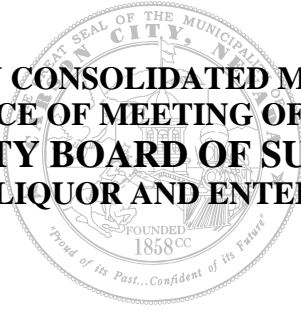


**CARSON CITY CONSOLIDATED MUNICIPALITY
NOTICE OF MEETING OF THE
CARSON CITY BOARD OF SUPERVISORS
AND CARSON CITY LIQUOR AND ENTERTAINMENT BOARD**



Day: Thursday
Date: August 20, 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 - Al Tilstra, 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. **Special Presentation**

Presentation of a proclamation to the Wayne Nash Family in honor and recognition of their kindness and willingness to help others.

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. City Manager

- A) Action to authorize Mayor Crowell to sign a Mutual Termination of Lease Agreement with Nevada Hispanic Services of Carson City (NHSCC) for the leasing of a portion of the facility located at 1711 N. Roop Street. *(Larry Werner)*

Staff Summary: Nevada Hispanic Services entered into a five-year lease with the City on August 2, 2007 to lease 1785 square feet of office space located at 1711 N. Roop Street. This mutual agreement will terminate the lease effective August 20, 2009.

- B) Action to determine that Contract No. 0809-226 Carson City Internal Auditor is a contract for professional services and not suitable for public bidding pursuant to NRS 332.115 and to appoint Casey, Neilon and Associates, LLC as the Carson City Internal Auditor by approving Contract No. 0809-226 Carson City Internal Auditor a request for professional services to be provided by Casey, Neilon and Associates, LLC, through August 20, 2010, for a not to exceed cost of \$21,150.00 to be funded from the Professional Services account of the Internal Auditor Fund as provided in FY 2009/2010. *(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. Four responses were received in reply to a request for Statement of Qualifications for the Internal Auditor position. On July 16, 2009, the Board of Supervisors selected Casey, Neilon and Associates as the best response for the Internal Auditor position.

- C) Action to appoint Jens Peermann to the Shade Tree Council, term to expire January 1, 2010. *(Larry Werner)*

Staff Summary: There is one vacancy to be filled on the Shade Tree Council due to a members resignation. The Council has interviewed the applicant and recommends the appointment of Jens Peermann. Jens is a Carson City resident and active voter. There were no other applicants for this position.

9-2. Public Works

Action to approve a request from NV Energy to create a 15 foot wide easement along an existing overhead power line located on City property known as Capitol City Gun Club at 3590 Arrowhead Drive, APN 005-051-13 and Eagle Valley West Golf Course, APN 005-051-25, and to authorize the Mayor to sign the Grant of Easement. *(Jeff Sharp)*

Staff Summary: NV Energy would like to upgrade the existing overhead power line by installing larger conductors to accommodate 3 phase power as well as replace some existing wood poles that are in poor condition. The existing power lines have been there for many years, but there was apparently never a legal easement created. NV Energy would like to create the easement before spending money to upgrade the line. It is noted that this line will provide power to the Chromalloy site, and we have been told by the general manager Mike Holcomb that the upgrade to 3 phase power would allow Chromalloy to hire back as many as 100 of the 160 employees that were recently laid off.

9-3. Public Works - Planning and Zoning

Action to authorize staff to sign a Memorandum of Agreement between Carson City, the Bureau of Land Management, NV Energy and other Cooperating Agencies to become a cooperating agency in the review of the Environmental Impact Statement (EIS) for the Blackhawk to Heybourne Transmission Line Project running partly through Carson City. *(Lee Plemel)*

Summary: The proposed memorandum of agreement is intended to involve the City and citizens in the EIS review process. The project proposes to bring a power transmission line from Storey County through Dayton and into Carson City to the Brunswick Substation, then continue south along existing utility corridors into Douglas County. Additional project information can be obtained from the BLM website at: http://www.blm.gov/nv/st/en/fo/carson_city_field/blm_programs/planning/blackhawk_to_heybourne.html.

(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. Sheriff

Presentation to the Liquor and Entertainment Board recognizing Carson City Board of Supervisors, Sheriff's Office, Business License Division, and local business owners in achieving the 2009 Nationwide Law Enforcement award. Carson City has been awarded "Agency of the Year" for the Enforcement of Underage Drinking Laws (EUDL) program. *(Kenny Furlong)*

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. Municipal / Justice Courts

Action to adopt Bill No. 117 on second reading, an ordinance amending Carson City Municipal Code Title 8 Public Peace, Safety and Morals, Chapter 8.04 Prohibited Conduct, Section 8.04.127 Marijuana Possession Without Medical Privilege Card Is A Misdemeanor, by fixing a typographical error to the state law reference and other matters properly related thereto. *(Max Cortes)*

Staff Summary: The ordinance fixes a typographical error found by the publisher of the municipal code.

18. Purchasing

Action to determine that Horizon Construction Inc. is the lowest responsive and responsible bidder pursuant to NRS Chapter 338 and to award Contract No. 0910-046 Morgan Mill Road River Access Area Project to Horizon Construction, Inc. for a bid amount of \$196,699.90 plus a contingency amount not to exceed \$39,500.00 to be funded from the Construction Projects Morgan Mill Road River Bank Fund as provided in FY 2009/2010. *(Sandy Scott)*

Staff Summary: Carson City received sealed bids for all labor, materials, tools and equipment necessary for the Morgan Mill Road River Access Area Project. Project consists of construction of a new parking lot; striping and signage; a boat ramp; temporary river diversion and related erosion control measures; river bank stabilization; a restroom enclosure structure; Bid Alternates for the removal of a soil berm;

construction of a 12-foot wide path with decomposed granite surfacing; installation of a new 4-strand smooth wire fence with steel 'T' posts along Morgan Mill Road; and paving and base for the new parking lot in lieu of asphalt grindings. The work includes, but is not limited to, riverbank grading for the construction of the boat ramp, boulder placement in the river, grading, boat ramp, riverbank stabilization, gate, placement of grinding, striping and signage, a restroom enclosure and revegetation.

19. Fire

Presentation of and action to approve the adoption of the Carson City Community Wildfire Protection Plan. (*Stacey Giomi*)

Staff Summary: The Fire Department is recommending the adoption of the Community Wildfire Protection Plan (CWPP) as developed by a contractor hired to complete the work. The CWPP is a document that delineates the wildland fuel reduction work necessary in each of the identified wildfire prone communities in Carson City. The plan has been reviewed by all stakeholders in the wildfire protection community.

20. Finance

- A) Public hearing on the intent of Carson City, Nevada to act upon a resolution authorizing an installment-purchase agreement with a maximum term of 20 years in the maximum principal amount of \$9,382,500 to enable the Board to pay all or a portion of the cost to acquire, improve and equip building projects as defined in NRS Section 244A.019 in the City. (*Nick Providenti*)

Staff Summary: The City has determined that the installment purchase agreement should be issued for the purpose of financing the Solar Energy Projects.

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

- B) Action to adopt a resolution authorizing an installment-purchase agreement for the purpose of financing the cost of building projects; directing the City Finance Director to forward materials to the Department of Taxation of the State of Nevada; authorizing the City Finance Director of the City to execute the City's installment-purchase agreement evidencing such financing; and providing the effective date hereof. (*Nick Providenti*)

Staff Summary: Pursuant to 7.020 of the Charter, the City is authorized to borrow money for any corporate purpose and to evidence such borrowing by the issuance of bonds or other securities pursuant to the Local Government Securities Law. The Board proposes to enter into one or more installment-purchase agreements in the aggregate amount of \$9,382,500 under NRS 350.087 to 350.095, inclusive, in order to finance all or a portion of the cost to acquire, improve and equip a building project as defined in NRS Section 244A.019 (the "Project").

21. Public Works

- A) Review and approval of an agreement with the Nevada Department of Transportation that will result in the construction of a portion of the Carson City Freeway Phase 2B including the structures at Koontz Lane and Clearview Drive and the Edmonds drainage channel. (*Andy Burnham*)

Staff Summary: Staff will present a proposed agreement between the City and the Nevada Department of Transportation that establishes the responsibilities of each party regarding the construction of an initial package of Phase 2B of the Carson City Freeway.

- B) Review and approval for Amendment No. 3 with NDOT Regarding Phase 2 Funding of the Carson City Freeway. (*Andy Burnham*)

Staff Summary: Staff will present Amendment No. 3 to the current NDOT funding agreement for Phase 2 of the freeway to the RTC for approval. The amendment provides that the City will assume ownership of several State roadways in exchange for credit towards the City's obligation for payment towards the freeway.

- C) 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 12.03.030, Schedule of Connection Fees and Hook-up Charges, by decreasing connection charges; and other matters properly related thereto. (*Andy Burnham*)

Staff Summary: Staff recommends the modification of the current method of calculating connection fees which results in a significant reduction in connection fees.

- D) 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 12.01.010, Definitions, by deleting the definitions of "Total WERCS" and "Water Equivalent Residential Customer (WERC)"; amending Section 12.01.030, Schedule of Water Connection Charges, Lateral and Meter Box Sets, and Meter Set Fees, by deleting all reference to WERCS and reducing water connection fees; and other matters properly related thereto. (*Andy Burnham*)

Staff Summary: Staff recommends the modification of the current method of calculating connection fees which results in a significant reduction in connection fees.

22. Public Works - Planning and Zoning

- A) Action to adopt Bill No. 118, on second reading, an ordinance amending Carson City Municipal Code Title 17, Division of Land, Subdivision of Land, Chapter 17.06, Final Maps, Section 17.06.015, Time Limit for Recording, to increase the time for filing final maps from two years to four years after the initial tentative approval, and to increase the time for filing subsequent phase maps from one year to two years; and amending Carson City Municipal Code Title 17, Division of Land, Subdivision of Land, Chapter 17.09, Planned Unit Development, Section 17.09.055, Time Limits for Filing Application for Final Approval, to increase the time for filing final maps from two years to four years after the initial tentative approval, and to increase the time for filing subsequent phase maps from one year to two years, and other matters properly related thereto. (ZCA-09-056) (*Lee Plemel*)

Summary: The proposed ordinance would create standards consistent with the provisions of the recently amended Nevada Revised Statutes related to approval periods for Tentative Subdivision Maps.

- B) Action to introduce, on first reading, an ordinance amending Title 18, Zoning, Chapter 18.03, Definitions, to modify the definitions of "truck, pickup" and other trucks and vehicular equipment of a commercial nature; and amending Chapter 18.16, Development Standards, Division 2.3, General Parking Requirements, relating to the parking of pickup trucks, panel vans and other trucks, commercial trailers or vehicular equipment of a commercial nature within residential zoning districts, and other matters properly related thereto. (ZCA-09-057) (*Lee Plemel*)

Summary: The primary purpose of this amendment is to clarify the distinctions between personal vehicles and pickup trucks versus other commercial-type vehicles for the purposes of parking and storing such vehicles in the residential neighborhoods.

- C) Action to approve a request for a two-year extension of the Final Map for a Tentative Subdivision Map known as Schultz Ranch located between Center Drive and Bigelow Drive. (TSM-05-144) *(Jennifer Pruitt)*

Staff Summary: The current subdivision approval will expire on August 21, 2009. This request would extend the Final Map recordation to August 21, 2011 to allow the applicant additional time to work through final design and coordination of the project.

23. City Manager

- A) Action to approve the proposed targets established for the performance measures included in the 2009/2010 Business Plan under the Safe and Secure Community Perspective. *(Linda Ritter)*

Staff Summary: At the July 16, 2009 regular meeting, the Board accepted and approved the 2009/2010 Business Plan for Carson City. Part of this plan includes certain measures and key indicators. Targets for some of these measures have been proposed by staff and are included in the Business Plan. These measures drive the stoplight scheme i.e., at what point the measure is red, yellow or green. Staff would like confirmation that the targets set for the measures meet the expectations of the Board. Details of the measures and the justification for the proposed targets are included in the agenda packet.

- B) Review of the Carson City Operations Scorecard and reporting of measures and information affecting the 2009/2010 Business Plan. *(Linda Ritter)*

Staff Summary: At the July 16, 2009 regular meeting, the Board accepted and approved the 2009/2010 Business Plan for Carson City and directed staff to provide a monthly “business review” at the mid month meeting. Staff has prepared a Briefing Book that highlights some of the interesting measures and developments that have taken place since the last report to the Board.

- C) Discussion and possible action on the membership of the Carson City Audit Committee. *(Larry Werner)*

Staff Summary: The issue of amending the membership of the Audit Committee has not been resolved. At a minimum, it has been suggested that the Finance Director be removed as a voting member of the committee. The Board of Supervisors at previous meetings has discussed: (1) the number of members that should sit on the committee; (2) the number of Board of Supervisor members that should be part of the committee; and (3) the number and experience of the citizen members.

24. 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

25. 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.

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.

This meeting can be viewed on Channel 226. For specific dates and times - www.bactv.org.

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: August 13, 2009