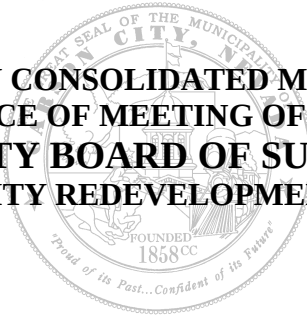


**CARSON CITY CONSOLIDATED MUNICIPALITY
NOTICE OF MEETING OF THE
CARSON CITY BOARD OF SUPERVISORS
AND CARSON CITY REDEVELOPMENT AUTHORITY**



Day: Thursday
Date: May 15, 2014
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 Comment:****
The public is invited at this time to comment on and discuss any topic that is relevant to, or within the authority of this public body.
6. **For Possible Action: Approval of Minutes** - February 20, 2014
7. **For Possible Action: Adoption of Agenda**
8. **Special Presentations**
 - A) Presentation of Length of Service Awards for City Employees. *(Melanie Bruketta)*

Staff Summary: Once a month the Mayor and Board of Supervisors present length of service certificates to employees for 5, 10, 15, 20, 25, and 30 years of City service.
 - B) Presentation of the 2014 Historic Preservation Awards. *(Jed Block & Susan Dorr Pansky)*
 - C) Presentation of a proclamation for “National Public Works Week,” May 18-24, 2014. *(Darren Schulz)*
9. **Consent Agenda**

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. Fire

For Possible Action: To authorize Carson City to submit a grant application in the amount of \$141,353 to the U.S. Department of Homeland Security – Federal Emergency Management Agency’s Pre-Disaster Mitigation Grant program. *(Stacey Giomi)*

Staff Summary: This grant request will be used to update the Carson City Multi-Hazard Mitigation Plan. This plan is required by the federal Disaster Mitigation Act of 2000. In order for a community to be eligible for pre, post, and active disaster funds through FEMA this plan must be updated every 5 years. The grant will require a 25% match (\$35,338.25) by the City.

9-2. Finance

For Possible Action: To accept the report on the condition of each fund in the treasury and the statements of receipts and expenditures through May 6, 2014 per NRS 251.030 and NRS 354.290. *(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. NRS 354.290 requires the County Auditor to report to the Board of Supervisors a statement of revenues and expenditures based on the accounts and funds as were used in the budget. A more detailed accounting is available on the City’s website – www.carson.org.

9-3. Public Works

For Possible Action: To approve the relinquishment of an easement described in Recorded Document # 237619, located on APN 010-281-46 east of Bigelow Drive. *(Darren Schulz)*

Staff Summary: The subject easement is located east of Bigelow Drive and south of Snyder Ave on APN 010-281-46, owned by the State of Nevada. The easement was created in 1999 for a waterline to provide water service to the Edmonds Sports Complex. The waterline was ultimately constructed in a different alignment, rendering this easement unnecessary.

9-4. Purchasing and Contracts

- A) For Possible 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 \$98,638.23 for Contract No. 1213-180 titled Wastewater Reclamation Plant digester Rehabilitation Project – Phase I Rebid to Geney/Gassiot, Inc. *(Kim Belt)*

Staff Summary: Carson City received sealed bids for all labor, materials, tools and equipment necessary for the Wastewater Reclamation Plant Digester Rehabilitation Project – Phase I Rebid. The project consisted of digester cleaning and preparation including the removal of the digester contents, screening and mechanical dewatering, hauling and disposal, odor control and wash-down; demolition of existing piping and appurtenances on top of the digester; demolition of the digester dome; possible repair of the interior digester walls; construction of a new digester dome; installation of new piping and appurtenances at the top of the digester; and repair to the concrete masonry unit wall.

- B) For Possible Action: To approve the first renewal of Contract 1112-142 for Ambulance Billing Services with Wittman Enterprises, LLC, through June 30, 2015, at a rate of 4.75% of collections with the option to renew for four (4) additional one (1) year periods subject to negotiation to be funded from the Fire Department Billing Charges Account as provided in FY 2014/2015. *(Kim Belt)*

Staff Summary: On May 17, 2012, the Board of Supervisors awarded Contract No. 1112-142 to Wittman Enterprises, LLC, to provide Ambulance Billing Services through June 30, 2014, with the option to renew annually for five (5) years, subject to negotiation at a rate of 4.75% of collections.

9-5. Carson City Airport Authority

For Possible Action: To approve the assignment of a sublease (100 ft by 150 ft) held by Dennis Buehn to Cactus Air Force LLC, under the terms of the sublease from Neil A. Weaver under the Carson City Airport Authority lease with Mentors Unlimited, Inc.; separation of the sublease into a standalone lease; and approval of the 5th Amendment to the Mentors Unlimited, Inc. lease for the area removed. *(Steve Tackes)*

Staff Summary: At a regular meeting of the Carson City Airport Authority on April 16, 2014, publicly noticed for that purpose, the Authority approved an assignment of an airport sublease from Dennis Buehn to Cactus Air Force LLC, and then, with the consent of the parties, separated the Cactus Air Force LLC sublease into a separate Airport lease so that payments are made directly to the Airport. At the same time, the Carson City Airport Authority approved the 5th Amendment to the Mentors Unlimited Inc. lease to remove the area that was the subject of the sublease.

9-6. Parks and Recreation - Open Space

For Possible Action: To follow the recommendations of the Open Space Advisory Committee to authorize the Mayor to sign a letter directed to Bureau of Land Management conveying concerns related to the management and stewardship of the Silver Saddle Ranch and Prison Hill Recreation Area. *(Juan Guzman)*

Staff Summary: On April 21, 2014, the Open Space Advisory Committee approved a recommendation to the Board of Supervisors that a letter be sent to the Carson City District Office, Sierra Front Field Office expressing concerns with deterioration of the facilities and resources at Silver Saddle Ranch and Prison Hill Recreation Area.

9-7. Courts

For Possible Action: To approve the First Judicial District Court proposed budgets for fiscal year 2015 in the amount of \$29,045.48 and fiscal year 2016 in the amount of \$29,814.03 for reimbursement from the State Child Support Enforcement Program. *(Max Cortes)*

Staff Summary: On April 24, 2014, the Board of Supervisors approved an Intrastate 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. In accordance with the Intrastate Interlocal contract, two years of budget requests for fiscal years 2015 and 2016 are required in order to receive reimbursement from the State of Nevada and to ensure budgets approved by the State are consistent with budgets approved by the Board of Supervisors.

9-8. City Manager

For Possible Action: To ratify the approval of bills and other requests for payments by the City Manager for the period of April 8, 2014 thru May 5, 2014. *(Marena Works)*

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. Courts

For Possible Action: To approve the Agreement between the First Judicial District Court, Carson City Justice and Municipal Court, Carson City and the Department of Alternative Sentencing (DAS) retroactive to July 1, 2013. *(Max Cortes & Tad Fletcher)*

Staff Summary: Pursuant to the Carson City Municipal Code Section 2.38, the Chief of the Department of Alternative Sentencing is appointed by the Board of Supervisors. The Department of Alternative Sentencing works very closely with the Courts in that they supervise and monitor court ordered defendants and litigants. The Chief has also been responsible for coordinating security coverage for the Courthouse and Juvenile Court in addition to other duties listed in the Agreement and in City Code.

12. City Manager

Presentation of their Annual Activities Report for the Operation of Public, Educational Government Access Programming by the Brewery Arts Center. *(John Shelton, Executive Director Brewery Arts Center)*

Staff Summary: The Board of Supervisors approved an agreement with the Brewery Arts Center (BAC) to provide public education and governmental access programming and services from July 1, 2012 through June 30, 2015.

13. Finance

For Possible Action: To introduce, on first reading, an ordinance authorizing the issuance of a Medium-Term Obligation to finance the cost of purchasing, upgrading, and replacing equipment and software necessary to operate the City's 911 enhanced telephone system, and the cost of improvements and equipment for the City's landfill; specifying the details for the "Carson City, Nevada, General Obligation (Limited Tax) Medium-Term Bond, Series 2014"; specifying the terms and conditions of such bond, the

method of paying the bond and its form; and providing other matters properly relating thereto. (*Nick Providenti*)

Staff Summary: This ordinance will authorize the issuance of the Carson City, Nevada, General Obligation (Limited Tax) Medium-Term Bond, Series 2014. The Board of Supervisors of the City has determined and hereby declares that the Medium Term Bond is necessary to finance the cost of purchasing, upgrading, and replacing the equipment and software necessary to operate the City's 911 enhanced telephone system, and the cost of improvements and equipment for the City's landfill.

14. District Attorney

For Possible Action: To adopt, on second reading Bill No. 108, an ordinance amending the Carson City Municipal Code Title 10 - Vehicles and Traffic, Section 10 Special Responsibilities of Vehicle Drivers and Owners, Section 10.25.060 - Driving While License Canceled, Suspended or Revoked-Suspended Sentences and Plea Bargaining Prohibited-Penalties by updating the Nevada Revised Statutes which pertain to driving under the influence of alcohol or a controlled substance in the section to reflect the changes made by the Legislature replacing and restructuring NRS Chapter 484 - Traffic Laws; and by adding the express language that the mandatory punishments listed do not apply when the revocation period has expired; and other matters properly related thereto. (*Tina Russom*)

Staff Summary: Currently, Title 10, Chapter 25 Section 10.25.060 driving while license canceled, suspended or revoked- suspended sentences and plea bargaining prohibited- penalties, cites to provisions of Chapter 484 of the NRS which have been re-numbered. This ordinance updates the NRS sections cited in the CCMC. As the sections of the NRS the CCMC currently cites have been replaced with new sections, the CCMC should reflect such changes.

15. Human Resources

For Possible Action: To approve the City Manager Employment Contract between Carson City Board of Supervisors and Nicholas F. Marano. (*Melanie Bruketta*)

Staff Summary: On May 2, 2014, the Board of Supervisors moved to appoint Nicholas F. Marano as the City Manager pending contract negotiations and possible approval of negotiable and non-negotiable contract terms by the Board of Supervisors. An agreement has been tentatively reached by the negotiating team for the City and Mr. Marano. This action is to approve the agreement.

16. Community Development - Planning Division

For Possible Action: To provide direction to staff regarding the possibility of using HOME Investment Partnership Program (HOME) funds from the Department of Housing and Urban Development for the development of transitional housing at 430 Jeanell Drive, APN 00-032-34. (*Lee Plemel*)

Staff Summary: Friends In Service Helping (FISH) staff approached Carson City staff regarding the possibility of developing a donated property on Jeanell Drive into transitional housing. According to the State of Nevada Housing Division, up to \$1 million in HOME funds may be available through the Department of Housing and Urban Development and could be used to demolish the current structure and construct a new facility. Carson City would be the recipient of the HOME funds, which includes 10% for administering the project. Carson City would be responsible for monitoring the project throughout the 20 year period of affordability.

17. City Manager

For Possible Action: To accept and provide direction to staff regarding a proposed tentative schedule to plan, design, and construct the projects identified in the recently approved one-eighth percent sales tax Plan of Expenditure including the animal services facility, multi-purposes athletic center (MAC), street and pedestrian improvements in the downtown area and Carson Street and William Street/Highway 50 East commercial corridors, and Community Center improvements. (*Marena Works, Lee Plemel & Andrew Burnham*)

Staff Summary: Staff will present a schedule for completing the proposed projects and may receive direction from the Board regarding various aspects of planning, design, and construction of those projects. The Board of Supervisors adopted the Plan of Expenditure for the proposed projects on April 17, 2014.

18. Parks and Recreation

For Possible Action: To direct Parks and Recreation Department and Public Works Department staff to consider Mills Park as an alternate site to the Boys & Girls Club of Western Nevada for the Multi-purpose Athletic Center (MAC). (*Roger Moellendorf*)

Staff Summary: With approval of the 1/8th of one-percent sales tax ordinance staff is ready to proceed with the completion of the design for the MAC project. However, there has been some discussion regarding the consideration of Mills Park as an alternate site for the MAC. Staff is requesting direction from the Board of Supervisors whether they want us to proceed with the present site at the Boys & Girls Club of Western Nevada or consider another site at Mills Park as an alternate.

19. Board of Supervisors

Non-Action Items:

Status review of projects

Internal communications and administrative matters

Correspondence to the Board of Supervisors

– Monthly Report on the Activities of the TRPA Governing Board (Submitted by Shelly Aldean)

Status reports and comments from the members of the Board

Staff comments and status report

– LUNCH BREAK –

– RETURN – APPROXIMATE TIME – 2:00 P.M. –

20. Recess as Board of Supervisors

Redevelopment Authority

21. Call to Order & Roll Call – Redevelopment Authority

22. Public Comment:**

The public is invited at this time to comment on and discuss any topic that is relevant to, or within the authority of this public body.

23. Community Development - Office of Business Development

- A) Presentation and discussion only regarding business development activities at the BRIC (Business Resource and Innovation Center). *(Michael Salogga)*

Staff Summary: At the request of the Board of Supervisors at a prior meeting the BRIC Business Development Manager will give a report on activities relating to training, counseling, and other business development activities.

- B) For Possible Action: To provide direction to staff regarding including a part-time BRIC front desk position in the General Fund or Redevelopment Fund in the preparation of the FY 2014-15 City budget. *(Lee Plemel)*

Staff Summary: The tentative FY 2014-15 Carson City budget was approved on April 24, 2014, including the funding of the part-time BRIC front desk position from the General Fund in the amount of \$14,603. During ensuing discussion regarding the Redevelopment Fund budget, it was suggested that the position could be funded from the Redevelopment Fund rather than the General Fund. The Board then suggested that the RACC (Redevelopment Authority Citizens Committee) make a recommendation on whether or not the funding for the position should come from the Redevelopment Fund.

- C) For Possible Action: To prioritize and make a recommendation to the Board of Supervisors regarding the expenditure of \$65,000 from the Fiscal Year 2014-15 Redevelopment Revolving Fund to support various special events in support of the Redevelopment District. *(Lee Plemel)*

Staff Summary: The Redevelopment Agency annually funds special events within the Redevelopment District from a portion of the Revolving Fund. The Redevelopment Agency has received more requests for funding (\$121,250 total) than expected Redevelopment funds available (\$65,000 tentatively budgeted) to support the requests, leaving a funding shortfall of \$56,250. The requests include \$2,500 for Nutcracker Ballet, \$2,500 for Sierra Nevada Ballet Peanutcracker, \$10,000 for Sierra Nevada Ballet Duke's Place, \$8,000 for Jazz and Beyond Music Festival, \$6,000 for Capital City Arts Initiative, \$2,500 for the Silver Dollar Car Classic, \$6,100 for Lone Mountain Cemetery Tour, \$10,000 for RSVP Fourth of July Fair, \$10,000 for RSVP Nevada Day Fair, \$10,000 for RSVP Spring Fun Fair, \$6,500 for Taste of Downtown, \$4,150 for Carson City Senior Center Car Show and Concert, \$10,000 for the Nevada Sesquicentennial Fair, \$5,000 for the Great Carson City Book Festival, and \$28,000 for NVision Live Events Series concerts and festivals.

24. 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.

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

26. Reconvene as the Board of Supervisors

27. Community Development - Office of Business Development

For Possible Action: To adopt a Resolution authorizing the expenditure of up to \$65,000 from the fiscal year 2014-15 Revolving Fund of the Redevelopment Authority to support various special events in

support of the Redevelopment District as an expense incidental to the carrying out of the Redevelopment Plan. (Lee Plemel)

PURSUANT TO NRS 279.628, THIS RESOLUTION MUST BE ADOPTED BY A TWO-THIRDS MAJORITY VOTE OF THE BOARD OF SUPERVISORS.

Staff Summary: The Redevelopment Agency annually funds special events within the Redevelopment District from a portion of the Revolving Fund. The Redevelopment Agency has received more requests for funding (\$121,250 total) than expected Redevelopment funds available (\$65,000 tentatively budgeted) to support the requests, leaving a funding shortfall of \$56,250. The requests include \$2,500 for Nutcracker Ballet, \$2,500 for Sierra Nevada Ballet Peanutcracker, \$10,000 for Sierra Nevada Ballet Duke's Place, \$8,000 for Jazz and Beyond Music Festival, \$6,000 for Capital City Arts Initiative, \$2,500 for the Silver Dollar Car Classic, \$6,100 for Lone Mountain Cemetery Tour, \$10,000 for RSVP Fourth of July Fair, \$10,000 for RSVP Nevada Day Fair, \$10,000 for RSVP Spring Fun Fair, \$6,500 for Taste of Downtown, \$4,150 for Carson City Senior Center Car Show and Concert, \$10,000 for the Nevada Sesquicentennial Fair, \$5,000 for the Great Carson City Book Festival, and \$28,000 for NVision Live Events Series concerts and festivals.

NRS 279.628 permits the expenditure of money from the redevelopment revolving fund for the purpose of any expenses necessary or incidental to the carrying out of Redevelopment Plans.

28. 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.

29. For Possible Action: To Adjourn

***PUBLIC COMMENT LIMITATIONS - The Mayor and Supervisors meet at various times as different public bodies: 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. Each, as called to order, will provided at least two public comment periods in compliance with the minimum requirements of the Open Meeting Law prior to adjournment. In addition, it is the Carson City's aspirational goal to also provide for item-specific public comment as follows: In order for members of the public to participate in the public body's consideration of an agenda item, the public is strongly encouraged to comment on an agenda item when called for by the mayor/chair 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, Mayor Pro-Tem and Chair, also retain discretion to only provide for the Open Meeting Law's minimum public comment and not call for or allow additional individual-item public comment at the time of the body's consideration of the item when: 1) it is deemed necessary by the mayor/chair to the orderly conduct of the meeting; 2) it involves an off-site non-action facility tour agenda item; or 3) it involves any person's or entity's due process appeal or hearing rights provided by statute or the Carson City Municipal Code.*

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.

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 agendized item.

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.

This meeting can be viewed on Channel 191. For specific dates and times - www.bactv.org.

To request a copy of the supporting materials for this meeting contact

Janet Busse at jbusse@carson.org or call (775) 887-2100.

This agenda and backup information are available on the City's website at www.carson.org/agendas and at the City Manager's Office - City Hall, 201 N. Carson Street, Ste 2, Carson City, Nevada (775) 887-2100.

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: May 8, 2014