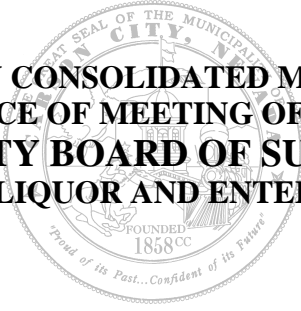


**CARSON CITY CONSOLIDATED MUNICIPALITY  
NOTICE OF MEETING OF THE  
CARSON CITY BOARD OF SUPERVISORS  
AND CARSON CITY LIQUOR AND ENTERTAINMENT BOARD**



**Day:** Thursday  
**Date:** April 1, 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** - Doug Stewart, St. Teresa of Avila Catholic Church
4. **Pledge of Allegiance**
5. **Action on Approval of Minutes** - March 4, 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. **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. **Assessor**

Action to approve the removal and refund of a portion of the taxes from parcel number 007-072-04 (4137 Kings Canyon Rd.) from the 2007/08, 2008/09 and the 2009/10 Real Property Tax Roll per NRS 361.768 in the amount of \$2,217.25. (Kimberly Adams)

Staff Summary: Due to a factual error concerning the size of the home, a correction was made to the square footage. This correction has resulted in a decrease and partial refund for the 2007/08, 2008/09 and

2009/10 Real Property Tax Years. The Assessor's office is requesting a refund in the amount of \$2,217.25.

## **8-2. Fire**

Action to adopt changes to the 9-1-1 Surcharge Master Plan. (*Stacey Giomi*)

Staff Summary: The Board has created a five member advisory committee called the 9-1-1 Surcharge Advisory Committee to develop a plan to enhance or improve the telephone system for reporting an emergency in Carson City and to oversee any money allocated for that purpose. The committee has recommended the approval of the changes to the plan. The Master Plan also incorporates the plan that the committee is required to develop which plan addresses the enhancements or improvements that need to be made to improve the telephone system for reporting an emergency in Carson City and to oversee any money allocated for that purpose.

## **8-3. Purchasing and Contracts**

- A) Action to determine that Contract No. 0910-176 is a contract for equipment which, by reason of the training of the personnel or of an inventory of replacement parts maintained by the local government is compatible with existing equipment and therefore not suitable for public bidding pursuant to NRS 332.115 and to approve Contract No. 0910-176 a request for the purchase of HVAC Controls and Mechanical Service from Building Control Services, Inc., for a not to exceed cost of \$100,000.00 to be funded from the Contractual Service and Building Repair Fund as provided in FY 2009/2010. (*Sandy Scott*)

Staff Summary: Carson City Facilities uses HVAC Control Systems in sixteen (16) facilities. Building Control Services (BCS) is the Alerton Representative in Northern Nevada and as such provides installation, maintenance and repairs. BCS also provides parts needed when work is performed in house by Facilities Maintenance staff. Facility Maintenance reports that they have not suffered malfunctions with any of the major components provided by BCS and many of the components could cost several thousand dollars to replace.

There are five (5) facilities controlled by an older, outdated IBEX HVAC control system. Facilities Maintenance hopes to continue to obtain reliable service from the existing equipment, however if the older systems fail, and parts are no longer available, they will be replaced with the current Alerton BACTalk HVAC system in order to maintain a one hundred percent (100%) compatible system.

- B) Action to approve Contract No. 0910-177 a request to have the Board of Supervisors determine that the listed City property is no longer required for public use and deem its sale by public auction desirable and in the best interest of Carson City. (*Sandy Scott*)

Staff Summary: Staff has requested the following vehicles and/or equipment to be declared surplus and authorize their disposal by public auction to be conducted by TNT Auctions on April 17, 2010.

- C) Action to adopt a resolution authorizing the Board of Supervisors to determine that the 28 pieces of miscellaneous surplus property have reached the end of their useful lives and will be donated to another governmental entity or to a requesting non-profit organization created for religious, charitable or educational purpose as set forth in Nevada Revised Statute 372.3261 (File 0910-174) (*Sandy Scott*)

Staff Summary: This property is no longer useful to any city department/division and has been transferred to Surplus Property for disposal.

- D) Action to accept Public Works recommendation to approve Amendment No. 1 to Contract No. 0910-125 with El Camino Construction Company titled “North-South Water Transmission Main Project Phase-I” to expand the scope of work and increase the contingency in an amount not to exceed \$198,776.18 from the ARRA/E. Fifth Tran Water Main as provided for in FY2009/2010. *(Sandy Scott)*

Staff Summary: On January 21, 2010, the Carson City Board of Supervisors approved the above listed project in the amount of \$1,991,106.00 plus a contingency amount of \$299,000.00. This request to amend the contingency in an amount not to exceed \$198,776.18 is for an increase to add fiber optic conduit to connect Carson City water infrastructure SCADA systems for maximum efficiency and security.

#### **8-4. Human Resources**

Action to adopt, a Resolution adopting and approving an Agreement between the State of Nevada, acting by and through its department of Public Safety, Records and Technology Division, Records Bureau, and Carson City, a Consolidated Municipality and political subdivision of the State of Nevada, on behalf of the Carson City Human Resources Department, to use the Civil Name Check Program and other matters properly related thereto. *(Jennifer Schultz)*

Staff Summary: This action is to approve the service agreement between The Department of Public Safety / Records and Technology / State of Nevada and Human Resources for the use of the Civil Name Check Program.

#### **8-5. City Manager**

Action to ratify the City Manager's signature on a letter to Economic Development Authority of Western Nevada (EDAWN) supporting Carson City’s inclusion within the Service Area of the Foreign-Trade Zone (FTZ) No. 26. *(Larry Werner)*

Staff Summary: This will allow EDAWN to apply to the Foreign-Trade Zone Board for authority to serve sites located within Carson City on businesses’ trade-related needs.

#### **8-6. Parks and Recreation - Open Space**

Action to approve and authorize the Mayor to sign a letter to the U.S. Forest Service supporting the Round 11 Recommended Funding List created by the work of the Basin Executive Committee, the Tahoe Working Group, and the Lake Tahoe Federal Advisory Committee. *(Juan Guzman)*

Staff Summary: The Round 11 Recommended Funding List includes funding Phase 2 of the Spooner Healthy Forest and Healthy Forest Restoration Project in the amount of \$3,125,000, as well as the Urban Lot, Prescription Burning, and Biomass project within our City.

*(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**

Action to approve Alan Adams as the liquor manager for Toads (Liquor License #10-27128) located at 306 E. William St., Carson City. (*Jennifer Pruitt*)

Staff Summary: All liquor license requests are to be reviewed by the Liquor Board per CCMC 4.13. Alan Adams is applying to be listed as the liquor manager on the liquor license. Alan Adams currently holds a liquor license in Carson City 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. District Court**

Action to approve the use of sound recording equipment in the First Judicial District Court effective July 1, 2010, pursuant to NRS 3.380 and NRS 3.320, for the recording of any civil and criminal proceedings, testimony, objections, rulings, exceptions, arraignments, pleas, sentences, statements and remarks made by the district attorney or judge, oral instructions given by the judge and any other proceedings occurring in civil or criminal actions or proceedings, or special proceedings whenever and wherever and to the same extent as any of such proceedings have heretofore under existing statutes been recorded by the official reporter or any special reporter or any reporter pro tempore appointed by the court. (*Max Cortes*)

Staff Summary: The Supreme Court requested that Nevada Courts implement a uniform audio/video system to enable courts to use the systems following the same guidelines and procedures. The Supreme Court recommended Jefferson Audio Video System (JAVS). To date, more than 90 JAVS systems have been installed in courts throughout Nevada. The First Judicial District Court installed the JAVS in March of 2008. JAVS replaced outdated cassette tape recorders. JAVS also has enhanced court security through placement of cameras in the courtrooms that are being monitored by the Department of Alternative Sentencing. Cameras and microphones are positioned strategically throughout the courtrooms. As a microphone becomes active, the JAVS switcher will switch the associated camera. When two or more people speak simultaneously, the camera remains on the first individual who speaks until finished. No matter which camera is selected all audio is recorded. When the court becomes quiet, the switcher reverts to an overall view or default camera. The District Court will continue to utilize a certified court reporter for all civil and criminal jury trials.

**17. Public Works - Planning and Zoning**

Action to introduce, on first reading, an ordinance amending the Carson City Municipal Code Title 18, Zoning, Chapter 18.04, Use Districts, Section 18.04.081, Manufactured Or Mobile Homes Authorized, to allow manufactured homes or mobile homes that are more than 15 years old to be placed within mobile home parks under certain circumstances, and other matters properly related thereto. (ZCA-10-010) (*Lee Plemel*)

Summary: The code currently prohibits any manufactured home or mobile home that is more than 15 years old from being brought into Carson City for placement on an individual lot or within a mobile home

park. The proposed ordinance would establish criteria under which units more than 15 years old may be placed in mobile home parks.

## **18. Parks and Recreation**

- A) Presentation from Carson City Little League regarding the construction of an indoor batting cage facility to be located in the northeast section of Governors Field. (*Scott Fahrenbruch*)

Staff Summary: Mr. Don Smit and Mr. Paul Pettersen from the board of Carson City Little League will be giving a brief powerpoint presentation regarding the upcoming construction of a 6,000 square foot indoor batting cage facility to be located at Governors Field. Upon completion, Little League will be donating the facility to Carson City, a Consolidated Municipality, on behalf of the Parks and Recreation Department. This project is a result of several years of fund raising by Carson City Little League to realize their goal of providing a year-round indoor batting cage facility at the site.

- B) Action to adopt a resolution declaring Invasive Species Awareness Week from April 12 to April 17, 2010. (*Ann Bollinger*)

Staff Summary: In association with National Invasive Species Awareness Week held in Washington D.C., in January 2010, staff in partnership with other agencies and organizations wishes to promote local awareness and action to limit the impacts of invasive species. The campaign will include a presentation and resolution at the Board of Supervisors meeting, a banner across Carson Street throughout the following week, and several other events and activities.

## **19. Finance**

- A) Public hearing on the intent of Carson City, Nevada, to issue general obligation (limited tax) water bonds (additionally secured by pledged revenues) in the maximum aggregate principal amount of \$32,000,000. (*Nick Providenti*)

Staff Summary: The City has determined that the bonds should be issued for the purpose of financing the cost of water improvements for the City. On March 10, 2010, Notice of this hearing was published in the Nevada Appeal as required by subsection 3 of NRS 350.020.

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

- B) Public hearing on the intent of Carson City, Nevada, to issue general obligation (limited tax) sewer bonds (additionally secured by pledged revenues) in the maximum aggregate principal amount of \$4,000,000. (*Nick Providenti*)

Staff Summary: The City has determined that the bonds should be issued for the purpose of financing the cost of sewer improvements for the City. On March 10, 2010, Notice of this hearing was published in the Nevada Appeal as required by subsection 3 of NRS 350.020.

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

- C) Discussion and possible action to direct staff to lower the property tax rate previously adopted on March 4, 2010 from \$3.1299 per hundred dollars of assessed value to \$3.0899 for use in preparing the Carson City FY 2011 Budget assuming the Carson City School District lowers their school debt rate by 4 cents.

If the Carson City School District maintains the rate at 47 cents, then we request the total tax rate remain at \$3.1299. *(Nick Providenti and Larry Werner)*

Staff Summary: Staff is seeking direction on establishing the property tax rate for use in preparing the Carson City FY 2011 Budget. On March 4, 2010 the Board directed staff to use the same property tax rate that was used in FY 2010. On March 24, 2010, the Department of Taxation notified us that the Carson City School District is planning on lowering their debt rate from 47 cents to 43 cents. We are proposing that the City does not increase their operating rate by 4 cents to keep the rate the same, rather that the Board lower the overall rate from \$3.1299 per hundred dollars of assessed value to \$3.0899 per hundred dollars of assessed value. If the Carson City School District maintain the rate at 47 cents, then the overall rate would remain at \$3.1299.

**Following a recess 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).**

**20. Human Resources**

- A) Action to approve the collective bargaining agreement between Carson City and the International Association of Fire Fighters for the period of July 1, 2010 to June 30, 2014. *(Jennifer Schultz)*

Staff Summary: Negotiations between Carson City and the International Association of Fire Fighters have been successfully concluded, resulting in a proposed four year contract. This contract satisfies the interests of both the City and the employees.

- B) Action to approve the Voluntary Separation Program for all eligible Carson City employees and authorize the City Manager to approve and sign the agreements. *(Jennifer Schultz)*

Staff Summary: The Consolidated Municipality of Carson City is facing severe budget shortfalls as a result of declining sales tax revenues. City officials are taking this opportunity to review overall City operations and determine if there are long-term efficiencies that can be gained.

To assist meeting this challenge and create position vacancies resulting in needed budget reductions, the City has designed the Voluntary Separation Program to determine if there are benefits to be gained for both employees and the City.

**21. 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

**22. 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](http://www.bactv.org).*

*This agenda and backup information are available on the City's website at [www.carson-city.nv.us](http://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: March 25, 2010**