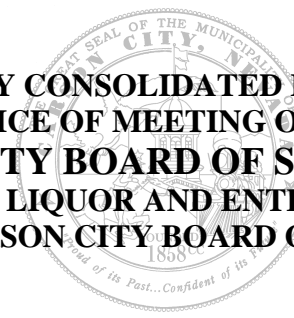


**CARSON CITY CONSOLIDATED MUNICIPALITY
NOTICE OF MEETING OF THE
CARSON CITY BOARD OF SUPERVISORS
AND CARSON CITY LIQUOR AND ENTERTAINMENT BOARD
AND CARSON CITY BOARD OF HEALTH**



Day: Thursday
Date: March 18, 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** - Ken Haskins, First Christian Church
4. **Pledge of Allegiance**
5. **Action on Approval of Minutes** - February 18, 2010
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 for “Child Abuse Prevention Month” April 2010.

Staff Summary: Lisa Lee, Executive Director of Advocates to End Domestic Violence will be present to receive this proclamation.

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. Health and Human Services

- A) Action to approve a subgrant award in the amount of \$28,916 from the Nevada Department of Health & Human Services, Bureau of Child, Family & Community Wellness, for funds to support immunization activities in the Carson City, Douglas, and Lyon County areas. *(Marena Works)*

Staff Summary: This grant will be used to supplement the immunization activities in the Carson City, Douglas, and Lyon County areas.

- B) Action to approve subgrant amendment #2 for H1N1 12-09 for federal grant #1H75TP000337-01 for the addition of funds totaling \$5,480 to the Nevada State Health Division subgrant for CDC H1N1 Phase 3 in order to meet grant deliverables and objectives. *(Marena Works)*

Staff Summary: Carson City Health and Human Services (CCHHS) received a subgrant from the Nevada State Health Division in the amount of \$351,595 for the CDC H1N1 Phase 3 vaccination campaign. The State had some additional monies from their allocation and is adding \$5,480 to our original subgrant for a new total of \$357,075.

9-2. Public Works

Action to approve the lease agreement between Carson City and the Ron Woods Family Resource Center, a non-profit Nevada corporation, for lease of a facility located at 2621 Northgate Lane Suite Number 34-64. *(Andy Burnham)*

Staff Summary: This agreement is for one-half of the Northgate Office Complex which is being vacated by the Building and Planning Divisions of Public Works.

9-3. Purchasing and Contracts

- A) Action to determine that Contract No. 0910-170 is a contract for the services of a professional engineer, professional land surveyor or registered architect; that the selection was made on the basis of the competence and qualifications of the engineer, land surveyor or architect for the type of services to be performed and not on the basis of competitive fees; and therefore not suitable for public bidding pursuant to NRS 625.530; and to approve Contract No. 0910-170 with Manhard Consulting Ltd. to provide Topographic Base Map Preparation for North-South Water Transmission Main Phase 2 through May 13, 2010, for a not to exceed cost of \$59,375.00 to be funded from the Water Capital Fund Account Main Replacement Program 520-3505-435-73-06 as provided in FY 2009/2010. *(Sandy Scott)*

Staff Summary: This contract is to provide professional services for Topographic Base Map Preparation for North-South Water Transmission Main Phase 2. The consultant is to provide base map preparation for cultural and utility locations in support of the planned waterline engineering.

- B) Action to determine that Contract No. 0910-171 is a contract for the services of a professional engineer, professional land surveyor or registered architect; that the selection was made on the basis of the competence and qualifications of the engineer, land surveyor or architect for the type of services to be performed and not on the basis of competitive fees; and therefore not suitable for public bidding pursuant

to NRS 625.530; and to approve Contract No. 0910-171 with PacificWest Energy Solutions, Inc. to provide Solar Project through September 13, 2010, for a not to exceed cost of \$66,485.00 to be funded from the Capital Project/Solar Project (ARRA) 275-0620-465-78-15 as provided in FY 2009/2010. *(Sandy Scott)*

Staff Summary: This contract is to provide professional services for Solar Project. The consultant is to provide project development, design, and construction management for the Public Works Solar Photovoltaic System Project.

- C) Action to determine that Contract No. 0910-173 is a contract for professional services and therefore not suitable for public bidding pursuant to NRS 332.115 and to approve Contract No. 0910-173 a request for auditing services to be provided by Kafoury, Armstrong & Co. as the designated audit firm for FY 2009/2010 for a not to exceed amount of \$96,300.00 and a contingency amount of \$18,000.00 (if needed for auditing additional major federal grant programs) to be funded from the below listed funding sources as provided in FY 2009/2010. *(Sandy Scott)*

Staff Summary: NRS 354.624 authorizes the governing body to annually designate the auditor without requiring competitive bids.

9-4. Parks and Recreation

Action to authorize the Open Space Manager to execute a Question-1 State Conservation Program funding agreement and deed restriction, and other matters properly related thereto, in order to obtain approximately \$1,596,347 in reimbursement for the fee title acquisition and conservation easement for the Horsecreek Ranch open space transactions. *(Juan Guzman)*

Staff Summary: On February 19, 2009, the Board of Supervisors conceptually approved a deed restriction and funding agreement template previously negotiated with the help of Supervisors Williamson and Aldean, and the Question-1 State Conservation Bonds Program. These documents reflect the language negotiated and will result in reimbursement of funds to be deposited in the Question-18 Open Space account. These two transactions were completed solely with Question-18 Open Space funds. This action will result in a refund of approximately 40% of the expended funds.

(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 - January 21, 2010 & February 4, 2010

13. Public Works - Business License

Action to approve Rajwant Sandhu as the liquor manager for Eagle Valley Market (Liquor License #10-27117) located at 933 Woodside Dr., #105, Carson City. *(Jennifer Pruitt)*

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

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. City Manager

- A) Discussion and possible action on the implementation of the dollar impact of the budget reduction measures previously adopted by the Board for the FY 2011 General Fund Budget (with the exception of the 2% salary reduction), the use of the Landfill Postclosure Ending Fund Balance, and reducing the General Fund Ending Balance to 5%. (*Larry Werner*)

Staff Summary: Current estimates show that expenses are exceeding revenues in the General Fund by \$10 million. To create a balanced budget, staff is proposing to use \$2 million of the Landfill Post Closure Fund which leaves \$700,000 in the Fund, reduce the General Fund Ending Balance to 5% and to reduce expenses by \$7.8 Million. The budget reduction measures were adopted by the Board as the FY 2011 Cutback Program Priority List but there may be opportunities to achieve the same dollar reduction without eliminating some positions. The program for the 2% salary reduction is proposed to be pulled at this time while other alternatives are considered.

- B) Review of the Carson City Operations Scorecard and announcement of a Board workshop to develop a customer service scorecard to monitor impact to customer service as a result of budget reductions. (*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 you. Additionally, staff will announce the schedule for a workshop to develop a scorecard of customer service measures that will serve as a tool to the Board and staff to monitor actual changes in customer service levels.

APPROXIMATE TIME – 11:00 A.M.

18. Recess as Board of Supervisors

Board of Health

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

20. Action on Approval of Minutes - September 17, 2009

21. Health and Human Services

- A) Presentation of Carson City Health and Human Services (CCHHS) activities. (*Marena Works*)

Staff Summary: Provide updates on services and activities within CCHHS. This is an opportunity to review programs offered at CCHHS and inform the Board of Health of current activities.

- B) Action to schedule future Board of Health meetings for 2010. (*Marena Works*)

Staff Summary: Staff would like the Board of Health to consider and determine how often to schedule meetings for the 2010 calendar year.

- C) Discussion and possible action on the use of the National Association of Local Boards of Health (NALBOH) sponsored assessment tool to assist in measuring the infrastructure and capacity of our local health systems. (*Dr. Susan Pintar*)

Staff Summary: County Health Officer, Dr. Susan Pintar, will discuss the need to utilize National Association of Local Boards of Health (NALBOH) sponsored assessment tool used to measure infrastructure and capacity of our public health systems. This assessment tool, used primarily by boards of health, assists governing bodies in assessing their capacity to provide oversight of the Ten Essential Public Health Services.

22. Action to Adjourn as the Board of Health

23. Reconvene as the Board of Supervisors

24. Board of Supervisors

- A) Discussion and possible action to direct staff to schedule a joint meeting with the Carson City School District Board of Trustees. (*Mayor Crowell*)

Staff Summary: The Board of Supervisors will discuss the possibility of scheduling a joint meeting with the Carson City School District Board of Trustees.

- B) 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

Following a recess or adjournment of the meeting, the Carson City Board of Supervisors will meet with its management representatives to discuss labor negotiations pursuant to NRS 288.220(4).

EVENING SESSION – 5:30 P.M.

25. City Manager

Presentation of applications for annual funding of Carson City Community Support Services and action to allocate funds for Fiscal Year 2010-2011. (*Larry Werner*)

Staff Summary: Carson City greatly benefits from the valuable assistance of various non-profit community organizations. Applicants will have an opportunity to give a brief presentation. The Board of Supervisors will decide on the allocation of funds.

26. 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: March 11, 2010