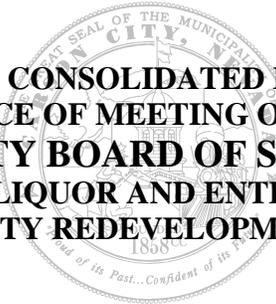


**CARSON CITY CONSOLIDATED MUNICIPALITY
NOTICE OF MEETING OF THE
CARSON CITY BOARD OF SUPERVISORS
AND CARSON CITY LIQUOR AND ENTERTAINMENT BOARD
AND CARSON CITY REDEVELOPMENT AUTHORITY**



Day: Thursday
Date: February 17, 2011
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** - Norm Milz, Shepherd of the Sierra Lutheran
4. **Pledge of Allegiance**
5. **Action on Approval of Minutes** - January 20, 2011
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. **Assessor**

Action to approve the removal of a portion of the taxes from parcel number 004-045-01 (1215 E Fifth St.) from the 07/08, 08/09, 09/10 and 10/11 Real Property Tax Roll per NAC 361.6055 (4) and NRS 361.765 in the amount of \$ 912.08. (Kimberly Adams)

Staff Summary: Upon reviewing the taxes with the owner of parcel number 004-045-01, it was discovered that the tax cap that was applied to the 2007/08 tax bill was incorrect. The owner qualified for the 3% tax cap because the rent collected fell below the fair market rent amounts, however, he did not receive that tax cap. This error caused not only the 2007/08 tax bill to be incorrect, but also those of each year following because it affected the PYGAV (prior year gross override value) that is used to calculate the taxes. The Assessor's office is asking that the taxes be adjusted to reflect the correct amount under AB489 and the amount that was billed in excess be removed from the 07/08 (\$205.27), 08/09 (\$221.68), 09/10 (\$238.99) and 10/11 (\$246.14) Real Property Tax Roll.

8-2. Public Works

Action to accept a Right-Of-Way Grant, serial number NVN 087468, from the United States Department of the Interior Bureau of Land Management, authorizing the City to construct, operate and maintain a sedimentation basin on public lands located at the northeast corner of the intersection of South Edmonds Drive and Valley View Drive. (*Jeff Sharp*)

Staff Summary: Public Works staff recently made application to BLM for this 230' long by 145' wide right-of-way adjacent to Valley View Drive and South Edmonds Drive in order to allow future construction of a storm water sedimentation basin. This area receives abundant storm water runoff from Prison Hill during heavy rainfall events. The runoff carries with it a substantial amount of sediment and debris that tends to clog downstream storm water conveyance facilities, and makes a mess on the area roadways. Once constructed, the sedimentation basin will be useful to catch the sediment and debris.

8-3. City Manager

Action to ratify the approval of bills and other requests for payments by the City Manager for the period of January 12, 2011 thru February 8, 2011. (*Larry Werner*)

Staff Summary: All bills or other requests for payment verified per CCMC 2.29.010 shall be presented by the controller, together with the register book of demands and warrants to the city manager who shall audit the same, and if found authorized, correct and legal, shall signify by his signature, as agent for the board, upon the register book of demands and warrants those demands which are approved or disapproved by him. Upon approval, the warrants, as prepared aforesaid, shall issue. The City Manager shall then cause the register book of bills and other requests for payment and warrants to be presented at least once a month to the board of supervisors, who shall by motion entered into its minutes, ratify the action taken on the bills or other requests for payment.

8-4. Clerk-Recorder

Action to accept the annual Recorders Technology Fund Report as submitted by the Clerk-Recorder. (*Alan Glover*)

Staff Summary: This report shows actual revenues and expenditures for FY 09-10 and projected revenues and expenditures for FY 10-11. NRS 247 requires the county recorder to submit an annual report to the Board of Supervisors which contains: (a) an estimate of the proceeds that the county recorder will collect from the additional fee imposed pursuant to subsection 2 of NRS 247.305(b) A proposal for expenditures of the proceeds from the additional fee imposed pursuant to the same subsection for the costs related to the technology required for the office of the county recorder.

8-5. Purchasing and Contracts

- A) Action to amend Contract No. 0910-201 Engineering Services for the Robinson Street Transmission Main Project with Manhard Consulting Ltd. to increase the Scope of Work to include the design for Vista Grande Booster Pump Station and Watermain Improvements, Vista Grande Boulevard, Old Clear Creek Road, and Butti Way Reconstruction Improvements and to extend the contract termination date to October 1, 2011, and to increase the contract amount from \$284,750.00 to \$456,207.50 from the Regional Pipeline Project and E/W Transmission, Water Fund Accounts as provided in FY 2010/2011. (*Sandy Scott-Fisher*)

Staff Summary: If approved, the Scope of Work of this contract will be to provide additional design services to include the design for the Vista Grande Booster Pump Station and Watermain Improvements and the Vista Grande Boulevard, Old Clear Creek Road and Butti Way Reconstruction Improvements. These improvements are necessary to provide a connection of the North Douglas and Carson City water systems and repairing streets which are being impacted by the water projects.

- B) Action to amend Contract No. 0910-203 Engineering Services for the Saw Mill Canyon Pipeline and Water Delivery Project with Black and Veatch to extend the Contract Term, increase the Scope of Work to include Final Tank and Pipeline Design Services, Quarterly Status Reporting to the Environmental Protection Agency and to increase the contract amount from \$397,841.00 to \$597,670.00 from the Water Fund Account as provided in FY 2010/2011. (*Sandy Scott-Fisher*)

Staff Summary: If approved, the Scope of Work of this contract will be to provide Final Tank and Pipeline Design Services and Quarterly Status Reports to the Environmental Protection Agency. This contract for Phase III activities is \$199,829.00.

8-6. Finance

Action to accept the report on the condition of each fund in the treasury through February 08, 2011 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 February 08, 2011.

(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. Public Works - Business License

- A) Action to approve Kristi Pattison as the liquor manager for Brugo's Pizza Co. (Liquor License #11-27495) located at 3228 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. Kristi Pattison is applying to be listed as the liquor manager on the liquor license. Kristi Pattison purchased the business from the previous owners. Staff is recommending approval.

- B) Action to approve Dale Michael Barcomb as the liquor manager for 7-Eleven Store #22629 (Liquor License #11-27361) located at 3701 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. Dale Michael Barcomb is applying to be listed as the liquor manager on the liquor license. Staff is recommending approval.

12. Action to Adjourn as the Liquor and Entertainment Board

13. Reconvene as the Board of Supervisors

Ordinances, Resolutions, and Other Items

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

15. Finance

Discussion and possible action to direct staff to use the “allowed” property tax rate as determined by the Department of Taxation for use in preparing the Carson City FY 2012 Budget. *(Nick Providenti & Larry Werner)*

Staff Summary: Staff is seeking direction on establishing the property tax rate for use in preparing the Carson City FY 2012 Budget. The actual rates will not be available until February 15, 2011, but the Department of Taxation is requesting that we indicate which rate we will use and provide them the information by February 22, 2011. We will provide the tax rate analysis as late material and discuss the consequences at the meeting.

16. Public Works - Planning

Action to prioritize the Community Development Block Grant (CDBG) project funding for FY2011-12, and to open a 30-day public comment period from March 1 to March 30, 2011, for review of the Carson City draft CDBG 2011-12 Annual Action Plan to implement the Department of Housing and Urban Development (HUD) CDBG Program. *(Lee Plemel)*

Summary: The CDBG funding available to Carson City for fiscal year 2011-12 is expected to be approximately \$474,000. It is estimated that there will be approximately \$71,000 (15% maximum) for public services activities, \$308,000 for public facilities and improvements and \$95,000 (20% maximum) for planning and administration. A community-based Application Review Workgroup conducted a public meeting with the applicants on January 25, 2011, and ranked the applications for recommendation to the Board of Supervisors.

17. Recess as Board of Supervisors

Redevelopment Authority

18. Call to Order & Roll Call – Redevelopment Authority

19. Office of Business Development

Action to recommend to the Board of Supervisors the adoption of a policy to phase out the use of sales tax reimbursement incentive agreements. *(Lee Plemel)*

Staff Summary: The Redevelopment Authority Citizens Committee (RACC) reviewed the proposed policy on December 6, 2010, and January 3, 2011. The RACC did not take any action but provided comments and recommended more discussion on the issue. The proposed policy would provide commercial property owners within a Redevelopment Area an opportunity to redevelop their existing vacant buildings by applying for a sales tax reimbursement within a certain period of time, after which the Redevelopment Authority would no longer offer such incentives.

20. Action to Adjourn as the Redevelopment Authority

21. Reconvene as the Board of Supervisors

22. Office of Business Development

Action to adopt the policy to phase out the use of sales tax reimbursement incentive agreements. *(Lee Plemel)*

Staff Summary: The proposed policy would provide commercial property owners within a Redevelopment Area an opportunity to redevelop their existing vacant buildings by applying for a sales tax reimbursement within a certain period of time, after which the Redevelopment Authority would no longer offer such incentives.

23. Parks and Recreation - Open Space

Action to authorize staff to communicate to the Bureau of Land Management, the State of Nevada Indian Commission, and the Board of Supervisors concurrence with the repainting of the “S” at Prison Hill. *(Sherry L. Rupert, Executive Director, State of Nevada Indian Commission)*

Staff Summary: The State of Nevada Indian Commission would like to repaint the “S” for Stewart School located at the western front of Prison Hill. The Bureau of Land Management has requested confirmation of the City’s agreement with this action.

24. Parks and Recreation

Action to approve a new strategy for the proposed indoor recreation center which includes the construction of a multi-purpose athletic complex as the first phase of the project. *(Roger Moellendorf)*

Staff Summary: The Parks and Recreation Department is proposing a new strategy for the indoor recreation center project to provide the community with additional indoor recreation space (gymnasium). This strategy includes the construction of a Multi-Purpose Athletic Complex (MAC) as the first phase of the project.

25. District Attorney

Action to introduce, on first reading, an ordinance amending the Carson City Municipal Code Title 2, Administration and Personnel, Chapter 2.35, Fees on Court Actions To Support Pro Bono Programs And To Provide Legal Services to Abused or Neglected Children or Victims of Domestic Violence, by changing the name of Chapter 2.35 to Fees on Court Actions To Support Programs for Legal Aid, Pro

Bono Programs And To Provide Legal Services to Abused or Neglected Children or Victims of Domestic Violence, and by amending Section 2.35.010, Fees in District Court, and by amending Section 2.35.020, Fees in Justice Court, to provided for payment of fees to one or more eligible entities, and by amending Section 2.35.030, Collection-Payment to treasurer, to provide for pro-rata payment of fees to eligible entities and other matters properly related thereto. (*Randal Munn*)

Staff Summary: The original ordinance assumed the existence of only one organization the would provide pro bono legal aid services to the indigent and be eligible to be compensated from court fees collected pursuant to NRS 19.0312. Over time at least one other entity, that qualifies to share is such fees, has been serving the needs of Carson City residents. This amendment to the CCMC will allow for compensation based upon pro rata share of the actual services provided to the community by qualified entities. In the event of any disputes over the appropriate share of quarterly fees as originally determined by the City Treasurer, the matter may be appealed to the Board of Supervisors for a final decision.

26. City Manager

Action to authorize the City Manager to notify in writing pursuant to NRS 260.010 the State Public Defender of the Board's intent to establish its own County Public Defender, effective July 1, 2011. (*Larry Werner*)

Staff Summary: Given the current economic hardship the City is facing, all expenditures are being examine and the cost of utilizing the State Public Defender's Office for indigent criminal defense services has been reviewed by staff. It is staff's recommend that the Board of Supervisors create its own county public defender system, which will result in a substantial savings to the City. The City currently pays the State Public Defender approximately \$940,000 per year and for three conflict attorneys at a cost of \$360,000 per year for a total expenditure of \$1.1 million dollars. Neighboring county governments have previously set up their own county public defender system and have achieved substantial savings through the use of independent contractor defense attorneys. Staff believes that it would make fiscal sense to contract with five independent attorneys for Public Defender services and save approximately \$500,000 per year.

27. 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

– LUNCH BREAK –

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

28. City Manager

Action to determine the Carson City Center Project consisting of a Knowledge and Discovery Library, a Central Outdoor Plaza, a Parking Structure, Office Space, Retail Space, and Public Improvements and Infrastructure is financially feasible and direct staff to negotiate Design Development Agreements with P3 Development Inc. for the public portions (the Knowledge and Discovery Library, a Central Outdoor Plaza, a Parking Structure, and Public Improvements and Infrastructure) of the project. (*Larry Werner*)

Staff Summary: P3 Development Inc. was contracted to determine the feasibility of building the Carson City Center Project consisting of a Knowledge and Discovery Library, a Business Incubator, a Central Outdoor Plaza, a Public Transit Hub, a Digital Media Lab, a Parking Structure, Office Space, Retail Space, Evening Entertainment Venue, Residential Space, Public Improvements and Infrastructure, and a Hotel and/or Event Center. The recommendation expressed in their study is the result of discussions and analysis with staff, the Nugget Project Citizens Advisory Committee and the City's financial and bonding consultants.

29. 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: February 10, 2011