



**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: February 19, 2009
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 - Rev. Victoria Riley, St. Peter's Episcopal 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 to Judge Robey Willis recognizing his 25 years of dedicated service.

(Recess as Board of Supervisors)

Liquor and Entertainment Board

Call to Order & Roll Call

Action on Approval of Minutes

- 4. Development Services - Business License**
 - A) Disciplinary action against liquor license #09-3963, held by Carson Nugget, Inc. dba Carson City Nugget located at 507 N. Carson St., Carson City, Nevada, pursuant to CCMC 4.13.150. This disciplinary action is based on the issuance of a citation for a second offense, a criminal statute violation, within six months of the first citation issuance, related to the sale of liquor to a minor at the licensed premises. This action

is to impose a fine of \$500.00 on the licensee and the requirement that the licensee and all of the employees attend the Sheriff's Office alcohol servers' training program within three months of this hearing. A list of all employees must be submitted to the Development Services Department, Business License Division, no later than seven (7) days from this hearing. Failure to submit the list of employees within seven (7) days will require the licensee to show cause as to why further disciplinary action should not be imposed. *(Lena Tripp)*

Staff Summary: Per CCMC 4.13.150 the Liquor Board has the discretion to impose a fine of \$500.00 and require alcohol server training for all employees.

- B) Disciplinary action against liquor license #09-16625, held by Obaid Mobaligh dba Country Store located at 3389 Hwy 50 East, Carson City, Nevada, pursuant to CCMC 4.13.150. This disciplinary action is based on the issuance of a citation for a second offense, a criminal statute violation, within six months of the first citation issuance, related to the sale of liquor to a minor at the licensed premises. This action is to impose a fine of \$500.00 on the licensee and the requirement that the licensee and all of the employees attend the Sheriff's Office alcohol servers' training program within three months of this hearing. A list of all employees must be submitted to the Development Services Department, Business License Division, no later than seven (7) days from this hearing. Failure to submit the list of employees within seven (7) days this will require the licensee to show cause as to why further disciplinary action should not be imposed. *(Lena Tripp)*

Staff Summary: Per CCMC 4.13.150 the Liquor Board has the discretion to impose a fine of \$500.00 and require alcohol server training for all employees

Action to Adjourn as the Liquor and Entertainment Board

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

- A) Action to contract with a third party custodian. *(Al Kramer)*

Staff Summary: Disappointment with our current custody bank's securities lending performance and dissatisfaction with their monthly reports led the treasurer to seek another bank. Happily, we were able to reach an agreement with Bank of New York Mellon Trust Company, N.A. (BNY) which will allow us to proceed with a new third party securities lending provider and have the prospect of the excellent monthly reports we had with BNY in the past.

- B) Action to waive taxes due on purchased parcel 010-121-44 from Mexican Dam LLC. *(Al Kramer)*

Staff Summary: Open Space bought property from Mexican Dam LLC. Taxes were paid. While exempt because owned by city, the following year generated a recapture tax bill of \$40.09.

5-2. Parks and Recreation

Action to appoint and authorize the Mayor, the City Clerk Recorder, or designee to swear Mr. John Wright, MAI, as the review-appraiser for Carson City with regards to the self-contained appraisal prepared by Mr. William G. Kimmel for the Horse Creek Ranch conservation easement located in Carson City, APN 7-051-78. (*Juan Guzman*)

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. John Wright, MAI, as the review-appraiser for the property, as required by NRS 244.275. The approximate cost of the review-appraisal is \$4,000 which will be paid from the Open Space Question 18 fund.

5-3. Purchasing and Contracts

- A) Action to determine that Contract No. 0809-183 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. 0809-183 a request for the purchase of SCADA Pack Controllers from Sage Designs for a not to exceed cost of \$52,164.00 to be funded from the Telemetry System Fund as provided in FY 2008/2009. (*Sandy Scott*)

Staff Summary: Carson City currently operates a 9.8 MGD Water Treatment Plant, 32 Production Wells, 17 Water Tanks, and a 5 MGD Wastewater Reclamation Facility to provide 58,000 customers with water and sewer services. In order to maintain the various facilities the SCADA (Supervisory Control and Data Acquisition) System needs to be upgraded and requires the purchase of remote data acquisition components for the Carson City Water and Wastewater control systems. In order to upgrade the current Water and Wastewater control systems the City must purchase Control Microsystems' SCADA Pack Controllers from Sage Designs, Inc. the only authorized representative for Nevada.

- B) Action to determine that Contract No. 0809-184 is a contract for professional services and therefore not suitable for public bidding pursuant to NRS 332.115 and to approve Contract No. 0809-184 a request for auditing services to be provided by Kafoury, Armstrong & Co. as the designated audit firm for FY 2008/2009 for a not to exceed amount of \$96,300.00 and a contingency amount of \$9000.00 (if needed for auditing additional programs). (*Sandy Scott*)

Staff Summary: NRS 354.624 authorizes the governing body to annually designate the auditor without requiring competitive bids.

- C) Action to determine that Contract No. 0809-186 is a contract for hardware and associated peripheral equipment and devices for computers and/or software for computers and therefore not suitable for public bidding pursuant to NRS 332.115 and to approve Contract No. 0809-186 a request to enter into a price agreement with Insight Public Sector, Inc. through January 31, 2010 as provided in FY 2008/2009. (*Sandy Scott*)

Staff Summary: This contract will allow the Information Technology (IT) Department to purchase hardware from Insight Public Section, Inc., and will complement the IT Departments membership in the Western States Contracting Alliance (WSCA) by increasing purchasing options while insuring competitive prices in the future. Insight Public Sector, Inc., offers the following benefits: overall low prices; past proven ability to deliver products in a timely manner; established a positive relationship with staff over the past few years; a top five IBM and HP reseller; on-line ordering and status information; and are a stable, well-established, and high volume company.

5-4. Development Services - Planning

- A) Action to adopt Bill No. 101, on second reading, an ordinance to change the zoning of approximately a 10.61-acre portion of APN 002-101-85 from Single Family 6,000 (SF6) to Public Regional (PR), and to change the zoning of approximately the remainder 3.49-portion of APN 002-101-85 from Single Family 6,000 (SF6) to Multi Family Apartment (MFA). (ZMA-08-045) (*Lee Plemel*)

Staff Summary: The proposed Zoning Map Amendment would allow a 10.61 acre portion of the property to be zoned Public Regional, resulting in land to be developed for the proposed Carson City Recreation Center, and a 3.49 acre portion of the property to be zoned Multi-Family Apartment. This item was initially before the Board of Supervisors on January 5, 2009, and was approved by a vote of 5 ayes and 0 nay. The reason this item is back before the BOS is due to a publishing error pursuant to Nevada Revised Statues (NRS) requirements.

- B) Action to adopt Bill No. 102, on second reading, an ordinance amending the Carson City Municipal Code Title 18 Zoning, Chapter 18.16, Development Standards Division 2 Parking and Loading, by amending Section 2.3, General Parking Requirements, to add an exception to commercial vehicle parking in residential districts for deliveries and similar activities, and other matters properly related thereto. (ZCA-08-095) (*Lee Plemel*)

Staff Summary: The proposed amendment would clarify that it is permitted for commercial vehicles to be parked in residential neighborhoods for active loading and unloading, construction, repair, service and similar activities. This item was initially before the Board of Supervisors on February 5, 2009, and was approved by a vote of 5 ayes and 0 nay. The reason this item is back before the BOS is due to a publishing error pursuant to Nevada Revised Statues (NRS) requirements.

- C) Action to approve a Master Plan Amendment application from Lumos & Associates, Inc. (property owner: Boys & Girls Club of Western Nevada) to modify a portion of the Master Plan land use designation from High Density Residential to Public/Quasi-Public, on property located at 1870 Russell Way, APN 002-101-85. (MPA-08-044) (*Lee Plemel*)

Staff Summary: The proposal would amend the boundaries of the Master Plan Land Use Map to remove the current High Density Residential designation from a 10.61 acre portion of the subject site and change it to the Public/Quasi-Public designation. The 3.49 acre remainder of the subject property would retain the existing High Density Residential designation for a future multi-family use. This item was initially before the Board of Supervisors on January 05, 2009 and was approved by a vote of 4 ayes and 1 nay. The reason this item is back before the BOS is due to a noticing error pursuant to the Nevada Revised Statues (NRS) 278.220(3).

(End of Consent Agenda)

Ordinances, Resolutions, and Other Items

6. City Manager

Discussion on a legislative update regarding proposed legislation and legislative issues and possible action to give direction regarding the proposed legislation on the Douglas County water right administration legislation and rural counties creation of a health district.

Staff Summary: Mary Walker will provide an update of the Legislative Session and seek the Board's direction regarding proposed legislation.

7. Alternative Sentencing

Presentation of the Department of Alternative Sentencing annual report by Director Rory Planeta.

8. Fire Department

Action to adopt the five year master plan for the enhancement or improvement of the telephone system for reporting an emergency in Carson City and to oversee the money allocated for that purpose and to implement the surcharge as set forth in Section 4.05.080 of the Carson City Municipal Code. (*Stacey Giomi*)

Staff Summary: A mature, robust, and reliable public safety communications center is the heart of any community's public safety infrastructure. To accomplish this, there must be adequate funding to insure that the proper technology is in place to support not only the public safety user but the community as well. To provide for this, the 9-1-1 Surcharge Advisory Committee completed a Master Plan and is recommending the imposition of a surcharge. The surcharge on access lines to the local exchange of a telecommunications provider will be twenty-five cents (\$0.25) per month per line. The surcharge on trunk lines to the local exchange of a telecommunications provider will be two dollars and fifty cents (\$2.50) per month per line.

9. Finance

Action to adopt a resolution creating the 911 Surcharge Fund, a special revenue fund. (*Nick Providenti*)

Staff Summary: The Carson City Board of Supervisors may establish a special revenue fund by resolution which describes the purpose of the fund, the resources to be used to establish the fund, the sources to be used to replenish the fund and the method for controlling the expenses and revenues of the fund.

10. Parks and Recreation

Action to approve templates for a "Funding Agreement" and "Deed Restriction" to be used for the reimbursement of grant awards through the State of Nevada Question-1 Conservation and Resource Protection Grant Program. (*Juan Guzman*)

Staff Summary: The attached documents are to be used as part of the funding agreement to obtain funds that were awarded for the fee title acquisitions already completed by the Open Space Program. The "Deed Restriction Template" was negotiated by staff with the help of Supervisors Aldean and Williamson. The Open Space Advisory Committee has reviewed preliminary versions of these documents and recommends their approval by the Board of Supervisors.

11. Development Services - Planning

- A) Action to approve an Abandonment of Public Right-of-Way application from Andrew Ailes P.E. (property owner: Vidler Water Company, Inc.) to abandon a 50 foot wide and 400 linear foot public utilities and public roadway easement, located at 5080 Hells Bells Road, APN 010-681-06 and authorize the mayor to sign the Order of Abandonment. (AB-08-126) (*Lee Plemel*)

Summary: Pursuant to NRS 278.480 and CCMC Title 17, this application requests abandonment of a 50 foot wide public utilities and public roadway easement. The easement is currently located northeast of

the intersection of Hells Bells Road and Marsh Road, totaling 21,113 square feet on APN 010-681-06. The easement has not been utilized for public purposes or roadway purposes from its inception.

- B) Action to approve an extension of one year for filing of a final map for the Planned Unit Development known as Ross Park PUD, located at 4749 Snyder Avenue, APN 009-193-01. (TPUD-07-010) (*Lee Plemel*)

Staff Summary: Tentative 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. If this extension is approved the new expiration date for the Tentative Map approval will be March 15, 2010.

(Recess as Board of Supervisors)

Redevelopment Authority

Call to Order & Roll Call

Action on Approval of Minutes

12. Office of Business Development

Discussion and possible action to adopt redevelopment incentive programs, along with policies, procedures and internal business practices, mission statements, objectives, measurement indicators, application processes, flowcharts and reporting requirements. (*Joe McCarthy*)

Staff Summary: On October 16, 2008, the Redevelopment Authority approved, in concept, staff's recommended redevelopment policies, procedures, program and internal business practices. Several Redevelopment Authority members made key suggestions to improve the packet with the recommendation that staff present the new packet to the Redevelopment Authority in early 2009 for final consideration, recommendations and approval.

Action to Adjourn as the Redevelopment Authority

Board of Supervisors

13. City Manager

Action to appoint two members to serve on the Cultural Commission to fill positions for three year terms ending in January 2012. (*Larry Werner*)

Staff Summary: Per Carson City Municipal Code Chapter 2.41 Section 2.41.040 "The Carson City Cultural Commission shall consist of seven (7) members appointed by the Board of Supervisors." There are two vacancies due to members' terms expiring.

14. 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

15. 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.
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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 12, 2009