



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

**Day:** Thursday  
**Date:** November 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 - 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: Approval of Minutes - October 6, 2011**
- 7. For Possible Action: Adoption of Agenda**
- 8. Special Presentations**
  - A) Presentation of a contribution of \$950 by AT&T to Alternative Sentencing for the graffiti abatement paint fund. (*Stephanie Tyler*)
  - B) Presentation of a proclamation for "Pancreatic Cancer Awareness Month," November 2011. (*Virginia & Stuart Jed, Pancreatic Cancer Action Network*)
  - C) Presentation of a proclamation recognizing the significance of the "Festival of Diwali" (*Rajan Zed, President of the Universal Society of Hinduism*)

- D) Presentation of the 2011 Christmas Tree Ornament to the First Presbyterian Church. (*Shelly Aldean*)

**9. 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. Assessor**

- A) For Possible Action: To approve the partial removal and refund of Real Property Taxes for Parcel Numbers 009-551-03 (900 Mallory Wy.), 009-551-08 (900 Fairview Dr.) and 009-551-31 (788 Fairview Dr.) for the 2011/12 tax year per NRS 361.065 in the amount of \$20,364.38. (*Kimberly Adams*)

Staff Summary: Assessor's Parcel Numbers 009-551-03 (900 Mallory Wy), 009-551-08 (900 Fairview Dr.) and 009-551-31 (788 Fairview Dr.) was purchased by Silver State Charter Schools on September 13, 2011. These properties are now exempt per NRS 361.065. The Assessor's Office is asking that the property tax be prorated from July 1, 2011 through September 13, 2011 and that the remaining amount be removed and refunded from the 2011/12 Real Property Tax Roll.

- B) For Possible Action: To approve the correction/decrease of the taxes for the 2010/11 and the 2011/12 tax year for Parcel Number 010-183-04 (4129 North View Dr.) per NRS 361.765 in the amount of \$111.74. (*Kimberly Adams*)

Staff Summary: Due to a clerical error Assessor's Parcel Number 010-183-04 (4129 North View Dr) should have been receiving the 3% tax cap for the 2010/11 and the 2011/12 fiscal year. The Assessor's office is requesting that the abatement be adjusted from 6.7% to 3.0% for the 2010/11 and 4.8% to 3.0% for the 2011/12 per NRS 361.765. This will result in a decrease to the Real Property tax rolls in the amount of \$40.86 (2010/11) and \$70.88 (2011/12), for a total of \$111.74.

**9-2. Finance**

For Possible Action: To accept the report on the condition of each fund in the treasury through October 25, 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.

**9-3. Purchasing and Contracts**

For Possible Action: To approve Lease Agreement Number 1112-132 to lease a portion of the parking lot at 777 E. William Street to be used by Library staff and volunteers for \$1,950.00 per year effective through August 31, 2015, from the General Fund Library Account as provided in FY 2011/2012. (*Kim Belt*)

Staff Summary: Lease Number 0708-042 expired on August 31, 2010.

**9-4. Public Works**

- A) For Possible Action: To adopt a resolution approving and authorizing the Mayor to sign the Joint Funding Agreement for Water Resource Investigations, Carson City and the U.S. Department of the Interior U.S. Geological Survey. *(Andy Burnham)*

Staff Summary: Adoption of the resolution approving this agreement will allow continuation for receiving critical stream flow data. This data is essential for Public Works to properly utilize surface water rights, plan and monitor the conjunctive use program and maintain compliance with the Alpine Decree. Carson City's share of the cost is \$48,050.

- B) For Possible Action: To adopt a resolution approving and authorizing the Mayor to sign Lease Amendment #1 to an Interlocal Agreement by and between Carson City and the State of Nevada, Division of State Lands, and the State Land Registrar, for and on behalf of the Department of Corrections, for lease of property for a sewage lift station. *(Andy Burnham)*

Staff Summary: Adoption of the resolution approving this amendment will increase the annual lease payment for 3,874 square feet of State owned property from \$250.00 to \$280.00 per year. The site is where the South Sewage Lift Station is located which conveys wastewater from the southern area of Carson City to the Waste Water Reclamation Plant. There has not been an increase in this fee since the initial agreement approval in November of 1996.

**9-5. Parks and Recreation**

For Possible Action: To accept two reports for the Nevada Stateline-to-Stateline Bikeway Project: 1) The completion of the Feasibility Study, and 2) The Decision Notice and Finding of No Significant Impact for the South Demonstration Project Environmental Assessment. *(Ann Bollinger)*

Staff Summary: In February 2011, staff and Ms. Karen Mullen, Project Manager, presented the above two documents to the Board of Supervisors and requested comments. The Feasibility Study Report, which provides an analysis of alternative alignments for the broader Nevada Stateline-to-Stateline Bikeway, incorporated the public comments accepted through February 15, 2011 and is completed. Comments heard at public hearings on the Draft Environmental Assessment (EA) that address environmental issues or the adequacy of the Draft EA were responded to in writing as part of the Final EA document. The Decision Notice and Finding of No Significant Impact was issued on June 20, 2011 with no appeals.

*(End of Consent Agenda)*

**10. Recess as Board of Supervisors**

**Liquor and Entertainment Board**

**11. Call to Order & Roll Call – Liquor and Entertainment Board**

**12. For Possible Action: Approval of Minutes - October 6, 2011**

**13. Public Works - Business License**

- A) For Possible Action: To approve Jenjira Rodboon as the liquor manager for Sushi Delight (Liquor License #12-27649) located at 111 E. Telegraph St., Carson City. *(Jennifer Pruitt)*

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

- B) For Possible Action: To approve Richard Gardner as the liquor manager for The Red Hut Cafe (Liquor License #12-27755) located at 4385 S. Carson St., Carson City. (*Jennifer Pruitt*)

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

**14. For Possible Action: To Adjourn as the Liquor and Entertainment Board**

**15. Reconvene as the Board of Supervisors**

**Ordinances, Resolutions, and Other Items**

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

**17. Health and Human Services**

For Possible Action: To adopt a resolution accepting an inter-local agreement in the amount of \$539,989 from the Nevada State Health Division Bureau of Child, Family & Community Wellness. This contract will be effective to August 31, 2013 and will be used for personnel and operating expenses to create a strategic plan to implement billing within Nevada local health departments. (*Marena Works*)

Staff Summary: The funding, which originates from the Centers for Disease Control (CDC), for this agreement will be used to support 3 FTE's and 1 PTE to develop a strategic plan for billing insurance companies for immunizations at the three (3) local health departments in Nevada. Currently, billing private insurance for immunizations in a health department setting is problematic. The inter-local agreement directs Carson City Health and Human Services to develop a plan that will overcome the current obstacles. In the long term, this will lead to increased revenue for immunization services and help us sustain a biller after the inter-local funds expire.

**18. Parks and Recreation**

For Possible Action: To approve the funding allocations of approximately \$1,975,106 to Douglas County and \$1,625,422 to Washoe County from the voter-approved State Question 1 for the Tahoe Bike Path and allocated to Douglas County, Washoe County and Carson City. (*Ann Bollinger*)

Staff Summary: The legislation for the voter-approved bond granted \$5 million to Douglas County, Washoe County, and Carson City. Understanding that \$5 million would not build the 30+ mile bikeway but provide matching funds to jump start the project, the three counties entered into an Interlocal Agreement to work together. The State Question 1 award, as well as other grants, have and will fund several planning documents including the Feasibility Study Report, South Demonstration Project Environmental Assessment, North Demonstration Project Environmental Assessment, and design and construction on both segments.

**19. Board of Supervisors**

Non-Action Items:

- Status review of projects
  - Capital Projects Status Report
- 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

**20. 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.

**21. 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](http://www.bactv.org).*  
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*This agenda and backup information are available on the City’s website at [www.carson.org/agendas](http://www.carson.org/agendas)*  
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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 Street

**Date: October 27, 2011**