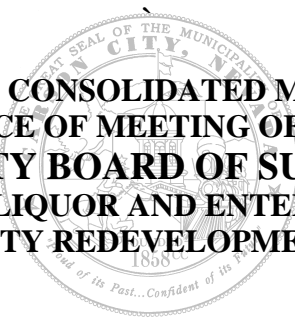


**CARSON CITY CONSOLIDATED MUNICIPALITY
NOTICE OF MEETING OF THE
CARSON CITY BOARD OF SUPERVISORS
AND CARSON CITY LIQUOR AND ENTERTAINMENT BOARD
AND CARSON CITY REDEVELOPMENT AUTHORITY**



Day: Thursday
Date: June 4, 2009
Time: Beginning at 8:30 a.m.
Location: Community Center, Sierra Room
851 East William Street
Carson City, Nevada

Agenda

1. **Call to Order**
2. **Roll Call**
3. **Invocation** - Alan Dorway, First Presbyterian Church
4. **Pledge of Allegiance**
5. **Action on Approval of Minutes**
6. **Adoption of Agenda**
7. **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.

8. **Special Presentations**
 - A) Presentation of the Fire Chief's Commendation award to Peggy Willis for the life saving actions she took to help co-worker Dennis Sannebeck. *(Stacey Giomi)*
 - B) Presentation of a proclamation for "Secret Witness Day" June 11, 2009. *(Phillip Harrison, Chairman - Carson City Chamber of Commerce will accept the proclamation)*
 - C) Action to adopt a retirement resolution commending Walter Sullivan, Director of the Development Services Division. *(Andy Burnham)*

9. **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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9-1. Sheriff and Partnership Carson City

Action to accept the Department of Public Safety, Office of Criminal Justice Assistance, Community Oriented Policing Services Northern Nevada Meth Initiative grant (project number 08-METH-02) in the amount of \$100,000. (*Kenny Furlong*)

Staff Summary: The Carson City Sheriff's Office was selected to participate in the 2008 Northern Nevada Anti-Meth Initiative grant program. Funds awarded through this program will be used to support current issues identified by the Partnership Carson City Steering Committee Task Forces as representing the greatest unmet needs: Special Enforcement Team - overtime for drug suppression operations; Consultants/Contract Services – substance abuse assessments conducted through Community Counseling Center, and immediate response services conducted through CASA and Carson City Child Protective Services; Supplies - protective garments, (disposable outerwear to insulate children and case works against meth related toxins), and drug testing kits to be used by the high school; and, Equipment - data pilot, mobile video recorders and laptops for use by the Drug Suppression Task Force and Special Enforcement Team.

9-2. Sheriff

- A) Action to adopt a Memo of Understanding between Immigration and Customs Enforcement and the Carson City Sheriff's Office for the reimbursement of joint operations expenses from the Treasury Forfeiture Fund. (*Kenny Furlong*)

Staff Summary: This agreement is for the purpose of the reimbursement of costs incurred by the Carson City Sheriff's Office in providing resources to Immigration and Customs Enforcement relative to joint operations/task forces. The Carson City Sheriff's Office may assign officers to assist Immigration and Customs Enforcement in any investigation or joint operation, and will be reimbursed for expenditures related to this assignment. Reimbursement will be made by Electronic Funds Transfer. The term of the agreement will be from date of signing and will continue in force unless written notification of termination is given by either party.

- B) Action to adopt a Resolution Adopting and Approving an Interlocal Contract between Washoe County, Nevada, on behalf of the Washoe County Sheriff's Office, and Carson City, Nevada, on behalf of the Carson City Sheriff's Office for Forensic Support Services and other matters properly related thereto. (*Kenny Furlong*)

Staff Summary: This Agreement allows the Carson City Sheriff's Office to use Washoe County Sheriff's Department's forensic support facilities and services.

- C) Action to adopt a resolution adopting and approving an Interlocal Contract between Storey County, Nevada, a political subdivision of the State of Nevada, and Carson City, Nevada, a consolidated municipality and political subdivision of the State of Nevada, to mutually share law enforcement personnel on an as-needed basis and other matters properly related thereto. (*Kenny Furlong*)

Staff Summary: Adoption of this agreement will allow Storey County and Carson City to share law enforcement personnel upon request by either agency. Neither Storey County nor Carson City are required to agree to a request to provide personnel, if the request will deplete or diminish law enforcement

service levels needed by Storey County or Carson City, or if the request will endanger the residents of Storey County or Carson City.

- D) Action to approve the FY2009 Financial and Operating Plan for Cooperative Patrol Services between the United States Forest Service, Lake Tahoe Management Unit and the Carson City Sheriff's Office – Agreement number 06LE11051360-044. (*Kenny Furlong*)

Staff Summary: The document is a continuation of previous Operating Plans and provides for the reimbursement of costs relative to law enforcement activities while performing work for the United States Forest Service. Patrol areas include Lake Tahoe National Forest beaches, forests and parking areas including but not limited to Chimney Beach and Secret Harbor/Secret Cove.

- E) Action to adopt a resolution approving an Interlocal Contract between the State of Nevada, acting by and through its Department of Public Safety, and Carson City, a consolidated municipality and political subdivision of the State of Nevada, on behalf of the Carson City Sheriff's Office, to assist with oral examination panels and other matters properly related thereto. (*Kenny Furlong*)

Staff Summary: Per NRS 284.210(4)(a) oral examination panel members cannot have more than one third of the members belong to the Department in which the vacancy exists. When conducting oral promotional examinations for the Nevada Highway Patrol, Investigations Division, and Parole and Probation, it is necessary to obtain members from other agencies or entities to fill the panel. Adoption of this Contract will facilitate the reimbursement of per diem costs for members of the Carson City Sheriff's Office to assist in the oral promotional examinations for the Nevada Department of Public Safety divisions mentioned above.

- F) Action to adopt a Memo of Understanding between the United States Marshals Service (USMS) pursuant to the Presidential Threat Protection Act of 2000 and the Carson City Sheriff's Office for the reimbursement of expenses during the course of joint operations. (*Kenny Furlong*)

Staff Summary: This MOU establishes an ongoing partnership between the United States Marshals Service and the Carson City Sheriff's Office and provides for the reimbursement of costs incurred by the Carson City Sheriff's Office while providing resources in support of Federal and Local Cops Organized Nationally (FALCON) operations or similar ad-hoc operations.

9-3. Purchasing and Contracts

- A) Action to approve Amendment No. 4 for Contract No. 0405-076 the renewal of the contract through June 30, 2010, for Ambulance Billing Services with Advanced Data Processing, Inc. (*Sandy Scott*)

Staff Summary: Amendment No. 4 will extend the contract through June 30, 2010.

- B) Action to determine that D & D Roofing and Sheet Metal, Inc. is the lowest responsive and responsible bidder pursuant to NRS Chapter 338 and to award Contract No. 0809-224 City Hall Roof Replacement to D & D Roofing and Sheet Metal, Inc., for a bid amount of \$149,800.00 plus a contingency amount not to exceed \$15,000.00 to be funded from the Roof Replacement Various Facilities Fund as provided in FY 2008/2009. (*Sandy Scott*)

Staff Summary: Carson City received sealed bids for all labor, materials, tools, and equipment necessary for the City Hall Roof Replacement Project. Project consists of removal and disposal of existing roofing and installation of new roofing, to include but not limited to, removal and replacement of any electrical conduits/conductors, water lines, mechanical equipment, supports, access ladders, and roof hatches. All

electrical work must be performed by journeyman electricians. Contractor must attend necessary job meetings and be able to furnish competent and full time supervision with the ability to speak, read, and write English. Must furnish experienced, competent roof mechanics, all materials, tools, labor and equipment necessary to complete the roof installation in accordance with the specifications and comply with the latest application instructions from the manufacturer of the primary roofing products. Additionally, application practices shall comply with requirements and recommendations contained in the latest edition of the Handbook of Accepted Roofing Knowledge (HARK) as published by the National Roofing Contractor's Association, amended to include the acceptance of a phased roof system installation.

9-4. Finance

- A) Action to confirm the engagement of NSB Public Finance as financial advisors to Carson City, Nevada in connection with the project \$9,382,500 Carson City, Nevada Installment Purchase Agreement, Clean Renewable Energy, Series 2009. *(Nick Providenti)*

Staff Summary: The agreement between the City and NSB Public Finance sets forth the role proposed to be served as financial advisors.

- B) Action to confirm the engagement of Swendseid & Stern as bond counsel to Carson City, Nevada in connection with the Approximate \$2,900,000 Carson City, Nevada General Obligation (Limited Tax) Various Purpose Medium-Term Bonds Series 2009. *(Nick Providenti)*

Staff Summary: The agreement between the City and the firm of Swendseid and Stern sets forth the role proposed to be served and the responsibilities proposed to be assumed as bond counsel.

- C) Action to confirm the engagement of Swendseid & Stern as bond counsel to Carson City, Nevada in connection with the \$9,400,000 Carson City, Nevada Installment Purchase Agreement (Clean Renewable Energy) Series 2009. *(Nick Providenti)*

Staff Summary: The agreement between the City and the firm of Swendseid and Stern sets forth the role proposed to be served and the responsibilities proposed to be assumed as bond counsel.

- D) Action to confirm the engagement of Swendseid & Stern as bond counsel to Carson City, Nevada in connection with the Approximate \$3,400,000 Carson City, Nevada General Obligation (Limited Tax) Water Bonds (Additionally Secured by Pledged Revenues) Series 2009. *(Nick Providenti)*

Staff Summary: The agreement between the City and the firm of Swendseid and Stern sets forth the role proposed to be served and the responsibilities proposed to be assumed as bond counsel.

- E) Action to confirm the engagement of JNA Consulting Group, LLC as financial advisors to Carson City, Nevada in connection with the project \$2,900,000 (Not to exceed) Carson City, Nevada Medium Term Various Purpose Bonds Bank Financing, Series 2009. *(Nick Providenti)*

Staff Summary: The agreement between the City and JNA Consulting Group, LLC sets forth the role proposed to be served as financial advisors.

- F) Action to confirm the engagement of JNA Consulting Group, LLC as financial advisors to Carson City, Nevada in connection with the project \$9,400,000 Carson City, Nevada Installment-Purchase Agreement Clean Renewal Energy Bonds (CREBS) Series 2009. *(Nick Providenti)*

Staff Summary: The agreement between the City and JNA Consulting Group, LLC sets forth the role proposed to be served as financial advisors.

- G) Action to confirm the engagement of JNA Consulting Group, LLC as financial advisors to Carson City, Nevada in connection with the project \$3,400,000 Carson City, General Obligation (Limited Tax) Water Bonds (Additionally Secured by Pledged Revenues). (*Nick Providenti*)

Staff Summary: The agreement between the City and JNA Consulting Group, LLC sets forth the role proposed to be served as financial advisors.

9-5. Parks and Recreation

Action to authorize the Open Space Manager to execute grant forms and an agreement between the U.S. Department of Agriculture Natural Resources Conservation Service and Carson City for the Carson City Erosion Control Project, Construction Phase #2. (*Juan Guzman*)

Staff Summary: This grant will secure \$242,200 to be used by Carson City for drainages and flood mitigation improvements, in accordance with the City lands affected by the Waterfall Fire. The grantor will be the Natural Resources Conservation Service, and a match is not required. Funds must be obligated by September 30, 2009.

9-6. Carson City Airport Authority

Action to approve and accept federal economic stimulus funds under the American Recovery and Reinvestment Act of 2009 in Federal Aviation Administration Airport Improvement (AIP) Grants in the approximate amount of \$9.6 million. (*Steve Tackes*)

Staff Summary: The American Recovery and Reinvestment Act of 2009 was signed by the President on February 17, 2009, and among other provisions, includes funds for Airport Improvement Grants that are shovel ready and can be readily funded. The Act requires that at least 50% of the awarded funds be committed within 120 days of the effective date of the Act. The Act provides 100% funding for the selected projects instead of the 5% match typically required for AIP projects. The Carson City Airport Authority was included in the Carson City list of shovel-ready projects, and the FAA has identified \$9.6million in funding for the Carson City Airport. The Carson City Airport Authority has been informed that a determination of acceptance of the funding for these projects will need to be received by the FAA on very short notice. As a result, the Carson City Airport Authority is requesting your approval of these grant funds at this time. The FAA requires Carson City, as well as the Carson City Airport Authority, to approve and accept the grant offers.

9-7. Treasurer

Presentation of updated city investment policy. (*Al Kramer*)

Staff Summary: According to the Carson City Charter, Sec. 3.045 2(d), the Treasurer shall establish and maintain a policy for the investment of the surplus money of Carson City. The board of supervisors shall review the policy at least once a year at a public hearing at which public comment is accepted.

(End of Consent Agenda)

10. Recess as Board of Supervisors

Liquor and Entertainment Board

11. Call to Order & Roll Call – Liquor and Entertainment Board

12. Action on Approval of Minutes

13. Public Works - Business License

- A) Action to approve Kimberly Dandos as the liquor manager for The Twisted Spoke Bar & Grill full bar liquor license (Liquor License #10-26547) located at 3198 N. Deer Run Rd., Carson City. (*Jennifer Pruitt/Lena Tripp*)

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

- B) Action to approve Ayo Odunsi as the liquor manager for Club Envy full bar liquor license (Liquor License #10-26540) located at 1500 Old Hot Springs Rd., Carson City. (*Jennifer Pruitt/Lena Tripp*)

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

- C) Action to approve Alan Adams as the liquor manager for the Doppelgangers liquor license (Liquor License #09-20614) located at 302 N Carson St., Carson City (*Jennifer Pruitt*)

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

- D) Action to approve Andrea Jackson as the liquor manager for Jacksons #128 packaged liquor license (Liquor License #09-26335) located at 1400 Rand Ave., Carson City. (*Jennifer Pruitt/Lena Tripp*)

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

14. Action to Adjourn as the Liquor and Entertainment Board

15. Reconvene as the Board of Supervisors

Ordinances, Resolutions, and Other Items

16. Any item(s) pulled from the Consent Agenda will be heard at this time.

17. Health and Human Services

Action to adopt on second reading, an ordinance amending Carson City Municipal Code Title 4 Licenses and Business Regulations, by repealing Chapter 4.29, Massage Establishments, and other matters properly related thereto. (*Andy Burnham*)

Staff Summary: This action will repeal Chapter 4.29 of the Carson City Municipal Code, Massage Establishments.

18. Purchasing and Contracts

- A) Action to determine that Contract No. 0809-195 is a contract for professional services and therefore not suitable for public bidding pursuant to NRS 332.115 and to approve Contract No. 0809-195 Conflict Counsel Attorney Services a request for professional services to be provided by the consortium of Kay

Ellen Armstrong, J. Thomas Susich, and Robert B. Walker for Fiscal Year 2009/2010 in the amount of \$341,984.88 and for Fiscal Year 2010/2011 in the amount of \$341,984.88 from the General Fund. (*Max Cortes*)

Staff Summary: Contract 0708-026 Conflict Counsel Attorney Services will expire June 30, 2009.

- B) Action to approve Contract No. 0809-236 Joinder Contract with MEDTEC AMBULANCE through the Houston-Galveston Area Council (H-GAC) for the purchase of three (3) MEDTEC Type 1 Ambulances for a not to exceed amount of \$441,931.00 to be funded from the Fleet Management Fund as provided for in FY 2008/2009. (*Sandy Scott*)

Staff Summary: The current fleet of six ambulances all have high mileage of over 100,000 miles and are costly to maintain and keep in operational condition. The average life expectancy of ambulance vehicles used for full service ambulance operations, such as Carson City's, is three years. Two of the ambulances are eight years old, two are six years old and the remaining two are going on four years. Staff is requesting the purchase of the ambulances to replace the three (3) which have reached the end of their useful life.

19. Audit Review Committee

Discussion and possible action to direct staff to begin the process of filling a public at-large committee position on the Carson City Audit Committee. (*Pete Livermore*)

Staff Summary: The Audit Committee is composed of five members; two members from the Board of Supervisors, two members from the public at-large, and the City's Finance Director. Due to the resignation of one of the members at-large, there is a vacancy that will occur in June. The Audit Committee voted at their May 12th meeting to recommend to the Board of Supervisors that they direct staff to begin the process to fill the position.

20. Finance

- A) Public hearing on the intent of Carson City, Nevada, to issue medium-term obligation in an amount of up to \$2,900,000 to finance the cost of ambulances, sewer improvements and storm drainage improvements for the City; and providing the effective date hereof. (*Nick Providenti*)

Staff Summary: The City has determined that the bonds should be issued for the purpose of financing the cost of ambulances, sewer improvements, and storm drainage improvements for the City.

All persons interested are hereby advised that the Board will hold a public hearing on the proposal for public comment.

- B) Action to adopt a resolution authorizing a medium-term obligation in an amount of up to \$2,900,000 to finance the cost of ambulances, sewer improvements and storm drainage improvements for the City; and providing the effective date hereof. (*Nick Providenti*)

Staff Summary: The Board of Supervisors of Carson City, Nevada proposes to enter into an medium term obligation evidenced by notes or bonds in an amount up to \$2,900,000, pursuant to NRS Chapter 350, in order to finance the cost of ambulances, sewer improvements and storm drainage improvements for the City; the financing to bear interest at a rate or rates which do not exceed by more than 3% of the "Index of Twenty Bonds" most recently published in The Bond Buyer before the City enters into the

medium term obligation and to mature within 10 years of the date of issuance thereof, in order to pay the cost of the Project.

- C) Action to adopt a Resolution authorizing expenditures of funds to non-profit organizations for FY 2009-10. (*Nick Providenti*)

Staff Summary: NRS 244.1505 requires any grants the board of county commissioners make to private, non-profit organizations must be done so by resolution.

21. Recess as Board of Supervisors

Redevelopment Authority

22. Call to Order & Roll Call – Redevelopment Authority

23. Action on Approval of Minutes

24. Office of Business Development

Action to approve the Summer Concert Series 2009, Friday's at Third Agreement for Assignment of Vending Space for Mom and Pops Diner, Doug Cramer, Owner. (*Joe McCarthy*)

Staff Summary: The action requested is to develop agreement with the businesses along 3rd Street for the assignment of vender space and to establish requirements for conducting the business in conjunction with the Summer Concert Series.

25. Finance

Action to adopt a resolution to augment and amend the Carson City Redevelopment Authority FY 2008-09 Budget in the amount of \$5,173,215. (*Nick Providenti*)

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

26. Action to Adjourn as the Redevelopment Authority

27. Reconvene as the Board of Supervisors

28. Public Works

- A) Action to find that the proposed ordinance amending Title 12, Water, Sewerage and Drainage, Chapter 12.01, Water Connection Charges and Use Rates, Section 12.01.020, Schedule of Rates, by increasing all rates 5% effective on bills dated on or after July 1, 2009; amending Section 12.01.030, Schedule of Water Connection Charges, Lateral and Meter Box Sets, and Meter Set Fees, by increasing all charges and fees, except Water Connection Charges, 5% on bills dated on or after July 1, 2009 and other matters properly relating thereto, does 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. (*Ken Arnold*)

Staff Summary: Staff gave notice to the public on May 8, 2009, through the Nevada Appeal, in addition to providing the proposed ordinance revisions and Business Impact Statement to the Builder's Association of Western Nevada, Manufacturer's Association, and the Chamber of Commerce. Staff provided a report on all utility budgets and capital improvement programs to the Board of Supervisors on May 7, 2009, a portion of which explained the need for a rate increase for the water budget.

- B) Action to introduce on first reading, an ordinance amending Title 12, Water, Sewerage and Drainage, Chapter 12.01, Water Connection Charges and Use Rates, Section 12.01.020, Schedule of Rates, by increasing all rates 5% effective on bills dated on or after July 1, 2009; amending section 12.01.030, Schedule of Water Connection Charges, Lateral and Meter Box Sets, and Meter Set Fees, by increasing all charges and fees, except water connection charges, 5% on bills dated on or after July 1, 2009; and other matters properly relating thereto. (*Ken Arnold*)

Staff Summary: The proposed rate increase of 5% is necessary for debt service (1%) and to provide for increased operations and maintenance costs (4%) which include power costs, chemicals, and water sampling costs.

- C) Action to find that the proposed 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 increasing all rates 5% and other matters properly related thereto, does 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 NRS 237.080 and 237.090 have been met. (*Ken Arnold*)

Staff Summary: The proposed 5% increase in all sewer use rates reflected in Chapter 12.03 provides for the necessary revenue requirements to operate, maintain and meet capital program debt obligations.

- D) 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 increasing all rates 5% and other matters properly related thereto. (*Ken Arnold*)

Staff Summary: The proposed increase of rates reflected in Chapter 12.03 provide for the necessary revenue requirements to operate, maintain and meet debt obligations. More specifically, the changes provide for an across the board 5% increase to sewer use fees effective July 1, 2009 to the monthly rates for each property and septic haulers.

- E) Action to find that the proposed ordinance amending Title 12 Water, Sewerage and Drainage, Chapter 12.17 Storm Water Service Charges section 12.17.040 Service Charge Rates by increasing the service charge rates by 10% on bills dated on or after July 1, 2009 and other matters properly related thereto, does 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. (*Ken Arnold*)

Staff Summary: The proposed increase to Storm Water service charges is necessary to meet program debt service obligations for capital projects including Curry Street, Roop Street and other minor drainage projects.

- F) Action to introduce, on first reading, an ordinance amending Title 12 Water, Sewerage and Drainage, Chapter 12.17 Storm Water Service Charges Section 12.17.040 Service Charge Rates by increasing the service charge rates by 10% on bills dated on or after July 1, 2009 and other matters properly related thereto. (*Ken Arnold*)

Staff Summary: The proposed increase to Storm Water service charges is necessary to meet capital program debt service. Staff recommends the 10% increase.

29. 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

30. 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 226. 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: May 28, 2009