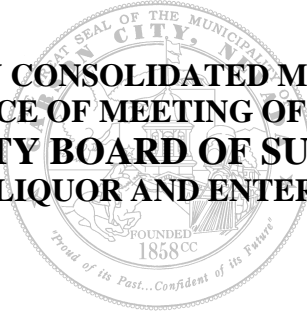


**CARSON CITY CONSOLIDATED MUNICIPALITY
NOTICE OF MEETING OF THE
CARSON CITY BOARD OF SUPERVISORS
AND CARSON CITY LIQUOR AND ENTERTAINMENT BOARD**



Day: Thursday
Date: July 3, 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 - April 3, 2014**
 7. **For Possible Action: Adoption of Agenda**
 8. **Special Presentations**

Presentation of a proclamation for Bear Logic Month, July 2014. (*Carl Lackey, Nevada Department of Wildlife*)
 9. **Recess as Board of Supervisors**
- Liquor and Entertainment Board**
10. **Call to Order & Roll Call – Liquor and Entertainment Board**
 11. **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.
 12. **For Possible Action: Approval of Minutes - March 20, 2014 and April 3, 2014**

13. Community Development - Business License

For Possible Action: To approve Gina Rohrer as the liquor manager for Living the Good Life, LLC. dba The Good Life (Liquor License #15-30040) located at 1480 N. Carson St. (*Lena Reseck*)

Staff Summary: All liquor license requests are to be reviewed by the Liquor Board per CCMC 4.13. Living the Good Life, LLC. dba The Good Life is applying for a dining room with hard liquor; liquor license. Staff is recommending approval.

14. 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.

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

16. Reconvene as the Board of Supervisors

Ordinances, Resolutions, and Other Items

17. Assessors

For Possible Action: To approve the removal of the taxes and penalties from the unsecured 2010/11 and 2011/12 tax rolls per NRS 361.5607 in the amount of \$901.93 (*Dave Dawley*)

Staff Summary: The Assessor's Office is requesting the Board of Supervisors to remove those taxes and penalties that have been deemed uncollectible from the personal property tax rolls. The Assessor's Office has attempted to collect the taxes and penalties using the approved methods under NRS 361.535 and 361.450. Most businesses have moved the personal property and we are unable to locate them. These taxes will result in a decrease for the 2010/11 and 2011/12 fiscal years.

18. Fire

For Possible Action: To adopt a resolution delegating the authority of the Carson City Board of Supervisors to sign a transfer of authority to an incident management team to manage a disaster, delegating the authority of the Carson City Board of Supervisors to enter into cost share agreements, and establishing a list of individuals who are authorized to sign the transfer of local authority and cost share agreements on behalf of the Board of Supervisors and Carson City and other matters properly related thereto. (*Stacey Giomi*)

Staff Summary: During emergencies and disasters it is often necessary to bring in an incident management team to handle the complexities of managing large scale events. These incident management teams must have the authority to combat the emergency, the same authority that our local emergency officials have. By passing this resolution, the Board will allow the City's authority to manage an incident to be signed over to the incident management team. This resolution will also allow certain city individuals to enter into cost share agreements with federal agencies in order to establish how an incident will be managed from a financial standpoint.

19. Health & Human Services

For Possible Action: To approve Carson City Health and Human Services (CCHHS) applying for a Partnerships to Improve Community Health (PICH) grant through the Centers for Disease Control and Prevention (CDC). This grant will be used to combat poor nutrition, physical inactivity and to address the lack of access to chronic disease prevention, risk reduction, and management opportunities. (*Nicki Aaker*)

Staff Summary: CCHHS will be partnering with Healthy Communities Coalition of Lyon & Storey Counties and Partnership Carson City. Should CCHHS and partners be successful in acquiring this grant, a multi-sectoral, multi-strategy approach will be used to address disparities and improve population health in the region.

20. Finance

- a) For Possible Action: To accept the report on the condition of each fund in the treasury and the statements of receipts and expenditures through June 24, 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.

- b) For Possible Action: To adopt a resolution to levy the Carson City Fiscal Year 2014-15 Ad Valorem Tax Rates as certified by the Nevada Tax Commission. (*Nick Providenti*)

Staff Summary: By law, the Board of Supervisors sets the Carson City Tax Rates once per year after the Nevada Tax Commission certifies the tax rates. This resolution sets the tax rates as approved in the Board of Supervisors and Redevelopment Authority budget hearings as well as setting the local rates for other governing bodies per the attached schedule.

21. Public Works

For Possible Action: To approve Amendment #2 of a lease agreement for an easement described in Recorded Document #417657, located on APN 007-091-81 south of Timberline Drive. (*Darren Schulz*)

Staff Summary: The subject easement is located south of Timberline Drive on APN 007-091-81, a parcel owned by the State of Nevada. The easement was created in 2004 for an aquifer recharge project, access road and monitoring wells. The lease for the subject easement was amended in 2011 to raise the easement fee from \$1,115.00 to \$2,485.00 annually. The current lease expires June 30, 2014. This amendment would extend the lease two years until June 30, 2016 with no fee increase. This would make the lease end date coincide with the five year review cycle. The rental fee would be reevaluated in 2016 and a new 5 year lease would be issued.

22. Purchasing and Contracts

- a) For Possible Action: To determine that Impact Construction is the lowest responsive and responsible bidder pursuant to NRS. Chapter 338 and to award Contract No. 1314-194 titled "BMX Track Lighting

Project” to Impact Construction for a base bid amount of \$154,894.95 plus Bid Alternate BP.5 of \$14,805.00, for a total bid award of \$169,699.95 with a contingency amount not to exceed \$16,900.00 to be funded from the Capital Projects/Construction Accounts in the Quality of Life Fund, the Residential Construction Tax Fund, and the Grant Fund as currently provided in the FY 2013/2014 budget with the expectation that the budgets will get augmented in FY 2014/2015. *(Kim Belt)*

Staff Summary: Carson City received sealed bids for all labor, materials, tools and equipment necessary for the BMX Track Lighting Project. The Project consists of installing 6 lights around the BMX track and all associated electrical conduit, wiring, boxes and other necessary work as shown in the construction documents. This project also includes an additive alternate to install electrical boxes and underground conduit for the NV Energy and AT&T lines that currently run overhead above the track.

- b) For Possible Action: To approve Contract No. 1415-012 Pursuant to NRS 332.115 (1)(b) and NRS 625.530 with Manhard Consulting, LTD, to provide on-call engineering consulting services for Utility System Modeling Assistance/Evaluations, through June 30, 2015 for an amount not to exceed \$100,000.00, to be determined at the time each Task Order is issued, to be funded from the Various Capital Projects/Services Accounts in the Water, Stormwater and Wastewater Funds as provided for in FY 2014/2015. *(Kim Belt)*

Staff Summary: This contract provides for On-Call Engineering Consulting Services for water, sewer, stormwater system modeling assistance; water, sewer, stormwater system evaluations; and related infrastructure services to the City of Carson City.

- c) For Possible Action: To authorize Public Works to utilize Joinder Contract No. 060311-CAT (a contract approved by National Joint Powers Alliance (NJPA)), for the purchase of a Caterpillar 966M Wheel Loader, a Caterpillar Excavator, and a Caterpillar D8T Tractor through Cashman Equipment which is exempt from competitive bidding pursuant to NRS 332.115 subsection 1(m) and NRS 332.195 providing Carson City’s approved funding and purchasing procedures are followed (File No. 1314-202). *(Kim Belt)*

Staff Summary: Public Works Department is proposing to purchase one (1) Caterpillar 966M Wheel Loader, one (1) Caterpillar Excavator and one (1) Caterpillar D8T Tractor to replace existing equipment which no longer can be repaired economically. Contract No. 060311-CAT was bid and awarded through a joinder process with NJPA. The cost of the new Caterpillar 966M Wheel Loader is \$418,041.00, the cost of the new Caterpillar Excavator is \$329,354.00 and the cost of the Caterpillar D8T Tractor is \$672,931.00. This equipment purchase is budgeted in the Capital Outlay/Landfill Equipment account in the Capital Projects Fund, with the money coming from Medium Term Bond proceeds. The cost of the new equipment will be \$1,420,326.00 delivered.

23. City Manager

- a) For Possible Action: To adopt a resolution authorizing expenditures of funds to the non-profit organizations for FY2014-15. *(Nick Marano)*

Staff Summary: NRS 244.1505 requires any grants the board of county commissioners make to private, non-profit organizations must be done so by resolution.

- b) For Possible Action: To appoint one member to the Advisory Board to Manage Wildlife for a three year term that expires in July 31st, 2017. *(Nick Marano)*

Staff Summary: NRS 501.260 and 501.265 provide for a three or five member board appointed by the Board of Supervisors. There is one opening on the Wildlife Advisory Board due to the expiration of a member's term. A reappointment application was received from Stanley Zuber. No other applications were received.

- c) For Possible Action: To appoint one member to the Carson City Regional Transportation Commission to fill an unexpired term that expires December 31, 2014. (*Nick Marano*)

Staff Summary: NRS Chapter 277A.170 and CCMC 11.20.030 provide for the creation and organization of a five (5) member Regional Street and Highway Commission. Staggered two-year terms are served by two (2) members of the Board of Supervisors and three (3) representatives of the citizen-at-large. Members of the RTC also serve on the Carson Area Metropolitan Planning Organization (CAMPO). There is one unexpired position to fill due to a member's resignation. Applications were received from Mark Kimbrough and Michael Reynolds.

24. Board of Supervisors

Non-Action Items:

Future agenda 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

EVENING SESSION – 5:30 P.M.

25. Community Development - Planning Division

For Possible Action: To adopt Bill No. 110 on second reading, an ordinance amending Title 18, Zoning; Chapter 18.03, Definitions; Chapter 18.04, Use Districts; and Chapter 18.16, Development Standards, Division 1, Land Use and Site Design, to adopt regulations to allow medical marijuana dispensaries as a conditional use within the General Commercial and General Industrial zoning districts, and to allow medical marijuana cultivation facilities, production facilities, and testing laboratories as a conditional use in the General Industrial zoning district, and to establish development standards for such facilities, and other matters properly related thereto. (*Lee Plemel*)

Summary: Senate Bill (SB) 374, commonly referred to as the "Medical Marijuana Act," was adopted by the Nevada Legislature and signed into law in 2013. The Medical Marijuana Act authorizes MMEs in Nevada, but gives local jurisdictions the right to opt out or, if they opt in, to regulate the location of medical marijuana establishments (MMEs) through zoning and business license requirements. The proposed ordinance would allow MMEs with approval of a Special Use Permit in certain zoning districts and subject to other requirements and limitations as described within the ordinance.

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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***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.*
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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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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 191. For specific dates and times - www.bactv.org.
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To request a copy of the supporting materials for this meeting contact

Janet Busse at jbusse@carson.org or call (775) 887-2100.
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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.
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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: June 26, 2014