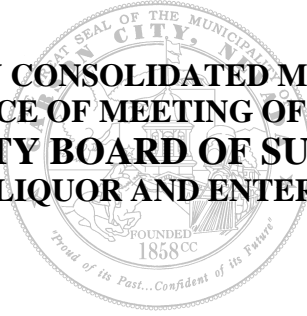


**CARSON CITY CONSOLIDATED MUNICIPALITY
NOTICE OF MEETING OF THE
CARSON CITY BOARD OF SUPERVISORS
AND CARSON CITY LIQUOR AND ENTERTAINMENT BOARD**



Day: Thursday
Date: October 15, 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** - Nick Emery, Good Shepherd Wesleyan
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** - September 17, 2015
7. **For Possible Action: Adoption of Agenda**
8. **Special Presentations**
 - A) Presentation of a proclamation for Nevada Day, “Nevada, One State Many Cultures,” October 31, 2015. (*Janet Baker*)
 - B) Presentation of a proclamation for Remote Area Medical Days, October 2015. (*Kathy Bartosz*)
 - C) Presentation of Length of Service certificates to City employees. (*Melanie Bruketta, mbruketta@carson.org*)

Staff Summary: Once a month the Board of Supervisors present length of service certificates to employees for 5, 10, 15, 20, 25 and 30 years of City service.
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 -September 17, 2015

13. Community Development - Business License

- A) For Possible Action: To approve Raquel Novoa as the liquor manager for La Enchilada (Liquor License #16-31023) located at 557 S. Saliman Rd. (*Lena Reseck, lreseck@carson.org*)

Staff Summary: All liquor license requests are to be reviewed by the Liquor Board per CCMC 4.13. Raquel Novoa is applying for a full liquor license. Staff is recommending approval.

- B) For Possible Action: To approve Maria Guadalupe Rodriguez as the liquor manager for Las Marias Mexican Restaurant (Liquor License #16-31018) located at 1939 N. Carson St. (*Lena Reseck, lreseck@carson.org*)

Staff Summary: All liquor license requests are to be reviewed by the Liquor Board per CCMC 4.13. Maria Guadalupe Rodriguez is applying for a full liquor license. Ms. Rodriguez is purchasing the restaurant from the previous owner. 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. Sheriff

- A) For Possible Action: To accept the Office of Criminal Justice Assistance Grant 15-JAG-03, TriNet Narcotics Task Force, in the amount of \$68,000. (*Sheriff Furlong, kfurlong@carson.org*)

Staff Summary: The Office of Criminal Justice Assistance administers grant funds to state and local units of government for a wide variety of programs to improve the criminal justice system. This grant provides partial funding for one detective position assigned to the TriNet Narcotics Task Force. Grant period is 10/01/15-09/30/16.

- B) For Possible Action: To accept the Office of Criminal Justice Assistance Grant 15-JAG-04, Regional Gang Initiative in the amount of \$135,000. (*Sheriff Furlong, kfurlong@carson.org*)

Staff Summary: This grant will continue the efforts of the Regional Gang Initiative. The project was initially funded through the American Recovery and Reinvestment Act, and is now funded through the Nevada Department of Public Safety, Office of Criminal Justice Assistance. The award will partially fund

one deputy sheriff in Carson City, Lyon County and Douglas County. Each county is responsible for any matching funds necessary to participate in the program. Grant period is 10/01/15-09/30/16.

- C) For Possible Action: to accept the Office of Criminal Justice Assistance Grant 13-JAG-39i, DARE - High in Plain Sight, in the amount of \$4,435. (*Sheriff Furlong, kfurlong@carson.org*)

Staff Summary: The Office of Criminal Justice Assistance administers grant funds to state and local units of government for a wide variety of programs to improve the criminal justice system. This grant provides funding for two days of statewide training in High in Plain Sight. The Carson City Sheriff's Office provided this training (using another grant from the same agency) in December, 2014 and has been asked to provide it again. The information to be presented covers the rapid changes that are occurring in the drug world including e-cigarettes, vaping pens, use of these mechanisms to use marijuana, powdered alcohol, K-2 Spice, Synthetic Bath Salts, changes in clothing, stash spots, new laws and the effects on law enforcement, youth brains, and behaviors. This training is highly recommended for law enforcement, school personnel and community leaders. The grant period is 10/01/15-12/30/15.

18. 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 October 6, 2015 per NRS 251.030 and NRS 354.290. (*Nancy Paulson, npaulson@carson.org*)

Staff Summary: NRS 251.030 requires the Chief Financial Officer (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.

19. Purchasing and Contracts

- A) For Possible Action: To approve Contract No. 1516-043 for the maintenance and purchase of Motorola products from Sierra Electronics. Sierra Electronics is the sole source dealer for Motorola and therefore not suitable for public bidding pursuant to NRS 332.115, for a not to exceed annual cost of \$65,000.00 for a five year contract to be funded from Radio Maintenance Fund Account as provided in FY 2015/2016 budget. (*Laura Tadman, ltadman@carson.org and James Jacklett, jjacklett@carson.org*)

Staff Summary: This contract replaces an expiring five year contract for support and maintenance services provided for the City's Public Safety radio communication infrastructure. The infrastructure maintained through this agreement includes the equipment in the City dispatch center, fire stations, repeater sites, and public safety vehicles that is used every day by the first responders in the protection of life and property in Carson City. The existing communication system is comprised of Motorola equipment. Sierra Electronics is the only authorized Manufacturer Representative for Northern Nevada.

- B) For Possible Action: To approve Amendment No.1 to Contract No. 1516-021, Joinder Contract to include the Nevada State Purchasing Division RFP/Contract #3125 with Thomas Petroleum for Card Lock Processing System. There is no monetary change. (*Laura Tadman, Ltadman@carson.org*)

Staff Summary: The Board of Supervisors approved Contract 1516-021, on August 6, 2015, for Nevada State Joinder Contracts with Flyers Energy, Thomas Petroleum and Carson Valley Oil for bulk fuel.

Thomas Petroleum has two separate joinder contracts; bulk fuel and the card lock processing system. Joinder Contract #3125 with Thomas Petroleum for the Card Lock Processing System was inadvertently left out which is for the purchase of fuel for City vehicles. This contract will expire March 31, 2019. Contract 1516-021 was approved for a not to exceed amount of \$1,000,000/year and includes the fuel for City vehicles.

20. Community Development - Planning

- A) For Possible Action: To approve a Final Subdivision Map known as Canyon Vista, from Divinni NV, LLC resulting in the creation of 18 residential lots on property zoned Single Family One Acre (SF1A), located east of Hillview Drive between Clearview Drive and East Appion Way, APNs 010-194-07 and -08, which fully complies with all of the conditions of approval as contained in the Canyon Vista Tentative Subdivision Map staff report pursuant to the requirements of Carson City Municipal Code. (FSM-15-087) (*Susan Dorr Pansky, spansky@carson.org*)

Staff Summary: The Board of Supervisors granted approval of the Tentative Subdivision Map for Canyon Vista on June 18, 2015. A Final Subdivision Map must be approved by the Board of Supervisors prior to subdividing the property.

- B) For Possible Action: To consider a request from Project One (property owner: Jackson Fam Liv Trust 5/25/00) for a Tentative Planned Unit Development of 41 single family detached residential lots, including a Special Use Permit to allow a residential use on property zoned General Commercial (GC) and Variances to allow reduction in minimum lot size, reduction of required parking, reduction of required open space and reduction of required periphery setback, on property located at 250 Eagle Station Lane, APN 009-123-38 and -39. (*Susan Dorr Pansky, spansky@carson.org*)

Staff Summary: The applicant is proposing a Planned Unit Development on a 3.66 acre infill site on Eagle Station Lane east of South Carson Street. This Planned Unit Development will include 41 single family detached residential units with an average lot size of 2,596 square feet. This request includes a Special Use Permit to allow for residential use in the General Commercial (GC) zoning district and Variances to allow for reduction in the minimum 6,000 square foot lot size, reduction of the required parking from 103 spaces to 79 spaces, reduction of the required open space from 30 percent to 15 percent and reduction of the required periphery setback from 20 feet to 10 feet. The Planning Commission reviewed this application at their September 30, 2015 meeting and recommended approval to the Board of Supervisors.

21. Information Technology

Presentation on two software applications that will be available by the end of the year to enhance our commitment to provide an Open and Transparent Government. (*Eric Von Schimmelmänn, evonschimmelmänn@carson.org*)

Staff Summary: Presentation to the Mayor and Board of Supervisors, a live demonstration of two of the new software applications we are working on and plan to have implemented by the end of the year. The first application I would like to demonstrate is from Socrata. This software will enable us to provide a web portal to show the City's budget and expenditures to the public in near real time. The second application is from Granicus. This application will enhance our Government Transparency goals, agenda packet process and video production. In addition it will enable iPad integration for the board members with real time reporting and a kiosk display of the agenda items and votes.

22. City Manager

For Possible Action: To ratify the approval of bills and other requests for payments by the City Manager for the period of September 8, 2015 thru October 5, 2015. (Nick Marano, nmarano@carson.org)

Staff Summary: All bills or other requests for payment verified per CCMC 2.29 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.

23. Board of Supervisors

Non-Action Items:

- Future agenda 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

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 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.

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
Courthouse 885 East Musser Street
City Hall 201 North Carson Street
Carson City Library 900 North Roop Street
Community Development Permit Center 108 East Proctor Street

Date: October 8, 2015