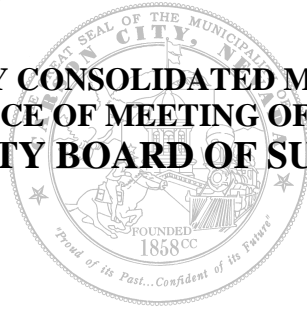


**CARSON CITY CONSOLIDATED MUNICIPALITY  
NOTICE OF MEETING OF THE  
CARSON CITY BOARD OF SUPERVISORS**



**Day:** Thursday  
**Date:** October 7, 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** - Dixie Jennings-Teats, First United Methodist Church
4. **Pledge of Allegiance**
5. **Action on Approval of Minutes** - September 2, 2010
6. **Adoption of Agenda**
7. **Public Comments and Discussion:**

The public is invited at this time to comment on and discuss any topic 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 (Boards). In order for members of the public to participate in the Boards' consideration of an agenda item, the Boards strongly encourage members of the public to comment on an agenda item during the item itself. No action may be taken on a matter raised under public comment unless the item has been specifically included on the agenda as an item upon which action may be taken.

**8. Special Presentations**

- A) Presentation of a proclamation for Domestic Violence Awareness Month, October 2010. (*Lisa Lee, Advocates to End Domestic Violence*)
- B) Presentation regarding the Rollover Bonds to be included on the Ballot of the November 2, 2010 General Election. (*Mark Rotter & Richard Stokes*)

Staff Summary: Mark Rotter, Chairperson, Bond Advisory Committee and Richard Stokes, Superintendent, Carson City School District will provide a power point presentation on the Carson City School District 2010 School Bond.

**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. Finance**

Action to accept the report on the condition of each fund in the treasury through September 28, 2010 per NRS 251.030. *(Nick Providenti)*

Staff Summary: NRS 251.030 requires the Finance Director (for the purpose of the statute acting as the County Auditor) to report to the Board of County Commissioners (or in our case the Board of Supervisors), at each regular meeting thereof, the condition of each fund in the treasury. The Statement of Cash Receipts and Disbursements indicates the beginning balance, receipts, disbursements, and the ending balance of each cash account for every fund in the City as of September 28, 2010. Please note the beginning cash balance is the balance of the last closed month - in this case the last closed month is August 2010. It is important to note that there will always be timing differences with these balances - for example while all departments take deposits to the bank on a daily basis, revenue reports are only prepared twice a month and there is usually a lag time between when the reports are prepared and when they are entered into the system.

**9-2. Carson City Airport Authority**

Action to approve the assignment of the Robert Thomas dba Comstock Aviation airport lease to Comstock Aviation Services, LLC., owned by Robert Thomas, Trustee of The Universal Trust dated April 4, 1994. *(Steve Tackes)*

Staff Summary: At a regular meeting of the Carson City Airport Authority on September 15, 2010, publicly noticed for that purpose, the Authority approved an assignment of an airport lease from Mr. Thomas to an LLC that he has set up as part of his estate planning. There are no changes to the lease nor to any services provided under the lease.

**9-3. Public Works**

- A) Action to adopt a resolution approving and authorizing the Mayor to sign 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 agreement will allow continuation for receiving critical stream flow data. This data is essential for Public Works to properly utilize surface water rights, plan and monitor the conjunctive use program and maintain compliance with the Alpine Decree. Carson City's share of the cost is \$48,050.

- B) Action to approve the renaming of Lupin Road to Clear Creek Avenue. *(Patrick Pittenger)*

Staff Summary: Lupin Road currently connects South Carson Street to Clear Creek Avenue. There has been a request to push Clear Creek Avenue to South Carson Street, renaming the short piece of Lupin Road, to clarify confusing directions to places on Clear Creek Avenue.

#### **9-4. Parks and Recreation**

- A) Action to authorize the Mayor to sign a Recreation and Public Purposes Lease between the Carson City Board of Supervisors, Carson City, Nevada, and the United States Department of the Interior, Bureau of Land Management, Carson City District – Sierra Front Field Office, Carson City, Nevada, Serial Number NVN 018772, for the renewal of a firearms shooting range. (*Vern Krahn*)

Staff Summary: The Parks and Recreation Department is requesting the Board of Supervisors renew a Bureau of Land Management Recreation and Public Purposes Lease for the Carson Rifle and Pistol Range.

- B) Action to authorize the Mayor to sign a Recreation and Public Purposes Lease between the Carson City Board of Supervisors, Carson City, Nevada, and the United States Department of the Interior, Bureau of Land Management, Carson City District – Sierra Front Field Office, Carson City, Nevada, Serial Number NVN 048112, for the renewal of a model airplane-radio control flying field and parking area. (*Vern Krahn*)

Staff Summary: The Parks and Recreation Department is requesting the Board of Supervisors renew a Bureau of Land Management Recreation and Public Purposes Lease for the Pony Express Airpark.

#### **9-5. Parks and Recreation - Open Space**

Action to appoint and authorize the Mayor, the City Clerk/Recorder, or designee to swear Mr. Anthony J. Wren, MIA, as the appraiser for Carson City for lands owned by Mr. John Serpa located within the Carson River Canyon in Carson City, APN's 8-541-73, 8-531-05, 8-531-39, 10-021-55, 10-011-27, 8-531-40, 10-011-26, and 8-541-92 approximating 405.57 acres. (*Juan Guzman*)

Staff Summary: Appraisals are required by state law in order to determine the value of property to be purchased. This action is for appointment Mr. Wren as the appraiser for the property as required by NRS 244.275. The approximate cost of the appraisal is \$8,500 which will be paid from the Open Space Question-18 Fund.

#### **9-6. Purchasing and Contracts**

- A) Action to determine that Contract No. 1011-108 is a contract for professional services and therefore not suitable for public bidding pursuant to NRS 332.115 and to approve Contract No. 1011-108 a request for professional services to be provided by Cost Control Associates through October 31, 2014 for a one time fee of thirty-nine percent for each refund or credit received by City and for any cost reductions recommended by Cost Control Associates implemented by City resulting in savings to be funded from the various expense accounts as provided in FY 2010/2011. (*Sandy Scott-Fisher*)

Staff Summary: Cost Control Associates (CCA) will review energy services for Electricity and Natural Gas Services for the purpose of obtaining refunds, whether by check or credit, and identifying cost reductions. CCA will file claims, negotiate with suppliers, and implement City approved cost reducing changes. These changes will be submitted to the City in a report for review and approval.

There is no risk in entering this contract, if no savings or refunds are found there is no fee for this service. Additionally CCA has a contract with NACo for the purpose of reviewing and analyzing energy and telecom services.

- B) Action to approve Contract No. 1011-117 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-Fisher*)

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.

*(End of Consent Agenda)*

**Ordinances, Resolutions, and Other Items**

- 10. Any item(s) pulled from the Consent Agenda will be heard at this time.**

**11. Carson City Justice & Municipal Court**

Action to approve the appointment of Mr. Ryan Russell to the panel of Judge Pro Tempores for the Carson City Justice & Municipal Court. (*Max Cortes*)

Staff Summary: NRS 4.032 allows the Board of Supervisor to establish a panel of qualified individuals to serve as judge pro tempore during the absence of a justice of the peace. Judge pro tempore's act with the full authority of a justice of the peace and are capable of presiding over trials, preliminary hearings, protective order matters and civil issues pertaining to small claim actions and tenant landlord disputes.

**12. Public Works - Planning**

Presentation and update of the Historic Preservation Fund (HPF) grant and other matters related to the Historic Resources Commission. (*Jennifer Pruitt*)

Summary: Mike Drews, Historic Resources Commission Chairman will provide the Board with an update on the HPF grant for 2010.

**13. Finance**

- A) Action to adopt a resolution to augment and amend the Carson City FY 2010-11 Budget in the amount of \$435,060. (*Nick Providenti*)

Staff Summary: The augmentation and revision is necessary to appropriate unanticipated sources of revenue.

- B) Presentation of Carson City's FY 2009-10 year end unaudited financial information and General Fund projections for FY11 - FY13. (*Nick Providenti*)

Staff Summary: Staff will present unaudited financial information for the fiscal year ending June 30, 2010 and General Fund projections for FY11 - FY13.

**14. Parks and Recreation**

Action to approve the expenditure of \$192,730 from the General Fund to support the Arlington Square Ice Rink for the 2010-2011 winter season. (*Roger Moellendorf*)

Staff Summary: This request is to expend \$192,730 from the General Fund to support the operations of the Arlington Square Ice Rink for the 2010-2011 season. Staff is estimating that the ice skating rink will bring in \$86,475; therefore the net subsidy will be \$106,255.

## 15. City Manager

### A) Review of the Carson City Operations Scorecard. (*Linda Ritter*)

Staff Summary: This item represents the monthly business review related to the City-wide performance scorecard. In this month's report, staff will report on recommendations offered recently by the Nevada Taxpayers Association in regards to local government fiscal policy and how these recommendations have been implemented through the use of performance scorecards and strategic planning. Additionally, an updated Finance Scorecard for FY 2010/2011 for the General Fund as well as various other funds will be presented. Monthly updates on economic indicators and transportation projects are also included in the report. This review includes data up to August 31, 2010.

### B) Action to ratify the City Manager's approval of payment to P3 in the amount of \$86,691.39 as shown on the Board item for the approval of bills and other requests for payments by the City for the period of August 1, 2010 thru September 5, 2010 as indicated as check number 308139 of the Accounts Payable Checks list. (*Larry Werner*)

Staff Summary: This item was pulled from the list of Accounts Payable Checks that was presented to the Board on September 16, 2010 for additional detail. The payment shown on the report for the period of August 1, 2010 thru September 5, 2010 was the accumulated amount of two progress payments; one for services performed in June 2010 for the amount of \$49,006.39 and a second for services performed in July in the amount of \$37,685.00. The amounts billed are for 100% of the cost for the period, the City, in turn, transfers a portion from the Library and bills the Mae B. Adams Trust for their respective shares. In this situation, the Library paid \$7,802.23 and the Trust paid \$39,011.13 leaving the City's share at \$39,878.03 of the two progress payments.

### C) Discussion and possible action to change the meeting date for the second regularly scheduled Board of Supervisors meeting in November. (*Larry Werner*)

Staff Summary: The second regularly scheduled meeting of the Board of Supervisors conflicts with the NACo Conference. If the Board anticipates there will not be a quorum at this meeting they may choose to reschedule this meeting. Pursuant to CCMC 2.02.040 "By a motion made in a properly noticed meeting, the board may take action to change the date of a regularly scheduled future board meeting if the board finds that it is the best interest of the public and if the board acts to change the meeting date at least twenty days before the date of the meeting to be changed."

**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).**

## 16. Human Resources

**This matter is being considered pursuant to the public hearing process set forth in NRS 288.153.**

Action to adopt the 2010-2015 Collective Bargaining Agreement between Carson City and the Carson City Supervisory Association on behalf of the Carson City Sheriff's Lieutenants/Captains. (*Melanie Bruketta*)

Staff Summary: City staff approached the Lieutenants/Captains and asked if they would be willing to freeze the 3% contract adjustment due July 1<sup>st</sup> in order to meet the financial needs of the City due to economic losses that have occurred over the past few years. The City and the Lieutenants/Captains were successful in reaching a new five year Agreement that will assist the City in meeting its current budgetary needs.

**17. Board of Supervisors**

Non-Action Items:

- Status review of projects
- 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

**18. 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
- Business Resource & Innovation Center (BRIC) 108 East Proctor

**Date: September 30, 2010**