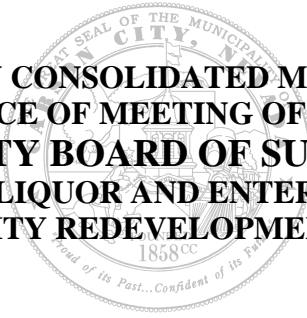


**CARSON CITY CONSOLIDATED MUNICIPALITY
NOTICE OF MEETING OF THE
CARSON CITY BOARD OF SUPERVISORS
AND CARSON CITY LIQUOR AND ENTERTAINMENT BOARD
AND CARSON CITY REDEVELOPMENT AUTHORITY**



Day: Thursday
Date: May 7, 2015
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 - Pat Propster, Calvary Chapel**
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 - March 5, 2015 and March 19, 2015**
7. **For Possible Action: Adoption of Agenda**
8. **Special Presentation**

Presentation of a proclamation for Nevada Wildfire Awareness Month, May 2015. *(Bob Schreihans)*

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. Treasurer

- A) For Possible Action: To accept the acknowledgment of Affidavit of Delinquent Notice Mailing For Real Property Taxes. *(Gayle Robertson)*

Staff Summary: Per NRS 361.5648(3) within 30 days after mailing the original notice of delinquency, the tax receiver shall issue his personal affidavit to the board of county commissioners affirming that due notice has been mailed with respect to each parcel.

- B) For Possible Action: To approve the partial removal and partial refund of taxes to the 2014-2015 Real Property Tax Roll on parcels #10-531-23; #3-033-10; #2-672-16; #8-031-06; #8-093-05; due to donation of Veteran's Exemption to the Veteran's Home in the amount of \$367.28 from Real Property Taxes. *(Gayle Robertson)*

Staff Summary: Per NRS 361.0905(3) qualified Veteran's Exemption can go to State Veteran's Home established pursuant to NRS 417.145.

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 April 28, 2015 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. City Manager

For Possible Action: To appoint Stan Jones to the Carson City Cultural Commission as the representative from the Convention & Visitors Bureau (CVB) to fill an unexpired term that ends in January, 2016. *(Nick Marano)*

Staff Summary: CCMC 2.41.040 provides for a seven (7) member Cultural Commission. Chapter 2.41.080(3) states "The commission will work with its partners in the community including, but not limited to, the Carson City Arts & Culture Coalition, Western Nevada College, Nevada Department (of) Cultural Affairs, Carson City's Convention & Visitors Bureau, the Carson City Redevelopment Authority and Carson City's future downtown business improvement district." There is one vacancy for a representative of the Convention & Visitors Bureau (CVB) due to member's resignation. Stan Jones was chosen by the CVB to fill the position.

9-4. Health and Human Services

Informational Only: Carson City Health and Human Services (CCHHS) has agreed to provide a training site and preceptor for Frontier Nursing University's nurse practitioner students. *(Nicki Aaker)*

Staff Summary: This agreement will allow CCHHS to assist Frontier Nursing University, Inc. with its instructional program for the benefit of training nurse practitioner students in women's health.

9-5. Purchasing and Contracts

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 \$8,105.40 for Contract No. 1314-134 titled "Fuji Park/Fairgrounds Maintenance Building" to Coons Construction, LLC. (*Kim Belt*)

Staff Summary: Carson City received sealed bids for all labor, materials, tools and equipment necessary for the Fuji Park/Fairgrounds Maintenance Building. The project consisted of constructing a 1680 square foot insulated maintenance building, installing 225' of chain link fence with barb wire.

(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. 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.

13. For Possible Action: Approval of Minutes -February 5, 2015, March 5, 2015 and March 19, 2015

14. Community Development - Business License

A) For Possible Action: To approve Alan Joerg as a secondary liquor manager for High Sierra Company Plus, LLC dba Remedy's (Liquor License #15-29092) located at 306 E. William St. (*Lena Reseck*)

Staff Summary: All liquor license requests are to be reviewed by the Liquor Board per CCMC 4.13. High Sierra Company Plus, LLC dba Remedy's currently has a full bar liquor license and is adding Alan Joerg as a secondary liquor manager. Staff is recommending approval.

B) For Possible Action: To approve Mohammad S. Ahmad as the liquor manager for Eagle Gas (Liquor License #15-30432) located at 1360 S. Carson St. (*Lena Reseck*)

Staff Summary: All liquor license requests are to be reviewed by the Liquor Board per CCMC 4.13. Mohammad S. Ahmad is applying for a packaged liquor license. Staff is recommending approval.

C) For Possible Action: To approve Mohammad S. Ahmad as the liquor manager for Eagle Gas (Liquor License #15-30447) located at 2152 N. Carson St. (*Lena Reseck*)

Staff Summary: All liquor license requests are to be reviewed by the Liquor Board per CCMC 4.13. Mohammad S. Ahmad is applying for a packaged liquor license. Staff is recommending approval.

D) For possible action to approve Anastasia Karey as the liquor manager for The Thick Slice Pizza Co., LLC. (Liquor License #15-30584) located at 2010 E William St. (*Lena Reseck*)

Staff Summary: All liquor license requests are to be reviewed by the Liquor Board per CCMC 4.13. The Thick Slice Pizza Co., LLC. is applying for a dining room with beer and wine only. Staff is recommending approval.

15. 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.

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

17. Reconvene as the Board of Supervisors

Ordinances, Resolutions, and Other Items

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

19. Purchasing and Contracts

For Possible Action: To approve Contract No. 1415-145A Pursuant to NRS 338.1685 through 338.16995, inclusive, with Q & D Construction, Inc., to provide CMAR Pre-Construction Services for the Downtown Streetscape Project through June 30, 2016 for a no fee contract. *(Danny Rotter and Kim Belt)*

Staff Summary: This contract is to provide Construction Manager at Risk Services for the Downtown Streetscape Project, which includes, but is not limited to: participation in regularly scheduled design progress review meetings; develop strategies for phasing the improvements; assistance in identifying and reconciling differences between Engineers and CMAR's cost estimate; develop constructability and value engineering suggestions at each phase of design; facilitate Long-Lead procurement studies; develop potential bidders lists; develop an open book GMP Proposal based on bids obtained; and develop of final CMAR constructability and value engineering suggestions (based on 100% Construction Documents). Q&D Construction, Inc. was selected via RFP #1415-145 - Request for Proposals for Construction Manager at Risk (CMAR) and subsequent interview process.

20. Public Works

For Possible Action: To accept the recommendations from the Utility Financial Oversight Committee from their March 24, 2015 meeting. *(Darren Schulz)*

Staff Summary: The Utility Financial Oversight Committee met on March 24, 2015 to review the Sewer, Water and Storm Water proposed budgets for Fiscal Year 2015/2016, to review domestic water supplementation of reclaimed water, and make recommendations to the Board of Supervisors.

21. Finance

A) For Possible Action: Presentation and discussion with staff of the proposed FY 2015-2016 Fiscal Year budget for Carson City which includes the general fund, enterprise funds (except for Sewer, Water and Stormwater funds) and all other funds and possible direction to staff. *(Nick Providenti)*

Staff Summary: Staff has prepared a balanced budget for FY 2015-2016. Staff will present the assumptions made during the process and the outlook for the future. Because the board appointed a Utility Financial Oversight Committee, the budgets for the Sewer, Water and Stormwater funds will be presented in a separate agenda item.

- B) For Possible Action: To accept the 2015/16 - 2019/20 Capital Improvement Program. (*Nick Providenti*)

Staff Summary: This is the annual update of the City Capital Improvement Program which accompanies the City's annual budget. Staff will be making recommendations regarding the funding available and the recommended projects to be funded.

22. Recess as Board of Supervisors

Redevelopment Authority

23. Call to Order & Roll Call – Redevelopment Authority

24. 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.

25. Finance

For Possible Action: Presentation and discussion with staff of the proposed FY 2015-2016 Fiscal Year budget for the Carson City Redevelopment Authority and possible direction to staff. (*Nick Providenti*)

Staff Summary: Staff will present the Redevelopment Authority budget along with the assumptions used to build the budget.

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 as the Redevelopment Authority

28. Reconvene as the Board of Supervisors

29. Board of Supervisors

Non-Action Items:

Legislative matters - no Board action will be taken - the Mayor may give limited staff direction regarding staff work and/or future agenda item(s).

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

– LUNCH BREAK –

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

30. Community Development

- A) Presentation of a proclamation for Historic Preservation and Archaeological Awareness Month, May 2015. (*Jed Block*)
- B) Presentation of the 2015 Historic Preservation Awards. (*Jed Block/Lee Plemel*)

Staff Summary: Each year Carson City recognizes significant preservation accomplishments to celebrate our community's history and heritage in celebration of Historic Preservation and Archaeological Awareness Month during the month of May. All over the state, activities are held that remind us of the important historic resources that give meaning and a sense of place to our communities - and focus attention on how critical it is to make sure they are preserved.

- C) For Possible Action: To introduce, on first reading, an ordinance approving an amendment to a development agreement between Carson City and Roventini, LLC, to extend the tentative planned unit development map expiration date to September 6, 2018, for the development known as Clearview Ridge, located west of Cochise Street between West Roventini Way and West Overland Street, east of Voltaire Street, APNs 9-263-06, -07, -08 and -09, and to require the developer to complete certain off-site infrastructure improvements by December 31, 2015. (*Lee Plemel*)

Staff Summary: The Clearview Ridge Planned Unit Development tentative map expires on September 6, 2015, unless the Board approves an extension of time as permitted under the current development agreement. The developer is requesting an extension of time to 2018 in order to allow time for the housing market to improve. In exchange for the extension of time, the developer will complete certain improvements in the public right-of-way adjacent to the property including sidewalk, water line extensions, and sewer line extensions along Cochise Street.

31. Public Works

For Possible Action: To direct staff to initiate the process of changing connection fees for water and sewer pursuant to recommendations from the Utility Financial Oversight Committee and FCS Group. (*Darren Schulz*)

Staff Summary: On February 18, 2015 the Utility Financial Oversight Committee reviewed a presentation from FCS Group and had discussion with staff and the public regarding connection fees for water and sewer utilities. The Committee reviewed three (3) scenarios using different customer base definitions for water, updated sewer equivalent residential customer definitions for sewer, and made recommendations to the Board of Supervisors.

32. City Manager

For Presentation Only: To provide a quarterly report on the Retention and Expansion Economic Development Plan for Carson City by the Northern Nevada Development Authority (NNDA) as approved on August 7, 2014. (*Danny Campos*)

Staff Summary: Staff from the Northern Nevada Development Authority (NNDA) will present progress against plan metrics including performance on overall plan goals, recruitment goals, retention goals and expansion goals.

33. Health and Human Services

For Possible Action: To authorize the mayor to sign a Memorandum of Agreement between Carson City, a consolidated municipality, and Friends of Carson Animal Support Initiative (CASI) relating to the provision of funds and fundraising for an Animal Services Facility. (*Nicki Aaker*)

Staff Summary: CASI is a private volunteer nonprofit organization with the mission of raising funds to assist Carson City in the building and operating of an animal services facility. This memorandum of agreement outlines CASI's and Carson City's duties in regards to the funding and building of the Animal Services Facility.

34. Parks and Recreation

- A) For Possible Action: To introduce on first reading an ordinance approving the Schulz Ranch Maintenance District Development Agreement for the planned Schulz Ranch Development. (*Roger Moellendorf*)

Staff Summary: On April 16, 2015 the Board of Supervisors accepted and approved the Schulz Ranch Maintenance District Petition and the Schulz Ranch Maintenance District Development Agreement for the planned Schulz Ranch Development. Title 17.18 of the Carson City Municipal Code requires that a maintenance district petition include a maintenance district development agreement. This was done; however, this matter was not immediately followed up with a first reading of the underlying ordinance. Title 17.08 of the Carson City Municipal Code requires that development agreements like the subject "Schulz Ranch Maintenance District Development Agreement" be approved through ordinance; the reason for this item.

- B) For Possible Action: To approve a recommendation from staff and the Parks and Recreation Commission for free use of the Carson Aquatic Facility for Carson City resident veterans with 100% service connected disabilities. (*Kurt Meyer*)

Staff Summary: Per a request from a Carson City resident, that all Carson City resident veterans with 100% service connected disabilities be able to use the Carson Aquatic Facility free of charge. The Carson Valley Swim Center in Minden has this policy in place with five veterans currently using this service. A veteran with a 100% service connected disability is clearly noted on individuals VA card. This would be very easy to implement in our ActiveNet program as a pass with no fee attached.

35. Parks and Recreation - Cultural Commission

For Possible Action: To accept the Cultural Commission's 2014/15 annual report and approve the Commission's 2015/16 work plan. (*Vern Krahn*)

Staff Summary: The Cultural Commission is required by Carson City Municipal Code 2.41.060(7) to submit an annual report and work plan to the Board of Supervisors.

36. Juvenile

- A) For Possible Action: To approve a twenty percent (20%) "Juvenile Programming Assessment Fee" on revenue collected through the "Interlocal Contract for Temporary Housing of Juveniles at Murphy Bernardini Juvenile Detention Center." (*Ben Bianchi*)

Staff Summary: Revenue would be collected through the "Interlocal Contract for Temporary Housing of Juveniles at Murphy Bernardini Juvenile Detention Center," by the Carson City Juvenile Detention Services. Such revenues would result from the increase of the detention fees from \$125 to \$350 per day

per juvenile other jurisdictions would pay to have their youths housed at the Murphy Bernardini Regional Juvenile Justice Center (Center). Detention services at the Center, besides housing, include feeding, supervision, schooling, and intervention programming. Detained youth at the Center also participate in recreational activities. The twenty percent (20%) "Juvenile Programming Assessment Fee" derived from payments under the "Interlocal Contract for Temporary Housing of Juveniles at Murphy Bernardini Juvenile Detention Center" would be used by the Carson City Juvenile Detention Services to develop and implement programming and services for detained youth, non-detained youth, and families to reduce juvenile delinquent behavior.

- B) For Possible Action to approve the "Interlocal Contract for Temporary Housing of Juveniles at Murphy Bernardini Juvenile Detention Center," which would increase the detention fees at such facility from \$125 to \$350 per day per juvenile. (*Ben Bianchi*)

Staff Summary: Detention services at Carson City's Murphy Bernardini Juvenile Justice Center (Center) include housing, feeding, and supervising detained youth, while providing schooling, and intervention programs. Detained youth there also participate in recreational programming. The Center extends its detention facility and services to juveniles from other local counties and government agencies. The Center's operating costs are extensive.

– TIME SPECIFIC – 4:00 P.M. –

37. City Manager

For Possible Action: To appoint one member to the Library Board of Trustees, to fill an unexpired term that will end June 2018. (*Nick Marano*)

Staff Summary: NRS 379.020 provides for the Board of Supervisors to appoint five competent persons who are residents of the county to serve as county library trustees. There is one vacancy due to a member's resignation; the appointment is filling an unexpired term. Applications were received from John Liveratti, Ted Richardson, Susan Hoffman, Valeri Wilson, Dixie Jennings-Teats and Jeremy Hays.

38. 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.

39. 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.*

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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 Rook Street
Business Resource & Innovation Center (BRIC) 108 East Proctor Street

Date: April 30, 2015