House proposes political appointee control over federal grants. The Office of Management and Budget issued a more than 400-page proposal that would require senior political appointees to review federal grant funding for compliance with the law and the president's priorities, and would give administration officials broader authority to terminate grants already awarded. The administration framed the change as restoring

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accountability and oversight; scientists and research groups warned it would politicize funding decisions, delay reviews, and put ongoing research at risk. For hospitals, academic medical centers, and emergency preparedness programs that rely on federal grants, the practical effect would be a longer and more discretionary review process and increased risk that active awards are terminated. Grant-dependent programs should document compliance carefully and build contingency planning for funding interruptions into their budgets.

Health Officer comment: CCHHS has done an admirable job in juggling changing federal rules and guidelines to date, including varied effects on funding streams. The road ahead may be filled with even more potholes. CCHHS's Public Health Preparedness (PHP) program is currently 100% grant funded. Let us hope that no disaster awaits our community and that PHP remains adequately funded.

Nevada Specific News:

Twenty-five states, including Nevada, sue over Medicaid work rules. Democratic governors and attorneys general from 25 states, plus the District of Columbia, sued the Trump administration on June 29 in the United States District Court for the District of Massachusetts, challenging the Centers for Medicare and Medicaid Services (CMS) June 3 interim final rule implementing HR 1 Medicaid community engagement (work) requirements. The 74-page complaint argues CMS unlawfully narrowed exemptions for medically frail Medicaid beneficiaries by requiring people with serious health conditions to prove their condition significantly impairs their ability to meet work requirements, a threshold the plaintiffs say the statute does not contain. The states seek to have the challenged provisions blocked, declared unlawful under the Administrative Procedure Act and the Constitution's Spending Clause, and vacated.

The complaint estimates the rule will disproportionately affect older adults not yet eligible for Medicare and people with serious chronic conditions, place further strain on safety-net providers, and increase uncompensated emergency care, likely accelerating rural hospital closures. States are on a tight statutory clock: enrollee notices must go out by August 31, 2026, and implementation begins January 1, 2027.

Sierra Medical Center, an extension of Northern Nevada Medical Center in Reno, has achieved Level III Neonatal Intensive Care Unit (NICU) designation from the State of Nevada, the highest level of neonatal care available in the region. Sierra opened its 12-bed Level II NICU in January 2023 and has continued expanding neonatal services. Level III NICU is equipped to care for newborns less than 32 weeks gestational age, born at extremely low birthweight, or requiring advanced respiratory care or medical interventions. With the designation, Sierra Medical Center gains transport capabilities that enable the safe transfer of critically ill newborns across the region for specialized care.

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Kaiser Permanente opens first Sparks medical office at 5070 Ion Drive on July 1.

The facility has 13 exam rooms and offers women's health, general radiology, pharmacy, and laboratory services. Primary care and lab launched immediately, with imaging and pharmacy scheduled for 2027. This is the second of three planned Reno-Sparks locations. The Del Monte office in Reno rebranded from Renown earlier this year, and a third site is planned at 803 West Fifth Street in Reno.

Health Officer comment: Renown currently operates an urgent care and primary care medical group in Carson City. Kaiser may consider Carson for expansion, though I would expect this might be some time off, as evidenced by prior slow insurance inroads into the Carson market area.

Nevada ranks 46th nationally in 2026 KIDS COUNT Data Book. The Annie E. Casey Foundation's 2026 KIDS COUNT Data Book ranked Nevada 46th out of 50 states in overall child well-being. On the new 0-to-1,000 score scale, Nevada scored 398 against a national score of 547. Nevada's domain rankings include 44th in Economic Well-Being (score 437), 46th in Education (score 167), 43rd in Health (score 457), and 41st in Family and Community (score 533). The Education score is the state's lowest by a wide margin. The data carry direct implications for hospital pediatric service lines, behavioral health investment, school-based clinic partnerships, and Medicaid managed care contracting. Nevada hospital boards reviewing community benefit strategy should consider how the state's relative ranking informs prioritization of pediatric mental health, early childhood developmental screening, and adolescent obesity programs. The Education score in particular signals downstream workforce pipeline pressure that hospitals are increasingly subsidizing through scholarships, school clinic staffing, and pre-licensure partnerships.

Health Officer comment: All efforts to keep kids in school and ensure those schools are good are well-spent efforts. Data in Carson have shown that a relatively high percentage of school absences are medically related. Promotion of the Carson City School District's school-based health clinic and services should be a priority. Perhaps a flyer could be provided to parents/guardians who bring their kids to the CCHHS clinic for immunizations to increase awareness of this school district resource.

Nevada has the lowest healthcare workforce share among states. A Becker's analysis of Bureau of Labor Statistics data for May 2025 found that healthcare accounts for 9 percent of Nevada's total workforce, the lowest share of any state and ahead of only the District of Columbia at 8 percent. The national figure is 13 percent.

July 4, 2026, Medicine Celebrated:

Two hundred fifty years of dying differently. The country turned 250 this year. A comparison of what killed Americans in 1776 with what kills us now was conducted. The

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1776 list reads like a preparedness final exam: smallpox with a case fatality rate around 30 percent, tuberculosis, pneumonia, dysentery, malaria, yellow fever, typhoid, childbirth, and wound infections. A single smallpox wave killed between 100,000 and 130,000 people across North America. Somewhere between one in ten and one in three infants did not see a first birthday. Life expectancy hovered near 30, and the first smallpox vaccine was still 20 years away. Today the top of the list is chronic illnesses: heart disease, cancer, stroke, diabetes, dementia. Life expectancy sits just under 80. In 250 years, we traded epidemics for entropy, which is roughly the definition of winning.

Here is the thing, though. Nobody signed a declaration about clean water. There is no monument to safe food, no fireworks for routine vaccination. Those things did most of the work on that list, and they only work when somebody keeps doing them. The diseases of 1776 did not surrender. They are just being held off, every single day, by people in jobs that never make the history books. Happy 250th.

Health Officer comment: Public Health matters and remains generally hidden from the public it serves.

From 2 News Nevada Digital Team, July 22, 2026. The Nevada Health Authority announced new Graduate Medical Education grant awards to support residency and fellowship programs in specialties ranging from family medicine in Carson City to ophthalmology in Las Vegas. **Carson-Tahoe Health's Family Medicine program received \$2,707,094.**

Excerpts from Nevada State Health Officer report of 05Jun2026:

Drug Overdose Mortality Trends. Recent data indicate that overdose deaths in Nevada are not declining at the same pace as those observed nationally. In 2025, the United States experienced a 15.9% decline in annual predicted overdose deaths during the 12-month period ending in November 2025, compared with the previous 12-month period (December 2023–November 2024). In contrast, Nevada experienced only a 2.2% decline in predicted drug overdose deaths during the same timeframe.

In Nevada, deaths involving illegally manufactured fentanyl (IMF) and methamphetamine accounted for substantial proportions of overdose deaths in 2024. According to the State Unintentional Drug Overdose Reporting System (SUDORS), 28% of overdose deaths involved both IMF and methamphetamine [mixed drugs] without other opioids or stimulants. An additional 28% involved methamphetamine alone.

Health Officer comment: I would remind the Board of Health that stimulant use is being driven in part by telehealth companies that profess to diagnose and treat Adult Attention Deficit Disorder and preferentially prescribe controlled substances (i.e., amphetamines) as treatment. The Drug Enforcement Agency (DEA) has warned that the trend is similar

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to what was seen with opioids and the subsequent epidemic of opioid abuse and deaths. Again, people need to avoid medical care solely via telehealth.

Seasonal Influenza and other Respiratory Pathogens (2025–2026 Season). The CDC classified the overall severity of this past Respiratory Infections Season as moderate with an estimated 32 million illnesses, 380,000 hospitalizations, and 23,000 influenza-related deaths. However, age-stratified analysis reveals some discrete age-related disparities, as the cumulative overall hospitalization rates this season was the second highest among children 18 and younger and the third highest among adults since 2010–2011. 155 influenza-associated pediatric deaths were reported to CDC; approximately 85% of these fatal cases were not fully vaccinated.

Interim CDC estimates from March 2026 indicate moderate vaccine protection. Reduced effectiveness is primarily driven by antigenic mismatch between the circulating H3N2 subclade K variant and the seasonal vaccine strain. However, vaccination was able to moderately reduce medical visits and hospitalizations for both children and adults, as illustrated below.

Pediatric (<18 Years)

- Medical Visits Reduced by: 38%–41%
- Hospitalization Reduced by: 41%

Adult (18+ Years)

- Medical Visits Reduced by: 22%–34%
- Hospitalization Reduced by: 30%

High vaccination rates remain the primary defense against vaccine-preventable illnesses such as measles and influenza.

Supplemental Public Health Information attached:
Know the Symptoms of Heat-Related Illness

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Know the Symptoms of Heat-Related Illnesses

	SYMPTOMS	TREATMENT
HEAT CRAMPS	• Heavy sweating • Painful muscle cramps or spasms 	• Stop activity for a few hours. • Move to a cooler location. • Drink water, clear juice, or a sports beverage. • Seek medical attention if cramps do not subside within one hour.
HEAT EXHAUSTION	• Heavy sweating • Weakness • Fatigue • Headache • Dizziness • Nausea or vomiting • Fainting • Irritability • Thirst • Decreased urine output 	• Move to an air-conditioned environment. • Lie down. • Loosen clothing or change into lightweight clothing. • Sip cool, non-alcoholic beverages. • Take a cool shower or bath, or apply cool, wet cloths to as much of the body as possible. • Seek medical attention if symptoms worsen or last longer than one hour, or if the victim has heart problems or high blood pressure.
HEAT STROKE	• Very high body temperature • Altered mental state • Throbbing headache • Confusion • Nausea • Dizziness • Hot, dry skin or profuse sweating • Unconsciousness 	• Call 911 immediately and follow the operator's directions—this is a medical emergency. • Reduce the person's body temperature with whatever methods you can: wrap the person in cool cloths, immerse them in a cool bath, or spray them with cool hose water. • After administering cooling methods, move the person to a cooler place. • Do NOT give liquids. • If there is uncontrollable muscle twitching, keep the victim safe, but do not place any objects in his or her mouth. • If there is vomiting, turn the victim on his or her side to keep the airway open.

Source: CDC, 2012⁹



STAFF REPORT

Report To: Board of Health **Meeting Date:** September 3, 2026

Staff Contact: Jeanne Freeman, Health and Human Services Director

Agenda Title: For Discussion Only: Discussion and presentation regarding a report from Jeanne Freeman, Director of the Carson City Health and Human Services Department ("CCHHS"), concerning department activities between April 1, 2026, and June 30, 2026, and other ongoing activities. (Jeanne Freeman, jmfreeman@carsoncity.gov)

Agenda Action: Other / Presentation **Time Requested:** 15 Minutes

Proposed Motion

N/A

Board's Strategic Goal

Quality of Life

Previous Action

N/A

Background/Issues & Analysis

The CCHHS Director's report contains program highlights, public health preparedness and prevention updates, and a summary of 2025 clinic activities.

Applicable Statute, Code, Policy, Rule or Regulation

N/A

Financial Information

Is there a fiscal impact? No

If yes, account name/number:

Is it currently budgeted? No

Explanation of Fiscal Impact:

Alternatives

N/A

Attachment(s):

[2026_Q2_BOH Directors Report_V1.pdf](#)

9.3.26 BOH Director's Report PowerPoint Presentation.pdf

Motion: _____

- 1) _____
2) _____

Aye/Nay

(Vote Recorded By)



DIRECTOR'S REPORT

CARSON CITY HEALTH & HUMAN SERVICES

SEPTEMBER
2026

Presented By:
Jeanne Freeman

PhD, CHES, Director

Prepared in collaboration with CCHHS staff

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CARSON CITY HEALTH & HUMAN SERVICES

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Announcements, Highlights, and Successes

Registered Environmental Health Specialist (REHS)

Daemyn Rall-Santos successfully passed his Registered Environmental Health Specialist (REHS) certification! This exam tests inspectors' competencies across a variety of environmental health disciplines, including vector control, air quality, emergency environmental response, and hazardous materials. Holding this certification validates one's expertise in managing critical risks and preventing disease outbreaks. With Daemyn's success, all Carson City Health and Human Services (CCHHS) Environmental Health Inspectors are REHS certified, further strengthening the agency's Environmental Health Branch.

Disease Intervention Certifications

CCHHS' Disease Investigators, Caitlynn Koback and Nick Wilkinson, have successfully earned the Certified in Disease Intervention (CDI) credential, a nationally recognized certification offered by the National Board of Public Health Examiners (NBPHE).



Disease Intervention Specialists (DIS) play a vital role in public health by conducting case investigations, contact tracing, and connecting individuals to testing, treatment, and other essential services. The CDI program is designed for disease intervention professionals whose primary focus is preventing disease transmission at the community level. Caitlynn and Nick were among the first cohort of participants to complete the certification process, which included an application, self-paced course of study, and a comprehensive three-hour, 120-question examination.

Earning the CDI credential demonstrates their expertise and commitment to excellence in disease intervention. By achieving this certification, Caitlynn and Nick are strengthening CCHHS' Epidemiology and Public Health Preparedness (PHP) Branch by enhancing its capacity to conduct high-quality case investigations, apply national best practices, improve outbreak response, and better protect the health of the communities it serves.

Ron Wood Family Resource Center Defender of Families Award

Jeanne Freeman was selected by the Ron Wood Family Resource Center as a recipient of the *2026 Champion of Children: Defender of Families Award*. This recognition is presented to individuals whose commitment, dedication, leadership, and compassion for protecting vulnerable children and strengthening families reflect the mission and vision of the Ron Wood Family Resource Center. In accepting this award, Jeanne stated, “It is an honor to accept this award on behalf of the amazing work of all CCHHS staff, who live out our mission each day to improve the quality of life for Carson City through engaging, partnering, and serving our community. Thank you to the Ron Wood Family Resource Center for this incredible recognition.”



NACCHO Workgroup Appointment

Teneale Chapton was appointed to the National Association of County and City Health Officials (NACCHO) Immunization Subject Matter Expert Advisory Workgroup for the 2026-2028 term. In this national advisory role, Teneale will represent CCHHS and bring the perspective and practical experience of a local public health department to discussions that inform immunization policy, best practices, and capacity-building efforts nationwide. This appointment provides an opportunity to ensure the challenges, successes, and needs of local health departments are reflected in the national conversation while bringing emerging strategies and insights back to strengthen our immunization program.

New Combined Epidemiology and Public Health Preparedness Branch

To strengthen operations amid declining funding and staffing levels, CCHHS has combined the Epidemiology and Public Health Preparedness Branches. This organizational change maximizes available resources and focuses on coordination and collaboration in outbreak detection and response. Raechel Freshman, who most recently served at CCHHS as an Epidemiologist, has been hired as the manager of the newly combined Branch. Raechel brings extensive epidemiological expertise to the position and has been working closely with the Public Health Preparedness team to deepen her knowledge of the program, positioning her

well to lead this integrated Branch and support a coordinated approach to protecting community health.

Administration & Leadership Executive Coaching

Since June, the Administration and Management teams at CCHHS have been participating in executive coaching. Activities have been completed on diverse topics, including decision authority, sustainable work practices, operational rhythm, boundaries, accountability, shared norms, and communication. Identifying challenges and gaps, as well as strengths and creative approaches, has enabled the teams to establish their identities, reduce ambiguity, and increase clarity to support the mission, vision, and staff of CCHHS.

Public Health Preparedness and Prevention

Community Flu Vaccine Events

CCHHS's Public Health Preparedness program will be collaborating with the Carson City School District and other community partners to administer flu vaccines from mid-September through October 2026.

Where can you find us to get a flu vaccine in Carson City?

- Sept. 30, 2026, 2pm-5pm at Carson City Community Center during the Preparedness Fair located at 851 E William St, Carson City, NV.
- Oct. 12, 2026, 10:30am-12:30pm at Carson City Senior Center, located at 911 Beverly Dr, Carson City, NV.

If these events are not convenient for your schedule, CCHHS has a walk-in immunization clinic every Thursday from 8:20am-5:00pm. No appointments are needed. The Clinic is located at 900 E Long St., Carson City, NV on the JAC Bus 1 and 2A routes.

Preparedness Month: Ready, Set, Go, Recover!

September is Preparedness Month! CCHHS's Public Health Preparedness program is partnering with Carson City Emergency Management to promote Preparedness Month, emphasizing the "Get Ready, Get Set, Go Now!" campaign. The community education

campaign began in August with regular social media posts using the ‘Ready, Set, Go, Recover’ themes to provide the public with information on the steps to take before, during, and after an emergency event (see Figure 1). Topics for each theme include, but are not limited to:

- **Ready:** Educational posts relating to preparing pets, seniors, and those with disabilities, as well as considering personal safety.
- **Set:** How to prepare the inside and outside of one’s home before evacuating.
- **Go:** Putting a plan into action! Knowing what one’s evacuation route will be and where they will evacuate if necessary.
- **Recover:** Resources on how to stay connected to news sources and the community, caring for one’s mental health during disasters, and property assessments that should be done before rehoming.



Figure 1. Ready, Set, Go, Recover Campaign Content

To “wrap-up” Preparedness Month, a Preparedness Fair will be hosted 2pm-5pm on Wednesday, September 30th, 2026, at the Carson City Community Center located at 851 E William St, Carson City, NV. This event is open to the public, and the goal is to educate our community about the importance of putting personal preparedness into action during evacuations, natural disasters, and other emergencies. Vendors have been invited to share their organization's resources, what to do during an emergency, or how attendees can better prepare themselves and their families. During the Preparedness Fair, attendees will start their "Go-Bag", which should serve as one’s pre-packed emergency kit designed to encourage safe and timely evacuations and survival during sudden

disasters covering the first 24-72 hours. Go-Bags will be provided to the first 100 families and will include a variety of items from vendors.

2025 Clinic Activities Summary

CCHHS' Clinical Services Branch is a family planning and immunization clinic where 86% of staff are funded through grants. Clinic activities support the Department's mission to improve the quality of life by engaging with, partnering with, and serving the community through the provision of family planning services and immunizations.

Family Planning

Family planning services aim to provide high-quality, affordable, patient-centered care by serving low-income clients in Carson City and surrounding counties. This includes serving clients who may lack insurance or earn below the

federal poverty level (FPL). Additionally, sliding-scale fees are available to those who meet federal poverty-level requirements based on their household income. These services include comprehensive reproductive health education to support informed decision-making without

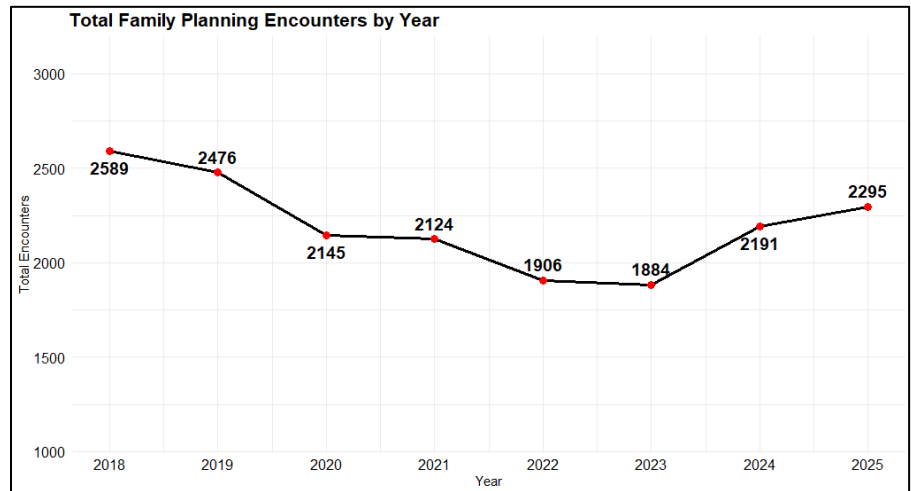
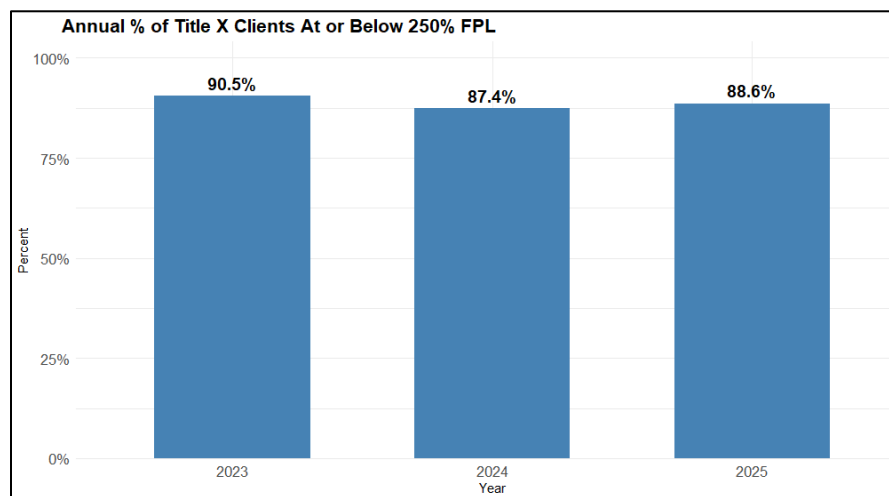


Figure 3. Annual Family Planning Encounters by Year, 2018 - 2025



endometrial and colposcopy specimen collection to diagnose precancerous changes or rule

Figure 2. Annual Percentage of Title X Clients At or Below 250% the FPL by Year, 2023 - 2025

coercion, birth control methods, testing for sexually transmitted infections (STIs), pregnancy testing, basic infertility services, wellness assessments, including women's annual exams, microscopy to diagnose vaginal infections, and

out infections. All services are

provided and supported through Title X, State Family Planning funding, billed insurance, and sliding scale fees.

In 2025, Clinic Services had 2,295 family planning encounters, with 1,716 unduplicated clients, the highest number of encounters since 2019 (see *Figure 2*). This indicates the Clinic is slowly recovering from COVID-19-related decreases in client encounters. Additionally, almost nine out of every ten family planning clients (88.8%) seen earn under 250% of the federal poverty level, indicating that Clinic staff are successfully reaching their target population of high-risk individuals (see *Figure 3*).

Birth Control Methods

The Clinic provides a wide range of birth control methods, including natural methods, barriers, pills, devices, and long-acting reversible contraception (LARCs), including intrauterine devices (IUDs) and hormonal implants. LARCs are 99% effective, can last for years, and can be removed when there is a desire for pregnancy. Clinic Services can do removals and provide exchanges for the LARC used. Overall, the Clinic has seen decreases in the number of birth control resources provided to clients (see *Figure 4*).

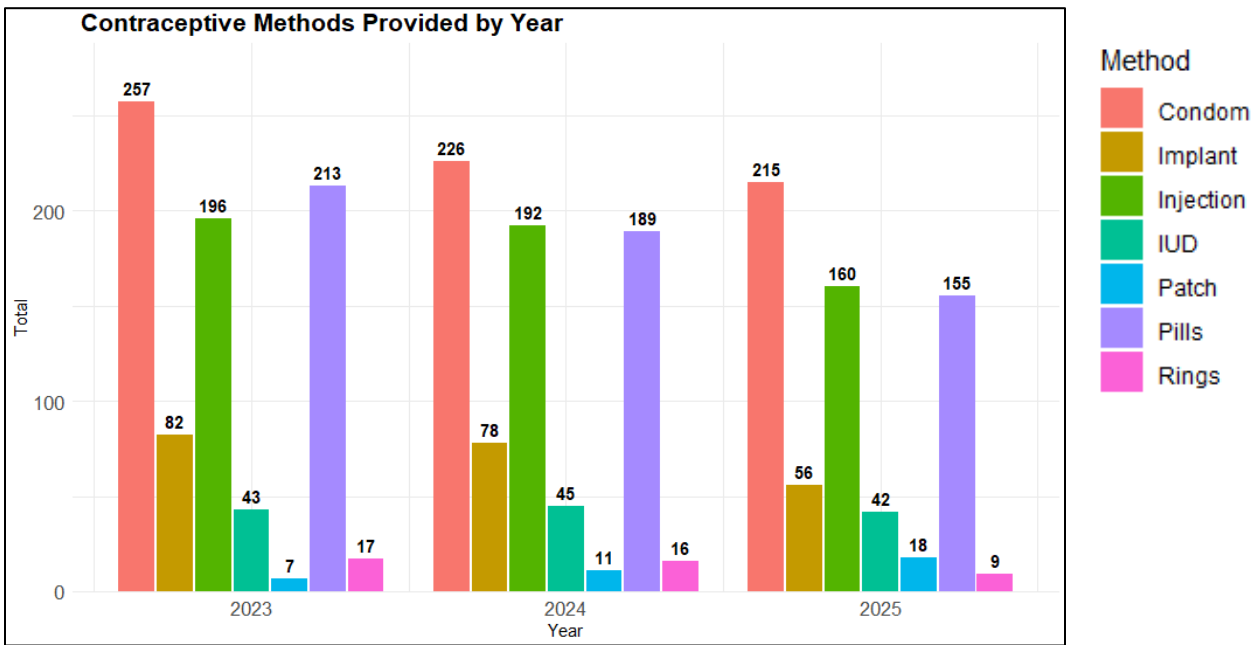


Figure 4. Contraceptive Distribution by Year, 2023 - 2025

STI Testing

Testing for sexually transmitted infections is recommended based on the client’s risk as outlined in the Centers for Disease Control and Prevention Morbidity and Mortality Weekly

Reports (CDC MMWR).¹ The Clinic can offer point-of-care (POC) HIV tests and, in the last year, started offering point-of-care syphilis testing. This is especially important in early pregnancy to prevent Congenital Syphilis and is critical for protecting the fetus.

Before POC testing for Syphilis was available through the Clinic, Rapid Plasma Reagin (RPR) was the standard test. RPR tests take one to two days to return results, which delays treatment and increases the likelihood that clients will be lost to follow-up. With POC testing, staff educate and encourage women with a positive pregnancy test result to allow for syphilis testing to help avoid potential Congenital Syphilis. This improves clients' likelihood of receiving treatment with a 30-minute turnaround time from test to result. RPR is also still completed after a positive POC test to confirm the diagnosis. However, treatment can be administered immediately, and a care plan can be developed for the expecting mothers. In addition to clinic patient tests, the Clinic works with the Epidemiology and Public Health Preparedness Branch and Carson City law enforcement to process STI specimens for Juvenile Services and to facilitate treatment for both juveniles and adults with positive test results. For the MMWR

2025–2026 year, the Clinic completed 1,895 STI tests (see *Figure 5*).

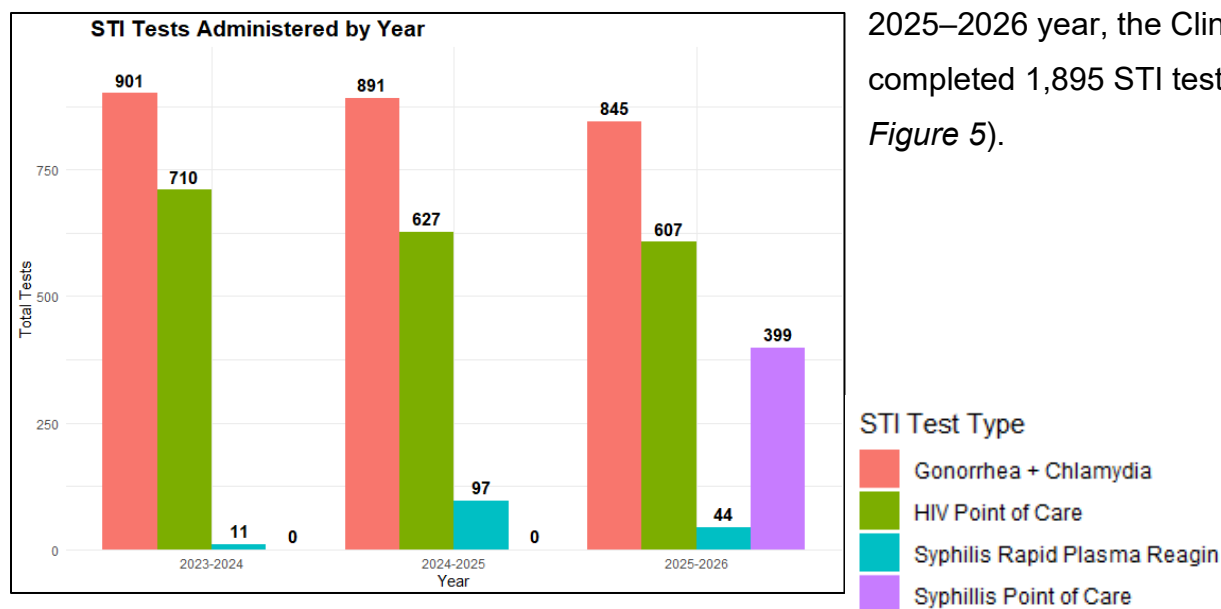


Figure 5. STI Tests Administered by Year, 2023 - 2025

Immunizations

¹ Workowski KA, Bachmann LH, Chan PA, et al. Sexually transmitted infections treatment guidelines, 2021. *MMWR Recommendations and reports*. 2021;70(4). doi:10.15585/mmwr.rr7004a1

Registered Nurses (RNs) in the Clinic provide immunizations according to the CDC schedule, as adopted by the Nevada Board of Health. Nurses also provide clients with a personalized forecast of needed immunizations based on these recommendations, the client's age, and current records. This helps improve client vaccination rates by making a schedule and setting expected dates for future vaccination visits. The Clinic maintains its mission to provide services to low-income individuals by offering vaccines to those with private-pay insurance, those who are underinsured, or have no insurance. The Clinic also belongs to programs offering free vaccines, including the Federal Vaccines for Children (VFC) and Federal Vaccines for Adults (317), with a nominal fee for storage and administration that does not exceed \$40 per child visit or \$20 per vaccine for adults.

These reduced costs help to provide a space for low-income community members to access vaccines while also supporting Clinic operations. In

2025, 2,805 vaccines were provided to

community members, which was a 12.07% decrease from 2024, but similar to 2023 numbers (see Figure 6).

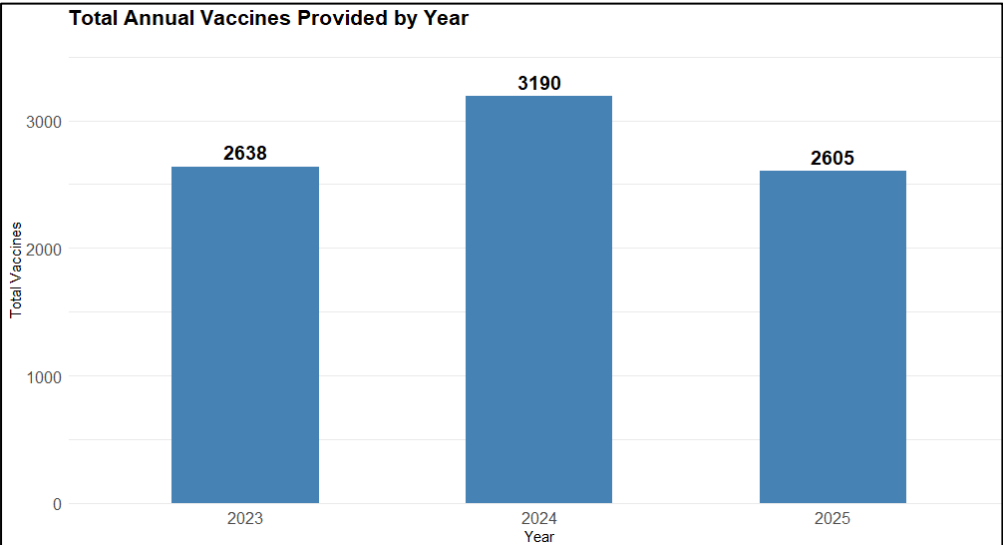


Figure 6. Total Annual Vaccines Provided by Year, 2023 - 2025

Additional Services

To meet community needs, the Clinic provides additional services beyond immunizations and family planning, such as well-child visits, pre-employment drug screens, and Tuberculosis treatment.

Well-child visits are typically for children who do not have a primary care provider, where a visit consists of screenings and assessments providing a comprehensive preventive check-up that ensures physical, emotional, and social development milestones are on track for

age. During the visit, nurses provide family health education, immunization forecasting, diet and exercise plans and education, referrals if needed, and allow parents to voice questions or concerns. The Clinic works directly with the Women, Infants, and Children (WIC) program and the PHP Branch, accepting referrals from their client lists as needed.

The Clinic staff also collaborates with the Epidemiology department on clients with a positive Tuberculosis (TB) test. The Clinic also serves immigration patients with positive TB tests that may have started treatment in another country and need follow-up here. In total, approximately 35-45 TB skin tests are completed per month. A positive test requires a morbidity/mortality report to be sent to the Epidemiology and PHP Branch, where staff completes an initial investigation. With a positive test, the client is referred out for a chest x-ray. Those with a positive chest x-ray are considered to have active TB, require sputum specimen collection, treatment, and require direct observed therapy during treatment. A negative chest x-ray is considered an inactive infection called a Latent Tuberculosis Infection (LTBI). Clients are given their treatment options, and those who decide to receive treatment are referred to the Clinic for case management. The Clinic participates in this case management to ensure that our clients adhere to their treatment plans and can access necessary care.

To receive any of the above services, the Clinic is open Monday, Tuesday, Thursday, and Friday from 8:20 am to 5:00 pm, and on Wednesday from 9:20 am to 5:00 pm. Appointments can be made by contacting 775-887-2195, and walk-in immunizations are available on Thursdays.

If you have any questions about this report, please reach out to us at:

- Email: CCHHSinfo@carsoncity.gov
- Phone: 775-887-2190
- In-Person: 900 E. Long Street along JAC bus Routes 1 and 2A.

September 3, 2026:
Director's Report



1

HIGHLIGHTS AND SUCCESSES



- Certifications
 - REHS
 - Disease intervention
- Engagement locally and nationally
- Transitions
- Leadership development



2

PUBLIC HEALTH PREPAREDNESS & PREVENTION



- Flu vaccinations
 - Schools and community
- Preparedness month collaboration
 - Ready, Set, Go, Recover



3

2025 CLINIC ACTIVITIES



- Family planning
 - Patients numbers
 - Funding
 - Services
 - Birth control
 - STI testing and treatment

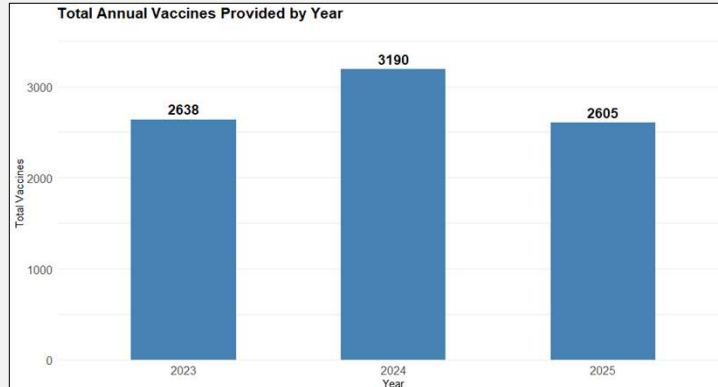


4

2025 CLINIC ACTIVITIES



- Immunizations
 - VFC and 317
- Additional services
 - Well-child visits
 - TB testing



5

QUESTIONS?



6



STAFF REPORT

Report To: Board of Health **Meeting Date:** September 3, 2026

Staff Contact: Jeanne Freeman, Health and Human Services Director

Agenda Title: For Discussion Only: Discussion and presentation regarding a report from the Carson City Health and Human Services Department ("CCHHS"), Epidemiology Division, concerning the 2025-2026 influenza season. (Jeanne Freeman, jmfreeman@carsoncity.gov and Raechel Freshman, rfreshman@carsoncity.gov)

Agenda Action: Other / Presentation **Time Requested:** 15 Minutes

Proposed Motion

N/A

Board's Strategic Goal

Quality of Life

Previous Action

N/A

Background/Issues & Analysis

The CCHHS Epidemiology Division's report contains highlights of the 2025-2026 influenza season including strategies and actions for the next influenza season.

Applicable Statute, Code, Policy, Rule or Regulation

N/A

Financial Information

Is there a fiscal impact? No

If yes, account name/number:

Is it currently budgeted? No

Explanation of Fiscal Impact:

Alternatives

N/A

Attachment(s):

[2025-2026 Influenza Season Report.pdf](#)

[2025-2026 Influenza Season Presentation.pdf](#)

Motion: _____

1) _____

2) _____

Aye/Nay

(Vote Recorded By)

2025 – 2026 Carson City Influenza Season Report



September 28, 2025 – May 23, 2026

Carson City Health and Human Services Epidemiology & Public Health Preparedness Branch

(775) 887-2190 - CCHHSEpi@carsoncity.gov

Background

This report summarizes surveillance findings for the 2025-2026 influenza season in Carson City with a focus on Influenza-Like Illness (ILI) and confirmed influenza diagnoses. It provides data on seasonal trends, age-specific impacts, and severe outcomes, including influenza-related hospitalizations and deaths, to guide local prevention and response planning for future influenza seasons.

Data sources include:

- ESSENCE: Syndromic surveillance system that gathers symptoms reported by patients during emergency or urgent care visits to estimate ILI trends in the community.
- Nevada EpiTrax: Local surveillance system that receives laboratory results for confirmed influenza diagnoses.
- Nevada State Demographer: Local and state population estimates used to calculate rates per 10,000 residents.

Note: all reported data is preliminary and may change due to delayed submissions or additional laboratory testing.

Season Overview

Nationally, the 2025-2026 influenza season was classified as moderate severity by the Centers for Disease Control and Prevention (CDC) as of May 1, 2026. This classification is based on three factors: proportion of ILI compared to total outpatient visits, rates of influenza-related hospitalizations, and percentages of influenza-associated deaths. Peak outpatient ILI visits reached 8.3% during the most active week,

higher than last season's peak, which was the first severe influenza season since the 2017-2018 season. The hospitalization rate peaked at 21.1 per 100,000 people, indicating a substantial impact on healthcare systems. Influenza-associated deaths accounted for 1.9% of all reported deaths at the seasonal high.

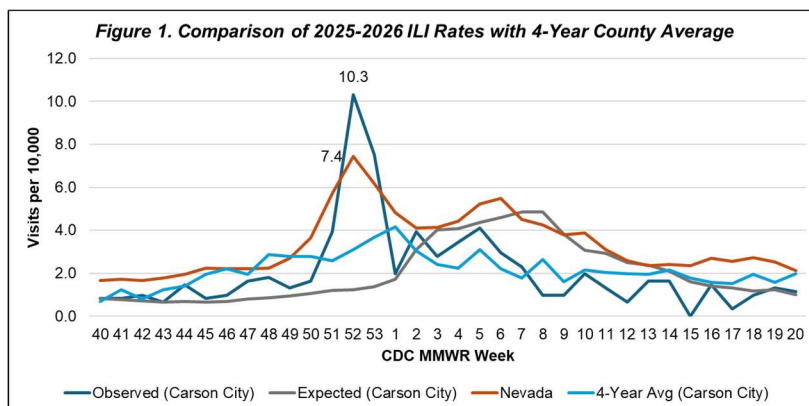
Most notably, a newly emerged variant of influenza A, referred to as subclade K, contributed to a large increase in illness and hospitalizations in late December to early January. Hospitalization rates nearly doubled during this time but quickly decreased and remained lower for the rest of the season. This subclade is associated with higher transmissibility and was not featured in the seasonal flu vaccination, which may have led to additional infections and hospitalizations.

In Carson City, the 2025-2026 season demonstrated elevated ILI activity, with visits peaking above the 4-year average and exceeding expected weekly trends at multiple points. Younger age groups (0-4 and 5-24 years old) made up the highest proportion of diagnosed influenza cases, while older adults (65+) accounted for the most influenza-associated hospitalizations.

Influenza-Like Illness (ILI)

ILI is defined as an acute respiratory infection with a fever ($\geq 100^{\circ}\text{F}$ [38.0°C]), cough, and/or sore throat with symptom onset within the last 10 days. Nationally, ILI activity is determined by the proportion of outpatient visits to emergency departments and urgent cares for respiratory illness. ILI visits are reported for Carson City based on the patient's county of residence at the time of an emergency or urgent care visit.

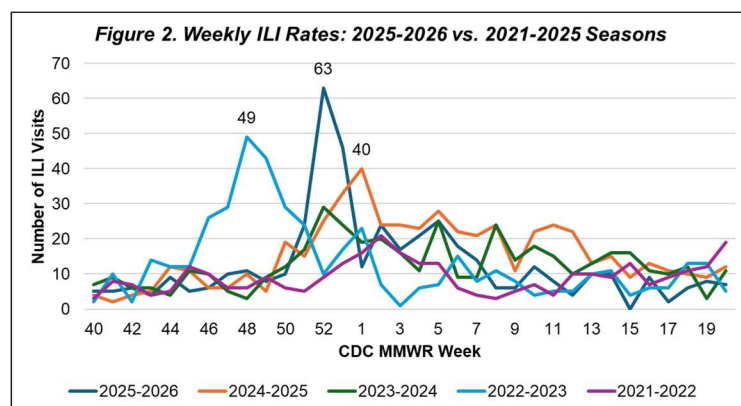
ILI activity during the 2025-2026 season in Carson City consistently exceeded both the expected rate and the county 4-year average, particularly between MMWR weeks 50 to 53 (December to early January). The



Expected ILI activity is calculated by ESSENCE and is based on data from previous influenza seasons.

season peak occurred during week 52 (end of December) with 10.3 ILI visits per 10,000 population (Figure 1), well above Carson City's expected rate, the 4-year county average, and the Nevada ILI rate during that time. Similar to national trends, Carson City saw a stark increase in ILI at the end of 2025, with rates returning to lower-than-expected levels for the remainder of the season, from mid-January to May.

The 2025-2026 season had the highest weekly total of ILI visits (63) compared to the prior four seasons (Figure 2). Although this season had the highest weekly peak in



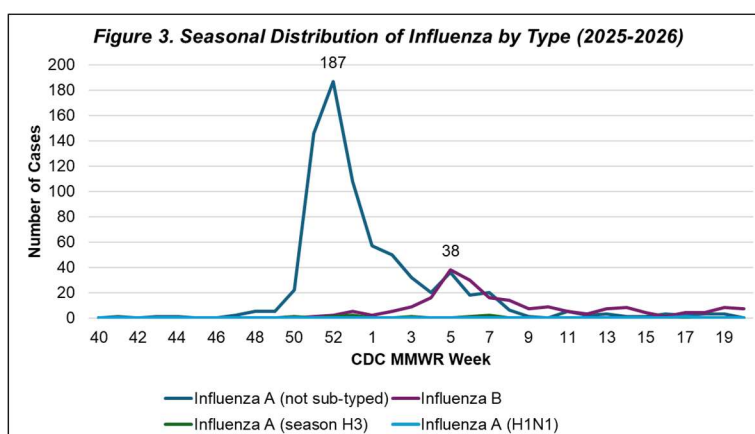
For years without a week 53, values were obtained by averaging weeks 52 and 1.

ILI visits, its cumulative total was the second-lowest among the past four seasons, at 431 visits. It exceeded only the 2021-2022 season, which was characterized by relatively mild influenza activity. Across the season, an average of 63% of weekly ILI

visits were identified in emergency care settings, representing more than 6 out of every 10 ILI visits each week. During periods of high respiratory activity, increased demand for emergency care can place an additional strain on healthcare systems.

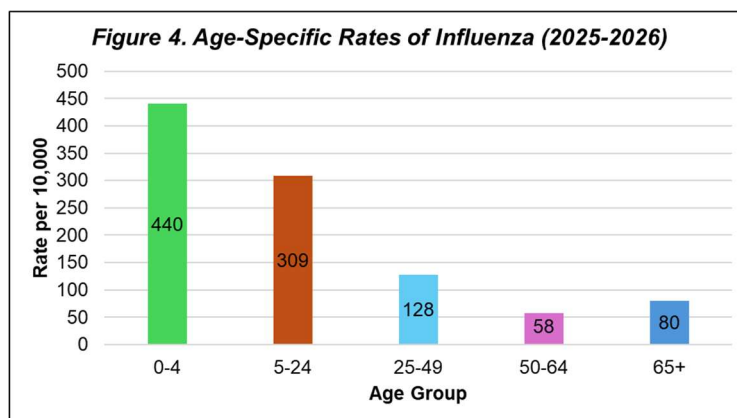
Confirmed Influenza Cases

Confirmed influenza cases include individuals who tested positive using laboratory-based or rapid diagnostic tests. There were 955 confirmed influenza diagnoses reported for Carson City residents during the 2025-2026 season. Throughout the season, the most common influenza variant present was Influenza A, not subtyped (Figure 3). Weekly Influenza A cases reached a seasonal peak of 187 reports in MMWR week 52 (late December) and declined for the rest of the season with a small



increase during MMWR week 5 (early February). Influenza B began to increase during MMWR week 52 (late December) and rise through MMWR week 5 (early February) with a peak of 38 reported cases. Reports of Influenza B decreased afterward and remained low throughout the rest of the season. The seasonal trend in Carson City reflects typical distribution and spread of Influenza variants, with Influenza A being the more dominant type in late fall to early winter and Influenza B appearing later with a milder impact in late winter to early spring.

The burden of influenza varied by age group in Carson City. Age-specific rates, or number of influenza cases per age-group population, provide insight into how



disease burden is distributed across the community. Children aged 0-4 years had the highest age-specific influenza rate (440 per 10,000), followed by those aged 5-24 years (309 per 10,000) (Figure 4). The elevated rates observed in these groups suggest

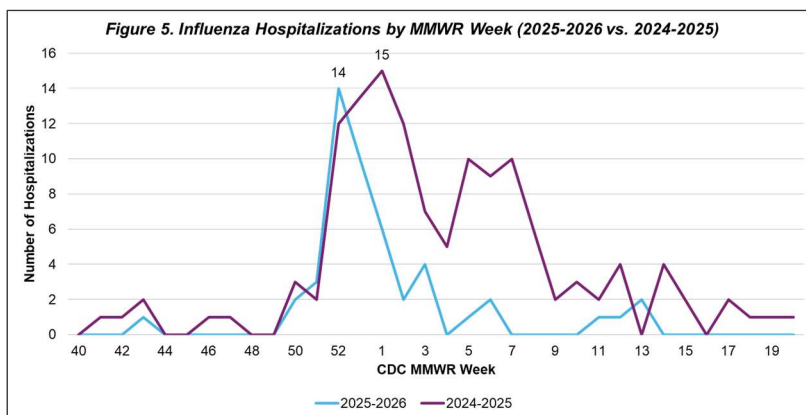
they may be important targets for prevention and control efforts, including influenza vaccination and infection prevention measures in childcare settings and schools. Higher rates among children and young adults may also contribute to transmission within households and the broader community, including to individuals at increased risk for influenza-associated complications.

Severe Influenza Outcomes

Severe influenza outcomes include hospitalizations and deaths due to influenza infection. Hospitalized influenza cases are defined as individuals receiving inpatient care for at least 24 hours, who have a positive influenza test, and are experiencing influenza-like symptoms. Key information is collected to understand factors that may contribute to illness severity, including age, vaccination status, and underlying medical conditions.

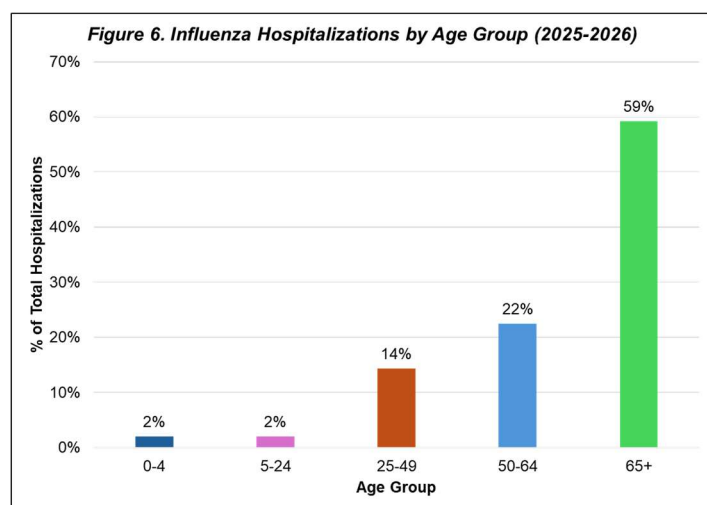
During the 2025 – 2026 season, there were 49 influenza-associated hospitalizations among Carson City residents, a significant decrease from 119 in the prior season.

Weekly influenza-associated hospitalizations peaked at 14 cases during MMWR week 53 (end of December), similar to the previous season's peak (Figure 5). Consistent with trends in ILI and laboratory-



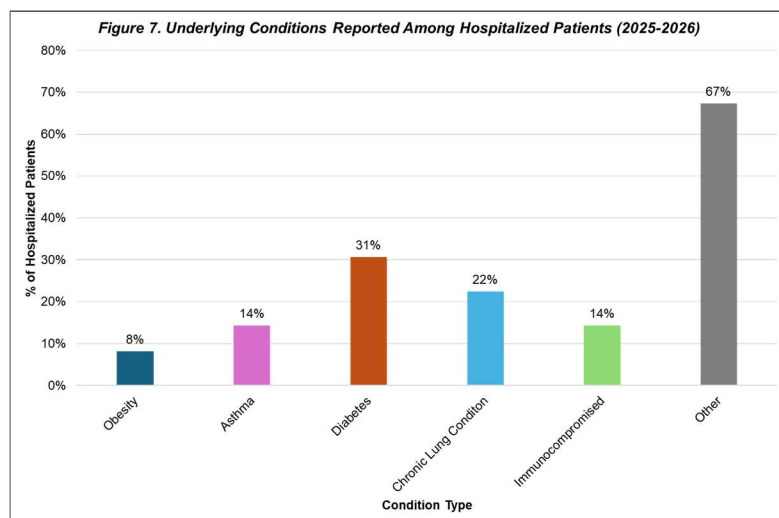
confirmed influenza cases, hospitalizations remained low throughout the rest of the season, with a slight increase around MMWR week 3 (end of January). The relatively low hospitalization burden throughout the season suggests that influenza activity was less severe than in the previous season.

Individuals 65 years and older and children under 2 years old are most at risk for hospitalization from influenza. In Carson City, older adults, aged 65 and older, accounted for the most hospitalizations during the season, nearly 6 out of every 10 (59%) (Figure 6). Hospitalizations in younger age groups were low, with only 1 in 5



(20%) occurring in the 0-4- and 5-24-year age groups. Based on available data for hospitalized patients, fewer than 2 in 10 (16%) individuals had received a seasonal influenza vaccination prior to illness onset. These findings indicate that the majority of hospitalized patients with available vaccination data were not vaccinated before becoming ill.

There are additional risk factors that may predict more severe influenza outcomes for individuals who may become ill. These can include, but are not limited to, chronic health conditions, such as obesity, chronic obstructive pulmonary disease (COPD)/asthma, or diabetes, a weakened immune system, medications, or



**Percentages may total more than 100% due to patients reporting multiple*

pregnancy. More than 8 out of 10 (84%) hospitalized patients had a health condition that may have increased their risk of hospitalization due to influenza. Almost 7 out of every 10 (67%) patients had an underlying condition recorded as “other” (Figure 7), reflecting the presence of underlying medical conditions that were not captured within the specified reporting categories. Among the specified underlying conditions, diabetes was the most commonly reported (3 out of every 10 patients), followed by chronic lung conditions (2 out of every 10). Asthma, immunocompromising conditions, and obesity were each reported in approximately 1 out of every 10 patients. Among hospitalized patients, 1 in 10 had an influenza-associated death.

Major Takeaways

Influenza activity in Carson City spiked in late 2025, with elevated ILI, but quickly decreased through the rest of the season, with only small increases recorded sporadically. Children and younger adults had the highest rate of confirmed influenza, raising concerns about additional transmission in school and childcare settings. Hospitalizations were most common among older adults and individuals with underlying health conditions. Influenza activity in Carson City mirrored state and national trends, with elevated ILI in late 2025, highlighting the importance of prevention, vaccination, and early intervention ahead of the upcoming respiratory season.

After Season Strategies and Actions

Considering the main takeaways from this Influenza, CCHHS will:

1. Continue providing school-based influenza vaccination opportunities for the upcoming season. This helps improve access to influenza vaccination among populations that consistently experience the highest age-specific influenza rates and supports efforts to reduce transmission within schools, households, and the broader community.
 2. Continue to prioritize outreach for influenza vaccination among older adults and individuals with underlying health conditions, as these groups remain at highest risk for severe illness and hospitalization. Additionally, emphasize that influenza vaccinations provide protection against hospitalization for healthy adults.
 3. Collaborate with healthcare facilities and laboratories to increase submission of influenza-positive specimens to laboratories that perform influenza subtyping to improve surveillance of circulating strains and early detection of new variants.
 4. Increase public communication messaging consistently throughout the year to promote staying home when sick, seeking care early for worsening symptoms, and the option of obtaining a yearly influenza vaccination as a tool to reduce the risk of serious respiratory illness.
 5. Develop messaging that clarifies when to seek emergency, urgent, or primary care to promote informed care-seeking, preserve emergency department capacity, and ensure timely care for patients with severe illness.
-

For questions or clarification on the information provided, please contact CCHHS Epidemiology at:

- (775) 887-2190
- CCHHSEpi@carsoncity.gov
- Come visit in person at 900 E. Long Street along JAC Bus Routes 1 and 2A.



2025 – 2026 Carson City Influenza Season Report



1



Background

- Summarizes surveillance findings for the 2025-2026 influenza season
- Focus on Influenza-like illness (ILI) and confirmed influenza diagnoses
- Seasonal trends, age-specific impacts, and severe outcomes
- Data sources include ESSENCE, Nevada Epitrax, and Nevada State Demographer



2

Season Overview



- 2025-2026 season classified as moderate severity by CDC
- Based on ILI, influenza-related hospitalizations, and influenza-associated deaths
- Newly emerged influenza A variant contributed to a large increase in illness and hospitalization
- Local highlights

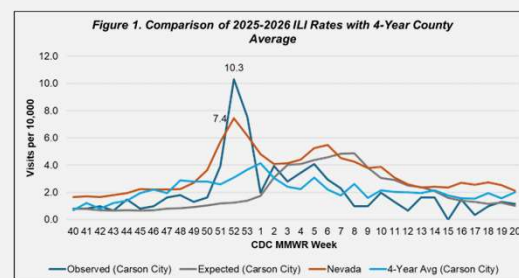


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Influenza-Like Illness (ILI)



- ILI: respiratory infection with fever, cough, and/or sore throat within the last 10 days
- ILI rates exceeded the expected rate, 4-year average, and Nevada rate
- Similar to national trends

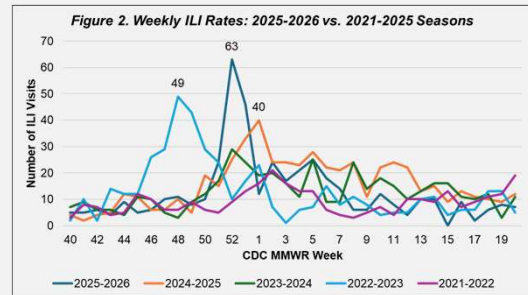


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Influenza-Like Illness (ILI)



- 2026-2026: Highest weekly total of ILI visits compared to prior four seasons
Second lowest cumulative total
- Average of 63% weekly ILI visits identified in emergency care settings
- Increased demand for emergency care can lead to healthcare system strain

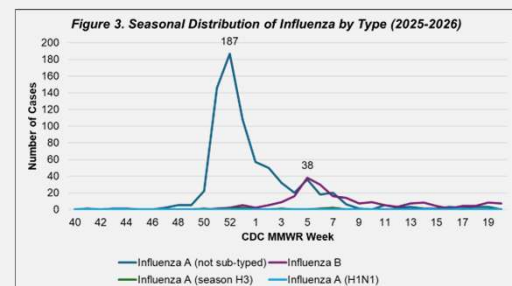


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Confirmed Influenza Cases



- 2025-2026: 955 confirmed diagnoses reported
- Most common influenza variant was Influenza A, not-subtyped
- Seasonal peak of 187 cases of Influenza A and 38 cases of Influenza B
- Seasonal trends reflect typical distribution and spread of influenza variants

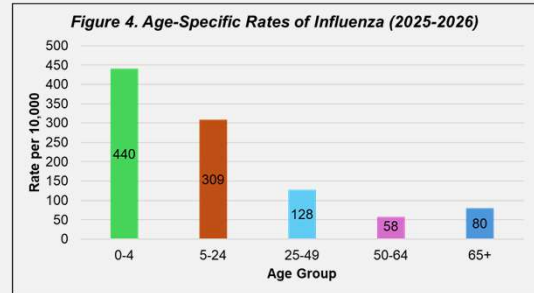


6

Confirmed Influenza Cases



- Burden of influenza varied by age group
- Children 0-4 had the highest age-specific rate, followed by those 5-24
- Important populations for prevention and control interventions
- May contribute to transmission within households and the broader community

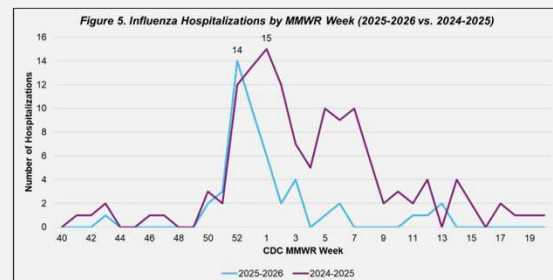


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Severe Influenza Outcomes



- 2025-2026: 49 influenza-associated hospitalizations
- Weekly peak at 14 hospitalizations, similar to previous season hospitalizations decreased after MMWR 53 (end of December) for the rest of season

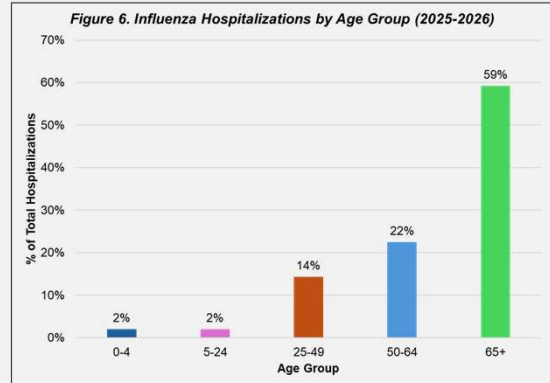


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Severe Influenza Outcomes



- Young children and older adults most at risk for influenza hospitalization
- Adults 65+ accounted for nearly 6 out of every 10 hospitalizations (Figure 6)
- Hospitalizations were low in younger groups
- Less than 2 out of every 10 hospitalized had received seasonal influenza vaccine

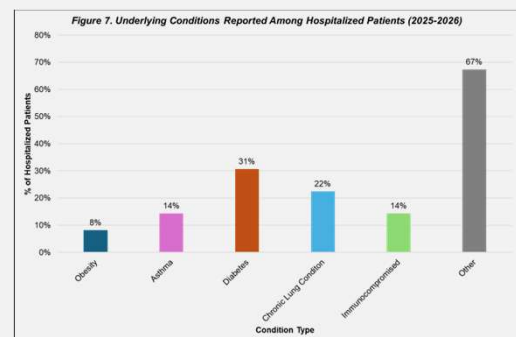


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Severe Influenza Outcomes



- Additional risk factors that could lead to hospitalization
- 8 out of 10 patients reported a health condition that may increase risk
- 7 out of 10 noted an underlying medical condition under “other”
- 1 out of every 10 hospitalized had an influenza-associated death



10

Major Takeaways



- Influenza activity increased drastically in late 2025
- Activity decreased drastically through the rest of the season
- Children and young adults had the highest rate of influenza
- Hospitalizations most common among older adults
- Trends mirrored state and national trends



11

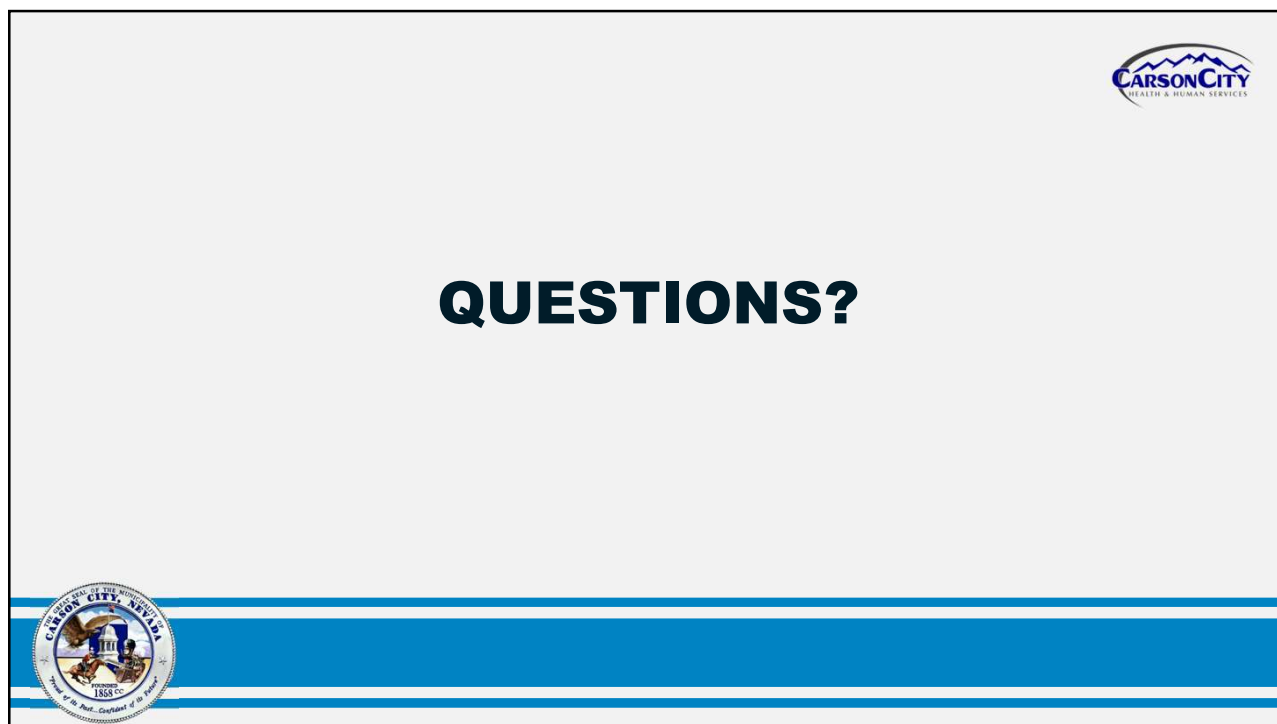
After Season Strategies & Actions



- Continue providing school-based vaccination opportunities
- Prioritize outreach for influenza vaccination among older adults
- Collaborate with healthcare facilities/laboratories to improve surveillance of circulating strains
- Increase public communication throughout the year about preventive activities
- Develop messaging clarifying when to seek different levels of care



12





STAFF REPORT

Report To: Board of Health **Meeting Date:** September 3, 2026

Staff Contact: Jeanne Freeman, Health and Human Services Director

Agenda Title: For Discussion Only: Discussion and presentation regarding a report from the Carson City Health and Human Services Department, Environmental Health Division, concerning activities conducted in 2025. (Jeanne Freeman, jmfreeman@carsoncity.gov and Kandis Harvey, kharvey@carsoncity.gov)

Agenda Action: Other / Presentation **Time Requested:** 15 Minutes

Proposed Motion

N/A

Board's Strategic Goal

Quality of Life

Previous Action

N/A

Background/Issues & Analysis

The 2025 Annual Environmental Health Review contains highlights for environmental health inspection programs in Carson City for 2025.

Applicable Statute, Code, Policy, Rule or Regulation

N/A

Financial Information

Is there a fiscal impact? No

If yes, account name/number:

Is it currently budgeted? No

Explanation of Fiscal Impact:

Alternatives

N/A

Attachment(s):

[2025 Annual Environmental Health Review.pdf](#)

[2025 Annual Environmental Health Presentation.pdf](#)

Motion: _____

1) _____

2) _____

Aye/Nay

(Vote Recorded By)



A N N U A L

ENVIRONMENTAL HEALTH REVIEW

2025

Presented by
Kandis Harvey

Environmental Health Manager, REHS

Prepared in collaboration with the
Environmental Health Branch

900 E. Long Street,
Carson City, NV 89706
775-887-2190
www.gethealthycarsoncity.org

Carson City Health and Human Services' (CCHHS) Environmental Health (EH) Branch focuses on the relationships between individuals and the environments in which they eat, live, play, and work. Environmental Health professionals work to identify, prevent, and control harmful environmental exposures in public spaces, amenities, and services, ultimately aiming to create a community where all residents can be happy and healthy. According to the National Environmental Health Association (NEHA), exposure to environmental hazards can lead to a range of health effects from acute illnesses to chronic diseases and premature death.¹

The CCHHS EH Branch provides oversight for environmental public health programs (see *Figure 1*) by conducting plan reviews, performing inspections, permitting establishments to operate, and responding to community complaints for all programs in Carson City and some in Douglas County through an interlocal agreement. The following information will provide an overview for each inspection program in Carson City.

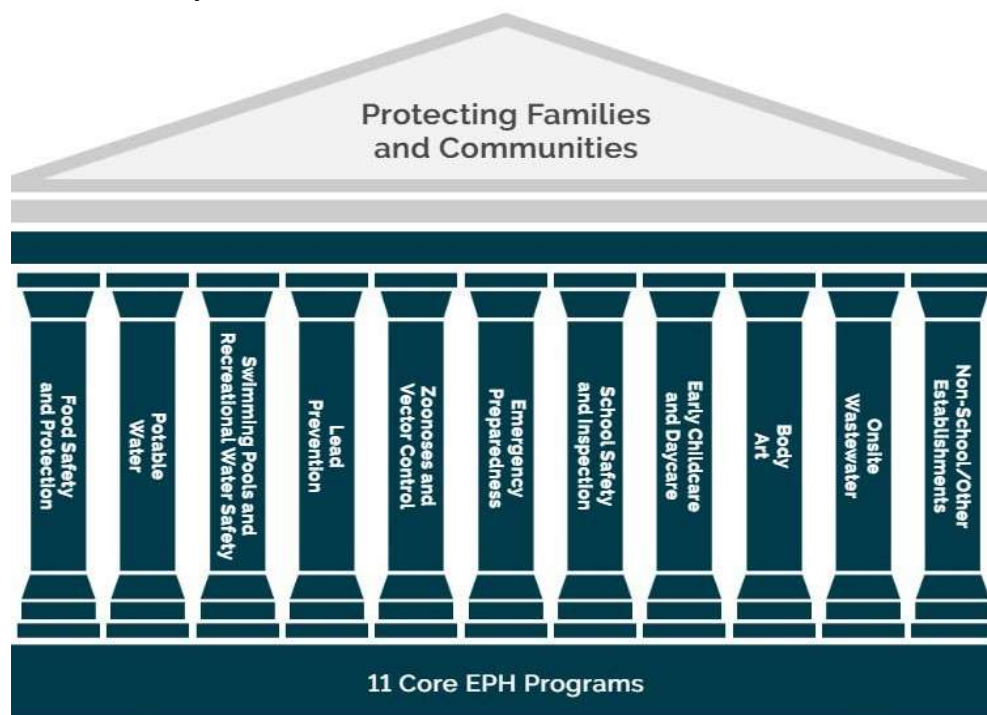


Figure 1. NEHA's 11 Core Environmental Public Health Programs

¹ Bare G, Kim T, Hedberg C, Dutra N, Walker C, Dyjack D. Pillars of Governmental Environmental Public Health. Published online 2025. <https://pubs.neha.org/2025-pillars-of-eh/2/>

FOOD ESTABLISHMENTS

The United States Food and Drug Administration (FDA) estimates there are approximately 48 million cases of foodborne illness annually, which equates to 1 in 6 Americans. Additionally, these illnesses result in an estimated 128,000 hospitalizations and 3,000 deaths annually.² To prevent the spread of foodborne illness, CCHHS EH conducts inspections of retail food establishments and temporary events and works with cottage food operators to review and approve their recipes. In 2025, food inspections accounted for 81% of all Carson City inspections, making it the largest program within the EH Branch.

Retail Food Establishment Inspections

Retail food inspections are conducted in accordance with the Risk Categorization of Food Establishments from the 2017 FDA Food Code. This allows the Department to focus on higher-risk operations and minimize the risk of foodborne illness to the public. Each retail food establishment is assessed into one of three risk categories and assigned a routine inspection frequency based on the category they fall into, with risk levels 1, 2, and 3, where level 3 has the highest risk.

Additionally, inspections may occur if a facility experiences a change of ownership, a complaint is made, or a follow-up inspection is required after a critical violation was reported during a previous inspection. A total of 783 inspections were conducted in 2025 for 527 permitted operators, where 76% were routine inspections (see Figure 2).

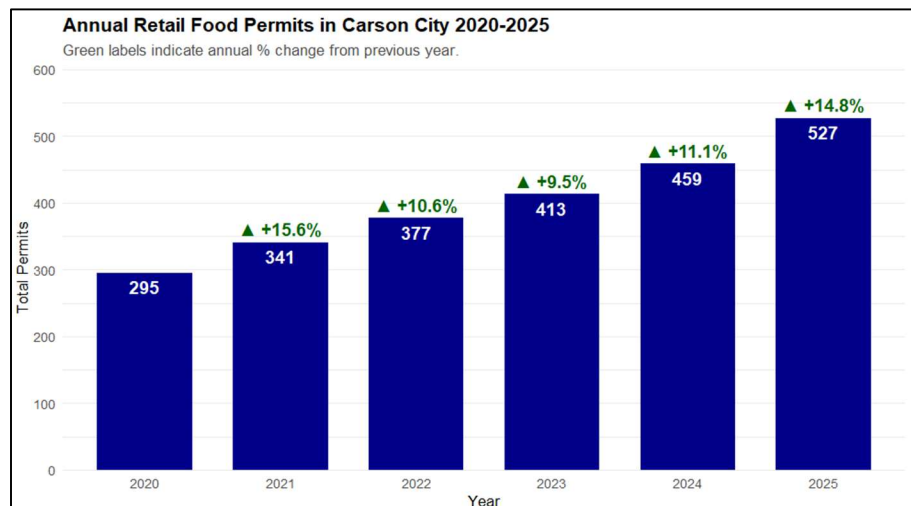


Figure 2. Annual Retail Food Permits in CC with Annual Percent Change, 2020-2025

² Nutrition USFDAF. *People at Risk of Foodborne Illness*. 2020. Accessed August 5, 2026.

<https://www.fda.gov/food/consumers/people-risk-foodborne-illness>

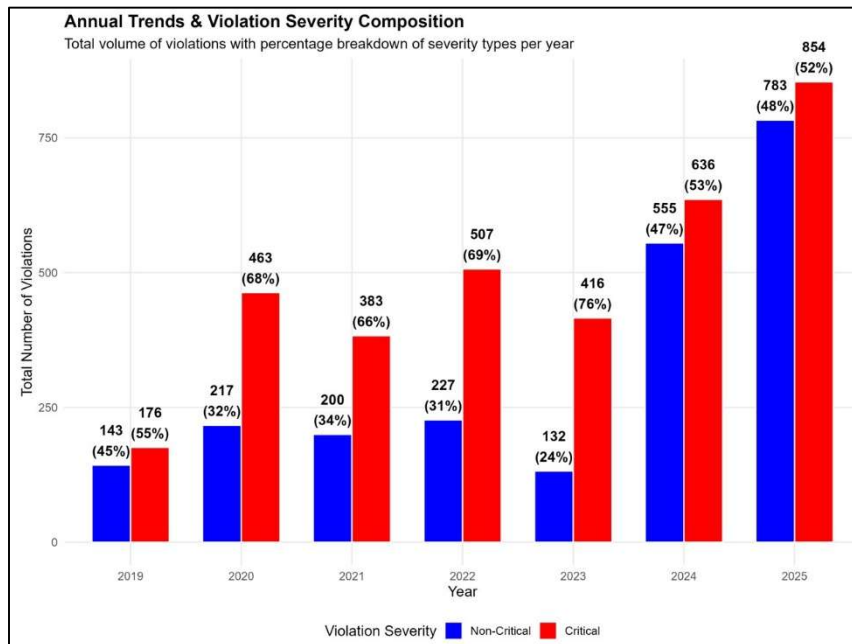


Figure 3. Annual Retail Food Critical and Non-Critical Violations with Annual Percent Change, 2020-2025

During an inspection, EH staff evaluate and document an establishment's adherence to food safety practices in accordance with FDA standards, citing critical and non-critical violations based on the risk to community health. Violations accumulate points, wherein the total points

earned determine an establishment's letter grade. In 2025, most retail food establishments earned an "A" grade (96%), and only 2 establishments were closed. In total, 1,637 violations were observed in 2025, of which 52% were critical. Avoidance of bare-hand contact with ready-to-eat foods was the most frequently observed critical violation (*see Figure 3*). Environmental Health Specialists (Inspectors) guide operators to correct critical violations immediately on-site. If they cannot be corrected onsite, a safe alternative plan must be put in place and approved by the inspector to stay open to the public. However, the violation must still be corrected within 24 hours. To prevent violations, the EH Branch utilized violation data to create educational materials for operators and provide information on the most prominent critical violations and how to stay in compliance to keep the community safe.

Temporary Event Inspections

From 2020 to 2025, there was a 1,321% increase in temporary event permits in Carson City, which are defined as "a food establishment that operates for a period of not more than 14 calendar days in conjunction with a single special event" per NAC 446 (*see Figure 4*). In 2025, CCHHS EH performed 469 temporary food establishment inspections in addition to retail food inspections. Temporary food establishments are helpful in making an event special and engaging community members, but can pose a

hazard to the public. Temporary Food Establishment operators often lack food safety knowledge, adequate equipment, and sanitary facilities, such as handwashing stations. Furthermore, extreme weather events such as wind and rain can pose a greater hazard for operators, making it more difficult to adhere to requirements.

Despite enhanced risks that come with overseeing temporary food operations, CCHHS EH has historically not collected data allowing staff to make informed decisions about how to collaborate with temporary food

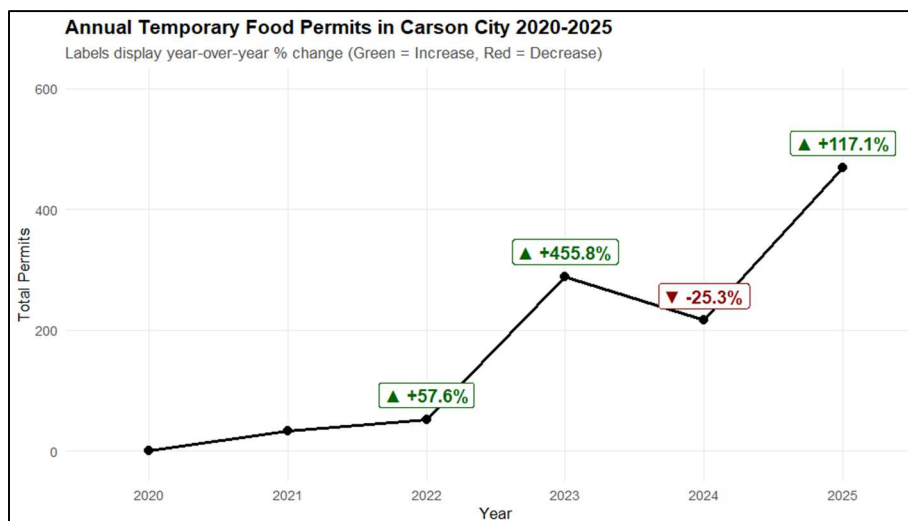


Figure 4. Annual Temporary Food Permits in CC with Annual Percent Change, 2020-2025

operators to reduce these risks. Therefore, CCHHS has implemented new data collection processes to develop education and outreach materials for operators that address the importance of health, hygiene, food temperatures, and food handling. Additionally, checklists have been created in alignment with NAC 446 for temporary food vendors, providing a resource to address any knowledge gaps they may have regarding food safety practices. Taken together, these tools are expected to reduce inspection time and increase food safety and awareness of the inspection process.

Cottage Food Reviews

The EH Branch is also currently tasked with reviewing cottage food operations, which are defined as “a natural person who manufactures or prepares specified food items in his or her private home,” including nuts, candies, jams, jellies, preserves, vinegar, dry herbs and seasoning mixes, dried fruits, cereals, trail mixes and granola, popcorn, or baked goods that are not potentially hazardous foods that require time or temperature controls for food safety per NRS 580. Inspectors review each cottage food registration to ensure compliance with NRS 580, which safeguards that products being produced at home are low-risk and do not require refrigeration. Cottage food operations

must submit each food item and associated recipe that will be sold or offered to the public, even after initial registration. Once received, inspectors review the ingredients, recipe, and labeling to ensure the food items meet federal labeling requirements and are not potentially hazardous. If a food item is not in compliance, the cottage food operator can resubmit with changes. In 2025, CCHHS maintained 50 cottage food registrants in Carson City.

In recent years, the cottage food industry has significantly increased in the amount and complexity of foods being sold or offered. With the limited availability of state and national standards for cottage food, challenges arise in the review and assessment of certain recipes. This increases review time and workload for EH staff. Thus, CCHHS continues to provide guidance and resources for cottage food registrants based upon the most recently available food codes.

PUBLIC BATHING FACILITIES

CCHHS is tasked with reviewing Public Bathing Facilities, such as pools and spas, to ensure compliance with NAC 444 and NRS 444. Inspections are carried out on newly constructed Public Bathing Facilities and annually permitted facilities. These inspections assess facility operations and maintenance to prevent illness and injury. Public Bathing Facility inspections include assessing infrastructure, including decks, handrails, ladders, fencing, signage, and emergency features, as well as water quality to mitigate imminent health and safety threats. CCHHS strives to provide annual inspections: a pre-opening inspection to ensure a facility meets regulations after winter inactivity, and an unannounced inspection during the summer to ensure the public bathing facility is maintained in a safe and sanitary manner.

From 2020 to 2025, there

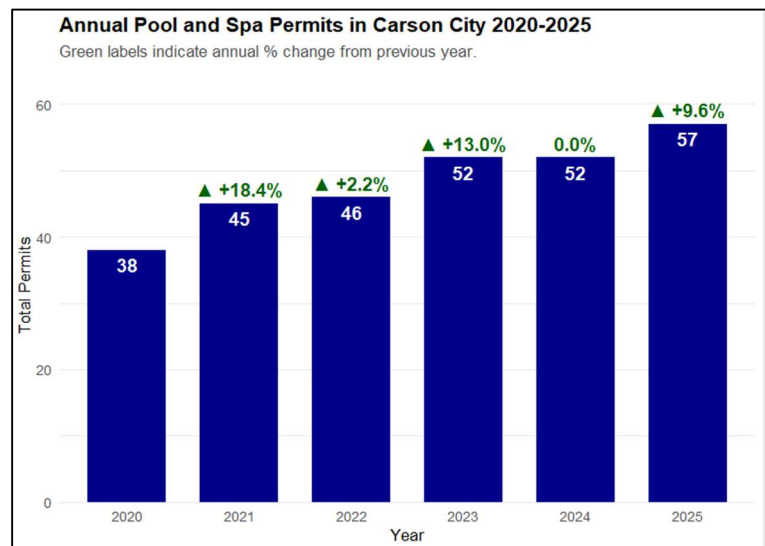


Figure 5. Annual Pool and Spa Permits in CC with Annual Percent Change, 2020-2025

has been a 50% increase in public bathing permits granted in Carson City, with a total of 57 public bathing facilities in 2025 (see *Figure 5*). In 2025, 77 public bathing facility inspections were completed. Of these inspections, 128 total violations were observed, 22% of which were critical. The top critical violations observed included lack of an approved test kit, inadequate chlorine levels, and unacceptable pH levels. To support public bathing facilities in Carson City, CCHHS EH developed a Pool Safety Newsletter that was sent to all currently permitted facilities and posted on social media. This newsletter described the items needed to comply with the requirements for opening and maintaining on-site pools and spas. Additionally, staff created a fecal incident guidance document and updated the daily pool and spa maintenance logs to help support Certified Pool Safety Operators stay in compliance year around.

MOBILE HOME AND RV PARKS

CCHHS inspects mobile home parks in accordance with NAC and NRS 461A and Recreational Vehicle (RV) Parks in accordance with NAC 444. Mobile Home and RV Parks are inspected annually to ensure compliance with sewage disposal, domestic water quality and supply, solid waste, vector control, and other applicable environmental health regulations. In 2025, there were 29 permitted Mobile Home and RV Parks, with only 21% of inspections being completed. Observations made during these inspections included sewage issues, running water, and gaps for pest entry. Checklists are being developed in alignment with NAC/NRS 461A and NAC 444 to improve data quality and operator education.

CHILDCARE FACILITIES

Children between the ages of newborn to five years old are at an increased risk for illness, including foodborne illness and communicable diseases. Due to these risk factors, disease control and prevention are key areas assessed during childcare and daycare inspections. CCHHS EH collaborates with the State of Nevada Childcare Licensing Program to ensure facilities in Carson City meet health and safety requirements. State Childcare Licensing Program ensures facilities in Carson City meet health and safety requirements. While State Childcare Licensing focuses on background checks, provider training, age-appropriate activities and toys, and the quality of learning

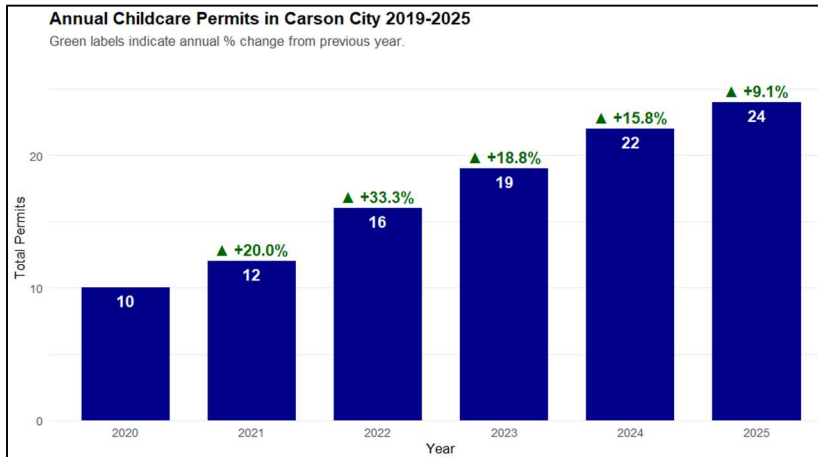


Figure 6. Annual Childcare Permits with Annual Percent Change in CC, 2020-2025

environments, CCHHS bolsters the inspection process by emphasizing the health and safety of a childcare facility. This includes, but is not limited to, facility cleanliness, pest control management, proper storage of medications and chemicals, and

communicable disease control plans. In 2025, Carson City had 24 permitted childcare operators, and 22 inspections were completed (see Figure 6). Violations are not tracked specifically to a violation code like in other programs. However, inspectors hold operators responsible for following NAC/NRS 432A. Thus, inspectors worked with childcare facilities to improve on observations made throughout the year. This included providing hands-on demonstrations, sanitation log worksheets, and additional guidance on sanitizing practices within childcare facilities.

INVASIVE BODY DECORATION

Per NAC 444, an Invasive Body Decorating (IBD) procedure is defined as any technique used to permanently or temporarily adorn, stretch, or decorate the body, including, without limitation, tattooing, permanent makeup, body piercing, and any other forms of skin, tissue, cartilage, or mucosal alteration. Risks associated with tattoos and permanent makeup include infections and serious illness from unclean tools, practices, and products. The CCHHS EH Branch permits new IBD establishments, temporary

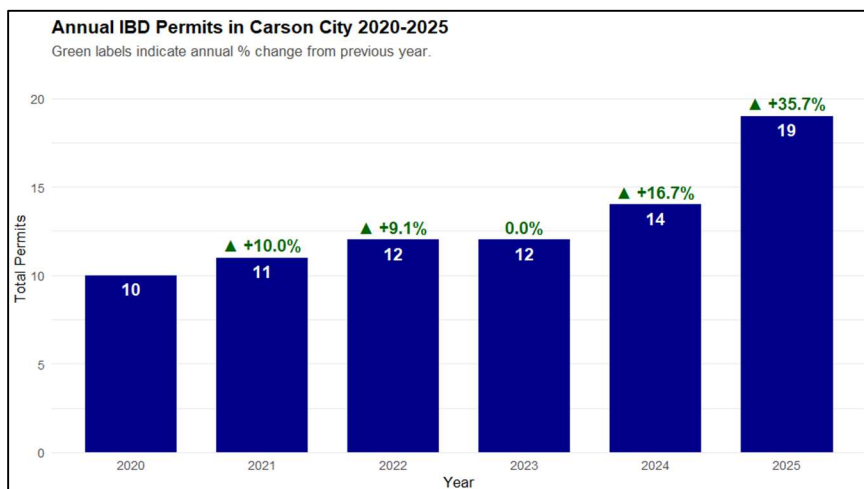


Figure 7. Annual IBD Permits with Annual Percent Change in CC, 2020-2025

IBD establishments, and performs associated required inspections to ensure facilities are in compliance at a minimum of once per year.

In 2025, there were 19 IBD permitted facilities (*see Figure 7*). During the year, 18 inspections were performed with 13 violations being cited, a 71.7% decrease from 2024. The top violations observed during inspections included lack of permit conspicuously posted, improper documentation, and lack of Infection Control Plans.

Temporary IBD Events

Unlike permanent establishments, temporary event IBD practitioners operate in environments where access to utilities, sanitation infrastructure, and dedicated workspaces may be limited. As a result, inspectors evaluate whether temporary workspaces have adequate handwashing facilities, proper waste disposal, approved sterilization methods or the use of pre-sterilized single-use instruments, and appropriate cleaning and disinfection procedures.

Inspection data demonstrates that IBD operations at temporary events are becoming more common within Carson City. In 2024, three temporary IBD inspections were conducted, but in 2025, seven were conducted. As participation continues to expand and diversify at temporary events, conducting IBD inspections remains an important public health function.

PUBLIC ACCOMMODATIONS

Visitors traveling to Carson City often rely on Public Accommodations, such as hotels or motels, for lodging. CCHHS EH reviews hotel and motel construction plans

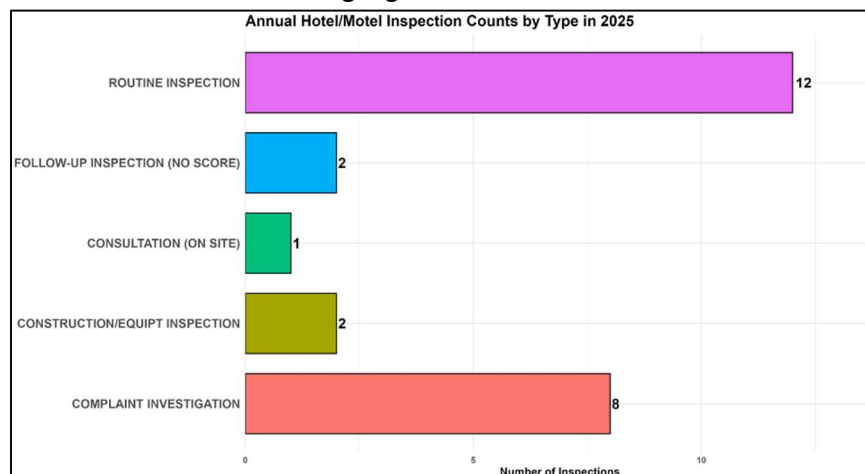


Figure 8. 2025 Hotel/Motel Inspections by Type in CC

and ensures establishments are maintained in accordance with NAC and NRS 447. Best practice is to inspect Public Accommodation establishments annually, including all common

areas, housekeeping and maintenance areas, and at least 20% of vacant rooms.

In 2025, 25 inspections were performed among 18 permitted establishments (see *Figure 8*). EH staff document observations made during an inspection that are out of compliance with NAC/NRS 447. Common observations cited include inadequate room temperatures and improper pest prevention. Checklists are currently being developed to improve the quality of violation data and to assist operators in maintaining compliance.

SCHOOLS AND INSTITUTIONS

School and institution inspections provide a comprehensive assessment of the facility to protect and promote the health and safety of students, inmates, staff and visitors. At these facilities, CCHHS reviews food preparation areas, chemical safety and storage practices, emergency procedures, pest management and health and hygiene practices. Additionally, inspectors ensure the facility has adequate infrastructure, including heating, ventilation, water supply, sewage and solid waste disposal, and safe, working equipment.

CCHHS inspects schools in accordance with NAC/NRS 444, including two inspections per year if the facility includes a gym. To ensure schools meet this standard, 28 routine inspections were completed across the 14 schools in Carson City in 2025. CCHHS EH works directly with school district leadership to implement best practices to help prevent the spread of disease in vulnerable areas. As a result, implementing diaper area sanitation standards for pre-K and special education programs, as well as fixing or replacing deteriorating playground equipment, are slated to be addressed by the district during the 2026 summer break. Verification of these modifications was submitted before the beginning of the 2026-2027 school year.

Jail and detention centers have a health permit as required by CCMC Title 9 and are inspected on an annual basis in accordance with NAC 211. Two institution inspections were completed in Carson City, one at Carson City Jail and the other at Murphy Bernardini Juvenile Detention Center. No critical violations or imminent health hazards were observed. CCHHS is not responsible for inspecting the State prison location.

INDIVIDUAL SEWAGE DISPOSAL SYSTEMS

EH oversees the planning, permitting, inspection, and complaints for individual sewage disposal systems (ISDS), also known as septic systems. Oversight of residential properties utilizing a septic system is important to ensure there are no impacts to groundwater, surface water, or drinking water. CCHHS reviews ISDS systems in accordance with NAC 444 and CCMC Title 12. To date, there are almost 1,800 properties in Carson City that utilize a septic system, well, or both (*see Figure 9*). In 2025, 32 septic system reviews were completed. These reviews cover septic system repairs, replacements, new installations, and abandonments.

There are specific challenges that arise when using septic systems. This includes ongoing and expanding development on land that uses septic systems, failures of current septic systems, and lack of space for a secondary or repair septic system. In 2025, the EH Branch identified three main issues during the plan review process.

1. According to the EPA, the lifespan of a septic system is between 30-50 years depending on its construction, drainfield, and technological demands of the system.³ Therefore, homes built in Carson City between 1976 and 1996 that use a septic system are reaching the end of their anticipated life expectancy.
2. Septic system repairs or replacements in certain areas of Carson City are more challenging due to parcel size, size of home, slope, and soil characteristics.
3. The remaining undeveloped residential parcels in Carson City have challenging characteristics with additional complexity of meeting setbacks from domestic wells, waterways, and nearby septic systems for already developed surrounding parcels.

The added complexity of the above situations requires more communication, collaboration, and time associated with each septic permit review and inspection. Increased education for contractors, engineers, homeowners, and the public is necessary to ensure proper steps are taken to maintain, repair, install a new, or

³ U.S. Environmental Protection Agency [EPA]. *How to Care for Your Septic System*. 2015.

<https://www.epa.gov/septic/how-care-your-septic-system>

replace a septic system. A sustainability plan for septic system design in these areas needs to be evaluated to proactively review plans and assess infrastructure needs for the residents of Carson City.

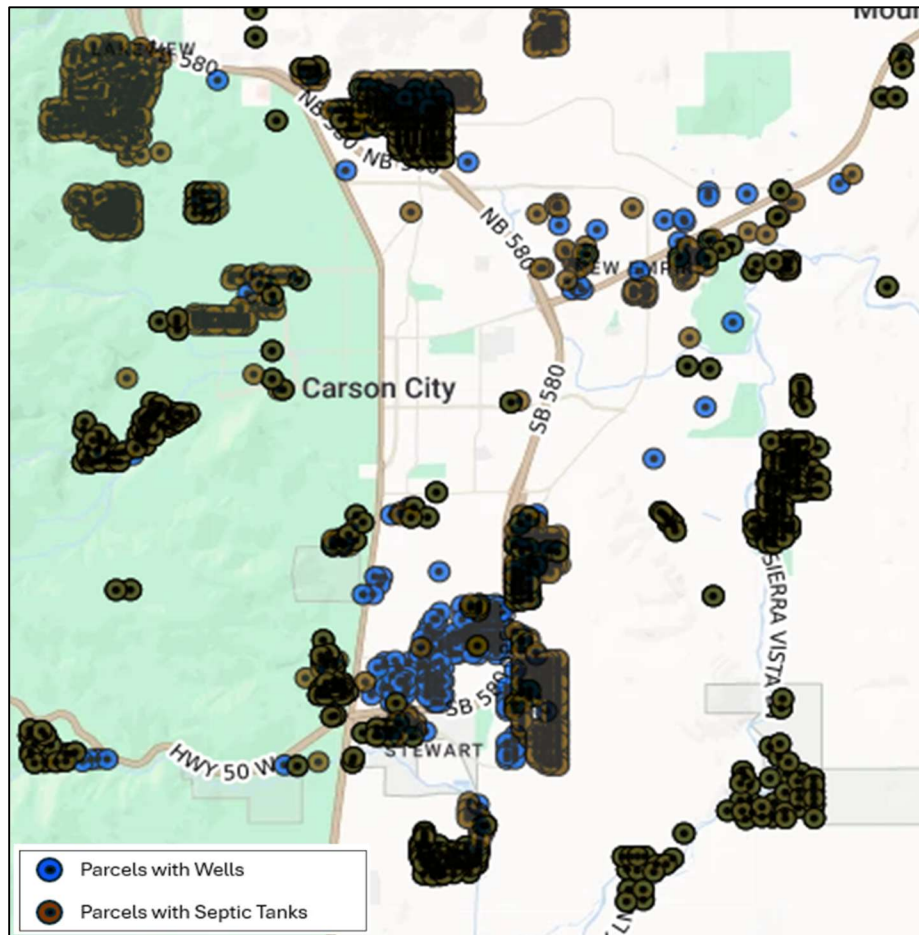


Figure 9. Map of Properties Reliant on Septic or Well Systems in CC, Current Data as of 08.05.2026

For questions or clarification on the information provided, please contact CCHHS Environmental Health at:

- (775) 887-2190 EXT. 80029
- eh@carsoncity.gov
- Come visit in person at 900 E. Long Street along JAC Bus Routes 1 and 2A.

September 3, 2026

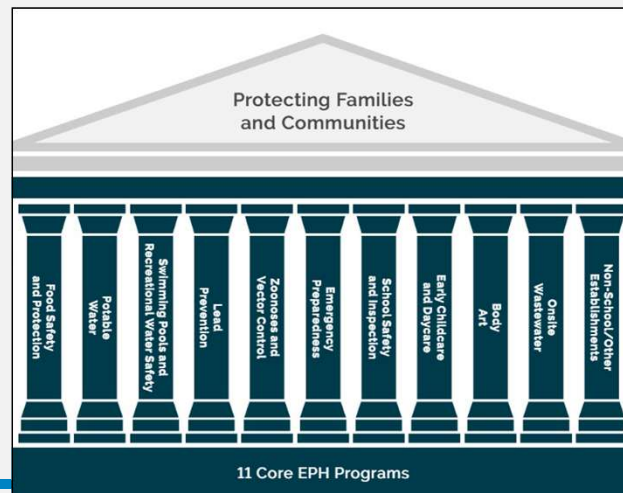
Environmental Health
Review

1

Environmental Public Health Programs



- Intersection of environment and human health, safety, and well being.
- Protect families, communities, and visitors from injury, illness and disease.
- Requires a diverse and skilled workforce.



Core Environmental Public Health Programs from National
Environmental Health Association



2

CCHHS Environmental Health Programs



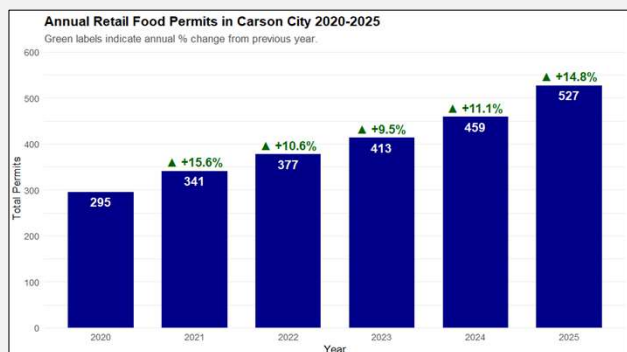
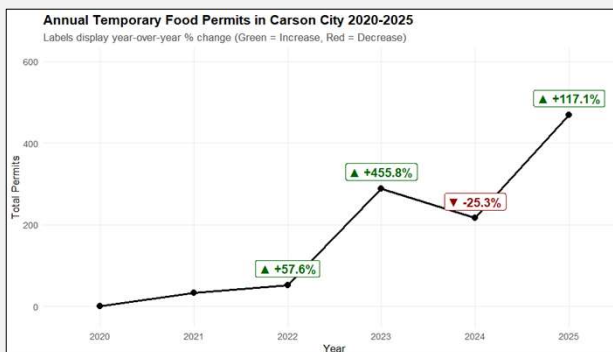
- **Childcare Facilities**
- **Food:** Establishments, cottage food, temporary food establishments
- **Individual Sewage Disposal Systems/ Wells**
- **Invasive Body Decoration (IBD)**
- **Mobile Home / RV Parks**
- **Lead Prevention and Protection**
- **Mosquito Abatement and Surveillance**
- **Public Accommodations**
- **Public Bathing Facilities:** pools, spas, splash pads
- **Schools and Institutions**

In 2025, CCHHS EH conducted 1,443 inspections across all programs.



3

CCHHS Environmental Health Programs

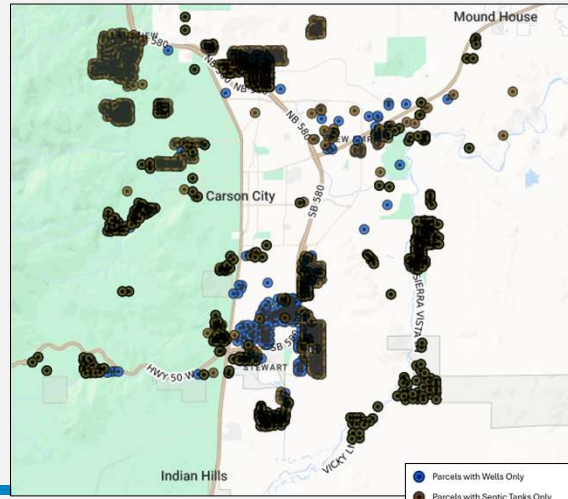


4

Individual Sewage Disposal Systems (ISDS)



- Homes built in Carson City between 1976 and 1996 utilizing a septic system, are reaching their anticipated life expectancy.
- Design Challenges include:
 - Parcel size
 - Size of home
 - Slope
 - Soil characteristics
 - Setback requirements



5

Successes and 2026 Improvement Plan



- 2025 Successes
 - Increased communication with the community
 - Increase in efficiency and effectiveness of inspections
- 2026 Improvements
 - Data
 - Increase in public education and outreach materials
 - Continued improvements towards the FDA Retail Program Standards



6



QUESTIONS?

