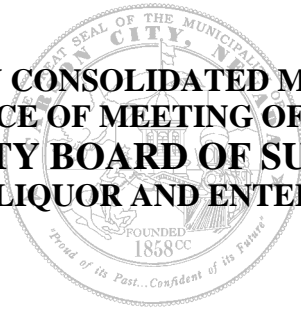


**CARSON CITY CONSOLIDATED MUNICIPALITY
NOTICE OF MEETING OF THE
CARSON CITY BOARD OF SUPERVISORS
AND CARSON CITY LIQUOR AND ENTERTAINMENT BOARD**



Day: Thursday
Date: March 6, 2008
Time: Beginning at 8:30 a.m.
Location: Community Center, Sierra Room
851 East William Street
Carson City, Nevada

Agenda

Call to Order

Roll Call

Invocation - Bruce Kochsmeier, First Presbyterian Church

Pledge of Allegiance

Public Comments and Discussion: *The public is invited at this time to comment on and discuss any item not on the agenda that is relevant to, or within the authority of, the Carson City Board of Supervisors, the Carson City Liquor and Entertainment Board and the Carson City Redevelopment Authority. No action may be taken on a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action will be taken. Public comment during individual agenda items will be taken on the item at the time the item is called for hearing.*

1. **Action on Approval of Minutes**
2. **Changes to the Agenda**

Liquor and Entertainment Board

Action on Approval of Minutes

3. **Development Services - Planning**

- A) Action to approve a 'full bar liquor sales' and 'packaged liquor' liquor license for Courtney Edwin Cardinal, Carson Gaming Hotels, dba Courtyard by Marriott Carson City, located at 3870 South Carson Street, Carson City.

Staff Summary: Per CCMC 4.13, all liquor license requests are to be reviewed by the Liquor Board.

- B) Action to approve a 'Wholesaler' liquor license for Black Dog Distributing, applicant: Jerry Maddox, located at 2444A Empire Ranch Road, Carson City.

Staff Summary: Per CCMC 4.13, all liquor license requests are to be reviewed by the Liquor Board.

- C) Action to approve a 'full bar liquor sales' and 'dining room with beer & wine' liquor license for Bodines, applicants: Michael E. Pegram and Gregg R. Carano, located at 5650 South Carson Street, Carson City.

Staff Summary: CCMC 4.13, all liquor license requests are to be reviewed by the Liquor Board.

- D) Action to order a show-cause hearing for disciplinary action pursuant to CCMC 4.13.140, Revocation of license, and CCMC 4.13.150, Revocation procedure, regarding Liquor License No. 08-00023400 held by Kil Ye (Katie) Chew for Katie’s Bar, based on the protection of the public health, safety and welfare.

Staff Summary: The Liquor Board must order a show-cause hearing in order to be able to take disciplinary action at a future meeting on a valid liquor license. The Sheriff’s Department will present information at the Liquor Board meeting as to why a show-cause hearing should be ordered.

Board of Supervisors
Consent Agenda

4.

.....
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 or any citizen may request that an item be taken from the consent agenda, discussed and acted upon separately during this meeting. The Mayor, or the Mayor Pro-Tem, retains discretion in deciding whether or not an item will be pulled off the consent agenda.
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4-1. Development Services - Planning

Action to approve a request from Jenny Lopiccolo (property owner: Lopiccolo Investments LLC) for Historical Tax Deferment Status on property located within the Historic District, 310 South Carson Street, APN 003-113-09 (St. Charles Hotel). File HRC-07-207

Staff Summary: The subject property is eligible for the Open Space Use Assessment Historic Tax Deferment as a result of its conformance to specific standards and its historical status in Carson City.

4-2. Purchasing and Contracts

Action to approve Amendment No. 3 for Contract No. 2006-094 Open Space Wetland Rehabilitation Project with Wood Rodgers, Inc. for a not to exceed amount of \$26,540 to be funded from the Open Space Rafferty Wetland Mitigation Account No. 254-5047-452-7850 in the amount of \$6,243 and from the Maintenance Account No 254-5047-452-0450 in the amount of \$20,297 as provided in FY 2007/2008.

Staff Summary: On October 19, 2006, the Board of Supervisors approved Contract No. 2006-094 Open Space Wetland Rehabilitation Project with Woods Rodgers, Inc. for a not to exceed amount of \$92,620 for the design of improvements to the Lompa Lane Wetlands. On February 26, 2007, Amendment No. 1 was issued to extend the time of completion from April 30, 2007 to June 30, 2008. On October 28, 2007, the Board of Supervisors approved Amendment No. 2 for a not to exceed amount of \$8,245.00 to include a landscaping concept, design on Northridge Drive and allow for 100% design. With this Amendment No. 3 the consultant will have funding needed to complete the design to 100%, apply for grants from NDEP for construction, and provide any last minute revisions that may be needed after the permit review process.

4-3. Airport Authority

Action to confirm and approve inclusion of Lot #72a and Other Parcels (APNs 8-127-05, 06, 08; 8-134-03; 8-406-22 Inclusive) into the Carson City Airport Property, Amend the 1990 Cooperative Agreement

Between Carson City (Board of Supervisors) and authorize the Carson City Airport Authority to Manage these areas as part of the Carson City Airport.

Staff Summary: This action reflects the historic areas included in the Airport area, and those acquired since the 1990 Cooperative Agreement. These areas have been managed by the Carson City Airport Authority. The Carson City assessor intends to treat the property as non-airport property for purposes of taxation unless the Authority and the Board of Supervisors update the APNs that are included in the Airport.

4-4. Public Works

Action to appoint and authorize the Mayor, the City Clerk Recorder, or designee to swear Johnson & Perkins (Mrs. Cindy Fogel, representative) as the appraiser for Carson City with regard to the self-contained appraisal of the following property in Carson City for both Temporary and Permanent Water Line Easements, APN; 4-022-01, APN; 4-021-13.

Staff Summary: Appraisals are required by state law in order to determine the value of property that may be purchased. This action is for appointment of Johnson & Perkins (Cindy Fogel representative) as the appraiser for the property, as required by N.R.S. 244.275. The funds will be paid from the Public Works budget for work related to the new Arsenic Treatment Plant.

(End of Consent Agenda)

Ordinances, Resolutions, and Other Items

5. Development Services - Engineering

Action to approve Dedication of Waterline Easement from Carson-Tahoe Hospital to Carson City along the alignment of an existing public waterline; a portion of APN #01-201-25 as shown on the map.

Staff Summary: Development Services staff is requesting that the Board of Supervisors accept this dedication from Carson-Tahoe Hospital to Carson City for the purpose of operation and maintenance of public water system over and across certain real property. This dedication is being given to the City and has been coordinated with Development Engineering.

6. Treasurer

- A) Action to set the compensation for the Parking Administration Hearing Officer at \$200 per month effective January 2008.

Staff Summary: Chapter 10.24.335 of the Carson City Municipal Code designates the Board of Supervisors as the body to set the compensation for the Parking Administration Hearings Officer.

- B) Action to introduce on first reading, an ordinance amending Carson City Municipal Code Title 2, Administration and Personnel, by adding a new chapter to Title 2 designated Chapter 2.41, Collection of Taxes on Personal Property, by adding a new section to Chapter 2.41 designated Section 2.41.010, County Treasurer to Collect Taxes on Personal Property, and other matters properly relating thereto.

Staff Summary: The addition of Chapter 2.41.010 to Title 2 of the Carson City Municipal Code designates the Carson City Treasurer to collect taxes on personal property in Carson City that are otherwise collectible by the Carson City Assessor.

7. **Brewery Arts Center**

Presentation by the Brewery Arts Center on its Access Activities Plan and Budget outlining activities and programs planned for the following fiscal year with funds and channels received by the City.

Staff Summary: The Board of Supervisors approved an agreement on June 21, 2007 with the Brewery Arts Center (BAC) to provide public education and governmental access programming and services. The agreement requires that BAC make this presentation before March 15 each year.

8. **Development Services**

Action to adopt Bill No. 104, on second reading, an ordinance amending the Carson City Municipal Code, Title 2, Administration and Personnel, by adding Chapter 2.42, Carson City Building Permit Enterprise Fund Advisory Committee, and adding Section 2.42.010, Definitions, Section 2.42.020, Purpose, Section 2.42.030, Organization, Section 2.42.040, Membership Requirements, Section 2.42.050, Term of Office, Section 2.42.060, Meetings and Officers – Legislative Procedure – Removal of Commissioner – No Compensation, Section 2.42.070, Removal for cause, Section 2.42.080, Duties and Responsibilities, Section 2.42.090, Severability, and other matters properly relating thereto.

Staff Summary: Approval if this ordinance will establish the Building Permit Enterprise Fund Advisory Committee which is the outgrowth of the One-Stop Committee that was established several years ago through the City Manager's Office. The Committee will be comprised of five members; one member who shall be a representative of the residential construction industry; one member who shall be a representative of the commercial development industry; one member who shall be a representative of the construction industry; the Carson City Finance Director; and the Carson City Chief Building Official.

9. **Public Works**

- A) Action to approve a resolution declaring the public interest and necessity in the authorization of a lawsuit to exercise the power of eminent domain for right-of-way of approximately 6,856.5 square feet of land for APN 009-084-01 and 4,238.8 square feet of land for APN 009-089-01, for a public utility easement of approximately 130 square feet and 2,501 square feet for APN 009-084-01 and 4,238.8 square feet for APN 009-089-01, and a temporary construction easement of approximately 2,850.6 square feet for APN 009-084-01 and 469.7 square feet for APN 009-089-01 owned by SINV, LLC, for the widening of Fairview Drive and to authorize a stipulation for entry on to the land, and to authorize all other actions necessary to accomplish the taking.

Staff Summary: As a part of Fairview Drive Widening Project, this right-of-way and easements are necessary for the relocation of utilities, the installation of curbs, gutters, sidewalks and the addition of another travel lane for each direction of travel.

- B) Action to accept the Regional Transportation Commission's February 13, 2008 meeting recommendation that the Board of Supervisors approve a resolution declaring the public interest and necessity in the authorization of a lawsuit to exercise the power of eminent domain for right-of-way of approximately 4,843.5 square feet of land, for a public utility easement of approximately 2,999.4 square feet of land and a temporary construction easement of approximately 4,227.5 square feet of land which is a portion of APN 09-552-01 owned by Mission of Nevada, Inc, for the widening of Fairview Drive and to authorize a stipulation for entry on to the land, and to authorize all other actions necessary to accomplish the taking.

Staff Summary: As a part of Fairview Drive Widening Project, this right-of-way and easements are necessary for the relocation of utilities, the installation of curbs, gutters, sidewalks and the addition of another travel lane for each direction of travel.

- C) Action to adopt on second reading, Bill No. 105 an ordinance amending Title 12, Water, Sewerage and Drainage, Chapter 12.10, Reclaimed Water Use Rates, Section 12.10.020, Schedule of Rates, by decreasing all rates, except the monthly meter service charge, from \$0.21 per thousand gallons to \$0.10 per thousand gallons effective on bills dated on or after April 1, 2009 and other matters properly related thereto.

Staff Summary: The Carson City Board of Supervisors approved Carson City Municipal Code in 1996 which provided for a rate charge of \$0.21 per thousand gallons of reclaimed water delivered to the customer. However, through User Agreements, the rate has not been charged to date. At the direction of the Board of Supervisors, staff revised the ordinance to reflect a reduction from \$0.21 to \$0.10 per 1,000 gallons effective April 1, 2009. Staff will meet with the reclaimed water customers to negotiate future increases, beyond the \$0.10 per thousand determine the amount and timing. Staff will present the results of these negotiations to the Board for their input and direction.

- D) Action to adopt, on second reading, Bill No. 106 an Ordinance amending Title 12 Water, Sewerage and Drainage, Chapter 12.17 Storm Water Service Charges Section 12.17.040 Service Charge Rates by increasing the service charge rates by 5% on bills dated on or after July 1, 2008 and other matters properly related thereto.

Staff Summary: Since 2005, there have been no adjustments or increases to these rates. Staff recommends an annual 5% increase to sustain operating expenses.

- E) Action to adopt on second reading, Bill No. 107, an ordinance amending Title 12, Water, Sewerage and Drainage, Chapter 12.01, Water Connection Charges and Use Rates, Section 12.01.010, Definitions, Section 12.01.050, Waiver of Connection and Tapping Charges, Section 12.01.090, Protests to Rates and Charges and Meter Tests, Section 12.01.105, Delinquent Charges as Liens, Section 12.01.120, Waste of Water Prohibited, Section 12.01.130, Limitations on Irrigation, Section 12.01.170, Application for Service, Section 12.01.180, Notices and Section 12.01.210, Main Extensions, by changing various reference to the utilities director and the utilities department to references to the public works director and public works department; amending Section 12.01.020, Schedule of Rates, by increasing all rates 6% effective on bills dated on or after July 1, 2008 and changing references to utilities director to references to the public works director; amending Section 12.01.030, Schedule of Water Connection Charges, Lateral and Meter Box Sets, and Meter Set Fees, by increasing all charges and fees, except water connection charges, 6% on bills dated on or after July 1, 2008 and changing certain references to utilities director to reference to public works director; amending Section 12.01.160, Description of Service, by providing that Carson City may provide water service outside of Carson City at rates established by the Board of Supervisors; and other matters properly relating thereto.

Staff Summary: The proposed rate increase of 6% is necessary for debt service (4%) and to provide for increased operations and maintenance costs (2%) which include power costs, chemicals, and water sampling costs.

- F) Action to find that the proposed ordinance amending Title 12, Water, Sewerage and Drainage, Chapter 12.03, Sewer Connection Charges and Use Rates, Section 12.03.020, Schedule of Rates, by increasing all rates twelve (12%) percent effective April 1, 2008, and an additional twelve (12%) percent effective July 1, 2008, and other matters properly related thereto, does impose a direct and significant economic burden on a business or directly restrict the formation, operation or expansion of a business, that a

business impact statement has been prepared, accepted and is on file with the Board of Supervisors and that the requirements of the NRS 237.080 and 237.090 have been met.

Staff Summary: The sewer rates have not been increased since June 2003 which saw a 9.1% increase. Prior to that there was a 10% decrease in 1993, an 11% increase in 1991 and a 6% decrease in 1988. Staff did not bring a rate change last year as the components of the capital program were in flux given the issues with NDEP relating to Brunswick Reservoir.

On January 17, 2008, the Board was also informed that the city was about to go out for bids for the first phase of construction of wastewater treatment facility upgrades including an additional clarifier, reconstruction of the North Lift pumping facility, aerated treatment pond improvements, influent piping modifications, RAS pump improvements and headworks improvements. Total project costs were estimated at over \$8 million. This project has now been put on hold. Due to the severe decline in connection fees this past year, staff is recommending a 12% increase as of April 1 and an additional 12% increase as of July 1, 2008. The 12% rate increase requested is principally for debt service (10%) and to cover increased operations and maintenance costs (2%) such as fuel, electricity, and chemicals. The following 12% increase is also for debt service (10%) and to cover increased operations and maintenance costs (2%) such as fuel, electricity, and chemicals. This increase will bring the Sewer Fund a little above the break even point for continued operations and debt service. Staff anticipates that an additional increase next year will be required to move forward with capital improvements to the Waste Water Reclamation Plant if the economy does not improve.

- G) Action to introduce, on first reading, an ordinance amending Title 12, Water, Sewerage and Drainage, Chapter 12.03, Sewer Connection Charges and Use Rates, Section 12.03.020, Schedule of Rates, by increasing all rates twelve (12%) percent effective April 1, 2008 and an additional twelve (12%) percent effective July 1, 2008, and other matters properly related thereto.

Staff Summary: The proposed increase of rates reflected in Chapter 12.03 provide for the necessary revenue requirements to operate, maintain and meet debt obligations. More specifically, the changes provide for an across the board 12% increase effective April 1, 2008 and an additional 12% effective July 1, 2008 to the monthly rates for each property and septic haulers.

10. Parks and Recreation

- A) Action to approve and authorize the Mayor to sign a funding agreement between Carson City (Grantee) and the State of Nevada, Department of Conservation and Natural Resources, Division of State Lands (Grantor) for \$264,000 in grant funds to be used towards improvements to the existing Morgan Mill Road Trailhead.

Staff Summary: City staff has applied for and been awarded grant funding from the State of Nevada, Department of Conservation and Natural Resources, through the Question 1 Conservation and Resource Protection Grant Program. These grants will be used towards construction of a new parking lot and boat ramp, a portable toilet enclosure, streambank modifications, revegetation, and noxious weed control at the Morgan Mill Road Trailhead. Board of Supervisors approval of the funding agreement will allow City staff to proceed with the project and implement a portion of the Unified Pathways Master Plan.

- B) Action to approve in concept the preliminary building and site plans for the multi-purpose indoor recreation center located adjacent to the Boys and Girl's Club of Western Nevada club house located at Northridge Drive and Russell Way.

Staff Summary: The Parks and Recreation Department is proposing to locate the City's new recreation center at the Boys and Girls Club project site. Over the past seven to eight months, City staff and Boys and Girls Club representatives, along with the Parks and Recreation Commission, have been working with Mr. Brent Tippets, Architect from Valentiner Crane Architects, to develop preliminary design concepts for this recreation facility. Mr. Tippets and City staff will be presenting the preliminary building and site design concepts to the Board of Supervisors. This presentation will provide a project overview on key architectural design and recreational programming components for the entire project.

- C) Discussion only regarding a "Recreation Center Operations Pro-Forma" developed by Ken Ballard of Ballard*King and Associates for the proposed Multipurpose Indoor Recreation Center to be located at 1870 Russell Way.

Staff Summary: As part of the planning process for the proposed indoor recreation center to be constructed and operated in partnership with the Boys and Girls Club of Western Nevada, staff contracted with Ballard*King and Associates of Denver, Colorado to conduct an operations pro-forma or business plan. The pro-forma develops probable revenue, and expenditure estimates; advises on staff levels, marketing plans, fees and charges schedules and operations for the proposed indoor multipurpose recreation center.

- D) Action to approve a "Memorandum of Understanding for the Development, Construction, and Operation of: (1) A Multipurpose Indoor Recreation Center; between Carson City and the Boys and Girls Club of Western Nevada; (2) A Clubhouse; and (3) Athletic Fields."

Staff Summary: During the September 6, 2006 Board of Supervisor's meeting, the Board approved the site of the new Boys and Girls Club of Western Nevada located at 1870 Russell Way as the site for Carson City's proposed Multipurpose Indoor Recreation Center. Also, at this same meeting the Board directed staff to pursue a partnership with the Boys and Girls Club of Western Nevada for the purpose of the planning and the development of the indoor recreation center. The Memorandum of Understanding sets forth the framework of the proposed partnership and ultimately a joint use agreement between Carson City and the Boys and Girls Club of Western Nevada.

11. Purchasing and Contracts

- A) Action to determine that Contract No. 0708-105 is a contract not required to be submitted for public bidding pursuant to NRS 338.1718, and to approve Contract No. 0708-105 a request for construction manager as agent services to be provided by Metcalf Builders, Inc. to be the Construction Manager as agent for the Carson City Indoor Recreation Center/Multi-Purpose Gym through December 31, 2009 for a not to exceed amount of \$991,764 to be funded from the Park Improvement/New Gymnasium Account 254-5046-452-7130 as provided in FY 2007/2008.

Staff Summary: For the design and construction of the proposed new Recreation Center to be located adjacent to the new Boys and Girls Club of Western Nevada facility, staff recommends using a team of the project Architect, Valentiner Crane Architects, and a Construction Manager. This delivery system has worked well on the recent Sheriff's Administration Building project. A Request For Proposals was issued for Construction Manager Services and responses were received from seven (7) firms. A review and selection committee; consisting of Parks and Recreation staff, Public Works staff, and the project Architect, reviewed the proposals and conducted interviews of the three top rated firms. As a result, the committee has selected Metcalf Builders, Inc. as the most qualified firm. This proposed contract is for both pre-construction and construction phase Construction Manager Services for all phases of the project.

- B) Action to determine that Contract No. 0708-134 is a contract for the services of a professional engineer, professional land surveyor or registered architect; that the selection was made on the basis of the competence and qualifications of the engineer, land surveyor or architect for the type of services to be performed and not on the basis of competitive fees; and therefore not suitable for public bidding pursuant to NRS 625.530; and to approve Contract No. 0708-134 with Valentiner Crane Architects to provide Architectural and Engineering Services for the Carson City Indoor Recreation Center/Multi-Purpose Gym through October 31, 2009 for a not to exceed cost of \$701,900 to be funded from the Park Improvements/New Gymnasium Account 254-5046-452-7130 as provided in FY 2007/2008.

Staff Summary: For Architectural and Engineering services of the proposed new Indoor Recreation Center/Multi-Purpose Gym to be located adjacent to the new Boys and Girls Club of Western Nevada facility, staff recommends the project Architect, Valentiner Crane Architects. A Request for Proposals was issued for Architectural and Landscape Architectural Services in May, 2006 with responses received from twenty-six (26) firms. A review and selection committee, consisting of Parks and Recreation staff and Public Works staff reviewed the proposals and selected six Landscape Architect firms and six Architect firms to be on Carson City's On Call List. As a result, the committee has selected Valentiner Crane Architects as the most qualified firm with previous specialized experience in design of Recreational Facilities. This proposed contract is for the design and construction phase of the project

12. District Attorney

Action to adopt on second reading, Bill No. 108, an ordinance amending Carson City Municipal Code Chapter 8.08 Nuisances, Section 8.08.030 Definitions, and Chapter 8.09 Enforcement Provisions For Nuisances, Section 8.09.040 Definitions to reference the correct resolution in the definition of "Enforcement official" and other matters properly related thereto.

Staff Summary: The Board of Supervisors adopted resolution number 2006-R-18 which identifies those individuals who have the authority to prepare, sign and serve citations for violations of the municipal code. On February 21, 2008 the Board adopted resolution number 2008-R-8 amending resolution number 2006-R-18 to allow the District Attorney's Investigators to enforce the nuisance code. Since the resolution passed, Chapters 8.08 and 8.09 of the Carson City Municipal Code need to be amended to reflect the correct resolution that identifies who is considered an "enforcement official."

13. City Auditor

Action to adopt on second Reading, Bill No. 109, an ordinance Deleting Carson City Municipal Code Chapter 2.14 Board of Health, and adding Chapter 2.14 Carson City Audit Committee, Section 2.14.010 Introduction setting out the reasons for the creation of the Carson City Audit Committee, adding Section 2.14.020 Purpose of the Carson City Audit Committee establishing the role of the Carson City Audit Committee, adding Section 2.14.030 Composition of the Carson City Audit Committee establishing the membership of the Carson City Audit Committee, adding Section 2.14.040 Responsibilities of the Carson City Audit Committee setting forth the duties and responsibilities of the Carson City Audit Committee, adding Section 2.14.050 Meetings setting the meeting times for the Carson City Audit Committee, adding Section 2.14.060 Organizational Chart creating the organizational chart of the Carson City Audit Committee and other matters properly related thereto.

Staff Summary: In 2004, Carson City adopted the County Board of Health in Chapter 9.01 of the Carson City Municipal Code. At that time, Chapter 2.14 County Board of Health already existed in the municipal code. The first part of this ordinance is a housekeeping matter that will delete the older version of the County Board of Health. The second part of the ordinance adds a new chapter 2.14 which creates the Carson City Audit Committee. The Carson City Audit Committee was approved by the Board of

Supervisors at the February 7th meeting, however this ordinance places the Committee within the municipal code where other committees have also been established.

– LUNCH BREAK –

RETURN – APPROXIMATE TIME – 1:30 P.M.

14. City Manager

- A) Action to appoint two members to the Audit Committee establishing their initial terms. The appointments are initially staggered, one term for one year ending February 2009 and the other term for two years ending February 2010.

Staff Summary: Per Carson City Municipal Code Chapter 2.14 Section 2.14.030 “The Carson City Audit Committee shall be comprised of five (5) members; two (2) members from the Board of Supervisors, (2) two members from the public-at-large and the City’s Director of Finance.”

- B) Action to review, evaluate and recommend for approval the Community Development Block Grant (CDBG) projects funding recommendations for the FY 2008-09, and to open a 30-day public comment period from March 17, 2008 to April 17, 2008 the Carson City CDBG FY 2008-09 Annual Action Plan to implement Department of Housing and Urban Development (HUD) programs associated with the Community Development Block Grant (CDBG) Program.

Staff Summary: In early 2008, the U.S. Department of Housing and Urban Development (HUD) notified Carson City that it was awarded \$436,345 in Community Development Block Grant Funds for the FY 2008-09 annual cycle. Fifteen percent (15%), or \$65,452, is available for public services activities. Sixty-five percent (65%), \$283,624 is earmarked for public facilities and improvements. The remaining twenty percent (20%), \$87,269, is allocated to planning, research, reports and administrative functions. In addition, there is \$22,842.57 in unallocated funds from the FY 2006-07 that can be used for capital improvements or economic development projects. A community-based Application Review Workgroup oversaw the application review process and ranked the applications.

15. Development Services - Planning

- A) Action to adopt Bill No. 102, on second reading, an ordinance to change the zoning of a parcel located at 990 Minnesota Street, APN 001-201-28, from Public Community (PC) to Residential Office (RO). (File No. ZMA-07-205)

Staff Summary: The proposed zoning is intended to be consistent with surrounding zoning upon the sale of the property by Carson-Tahoe Regional Medical Center. An existing office building is located on the parcel and the proposed RO zoning would allow its continued use as an office.

- B) Action to adopt Bill No. 103, on second reading, an ordinance to change the zoning from Single Family One Acre (SF1A) to Single Family 21,000 (SF21) on four parcels located at 3820-4094 Center Drive, APN’s 009-775-24, -25, -26 and -27. (File No. ZMA-07-175)

Staff Summary: The Zoning Map Amendment would allow the properties to be subdivided into a minimum lot size of 21,000 square feet (approximately one-half acre). Three of the parcels are currently one acre in size and one is already one-half acre in size.

- C) Action regarding an appeal of the Planning Commission's decision denying a Variance application from Leslie J. and JoAnne Kynett to reduce the required side yard setback to allow encroachment of a previously constructed projection of eaves, landings, stairs and railings, on property zoned Multi-Family Apartment (MFA), located at 925 and 935 East Fifth Street, APN 004-042-24. (File Nos. MISC-08-011/VAR-07-121)

Staff Summary: The applicant constructed eaves, landings, stairs and railings into the required setback beyond what was approved per the building permit. The applicant applied for a variance from the Planning Commission. The Planning Commission denied the subject variance application on a vote of 7:0. The Board of Supervisors can uphold, reverse or modify the Commission's decision to deny the appeal.

16. Board of Supervisors

Non-Action Items:

- 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. Action to Adjourn

Following a recess or the adjournment of the meeting, the Carson City Board of Supervisors will meet to receive information from an attorney employed or retained by the city regarding potential and/or existing litigation involving matters over which the public body has supervision, control, jurisdiction or advisory power and to deliberate toward decisions on the matters.

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Copies of information related to the above items can be viewed at the reference desk at the Carson City Public Library.
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Titles of agenda items are intended to identify specific matters. If you desire detailed information concerning any subject matter itemized within this agenda, you are encouraged to call the responsible agency or the City Manager's Office. You are encouraged to attend this meeting and participate by commenting on any agenda item.
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Notice to persons with disabilities: Members of the public who are disabled and require special assistance or accommodations at the meeting are requested to notify the City Manager's Office in writing at 201 North Carson Street, Carson City, NV, 89701, or by calling (775)887-2100 at least 24 hours in advance.
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This meeting can be viewed on Channel 26. For specific dates and times - www.bactv.org.
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This agenda and backup information are available on the City's website at www.carson-city.nv.us
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This notice has been posted at the following locations:

- Community Center 851 East William Street
- Public Safety Complex 885 East Musser Street
- City Hall 201 North Carson Street
- Carson City Library 900 North Roop Street

Date: February 27, 2008