

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



Day: Thursday
Date: March 3, 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 - Bill McCord, First United Methodist, Retired**
4. **Pledge of Allegiance**
5. **Action on Approval of Minutes - February 3, 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 and refund of a portion of the taxes from parcel numbers 008-531-05, 008-531-39, 008-531-40, 008-541-73, 008-541-92, 010-011,26, 010-011-27 and 010-021-55 (parcels located on or near N. Deer Run Rd.) from the 2010/11 Real Property Tax Roll per NRS 361.060 in the amount of \$778.78. (Kimberly Adams)

Staff Summary: Assessors parcel numbers 008-531-05, 008-531-39, 008-531-40, 008-541-73, 008-541-92, 010-011,26, 010-011-27 and 010-021-55 were purchased by Carson City and the deed was recorded on January 21, 2011. These properties are located along N. Deer Run Rd. in the Brunswick Canyon area. They are now exempt per NRS 361.060. The Assessor's office is asking that the taxes be prorated from July 1, 2010 through January 21, 2011 and that the remaining amount be removed and refunded from the 2010/11 Real Property Tax Roll.

8-2. Finance

Action to accept the report on the condition of each fund in the treasury through February 22, 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 22, 2011.

8-3. Purchasing and Contracts

- A) Action to approve Contract No. 1011-202 pursuant to NRS 354.624 (below) with Kafoury Armstrong & Co. to provide auditing services and to designate Kafoury, Armstrong & Co. as the auditing firm for FY 2010/2011 for a not to exceed amount of \$118,000.00 and a contingency amount of \$25,000.00 (if needed for auditing additional major federal grant programs) to be funded from the below listed funding sources as provided in FY 2010/2011. (*Sandy Scott-Fisher*)

Staff Summary: NRS 354.624 authorizes the governing body to annually designate the auditor without requiring competitive bids.

- B) 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 \$56,936.00 for Contract No. 1011-073 titled Carson City Public Works Solar Photovoltaic System to Reliant Electric. (*Sandy Scott-Fisher*)

Staff Summary: The Solar Photovoltaic System project consisted of installing a complete and turnkey Solar Photovoltaic System at the Public Works Facility, including: furnishing the solar photovoltaic array including solar panels, conduit, and solar panel racking system on the Truck Shed roof; installing the inverter, bollards, and shaded enclosure adjacent to the Truck Shed; installing wiring in the existing conduits tracing back to the main switchgear; installing the electric net meter and other necessary appurtenances; installing a data acquisition system and displays at the Public Works and City Hall lobbies; and coordinating interconnection activities with the local utility company.

8-4. District Attorney

Action to approve pursuant to Section 3.070(3) of the City Charter an independent contractor agreement between the District Attorney and the law firm of Armstrong Teasdale, LLP., for Special Deputy District Attorney services to represent the Public Works Department in contract matters primarily involving a cost-overrun claim by Peek Construction Company dba E. Camino Construction in the North-South Water Transmission Main Project-Phase I. (*Randal Munn and Andrew Burnham*)

Staff Summary: Peek Construction Company (PCC), dba E. Camino Construction, was awarded a \$1.9 million contract in early 2010 to construct the North/South Transmission Main Phase I project which was to be completed September 1, 2010. The project achieved substantial completion on January 7, 2011.

During the construction of the project PCC encountered groundwater along Hells Bells Road and dewatering methods were employed by PCC to excavate the trench area and install the required waterline. All bidders were informed to expect to encounter water. PCC is demanding bid-cost overrun compensation for the cost of dewatering and other alleged damages of \$1.7 million, which requires an aggressive defense by the City.

8-5. Fire

Action to adopt a resolution adopting and approving the Carson City Hazard Mitigation Plan and other matters properly related thereto. *(Stacey Giomi)*

Staff Summary: This Plan identifies and evaluates specific hazards that can affect Carson City. The Plan offers supporting documentation from subject matter experts and identifies mitigation strategies that can be implemented to reduce the impact of those identified hazards upon the community.

8-6. City Manager

Action to reappoint Carole Brewer, Terrill Ozawa, and Roy Trenoweth to the Shade Tree Council to two year terms that will expire on January 1, 2013. *(Larry Werner)*

Staff Summary: CCMC Chapter 2.18.020 provides for seven members of the Shade Tree Council. There are three vacancies to be filled on the Shade Tree Council due to expiring terms. The Council has interviewed the applicants and recommends the reappointment of Carole Brewer, Terrill Ozawa, and Roy Trenoweth.

(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. Action on Approval of Minutes - February 3, 2011

12. Public Works - Business License

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.

13. Action to Adjourn as the Liquor and Entertainment Board

14. Reconvene as the Board of Supervisors

Ordinances, Resolutions, and Other Items

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

16. City Manager

Presentation and report on Nevada Division of Forestry's wildland fire management activities in Carson City. (*Michael Klug*)

Staff Summary: Michael Klug, Fire Management Officer for the Nevada Division of Forestry will discuss the activities of the Sierra Forest Protection District in regards to fuels management, fire prevention and fire suppression.

17. Finance

Presentation by the Carson City Municipal Golf Corporation of a status update of activities at the Eagle Valley Golf Course. (*Nick Providenti and Larry Werner*)

Staff Summary: Carson City entered into a Lease Agreement with Carson City Municipal Golf Corporation (CCMGC) to operate the City's golf course in July, 1997. The lease was renewed on May 2, 2002 for 5 years with rolling renewals. Representatives from CCMGC will appear before the Board to provide an update on the facility and current operations of the Eagle Valley Golf Course.

18. Public Works - Planning and Zoning

- A) Action to approve a request for a two-year extension of the Final Map for a Planned Unit Development known as Ross Park, which consists of 23 detached dwelling units on 1.24 acres with 36% of the subject site devoted to open space, located at 4749 Snyder Avenue, APN 009-193-01. (TPUD-07-010) (*Lee Plemel*)

Staff Summary: The current Planned Unit Development approval will expire on March 15, 2011. This request would extend the Final Map March 15, 2013 to allow time for coordination of the project and for the housing market to improve.

- B) Action regarding an appeal of the Planning Commission's denial of a Special Use Permit for variations of height, setback and noise standards pursuant to 18.05.080 for the installation of a wind energy tower at 160 feet and a request to lower the proposed height to 111 feet, on property zoned Single Family 6000 (SF6), located at 7300 Schulz Dr., APN 010-671-02. (MISC-11-009/SUP-10-114) (*Lee Plemel*)

Staff Summary: The Planning Commission denied a Special Use Permit for the installation of a wind energy tower at 160 feet. The applicant is proposing to lower the height of the wind energy tower to 111 feet. Decisions of the Planning Commission may be appealed to the Board of Supervisors. The Board of Supervisors may uphold, modify or reverse the Planning Commission's decision.

19. Public Works

Staff Report Regarding the Waste Water Reclamation Plant. (*Andy Burnham*)

Staff Summary: Staff and Carollo Engineer's will give a presentation on the condition and planned future improvements to the Waste Water Reclamation Plant (WWRP).

20. District Attorney

Action to adopt Bill No. 102, on second 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 provide 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 19.031, NRS 4.071 and NRS 19.0312. Over time other entities, that qualify to share in such fees, have 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.

21. City Manager

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 month’s report, staff will review various measures included in the City Operations Scorecard. 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 January 31, 2011. Staff will also provide an overview of statistical data related to the public sector employment and the business sectors included in the Health and Education Sectors super sector.

22. 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

23. 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 24, 2011