

**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 2, 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** - 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** - May 21, 2015
7. **For Possible Action: Adoption of Agenda**
8. **Special Presentations**
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. **Community Development - Business License**
 - A) For Possible Action: To approve Lea Mejia as the liquor manager for Lake Tahoe Brewing Co, LLC. (Liquor License #16-30216) located at 302 N. Carson St. (*Lena Reseck*)

Staff Summary: All liquor license requests are to be reviewed by the Liquor Board per CCMC 4.13. Lea Mejia is replacing the previous liquor manager. Staff is recommending approval.

- B) **For Possible Action:** To approve John Shiner as the liquor manager for Blazin Wings, Inc. dba Buffalo Wild Wings (Liquor License #16-30770) located at 3815 S. Carson St. (*Lena Reseck*)

Staff Summary: All liquor license requests are to be reviewed by the Liquor Board per CCMC 4.13. Blazin Wings, Inc. dba Buffalo Wild Wings is applying for a full liquor license. Blazin Wings, Inc. is purchasing the business from the previous owner Screamin Hot Reno, LLC. Staff is recommending approval.

13. 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.

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

15. Reconvene as the Board of Supervisors

Ordinances, Resolutions, and Other Items

16. Carson City Airport Authority

For Possible Action: To approve the assignment of the Airport leases held by El Aero Services, Inc., to Mountain West CXP, LLC., as regards Original Leases recorded as Book 313 PP 173-186, and Document No. 8597 (aka Mobill lease), Document No. 6457 (aka Aerohead lease) and Document No. 420793 (aka Portahangar lease), together with all amendments thereto. (*Steve Tackes*)

Staff Summary: At a regular meeting of the Carson City Airport Authority on June 17, 2015, publicly noticed for that purpose, the Authority approved the assignment of the Airport leases held by El Aero Services, Inc., as a part of an asset sale of El Aero Services, Inc.

17. Fire

For Possible Action: To accept from the Nevada Division of Emergency Management (NDEM) the Emergency Management Performance Grant (EMPG) in the amount of \$72,274.00. (*Robert Schreihans*)

Staff Summary: The Board of Supervisors is required to accept grants in excess of \$25,000, pursuant to policy. This grant was submitted by the Fire Department through the Nevada Division of Emergency Management. The grant will provide partial funding for the Deputy Emergency Managers position in the Fire Department.

18. Purchasing and Contracts

For Possible Action: To approve a 3rd amendment to the Software License Agreement with Tiburon for Interface services that will be used by a response agency, therefore not suitable for public bidding pursuant to NRS 332.115 1. (g) & (h), for a cost of \$20,727.00, and a contingency amount of \$4,273, for

a not to exceed total amount of \$25,000 to be funded from the 2014 Tiburon Project Account in the 911 Surcharge Fund (File No. 1415-035). (*Sheri Russell*)

Staff Summary: The Carson City Board of Supervisors approved an amendment to the Tiburon Agreement on August 4, 2014 for an increase of \$899,000 for Tiburon products and services only. A 2nd amendment to the agreement was approved on March 19, 2015 for an increase of \$30,000 to enhance the City's 911 System which aided dispatch, crime records and automated jail management. This 3rd Amendment was approved by Internal Finance Committee and will include new interface computer language to allow Tiburon to work with iPad technology for the Fire Department which was not included when requesting the 2nd amendment, without this interface the new dispatch system will not work for the Fire Department. This will bring the total Tiburon Contract amount to \$954,000.

The Carson City Board of Supervisors approved the original Purchase of the Tiburon System at the September 7, 2000 meeting. This amendment, support agreement and Software License Agreement will allow Carson City to continue to provide 911 assistance.

19. Finance

- A) For Possible Action: To adopt a resolution pertaining to the issuance of Refunding Bonds by Carson City, Nevada; authorizing the Finance Director or his designee to arrange for the sale of refunding bonds for the purpose of defraying wholly or in part the cost of refunding outstanding bonds. (*Nick Providenti*)

Staff Summary: The Resolution shall be known as the "2015 Refunding Bond Sale Resolution" and authorizes the Finance Director or his designee to arrange for the sale of refunding bonds in one or more series issued to refund all or any part of outstanding bonds of the City and to specify the terms of the Bonds, the method of their sale, the final principal amounts of the Bonds, terms of their repayment and security therefor, and other details of the Bonds, which outstanding bonds of the City will be refunded, and if appropriate, to advertise the Bonds for public sale, and to execute contracts for the sale of Bonds, all subject to the Bond Act and ratification by the Board by the adoption of an ordinance or ordinances specifying the Bond terms and details and approving their sale.

- B) For Possible Action: To introduce, on first reading, an Ordinance of its "Carson City, Nevada, General Obligation (Limited Tax) Capital Improvement Refunding Bonds (Additionally secured by Pledged Revenues), Series 2015C," for the purpose of refunding certain outstanding bonds of the City; ratifying action previously taken toward issuing the proposed bonds and effecting the purpose of their issuance. (*Nick Providenti*)

Staff Summary: This ordinance will authorize the issuance of the Carson City, Nevada, General Obligation (Limited Tax) Capital Improvement Refunding Bonds (Additionally Secured by Pledged Revenues), Series 2015C for the purpose of refunding certain of their previously issued 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 introduce, on first reading, an Ordinance designated as the "2015 Highway Revenue Bond Ordinance" authorizing the issuance by Carson City of its fully registered "Carson City, Nevada, Highway Revenue (Motor Vehicle Fuel Tax) Refunding Bonds, Series 2015" for the purpose of refunding certain outstanding bonds of the City; providing the form, terms and conditions of the bonds and other details in connection therewith; and providing the effective date hereof. (*Nick Providenti*)

Staff Summary: This ordinance will authorize the issuance of the Carson City, Nevada, Highway Revenue (Motor Vehicle Fuel Tax) Refunding Bonds Series 2015 for the purpose of refunding all or a portion of the outstanding "Carson City, Nevada, Highway Revenue (Motor Vehicle Fuel Tax) Subordinate Lien Improvement Bonds, Series 2010", and all or a portion of the outstanding "Carson City, Nevada, Highway Revenue (Motor Vehicle Fuel Tax) Improvement Bonds, Series 2008, for the purpose of effecting interest rate savings.

- D) For Possible Action: To introduce, on first reading, an Ordinance of the Board of Supervisors of Carson City, Nevada providing for the issuance of General Obligation (Limited Tax) Sewer and Refunding Bonds (Additionally Secured by Pledged Revenues), Series 2015B; providing the form, terms and conditions thereof and covenants relating to the payment of said bonds. *(Nick Providenti)*

Staff Summary: This ordinance will authorize the issuance of the Carson City, Nevada, General Obligation (Limited Tax) Sewer and Refunding Bonds (Additionally Secured by Pledged Revenues), Series 2015B. The Board of Supervisors of the City has determined and hereby declares that the public interest, health and welfare necessitates making certain improvements to the Sewer and Storm Water Utility Systems by acquiring, constructing, improving and equipping facilities pertaining to the system. The Board has also determined to refund the outstanding 2005B Drainage Bonds to effect interest savings or other economies.

- E) For Possible Action: To adopt a resolution to levy the Carson City Fiscal Year 2015-16 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.

- F) 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 23, 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.

20. City Manager

PUBLIC HEARING:

- A) Public hearing on the report of the City Manager regarding the fiscal impact of, and recommended approval of, the collective bargaining agreement between Carson City and the Carson City Sheriff's Supervisory Association on behalf of the Carson City Sheriff's Lieutenants/Captains (July 1, 2015-June 30, 2019). *(Nick Marano)*

Staff Summary: This agenda item will be considered immediately prior to, but combined with, the corresponding collective bargaining agreement and both items will be heard simultaneously.

Negotiations between the City and the Lieutenant/Captains resulted in the proposed four year labor contract. This contract satisfies the interests of both the City and the employees. This matter is being considered in accordance with the public hearing process set forth in NRS 288.153.

- B) For Possible Action: To approve the collective bargaining agreement between Carson City and the Carson City Sheriff's Supervisory Association on behalf of the Carson City Sheriff's Lieutenants/Captains (July 1, 2015-June 30, 2019). (*Nick Marano*)

Staff Summary: This agenda item will be considered immediately after, but combined with, the corresponding collective bargaining agreement and both items will be heard simultaneously. Negotiations between the City and the Carson City Sheriff's Supervisory Association resulted in the proposed four year labor contract. This contract satisfies the interests of both the City and the employees. This matter is being considered in accordance with the public hearing process set forth in NRS 288.153

21. Community Development - Planning

- A) For Possible Action: To amend Carson City's Community Development Block Grant (CDBG) 2014-2015 Annual Action Plan to reallocate \$25,000 to another eligible public improvement project. (*Lee Plemel*)

Staff Summary: Ventana Sierra was awarded \$25,000 in CDBG funds in FY 2014-15 for the Youth Housing and Resource Initiative but they have since cancelled their project. Federal regulation 24 CFR 91.505 and Carson City's Citizen Participation Plan require a substantial amendment to the Annual Action Plan if there is a change in the use of CDBG funds from one eligible activity to another.

- B) For Possible Action: To adopt a Resolution amending the maximum number of residential building permit allocations under the Carson City Growth Management Ordinance for the years 2016 and 2017 and estimating the maximum number of residential building permits for the years 2018 and 2019; establishing the number of residential building permit allocations available within the development and general property owner categories; and establishing a maximum average daily water usage for commercial and industrial building permits as a threshold for Growth Management Commission review. (*Lee Plemel*)

Staff Summary: The Board of Supervisors is required to annually establish the number of residential permits that will be available for the following calendar year. This has historically been based upon a growth rate of three percent. A maximum of 638 residential permits are recommended for 2016. The commercial and industrial daily water usage threshold has historically been 7,500 gallons per day, above which Growth Management Commission approval is required, and is recommended to be increased to 15,000 gallons per day.

22. District Attorney

For Possible Action: To adopt Bill No. 108 on second reading, an ordinance amending the Carson City Municipal Code Title 5, Public Utility Franchises and Requirements, at Chapter 5.02 T.C.I. of Nevada, Inc., by repealing such chapter in conformance with Chapters 709 and 711 of the NRS and enacting other provisions properly related thereto. (*Joe Ward, Deputy DA*)

Staff Summary: Chapter 711 of the NRS "occupies the entire field of franchising and regulation of video service." NRS 711.400. Chapter 709 of the NRS addresses public utilities and telephone

companies. Chapter 5.02 today is obsolete because there is no franchise agreement in place between the City and T.C.I. of Nevada, Inc. (TCI). This Chapter should be deleted and replaced with language comporting with Chapters 709 and 711 of the NRS that will make up a new Chapter 5.01 and an amended Chapter 5.02.

23. Human Resources

For Possible Action: For Possible Action: To define and prioritize the desired outcomes the Board deems necessary for the proper operation of the City and the attainment of the Board of Supervisors' policy objectives by establishing the City Manager's goals/objectives for Fiscal Year 2016. (*Melanie Bruketta*)

Staff Summary: Pursuant to the City Manager's employment contract, the Board is responsible for establishing and prioritizing the City Manager's goals and objectives for the upcoming fiscal year.

24. City Manager

For Possible Action: To appoint one member to the Airport Authority "Manufacturer" position to fill a partial term that will expire October 2017. (*Nick Marano*)

Staff Summary: The Airport Authority Act for Carson City. Chapter 844, Statutes of Nevada 1989, creates a seven member authority as appointed by the Board of Supervisors. As stated in Section 4, the member categories are as follows: 1. Three members who represent the general public – at least one of these members must be a city official selected by the BOS and one must be a pilot who, at time of appointment, owns and operates an aircraft based at the airport; 2. Two members who are manufacturers in the CC industrial airport*; 3. Two members who are fixed base operators at the airport. There is one vacancy on the Airport Authority, for the "Manufacturer" position to be filled due to a member who is no longer eligible for the position. Applications were received from Dayton Murdock, Don Peterson and Walter Sullivan.

25. 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

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

****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 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
Community Development Center 108 East Proctor Street

Date: June 25, 2015