



**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:** May 6, 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 - April 1, 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 the Historic Preservation Awards of 2010 in recognition of significant preservation accomplishments and in celebration of National Historic Preservation Month of May 2010. (HRC-10-006) (*Jennifer Pruitt*)

Staff Summary: The Historic Resources Commission would like to recognize significant preservation efforts in Carson City in celebration of the Historic Preservation Month of May, including Noreen Humphreys for her outstanding efforts in Historic Preservation, The Roberts House LLC for their efforts to incorporate renewable energy and historic preservation as owners of the G. J. Edwards House, Carter and Peggy Twedt for their inspired addition to their home located at 612 W. Robinson Street and Kilpatrick, Johnston & Adler LLC for their remarkable addition to the two-and-a-half story structure with Craftsman style influences located at 412 N. Division Street.

**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. Treasurer**

- A) Action to approve the reduction of the real property tax roll for property identified as subdivision common area. Taxes and penalties to be removed from the roll is \$3,367.70. (Al Kramer)

Staff Summary: Until this year these properties were misidentified as saleable lots, causing property taxes to be calculated. Affected parcels are 9-801-01, 9-801-11, 9-802-02 and 9-813-08.

- B) Acknowledgment of affidavit of delinquent notice mailing for real property taxes. (Al Kramer)

Staff Summary: Per NRS 361.5648 Section 3, within 30 days after mailing the original notice of delinquency, the tax receiver shall issue his personal affidavit to the board of county commissioners affirming that due notice has been mailed with respect to each parcel.

**9-2. Public Works**

- A) Action to approve and authorize the Mayor to sign an Easement Amendment between Nevada Division of State Lands and Carson City, whereby the Division of State Lands will grant the City an easement across the Carson River to facilitate access and maintenance of Lloyd’s Bridge which was recently transferred to the City from NDOT. (Jeff Sharp)

Staff Summary: On May 28, 2009, the State of Nevada Department of Transportation (NDOT) relinquished ownership to Carson City a portion of Carson River Road including Lloyd’s Bridge which crosses the Carson River. Because the Division of State Lands holds title to the bed and banks of the Carson River, an easement between the Division of State Lands and Carson City is required. The proposed Easement Amendment is essentially a transfer of property rights previously granted to NDOT.

- B) Action to approve dedication of land for public right of way purposes from property owner James J. Weninger to Carson City for 58,580 square feet from APN 009-821-01, for a portion of Center Drive. (Jeff Sharp)

Staff Summary: This portion of Center Drive located immediately adjacent to the Douglas County line was offered for dedication on parcel map 2499 with creation of the adjacent lots in July of 2003. The developer at the time failed to follow up with the necessary paperwork to request acceptance of roadway dedication by the Board of Supervisors. The remainder parcel area following dedication of Center Drive will be 1.00 acres which is consistent with the zoning and size of adjacent lots.

- C) Action to approve dedication of land for public right of way purposes from property owner Eugene J. Lepire Jr. to Carson City for 12,401 square feet from APN 009-012-14 for Canyon Park Court. (Jeff Sharp)

Staff Summary: Canyon Park Court was offered for dedication on parcel map 2464 with creation of the adjacent lots in 2002. This Board action is necessary to accept the dedication.

### **9-3. Purchasing and Contracts**

- A) Action to determine that Contract No. 0910-192 is a contract for hardware and associated peripheral equipment and devices for computers and/or software for computers and therefore not suitable for public bidding pursuant to NRS 332.115 and to approve Contract No. 0910-192 a request for RFID system, associated equipment, materials and training needed for the conversion to be provided by EnvisionWare, Inc., for a not to exceed cost of \$91,781.00 to be funded from the Library Grant Service/Automation Fund and the Library Gift Fund as provided in FY 2009/2010. (*Sandy Scott-Fisher*)

Staff Summary: Carson City Library is in the process of implementing a RFID (Radio Frequency Identification) project. RFID tags, self-check systems, staff RFID stations, conversion stations, antenna pads, portable scanning devices, and other equipment needed for the conversion to RFID. The project will convert the current library system to RFID, the equipment to be purchased will operate self check-in in an RFID environment. Delivery, installation, staff training, warranty, post warranty/maintenance service updates for both hardware and software. All equipment will have the ability to automate check-in and sorting processes and be capable to expand for future growth. Equipment will interoperate with other vendors' RFID products, as well as with existing barcodes.

- B) Action to determine that Contract No. 0910-197 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. 0910-197 with V & A Consulting Engineers to provide Corrosion Engineering Services - Phase 1 through May 5, 2011, for a not to exceed cost of \$126,054.00 to be funded from various sewer and water fund accounts as provided in FY 2009/2010. (*Sandy Scott-Fisher*)

Staff Summary: The consultant is to analyze two of Carson City's reclaimed water pipelines that are an integral part of the water treatment program, constructed approximately thirty (30) years ago. While performing maintenance the City found some evidence of corrosion.

### **9-4. Fire**

Action to authorize the mayor to sign the 2010 Annual Operating Plan between the Bureau of Land Management, Carson City District Office (Agreement number NV-FAA-0801101) and the Carson City Fire Department. (*Stacey Giomi*)

Staff Summary: This document is an update of the annual operating plan between the City and the BLM. The document provides for mutual assistance between the agencies for responses to wildland fires as designated in the master agreement. The Annual Operating Plan (AOP) delineates billing fees, district boundaries, and parameters under which assistance will be provided.

### **9-5. Public Works - Planning**

Action to approve a request for a two-year extension for a Tentative Subdivision Map known as West Knoll, located at 1460 South Curry Street, APN 003-064-15, to remain valid and the filing timeframe for a final map to be extended to August 17, 2012. (TSM-05-082a) (*Jennifer Pruitt*)

Staff Summary: Pursuant to the provisions of NRS and the Carson City Municipal Code, a two year extension may be approved by the Board of Supervisors. This request would extend the final map recordation timeframe to August 17, 2012.

**9-6. Parks and Recreation - Open Space**

Action to approve the recommendation of the Carson River Advisory Committee, Parks and Recreation Commission, and Open Space Advisory Committee to provide non-financial support to the Friends of Silver Saddle Ranch and Sierra Business Council in their efforts to produce a business development and organizational plan and to use Carson City's name as a partner for the raising of private funding. (*Juan F. Guzman / Nancy Santos*)

Staff Summary: The Friends of Silver Saddle Ranch (FOSSR), in conjunction with the Sierra Business Council and Carson City staff, seek the Board's authorization to use Carson City's name and Parks and Recreation Department staff to support an effort to raise approximately \$50,000 in private donations. The funds are to be used for increasing the capacity of the FOSSR to help Carson City with the management of lands located in the Carson River corridor. This action is in keeping with the recommendations of the charrette report for the Carson River Community Vision previously adopted by the Board of Supervisors.

*(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 - March 18, 2010 & April 1, 2010**

**13. Public Works - Business License**

Action to approve the relocation of Straw Hat Pizza (liquor license #10-14484) from 127 Clearview Dr to 2010 Hwy 50 East. Pamela Anderson has been and is continuing to be the liquor manager for the business. (*Jennifer Pruitt*)

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

**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. Parks and Recreation - Open Space**

Action to accept the recommendation of the Open Space Advisory Committee to authorize Mayor Crowell and the Open Space Manager to execute documents and coordinate efforts with the Nevada Commission for the Reconstruction of the V&T Railway in order to purchase fee title for properties

owned by Mr. Donald Bently and located in the Carson River Canyon, APNs 10-011-24 and 10-011-25. (*Juan Guzman*)

Staff Summary: Through his attorney, Scott Brooke, Mr. Donald Bently has authorized further proceedings and has requested specific information regarding the funding and timing of the acquisition of his lands located in the Carson River Canyon. Representatives of the Nevada Commission for the Reconstruction of the V&T Railway and the Carson City Open Space Division have discussed the possibility of joining forces towards the joint acquisition of these lands.

## **18. Purchasing and Contracts**

- A) Action to determine that Campbell Construction Company, Inc. is the lowest responsive and responsible bidder pursuant to NRS Chapter 338 and to award Contract No. 0910-181 Carson City Municipal Well 50 and 24 Inch Water Line Construction to Campbell Construction Company, Inc. for a bid amount of \$805,800.00 plus a contingency amount not to exceed \$80,600.00 to be funded from the Well 50 Water Line Account as provided in FY 2009/2010. (*Sandy Scott-Fisher*)

Staff Summary: Carson City received sealed bids for all labor, material, tools, and equipment necessary to install the required mechanical components to extract water from a new municipal well and the installation of approximately 1,700 feet of new 24" PVC water line. Project includes all earthwork, plumbing, concrete, asphalt, electrical conduits and concrete pads for the complete installation of a new, underground, prefabricated pump control equipment vault, above ground prefabricated chlorination system and above ground prefabricated electrical control cabinet. Project also includes the installation of a City provided submersible pump (all column pipe and electrical wire by contractor). Well shall be ready for start up by August 15, 2010.

- B) Action to determine that Contract No. 0910-148 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. 0910-148 with GEOCON Consulting, Inc. to provide Carson City Brownfields Assessment Grant Professional Services through July 31, 2012, for a not to exceed cost of \$345,500.00 to be funded from the Grant Fund Account Professional Services as provided in FY 2009/2010. (*Sandy Scott-Fisher*)

Staff Summary: This contract is to provide professional services for Carson City Brownfields Assessment Grant Professional Services. Consultant is to provide Project Management and Planning, Community Outreach, Phase I and II Environmental Assessments, Cleanup Plans and Reports on various locations in the target study area.

## **19. Public Works and Office of Business Development**

Action to direct staff to investigate leasing, lease-purchase, or purchase of the former Fireside Building and property (APN's 004-215-07, 004-202-01 and 004-202-02) for a possible location for a Business Resource Center. (*Andy Burnham and Joe McCarthy*)

Staff Summary: This action provides for staff to investigate acquisition of the former Fireside Building and property for use by the City for locating a Business Resource Center which would be comprised of the offices of Planning, Building, Business License, and the Office of Business Development which is proposed to be combined with the aforementioned offices as part of consolidation of city government.

Any costs would be supported from savings resulting from downsizing in the budget of the Office of Business Development.

**20. District Attorney**

Action to adopt, on second reading, an ordinance amending Title 8, Public Peace, Safety and Morals, Chapter 8.08, Nuisances, Section 8.08.030, Definitions, by adding a definition of “criminal gang”; amending Section 8.08.070, Nuisances Per Se, by providing that certain activities relating to criminal gangs are nuisances per se; and amending Chapter 8.09, Enforcement Provisions for Nuisances, by adding a new section, Section 8.09.490, Injunctions Against Members of Criminal Gangs, which authorizes the district attorney to seek civil injunctions against members of criminal gangs; and other matters properly related thereto. (*Neil A. Rombardo*)

Staff Summary: Neil A. Rombardo, Carson City District Attorney, was the prime supporter and advocate for Assembly Bill No. 335 of the 2009 Session of the Nevada Legislature. AB 335 declares that buildings and places where members of criminal gangs congregate to commit or plan crimes are nuisances. AB 335 further authorizes the Board of Supervisors to adopt procedures for the District Attorney to seek civil injunctions against members of criminal gangs. These civil injunctions will prohibit members of criminal gangs from congregating together for the purpose of committing or planning criminal acts. This ordinance will declare that buildings and places where members of criminal gangs congregate to commit or plan crimes are nuisances per se under the Carson City Municipal Code and will authorize the District Attorney to seek civil injunctions against members of criminal gangs.

**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).**

**21. Human Resources**

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

Staff Summary: Negotiations between Carson City and the Carson City Fire Department Classified Chief Officers Association 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 Addendum #2 to the collective bargaining agreement between Carson City and the Carson City Employees Association effective for the period of July 1, 2010 to June 30, 2012. (*Jennifer Schultz*)

Staff Summary: Negotiations between Carson City and the Carson City Employees Association have been successfully concluded, resulting in a proposed contract addendum. This contract addendum meets the interests of both the City and the employees.

**22. Recess as Board of Supervisors**

**Redevelopment Authority**

**23. Call to Order & Roll Call – Redevelopment Authority**

**24. Finance**

Presentation of the proposed 2010-11 Fiscal Year budget for the Carson City Redevelopment Authority. *(Nick Providenti and Larry Werner)*

Staff Summary: Staff will present the Redevelopment Authority budget along with the assumptions used to build the budget.

**25. Action to Adjourn as the Redevelopment Authority**

**26. Reconvene as the Board of Supervisors**

**27. Finance**

Presentation of the proposed 2010-11 Fiscal Year budget for Carson City which includes the general fund, enterprise funds and all other funds. *(Nick Providenti and Larry Werner)*

Staff Summary: Staff has prepared a balanced budget in light of the severe financial hardships that are facing the city. The goal for this and future years is to balance expenditures to revenues by reducing programs, containment of staffing and implementing efficiencies where identified. Staff will present the assumptions made during the process and the outlook for the future.

**28. 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

– LUNCH BREAK –

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**RETURN – APPROXIMATE TIME – 2:00 P.M.**

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**29. Public Works**

- A) Action to find that the proposed ordinance amending Title 12, Water, Sewerage and Drainage, Chapter 12.01, Water Connection Charges and Use Rates, Section 12.01.020, Schedule of Rates, by increasing rates effective on bills dated on or after July 1, 2010; amending Section 12.01.030, Schedule of Water Connection Charges, Lateral and Meter Box Sets, and Meter Set Fees, by increasing charges and fees on bills dated on or after July 1, 2010; and other matters properly related thereto, does impose a direct and significant economic burden on a business or directly restrict the formation, operation or expansion of a business, that a business impact statement has been prepared, accepted and is on file with the Board of Supervisors and that the requirements of the act have been met. *(Ken Arnold)*

Staff Summary: Staff gave notice to the public on April 14, 2010, through the Nevada Appeal, in addition to providing the proposed ordinance revisions and Business Impact Statement to the Builder's Association of Western Nevada, Manufacturer's Association, and the Chamber of Commerce.

- 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 12.03.020, Schedule of Rates, by increasing all rates 14% and other matters properly related thereto. (Ken Arnold)

Staff Summary: The proposed increase of rates reflected in Chapter 12.03 provide for the necessary revenue requirements to operate, maintain and meet debt obligations. More specifically, the changes provide for an across the board 14% increase to sewer use fees effective July 1, 2010 to the monthly rates for each property and septic haulers.

- C) Action to find that the proposed ordinance amending Title 12, Water, Sewerage and Drainage, Chapter 12.03, Sewer Connection Charges and Use Rates, Section 12.03.020, Schedule of Rates, by increasing all rates 14% and other matters properly related thereto, does impose a direct and significant economic burden on a business or directly restrict the formation, operation or expansion of a business, that a business impact statement has been prepared, accepted and is on file with the Board of Supervisors and that the requirements of the NRS 237.080 and 237.090 have been met. (Ken Arnold)

Staff Summary: The proposed 14% increase in all sewer use rates reflected in Chapter 12.03 provides for the necessary revenue requirements to operate, maintain and meet capital program debt obligations.

- 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 12.01.020, Schedule of Rates, by increasing rates effective on bills dated on or after July 1, 2010; amending Section 12.01.030, Schedule of Water Connection Charges, Lateral and Meter Box Sets, and Meter Set Fees, by increasing charges and fees on bills dated on or after July 1, 2010; and other matters properly related thereto. (Ken Arnold)

Staff Summary: The proposed rate increase of an average of 30% is necessary for debt service (28%) and to provide for increased operations and maintenance costs (2%) which include power costs, chemicals, and water sampling costs. Staff is presenting two proposed ordinances, option a – average 30% increase with revised rate structure and option b – 30% increase to original structure, for the board’s consideration that will provide the necessary revenue increase. Both options propose an average 2% increase to all other fees other than the monthly service and commodity charges and fees.

**30. 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](http://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](http://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: April 29, 2010**