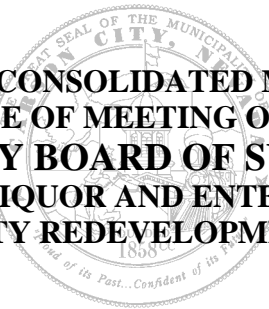


**CARSON CITY CONSOLIDATED MUNICIPALITY
NOTICE OF MEETING OF THE
CARSON CITY BOARD OF SUPERVISORS
AND CARSON CITY LIQUOR AND ENTERTAINMENT BOARD
AND CARSON CITY REDEVELOPMENT AUTHORITY**



Day: Thursday
Date: April 17, 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 - Alan Dorway, 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**
3. **Special Presentation**

Presentation of a proclamation for "Child Abuse Prevention Month" April 2008.

4. Consent Agenda

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All matters listed under the consent agenda are considered routine and may be acted upon by the Board of Supervisors with one action and without an extensive hearing. Any member of the Board 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. Assessor

Action to approve the removal of taxes/penalties and a partial refund from parcel number 003-291-41 (S. Nevada St.) from the 2007/08 Real Property Tax Roll per NRS 361.233 and 361.765 in the amount of \$100.37.

Staff Summary: The above listed property is considered to be a common area and under SB 358 (NRS 361.233) as of July 1, 2006 they must be assessed upon the community units and not upon the common-interest community as a whole, therefore, the taxes for this property need to be removed from the 2007/08

Real Property Tax Roll. The Assessor's office is asking that the taxes and penalties be removed from the parcel and that the amount paid on parcel 003-291-41 be refunded.

4-2. District Attorney

Action to approve a settlement between Carson City and Kenneth E. Engles for claim relating to Public Employees Retirement System ("PERS") retirement compensation and to authorize payment to Kenneth E. Engles in the amount of \$78,060.89 contingent upon Mr. Engles executing a Release of All Claims in favor of Carson City.

Staff Summary: Kenneth E. Engles was employed by Carson City as a firefighter. Mr. Engles retired from the City and began to receive retirement compensation from PERS. Due to an audit of the City conducted by PERS relating to the categorization of time worked as call back pay, Mr. Engles' retirement compensation was reduced from what he had expected at the time of his retirement. As Mr. Engles has already retired from the employment with the City, Mr. Engles does not have any options to recover the reduction in his retirement compensation.

4-3. Parks and Recreation - Open Space

- A) Action to appoint and authorize the Mayor, the City Clerk Recorder, or designee to swear Ms. Cindy Lund Fogel with Johnson-Perkins and Associates, Inc., as the appraiser for Carson City with regard to the self-contained appraisal of the following property in Carson City: 1) APN 7-101-51, a portion consisting of approximately 20 acres and a 40 foot wide times a 1,000 foot long access easement located at the western terminus of paved portion of Ash Canyon Road.

Staff Summary: Appraisals are required by state law in order to determine the value of property to be purchased. This action is for appointment of Cindy Lund Fogel as the appraiser for the property, as required by NRS. 244.275. The approximate cost of the appraisal is \$6,000 which will be paid from the Open Space Question 18 fund.

- B) Action to appoint and authorize the Mayor, the City Clerk Recorder, or designee to swear Mr. Mark Warren as the appraiser for Carson City with regard to the self-contained appraisal of the following property in Carson City: 1) APN 7-091-26, consisting of 96.28 acres located at the western terminus of the unpaved portion of Ash Canyon Road.

Staff Summary: Appraisals are required by state law in order to determine the value of property to be purchased. This action is for appointment of Mr. Mark Warren as the appraiser for the property, as required by NRS. 244.275. The approximate cost of the appraisal is \$2,750 that will be paid from the Open Space Question 18 fund.

4-4. Development Services - Planning

- A) Action to approve a request from Maureen Lamerdin for Historical Tax Deferral Status on property located within the Historic District, 512 North Division Street, APN 003-237-03, (Henry Marvin Yerington House). File HRC-07-202

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

- B) Action to consider an extension of one year for filing of a final map for the Planned Unit Development known as Clearview Ridge PUD, located at West Roventini Way.

Staff Summary: Tentative Planned Unit Development Map approvals remain valid for two years for recording of a final map. A one year extension may be granted by the Board of Supervisors for filing of a final map. The applicant at this time is requesting a one year extension from the time frame noted in the September 21, 2006 Board of Supervisors approval. It is the recommendation of staff that the BOS approve the requested one year extension. If this extension is approved the new expiration date for the Tentative Map approval will be September 21, 2009.

4-5. Purchasing and Contracts

Action to determine that Contract No. 0708-142 is a sole source contract and therefore not suitable for public bidding pursuant to NRS 332.115 and to approve Contract No. 0708-142 a request for the purchase of thirty-five (35) Filter Leafs from Whittier Filtration, Inc. for a not to exceed cost of \$57,470 plus shipping to be funded from Water Fund SDWA REQ (Arsenic) 520-3505-434-7870 for Fiscal Year 2007/2008.

Staff Summary: Public Works wants to purchase thirty-five (35) replacement filter leafs for the Quill Water Treatment Plant. This is the required amount to replace one (1) of four (4) treatment vessels.

4-6. City Manager

Action to appoint J. Kyle Horvath to the Shade Tree Council, term to expire January 1, 2010.

Staff Summary: There is one vacancy to be filled on the Shade Tree Council due to a members term expiring. The Council has interviewed the applicant and recommends appointment of J. Kyle Horvath.

4-7. City Auditor

Action to accept the recommendations of the Audit Committee to adopt the "Carson City Audit Manual" as the guideline that will be used for audits conducted within the Internal Audit Department.

Staff Summary: At the April 8, 2008 Audit Committee meeting, the "Carson City Audit Manual" was reviewed and discussed. The Audit Committee approved this document by a vote of 5 to 0 as the guideline that will be followed in audits conducted by the Internal Audit Department. The manual will be provided to each auditee prior to an engagement beginning in order that they will have an overview and a better understanding of the audit process.

(End of Consent Agenda)

(Recess)

Liquor and Entertainment Board

Call to Order & Roll Call

Action on Approval of Minutes

5. Development Services - Planning

Action to conduct a show cause hearing for disciplinary action pursuant to CCMC 4.13.140, Revocation of liquor license, and 4.13.150, Revocation procedure, regarding Liquor License No. 08-00023400 held by Kil Ye (Katie) Chew For Katie's Bar, based upon the protection of the public's health, safety and welfare and possible action to suspend or revoke the liquor license.

Staff Summary: The Liquor Board can take disciplinary action at a show cause hearing regarding a liquor license after notice has been served. The Sheriff's Office will present documentation and grounds for the license's revocation at the Liquor Board meeting as to why the subject Liquor License should be revoked regarding the protection of the public's health, safety and welfare.

Action to Adjourn

Board of Supervisors

Ordinances, Resolutions, and Other Items

6. Carson Tahoe Regional Healthcare

Presentation by Carson Tahoe Regional Healthcare (CTRH) regarding the sale of the Carson Tahoe Specialty Medical Center, formerly Carson-Tahoe Hospital.

Staff Summary: Cheri Glockner, CTRH Development Director will present the plan to transition the facility to the new owner and tenants. Lita McCaw, CTRH Administrator/CEO of ContinueCARE Hospital will provide a brief description of long term acute care services and what it means to the community.

7. Juvenile Detention/Probation

Presentation and overview of current and future activities of the Juvenile Detention/Probation Department.

Staff Summary: John Simms, Chief Juvenile Probation Officer will be updating the Board on their operations.

8. Fire

Action to introduce on first reading, an ordinance deleting Carson City Municipal Code Chapter 8.06 Fire Alarm Device Regulations and other matters properly related thereto.

Staff Summary: This section of the Municipal Code was originally adopted to allow the fire department to collect fees for the purpose of monitoring fire alarm systems and licensing companies that install alarm systems. Since the adoption of the ordinance state law has been changed to license alarm companies through a state-wide licensing process handled through the Nevada State Fire Marshal's Office. Fire alarms are no longer monitored through the Fire Department but by alarm companies. These changes make this section of Municipal Code obsolete.

9. Development Services - Building Division

Action to introduce, on first reading, an ordinance amending the Carson City Municipal Code Title 14, Fire, Section 14.02.115, Section 903 - Fire Sprinklers, to revise the definition of total floor area and Section 14.02.045, Section 105.7 - Required Construction Permits and Title 15, Buildings and Construction, Section 15.05.020, Adoption and Administration of Building and Construction Codes, to revise the manner in which fees for plan reviews and permits are determined and to require approved property corners to be in place at time of foundation inspection and other matters properly related thereto.

Staff Summary: The proposed changes to the current building and fire plan review/permit fee schedules

will provide a less cumbersome, less arbitrary and more easily understood process for calculating permit fees. The proposed fee schedule and methodology coincides with what is proposed by the International Code Council for obtaining permit fees and will be a more efficient use of staff time.

(Recess)

Redevelopment Authority

Call to Order & Roll Call

Action on Approval of Minutes

10. Finance

- A) Action to recommend to the Board of Supervisors that they adopt a resolution to augment and amend the Carson City Redevelopment Authority FY 2007-08 Budget in the amount of \$2,795,483.

Staff Summary: The augmentation and revision is appropriating previously unbudgeted resources.

Action to Adjourn

Board of Supervisors

- B) Action to adopt a resolution to augment and amend the Carson City Redevelopment Authority FY 2007-08 Budget in the amount of \$2,795,483.

Staff Summary: The augmentation and revision is appropriating previously unbudgeted resources.

11. Human Resources

- A) Action to extend the contract with Saint Mary's HealthFirst for medical and pharmacy insurance for an additional two (2) year period through June 30, 2012.

Staff Summary: Human Resources previously negotiated a three (3) year contract which began July 1, 2007, ending June 30, 2010 with future rate increases tied to claims' utilization. Human Resources proposes an extended contract for an additional two years with a zero rate increase for FY 2008-2009 and renegotiated increases for FY 2010, 2011, and 2012.

- B) Action to approve the collective bargaining agreement between Carson City and the Carson City Sheriff's Supervisory Association for Sergeants for the period July 1, 2007 through June 30, 2011.

Staff Summary: Negotiations between Carson City and the Sheriff's Supervisory Association for Sergeants have been successfully concluded, resulting in a proposed four-year contract that reflects the long-term interests of both the City and the employees.

- C) Action to approve the collective bargaining agreement between Carson City and the Carson City Sheriff's Supervisory Association for Lieutenants for the period July 1, 2007 through June 30, 2012.

Staff Summary: Negotiations between Carson City and the Sheriff's Supervisory Association for Lieutenants have been successfully concluded, resulting in a proposed five-year contract that reflects the long-term interests of both the City and the employees.

12. City Auditor

Action to approve the Internal Audit Work Plan for the period April 2008 through June 2009.

Staff Summary: The April 2008 through June 2009 Audit Work Plan is a combination of projects in progress, new projects and quarterly reviews. The Audit Work Plan provides for the Audit Committee's oversight of the City's internal audit function. In recommending the Audit Work Plan for approval by the Board of Supervisors, the Audit Committee believes that the proposed work plan provides a balance of audit work that once complete, will result in improving the overall operations of the City of Carson City by strengthening management controls, improving accountability, and enhancing the efficiency and effectiveness of municipal services. A request to amend this Audit Work Plan may be brought forward to the Board of Supervisors if additional projects of high priority are identified during this time period; April 2008 through June 2009.

13. City Manager

- A) Action to approve subleasing a portion of the Children's Museum to the Carson Area Big Brothers / Big Sisters non profit organization, subject to the terms listed in Section 8 of the lease between Carson City and the Children's Museum of Northern Nevada.

Staff Summary: Carson Area Big Brothers / Big Sisters is looking for office space and has requested to use office space at the Children's Museum. The lease for the Children's Museum allows for subleasing property as long as the following conditions are met: (1) The Lessor provides written consent to sublease; (2) The third-party executes a new sublease assuming all the obligations of the Children's Museum for the subletted property; and (3) the Lessor receives a copy of the sublease.

- B) Update on the current and future financial condition of the Carson City General Fund.

Staff Summary: Staff would like to provide monthly updates on actual budget results, revised projections and cost reduction strategies being implemented to address the deficit included in the 2007/2008 General Fund Budget. No action is requested at this time.

- C) Presentation of the proposed 2008/2009 Fiscal Year budget for Carson City including the General Fund, Enterprise Funds and all other funds.

Staff Summary: Staff has prepared a balanced budget in light of the severe financial hardships that are facing the city. The goal for this and future years is to balance expenditures to revenues with minimal reliance on the City's Stabilization Fund or ending fund balances through reduction in programs, containment of staffing and implementing efficiencies where identified. Staff will present the assumptions made during the process and the outlook for the future.

- D) Action to set the total amount available for annual funding of Carson City Community Support Services grant allocations for Fiscal Year 2008-2009 and to confirm the application and interview format and presentation of applications.

Staff Summary: Carson City greatly benefits from the valuable assistance of various non-profit community organizations. In recognition of this service, Carson City provides Community Services grant funding to those worthwhile organizations on a case by case basis within annual fiscal constraints.

- E) Action to adopt a resolution establishing a ballot question for the enactment of an additional ad valorem tax of \$0.1260 in order to provide additional funding of \$965,000 for the Carson City Fire Department

and \$1,108,000 for the Carson City Sheriff's Department, establishing the explanation for the ballot question, directing the Carson City Clerk to bring to the Board of Supervisors a recommendation regarding who should be appointed to the committees to prepare arguments for and against the ballot question, requiring the City Clerk to set the length of an argument and rebuttal and the date by which it must be submitted to the Clerk, and other matters properly related thereto.

Staff Summary: Staff has been asked to request that the Board of Supervisors place a question on the next general election ballot to help fund additional staffing for the Carson City Fire Department ambulance service and for wildland fire protection services and to provide additional funding to the Carson City Sheriff's Department to support a gang unit, additional deputies in the detention facility and for one additional 24 hour position in the communications center. The funding necessary, if approved by the voters, would increase the ad valorem by \$0.1260.

14. Board of Supervisors

A) Mayor Teixeira

Action to adopt a resolution establishing a ballot question for the enactment of a sales tax of one-eighth of one percent in order to contribute \$10 million to the Virginia and Truckee Railroad construction project in return for 5% of the gross ridership revenue for 99 years, establishing the explanation for the ballot question, directing the Carson City Clerk to bring to the Board of Supervisors a recommendation regarding who should be appointed to the committees to prepare arguments for and against the ballot question, requiring the Carson City Clerk to set the length of an argument and rebuttal and the date by which it must be submitted to the clerk, and other matters properly related thereto.

Staff Summary: Nevada Revised Statute 293.482 allows Carson City to ask the advice of registered voters on any question which it has under consideration. This resolution begins the process to allow the City to place an advisory question on the ballot at the general election.

B) 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

15. 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: April 11, 2008