

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

Day: Thursday
Date: September 17, 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** - Ken Haskins, First Christian 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. Human Resources

Action to approve a settlement agreement with Christine Smith in the amount of \$60,000. (*Jennifer Schultz*)

Staff Summary: Per the Settlement Conference conducted on August 21, 2009 in front of Judge McQuaid staff is recommending settlement of this matter in the amount of \$60,000.

8-2. Purchasing and Contracts

Action to adopt a resolution approving and authorizing the Mayor to sign an Agreement by and between Carson City and the U.S. Department of the Army for Design and Construction Assistance for the Prison Hill Water Tank #2. (*Andy Burnham*)

Staff Summary: A Design and Construction Assistance Agreement is needed between the Department of the Army and Carson City in order for Carson City to utilize available funding sources (from \$500,000 up to \$2,525,000 dependent upon approval and availability of funds) through Section 595 of the Water Resources Development Act of 1999, Public Law 106-53 that allows the Secretary of the Army the ability to provide assistance for water-related environmental infrastructure and resource protection and development project only if the project is publicly owned.

8-3. Fire

Action to adopt a Resolution Adopting and Approving an Interlocal Agreement Between the Board of Regents of the Nevada System of Higher Education on behalf of Truckee Meadows Community College and Carson City, a Consolidated Municipality and Political Subdivision of the State of Nevada, on behalf of the Carson City Fire Department for Placement of TMCC Students in the EMS Training Experience at Carson City Fire Department and other matters properly related thereto. (*Stacey Giomi*)

Staff Summary: In order to obtain state and national certification EMT students must complete practical training in an actual field environment. This agreement will allow TMCC EMT students to complete their training under the guidance of Fire Department Firefighter/Paramedics.

8-4. City Manager

- A) Action to rescind the lease entered into between Carson City and Community Counsel on Youth and to approve the lease between Carson City and Partnership Carson City a non-profit organization. (*Larry Werner*)

Staff Summary: Community Counsel on Youth and Partnership Carson City merged into one organization now known as Partnership Carson City. The action taken by the Board will rescind the lease entered into by Community Counsel on Youth and approve the lease between Carson City and Partnership Carson City, a non-profit organization.

- B) Action to approve the Third Amended Lease Agreement between Carson City and Community Counseling Center, a non-profit organization. (*Larry Werner*)

Staff Summary: Community Counseling Center desires to amend the current lease to decrease the amount of square footage they are leasing from the City.

8-5. Health and Human Services

- A) Action to adopt a resolution adopting and approving an Interlocal Agreement between the Board of Regents of the Nevada System of Higher Education on behalf of Western Nevada College and Carson City, a Consolidated Municipality and Political Subdivision of the State of Nevada on behalf of the Carson City Health and Human Services Department to provide a training site for the college's nursing students and other matters properly related thereto. (*Marena Works*)

Staff Summary: This action will allow Carson City Health and Human Services to assist the Western Nevada College with its instructional program for the benefit of training nursing students in the field of public health. We will provide student nurses training in our family planning, immunization clinic and public health preparedness activities.

- B) Action to adopt a resolution adopting and approving an Interlocal Agreement between the Nevada Department of Health and Human Services on behalf of the Immunization Program, and Carson City, a Consolidated Municipality and Political Subdivision of the State of Nevada on Behalf of the Carson City Health and Human Services Department to provide facility use and information technology services and other matters properly related thereto. (*Marena Works*)

Staff Summary: This action will allow Carson City Health and Human Services to assist the Nevada State Immunization Program in providing facility space and the information technology services for that space.

8-6. Public Works

- A) Action to adopt a resolution approving and authorizing the Public Works Director to sign the Joint Funding Agreement for Water Resource Investigations, Carson City and the U.S. Department of the Interior U.S. Geological Survey. (*Andy Burnham*)

Staff Summary: Adoption of the Resolution approving this agreement will allow continuation for receiving critical stream flow data. This data is essential for Public Works to properly utilize surface water rights, plan and monitor the conjunctive use program and maintain compliance with the Alpine Decree.

- B) Action to approve the Mutual Termination of Lease Agreement between Carson City and Rural Counties RSVP Program, Inc. for existing lease of a facility located at 3303 Butti Way. (*Andy Burnham*)

Staff Summary: This termination agreement is being done as a result of RSVP moving to the Northgate Office Complex and to accompany the new Lease Agreement for the Northgate facility.

- C) Action to approve the Lease Agreement between Carson City and Nevada Rural Counties RSVP Program, Inc. for lease of a facility located at 2621 Northgate Lane Suite Number 6. (*Andy Burnham*)

Staff Summary: This agreement is being done as a result of RSVP moving from the Butti Way office facility to the Northgate Office Complex.

(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 Steve Aurand as the liquor manager for Wize Guyz Bar & Saloon full bar liquor license (Liquor License #10-26549) located at 288 E. Winnie Ln., Carson City. (*Jennifer Pruitt*)

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

- B) Action to approve Davinder Singh and Kulwant Kaur as the liquor managers for JM Discount Liquor packaged liquor license (Liquor License #10-26823) located at 1501 E. Fifth St., Ste #102, Carson City. *(Jennifer Pruitt)*

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

- C) Action to approve Andrea Jackson as the liquor manager for Jacksons #139 packaged liquor license (Liquor License #10-26857) located at 1615 E. Fifth St., Carson City. *(Jennifer Pruitt)*

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

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. Sheriff

Action to adopt on second reading, Bill No. 121, an ordinance amending Carson City Municipal Code Title 2 Administration and Personnel, by amending Chapter 2.32 Lost or Abandoned Property, amending Section 2.32.050 Disposition of Unclaimed Property, which creates a procedure for the disposal of unclaimed property through internet based auctions, amending Section 2.32.060 Public Auction, which allows the sale of unclaimed property through internet based public auctions to take place without standard notice, and other matters properly related thereto. *(Ken Furlong)*

Staff Summary: The proposed amendments within this section will allow Carson City to dispose of unclaimed property through the use of internet based auctions. In addition, the amendments will allow for the disposition of unclaimed property through internet based public auctions without providing specific notice of the public auction.

17. Airport Authority

Report from Carson City Airport Authority on status of Airport. *(Steve Lewis, Chairman, Carson Airport Authority)*

Staff Summary: This is a general report on the Airport, economic activity, construction programs, accomplishments and an opportunity for the Mayor and Supervisors to ask questions on Airport issues.

18. Public Works - Building

Action to adopt Bill No. 122 on second reading, an ordinance amending the Carson City Municipal Code Title 15, Buildings and Construction, Chapter 15.05, Building Code, Section 15.05.020, Adoption and Administration of Building and Construction Codes, by repealing the adoption of Sections 1214.3, 1214.3.1, 1214.3.2 and 1214.3.3 of the 2007 Northern Nevada Amendments. *(Kevin Gattis)*

Staff Summary: The proposed language would eliminate current amendments in the 2007 Northern Nevada Amendments that pertain to "Test Pressure" requirements for gas piping and gas appliances. The current amendments conflict with the local gas suppliers requirements related to gas co. equipment and devices.

19. Public Works - Planning and Zoning

- A) Action to approve a request for a two-year extension for a Tentative PUD known as Silver Oak located in the northwest portion of Carson City between U. S. Highway 395 on the east, the Western Nevada College campus and the University Heights subdivision on the west and the Eagle Valley Children's Home and Carson Tahoe Regional Hospital to the north, to remain valid, and the filing timeframe for a Final Map to be extended to July 27, 2011, pursuant to the approved and recorded development agreement. (P-93/94-01) (*Jennifer Pruitt*)

Staff Summary: Pursuant to the current development agreement approved by the Board of Supervisors and recorded in 1994, a two year extension can be requested by the applicant, subject to written request. This request would extend the Final Map recordation to July 27, 2011 to allow time for the interest in new residential housing to return.

- B) Action to approve an Abandonment of Public Right-of-Way application from Connie Muir (property owner: William Burnaugh Trust), to abandon a 14-foot portion on the north side of the Musser Street right-of-way, on property located at 201 N. Pratt Avenue and 204 N. Harbin Avenue, APNs 004-172-06 and 004-172-12, and authorize the mayor to sign the Order of Abandonment. (AB-09-066) (*Jennifer Pruitt*)

Summary: The abandonment would reduce the right-of-way width along the frontage of these parcels from 74 feet to 60 feet. The remaining right-of-way would not impact any existing or planned street improvements.

20. Public Works

- A) Action not to adopt Bill No. 119, on second 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 not adopting Bill No. 119.

- B) 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.

- C) Action not to adopt Bill No. 120 on second reading, an ordinance amending Title 12, Water, Sewerage and Drainage, Chapter 12.01, Water Connection Charges and Use Rates, Section 12.01.030, Schedule of Water Connection Charges, Lateral and Meter Box Sets, and Meter Set Fees, by reducing water connection fees; and other matters properly related thereto. (*Andy Burnham*)

Staff Summary: Staff recommends not adopting Bill No. 120.

- 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 12.01.030, Schedule of Water Connection Charges, Lateral and Meter Box Sets, and Meter Set Fees, by 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.

21. Recess as Board of Supervisors

Redevelopment Authority

22. Call to Order & Roll Call – Redevelopment Authority

23. Action on Approval of Minutes

24. Parks and Recreation

- A) Action to adopt a resolution adopting and approving an Interlocal Contract between Carson City, a consolidated municipality and political subdivision of the State of Nevada and the Carson City Redevelopment Authority, a redevelopment agency organized pursuant to Chapter 279 of the Nevada Revised Statutes and political subdivision of the State of Nevada to provide for the Arlington Square Ice Rink for the Winter/Holiday period of 2009-10 and other matters properly related thereto. *(Roger Mollendorf)*

Staff Summary: The interlocal agreement sets forth the responsibilities of each agency regarding the operation of the ice rink.

- B) Action to approve as a redevelopment project and recommend to the Board of Supervisors the approval of the expenditure of \$135,405 from the Revolving Fund for the Redevelopment Agency to support the Arlington Square Ice Rink. *(Roger Moellendorf)*

Staff Summary: This request is to expend \$135,405 from the Revolving Fund for the Redevelopment Agency to support the Arlington Square Ice Rink. Opening Wednesday, November 25, 2009 and running thru Saturday, January 23, 2010, the holiday season ice skating venue in Downtown Carson City is located in the Carson Nugget's parking lot on Carson and Robinson Streets, and becomes an ice skating venue. This update to the RDA includes, details on the installation, partnerships, promotions, outreach, budget and operations of the project.

25. Action to Adjourn as the Redevelopment Authority

26. Reconvene as the Board of Supervisors

27. Parks and Recreation

- A) Action to adopt a resolution adopting and approving an Interlocal Contract between Carson City, a consolidated municipality and political subdivision of the State of Nevada and the Carson City Redevelopment Authority, a redevelopment agency organized pursuant to Chapter 279 of the Nevada Revised Statutes and political subdivision of the State of Nevada to provide for the Arlington Square Ice Rink for the Winter/Holiday period of 2009-10 and other matters properly related thereto. *(Roger Mollendorf)*

Staff Summary: The interlocal agreement sets forth the responsibilities of each agency regarding the operation of the ice rink.

- B) Action to adopt a resolution approving the expenditure of \$135,405 from the Revolving Fund for the Redevelopment Agency to support the Arlington Square Ice Rink. *(Roger Moellendorf)*

PURSUANT TO NRS 279.628(2), THIS RESOLUTION MUST BE APPROVED BY A 2/3rds VOTE OF THE BOARD OF SUPERVISORS.

Staff Summary: This request is to expend \$135,405 from the Revolving Fund for the Redevelopment Agency to support the Arlington Square Ice Rink. Opening Wednesday, November 25, 2009, and running through Saturday, January 23, 2010.

- C) Action to recommend a preferred alignment of the Nevada Stateline to-Stateline South Demonstration Project and submit comments to the Tahoe Regional Planning Agency. (*Ann Bollinger*)

Staff Summary: Carson City is a member of a multi-agency “Working Group” on the Nevada Stateline-to-Stateline Bikeway project. The Tahoe Regional Planning Agency (TRPA) and the U.S. Forest Service (USFS) have released the Notice of Preparation of an Environmental Assessment for the South Demonstration Project and two proposed path alignments. The public scoping and comment period is open until September 21, 2009.

28. City Manager

Action to introduce on first reading, an ordinance amending Carson City Municipal Code Title 2 Administration and Personnel, Chapter 2.14 Carson City Audit Committee, Section 2.14.030 Composition by removing one of the Board of Supervisors from the committee, removing the Finance Director from the committee, increasing the number of Public-At-Large Members from two to four and removing the requirement that members must possess certain qualifications, Section 2.14.040 Meetings of the Carson City Audit Committee by removing the language regarding monthly meetings and other matters properly related thereto. (*Larry Werner*)

Staff Summary: At the August 20, 2009 Board of Supervisors meeting there was discussion regarding the composition of the Audit Committee. The Board directed staff to bring back an ordinance that would change the number of Board members from two to one, remove the Finance Director from the committee and create four public-at-large positions. This ordinance accomplishes the direction requested by the Board and also removes the requirement that an applicant must possess certain qualifications, but encourages applicants to possess them and allows the Board to select members who meet the recommended qualifications. In addition, old language was deleted from municipal code regarding monthly meetings.

– LUNCH BREAK –

RETURN – APPROXIMATE TIME – 1:30 P.M.

29. Recess as Board of Supervisors

Board of Health

30. Call to Order & Roll Call – Board of Health

31. Action on Approval of Minutes

32. Health and Human Services

Presentation to the Carson City Board of Supervisors regarding the H1N1 Influenza Campaign and the activities of Health and Human Services. (*Marena Works*)

Staff Summary: This is an opportunity to review the information CCHHS has learned to-date regarding Centers for Disease Control and Prevention’s (CDC) released information of H1N1 Influenza and its anticipated vaccine. CCHHS will also provide a summary of scheduled activities and community collaboration for H1N1 vaccine distribution.

33. Action to Adjourn as the Board of Health

34. Reconvene as the Board of Supervisors

35. 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

36. 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: September 10, 2009