



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

Day: Thursday
Date: September 15, 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 - Ken Haskins, First Christian Church**
- 4. Pledge of Allegiance**
- 5. 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 a public comment 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.

- 6. For Possible Action: Adoption of Agenda**
- 7. Special Presentation**

Presentation of a proclamation for Poverty Awareness Week, September 26 - October 2, 2011. (*Brenda Silis, Capital City Circles Initiative; Joyce Buckingham, Ron Wood Family Resource Center; Jim Peckham, F.I.S.H.; Stephanie Gardner, Food For Thought*)

- 8. Sheriff & Fire Chief**

Information only: Debriefing on the September 6, 2011 shooting incident.

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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. Parks and Recreation

For Possible Action: To submit an amended Land & Water Conservation Fund (L&WCF) grant application to the State of Nevada, Division of State Parks, for additional funds to assist with the installation of an overhead nighttime lighting system at the BMX Track in the Edmonds Sports Complex. (Vern Krahn)

Staff Summary: The estimated project costs for the BMX Track Lighting Project have increased and City staff is seeking additional grant funds to complete the project. Currently, the City has a \$58,500 grant through the Land & Water Conservation Fund (L&WCF) for this project. The L&WCF is in a new grant cycle and is accepting applications for qualified projects. City staff is requesting permission from the Board of Supervisors to apply for additional L&WCF funds to assist with completing this project.

9-2. Public Works

A) For Possible Action: To approve the extension of time to complete the Waterfall Fire Watershed Improvements – Phase 3 from various dates stated in the NRCS agreement to those dates on the agreement amendment form of March 2, 2012 and April 2, 2012. (Robert Fellows)

Staff Summary: The Waterfall Fire Watershed Improvements – Phase 3 agreement extension allows the project to be completed within a reasonable time frame based on the uncertainty of constructing improvements in the fall and early winter.

B) For Possible Action: To approve Dedication of Land for Public Right of Way Purposes from property owner Carson City to Carson City for 823 square feet from APN 002-172-13, for a portion of Roop Street. (Jeff Sharp)

Staff Summary: The recently completed Roop Street Widening Phase 2 project resulted in a small area of sidewalk improvements encroaching onto the existing Library property to accommodate construction of a JAC bus shelter. The possible action will result in dedication of a small portion of Carson City owned property to Roop Street right of way.

9-3. Finance

For Possible Action: To accept the report on the condition of each fund in the treasury through September 6, 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.

9-4. City Manager

For Possible Action: To ratify the approval of bills and other requests for payments by the City Manager for the period of August 10, 2011 thru September 6, 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.

(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. Recess as Board of Supervisors

Board of Health

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

13. Health and Human Services

A) For Possible Action: Report, discussion and possible direction to staff regarding the Director's report on Carson City Health and Human Services (CCHHS) activities. *(Marena Works)*

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

B) For Possible Action: Report and possible action to accept the staff report by the Women, Infants and Children (WIC) program. *(Marena Works)*

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

C) For Possible Action: To change the date of the December, 2011 Board of Health meeting from December 15, 2011 to December 1, 2011. *(Marena Works)*

Staff Summary: At the request of the health officer, Dr. Susan Pintar, staff is asking to change the date of the December Board of Health meeting currently scheduled for December 15th. Dr. Pintar will be out of town on December 15th and requested this change so she will be able to attend.

14. For Possible Action: To Adjourn as the Board of Health

15. Reconvene as the Board of Supervisors

16. Purchasing and Contracts

For Possible Action: To authorize Carson City Public Works Staff to purchase equipment to be used by a local government agency at a discount, therefore, not suitable for public bidding pursuant to NRS 332.146. This request is to purchase equipment from Auction, closeout and bankruptcy sales; or sale of merchandise left after exhibitions that Public Works staff are planning to attend in the next few months for a not to exceed cost of \$1,050,000.00 to be funded from various accounts as provided in FY 2011/2012. (File No. 1112-101) (*Kim Belt*)

Staff Summary: Public Works staff is planning on attending several Exhibitions within the next few months and would like to purchase Demonstration Equipment at offered discounted rates at the Trade Shows, by Exhibitors who do not want to return with the Demonstration Equipment. Equipment to be purchased includes, but is not limited to: landfill equipment, sewer cleaning equipment, and street repair equipment.

17. Finance

Public hearing on the intent of Carson City, Nevada to issue general obligation (limited tax) bonds (additionally secured by pledged revenues) for the purpose of financing water projects and sewer projects for the City. (*Nick Providenti*)

Staff Summary: The City has determined that the bonds should be issued for the purpose of financing the cost to acquire, construct, improve and equip water projects as defined in NRS 244A.056 (the “Water Project”) and cost to acquire, construct, improve and equip sewerage projects as defined in NRS 244A.0505 (the “Sewer Project”).

18. Public Works

For Possible Action: To approve or deny renaming of La Rue Lane to Pardini Drive. (*Jeff Sharp*)

Staff Summary: This item came before the Board of Supervisors previously on June 16, 2011. The Board postponed decision pending further research by staff as to the significance of the La Rue name. Staff has found no information one way or the other regarding whether or not the existing street name La Rue has any significance. It is reiterated that there were seven pieces of correspondence received by staff from neighboring property owners in opposition to the proposed name change

19. Public Works - Planning and Zoning

A) For Possible Action: To consider an appeal of the Planning Commission’s decision to allow a multi-family apartment on property zoned Residential Office (RO), located at 812 N. Division Street, APN 001-191-06. (SUP-11-042) (*Lee Plemel*)

Staff Summary: The Planning Commission approved a Special Use Permit to allow a multi-family apartment consisting of two, two-story, four-plex buildings (eight total units) in a Bungalow/Craftsman style, on property zoned Residential. 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.

- B) For Possible Action: To introduce, on first reading, an ordinance amending Carson City Municipal Code Title 17, Division of Land, Subdivision of Land, Chapter 17.06, Final Maps, Section 17.06.015, Time Limit For Recording, and Chapter 17.09 Planned Unit Development, Section 17.09.055 Time Limits for Filing Application for Final Approval, to modify the time limits for recording a final map in accordance with NRS. (ZCA-11-049) (*Lee Plemel*)

Staff Summary: The State Legislature amended NRS in 2009 to extend tentative subdivision map approvals from two to four years, with two year extensions rather than one year extensions. These provisions were to expire in 2013, but the Legislature adopted a bill in 2011 (AB 454) that eliminated the sunset of the extended time periods and made them permanent. The ordinance would implement the Legislative changes.

- C) For Possible Action: To introduce, on first reading, an ordinance amending Carson City Municipal Code Title 18, Zoning, Chapter 18.16, Development Standards, Division 7, Hillside Development, Section 7.6.7, Fire Protection, to delete references to the pamphlet entitled “*Wildfire Protection for Homeowners and Developers*” and replace it with guidelines in compliance with the Fire Department. (ZCA-11-050) (*Lee Plemel*)

Staff Summary: The code presently references a pamphlet for development in hillside areas. This pamphlet is no longer available. The guidelines presently used by the Fire Department would be used instead.

20. Board of Supervisors

Non-Action Items:

Status review of projects

– Public Works Waterline Project

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

EVENING SESSION – 5:30 P.M.

21. Recess as Board of Supervisors

Redevelopment Authority

22. Call to Order & Roll Call – Redevelopment Authority

23. City Manager

For Possible Action: To approve and direct staff to proceed with development of the Carson City Center project's proposed lease agreement and other necessary transaction documents for future consideration by the Redevelopment Authority as a restructured and simplified program and plan, which includes the H&K schematic design with the public pieces defined as: The Knowledge and Discovery Center, plaza and parking garage and related infrastructure; considering the use of redevelopment funds (\$11,300,000) for a portion of the project funding. (*Larry Werner*)

Staff Summary: The Carson City Center Advisory Committee recommended proceeding with the project by a vote of 8 ayes, 1 nay and 1 abstention. The project would be accomplished by using the mechanism of a not-for-profit entity comprised of representatives of the Board of Supervisors, the Library Board of Trustees, and the Mae B. Adams Trust. This entity will hold and contribute approximately 3 acres to the project.

24. For Possible Action: To Adjourn as the Redevelopment Authority

25. Reconvene as the Board of Supervisors

26. City Manager

For Possible Action: To approve and direct staff to proceed with development of the Carson City Center project's proposed lease agreement and other necessary transaction documents for future consideration by the Board as a restructured and simplified program and plan, which includes the H&K schematic design with the public pieces defined as: The Knowledge and Discovery Center, plaza and parking garage and related infrastructure; and including a public commitment to the project of a 1/8th-cent sales tax increase (\$12,000,000) or alternative funding as directed by the Board, redevelopment funds (\$11,300,000) or alternative funding as directed by the Board, and a one-time \$500,000 contribution from City utility funds. The remainder of the project is to be funded with the donation of the land, federal and private sources (\$26,000,000). *(Larry Werner)*

Staff Summary: The Carson City Center Advisory Committee recommended proceeding with the project by a vote of 8 ayes, 1 nay and 1 abstention. The project would be accomplished by using the mechanism of a not-for-profit entity comprised of representatives of the Board of Supervisors, the Library Board of Trustees, and the Mae B. Adams Trust. This entity will hold and contribute approximately 3 acres to the project.

27. Public Comment: The public is invited at this time to comment on any matter that is not specifically included on the agenda as an action item. No action may be taken on a matter raised under this item of the agenda.

28. For Possible Action: To Adjourn

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Agenda Management Notice - Items on the agenda may be taken out of order; the public body may combine two or more agenda items for consideration; and the public body may remove an item from the agenda or delay discussion relating to an item on the agenda at any time.
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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/agendas

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 Street

Date: September 8, 2011