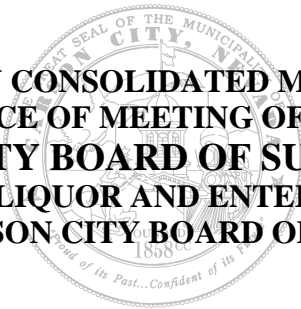


**CARSON CITY CONSOLIDATED MUNICIPALITY
NOTICE OF MEETING OF THE
CARSON CITY BOARD OF SUPERVISORS
AND CARSON CITY LIQUOR AND ENTERTAINMENT BOARD
AND CARSON CITY BOARD OF HEALTH**



Day: Thursday
Date: March 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 - Doug Stewart, St. Teresa’s Catholic Family**
4. **Pledge of Allegiance**
5. **Action on Approval of Minutes - February 17, 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. The Mayor, or the Mayor Pro-Tem, retains discretion to only provide for public comment under this general item and not call for or allow individual-item public comment at the time of any Boards' consideration of any item on the agenda involving: 1) an off-site tour by the Board; or 2) any person’s or entity’s due process appeal or hearing rights provided by statute or the Carson City Municipal Code.

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 correction/increase of the taxes for the 2009/10 and 2010/11 tax years for parcel numbers 008-303-03 and 008-303-25 (located at 3363 and 3369 Hwy 50 East) per NRS 361.765 in the amount of \$2904.00. (*Kimberly Adams*)

Staff Summary: Due to a clerical error, parcel numbers 008-303-03 and 008-303-25 (located at 3363 and 3369 Hwy 50 East) received the 3% tax cap for both the 2009/10 and 2010/11 year. These properties are both commercial properties but have a small portion that is used as a residence. Only 8% of parcel number 008-303-03 qualified for the 3% tax cap, the remaining 92% should have increased by the alternate tax cap. Only 3% of parcel number 008-303-25 should have increased by the 3%, the remaining 97% should have increased by the alternate tax cap. The Assessors/Treasurer office is asking that the taxes be adjusted to reflect the correct amount under AB489. The 09/10 taxes will be increased by \$1,015.77 and the 10/11 taxes will be increased by \$1,888.23.

8-2. Sheriff

Action to approve the closure of Bank of America checking account 4964882069 and the transfer of funds to the Controller Trust. (*Ken Furlong*)

Staff Summary: This bank account was used to process funds through the Civil Division of the Sheriff's Office. It has been inactive for over 10 months. Research on all outstanding checks is complete and the funds are ready for transfer to the Controller Trust. No further transactions are expected in this account. A replacement account has been opened and is now active.

8-3. Purchasing and Contracts

Action to approve Contract No. 1011-166 is a contract for items which may only be contracted from a sole source and therefore not suitable for public bidding pursuant to NRS 332.115 for the purchase of a AMH sorter from Envision Ware for a not to exceed cost of \$59,455.00 to be funded from the Library Gift Fund and Professional Services Fund as provided in FY 2010/2011. (P.O. # 2011-068) (*Sandy Scott-Fisher*)

Staff Summary: Radio frequency identification (RFID) is a generic term that is used to describe a system that transmits the identity (in the form of a unique serial number) of an object using radio waves. Unlike UPC bar-code technology, RFID technology does not require contact or line of sight for communication. The Library implemented the checkout portion of RFID last summer but was waiting for newer cheaper technology for the second phase. The technology is now available and affordable for automated materials handling (AMH) that will sort returned library materials.

Carson City Library is purchasing an RFID (Radio Frequency Identification) 3-bin single piece scalable sorter solution for check in that will seamlessly integrate with the Polaris Library System ILS and Envisionware RFID circulation solution currently in place. The solution must be able to read current Envisionware Data model and future models based on the adoption of the ISO/NISO Library RFID Data Model. The solution must be able to support the return of non-RFID materials (barcoded) to the patron.

8-4. City Manager

Action to ratify the approval of bills and other requests for payments by the City Manager for the period of February 9, 2011 thru March 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.

8-5. Finance

Action to accept the report on the condition of each fund in the treasury through March 9, 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 March 9, 2011.

8-6. Parks and Recreation - Open Space

Action to follow the recommendation of the Open Space Advisory Committee to authorize the Mayor to sign a “deed of correction” pertaining to the Vidler Water Company’s 39-acre parcel donation for APN’s 10-681-01 and 10-681-02 to Carson City. (*Juan Guzman*)

Staff Summary: This deed of correction will serve to clarify that Carson City received a donation of lands only, not including water rights that are to be separated and kept by Vidler Water Company.

8-7. First Judicial District Court

Action to approve the Resolution for Interlocal Contract effective July 1, 2011 to June 30, 2014 between the State of Nevada acting by and through its Department of Health and Human Services Division of Welfare and Supportive Services and the First Judicial District Court of the State of Nevada in and for Carson City and Storey County and the City of Carson City. (*Max Cortes*)

Staff Summary: On September 6, 2007, the Board of Supervisors approved an Interlocal contract between the State of Nevada acting by and through its Department of Health and Human Services, Division of Welfare and Supportive Services, the First Judicial District Court and Storey County and the City of Carson City to recruit and appoint court masters to hold child support hearings and other matters properly related thereto. The current Interlocal Contract expires June 30, 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. Action on Approval of Minutes - February 17, 2011

12. Public Works - Business License

- A) Action to approve Paul Bonaldi as the liquor manager for an on-premise/package liquor license for Coco Dolce (Liquor License #11-27512) located at 1910 College Pkwy Ste 130, Carson City. (*Lena Tripp*)

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

- B) Action to approve Jeff Smeath and John Small as the liquor managers for a beer/wine liquor license for the Golden Nickel (Liquor License #11-27497) located at 444 E. William St., Carson City. (*Lena Tripp*)

Staff Summary: All liquor license requests are to be reviewed by the Liquor Board per CCMC 4.13. Jeff Smeath and John Small are applying to be listed as the liquor managers on the liquor license. John Small is currently the liquor manager at Slotworld located at 3879 Hwy 50 E. and Slotworld's Cabaret located at 324 E. Winnie Ln. 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

Discussion and action with respect to BDR S-646 which concerns the permissible use of proceeds of certain local sales and use tax by Carson City by modifying the City's Charter. (*Larry Werner*)

Staff Summary: BDR S-646 proposes a change to the City's Charter which would limit the Board's ability to expend funds collected under "Quality of Life." The proposed modifications state: The proceeds from the tax imposed pursuant to this article and the interest and other income earned on the proceeds of the tax must not be: (a) Used to pay any administrative costs, regardless of whether those administrative costs are associated with an activity described in subsection 2. (b) Deposited or transferred into any fund of Carson City other than the fund created pursuant to section 8A.12.

As drafted, this legislation would prohibit the assessment of indirect costs to the Quality of Life funds. As a part of the City's Fiscal policy, a Full Cost Allocation Plan (Plan) is prepared annually and approved by the Board of Supervisors. For the last several years, the firm of Mahoney Associates Consulting, LLC has prepared the City's cost allocation plan. The Plan for FY 11/12 was completed on January 26, 2011 and adopted by the Board on February 3, 2011.

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. Recess as Board of Supervisors

Board of Health

19. Call to Order & Roll Call – Board of Health

20. Action on Approval of Minutes - December 16, 2010

21. Health and Human Services

- A) Director's report regarding Carson City Health and Human Services (CCHHS) activities. (*Marena Works*)

Staff Summary: Provide updates on services and activities within CCHHS. This is an opportunity to inform the Board of Health of current activities, programs, services, and direct development within CCHHS.

- B) Program Manager update on the nursing program at CCHHS. (*Veronica Galas*)

Staff Summary: Provide updates on services and activities within CCHHS. This is an opportunity to inform the Board of Health of recent and current activities within the nursing program.

- C) Discussion and action to adopt revised By-Laws for the Carson City Board of Health. (*Marena Works*)

Staff Summary: During the September 2010 Board of Health (BOH) meeting, developing BOH By-laws was identified as one of 5 top priorities for the BOH. By-laws were therefore drafted and presented at the December 2010 BOH meeting. During that meeting several suggestions were given in regards to the presented by-laws. Those suggestions are integrated into this amended version of the by-laws are now presented to the Board for approval.

- D) Review of the results from the local public health system performance assessment conducted in September and December of 2010. (*Marena Works*)

Staff Summary: Two community meetings were held in September and December of 2010 to conduct a local public health performance assessment. This priority list is being provided to the board as information only.

- E) Review of the matrix developed from recommendations provided by the Humane Society of the United States report. (*Marena Works*)

Staff Summary: Last July, the Humane Society of the United States (HSUS) conducted a voluntary, on-site visit of the animal services facility. The City Manager appointed an Animal Services Advisory Board to review the report and develop a list of priorities from the reports recommendations. This priority list is being provided to the board as information only.

- F) Tour of the Animal Services facility. (*Marena Works*)

Staff Summary: Many changes are taking place at the animal services facility. This tour gives an opportunity for the Board of Health to view the current facility and condition of the kennels and grounds.

EVENING SESSION – 5:30 P.M.

22. Action to Adjourn as the Board of Health

23. Reconvene as the Board of Supervisors

24. City Manager

Presentation of applications for annual funding of Carson City Community Support Services and action to allocate funds for Fiscal Year 2011-2012. (*Larry Werner*)

Staff Summary: Carson City greatly benefits from the valuable assistance of various non-profit community organizations. Applicants will have an opportunity to give a brief presentation. The Board of Supervisors will decide on the allocation of funds.

25. 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: March 10, 2011