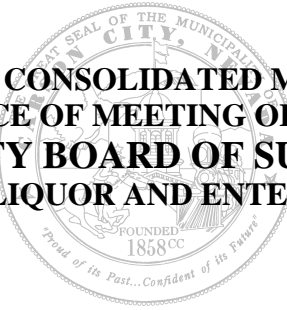


**CARSON CITY CONSOLIDATED MUNICIPALITY
NOTICE OF MEETING OF THE
CARSON CITY BOARD OF SUPERVISORS
AND CARSON CITY LIQUOR AND ENTERTAINMENT BOARD**



Day: Thursday
Date: July 16, 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** - Ron Torkelson, Seventh Day Adventist 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, the Carson City Redevelopment Authority and the Carson City Board of Health. 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. **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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8-1. **Sheriff**

- A) Action to approve the acceptance of the Office of Criminal Justice Assistance Grant, Suppression/Investigation - Special Operations Unit in the amount of \$64,806.00. (*Kenny Furlong*)

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. The Carson City Sheriff's Office implements a common law enforcement strategy of suppression, intervention and

prevention to reduce gang activity and illegal narcotics use and trafficking. These strategies are also listed in a national model set forth in the Office of Juvenile Justice and Delinquency Prevention Comprehensive Gang Model and are components of community policing. This grant will provide funding to implement suppression efforts which will strengthen our prevention and intervention services. Suppression efforts include arrest, imprisonment and surveillance.

- B) Action to approve the acceptance of the Office of Criminal Justice Assistance Grant, TRINET Narcotics Task Force, in the amount of \$163,094.00. (*Kenny Furlong*)

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 Tri-Net Narcotics Task Force.

8-2. Public Works

Action to approve and authorize the Mayor to sign an Agreement for the Adjustment of Utility Facilities between State of Nevada Department of Transportation (NDOT) and Carson City for Carson City Freeway, Phase 2B-1, Koontz to Clearview Section, allowing the City to be reimbursed for direct costs associated with water facility relocations as a result of the NDOT freeway project. (*Andy Burnham*)

Staff Summary: An Agreement for the Adjustment of Utility Facilities is needed between NDOT and Carson City in order for Carson City to be reimbursed for direct costs associated with water facility relocations as a result of the NDOT freeway project. The City will be reimbursed for costs associated with inspection and testing services provided by City staff for water facility improvements performed by the NDOT contractor. In addition, the City will be reimbursed for certain minor water facility work performed by City crews or City hired contractors. The City's costs are estimated to be \$99,000, all of which are reimbursable. The costs to be paid directly by NDOT for water facility improvements are estimated at \$516,000.

8-3. Purchasing and Contracts

Action to accept Public Works recommendation to approve Amendment No. 1 to Contract No. 0708-150 with Resource Concepts, Inc. titled "Professional Services for Morgan Mill River Access Facilities Phase I" to expand the scope of work, increase the contract in the amount of \$3,880.00, and include a contingency amount of \$5,000.00, to be funded from the Morgan Mill Road River Bank Fund as provided in FY 2009/2010. (*Sandy Scott*)

Staff Summary: The project has received all necessary federal, state, and local permits, enabling the City to begin the bidding process for the construction portion of this project. However, the Nevada Department of Environmental Protection, as part of the permitting process, has identified the need for additional mercury testing at the project site during construction. Unfortunately this additional testing requires an amendment to the scope of work and contract amount.

8-4. City Manager

- A) Action to approve an agreement between Carson City and Walker & Associates for governmental affairs services for the period July 1, 2009 through September 30, 2009 from the General Fund. (*Larry Werner*)

Staff Summary: Walker and Associates will provide advice and consultant services with respect to matters concerning the City in connection with general legislative issues through September 2009. It is recommended that we retain Walker and Associates through this period because of the number and complexity of the legislative studies scheduled.

- B) Action to appoint Douglas Martin, John Valley and Gilbert Yanuck to the Advisory Board to Manage Wildlife for three year terms ending July 2012. *(Larry Werner)*

Staff Summary: There are three openings on the Advisory Board to Manage Wildlife due to existing members' terms expiring. The Advisory Board recommends reappointment of Douglas Martin, John Valley, and Gilbert Yanuck. There were no other applicants.

(End of Consent Agenda)

9. Recess as Board of Supervisors

Liquor and Entertainment Board

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

11. Action on Approval of Minutes

12. Public Works - Business License

- A) Action to approve Carl Miller as the liquor manager for the Wize Guyz full bar liquor license (Liquor License #10-26549) located at 288 E. Winnie Ln., 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) Disciplinary action against liquor license #10-16622, held by Red Hawk Ventures, LLC, Cletus Wandler dba Silver Dollar Casino located at 1897 N. Edmonds Dr., Carson City, Nevada, pursuant to CCMC 4.13.150. This disciplinary action is based on the issuance of a citation for a second offense criminal statute violation, within six months of the first citation issuance, related to the sale of liquor at the licensed premises. This action may include the imposition of a fine of up to \$500.00 on the licensee and the requirement that the licensee and all employees selling, dispensing, or serving liquor attend the Sheriff's Office alcohol servers' training program within three months of this hearing. If the licensee and relevant employees are required to attend the alcohol servers' training program, the licensee will be required to submit a list of all employees selling, dispensing, or serving liquor to the Public Works Department, Business License Division, no later than seven (7) days from the completion of the training. If the licensee fails to submit the list of employees within seven (7) days, this matter will be rescheduled for the next Carson City Liquor Board meeting to show cause as to why further disciplinary action should not be imposed. *(Jennifer Pruitt/Lena Tripp)*

Staff Summary: CCMC 4.13.150 provides for the imposition of a fine of up to \$500 upon the holder of a liquor license and the requirement that the licensee and all employees selling, dispensing or serving liquor attend alcohol servers' training for the second time a person is issued a criminal citation related to the sale of liquor at a licensed premise. On July 3, 2009, a second offense criminal citation related to the sale of liquor was issued at Silver Dollar Casino located at 1897 N. Edmonds Dr., Carson City, Nevada.

- C) Discussion on the proposed modifications relating to the disciplinary action procedure and penalties for liquor license violations and possible direction to staff to bring forth amendments to the municipal code. *(Jennifer Pruitt/Lena Tripp)*

Staff Summary: Staff is proposing to modify the liquor license ordinance and is asking the Liquor Board to provide input on the modifications prior to the Board of Supervisors amending the municipal code.

13. Action to Adjourn as the Liquor and Entertainment Board

14. Reconvene as the Board of Supervisors

Ordinances, Resolutions, and Other Items

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

16. City Manager

Action to select Casey, Neilon & Associates, LLC as the best responder to the request for Statement of Qualifications for the Carson City Internal Auditor position. (*Larry Werner*)

Staff Summary: Carson City is required to have an Internal Auditor to perform specific duties as described in Section 3.075(2) of the Carson City Charter. The City received four responses to a request for Statement of Qualifications for the Internal Auditor position.

17. Finance

- A) Action to introduce, on first reading, an ordinance authorizing the issuance of a medium-term obligation to finance the cost of ambulances, sewer improvements and storm drainage improvements for the City; specifying the details for the “Carson City, Nevada, general obligation (limited tax) various purpose medium-term bond, series 2009 ” in the maximum principal amount of \$2,900,000; specifying the terms and conditions of such medium-term bond, the method of paying the bond and its form; and providing other matters properly related thereto. (*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.

- B) Action to introduce, on first reading, an ordinance of the Board of Supervisors of Carson City, Nevada designated by the short title “2009 Water Bond Ordinance”; providing for the issuance of its general obligation (limited tax) Water Bond (additionally secured by pledged revenues), series 2009; providing the form, terms and conditions of the bond; providing for the levy and collection of annual general (ad valorem) taxes for the payment of such bond; additionally securing its payment by a pledge of revenues derived from the water system of the City; and providing other matters related thereto. (*Nick Providenti*)

Staff Summary: The City has determined that and declares that the public interest, health and welfare necessitates making certain improvements to the Water System by acquiring, constructing, improving and equipping facilities pertaining to the Water System (the “Project”).

18. Parks and Recreation

- A) Action to accept the recommendation of the Open Space Advisory Committee to authorize the preparation of a summary assessment report regarding the rehabilitation treatments five years after the Waterfall Fire, and to authorize the placement of a photograph in a prominent public building as a remembrance of the rehabilitation efforts after the Waterfall Fire. (*Juan Guzman*)

Staff Summary: Staff initiated this request for the purpose of facilitating a public memory of all the rehabilitation treatments that have taken place five years after the Waterfall Fire. The referenced picture illustrates the salvage operations conducted at helicopter landing #4 at Ash Canyon.

- B) Action to accept two Forest Legacy Project signs to be installed at the Wilson Open Space property, APNs 7-091-26 and 7-031-04, located at the crest of the Carson Range terminus of Ash Canyon Trail. *(Juan Guzman)*

Staff Summary: In January 2009 the Wilson transaction was completed by which Carson City obtained 111 acres within two different legal parcels located at the top of Ash Canyon Road at the crest of the Carson Range. Approximately 75 percent of the total funding for the transaction was obtained through a grant from the Forest Legacy Program, locally managed by the Nevada Division of Forestry. This action calls for the Board of Supervisors to accept and authorize the sign installation at the properties.

- C) Action to adopt a resolution authorizing an expenditure of \$120,000 from the Quality of Life Maintenance Fund to the Boys and Girls Club of Western Nevada for maintenance of their new facility. *(Roger Moellendorf)*

Staff Summary: Approval of this resolution will result in a dispersal of funds in the amount of \$120,000 to the Boys and Girls Club of Western Nevada for the purpose of providing maintenance funding for the Club's new facility. Sufficient funding is available in the Quality of Life (Q18) Maintenance Fund. If approved, the Boys and Girls Club will receive funding for FY 2009-2010 only. Funding for future fiscal years will have to be requested by the Boys and Girls Club of Western Nevada and approved by the Board of Supervisors on an annual basis.

19. Public Works

Presentation on the North Douglas County Water System Analysis and acceptance of the report. *(Andy Burnham)*

Staff Summary: Staff has been working with Douglas County, the Town of Minden, and the Indian Hills General Improvement District regarding a regional water supply system that connects all the entities together. A study of how to connect the systems has been conducted and staff and consultants will present the study to the Board and request the Board accept the report. Staff will then develop Interlocal Agreements to begin implementation of the study recommendations. Carson City owns water rights within the Carson Valley, and the regional system would supply those water rights to the city for distribution to its users. Additionally Vidler Water Company may buy water rights from Minden and will need to transmit the water through the City and therefore an agreement with Vidler may also be necessary.

20. Public Works - Planning

- A) Action to adopt Bill No. 114, on second reading, an ordinance approving a development agreement between Carson City and Roventini, LLC, regarding the development of a Planned Unit Development subdivision known as Clearview Ridge, located west of Cochise Street between West Roventini Way and West Overland Street, east of Voltaire Street, APN's 9-263-06, -07, -08 and -09, to extend the approval of the tentative map, and other matters properly related thereto. *(Lee Plemel)*

Summary: The primary purpose of the development agreement is to extend the initial approval of the tentative subdivision map, which would expire on September 21, 2009. The agreement was previously approved by the Board of Supervisors on May 21, 2009, but the agreement must be adopted by ordinance in order to take effect.

- B) Action to adopt a Resolution amending the maximum number of residential building permit allocations under the Carson City Growth Management ordinance for the years 2010 and 2011 and estimating the maximum number of residential building permits for the years 2012 and 2013; establishing the number

of residential building permit allocations available within the development and general property owner categories; and establishing a maximum average daily water usage for commercial and industrial building permits as a threshold for Growth Management Commission review. (*Lee Plemel*)

Summary: The Board of Supervisors is required to annually establish the number of residential permits that will be available for the following calendar year. This has historically been based upon a maximum growth rate of three percent. The commercial and industrial average daily water usage threshold has historically been 7,500 gallons per day, above which Growth Management Commission approval is required.

- C) Presentation and discussion only regarding the Omnibus Public Lands Management Act of 2009 (OPLMA) as it relates to the disposition of federal properties within Carson City. (*Lee Plemel/Juan Guzman*)

Staff Summary: The OPLMA was adopted as law by Congress in 2009. The bill provides for the transfer and uses of 8,884 acres of federal (USFS and BLM) and City properties with Carson City, as well as other provisions related to certain federal properties. The purpose of this discussion is to provide a summary of the provisions of the bill as it relates to Carson City.

– LUNCH BREAK –

RETURN – APPROXIMATE TIME – 1:30 P.M.

21. City Manager

- A) Action to appoint two members to the Planning Commission for four year terms ending June 2013. (*Larry Werner*)

Staff Summary: Carson City Municipal Code Chapter 18.02.010 and NRS 278.030 provide for a Planning Commission to be composed of not more than seven members who shall be appointed by the Board of Supervisors. There are two vacancies for four year terms due to existing members' terms expiring. There are four applicants.

- B) Action to adopt the Carson City Business Plan and approve a monthly business review protocol. (*Linda Ritter*)

Staff Summary: The Carson City Strategic / Business Plan includes the broad objectives that represent the goals of the Board of Supervisors. The Plan includes nine quality of life perspectives, two operational perspectives, 41 objectives and a full compliment of performance measures that track progress made towards our objectives. Included in the Plan are various "initiatives," specific programs and projects underway, that support the various objectives. The Plan is a living document which will change as the Board adjusts strategy according to current conditions, as performance measures and their targets are amended to better track progress and as new initiatives are developed and implemented. This Business Plan provides guidance with regard to staff activities by linking those activities to specific objectives. It provides a platform for accountability through the identification of measure targets and initiative updates.

Staff is proposing a monthly business review cycle which will include review of all objectives, along with progress reports on initiatives and comments and updates from staff regarding current measurement data. A "Briefing Book" will be the tool used to facilitate the monthly business review.

22. 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

23. 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

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 9, 2009