

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

Day: Thursday
Date: November 20, 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 - Jeff Paul, St. Peter's Episcopal 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: Adoption of Agenda

7. Special Presentations

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.

Ordinances, Resolutions, and Other Items

8. Justice Court

For Possible Action: To adopt on second reading, Bill No. 116, an ordinance amending the Carson City Municipal Code ("CCMC") Title 2, Administration and Personnel, Chapter 2.37, fees on court actions to support programs for prevention and treatment of abuse of alcohol and adding two new sections, 2.37.030 and 2.37.040 to include justice courts pursuant to NRS 4.075 and NRS 453.580 and other matters properly relating thereto. (*Max Cortes*)

Staff Summary: On November 6, 2014, the Board of Supervisors unanimously approved on first reading the proposed amendments to the Carson City Municipal Code (“CCMC”) Title 2, Administration and Personnel, Chapter 2.37, fees on court actions to support programs for prevention and treatment of abuse of alcohol. Pursuant to NRS 4.075, by adopting the proposed ordinance the Carson City Justice Court would be able to, on the commencement of any civil action or proceeding for which a filing fee is required and on the filing of any answer or appearance for which a filing fee is required, charge and collect an additional fee of ten dollars (\$10.00). On or before the fifth day of each month, the Carson City Justice Court would, in accordance with this proposed ordinance and pursuant to NRS 4.075, be required to account for and pay over to the Carson City Treasurer such fees collected during the preceding month. The Treasurer would deposit these fees into an account for programs for the prevention and treatment of alcohol and drugs in the Carson City General Fund. The funds in such account is required to be used to support programs for the prevention or treatment of the abuse of alcohol or drugs which could include any program of treatment for the abuse of alcohol or drugs established pursuant to NRS 453.580.

9. Treasurer

For Possible Action: To recognize the assumption of a portion of Dwight Millard/Stanton Park’s financial obligation by Robert Gindt or Pheasant Furgerson LLC, his assignee. (*Al Kramer*)

Staff Summary: In August of 2013 the City began collecting monthly payments from Dwight Millard/Stanton Park on a Note established by the bankruptcy court which would pay the pre-bankruptcy amount of taxes plus interest due on thirty six properties. The Note has no ‘due on sale’ clause. A buyer, Robert Gindt or Pheasant Furgerson LLC, his assignee, has come forward to buy eleven of these properties. The buyer wishes to assume the Note. Currently, the note has a balance of \$63,825.

10. Juvenile Probation

For Possible Action: To adopt a resolution approving and authorizing the Mayor to sign the “Second Amended Interlocal Agreement for Western Nevada Regional Youth Center,” an agreement between Carson City, Churchill County, Douglas County, Lyon County, Storey County, the First Judicial District, the Third Judicial District, the Ninth Judicial District, and the Tenth Judicial District, for the operation of the Western Nevada Regional Youth Center to solidify the relationship between the Center’s Operation Technical Committee and Administrator and provide direction and clarification. (*Ben Bianchi*)

Staff Summary: The Interlocal Agreement between Carson City, Churchill County, Douglas County, Lyon County, Storey County, the First Judicial District, the Third Judicial District, the Ninth Judicial District, and the Tenth Judicial District, was originally executed in 2012. It is required per NRS 277.180 to operate the Western Nevada Regional Youth Center (Center). It addresses: The Purpose, Administration of Agreement, Obligations of the Parties, and General Provisions. The five consortiums who are parties to this Interlocal Agreement are Carson City, Churchill County, Douglas County, Lyon County, and Storey County. The “Second Amended Interlocal Agreement for Western Nevada Regional Youth Center” clarifies roles and chain of command.

11. Finance

- A) For Possible Action: To adopt Bill No. 117, on second reading, an ordinance of the Board of Supervisors of Carson City, Nevada authorizing the issuance of its “Carson City, Nevada, General Obligation (Limited Tax) Infrastructure Sales Tax Bonds (Additionally Secured by Pledged Revenues), Series 2014F” for the purpose of financing infrastructure projects for the City; providing the form, terms and conditions of the

bonds, and the general tax proceeds and the revenues pledged for the payment of such bonds; ratifying action previously taken toward issuing the proposed bonds; providing other matters relating thereto; and providing the effective date hereof. *(Nick Providenti)*

Staff Summary: This ordinance will authorize the issuance of the Carson City, Nevada, General Obligation (Limited Tax) Infrastructure Sales Tax Bonds (Additionally Secured by Pledged Revenues), Series 2014F for the purpose of carrying out the “Plan of Expenditure” pursuant to NRS 377B as adopted by the Board of Supervisors on April 17, 2014.

- B) For Possible Action: To adopt Bill No 118, on second reading, an ordinance of the Board of Supervisors of Carson City, Nevada designated by the short title “2014E V&T Historical Refunding Bond Ordinance”; providing for the issuance of its Carson City, Nevada, General Obligation (Limited Tax) V&T Historical Refunding Bonds (Additionally Secured by Pledged Revenues), Series 2014E; providing the form, terms and conditions of the Bonds; providing for the levy and collection of annual general (ad valorem) taxes for the payment of such bonds; additionally securing their payment by a pledge of revenues derived from certain sales tax imposed by the City; and providing other matters relating thereto. *(Nick Providenti)*

Staff Summary: This ordinance will authorize the issuance of the Carson City, Nevada, General Obligation (Limited Tax) V&T Historical Refunding Bonds (Additionally Secured by Pledged Revenues), Series 2014E for the purpose of refunding certain of their previously issued Carson City, Nevada General Obligation bonds, and the City hereby determines that it is necessary and in the best interest of the City and its citizens to refund these bonds for the purpose of effecting interest rate savings.

- C) For Possible Action: To accept the report on the condition of each fund in the treasury and the statements of receipts and expenditures through November 10, 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.

12. Health and Human Services

- A) For Possible Action: To approve a full time Human Services Case Manager at Carson City Health and Human Services (CCHHS) funded by the ADRC grant. *(Nicki Aaker)*

Staff Summary: The Human Services Case Manager position will have no financial impact to the General Fund. The salary and fringe benefits of the position will be approximately \$55,000. Funding sources for this position will be the ADRC grant. This position was approved by Internal Financial Committee (IFC) on November 5, 2014.

- B) For Possible Action: To approve a full time Human Services Office Support Clerk at Carson City Health and Human Services (CCHHS) funded by grants. *(Nicki Aaker)*

Staff Summary: The Human Services Office Support Clerk will have no financial impact to the general fund. The salary and fringe benefits of the position will be approximately \$37,800. Funding sources for this position will be the Aging & Disability Resource Center (ADRC) Grant, Community Services Block Grant, Emergency Solutions Grant and the Shelter Plus Care Grant. This position was approved by Internal Financial Committee (IFC) on November 5, 2014.

- C) For Possible Action: To approve a full time Management Assistant 2 (MA2) at Carson City Health and Human Services (CCHHS). This full time position will replace a full time Project/Program Coordinator position which is no longer needed and no longer financially supported. *(Nicki Aaker)*

Staff Summary: The MA2 position will have no financial impact to the General Fund. The salary and fringe benefits of the position will be approximately \$50,000. Funding sources for this position will be grants, which currently fund this management assistant position through Marathon Staffing. This position was approved by Internal Financial Committee (IFC) on October 22, 2014.

13. Parks and Recreation - Open Space

Presentation and discussion only on the Draft Management Plan for Carson City Open Space and Parks in the Carson River Area, dated July 2014. *(Ann Bollinger)*

Staff Summary: The Management Plan draws from several past planning efforts and documents including city-wide Master Plans. Concepts and specific recommendations from Master Plans, as well as comments and questions received between 2011 and June 2014 on various elements, have been incorporated and/or responded to in the draft. Staff, with Ms. Lynn Zonge from Resource Concepts, Inc., will provide an update to the Board of Supervisors and will be seeking comments for the final revision.

14. City Manager

For Possible Action: To ratify the approval of bills and other requests for payments by the City Manager for the period of October 7, 2014 thru November 7, 2014. *(Nick Marano)*

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.

15. 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

Following a recess of the meeting, the Carson City Board of Supervisors will meet with its management representatives to discuss labor negotiations pursuant to NRS 288.220(4).

– LUNCH BREAK –

– RETURN – APPROXIMATE TIME – 1:30 P.M. –

16. Recess as Board of Supervisors

Redevelopment Authority

17. Call to Order & Roll Call – Redevelopment Authority

18. 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.

19. Community Development - Office of Business Development

- A) For Possible Action: To accept the recommendations from the Redevelopment Authority Citizens Committee (RACC) regarding long-term priorities for the use of undesignated infrastructure funds and other uncommitted Redevelopment funds. *(Lee Plemel)*

Staff Summary: The RACC discussed priorities for the use of Redevelopment funds on August 4 and September 3, 2014, and have recommended a priority list for the use of available funding in upcoming years to assist the Redevelopment Authority in making decisions regarding the use of those funds.

- B) For Possible Action: To approve and make a recommendation to the Board of Supervisors to authorize the expenditure of \$271,942 from the Fiscal Year 2014-15 Redevelopment Revolving Fund, and to authorize the expenditure of \$218,058 from the Fiscal Year 2015-16 Redevelopment Revolving Fund subject to approval of the 2015-16 Redevelopment budget by the Board of Supervisors, for a total of \$490,000, to design and construct a pedestrian and events plaza on 3rd Street between Carson Street and Curry Street, and direct staff to present conceptual and final designs to the Redevelopment Authority Citizens Committee for review and recommendations. *(Lee Plemel)*

Staff Summary: The Redevelopment Authority Citizens Committee (RACC) has recommended the construction of the 3rd Street Plaza as a top priority for Redevelopment to meet the objectives of the Redevelopment District. The preliminary design of the plaza, from which preliminary cost estimates have been produced, includes a permanent stage for events and pedestrian amenities and landscaping. If approved, it is anticipated that construction would begin in 2016.

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 as the Redevelopment Authority**
- 22. **Reconvene as the Board of Supervisors**
- 23. **Community Development - Office of Business Development**

For Possible Action: To adopt a resolution authorizing the expenditure of \$271,942 from the Fiscal Year 2014-15 Redevelopment Revolving Fund, and to authorize the expenditure of an additional \$218,058 in FY 2015-16 Redevelopment Revolving Fund subject to approval of the FY 2015-16 budget by the Board of Supervisors, authorizing a total of \$490,000 to design and construct a pedestrian and events plaza on 3rd Street between Carson Street and Curry Street as an expenditure 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 Authority Citizens Committee (RACC) has recommended the construction of the 3rd Street Plaza as a top priority for Redevelopment to meet the objectives of the Redevelopment District. The preliminary design of the plaza, from which preliminary cost estimates have been produced, includes a permanent stage for events and pedestrian amenities and landscaping. If approved, it is anticipated that construction would begin in 2016. 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.

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

***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 provide 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 agenda 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: November 13, 2014