

**CARSON CITY CONSOLIDATED MUNICIPALITY
NOTICE OF MEETING OF THE
BOARD OF SUPERVISORS
AND LIQUOR AND ENTERTAINMENT BOARD
AND JOINT MEETING WITH THE
CARSON CITY SCHOOL DISTRICT BOARD OF TRUSTEES**

Day: Thursday
Date: June 16, 2016
Time: Beginning at 8:30 am
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** - Bruce Henderson, Church of Christ
- 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 19, 2016
- 7. For Possible Action: Adoption of Agenda**
- 8. Special Presentations**

8.A Presentation of Length of Service certificates to City employees. (Melanie Bruketta, mbruketta@carson.org)

Staff Summary: Each month the Board of Supervisors presents Length of Service certificates to employees who have completed 5, 10, 15, 20, 25 and 30 years of City service.
- 9. Recess as the 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

12.A For Possible Action: To approve Francisca and Rene Rangel as the liquor managers for Rangel LLC dba Thick Slice Pizza (Liquor License #16-31366) located at 2010 E. William Street. (Lena Reseck, lreseck@carson.org)

Staff Summary: All liquor license requests are to be reviewed by the Liquor and Entertainment Board per CCMC 4.13. Rangel LLC dba Thick Slice Pizza is applying for a dining room with beer and wine liquor license. Applicant has met the requirements per CCMC 4.13.125 and staff is recommending approval.

12.B For Possible Action: To approve Timothy Hohl as the liquor manager for Hohl Motorsports, Inc. dba Battle Born Harley-Davidson (Liquor License #16-31418) located at 2900 Research Way. (Lena Reseck, lreseck@carson.org)

Staff Summary: All liquor license requests are to be reviewed by the Liquor and Entertainment Board per CCMC 4.13. Hohl Motorsports, Inc. is applying for a bar liquor license. Applicant has met the requirements per CCMC 4.13.125 and 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. City Manager

16.A Presentation Only: Status report and briefing on the work of the Charter Review Committee. (Nick Marano, nmarano@carson.org)

Staff Summary: Chairman Bruce Robertson will provide a briefing to the Board of Supervisors.

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

Staff Summary: Staff from NNDA will provide an update and progress report.

17. Health and Human Services

17.A For Possible Action: Discussion and possible action to approve a resolution that replaces Resolution #2013-R-41, accepting an inter-local contract with Douglas County in the amount not to exceed \$270,636 for the period of July 1, 2016 - June 30, 2017, \$288,213 for the period of July 1, 2017 to June 30, 2018, and \$307,591 for the period of July 1, 2018 through June 30, 2019 to provide environmental health services in Douglas County, cover the expenses of the environmental health position(s) and the program, including supervision and Carson City overhead (human resources, fiscal and administrative). (Nicki Aaker, naaker@carson.org)

Staff Summary: By entering into this Contract, Carson City will be able to provide Environmental Health Services for Douglas County to promote and maintain the health of the citizens of Douglas County.

18. Purchasing and Contracts

18.A For Possible Action: To determine that RADCO Communications, LLC is the lowest responsive bidder pursuant to NRS Chapter 338 and to award Contract No. 1516-102 Corporate Yard Communication Tower to RADCO Communications, LLC for a bid amount of \$198,880, plus a contingency amount of \$19,888, for a total not to exceed amount of \$218,768 to be funded from the Water and Sewer Funds as provided in fiscal year 16/17. (Laura Tadman, LTadman@carson.org and Darren Schulz, DSchulz@carson.org)

Staff Summary: Carson City received sealed bids for all labors, material, tools, and equipment necessary for the Corporate Yard Communication Tower Project. The project consists of providing and installing a 100' 4 leg self-supporting lattice tower as well as placing and securing a City provided communication building. The project also includes providing engineering from a Nevada Licensed Engineer for the tower and foundation, constructing the foundations for the tower and building, installing an ice bridge, and completing associated grounding and communication work.

18.B For Possible Action: To approve Contract No. 1516-175 Mental Health Consultant to the Carson City Jail to Dr. Joseph McEllistrem for an annual amount of \$75,072 with annual extensions through June 30, 2019 for a total contract amount of \$225,216, to be funded from the Sheriff's Office Professional Services Account as provided in FY 16/17, 17/18, and 18/19. (Laura Tadman, Ltadman@carson.org and Ken Furlong, Kfurlong@carson.org)

Staff Summary: Contractor will provide Mental Health Consultation services for the Carson City Jail. Some of the services to be provided are: mental assessments of jail population, mental health treatment and counseling and treatment recommendations to staff and inmates.

19. Fire

19.A For Possible Action: To authorize the mayor to sign a Cooperative Fire Protection Agreement between the Carson City Fire Department; United States Department of Agriculture (USDA), Forest Service - Humboldt-Toiyabe National Forest; and the United States Department of the Interior (USDI), Bureau of Land Management - Carson City District. (Robert Schreihans, rschreihans@carson.org)

Staff Summary: This is a new agreement between Carson City Fire Department, the Bureau of Land Management and the USDA, Forest Service. The agreement provides for mutual assistance between the agencies in response to wildland fires as designated in the agreement.

19.B For Possible Action: To authorize the mayor to sign the 2016 Annual Operating Plan between the Carson City Fire Department; United States Department of Agriculture (USDA), Forest Service - Humboldt-Toiyabe National Forest; and the United States Department of the Interior (USDI), Bureau of Land Management - Carson City District. (Robert Schreihans, rschreihans@carson.org)

Staff Summary: This document is an update of the Annual Operating Plan (AOP) between the Carson City Fire Department, the USDA, Forest Service and the Bureau of Land Management. The plan provides for mutual assistance between the agencies, in response to wildland fires as designated in the master agreement. The AOP delineates fees, district boundaries and parameters under which assistance will be provided.

19.C For Possible Action: To introduce, on first reading, an ordinance amending the Carson City Municipal Code Title 14 Chapter 14.02 - in order to make it consistent with NAC 477. (Robert Schreihans, rschreihans@carson.org)

Staff Summary: This will be the first reading of an ordinance to update the currently adopted Fire Code, in order to be consistent with changes to the Nevada State Fire Marshal Regulations NAC 477.

20. Finance

20.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 3rd, 2016 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.

20.B For Possible Action: To enter into insurance agreements with Public Entity Property Insurance Program (PEPIP) for property insurance (including automobile physical damage) at a total premium of \$337,479, Travelers Indemnity Company for excess liability coverage at a total premium of \$440,092, Great American for government crime insurance at a total premium of \$12,278, and with Illinois Union for Landfill Pollution Legal Liability insurance at a total premium of \$12,518 for a grand total of \$802,367 for FY 2017. (Nancy Paulson, npaulson@carson.org)

Staff Summary: We are planning on renewing Property Insurance, Excess Liability including General Liability, Automobile and Umbrella coverages, Crime Insurance and Pollution Liability with the same insurance companies as last year. All of the insurance companies have

at least an A- rating by AM Best Services and have adjusted policyholder surplus of at least \$100,000,000.

20.C For Possible Action: To enter into an agreement for excess workers compensation liability insurance services with New York Marine and General Insurance Company for a total premium of \$101,427. (Nancy Paulson, NPaulson@carson.org)

Staff Summary: Staff is recommending that Carson City continue the relationship for workers compensation excess liability insurance services with New York Marine and General Insurance Company for FY 2017. The total premiums for FY 2016 were \$96,877 so the total increase would be approximately 4.7%.

20.D For Possible Action: To adopt a resolution for a temporary interfund loan from the General Fund to the Grant Fund for an amount not to exceed \$250,000. (Nancy Paulson, npaulson@carson.org)

Staff Summary: The Grant Fund may incur temporary cash shortages at June 30, 2016. The interfund loan would enable the City to cover the temporary cash shortage in this fund if necessary.

20.E For Possible Action: To adopt a resolution to augment and amend the Carson City FY 2015-16 Budget in the amount of \$2,817,597. (Nancy Paulson, npaulson@carson.org)

Staff Summary: The augmentation and revision is primarily due to carryover of program costs from the prior years' budget, board action, federal and local grants, transfers of contingency and unanticipated sources of revenue.

20.F For Possible Action: To certify charges, levy and direct the Treasurer to collect special assessments for Fiscal Year 2016-17 as requested by the State Engineer of the State of Nevada, Department of Conservation and Natural Resources for the Eagle Valley Groundwater Basin (\$18,000) and the Dayton Valley Groundwater Basin (\$1,500) and further direct the Chief Financial Officer to remit the special assessment collections to the State. (Nancy Paulson, npaulson@carson.org)

Staff Summary: Pursuant to NRS 534.040(2), the Board of Supervisors is required to certify and levy the special assessments needed to fund the budgets of the groundwater basins administered by the State Engineer. The amounts requested by the State Engineer will be required for the payment of necessary expenses for supervision over the groundwater basins to include, but not limited to special studies, water level measurements, crop/pumpage inventories, field investigations, aquifer tests, well driller inspections, intent to drill card and well log review, associated data collection and management.

20.G For Possible Action: To accept the Audit Committee's recommendations for projects for FY 2016 - 2017 to include Small Works Projects Review, Procurement Testing, IT Controls Testing, Ongoing Internal Auditor Services, Audit Findings Validation, Fraud Waste and Abuse (FWA) Program Coordination, Performance Metrics Validation and a contingency amount. (Nancy Paulson, npaulson@carson.org)

Staff Summary: Moss Adams made recommendations to the Audit Committee at their June 7, 2016 meeting for future projects. The Committee is recommending to the Board of Supervisors that Moss Adams perform Small Works Projects Review, Procurement Testing, IT Controls Testing, Ongoing Internal Auditor Services, Audit Findings Validation, Fraud Waste and Abuse (FWA) Program Coordination, and Performance Metrics Validation. The Committee is also recommending maintaining a contingency in the amount of \$15,000.

20.H For Possible Action: To approve Amendment No. 6 to Contract No. 1112-133 with MOSS-ADAMS, LLP (Certified Public Accountants), titled "Internal Auditing Services" to increase the contract term from June 30, 2016 to June 30, 2017 and perform the City's Internal Audit function for a not to exceed cost of \$110,000.00 to be funded from the Internal Audit Budget account as provided in FY 2017. (Nancy Paulson, npaulson@carson.org)

Staff Summary: MOSS-ADAMS' contract to provide internal audit services is set to expire on June 30, 2016 and will require an extension if the Board continues to have them provide the Internal Auditor function for the City.

21. Parks and Recreation

21.A For Possible Action: To approve and authorize the Mayor to sign an Easement Amendment by and between Dynamic Diversified Development, Thomas Family Intervivos Trust, and Ryan and Sara Barney (Grantor) and Carson City (Grantee), whereby the amendment will decrease the width of the overall permanent regional trail easement from 30 feet to 15 feet on APN 010-191-23, 010-191-24, 0110-191-25, and 010-191-26, totaling 10,946 square feet. (Vern Krahn, VKrahn@carson.org and Stephanie Hicks, SHicks@carson.org)

Staff Summary: The City entered into an agreement with Alpha Homes, LLC, in July 2008, for an easement option for the purpose of providing a non-exclusive permanent easement and right of way for the construction and maintenance of a regional equestrian and pedestrian trail system. It was brought to the City's attention in May 2016 that the current owners are having difficulty selling the parcels due to the existing easement option. Staff has been working with the property owners to explore options that will ensure public regional trail access remains, while reducing potential impacts to the adjacent property owners. The proposed easement amendment provides mutual benefits to both the public as well as the property owners.

22. Public Works

22.A For Possible Action: To accept the dedication of right-of-way from APN 007-401-66, APN 007-401-37, and APN 007-401-38 also known as Chelsea Place, Bedford Way, and Waterford Place, and the dedication of open space from APN 007-402-26 located adjacent to Kings Canyon Road, all within the Long Ranch Estates Planned Unit Development. (Stephanie Hicks, SHicks@carson.org)

Staff Summary: The subject parcels are located within the Long Ranch Estates Planned Unit Development which was approved in November 1992. All of these parcels were offered for dedication during recordation of subsequent phases of the final maps. However, the offers of dedication were not accepted at that time.

22.B For Possible Action: To adopt on second reading, Bill Number 108, an ordinance amending the Carson City Municipal Code Title 12 - Water, Sewerage and Drainage, Chapter 12.03 - Sewer Connection Charges and Use Rates, by amending Section 12.03.010 - Definitions; to redefine a SERC as 200 gpd. Section - 12.03.030 Schedule of Sewer Connection and Hook up Charges; to redefine the number of SERC per customer class, remove the existing charge per SERC, add SERC charges phased in over five (5) years effective 7/1/2016 with clarifying language, add a connection charge index effective 7/1/2021. (David Bruketta, Dbruketta@carson.org)

Staff Summary: In October of 2009, the City reduced connection charges significantly in order to promote economic development. The current connection charges are artificially low and do not support the investment of infrastructure already paid for by existing customers. The revenues generated from the proposed ordinance are necessary to fund future capital and ensure compliance with fiscal policies.

22.C For Possible Action: To adopt on second reading, Bill Number 107, an ordinance amending the Carson City Municipal Code Title 12 - Water, Sewerage and Drainage, Chapter 12.01 - Water Connection Charges and Use Rates, by amending section 12.01.010 - Definitions; to add maximum day gpm, and redefine a WERC as 425 gpd. Section - 12.01.030 Schedule of Water Connection Charges, Lateral and Meter Box Sets, and Meter Set Fees; to remove the existing water connection charges, add water connection charges phased in over five (5) years effective July 1, 2016 with clarifying language, add a connection charge index effective 7/1/2021. (David Bruketta, Dbruketta@carson.org)

Staff Summary: In October of 2009, the City reduced connection charges significantly in order to promote economic development. The current connection charges are artificially low and do not support the investment of infrastructure already paid for by existing customers. The revenues generated from the proposed ordinance are necessary to fund future capital and ensure compliance with fiscal policies.

22.D For Possible Action: To direct the City Manager to have Public Works communicate a prioritized City-wide plan for streets maintenance based on available fiscal resources in a similar format to the Capital Improvement Matrix. The street maintenance plan will include regular reports to the Carson City Regional Transportation Commission and the plan will be provided to the Carson City Board of Supervisors as part of a Board meeting by September 2016. (Darren Schulz, dschulz@carson.org)

Staff Summary: Public Works staff is working with the RTC and a new group of residents regarding the use of funds available for street improvements. The Carson City Regional Transportation Commission acted on May 11, 2016, to direct staff to establish this group. This action by the Board of Supervisors will direct staff to provide additional information to the Board of Supervisors at a future meeting. Staff will also provide additional detailed information on the use of funds for streets during the period of 2005 through 2015.

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
Status reports and comments from the members of the Board
Staff comments and status report

-- LUNCH BREAK -- RETURN - APPROXIMATE TIME - 1:30 P.M. --

24. City Manager

24.A For Possible Action: To appoint one member to the Library Board of Trustees to fill a term set to expire June 2020. (Nick Marano, nmarano@carson.org)

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 members term expiring. A reappointment request was received from Jeremy Hays and a new application was received from Keith Squires.

24.B For Possible Action: To ratify the approval of bills and other requests for payments by the City Manager for the period of May 7, 2016 thru June 3, 2016. (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.

25. Community Development

25.A For Possible Action: To adopt Resolution No. 2016-__ amending Resolution No. 2016-13 estimating the cost to be paid by the Downtown NID (Neighborhood Improvement District) assessment and the assessment roll for the purpose of paying for maintenance of the Downtown Streetscape Enhancement Project; fixing the time and place to hear protests regarding the assessment for June 16, 2016, at the regularly scheduled meeting of the Board of Supervisors, and for June 22, 2016, at a special meeting of the Board of Supervisors, as published; and directing staff to provide notice of that public hearing pursuant to NRS 271. (Lee Plemel, lplemel@carson.org)

Staff Summary: The Board of Supervisors adopted Ordinance No. 2016-1 establishing the Downtown NID on January 7, 2016. NRS 271 provides for the annual procedures for implementing a NID assessment. The Resolution adopted by the Board of Supervisors on June 2, 2016, needs to be amended to include an additional Public Hearing date in order to meet publication requirements for notification of the Public Hearing.

25.B For Possible Action: To approve Hardship Determinations related to the Downtown Neighborhood Improvement District (NID) assessment for applicants meeting the required conditions, and directing the City Engineer to postpone the assessment for any approved Hardship Determination applicants in accordance with NRS 271.360. (Lee Plemel, lplemel@carson.org)

Staff Summary: The Board of Supervisors adopted Ordinance No. 2016-1 establishing the Downtown NID on January 7, 2016, for the purpose of paying a portion of the cost of ongoing maintenance of the Downtown Streetscape Enhancement Project. The Board of Supervisors must consider applications for Hardship Determinations before ratifying the Downtown NID assessment roll. Property owners whose annual income is less than 50% of the median Carson City area annual income qualify for a Hardship Determination. Property owners approved for a Hardship Determination may have their Downtown NID assessment deferred in accordance with NRS 271.360 and the NRS Chapter 271 Hardship Determination Policy and Procedures adopted by the Board of Supervisors.

25.C PUBLIC HEARING:

Public Hearing: To take public comment regarding the filing of the assessment roll for the Downtown Neighborhood Improvement District (NID), to consider written objections concerning that area to be assessed, and to consider all complaints, protests and objections to the assessment pursuant to NRS 271.385. (Lee Plemel, lplemel@carson.org)

Staff Summary: Pursuant to NRS 271.380 and 271.385, any complaint, protest or objection to the regularity, validity and correctness of the assessment roll, of each assessment, and of the amount of the assessment levied on each tract must be filed in writing with the Clerk (or Planning Division) at least 3 days before the assessment hearing. Any complaint, protest or objection to the assessment roll, the regularity, validity and correctness of each assessment, the amount of each assessment, or the regularity, validity and correctness of any other proceedings occurring previously regarding the Downtown NID shall be deemed waived unless filed in writing within the time and in the manner provided above.

26. Finance

26.A For Possible Action: To adopt a resolution creating the Downtown Neighborhood Improvement District (NID) Fund, an agency fund. (Nancy Paulson, NPaulson@Carson.org)

Staff Summary: The Carson City Board of Supervisors may establish an agency fund by resolution which describes the purpose of the fund, the resources to be used to establish the fund, the sources to be used to replenish the fund, the method for controlling the expenses and revenues of the fund, and the method by which a determination will be made as to whether the balance of the fund is reasonable and necessary to carry out the purpose of the fund.

27. Community Development - Planning

27.A For Possible Action: To introduce, on first reading, an ordinance amending title 18, Zoning, Chapter 18.02, Administrative Provisions, Section 18.02.045, Notice Of Commission Hearings; Section 18.02.060, Appeals; and Section 18.02.075, Zoning Map Amendments and Zoning Code Amendments, to increase the property owner notice radius for development

applications reviewed by the planning commission based on project parcel size. (Lee Plemel, lplemel@carson.org)

Staff Summary: The current property owner notification requirement for applications heard by the Planning Commission is 300 feet from the boundaries of the property on which the project is located, regardless of the size of the project. The proposed amendment would increase the property owner notification radius based on the project parcel size, with larger parcels requiring larger notification radii.

27.B For Possible Action: To consider an appeal of the Historic Resources Commission's denial of a request from Michele Chase (property owner: James Teegarden Rev Trust) for a vinyl picket fence on property zoned Residential Office (RO), located at 210 North Minnesota Street, APN 003-192-08. (HRC-16-020) (Susan Pansky, spansky@carson.org)

Staff Summary: The applicant recently installed a new 36-inch high picket fence made of vinyl in the front yard of the subject property without first receiving approval from the Historic Resources Commission. In response to a letter sent by the Planning Division, the applicant submitted an application to request approval of the previously installed fence. The Historic Resources Commission denied the request at their meeting on April 14, 2016. An appeal of the Historic Resources Commission's denial was filed by the applicant's attorney, Andrew A. List, Esq. The Board of Supervisors may uphold or reverse the Historic Resources Commission's decision.

27.C For Possible Action: To consider a request from Capstone Communities for Tentative Subdivision Map known as Arbor Villas, consisting of 147 single family attached residential lots on property zoned Multi-Family Apartment (MFA), located on Little Lane, APN 004-021-13. (Hope Sullivan, hsullivan@carson.org)

Staff Summary: Per the provisions of Section 17.05.010 of the Carson City Municipal Code (CCMC), the Board of Supervisors is authorized to approve a Tentative Subdivision Map. The Planning Commission makes a recommendation to the Board. The Planning Commission reviewed the subject application at its meetings of April 27, 2016, and May 25, 2016, and has recommended approval of the request based on the ability to make the required findings subject to Conditions of Approval.

-- EVENING SESSION - APPROXIMATE TIME - 6:00 P.M. --

**JOINT MEETING OF THE CARSON CITY BOARD OF SUPERVISORS WITH THE
CARSON CITY SCHOOL DISTRICT BOARD OF TRUSTEES**

28. Roll Call

29. Call to Order

30. Flag Salute - Brad Bonkowski

31. For Possible Action: Adoption of the Agenda

Please note: The Board reserves the right to take items in a different order to accomplish the business of the Agenda in the most efficient manner.

32. Welcoming Remarks -
Joe Cacioppo, President
CCSD Board of Trustees
Mayor Robert Crowell

33. 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.

34. Carson City School District and Carson City

34.A Informational update and discussion on the Carson City School District's Emergency Response Plan, with support from Carson City departments. (Ann Wiswell and Stacey Belt)

34.B Informational update and discussion about projected growth in the region and its potential impact on Carson City and Carson City School District operations. (Lee Plemel and Andrew Feuling)

34.C Informational update and discussion on the Mobile Maker Space Grant. (Sena Loyd)

34.D Informational update and discussion on the New Student Information System, Infinite Campus and the Plan to Provide Training for Students and Parents. (Sena Loyd and Janice Arthur-Towns)

35. 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.

36. 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
<http://notice.nv.gov>