



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

**Day:** Thursday  
**Date:** May 1, 2008  
**Time:** Beginning at 3:00 p.m.  
**Location:** Community Center, Sierra Room  
851 East William Street  
Carson City, Nevada

## **Agenda**

### **Call to Order**

### **Roll Call**

**Invocation** - Bill McCord, First United Methodist Church, Retired

### **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 Presentations**

Presentation of a Certificate of Recognition to Monte Fast for his more than 20 years of service and dedication to helping those in need and the homeless.

*(Recess as Board of Supervisors)*

### **Liquor and Entertainment Board**

### **Call to Order & Roll Call**

### **Action on Approval of Minutes**

- 4. Development Services - Planning**

Discussion and possible action to accept an Action Plan between the Carson City Liquor and Entertainment Board and Kil Ye (Katie) Chew dba Katie's Bar, and possible action to stop the liquor license suspension or continue the suspension if an Action Plan is not accepted.

Staff Summary: The Liquor Board can accept the Action Plan submitted by Kil Ye (Katie) Chew dba Katie's Bar; take possible action to stop the liquor license suspension, or continue the suspension if an Action Plan is not acceptable.

**Action to Adjourn**

**Board of Supervisors**  
**Consent Agenda**

**5.**

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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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**5-1. Treasurer**

Affidavit of Delinquent Notice Mailing For Real Property Taxes.

Staff Summary: Per NRS 361.5648 Section 3, within 30 days after mailing the original notice of delinquency, the tax receiver shall issue his personal affidavit to the board of county commissioners affirming that due notice has been mailed with respect to each parcel.

**5-2. Development Services - Engineering**

Action to approve Dedication of Waterline Easement, from Carson City Christian Fellowship to Carson City; along the alignment of an existing public waterline containing 13,661 square feet ±; from APN #10-191-14.

Staff Summary: Development Services staff is requesting that the Board of Supervisors accept this dedication from Carson City Christian Fellowship to Carson City for the purpose of public access and operation, over and across certain real property. The dedication is being given to the City to satisfy the development requirements; and has been coordinated with Development Engineering.

**5-3. Purchasing and Contracts**

Action to determine that Contract No. 0708-150 is a contract for the services of a professional engineer; that the selection was made on the basis of the competence and qualifications of the engineer 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. 0708-150 with Resource Concepts through December 31, 2009 for a not to exceed cost of \$89,500 to be funded from the Morgan Mill Road Riverbank 275-5017-452-7801 as provided in FY 2007/2008.

Staff Summary: On March 15, 2007, the Board of Supervisors incorporated into the adopted United Pathways Master Plan the Carson River Aquatic Trail Plan. This on-river trail planning document was developed by Resource Concepts, Inc. Since that time, the Parks and Recreation Department has been applying for and receiving grants to plan and fund improvements at the Morgan Mill Road River Access Area. To implement these planned improvements, the Parks and Recreation Department and Public Works Department staff consulted Carson City's consultant list for professional services to select Resource Concepts to design this project. As a result of this selection, City staff has negotiated a project

scope of work with Resource Concepts to develop construction documents and specifications, assist with environmental testing and permitting, bidding, and construction administration.

#### **5-4. Fire**

Action to adopt a resolution adopting and approving a cooperative agreement between the State of Nevada, acting by and through its Department of Public Safety, Division of Emergency Management and seventeen counties of the State of Nevada which includes Carson City, a consolidated municipality and political subdivision of the State of Nevada, to satisfy a U.S. Department of Homeland Security grant program requirement and other matters properly related thereto.

Staff Summary: The State of Nevada has identified an interoperable communications system as a priority to be funded by the Homeland Security Grant Program. This Cooperative Agreement allows the State of Nevada to retain the grant money that typically must be paid to the counties in order to develop the interoperable communications system. All seventeen counties in the State of Nevada are being asked to enter into the Cooperative Agreement.

*(End of Consent Agenda)*

### **Ordinances, Resolutions, and Other Items**

#### **6. Fire**

- A) Action to adopt on second reading, Bill No.116, 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.

- B) Action to adopt a resolution adopting and approving an interlocal agreement between Carson City, a political subdivision of the State of Nevada, and Western Nevada College which is a part of the Nevada system of higher education, an agency of the State of Nevada, for the use of an emergency shelter and other matters properly related thereto.

Staff Summary: During community wide disasters, or other emergency events, it is often necessary to activate emergency shelter locations for citizens to have a safe haven from the event. The emergency operations plan has designated shelters within the community, some of those shelters are not owned by the city and must be shared with agencies such as Western Nevada College. This contract will allow for that shared use.

- C) Action to adopt a resolution adopting and approving an interlocal agreement between Carson City, a political subdivision of the State of Nevada and the Carson City School District, for the use of emergency shelters and other matters properly related thereto.

Staff Summary: During community wide disasters, or other emergency events, it is often necessary to activate emergency shelter locations for citizens to have a safe haven from the event. The emergency operations plan has designated shelters within the community, some of those shelters are not owned by

the city and must be shared with agencies such as the Carson City School District. This contract will allow for that shared use.

*(Recess as Board of Supervisors)*

**Redevelopment Authority**

**Call to Order & Roll Call**

**Action on Approval of Minutes**

**7. Office of Business Development**

- A) Discussion and action to approve a \$50,000 development finance consultant contract to engage Jeremy Aguero, a principal with Applied Analysis, to complete a feasibility study, jointly owned by the Carson Nugget and the City, to facilitate public-private partnerships as they relate to current and future market demand within the Redevelopment Area of Downtown Carson City.

Staff Summary: As part of the recent settlement agreement between the Carson City Nugget, Inc. and Carson City regarding abandonment of streets, the City must present for approval within 30 days of the approved settlement agreement a contract to complete a feasibility study of Downtown Carson City. Mr. Aguero's highly respected, Nevada-based firm is experienced in economic impact analyses, socio-economic estimates and projections, mixed-use development absorption analysis and other services related to urban economics. These skills are directly related to ensuring that a well-designed, fiscally prudent redevelopment implementation strategy results in a possible complex containing casino/hotel/conference center/mixed-use parking garage that will anchor future civic, residential, retail, entertainment and food and beverage venue-type development throughout Downtown Carson City.

**Action to Adjourn**

**Board of Supervisors**

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**8. Development Services - Building Division**

Action to adopt on second reading, Bill No. 117, 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.

## **9. Public Works**

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 decreasing the commercial laundry user charge per thousand gallons by 20 percent effective July 1, 2008, and other matters properly related thereto.

Staff Summary: The proposed decrease of the Commercial Laundry user charge per thousand gallons reflected in Chapter 12.03 is an adjustment for the significant amount of water used that is lost to evaporation and does not impact the sewer system.

## **10. City Manager**

Action to review, evaluate and recommend for approval the Carson City 2008-09 Annual Action Plan to implement Department of Housing and Urban Development (HUD) programs associated with the Community Development Block Grant (CDBG) Program and to forward the plan to HUD and action to open for a 30-day public comment period from May 9, 2008 to June 9, 2008 for the Consolidated Plan Amendment as required by HUD.

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 Fiscal Year 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%) is allocated to planning, research, reports and administrative functions. A community-based application review workgroup oversaw the application review process and ranked the applications. At the March 6, 2008, Board of Supervisors meeting, the Board reviewed and approved the 2008-09 CDBG Public Services and Public Improvements funding recommendations. The recommendations were incorporated into the CDBG 2008-09 Draft Annual Action Plan. Availability of the plan for public review was noticed in the Nevada Appeal four times from March 16 through April 13, 2008, and hard copies of the plan were put on display at the City Manager's Office, Carson City Public Library and at the Health and Human Services Department. There were no comments from the public at this time. Additionally, HUD requires any Substantial amendment to the Five Year Consolidated Plan to be opened for a 30-day public comment period.

## **11. Clerk/Recorder**

Action to set compensation for Election Board Workers and Early Voting Workers as follows: Team Leaders, \$150; Assistant Team Leaders, Information Clerks, \$125; Poll Workers, Card Collectors, \$100; Early Voting Workers, \$10.30 per hour.

Staff Summary: The Board of Supervisor is to set by resolution the compensation for election workers. The compensation is the same as for the 2006 election.

## 12. 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

**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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### EVENING SESSION - 6:00 P.M.

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**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.*

## 13. Fire

Action to introduce on first reading, an ordinance amending Carson City Municipal Code Title 4 Licenses and Business Regulations, by Adding Chapter 4.05 Surcharge for Enhancement or Improvement of Telephone System Used for Reporting Emergencies, Section 4.05.010 Authority and Purpose, Section 4.05.020 Definitions, Section 4.05.030 Establishment of an Advisory Committee to Develop a Plan to Enhance or Improve the Telephone System for Reporting Emergencies, Section 4.05.040 Composition of the Advisory Committee, Section 4.05.050 Regulations, Section 4.05.060 Quorum, Section 4.05.070 Meetings, Section 4.05.080 Imposition of the Telephone Surcharge, Section 4.05.090 Creation of Special Revenue Fund; Use of the Money in the Fund, Section 4.05.100 Penalty for Failure to Remit Surcharge, and other matters properly related thereto.

Staff Summary: Nevada Revised Statute (NRS) 244A.7641 et. seq. allows the Board of Supervisors to create an advisory committee to establish a five-year master plan for the enhancement and improvement of the telephone system for reporting emergencies. Upon approval of the master plan, the Board of Supervisors has the authority to impose a surcharge in the amount of twenty-five cents (\$0.25) per month on all access lines, a surcharge in the amount of two dollars and fifty cents (\$2.50) per month on all trunk lines, and a surcharge in the amount of twenty-five cents (\$0.25) per month on all telephone numbers assigned to a customer by a supplier of mobile telephone service.

*(Recess as Board of Supervisors)*

**Board of Health**

**Call to Order & Roll Call**

**Action on Approval of Minutes**

**14. Health and Human Services**

- A) Presentation and update regarding Health and Human Services projects and programs.

Staff Summary: Staff will provide an update on current projects taking place within the Human Services Division and the status of existing programs that are funded by various grants.

- B) Presentation and discussion on the Carson City Health and Human Services programs and activities and direction to staff regarding the services that should be provided to the residents of Carson City and other jurisdictions that utilize the services.

Staff Summary: Informational update on the activities and funding for the Carson City Health and Human Services Department. During this update, staff will discuss the various programs that the Department has created and the projects currently underway and/or projected. This will include Public Health Preparedness issues as well as general Health and Human Services information. Staff will also present results of a baseline Health Department assessment using NACCHO and APHA criteria for the ten essential services of public health. Staff is requesting that the Board of Health provide direction to staff regarding the services that the public should receive.

**15. Mayor Teixeira**

Presentation of Railway Reflections by Steven Saylor.

**16. Action to Adjourn**

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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](http://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](http://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 24, 2008**