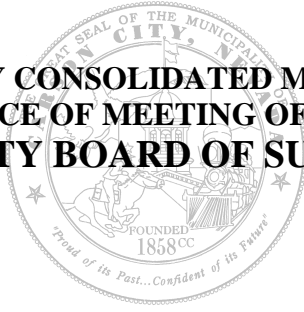


**CARSON CITY CONSOLIDATED MUNICIPALITY  
NOTICE OF MEETING OF THE  
CARSON CITY BOARD OF SUPERVISORS**



**Day:** Thursday  
**Date:** August 21, 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** - Louie Locke, Fountainhead Foursquare 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. Consent Agenda**

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

**3-1. Sheriff**

Action to approve the acceptance of the Office of Traffic Safety Joining Forces grant in the amount of \$23,700.

Staff Summary: The Office of Traffic Safety Joining Forces grants have been shared by Nevada law enforcement agencies for many years. This grant provides funding for events which focus on reducing fatalities and serious injury crashes, enhanced enforcement of safety belt and child safety seat laws, speed enforcement laws, pedestrian safety and the reduction of impaired driving through Selective Traffic Enforcement programs, Saturation Patrols and checkpoints.

### **3-2. Public Works**

- A) Action to approve and authorize the Mayor to sign a drainage easement between the State of Nevada, Division of State Lands and Carson City whereby the State of Nevada, Division of State Lands agree(s) to grant to Carson City a non-exclusive easement for a surface water drainage system, with the right to maintain, inspect, repair, and reconstruct a water drainage system for the Timberline and Combs Canyon Watershed Stabilization, Storm Water Storage and Sedimentation Storage Project.

Staff Summary: A drainage easement is required between the State of Nevada, Division of State Lands and Carson City in order for Carson City to provide a surface water drainage system for the Timberline and Combs Canyon Watershed Stabilization, Storm Water Storage and Sedimentation Storage Project.

- B) Action to approve and authorize the Mayor to sign a permanent water line easement between the State of Nevada, Division of State Lands on behalf of the Division of Buildings and Grounds and Carson City whereby the State of Nevada, Division of State Lands on behalf of the Division of Buildings and Grounds agree(s) to grant to Carson City a non-exclusive easement for underground waterline facilities and appurtenances.

Staff Summary: A permanent water line easement is required between the State of Nevada, Division of State Lands on behalf of the Division of Buildings and Grounds and Carson City in order for Carson City to install a water main from Carson Well 49 to Well 4 for the Arsenic Water Treatment Plant.

### **3-3. City Manager**

Action to appoint Stanley Zuber to the Advisory Board to Manage Wildlife for a three year term ending July, 2011.

Staff Summary: There is one opening on the Advisory Board to Manage Wildlife due to a member's term expiring. The Advisory Board recommends reappointment of Stanley Zuber for a three year term to expire July, 2011.

### **3-4. Parks and Recreation**

Action to approve the State of Nevada, Department of Conservation and Natural Resources, Division of State Parks Project Agreement to provide \$150,000 in grant funds for the construction of the Morgan Mill trailhead.

Staff Summary: City staff has applied for and been awarded grant funding through the Land and Water Conservation Fund (LWCF) to be used towards the construction of the Morgan Mill trailhead including a concrete boat ramp, parking lot, portable toilet enclosure, and revegetation. Board of Supervisors approval of the Project Agreement will allow City staff to proceed with the project and implement a portion of the Morgan Mill Road River Access Area conceptual site development plan.

*(End of Consent Agenda)*

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

#### **4. Treasurer**

Presentation of investment portfolio earnings for 2<sup>nd</sup> quarter 2008.

Staff Summary: Board requested that presentation of investment earnings be made quarterly.

**5. Carson City Convention & Visitors Bureau**

Action to adopt, on second reading, Bill No. 129 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.

**6. Parks and Recreation - Open Space**

Introduction and welcome of Ms. Genny Wilson, newly appointed U.S. Forest Service Carson District Ranger.

Staff Summary: The purpose of this item is to introduce Ms. Genny Wilson, the newly appointed Carson District Ranger to the Board of Supervisors and the Carson City community. Ms. Wilson was the leader of the Burned Area Emergency Response Team for Carson City after the Waterfall Fire, and she was very helpful to our city.

**7. Health and Human Services**

Action to introduce, on first reading, an ordinance amending Carson City Municipal Code (CCMC) Title 9 Health and Welfare, Chapter 9.04 Health Division Permit and Fee Schedule, to add new Section 9.04.065 Additional Fees, which allows the department to set reasonable fees for providing services to members of the public and other matters properly related thereto.

Staff Summary: The addition of the section will clarify Carson City Health & Human Services's authority to set reasonable fees to provide health services and programs to the public. The fees will be set for the sole purpose of defraying costs and expenses of the programs and services, and will not be for the purposes of general revenue.

**8. Fire**

Action to introduce, on first reading, an ordinance amending the Carson City Municipal Code Title 14, Fire, Section 14.02.045, Section 105.7 - Required Construction Permits, to provide for a technical correction to an internal reference and by amending Section 14.02.115, Section 903 - Fire Sprinklers, to revise the method for the determination of total floor area and other matters properly related thereto.

Staff Summary: Ordinance 2008-19 was adopted making changes to Section 14.02.045 of the Carson City Municipal Code relating to the calculation of certain fees. The reference contained in Section 14.02.045 to the section of the CCMC controlling the calculations of fees was incorrect. This ordinance will fix the reference to the correct section of the CCMC. Additionally, Section 14.02.115 of the CCMC relating to the requirements for the installation of fire sprinklers in certain buildings is being amended to provide for the determination, by the Building Official, of the square footage of 1 and 2 family structures for the purpose of determining when fire sprinklers are required.

**9. Purchasing and Contracts**

Action to approve an Amendment No. 1 to the original Contract 0708-134, "Architectural and Engineering Services for Carson City Indoor Recreation Center/Multi-Purpose Gym" with Valentiner Crane Architects to change the Scope of Work, extend the completion date to October 31, 2010, and

increase the contract amount by \$92,000.00 and include a contingency amount of \$25,000.00 from the Q18 Account as provided in FY 2008/2009.

Staff Summary: The Public Works Department and Parks and Recreation Department are requesting a contract amendment to Valentiner Crane Architect's original contract to change the Scope of Work and to increase the contract amount. Public Works, Parks and Recreation, the Boys and Girls Club of Western Nevada, and Parks and Recreation Commissioners have been working with Mr. Brent Tippetts, Architect from Valentiner Crane Architects to develop preliminary design concepts for the indoor recreation center at the Boys and Girls Club project site on Russell Way. Unfortunately, due to land ownership issues and building code requirements, the original design concept to co-join the City's new indoor recreation center to the existing Boys and Girls Clubhouse must be abandoned and a new freestanding facility designed.

## 10. Development Services - Planning and Zoning

- A) Action to introduce, on first reading, an ordinance amending the Carson City Municipal Code Title 18 Zoning, Chapter 18.02 Administrative Provisions, Section 18.02.115.8, Temporary Use Permits, to modify language associated with Outdoor Sales and Activities for consistency purposes; amending Chapter 18.03 Definitions, Section 18.03.010, Words and Terms Defined, to modify the definitions of Beauty Shop, Motel, Personal Services, to define Animals and Fowl and to delete the definition of Full Service Beauty Salon and Mobile Canteen; amending Chapter 18.04 Use Districts, Section 18.04.120 Neighborhood Business, to add the specific Outdoor Sales and Activities reference; amending Section 18.04.130 Retail Commercial, to modify language associated with Outdoor Sales and Activities for consistency purposes, and to delete Facial Cosmetic Shading, Permanent, from accessory uses for consistency; amending Section 18.04.135 General Commercial, to modify language associated with Outdoor Sales and Activities and Outside Storage for consistency purposes, and to add Facial Cosmetic Shading, Permanent, as a primary permitted use; amending Section 18.04.145 Limited Industrial, to modify language associated with Outdoor Sales and Activities and Outside Storage for consistency purposes; amending Section 18.04.150 General Industrial, to modify language associated with Outdoor Sales and Activities and Outside Storage for consistency purposes, and to correct Paint Manufacturing to alphabetical order; amending Section 18.04.155 Air Industrial Park, correcting Outdoor Storage to Outside Storage for consistency purposes; amending Section 18.04.185 Public Regional, correcting Museum to alphabetical order; amending Chapter 18.05 General Provisions, Section 18.05.045 Home Occupation, correcting Outdoor Storage to Outside Storage for consistency purposes; amending Section 18.05.065 Uses Required to be within a Structure, correcting Outside Sales to Outdoor Sales for consistency purposes; amending Chapter 18.14 Extraction Operations, Section 18.14.030 Temporary On-Site Aggregate Facilities/Production, correcting Outside Sales to Outdoor Sales for consistency purposes; amending Chapter 18.16 Development Standards Division 1, Land Use and Site Design, Section 1.2 Site Design, correcting Outdoor Storage to Outside Storage for consistency purposes; amending Section 1.12 Outside Storage, to clarify Outside Storage purpose; amending Section 1.19 Adult Merchandise Retail Establishment Performance Standards, correcting Outside Sales to Outdoor Sales for consistency purposes; and amending Section 3.7 Trees, correcting Outside Display to Outdoor Display for consistency purposes; and making various technical corrections and other matters properly related thereto. (File ZCA-08-059)

Staff Summary: The purpose of this Zoning Code Amendment is to correct existing inconsistencies within the Carson City Municipal Code specifically related to Outdoor Storage and Outside Sales and Activities, in addition to minor technical corrections, including but not limited to definition corrections and the correction of uses to alphabetical order.

- B) 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.

## **11. Public Works**

- A) Update on the water supply and related issues.

Staff Summary: The summer of 2008 continues to present challenges in meeting water demands due to multiple factors, including but not limited to diminished flows from west side streams, lack of Marlette Lake water, and prolonged high temperatures.

- B) Action to approve Contract No 0809-100 with Black and Veatch Corporation in the amount \$869,818.00, with funding from the USEPA in the amount of \$478,400.00 and \$391,418.00 from Carson City Water Fund, to provide Carson City with a calibrated Water Model and an Integrated Water Supply Plan.

Staff Summary: If approved, this contract will utilize \$478,400.00 of USEPA funding from two grants and a total of \$391,418 from Water Capital to accomplish two critical tasks. The first is a properly calibrated hydraulic water model and the second is the development of an Integrated Water Supply Plan.

- C) Presentation to the Board of Supervisors regarding the activities of the Public Works Department.

Staff Summary: This is a presentation by the Public Works Department to the Board of Supervisors on the activities and responsibilities of their department. Board members will be briefed by the department and be able to ask questions relating to Public Works activities.

## **12. Finance**

Presentation of year to date sales tax information and projection for the General Fund for the remainder of Fiscal Year 2008.

Staff Summary: Staff will present year to date sales tax information (through May 2008) and will provide a projection of General Fund revenues and expenditures for the remainder of Fiscal Year 2008.

## **13. City Manager**

- A) Status report on vacant general fund positions.

Staff Summary: The Board asked that the City Manager report on the change of General Fund positions and potential budget impacts at the second Board meeting of each month.

- B) Action to approve a resolution providing for the transfer of Carson City's additional 2008 Private Activity Bond Cap, provided pursuant to the Housing and Economic Recovery Act of 2008, to the Nevada Rural Housing Authority; and other matters related thereto.

Staff Summary: Nevada Rural Housing Authority (NRHA) has requested that Carson City transfer its 2008 Additional Bond Cap to NRHA for its Single Family Mortgage Loan Program for the purpose of providing a means of financing the costs of single family residential housing that will provide decent, safe and sanitary dwellings at affordable prices for persons of low and moderate income. Carson City has been allocated \$1,074,474.90 for calendar year 2008.

- C) Action to endorse the “Carson City Vital Community Act of 2008,” a bill introduced in the U.S. Senate providing for the transfer and sale of certain federal lands within Carson City.

Staff Summary: The Carson City “lands bill” was introduced in the U.S. Senate on July 31, 2008, as a result of more than two years of collaboration with City officials, federal agencies, interest groups and Congressional delegates. This item will allow the Board of Supervisors to provide official support and comments regarding the bill to the Congressional delegation.

#### **14. Parks and Recreation**

- A) Action to find the proposed “Carson City Fairground 2008/2009 Fees and Charges” does not 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 act have been met.

Staff Summary: On August 5, 2008, the Parks and Recreation Department conducted a public hearing to address the impact of adoption of the proposed “Carson City Fairground 2008/2009 Fees and Charges.” The meeting was held at 7:00 pm in the Bonanza Room of the Community Center. Notices were posted as per NRS 237.080 and directly mailed to seven businesses known to have used the Fairgrounds in the past. A notice was also sent to the Carson City Chamber of Commerce. No one attended the meeting, consequently there was no public comment offered during the public hearing. Since there have been no comments received regarding the fee increase, there is a rebuttable presumption that the proposed rule does not impose a direct and significant economic burden upon a business or directly restrict the formation, operation, or expansion of a business.

- B) Action to approve the “Carson City Fairgrounds 2008/2009 Fees and Charges.”

Staff Summary: This action will increase the fees and charges for the Carson City Fairgrounds. If approved, the fees and charges will take effect on January 1, 2009, pursuant to Resolution No. 2007-R-28.

- C) Action to find the proposed “Carson City Community Center/Bob Boldrick Theater 2009 usage fees” does impose a direct and significant economic burden on a business or directly restricts 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 act have been met.

Staff Summary: On August 5, 2008, the Parks and Recreation Department conducted a public hearing for a Business Impact Statement in accordance with NRS 237.090 to address the impact of adoption of the proposed “Carson City Community Center/Bob Boldrick Theater fiscal 2008-2009 usage fees.” The meeting was held at 6:00 pm in the Bonanza Room of the Community Center. Notices were posted as per NRS 237.090 and directly mailed to 11 businesses known to have used the Community Center/Bob Boldrick Theater in the past. A notice was also sent to the Carson City Chamber of Commerce. No one attended the meeting so there was no public comment at the meeting. A written comment submitted via email was received from one person representing a not-for-profit entity. In their communication they expressed that they: 1) Understand the City’s need to raise funds as the City’s financial situation is serious, 2) Think keeping the Community Center’s doors open is vital, 3) Are concerned over inflation and declining attendance, 4) Are concerned that reducing their bookings to match attendance will result in loss of future facility use opportunities, and 5) Are grateful for all the Board of Supervisors has done to support the arts and trusts that the Board of Supervisors will spread the financial burden in a way that will allow the arts to thrive in Carson City.

- D) Action to approve the proposed Community Center/Bob Boldrick Theater fees for calendar year 2009.

Staff Summary: The fees for usage of the Community Center/ Bob Boldrick Theater were reviewed. The fees are being adjusted to meet cost increases in labor and equipment. Additionally, the following fee policies are being instituted: a minimum booking of four hours per day will now be required; a minimum booking of eight hours will be required for staff operators requested from and provided by the City; a non-refundable deposit will be required of all new clients or existing clients that book and then cancel a booking; and, a “dark day” charge has been added for any days the theater is unavailable for other uses during the schedule of a multi day/week engagement.

**15. 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

**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: August 14, 2008**