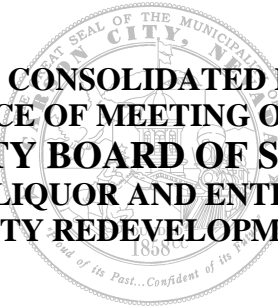


**CARSON CITY CONSOLIDATED MUNICIPALITY  
NOTICE OF MEETING OF THE  
CARSON CITY BOARD OF SUPERVISORS  
AND CARSON CITY LIQUOR AND ENTERTAINMENT BOARD  
AND CARSON CITY REDEVELOPMENT AUTHORITY**



**Day:** Thursday  
**Date:** June 3, 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 – Board of Supervisors**
2. **Roll Call**
3. **Invocation** - Bruce Henderson, Airport Road Church of Christ
4. **Pledge of Allegiance**
5. **Action on Approval of Minutes** - May 6, 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 to Jennifer Schultz for her dedicated service as Human Resources Director.

9. **Consent Agenda**

.....  
*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.*  
.....

9-1. **Treasurer**

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 roll are \$1,808.72. (Al Kramer)

Staff Summary: Until this year these properties were misidentified as saleable lots, causing property taxes to be calculated. Affected parcels are 9-802-08, 9-802-12, 9-802-14, 9-803-01, 9-804-01, 9-805-01, 9-806-02, 9-807-01, 9-808-02, 9-808-03, 9-811-01 and 9-815-01. Taxes and penalties to be removed from roll are \$1,808.72.

## **9-2. Juvenile/Detention**

Action to approve an increase in fees for juvenile detention services between Carson City and other local counties and governmental agencies pursuant to NRS 277.045. (*John Simms*)

Staff Summary: Detention services include housing, feeding, and supervising detained youth while providing schooling, counseling and intervention programs. Youth also participate in a recreational program while detained.

## **9-3. Public Works**

Action to adopt a resolution approving and authorizing the Mayor to sign an amendment to the Joint Funding Agreement for Water Resource Investigations, Carson City and the U.S. Department of the Interior U.S. Geological Survey. (*Ken Arnold*)

Staff Summary: Adoption of the resolution approving this amendment to the Joint Funding Agreement for Water Resource Investigations will reduce Carson City's cost by \$3,350.00 for the remainder of the agreement period.

## **9-4. Health & Human Services**

- A) Action to approve an amendment to the Vaccination For Children, Immunization Program subgrant award for the total amount of \$110,000.00 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 the renewal of a subgrant award in the amount of \$51,791 from the Nevada Department of Health & Human Services, Substance Abuse and Treatment Agency, for funds to support tuberculosis treatment and prevention activities in Carson City. (*Marena Works*)

Staff Summary: This grant will be used to supplement the tuberculosis treatment and prevention activities in Carson City.

## **9-5. Purchasing and Contracts**

- A) Action to determine that Contract No. 0910-183 is a contract for Financial Planning Services, a professional service, and therefore not suitable for public bidding pursuant to NRS 332.115 and to approve Contract No. 0910-183 Financial Advisory Services a request for professional services to be provided by JNA Consulting Group through June 30, 2012 for a not to exceed cost of \$199,000.00 funding, to be determined at the time each Task Order is issued, as provided in FY 2009/2010. (*Sandy Scott-Fisher*)

Staff Summary: JNA Consulting will provide Financial Planning Services on a Task Order Basis for, but not limited to, Financial Planning, Managing and Issuing Debt Securities, and Water Rate Study.

- B) Action to approve Amendment No. 5 for Contract No. 0405-076 the renewal of the contract through June 30, 2011, for Ambulance Billing Services with Advanced Data Processing, Inc. (*Sandy Scott-Fisher*)

Staff Summary: Amendment No. 5 will extend the contract through June 30, 2011.

- C) Action to determine that Contract No. 0910-216 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. 0910-216 a request for the purchase of Servers from Dell for a not to exceed cost of \$97,974.36 to be funded from the Admin Svcs Automation Property/Maint Fund as provided in FY 2009/2010. (P.O. # 2009-309) (*Sandy Scott-Fisher*)

Staff Summary: This acquisition provides the City with new server and backup infrastructure. The servers are high-performance devices that combine to form a reliable platform for numerous software applications in use by users throughout the City. The backup infrastructure will be comprised of thirty (30) terabytes of disk space and a high speed, high compression tape drive. This arrangement facilitates the industry standard disk-to-disk-to-tape backup methodology. All new devices and software components have life cycles of at least five years, with five-year service agreements being implemented as part of this initial acquisition. Older equipment and software licenses that are being replaced (and which are reaching the end of their vendor-supported life cycles) will be redeployed as hot-standby and test-bed equipment. This acquisition will consist of the initial purchase of \$49,968.00, and annual maintenance payments of \$9,994.00 per year for five years.

## **9-6. Finance**

- A) Action to confirm the engagement of Swendseid & Stern as bond counsel to Carson City, Nevada in connection with the \$4,000,000 Carson City, Nevada General Obligation (Limited Tax) Sewer Bonds (Additionally Secured by Pledged Revenues) Series 2010. (*Nick Providenti*)

Staff Summary: The agreement between the City and the firm of Swendseid and Stern sets forth the role proposed to be served and the responsibilities proposed to be assumed as bond counsel.

- B) Action to confirm the engagement of Swendseid & Stern as bond counsel to Carson City, Nevada in connection with the \$32,000,000 Carson City, Nevada General Obligation (Limited Tax) Water Bonds (Additionally Secured by Pledged Revenues) Series 2010. (*Nick Providenti*)

Staff Summary: The agreement between the City and the firm of Swendseid and Stern sets forth the role proposed to be served and the responsibilities proposed to be assumed as bond counsel.

## **9-7. City Manager**

- A) Action to appoint one member to the Library Board of Trustees for a four year term to expire June 2014. (*Larry Werner*)

Staff Summary: Carson City Resolution 2000-R-42 and NRS 379.020 provide for the Board of Supervisors to appoint five competent persons who are residents of the county to serve as county library trustees. There is one vacancy for a four year term due to an existing member's term expiring. Robert Kennedy has requested reappointment. There are no other applicants.

- B) Action to ratify the City Manager's signature on the Agreement of Correction between Foothill Gardens Company and Carson City. (*Larry Werner*)

Staff Summary: In April 2004, the City entered into an Agreement with Foothill Gardens Limited Partnership for the sale of property to the City for roadway construction as well as a sight easement. The Agreement was recorded on April 2, 2004 along with the deed and the easement. However, at the time the Agreement, easement and deed were signed and recorded, the owner of the property was Foothill Garden Company. In order to clear any title disputes, Foothill Garden Company asked the City to sign the Agreement of Correction, which was done by the City Manager. Foothill corrected the Agreement, easement and deed.

**9-8. Parks and Recreation**

Action to approve and authorize the Mayor to sign a letter in support of the Ash Canyon to Kings Canyon Single Track Trail Route project to be located in the Humboldt-Toiyabe National Forest, Carson Ranger District. (*Roger Moellendorf*)

Staff Summary: The Carson City Parks and Recreation Department and Muscle Powered want to collaborate on the construction of a single track path that would connect Ash Canyon Road to Kings Canyon Road. The first step toward working with the Carson Ranger District of the Humboldt-Toiyabe National Forest is a letter from the Mayor and the Board of Supervisors indicating support for the project.

*(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 - May 6, 2010**

**13. Public Works - Business License**

- A) Action to approve Nicholas Demagistris as the liquor manager for the Carson Nugget (Liquor License #10-27165) located at 507 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. Nicholas Demagistris is applying to be listed as the liquor manager on the liquor license and staff is recommending approval.

- B) Action to approve Michael Lloyd as the liquor manager for The Tap Shack (Liquor License #10-27167) located at 112 Rice St., Carson City. (*Jennifer Pruitt*)

Staff Summary: All liquor license requests are to be reviewed by the Liquor Board per CCMC 4.13. Michael Lloyd is applying to be listed as the liquor manager on the liquor license.

**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. Public Works**

- A) Action to adopt on second reading, Bill No. 105 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. There is an average 2% increase to all other fees other than the monthly service and commodity charges and fees. Based on discussions during the first reading of this proposed ordinance on May 6, 2010, staff recommends that the highest tier in the residential commodity fee schedule not become effective until October 1, 2010. This will allow time for staff to develop and implement a conservation incentive program.

- B) Action to adopt, on second reading, Bill No.106 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.

**18. Finance**

- A) Action to introduce, on first reading, an ordinance of the Board of Supervisors of Carson City, Nevada providing for the issuance of general obligation (limited tax) sewer improvement bonds (additionally secured by pledged revenues), Series 2010C (taxable direct pay Build America Bonds), and general obligation (limited tax) sewer improvement and refunding bonds (additionally secured by pledged revenues), Series 2010D (tax-exempt); providing the form, terms and conditions thereof and covenants relating to the payment of said bonds; and providing other matters related thereto. (*Nick Providenti*)

Staff Summary: The City Charter provides that the City may borrow money to acquire, improve, equip, operate and maintain a sewer project and for such purpose may issue bonds or other securities, and the Board has determined and declared that the Project is a municipal purpose within the meaning of said Charter provisions.

- B) Action to introduce, on first reading, an ordinance of the Board of Supervisors of Carson City, Nevada providing for the issuance of general obligation (limited tax) water improvement bonds (additionally secured by pledged revenues), Series 2010A (taxable direct pay Build America Bonds), and general obligation (limited tax) water improvement and refunding bonds (additionally secured by pledged revenues), Series 2010B (tax-exempt); providing the form, terms and conditions thereof and covenants relating to the payment of said bonds; and providing other matters related thereto. (*Nick Providenti*)

Staff Summary: The City Charter provides that the City may borrow money to acquire, improve, equip, operate and maintain a water project and for such purpose may issue bonds or other securities, and the Board has determined and declared that the Project is a municipal purpose within the meaning of said Charter provisions.

**19. City Manager**

Review of the Carson City Operations Scorecard and presentation of revised objectives and measures under the perspective titled “A Healthy Community.” (*Linda Ritter*)

Staff Summary: This item represents the monthly business review related to the City-wide performance scorecard. The strategic plan which the performance scorecard is based upon has not been updated in over one year. In order to accomplish an update and refine our measures and targets, staff is presenting each updated perspective in the strategic plan individually. After presentation of each perspective, staff will seek approval of the entire amended strategic plan. Additionally, please note that the monthly business review has been moved to the first meeting of each month. This allows for additional time for staff to analyze performance data from the prior month before preparing the Briefing Book and posting to the City website. This review includes data up to April 30, 2010.

---

---

**Time Approximate – 10:00 a.m.**

---

---

**20. Recess as Board of Supervisors**

**Redevelopment Authority**

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

**22. Action on Approval of Minutes - May 6, 2010**

**23. City Manager**

Action to approve the Development Coordination Agreement for the Carson City Center Project between The Carson City Redevelopment Authority, The Mae B Adams Trust and P3 Development Inc. and to recommend to the Board of Supervisors consenting to and the adoption of a resolution authorizing the expenditure of \$75,000 from the Revolving Fund for the Redevelopment Authority for the Authority’s portion of the agreement. (*Larry Werner*)

Staff Summary: The Development Coordination Agreement (DCA) is the first step in preparation of the analysis to define the specifics of the project formerly known as the Carson Nugget Economic Development Project. The DCA identifies the desired project elements, evaluates potential sources of funding and determines the components of a possible final project. The DCA defines the roles and responsibilities of the parties in preparing the analysis, the time for completing the project (90 days after approval of the agreement), the project deliverables and the costs. The total cost for the DCA is \$166,365 with \$75,000 from the Mae B Adams Trust, \$75,000 from the Carson City Redevelopment Authority and \$16,365 from the Carson City Library Gift Fund. Upon completion of the DCA and acceptance by the Authority and the Board of Supervisors, the preparation of Development Disposition Agreement(s) (DDA) will begin.

**24. Office of Business Development**

Action to approve an agreement with Fireside Investments, LLC to lease with an option to purchase the former Fireside Building, 108 E. Proctor Street, (APN's 004-215-07, 004-202-01 and 004-202-02) for use as Carson City's Business Resource Center. (*Andy Burnham & Joe McCarthy*)

Staff Summary: In an effort to create an efficient consolidation of city services, this action provides for the Redevelopment Authority/Board of Supervisors approval to lease with an option to purchase the former Fireside property for use as a business resource center. The center will include Planning, Building, Business License, Development Engineering and Business Development. On May 6, 2010, the Board of Supervisors directed staff to evaluate alternative locations for a proposed business resource center. Staff analyzed several available alternatives and recommends the Fireside as most appropriate. A draft lease of the property provides for \$1.05 sf rent for 8,408 sf of usable space and \$.25 sf rent for the storage-only basement. These rates were used to derive the property's current market value of \$1,102,299.00. The market value calculation used a nine (9) percent capitalization rate applied to the building's annual net operating income. The Redevelopment Authority/Board of Supervisors reserves a two-year window, beginning in twelve (12) months, to exercise the option to purchase the property for its current market value of \$1,102,299.00.

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

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

**27. City Manager**

Action to consent to and adopt a resolution authorizing the expenditure of \$75,000 from the Revolving Fund for the Redevelopment Authority for the Development Coordination Agreement between the Carson City Redevelopment Authority, the Mae B Adams Trust and P3 Development Inc. (*Larry Werner*)

**Pursuant to NRS 279.629, this Resolution must be adopted by a two-thirds vote of the Board of Supervisors.**

Staff Summary: The Development Coordination Agreement (DCA) is the first step in preparation of the analysis to define the specifics of the project formerly known as the Carson Nugget Economic Development Project. The DCA identifies the desired project elements, evaluates potential sources of funding and determines the components of a possible final project. The DCA defines the roles and responsibilities of the parties in preparing the analysis, the time for completing the project (90 days after approval of the agreement), the project deliverables and the costs. The total cost for the DCA is \$166,365 with \$75,000 from the Mae B Adams Trust, \$75,000 from the Carson City Redevelopment Authority and \$16,365 from the Carson City Library Gift Fund. Upon completion of the DCA and acceptance by the Authority and the Board of Supervisors, the preparation of Development Disposition Agreement(s) (DDA) will begin.

**28. Office of Business Development**

Action to approve an agreement with Fireside Investments, LLC to lease with an option to purchase the former Fireside Building, 108 E. Proctor Street, (APN's 004-215-07, 004-202-01 and 004-202-02) for use as Carson City's Business Resource Center. (*Andy Burnham & Joe McCarthy*)

Staff Summary: In an effort to create an efficient consolidation of city services, this action provides for the Redevelopment Authority/Board of Supervisors approval to lease with an option to purchase the former Fireside property for use as a business resource center. The center will include Planning,

Building, Business License, Development Engineering and Business Development. On May 6, 2010, the Board of Supervisors directed staff to evaluate alternative locations for a proposed business resource center. Staff analyzed several available alternatives and recommends the Fireside as most appropriate. A draft lease of the property provides for \$1.05 sf rent for 8,408 sf of usable space and \$.25 sf rent for the storage-only basement. These rates were used to derive the property's current market value of \$1,102,299.00. The market value calculation used a nine (9) percent capitalization rate applied to the building's annual net operating income. The Redevelopment Authority/Board of Supervisors reserves a two-year window, beginning in twelve (12) months, to exercise the option to purchase the property for its current market value of \$1,102,299.00.

**29. 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

**30. Action to Adjourn**

.....  
*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](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: May 26, 2010**