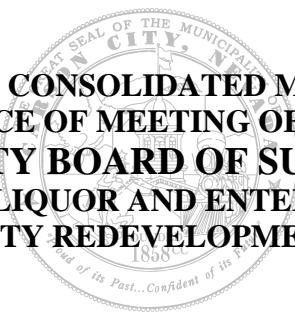


**CARSON CITY CONSOLIDATED MUNICIPALITY
NOTICE OF MEETING OF THE
CARSON CITY BOARD OF SUPERVISORS
AND CARSON CITY LIQUOR AND ENTERTAINMENT BOARD
AND CARSON CITY REDEVELOPMENT AUTHORITY**



Day: Thursday
Date: January 21, 2010
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 Torkelsen, Seventh Day Adventist Church
4. **Pledge of Allegiance**
5. **Action on Approval of Minutes** - December 17, 2009
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. Finance

- A) Action to allow the Finance Department to delete fixed assets from the Enterprise Funds Fixed Asset Listing for fiscal year 2008-2009. (*Nick Providenti*)

Staff Summary: The Finance Department, in concurrence with our auditors, Kafoury, Armstrong & Co. request that they be allowed to delete from the Water Fund net book value of \$320.44 out of \$90,206,020.00 and Sewer Fund net book value of \$575,276.60 out of \$112,555,010.00 of total assets and Storm Drain Fund net book value of \$320.44 out of \$8,753,996.00.

- B) Action to allow the Finance Department to delete fixed assets from the General Fund Fixed Asset Listing for fiscal year 2008-2009. (*Nick Providenti*)

Staff Summary: The Finance Department, in concurrence with our auditors request that they be allowed to delete from the General Fixed Asset Account Group \$2,190,654.36 out of \$265,888,977.00 of total assets.

- C) Action to adopt the Carson City Plan of Corrective Action for FY 08-09 statutory violation included in the annual audit. (*Nick Providenti*)

Staff Summary: Within 60 days after the delivery of the annual audit to the local government, the governing body shall advise the Department of Taxation what action has been taken to prevent recurrence of each violation of law or regulation included in the annual audit.

8-2. Public Works - Engineering

Action to approve Dedication of Land for Public Stormwater Purposes from property owner Nevada West Land, LLC to Carson City for 14,839 square feet from APN 010-351-94, for a stormwater pond serving the Sundance Ridge Phase 2 subdivision. (*Jeff Sharp*)

Staff Summary: The stormwater pond for Sundance Ridge Phase 2 has been in existence for 3 years and is functioning as intended. The stormwater parcel was offered for dedication on the final map. This action will result in City acceptance of the stormwater parcel. The Public Works Department will maintain the pond through its Stormwater Utility. This dedication has been coordinated with Public Works Engineering.

8-3. City Manager

- A) Action to appoint Kenneth Brown and Michael Bertrand to serve on the Audit Committee as members at-large for two year terms ending December 2011. (*Larry Werner*)

Staff Summary: Per CCMC 2.14.030 and Bill No. 125, adopted on Oct. 1, 2009 “The Carson City Audit Committee shall be comprised of five members; one member from the Board of Supervisors and four members from the public-at-large. There are two vacancies to be filled for members at-large due to members terms expiring. Kenneth Brown has requested reappointment and Michael Bertrand has applied to be appointed. There are no other applicants.

- B) Review of the quarterly summary for all active grants made to Carson City as well as a listing of all pending grants. (*Heidi Herrmann*)

Staff Summary: During the second meeting of the month following the end of the fiscal quarter, a summary of all active grants made to Carson City as well as a listing of all pending grants will be given to the Board of Supervisors.

(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 Julie Vincent as the liquor manager for Arco AM/PM (Liquor License #10-27056) located at 4340 N. Carson St., Carson City. *(Jennifer Pruitt)*

Staff Summary: All liquor license requests are to be reviewed by the Liquor Board per CCMC 4.13. Julie Vincent is applying to be listed as the liquor manager on the liquor license. The background investigation has been completed and staff is recommending approval.

- B) Action to approve Sarah Salvo as the liquor manager for CVS Pharmacy (Liquor License #10-23222) located at 220 Fairview Dr., Carson City. *(Jennifer Pruitt)*

Staff Summary: All liquor license requests are to be reviewed by the Liquor Board per CCMC 4.13. Sarah Salvo is applying to be listed as the liquor manager on the existing liquor license. The background investigation has been completed and staff is recommending approval.

- C) Action to approve Gian Singh as the liquor manager for Foodmart #1 (Liquor License #10-27088) located at 1102 N. Carson St., Carson City. *(Jennifer Pruitt)*

Staff Summary: All liquor license requests are to be reviewed by the Liquor Board per CCMC 4.13. Gian Singh is applying to be listed as the liquor manager on the liquor license. The background investigation has been completed and staff is recommending approval.

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. Purchasing and Contracts

- A) Action to determine that El Camino Construction Company is the lowest responsive and responsible bidder pursuant to NRS Chapter 338 and to award Contract No. 0910-125 North-South Water Transmission Main Project-Phase I to El Camino Construction Company for a bid amount of \$1,991,106.00 plus a contingency amount not to exceed \$299,000.00 to be funded from the ARRA/E. Fifth Tran Water Main as provided in FY 2009/2010. *(Sandy Scott)*

Staff Summary: Carson City received sealed bids for all labor, materials, tools and equipment necessary to install approximately 10,000 feet of new 24" PVC water line in the area of Butti Way, Fairview Drive and Hells Bells in Carson City, Nevada. This project includes, but is not limited to, all trench excavation, new pipe and related appurtenances, trench back-fill, pipe boring, asphalt and concrete replacement and

all other common phases of construction customarily associated with this type of project. Time of completion of this project is one-hundred-eighty (180) calendar days from the date of the Notice to Proceed.

- B) Action to determine that Layne Christensen Company is the lowest responsive and responsible bidder pursuant to NRS Chapter 338 and to award Contract No. 0910-109 Production Well 4 Drilling, Construction and Testing Project to Layne Christensen Company for a bid amount of \$453,900.00 plus a contingency amount not to exceed \$45,390.00 to be funded from the ARRA/Well 4 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 drilling, construction, and development of a production well (Well 4) for the Carson City Public Works Department. The drilling site is located approximately 300 feet west and 600 feet south of the intersection of South Saliman Road and East Fifth Street in Carson City, Nevada. Project includes all common phases of construction customarily associated with this type of project. Time of completion of this project is forty-five (45) calendar days from the date of the Notice to Proceed.

17. Supervisor Walt

Discussion and possible action to direct Parks and Recreation staff to examine Carson City Recreation adult and youth sports programs in order to determine the level, if any, of additional indoor space requirements and determine availability of Question 18 funds, if warranted, to fund possible additional indoor space(s). (*Supervisor Walt*)

Staff Summary: Supervisor Walt would like the Board of Supervisors to direct Parks and Recreation staff to examine current Carson City Recreation adult and youth sports programs, in order to determine the level, if any, of additional indoor space requirements.

18. Parks and Recreation

Action to accept Resolution No. 2009-PRC-R-1 “A Carson City Parks & Recreation Commission Resolution Supporting the Seeking of American Recovery & Restoration Act Grant Funds for the Construction of the Proposed Indoor Recreation Center” and direct staff to take appropriate action. (*Donna Curtis, Chair of the Carson City Parks & Recreation Commission*)

Staff Summary: During the November 3, 2009 Parks & Recreation Commission meeting the Commission approved Resolution No. 2009-PRC-R-1 “A Carson City Parks & Recreation Commission Resolution Supporting the Seeking of American Recovery & Restoration Act Grant Funds for the Construction of the Proposed Indoor Recreation Center” recommending that the Carson City Board of Supervisors direct staff to investigate grant opportunities through the American Recovery & Restoration Act for the recreation center project.

19. Public Works - Planning and Zoning

- A) Action regarding an appeal of the Planning Commission’s approval of a Special Use Permit to allow a charter school campus on property to be zoned Public Regional (PR), located at 2222 College Parkway, APN 005-011-03. (SUP-09-037) (*Jennifer Pruitt*)

Staff Summary: Decisions of the Planning Commission may be appealed to the Board of Supervisors. The Comstock Casino is appealing the approval of the Special Use Permit.

- B) Action to approve a Master Plan Amendment application to modify a portion of a parcel from Industrial (I) to Public/Quasi-Public (P/QP) for property located at 2222 College Parkway, APN 005-011-03. (MPA-09-035) *(Jennifer Pruitt)*

Summary: The proposal would amend the boundaries of the Master Plan Land Use Map to remove the current Industrial designation from a 4.7 acre portion of the subject site and change it to the Public/Quasi-Public designation. The 9.35 acre remainder of the subject property would retain the existing Industrial designation. This application is being processed concurrently with ZMA-09-036 for a public charter school campus.

- C) Action to introduce, on first reading, an ordinance to amend the zoning on a portion of the parcel from Limited Industrial (LI) to Public Regional (PR), located at 2222 College Parkway, APN 005-011-03. (ZMA-09-036) *(Jennifer Pruitt)*

Summary: The proposed Zoning Map Amendment would allow a 4.7 acre portion of the property to be zoned Public Regional (PR), in order for the land to be developed for the proposed Silver State High School campus. The 9.35 acre remainder of the subject site would retain the existing Limited Industrial zoning designation.

20. Finance

Action to adopt a resolution to augment and amend the Carson City FY 2009-10 Budget in the amount of \$33,863,369. *(Nick Providenti)*

Staff Summary: The augmentation and revision is primarily due to carryover of program costs from the prior years budget, board action over the past few months, federal and local grants and unanticipated sources of revenue.

21. City Manager

Action to adopt a resolution establishing the Carson Nugget Development Advisory Committee. *(Larry Werner)*

Staff Summary: The Board of Supervisors desires impartial recommendations from qualified persons regarding the development of the Carson Nugget property. Therefore, the Carson Nugget Development Advisory Committee is being established to evaluate and make recommendations to the Board of Supervisors.

22. Recess as Board of Supervisors

Redevelopment Authority

23. Call to Order & Roll Call – Redevelopment Authority

24. Action on Approval of Minutes - November 19, 2009 and December 3, 2009

25. Finance

Action to adopt a resolution to augment and amend the Carson City Redevelopment Authority FY 2009-10 Budget in the amount of \$3,050,472. *(Nick Providenti)*

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

26. City Manager

- A) Action to acknowledge the establishment of the Carson Nugget Development Advisory Committee. *(Larry Werner)*

Staff Summary: The Board of Supervisors desired impartial recommendations from qualified persons regarding the development of the Carson Nugget property. The Carson Nugget Development Advisory Committee was established to evaluate and make recommendations to the Board of Supervisors. The Carson Nugget Development Project is located within the jurisdiction of the Carson City Redevelopment Agency. Therefore, the Carson City Redevelopment Agency desires impartial recommendations from qualified persons regarding the development of the Carson Nugget property.

- B) Action to approve and authorize the Chair of the Carson City Redevelopment Agency to sign a Letter of Intent by and between Carson City, the Carson City Redevelopment Agency, the Center for Unique Enterprises and the Carson Nugget, Inc./Hop and Mae Adams Foundation/Mae B. Adams Trust for the development, construction and management of the Carson City Business & Technology Incubator. *(Larry Werner)*

Staff Summary: Carson City, the Carson City Redevelopment Agency, the Center for Unique Enterprises and the Carson Nugget entities are proposing a joint public/private development of property owned by the Carson Nugget. Part of the development of the property includes a business and technology incubator. This non-binding letter of intent sets forth the intentions and goals of the aforesaid parties with regard to the Carson City Business & Technology Incubator.

- C) Action to approve and authorize the Chair of the Carson City Redevelopment Agency to sign a Letter of Intent by and between Carson City, the Carson City Redevelopment Agency, Eagle World Media, Inc. and the Carson Nugget, Inc./Hop and Mae Adams Foundation/Mae B. Adams Trust for the development, construction and management of the Carson City Digital Lab. *(Larry Werner)*

Staff Summary: Carson City, the Carson City Redevelopment Agency, Eagle World Media, Inc. and the Carson Nugget entities are proposing a joint public/private development of property owned by the Carson Nugget. Part of the development of the property includes a digital media lab. This non-binding letter of intent sets forth the intentions and goals of the aforesaid parties with regard to the Carson City Digital Media Lab.

27. Action to Adjourn as the Redevelopment Authority

28. Reconvene as the Board of Supervisors

29. City Manager

- A) Action to approve and authorize the Mayor to sign a Letter of Intent by and between Carson City, the Carson City Redevelopment Agency, the Center for Unique Enterprises and the Carson Nugget, Inc./Hop and Mae Adams Foundation/Mae B. Adams Trust for the development, construction and management of the Carson City Business & Technology Incubator. *(Larry Werner)*

Staff Summary: Carson City, the Carson City Redevelopment Agency, the Center for Unique Enterprises and the Carson Nugget entities are proposing a joint public/private development of property owned by

the Carson Nugget. Part of the development of the property includes a business and technology incubator. This non-binding letter of intent sets forth the intentions and goals of the aforesaid parties with regard to the Carson City Business & Technology Incubator.

- B) Action to approve and authorize the Mayor to sign a Letter of Intent by and between Carson City, the Carson City Redevelopment Agency, Eagle World Media, Inc. and the Carson Nugget, Inc./Hop and Mae Adams Foundation/Mae B. Adams Trust for the development, construction and management of the Carson City Digital Lab. (*Larry Werner*)

Staff Summary: Carson City, Eagle World Media and the Carson Nugget entities are proposing a joint public/private development of property owned by the Carson Nugget. Part of the development of the property includes a digital media lab. This non-binding letter of intent sets forth the intentions and goals of the aforesaid parties with regard to the Carson City Digital Media Lab.

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

Staff Summary: This item represents the monthly business review related to the City-wide performance scorecard. 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.

– LUNCH BREAK –

RETURN – APPROXIMATE TIME – 2:00 P.M.

30. Finance and City Manager

Discussion and action to adopt a “Cutback Program Priority List” for use in preparing the Carson City General Fund FY 2011 budget. (*Nick Providenti & Larry Werner*)

Staff Summary: The City Manager has asked elected officials and department heads to prepare a listing of programs that would equate to general fund budget cuts in the amount of 5%, 6% and 10% based on FY 2010 expenditures for possible use in preparing the FY 2011 budget. Once these programs were identified, the elected officials and department heads, as well as employee association leadership evaluated and ranked the programs. The City Manager has also prepared his priority list. Staff is seeking direction from the Board in prioritizing a cutback list that will be used in preparing the FY 2011 general fund budget.

31. 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

32. 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.

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: January 14, 2010