



**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: December 1, 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 - Ron Torkelson, Seventh Day Adventist 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 - September 19, 2011 and November 3, 2011**
- 7. For Possible Action: Adoption of Agenda**
- 8. Special Presentation**

Presentation to the Mayor and Board of Supervisors of the American Planning Association Nevada Chapter's award for Outstanding Cultural or Environmental Plan, awarded to Carson City for the Carson City Vital Community Act. (*Lee Plemel and Juan Guzman*)

- 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.

9-1. Sheriff

For Possible Action: To approve the Department of Homeland Security Grant FFY08-Mobile Command – Digital Forensics, in the amount of \$43,700. (*Sheriff Furlong*)

Staff Summary: This grant will enhance the capabilities of the Carson City Sheriff's Office, Investigative Division. The grant will purchase much needed equipment that will allow us to keep up to date with the growing technology in the Digital Forensic Field. The grant will fund equipment that will be used in the crime lab as well as in Investigations. Some of the equipment will be used to bring a mobile command trailer operational with computers, communications equipment and mobile forensic equipment that will allow us to conduct digital forensic examinations in the field. This additional equipment will also enhance our capabilities of conducting forensic examination of mobile devices. This grant also has funding for additional training in the mobile forensic field.

9-2. Finance

For Possible Action: To accept the report on the condition of each fund in the treasury through November 21, 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. Public Works

- A) For Possible Action: To recommend that the Nevada State Engineer approve Water Applications 81135, 81136, 81145, 81146, 81147, 81148, 81149 and 81150 for approval to allow water to be delivered across county lines. (*Andy Burnham*)

Staff Summary: These Applications propose to deliver water across county lines utilizing existing water pipeline interties and independent agreements between Carson City, Lyon County, Douglas County and the Town of Minden.

- B) For Possible Action: To recommend that the Nevada State Engineer approve Water Applications 81106 and 81107 for approval change the point of diversion and place of use within Carson City and to allow water to be delivered across county lines. (*Andy Burnham*)

Staff Summary: These Applications propose to move the water from Clear Creek Mobile Home Park to Carson City Well No. 9. Carson City's applications to move water within Eagle Valley includes the Dayton portion of the Lyon County Utilities Service area in the place of use as a result of the existing water pipeline intertie and agreement between Carson City and Lyon County.

- C) For Possible Action: To approve and authorize the Mayor to sign the Joost Ash Canyon Creek Lease Agreement. (*Andy Burnham*)

Staff Summary: This agreement is for the lease of all or a portion of Ash Canyon Creek that is owned and controlled by Joost Land and Cattle Company, Inc., for calendar year 2012, for the sum of \$1.00.

9-4. Parks and Recreation

For Possible Action: To adopt and approve a resolution for a time extension from a previous funding agreement between Carson City and the State of Nevada, Department of Conservation and Natural Resources, Division of State Lands, for park improvements at Carson River Park. (*Roger Moellendorf*)

Staff Summary: On September 21, 2006, the Board of Supervisors approved a project funding agreement with the State of Nevada, Department of Conservation and Natural Resources, Division of State Lands, for the City to receive a Question 1 Program grant for park improvements at Carson River Park. City staff is requesting the Board of Supervisors to approve a time extension for staff to complete the project.

(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. Clerk/Recorder

For Possible Action: To adopt a resolution directing the Carson City Clerk-Recorder to file for recordation a map entitled “CARSON CITY NEVADA OFFICIAL WARD MAP” to establish the four new reapportioned Board of Supervisors’ Ward boundaries. (*Alan Glover*)

Staff Summary: Every ten years the Board of Supervisors must reapportion the Wards.

12. Public Works - Planning and Zoning

For Possible Action: To adopt Bill No. 120, on second reading, an ordinance amending Carson City Municipal Code Title 18 Appendix – Development Standards, Division 4, Signs, Section 4.8, Requirements for Billboards and Off-Premises Signs, by adding a new Subsection 4.8.7, Off-Premises Signs on City Bus Shelters, to allow advertising on passenger bus shelters subject to specific criteria. (ZCA-11-051) (*Lee Plemel*)

Staff Summary: The proposed amendment will provide for advertising displays that are approximately four feet in width and six feet in height, and attached to existing or future transit shelters that are already positioned in the public right-of-way as an amenity to transit customers. This amendment will allow Carson City RTC the ability to sell advertising on passenger shelters for the purposes of generating income that will partially off-set the operating subsidy being contributed by Carson City to support the Jump Around Carson transit system. Currently signage on any structure within the public right-of-way is prohibited.

13. Recess as Board of Supervisors

Board of Health

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

15. **For Possible Action: Approval of Minutes - June 16, 2011 and September 15, 2011**

16. **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 an update 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 presentation with possible action to accept the report by Emily Brown with the Nevada Public Health Foundation. (*Marena Works*)

Staff Summary: Emily Brown, a Performance Improvement Manager with the Nevada Public Health Foundation, will give an update on her involvement in public health accreditation activities and explain her role. The Nevada Public Health Foundation (NPHF) is a non-profit education organization that serves to strengthen public health in Nevada.

C) For Possible Action: Presentation with possible action to accept the draft Carson City Community Health Improvement Plan to be posted for public comment. (*Marena Works*)

Staff Summary: A local health department cannot be effective unilaterally. Accreditation standards would have us partner with other sectors and organizations to plan and share responsibility for community health improvement. The community health improvement plan shows participation by community partners, contains data from the community health assessment, has evidence that stakeholder discussions were held and shows evidence that participants developed a set of priority community health issues.

D) For Possible Action: To accept a report on donations received since the last Board of Health meeting for Animal Services. (*Marena Works*)

Staff Summary: Donations are made on a regular basis to support various functions at animal services. This report will specify what monetary donations were made and what stipulations, if any, they gifts carry.

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

Redevelopment Authority

18. **Call to Order & Roll Call – Redevelopment Authority**

19. **Office of Business Development**

A) For Possible Action: To adopt and recommend to the Board of Supervisors the adoption of a Resolution amending Resolutions 2003-RAR-2 and 2003-R-37 to re-establish the Carson City Redevelopment Authority Citizens Committee and continue the suspension of Redevelopment District incentive programs for small, private redevelopment projects. (*Lee Plemel*)

Staff Summary: The Redevelopment Authority and Board of Supervisors previously identified their desire to consider amending the Redevelopment Authority Citizens Committee (RACC) membership to include representatives from Redevelopment Area 2 (South Carson Street) in addition to Redevelopment

Area 1 (Downtown). Currently, RACC only consists of representatives from Area 1. The Resolution also addresses various Redevelopment District programs that are within the authority of the RACC to review and make recommendations to the Redevelopment Authority and Board of Supervisors.

- B) For Possible Action: To approve amendments to the Redevelopment Authority Citizens Committee Bylaws. (*Lee Plemel*)

Staff Summary: The Redevelopment Authority Citizens Committee Bylaws set forth the general policies, procedures, and duties of the Committee. The RACC Bylaws require approval of amendments by the Redevelopment Authority. The primary purpose of the proposed amendments is to bring them into compliance with the revised RACC membership also being considered by the Redevelopment Authority.

- C) For Possible Action: To amend the Carson City Redevelopment Authority Policies and Procedures regarding financial assistance for special events, including application process, application requirements, and application review criteria. (*Lee Plemel*)

Staff Summary: The Redevelopment Authority and Board of Supervisors previously identified the need to modify the procedures for accepting and reviewing applications for funding special events with the Redevelopment District. The proposed amendments set forth the procedures for filing an application, the required information to be submitted with an application, and the criteria by which the Redevelopment Authority reviews applications for special event funding.

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

21. Reconvene as the Board of Supervisors

22. Office of Business Development

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23. Clerk/Recorder

For Possible Action: To introduce, on first reading, an ordinance amending Carson City Municipal Code Title 2, Administration and Personnel, Chapter 2.02 Board of Supervisors, by amending section 2.02.010 Ward Boundaries by deleting the existing ward descriptions and establishing that the four contiguous voting ward boundaries shall be adopted by resolution of the Board of Supervisors in the CARSON CITY NEVADA OFFICIAL WARD MAP to be filed and recorded with the Office of the Carson City Clerk Recorder, and other matters properly related thereto. (*Alan Glover*)

Staff Summary: Every ten years the Board of Supervisors must reapportion the Wards.

24. City Manager

For Possible Action: To appoint two members to the Open Space Advisory Committee, one member to fill a term that will expire January 2012 and one member to fill a term that will expire January 2013. (Larry Werner)

Staff Summary: CCMC Chapter 13.06.040 provides for the Board of Supervisors to appoint seven members to the Open Space Advisory Committee that serve staggered four year terms. There are two vacancies due to two member's resignations. There are three applicants for these two positions: Tom Baker; Margie Evans; and Donna Inversin.

25. 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

26. 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.

27. 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
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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: November 23, 2011