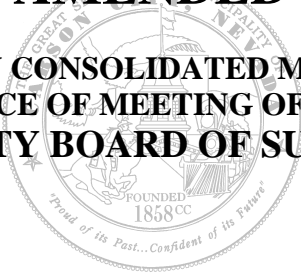


*****AMENDED*****

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



Day: Thursday
Date: December 2, 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** - Jeff Paul, St. Peter's Episcopal Church
4. **Pledge of Allegiance**
5. **Action on Approval of Minutes** - November 4, 2010 & November 10, 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. 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. Treasurer

- A) Action to approve the removal of a portion of the taxes from parcel number 008-861-29 (1615 Gregg St.) from the 2006/07, 2007/2008, 2008/09, 2009/2010 and 2010/2011 Real Property Tax Roll per NRS361.4734 in the amount of \$541.50. *(Al Kramer)*

Staff Summary: The State of Nevada Department of Taxation notified the Assessor's Office and Treasurer Department on October 20, 2010 that the property was being taxed with the incorrect abatement cap. Ms. Soulam owns her home at 1615 Gregg Street in Carson City, Nevada, and this is her primary residence since 2002.

- B) Action to order and direct the Carson City Treasurer to sell, after giving notice of sale, for a total amount not less than the amount of taxes, costs, penalties and interest legally chargeable against the property as stated in the order the following properties: APN #1-032-04 at 2110 N. Carson St., for \$11,882.06; #2-093-10 at 325 Dan St., for \$848.04; #2-244-04 1464 at Rand Ave., for \$44,439.83; #2-272-07 at 1975 Marian Ave., for \$3,259.99; #2-368-04 at 1881 E. Long St, for \$25,741.56; #2-593-03 at 1779 Spooner Dr., for \$5,046.23; #3-142-16 at 221 S. Richmond Ave., for \$6,241.77; #3-285-02 at 201 W. Caroline St., for \$28,444.78; #3-285-03 at N. Curry St., for \$3,345.40; #4-141-02 at 1200 Palo Verde Dr., for \$8,127.51; #5-061-01 at 2205 Arrowhead Dr., for \$50,864.32; #7-473-20 at 2043 Emily Ct., for \$22,939.94; #8-123-29 at Old Hot Springs Rd., for \$7,245.87; #8-152-09 at 1727 Hwy 50 East. for \$27,278.03; #8-172-14 at 2190 Dori Way, for \$4,094.74; #8-352-02 at 1603 Brown St., for \$8,594.82; #8-352-03 at 1615 Brown St., for \$ 25,159.85; #8-591-01 at 3501 Sherman Ln., for \$1,482.00; #9-311-64 at 1200 Race Track Rd., for \$7,339.22; #9-413-02 at 725 Sonoma St., for \$2,250.93; #9-481-10 at 508 Lander Dr., for \$7,595.41; #9-527-05 at 1116 Fremont St., for \$3,606.23; #9-542-11 at 4 Hazelwood Ct., for \$4,428.01; #9-551-34 at 1851 S. Roop St #115 for \$59,434.04; #9-692-14 at 304 Somerset Dr., for \$2,828.27; #10-351-10 at 3915 Fairview Dr., for \$24,136.54; #10-541-19 at Airport Rd., for \$2,731.37. *(Al Kramer)*

Staff Summary: Per NRS 361.595, Section 2. If the property is to be sold, the board of county commissioners may make an order, to be entered on the record of its proceedings, directing the county treasurer to sell the property particularly described therein, after giving notice of sale, for a total not less than the amount of the taxes, costs, penalties and interest legally chargeable against the property as stated in the order.

8-2. Finance

Action to accept the report on the condition of each fund in the treasury through November 22, 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. A "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 November 22, 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.

8-3. Purchasing and Contracts

- A) Action to approve Contract No. 1011-173 a request to have the Board of Supervisors determine that the listed City property is no longer required for public use and deem its disposal desirable and in the best interest of Carson City. *(Sandy Scott-Fisher)*

Staff Summary: Staff has requested these items be declared surplus and authorize their disposal at the landfill.

- B) Action to adopt a resolution authorizing the Board of Supervisors to determine that the four (4) 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 1011-174) (*Sandy Scott-Fisher*)

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

- C) Action to award Contract No 1011-154 to Shaheen Beauchamp Builders, LLC, as the lowest responsive and responsible bidder for an amount of \$94,674.00 plus a contingency amount not to exceed \$9,500.00 to be funded from the CDBG Capital Project/CC ADA Restrooms and Q18 as provided in FY 2010/2011. (*Sandy Scott-Fisher*)

Staff Summary: Carson City received sealed bids for the CDBG ADA Compliant Restrooms at the Community Center. The project consists of demolition of existing improvements, construction of new ADA compliant restrooms and two storage rooms, including plumbing, mechanical and electrical work. Additive alternates included construction of a floor cleaner storage bay, ceramic tile, installation of bathroom stall partitions and painting. Project includes all common phases of construction customarily associated with this type of project.

- D) Action to approve Contract No. 1011-176 Pursuant to NRS 332.115(1)(b) and NRS 625.530 with Tri State Surveying, LTD., to provide On Call Professional Land Surveying Services through December 1, 2012 for a not to exceed amount of \$100,000.00 to be funded from Various Capital Improvement Project Fund Accounts as provided in FY 2010/2011 and FY 2011/2012. (*Sandy Scott-Fisher*)

Staff Summary: Carson City Public Works Department has the responsibility of managing an extensive Capital Improvement Program, which includes the design and construction of various public facilities and infrastructure. To facilitate the design and construction of such improvement projects the City requires the services of a professional Land Surveyor.

- E) Action to accept the Work as completed, to accept the Contract Summary as presented, and to approve the Release of Final Payment in the amount of \$50,232.95 for Contract No. 0910-127 titled Production Well 24 and Well 41 Re-Equipping Project to Resource Development Company. (*Sandy Scott-Fisher*)

Staff Summary: Carson City received sealed bids for all labor, materials, tools and equipment necessary to construct plumbing, mechanical and electrical improvements at two (2) existing well sites, such as all earthwork, concrete, asphalt, precast concrete vaults, pit-less adapters, all required plumbing and piping, pumps and motors, pump control valves and associated plumbing, monitoring and chlorination devices, landscaping, minor building structural and architectural improvements and all required electrical.

8-4. City Manager

- A) Action to appoint one member to the Regional Transportation Commission to fill a two year term that will expire on December 31, 2012. (*Larry Werner*)

Staff Summary: NRS Chapter 373.040 and CCMC 11.20.030 provide for the creation and organization of a five member Regional Street and Highway Commission. Staggered two year terms are served by two members of the Board of Supervisors and three representatives of the city-at-large. There is one vacancy to be filled on the Regional Transportation Commission (RTC) due to a member's term expiring. Members of the RTC also serve on the Carson Area Metropolitan Planning Organization. Jim Mallery has requested reappointment. There are no other applicants.

- B) Action to appoint two members to the 9-1-1 Surcharge Advisory Committee for two year terms that will expire on December 31, 2012. (*Larry Werner*)

Staff Summary: CCMC 4.05.030 creates a five member advisory committee called the “9-1-1 Surcharge Advisory Committee.” There are two openings due to members’ terms expiring. Karin Mracek and Bernard Sease have requested reappointment. There are no other applicants.

8-5. Public Works

Action to approve a Permanent Easement for a Pedestrian Pathway between the Nevada Division of State Lands, for and on behalf of the Department of Corrections and the Nevada Army National Guard (Grantors) and Carson City, which will allow Carson City to construct and maintain the Fairview Drive Pedestrian Pathway, which is on Grantors’ property, and concurrently construct the North/South Water Transmission Main Phase II Project. (*Robert Fellows*)

Staff Summary: The Permanent Easement is to provide Carson City the access necessary to construct and maintain the Fairview Drive Pedestrian Pathway and concurrently construct the North/South Water Transmission Main Phase II Project in Fairview right-of-way. Carson City intends to install a 24-inch Transmission Main and construct a 12-foot pedestrian pathway along the alignment of the east side of Fairview Drive between E. Fifth Street and Edmonds Drive. The easement for the pathway allows the water main to be constructed with limited interference to traffic on Fairview.

(End of Consent Agenda)

Ordinances, Resolutions, and Other Items

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

10. Purchasing and Contracts

Action to approve the purchase of a TYMCO MODEL 500x BAH Street Sweeper, pursuant to NRS 332.115(1)(m) from TYMCO, Inc. for \$203,508.00 to be funded from Water and Wastewater Equipment Funds as provided in FY 2010/2011. (PO # 2011-044) (*Sandy Scott-Fisher*)

Staff Summary: In preparation for and as a result of taking ownership of numerous State streets, Carson City Public Works must purchase an additional street sweeper. This unit will assist in cleaning the down town area, William Street and Stewart Street, among other areas. With the additional lane miles that need to be swept, this sweeper is critical in the event one or more of the older sweepers breakdown. Additionally, this sweeper is necessary to meet Best Management Practices required under our Storm Water Discharge Permit.

11. Public Works

Action to adopt a resolution approving and authorizing the Mayor to sign an Interlocal Agreement by and between Carson City and the State of Nevada, Department of Administration, Division of Buildings and Grounds Addressing Funding for Engineering Design and Construction of Improvements to the Marlette Lake Water System. (*Andy Burnham*)

Staff Summary: This agreement provides for Carson City and the State to proceed jointly with engineering design and construction of improvements for several components to the Marlette Water System including replacement and upgrade of 3800 feet of water line, a new water tank, and valves in

addition to the environmental review necessary for the project. Overall costs are approximately \$3.1 million.

12. Airport Authority

Action to consider legislative changes proposed by the Carson City Airport Authority regarding eligibility for appointment to the Airport Authority Board. (*Steve Tackes*)

Staff Summary: The Carson City Airport Authority has proposed that the law creating the Airport Authority be amended so that the Board of Supervisors can appoint a member representing a larger area of manufacturers, and if a qualified candidate is not found, then the Board of Supervisors can appoint someone who meets the other requirements of the law. The Airport Authority has secured a legislative sponsor for the proposed bill and is not seeking use of a City bill draft request.

13. Public Works - Planning and Zoning

- A) Action to introduce, on first reading, an ordinance amending the Carson City Municipal Code Title 18, Zoning, Chapter 18.16, Development Standards, Division 4, Signs, Section 4.4.7, Administration, Exceptions, to modify the regulations relating to the display of temporary banners and other temporary sign devices, and other matters properly related thereto. (ZCA-10-095) (*Lee Plemel*)

Summary: An ordinance was adopted in January 2009 and renewed in 2010 to temporarily eliminate time limits on banners for a period of one year in order to allow commercial businesses more advertising alternatives during difficult economic conditions. The ordinance expires at the end of 2010 and a new ordinance must be adopted to continue the same temporary sign provisions or modify them.

- B) Action to authorize a Request for Proposals for Community Housing Development Organizations (CHDO's) to submit proposals for the construction, sale and monitoring of a single-family residence on Carson City property located at 1180 Palo Verde Drive, APN 004-141-05, to develop affordable housing for a family whose income at the time of application for such housing does not exceed 80 percent of the median gross income for families in Carson City pursuant to the provisions of NRS 244.287. (*Lee Plemel*)

Summary: The subject lot is approximately 7,800 square feet in size, located on a residential street with existing houses on either side, and is adjacent to Mills Parks. The property previously contained a City well, which has been abandoned. The proposed action would allow the construction of one single-family home on the property.

- C) Action to determine that City property located on Karin Drive, APN 4-374-01, approximately 3,900 square feet in size, is not desired for use by the City and as a result of its size is too small to establish an economically viable use by anyone other than a person who owns real property adjacent to it pursuant to NRS 268.061(1)(e), and direct staff to initiate a sale of the property to the adjacent property owner. (*Lee Plemel*)

Summary: The subject lot was offered as a City park site as part of the Sunland Vista Subdivision approval. However, the remnant parcel is isolated from other park property within the subdivision and is not intended to be developed as park property. Approval of this action would allow the adjacent property owner to purchase the lot and incorporate it into their existing residential lot.

14. City Manager

- A) Action to appoint Supervisor Molly Walt to the Parks and Recreation Commission to fill the unexpired term of former Supervisor Livermore ending December 31, 2011. (*Larry Werner*)

Staff Summary: At the January 5, 2009 Board of Supervisors meeting Supervisor Walt was appointed to the Parks and Recreation Commission as a non-voting, ex-officio commissioner. Supervisor Walt has requested her appointment be modified making her a voting member of the Commission.

B) Review of the Carson City Operations Scorecard. (Larry Werner)

Staff Summary: This item represents the monthly business review related to the City-wide performance scorecard. In this months report, staff will review various measures included in the City Operations Scorecard. 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 capital are also included in the report. This review includes data up to October 31, 2010.

15. 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

16. 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.org
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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: November 24, 2010