



**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:** August 7, 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** - Ron Torkelsen, Seventh Day Adventist 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**

*(Recess as Board of Supervisors)*

### **Liquor and Entertainment Board**

**Call to Order & Roll Call**

**Action on Approval of Minutes**

- 3. Development Services - Business License**

Action to approve a dining room with beer and wine liquor license for Joseph Williams dba Galaxy Fandango located at 4000 S. Curry St., Carson City.

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

**Action to Adjourn as the Liquor and Entertainment Board**

**Board of Supervisors**

**4. Development Services - Business License and Carson City Convention & Visitor's Bureau**

Action to conduct a show cause hearing relating to the business license of Ralph Ahmad dba Downtowner Motor Inn (Business License #08-13472) located at 801 North Carson Street, Carson City, APN 002-164-02, for failure to maintain city accounts in good standing, i.e., Carson City Convention and Visitor's Bureau's room tax and possible action to suspend, cancel or revoke the business license. (CCMC 4.04.40-D)

Staff Summary: The Carson City Convention & Visitor's Bureau has requested the Development Services Department start the revocation process for the business license of Ralph Ahmad, dba Downtowner Motor Inn, for non-payment of Carson City Convention & Visitor's Bureau room tax. Pursuant to CCMC 4.04.210, the Board of Supervisors may cause the suspension, cancellation, or revocation of any license issued by the provisions of this chapter for the following causes: 1A-D; D: Failure to maintain city accounts in good standing including but not limited to personal property taxes and room tax. Notice to Mr. Ahmad has been served and this Board of Supervisor's meeting has been designated to be the show cause hearing on Mr. Ahmad's business license.

**5. 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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**5-1. Sheriff**

Action to approve the acceptance of the Office of Criminal Justice Assistance Grant 08-JAG-01, TRINET Narcotics Task Force, in the amount of \$91,000.00.

Staff Summary: The Office of Criminal Justice Assistance administers grant funds to state and local units of government for a wide variety of programs to improve the criminal justice system. This grant provides partial funding for two positions assigned to the Task Force.

**5-2. Sheriff & District Attorney**

Action to approve Contract No. 0809-084 Joinder Contract with PerkinElmer Life and Analytical Sciences through the State of New York for the purchase of a Gas Chromatograph and associated equipment in the amount of \$71,000 to be funded from the Gas Chromatograph Line Item in the Capital Acquisition Fund as provided for in FY 2008/2009.

Staff Summary: This request is presented jointly by the Sheriff's Office and District Attorney's Office. Items to be purchased include a Clarus 500 Gas Chromatograph system and related equipment. The system will be used by the Sheriff's Office Crime Lab personnel to perform chemical analysis of blood to detect alcohol levels. The system will benefit the Sheriff's Office and the District Attorney's Office, as well as the Community, the Courts and the Department of Alternative Sentencing, in the following ways: significantly reducing costs associated with expert witness testimony; reducing the number of court cases needing to be continued, resulting in faster adjudications and less of an impact on victims; reducing the possibility of releasing potentially dangerous defendants into the community due to delayed blood test results; lowering the costs associated with anklets.

### 5-3. Treasurer

- A) Action to order and direct the Carson City Treasurer to sell the following properties APN #1-074-12 at 904 W. Winnie Ln. for \$2,913.61; #2-164-02 at 801 N. Carson St. for \$20,854.60; #2-412-05 at 309 Boulder Dr. for \$4,589.78; #4-042-20 at 1124 Tamarisk St. for \$2,200.38; #7-113-04 at Murphy Dr. for \$29.54; #8-281-45 at 4489 E. Nye Ln. for \$3,864.56; #8-541-86 at 3030 N. Deer Run Rd. for \$5,035.21; #8-591-21 at 27 Kit Sierra Loop for \$1,818.11; #8-783-10 at 2751 Century Dr. for \$2,906.34; #9-527-03 at 1132 Fremont St. for \$3,394.48; #9-541-16 at 1314 Heather Wy. for \$2,284.08; #10-192-02 at 4437 S. Edmonds Dr. for \$5,974.28 after giving notice of sale, for a total amount not less than the amount of taxes, costs, penalties and interest legally chargeable against the property as stated in the order.

Staff Summary: Per NRS 361.595 Section 2, if the property is to be sold, the board of county commissioners may make an order, to be entered on the record of its proceedings, directing the county treasurer to sell the property particularly described therein, after giving notice of sale, for a total not less than the amount of the taxes, costs, penalties and interest legally chargeable against the property as stated in the order.

- B) Ratification of Securities Lending Contract.

Staff Summary: While the Treasurer has the authority to enter into contracts concerning the investing of City funds, in order for this contract to be eligible to be a joinder contract allowing other public entities to also join in its terms the contract should be ratified by the governing body.

### 5-4. Assessor

- A) Action to approve the removal of a portion of the taxes from parcel number 007-042-22 (located at 4270 Old Clear Creek Rd.) from the 2008/09 Real Property Tax Roll per NRS 361.765 in the amount of \$1,506.70.

Staff Summary: Due to a clerical error, the prior year gross override amount value (PYGAV) was increased. This amount is used to calculate the taxes for the next year. The increase caused the taxes to be based on a much higher amount. The Assessor's office is asking that the taxes be adjusted to reflect the correct amount under AB489 (3% increase from last years taxes) and the amount that was billed in excess be removed from the 2008/09 Real Property Tax Roll.

- B) Action to approve the removal of a portion of the taxes from parcel number 009-462-12 (located at 708 Pioche St.) from the 2008/09 Real Property Tax Roll per NRS 361.765 in the amount of \$423.58.

Staff Summary: Due to a clerical error, the prior year gross override amount value (PYGAV) was removed. This amount is used to calculate the taxes for the next year. The removal caused the taxes to be based on a much higher amount, so the Assessor's office is asking that the taxes be adjusted to reflect the correct amount under AB489 (3% increase from last years taxes) and the amount that was billed in excess be removed from the 2008/09 Real Property Tax Roll.

- C) Action to approve the partial removal of taxes for parcel number 002-134-06 (located at 312 E. Park St.) from the 2008/08 Real Property Tax Roll per NRS 361.060 in the amount of \$ 501.08.

Staff Summary: The property located at 312 E Park St. was purchased by Carson City on July 7, 2008 (APN: 002-134-06). This property is now tax exempt per NRS 361.060. The Assessor's office is asking that the taxes be prorated from July 1, 2008 thru July 7, 2008 and that the remaining amount be removed from the 2008/09 Real Property Tax Roll. The previous property owner still owes taxes in the amount of \$ 9.80.

- D) Action to approve the removal of taxes for parcel number 004-011-06 (located on S. Stewart St.) from the 2008/09 Real Property Tax Roll per NRS 361.055 in the amount of \$ 12.37.

Staff Summary: The property located on S. Stewart St. is no longer being leased to a “for profit” entity and is therefore tax exempt because it is owned by the State of Nevada Department of Transportation per NRS 361.055. The Assessor’s office is asking that the taxes be removed from the 2008/09 Real Property Tax Roll.

- E) Action to approve the removal of a portion of the taxes from parcel numbers 002-022-06 (201 Stonegate Wy.), 002-363-03 (1921 Camille Dr.), 002-431-11 (1929 Belmont Ave.), 002-432-18 (1700 Hamilton Cir.), 003-091-02 (512 S. Curry St.), 003-116-01 (408 S. Carson St.), 003-127-05 (504 W. Fifth St.), 003-192-09 (204 N. Minnesota St.), 004-181-01 (511 E. Proctor St.), 007-042-24 (4410 Old Clear Creek Rd.), 007-351-03 (2650 Manhattan Dr.), 008-261-03 (2405 Mayflower Wy.), 008-231-12 (2883 Kit Sierra Wy.) and 009-283-07 (400 W. Roland St.) from the 2008/09 Real Property Tax Roll per NRS 361.765 in the amount of \$ 2,014.91 per NRS 361.765.

Staff Summary: Due to a possible programming error, the prior year gross override value amounts (PYGAV) were adjusted. This amount is used to calculate the taxes for the next year. The adjustment caused the taxes to be based on a higher amount, so the Assessor’s office is asking that the taxes be adjusted to reflect the correct amount under AB489 and the amount that was billed in excess be removed from the 2008/09 Real Property Tax Roll.

#### **5-5. Public Works**

Action to approve and authorize the Public Works Director to sign an assistance agreement with the United States Environmental Protection Agency for a grant in the amount of \$286,000.00.

Staff Summary: If approved, this agreement provides \$286,000.00 in federal funding to perform a hydraulic modeling and feasibility study to determine the best practices for reducing arsenic and uranium levels in the community’s drinking water through blending and if necessary treatment. Additionally, the modeling will identify required piping to provide for blending, pressure zone stabilization and new source requirements.

#### **5-6. City Manager**

Action to authorize Mayor Teixeira to sign the Amended Lease Agreement with the State of Nevada, Department of Cultural Affairs for Lot 44 in the Industrial Air Park for the purpose of supporting conservation, documentation and storage of historical collections, educational programs and tours; historical research; and preparation of museum exhibits.

Staff Summary: Carson City and the Nevada Center for Cooperative Library Services entered into a lease agreement on September 1, 1968. The term of this lease is 99 years ending August 31, 2067 for the sum of \$1.00 per year. This amendment serves to name the Department of Cultural Affairs as successor in interest to Division of Cooperative Services of the Nevada State Library and defines the use of the building in Section 8 of the agreement.

#### **5-7. Development Services - Engineering**

Action to approve Dedication of a Public Roadway, from J.C. Development CO. to Carson City; containing 40,677 square feet ±; from formerly APN #008-206-13 and now APN #005-054-07 located at Technology Way, south of Arrowhead Drive.

Staff Summary: Development Services staff is requesting that the Board of Supervisors accept this dedication from J.C. Development CO. 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 improvement requirements; and has been coordinated with Development Engineering. The dedication document was signed by the owner on September 12, 2000, but was inadvertently never brought to the Board for acceptance.

## **5-8. Fire**

Action to adopt a resolution adopting and approving a cooperative fire protection agreement (Agreement Number NV-FAA-0801101) between the United States Department of the Interior Bureau of Land Management Carson City District Office, Carson City, Nevada and Carson City on behalf of the Carson City Fire Department, Carson City, Nevada, and approval of the annual operating plan and other matters properly related thereto.

Staff Summary: This agreement is an update of the mutual aid agreement between the City and the Bureau of Land Management. The agreement provides for mutual assistance between the agencies for responses to wildland fires as designated in the agreement. The agreement adopts an Annual Operating Plan (AOP) by reference. The agreement also allows for the city to be reimbursed for fire responses out of the area.

## **5-9. Purchasing & Contracts**

- A) Action to determine that Contract No. 0809-085 is a contract for items which may only be contracted from a sole source and therefore not suitable for public bidding pursuant to NRS 332.115 and to approve Contract No. 0809-085 a request for the purchase of three (3) Aqua-Lator Aerators from Siemens Water Technologies for a not to exceed cost of \$59,682.00 to be funded from the WWTP Upgrade Phase IA Fund as provided in FY 2008/2009.

Staff Summary: Carson City owns eleven (11) Aqua-Lator Aerators that provide for treatment within the Waste Water Reclamation Plant. The plant is experiencing issues with its ability to control nutrient levels in the Reclaimed Water and is being pushed by BOD loading rates. The total influent flow to the plant has stabilized over the past few years due to improvements in the sewer collection system by reducing infiltration and the continued usage of low flow shower heads and toilets. With the decrease in flows, there is an increase in the strength of sewage entering the plant; this increased loading (less diluted) is reflected in increased nutrient level in the reclaimed water. Therefore, by adding additional aerators, the need for treatment plant expansion should be delayed until flows or new State regulations require the improvement and add nutrient level limitations to the permit.

The purchase of three new Aqua-Lator aerators will provide for a 40% + increase in the available oxygen to the micro-organisms that provide the bulk of the sewage strength reduction at the plant. Carson City has used Aqua-Lator aerators for thirty (30) years and knows their issues, how well the equipment is constructed, and what to expect for maintenance and repairs. Reclamation Plant Staff has parts on the shelf and is extremely experienced in the operation and maintenance of this equipment.

- B) Action to accept the Work as completed, to accept the Contract Summary as presented, and to approve the Release of Final Payment in the amount of \$17,580.63 for Contract No. 2006-111 titled Bob Boldrick Theater Renovation Project to Building Solutions, LLC.

Staff Summary: This project consisted of replacing the end of life theatrical dimming system and related electrical work. The dimming system was replaced with modern technology compliant with current building codes. Three of the four lighting position enhancements requested by user groups in the year

2000 design study were installed during this project. The stage electrical infrastructure capacity was improved for current and foreseeable future needs. A LED lighting strip was added to the Orchestra Pit edge to improve stage safety. The project began in July 2007 and achieved substantial completion on October 17, 2007, with the punch list completed in June 2008. Project components remaining to be funded for completion of the theater retrofit project are: Auditorium seating, gallery lighting position, acoustical corrections, paint, carpet, orchestra pit renovation and replacement of the end of life sound system.

- C) Action to determine that Wastewater Solids Management, Inc. is the lowest responsive and responsible bidder and to award Contract No. 0809-065 to Carson City Waste Water Reclamation Plant Digester Cleaning to Wastewater Solids Management Inc. for a not to exceed amount of \$69,000.00 and a contingency amount of \$20,000.00 to be funded from the WWTP Upgrade Phase I A fund as provided in FY 2008/2009.

Staff Summary: Digesters need cleaning every 7 to 10 years and the Carson City Waste Water Reclamation Plant has two digesters that have not been cleaned in approximately 14 years. Rags, sand, grit, and non-digestible products build-up in the digesters over time and completely draining and cleaning the digesters is the only way to remove them. Due to the difficulty, staffing and equipment restraints, this job cannot be performed by staff. The organic waste materials, sludge and greases are digested to reduce the amount of solids produced at the Plant and disposed of at the Carson City Landfill. The build-up of non-digestible solids has reached the point where the capacity of the digesters has been reduced enough to effect operations. As a result, Carson City needs to hire a company that specializes in “Digester Cleaning” to regain the capacity and eliminate the operations problems that are occurring.

- D) Action to determine that Solid Waste Reduction Services is the only responsive and responsible bidder pursuant to NRS Chapter 332 and to award Contract No. 0809-052 Caron City Landfill Scrap Metal Recycling to Solid Waste Reduction Services through June 30, 2011 for recycling scrap metal from the Carson City Landfill.

Staff Summary: Bids were solicited on behalf of the Carson City Public Works Department for the recycling of scrap metal at the Carson City Landfill. The listed vendor proposed to pay Carson City 100% of the American Metal Market Pricing Index for Non Ferrous Metals per pound (i.e. Copper, Brass, Aluminum and Stainless Steel) and 100% minus \$20.00 per net ton for Ferrous Metals and White Goods. This is a revenue generating contract with the potential of bring in an additional \$458,000.00 a year based on Calendar Year 2007's tonnage and today's rate. This amount is subject to change based on market conditions.

- E) Action to determine that Contract No. 0809-087 Professional Services Contract entered into by Physician Select Management, LLC, to provide medical service at the Carson City Sheriff's Detention Facility and the Carson City Regional Juvenile Justice Center Detention Facility, is a contract for professional services and therefore not suitable for public bidding pursuant to NRS 332.115 and to approve Contract No. 0809-087 a request for professional services to be provided by Physician Select Management, LLC through June 30, 2009 for a not to exceed cost of \$89,000.00 to be funded from the Medical Services Account as provided in FY 2008/2009.

Staff Summary: Vendor will provide qualified physicians, nurse practitioners or physician's assistants who are licensed in the State of Nevada to provide medical services for all persons in the custody of the Carson City Sheriff and the Carson City Regional Juvenile Justice Center. A contact person will be available from 8:00 am to 8:00 pm every day of the year including recognized City Holidays.

## 5-10. Parks and Recreation

Action to approve an amendment to the Wilson property Purchase and Sale Agreement which was approved by the Board of Supervisors on July 3, 2008, by extending the date to close the transaction to January 7, 2009.

Staff Summary: The Board of Supervisors approved the purchase of the Wilson Trust property, located at the top of Ash Canyon Trail on July 3, 2008. This action is to permit for the transaction to close on January 7, 2009, at the request of the seller. The postponement of the transaction in January of 2009 will result in state tax benefits to the Wilson Trust.

## 5-11. Human Resources

Action to renew vision insurance coverage with Vision Service Plan (VSP).

Staff Summary: Renewal rates for Vision Service Plan were negotiated down to a 7% increase with no reduction in benefits or increase in co-payments.

*(End of Consent Agenda)*

## Ordinances, Resolutions, and Other Items

### 6. Carson City Convention & Visitors Bureau

Action to introduce, on first reading, an ordinance amending Carson City Municipal Code Title 4, License and Business Regulations, by amending Chapter 4.08 Room Rental Tax, Section 4.08.080 Imposition and Rate of Tax and other matters properly related thereto.

Staff Summary: Carson City Convention and Visitor's Bureau (CCCVB) is requesting this ordinance amendment to clarify that the existing two percent that is collected from the seven percent room tax may only be used to redeem the general obligation bonds issued for any recreational facilities in Carson City.

### 7. Development Services - Planning and Zoning

- A) Action to approve an extension of one year for filing of a final map for the subdivision known as Schulz Ranch, located between Center Drive and Bigelow Drive. (TSM-05-144)

Staff Summary: Tentative Map approvals remain valid for one year for recording of a subsequent final map once an initial final map is recorded. A one year extension may be granted by the Board of Supervisors for filing of a final map. If this extension is approved the new expiration date for the Tentative Map approval will be August 21, 2009.

- B) Action to adopt Bill No. 128, on second reading, an ordinance amending Carson City Municipal Code Title 17, Division of Land, Subdivision of Land, Chapter 17.17 Residential Condominiums, Section, 17.17.070 Pace of Conversions by reducing the twice yearly requirement for vacancy rate determination to once yearly; amending Title 18.16, Development Standards, Division 1 Land Use and Site Design, Section 1.1 Architectural Design, 1.1.7 to add language regarding the exclusion of the screening requirement for roof-mounted solar panels; amending Section 1.3 Lighting Standards, 1.3.3(4) to modify light fixture height criteria when adjacent to residential zones; amending Section 1.14 Cornices, Porches and Projections into Setbacks to add language for clarification of encroachments into required setbacks for landing places, outside stairways, railings and guardrails; and amending Development Standards 2

Parking, Division 2.1.12 by deleting the inaccurate term of an Administrative Variance and adding the appropriate terminology of an Administrative Permit; including various technical corrections; and other matters properly related thereto. (File ZCA-08-056)

Staff Summary: The purpose of this Zoning Code Amendment is to delete the requirement for twice yearly vacancy rate determination by the Planning Division per the direction of the Planning Commission which will allow the vacancy rate to be determined by the Planning Division yearly; the inclusion of language specific to roof-mounted solar equipment; the inclusion of a graduated light fixture height requirement for commercial uses adjacent to residential zones; the clarification of text regarding encroachments into required setbacks for landing places, outside stairways, railings and guardrails; and the deletion of the inaccurate term of Administrative Variance and the addition of the appropriate terminology of Administrative Permit associated with drive-thru windows facing a street.

- C) Action to adopt a resolution adopting the Carson River Watershed Regional Floodplain Management Plan submitted by the Carson Water Subconservancy District.

Staff Summary: In response to requests from stakeholders throughout the watershed, the Carson Water Subconservancy District and the Carson River Coalition River Corridor Working Group have developed a draft regional floodplain management plan for the Carson River Watershed. The draft plan provides suggested actions that are aimed at reducing flood hazards and damages, and for protecting the natural function and value of the Carson River floodplains.

*(Recess as Board of Supervisors)*

### **Redevelopment Authority**

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

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

#### **8. Mayor Teixeira**

- A) Discussion and possible action to repay the General Fund for the \$2,000,000 provided to the Redevelopment Authority. The repayment would be completed within eight years or sooner of the date of the approval of this action.

Staff Summary: The General Fund provided \$2,000,000 to the Redevelopment Authority #2 for incentives for the Burlington Coat Factory. This action would provide that, on average, \$250,000 per year for the next eight years would be budgeted to repay the General Fund.

#### **Action to Adjourn as the Redevelopment Authority**

### **Board of Supervisors**

- B) Discussion and possible action to require the repayment to the General Fund for the \$2,000,000 provided to the Redevelopment Authority. The repayment would be completed within eight years or sooner of the date of the approval of this action.

Staff Summary: The General Fund provided \$2,000,000 to the Redevelopment Authority #2 for incentives for the Burlington Coat Factory. This action would provide that, on average, \$250,000 per year for the next eight years would be budgeted to repay the General Fund.



**9. 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

**10. Action to Adjourn**

**Following a recess or adjournment of the meeting, the Carson City Board of Supervisors will meet with its management representatives to discuss labor negotiations pursuant to NRS 288.220 (4). The Carson City Board of Supervisors will also 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 agendized 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: July 31, 2008**