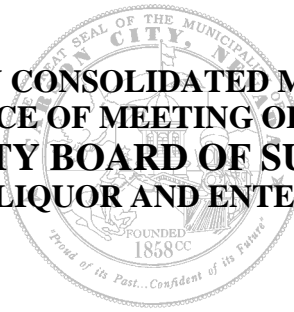


**CARSON CITY CONSOLIDATED MUNICIPALITY
NOTICE OF MEETING OF THE
CARSON CITY BOARD OF SUPERVISORS
AND CARSON CITY LIQUOR AND ENTERTAINMENT BOARD**



Day: Thursday
Date: May 3, 2007
Time: Beginning at 8:30 a.m.
Location: Community Center, Sierra Room
851 East William Street
Carson City, Nevada

Agenda

Call to Order

Roll Call

Invocation - Marie Hanson, United Church of Religious Science

Pledge of Allegiance

Public Comments and Discussion: *The public is invited at this time to comment on and discuss any item not on the agenda that is relevant to, or within the authority of, the Carson City Board of Supervisors, the Carson City Liquor and Entertainment Board and the Carson City Redevelopment Authority. No action may be taken on a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action will be taken. Public comment during individual agenda items will be taken on the item at the time the item is called for hearing.*

1. **Action on Approval of Minutes**
2. **Changes to the Agenda**

Liquor and Entertainment Board

Action on Approval of Minutes

3. **Treasurer**

Action to approve a request by the Treasurer to have an investigation conducted of the liquor license held by Bhupinder S. Lally, dba Winnie Liquor, to determine whether grounds exist for revocation of the liquor license.

Staff Summary: CCMC 4.13.150 (1) states "The liquor board may, on its own motion or upon the sworn complaint in writing of any person, investigate the conduct of any licensee under this chapter to determine whether grounds for revocation of a license exists. The board may request assistance of the licensee in such investigation."

Board of Supervisors

4. **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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4-1. Sheriff

Action to approve the acceptance of the Office of Criminal Justice Assistance Grant 04-NC-043, Special Response Tools, in the amount of \$19,708.00.

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.

4-2. Clerk-Recorder

Annual Report of the Carson City Recorder Per NRS 247.306.

Staff Summary: This report shows actual revenues and expenditures for FY 05-06 and projected revenues and expenditures for FY 06-07. NRS 247 requires the county recorder to submit an annual report to the Board of Supervisors which contains: (a) An estimate of the proceeds that the county recorder will collect from the additional fee imposed pursuant to subsection 2 of NRS 247.305, (b) A proposal for expenditures of the proceeds from the additional fee imposed pursuant to the same subsection for the costs related to the technology required for the office of the county recorder.

4-3. Purchasing and Contracts

- A) Action to approve the award of Contract No. 0607-065 to Sierra Chemical Co. as the lowest responsive and responsible bidder pursuant to NRS. Chapter 332 to provide Sodium Hypochlorite Solution at a cost of .719¢ per gallon through June 5, 2012 subject to escalation and/or de-escalation provisions with the option to renew for five (5) additional years subject to negotiation.

Staff Summary: Contract No. 0203-010 with Sierra Chemical Company will expire on June 5, 2007. Sodium Hypochlorite Solution provides for disinfection of filtered secondarily treated sewage effluent, filtered potable water, and swimming pool water. The Public Works Department and the Parks & Recreation Department will purchase this chemical on an as-needed basis.

- B) Action to approve Contract No. 0607-078 a request to have the Board of Supervisors determine that the listed City property is no longer required for public use and deem its sale by public auction desirable and in the best interest of Carson City.

Staff Summary: Staff has requested the following vehicles and equipment to be declared surplus and authorize their disposal by public auction to be conducted by TNT Auctions on 5/19/07.

- C) Action to approve the renewal of Contract No. 0304-088 with Ferguson Waterworks (formerly R Supply) and Western Nevada Supply Company to purchase water inventory parts through June 17, 2008 with the same terms and conditions as originally awarded and with the prices subject to the contract's escalation and de-escalation clauses.

Staff Summary: First renewal of Contract No. 0304-088 Water Inventory Parts will expire on June 17, 2007.

4-4. City Manager

Action to approve an Engagement Letter for outside legal services from Woodburn and Wedge, Attorneys, for work associated with review of any and all agreements associated with Vidler Water Company.

Staff Summary: The District Attorney has approved seeking outside legal services from a law firm specializing in water law for services associated with review of any agreements that may come forward as a result of the Teaming Agreement with Vidler Water Company. The District Attorney will work in cooperation with Dale E. Ferguson, an attorney in the firm of Woodburn and Wedge in reviewing possible changes to the Teaming Agreement and any future agreements that are proposed as a result of the Teaming Agreement.

4-5. Public Works

Action to accept Public Works recommendation on the "Construction Management and Inspection Services for the Timberline/Combs Drainage Project," Contract #2005-140 and authorize Public Works to issue payment for an Amendment No. 2 amount of \$22,000.00 and to authorize the Contracts Division to issue additional amendments for a not to exceed amount of \$5,000 from the Construction Projects Timberline/Combs Fund as provided for in FY2006/2007.

Staff Summary: On March 2, 2006, the Board of Supervisors approved Contract #2005-140 in the amount of \$180,697 and authorized amendments not to exceed \$18,000. Amendment No. 1 was issued for \$18,000 on January 23, 2007. Harris & Associates has been performing the construction management and inspection services for the Timberline/Combs Drainage Project. The Project's contractor has worked more than 40 hours per week in order to complete the Project within the contract time limit. Also, the contract time has been extended for various approved Change Orders and due to winter shut down of paving operations. These things combined have created the need for an additional amendment to the Harris & Associates contract to provide for their services to complete the administration and inspection of this construction contract.

4-6. Development Services - Planning

Action to approve the Carson City Airport Authority protocol for signing Planning Commission applications for airport development projects.

Staff Summary: The Airport Authority on April 18, 2007 adopted a protocol policy for signing Planning Commission applications for airport development projects. Board of Supervisors approval of said protocol policy is requested.

4-7. Finance

Action to adopt a resolution creating the Carson Area Metropolitan Planning Organization (CAMPO) Fund, a special revenue fund.

Staff Summary: The Carson City Board of Supervisors may establish a special revenue 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 and the method for controlling the expenses and revenues of the fund.

4-8. Health and Human Services

Action to approve a grant award in the amount of \$10,000.00 from the National Association of County and City Health Officials, for the Medical Reserve Corp.

Staff Summary: These funds will be used to build the capacity of our local Medical Reserve Corp.

(End of Consent Agenda)

Ordinances, Resolutions, and Other Items

5. Parks and Recreation

- A) Action to adopt a resolution by the Carson City Board of Supervisors providing for a Recreation, Parks, and Public Purpose (RP&P) request to the Bureau of Land Management for a portion of Assessor Parcel Number 8-531-03 to be used for the construction of the Chinese Workers Museum of America.

Staff Summary: The resolution authorizes an RP&P lease with the Bureau of Land Management for land to be used for the construction of the Chinese Museum. The site is adjacent to the area for the proposed V&T historic railroad terminal station in Carson City.

- B) Action to adopt on second reading, Bill No. 109, an ordinance amending the Carson City Municipal Code Title 17, establishing Chapter 17.18 Landscape Maintenance Districts. Section 17.18.010, establishes the Purpose; section 17.18.020, establishes Authority; section 17.18.030, establishes Definitions; section 17.18.040, establishes Parks Director's Responsibilities; section 17.18.050, establishes Procedures for Applying to Create a Maintenance District; section 17.18.060, establishes Procedures for Review of Maintenance District Petitions; section 17.18.070, establishes Procedures for Establishment of the Board Approved Maintenance District; section 17.18.080, establishes Determination of Benefit and Cost Allocations Between Assessed Property and City; section 17.18.090, establishes Assessments; section 17.18.110, establishes Allocation of Public Money to Pay the Costs Incurred by Carson City in Assuming Maintenance; section 17.18.111, establishes Review and Dissolution of Maintenance District; and section 17.18.112, establishes Appeal Procedures.

Staff Summary: Nevada Revised Statutes 278.4787 requires that the City adopt an ordinance to consider approval of petitions to create a Landscape Maintenance District submitted by developers who propose to divide land in Carson City for transfer or development into four or more lots. The petitions request the City to assume the maintenance of certain improvements located on the land. This proposed ordinance also establishes the procedures for making such requests and, if approved, for establishing and administering maintenance districts within Carson City.

6. Development Services - Planning

- A) Action to adopt Bill No. 110, on second reading, an ordinance amending the Zoning Code Amendment from Carson City Planning Division for an amendment to Title 18 Zoning and Development Standards, specifically to the Lighting Ordinance regarding performance standards relative to display and security lighting, and other matters related thereto. (File ZCA-06-181)

Staff Summary: The proposed amendments to Title 18, Zoning and Development Standards would specifically amend the Lighting Ordinance regarding performance standards relative to display and security lighting.

- B) Action to adopt Bill No. 111, on second reading, an ordinance to change the zoning on a portion of the subject parcel located at 2300 Eagle Valley Ranch Road, APN 007-511-06, from Conservation Reserve (CR) to Retail Commercial (RC). (File ZMA-07-026)

Staff Summary: The Zoning Map Amendment would change the zoning of a 10.5-acre portion of property owned by the Nevada Children's Foundation located adjacent to Eagle Valley Ranch Road and Medical Parkway to the west of the Carson Tahoe Regional Medical Center. The RC zoning district would allow retail uses consistent with other uses surrounding the medical center complex.

- C) Action regarding an appeal of the Planning Commission's approval of the Special Use Permit application, from Matt Hansen, Licata Hansen Associates Architecture, to allow a new aircraft hanger project, on property zoned Public Regional (PR), located at 2600 College Parkway, Leased Parcel # 207, Assessors Parcel Number 008-901-01, based on seven findings and subject to the nine conditions of approval contained in the staff report. (File SUP-07-025)

Staff Summary: The Planning Commission approved the subject application to allow a new aircraft hanger project on a vote of 6 ayes, 0 nays and 1 absent. Staff recommended approval of the application. Staff received one appeal from a person who spoke in opposition to the application at the Planning Commission meeting. The Board of Supervisor's will take final action regarding the Special Use Permit and one appeal.

- D) Action to consider a Tentative Subdivision Map application known as Combs Canyon Phase II, from Lumos Engineers for Barton Properties, Inc., (property owner: Combs Canyon, LLC) to review a subdivision map that consists of 19 lots on approximately 25 acres, on property zoned Single Family One Acre(SF1A) located on Combs Canyon Road, APN 007-091-72. (File TSM-07-027)

Staff Summary: This Tentative Subdivision Map is a request to allow the proposed residential development known as Combs Canyon II. The request would result in the subdivision of the subject property into 19 single-family residential lots. The proposed lot sizes for the Combs Canyon II Subdivision request is from one acre to 1.81 acres, with an average lot size of 1.31 acres.

- E) Action to consider a Variance application to allow a greater lot depth than allowed pursuant to the Carson City Municipal Code 18.04.190 Residential Districts Intensity and Dimensional Standards on four of the proposed 19 lots (lots 3-6) in the Combs Canyon II subdivision, on property zoned Single Family One Acre(SF1A) located on Combs Canyon Road, APN 007-091-72. (File VAR-07-028)

Staff Summary: This Variance request is to allow four of the proposed 19 lots to have a lot depth greater than 360 feet, specifically lots (3-6) of Combs Canyon II subdivision.

7. Public Works - Contracts

Action to accept Public Works recommendation and award the "Bob Boldrick Theater Renovation Project," Contract #2006-111 to Building Solutions, LLC (Bidder #2), for a contract amount of \$311,115.00 and to authorize the contracts division to issue amendments for a not to exceed amount of \$50,787.00 from the Park Improvements/CC Theater Improvement and Capital Outlay/CC Theater Improvement funds as provided for in FY2006/2007.

Staff Summary: Carson City accepted sealed bids for all labor, materials, tools and equipment necessary for the Bob Boldrick Theater Renovation Project. Project includes installation of a new owner provided theatrical lighting system. Other work will include provision and installation of a new orchestra pit cover including new speaker support steel, provision and installation of acoustical clouds, provision and installation of new lobby lighting and provision and installation of new auditorium paint and carpet. Project specific demolition and modification to the structure will be required. Construction activities must be completed between July 2, 2007 and September 30, 2007.

This action is being requested to construct the first phase of the Bob Boldrick Theater Renovation project consisting of the base bid and additive alternates BP.6 #4, BP.8 #6, and BP.11 #9. This package includes construction of new lighting positions, new dimmer equipment room, provision and installation of electrical distribution equipment and installation of previously purchased dimming and specialized electrical and data equipment. Construction operations will be conducted July through September 2007.

8. Public Works - Capital Projects

Action to adopt a resolution in support of a Cooperative Agreement between Washoe County and Carson City in reference to building and maintaining a regional global positioning system (“GPS”) base station network to benefit all local government agencies and private industries in an enhanced network for GPS surveying and mapping activities.

Staff Summary: The purpose of this item by Public Works is to combine resources and centralize data distribution to best serve the public and avoid needless duplication of efforts, and to establish a multi-agency GPS network encompassing the populated areas of northwestern Nevada that will benefit both the public and private sectors.

9. Public Works

- A) Action to accept Public Works recommendation to award the contract for Contract Administration and Construction Inspection Services for the Carson City Bypass, Phase 2A Utility Relocation, E. 5th Street to Butti Way Project, Contract #2006-160 and authorize Public Works to issue payments to Stantec Consulting, Inc., 6980 Sierra Center Parkway, Suite 100, Reno, NV 89511 for a contract amount of \$505,588 and authorize the Contracts Division to issue amendments for a not to exceed amount of \$50,500 from the Water and Sewer NDOT By-Pass Funds.

Staff Summary: Due to numerous Capital Improvement Projects under way at the same time, it is necessary to augment our contract administration and construction inspection staff through use of consultants, as needed. Through an RFQ process, various firms were evaluated for providing Contract Administration and Construction Inspection Services. Stantec Consulting, Inc. was determined to be one of the best qualified firms. Now the City has the need for these services for the Carson City Bypass, Phase 2A Utility Relocation, E. 5th Street to Butti Way Project, which is currently advertised for bids. Staff recommends award of the contract for Contract Administration and Inspection Services for the Carson City Bypass, Phase 2A Utility Relocation, E. 5th Street to Butti Way Project to Stantec Consulting, Inc. Also combined into this contract are the Third Party Assurances to Bureau of Safe Drinking Water Services as outlined in Stantecs proposal for those services.

- B) Update on the Water Supply Forecast for the 2007 irrigation season.

Staff Summary: According to the Natural Resources Conservation Service (NRCS), April 1, 2007 Nevada Water Supply Outlook Report – “While no records have been set, the state is certainly seeing low snow pack and stream flow forecast values that we haven’t seen since the drought years of the early

1990's! April 1 snow pack conditions for Nevada and eastern California are in horrible shape!" The stream flow forecast for the Carson River Basin is at 18% of average.

10. City Manager

- A) Action to approve a resolution adopting and approving the cooperative agreement to engage the services of a consultant to investigate opportunities for sharing regional tax revenues between Carson City and Douglas County.

Staff Summary: The current tax distribution system between counties has placed pressure upon counties sharing a customer base to entice retail developers to locate within their counties. This system does not reflect demands and costs for providing those services to that common customer base. Instead, it places two neighboring counties in the position of "out bidding" one another to lure tax generating revenues to their side of the County line. This agreement provides for a study, supported by both Counties, but paid for by Carson City, to examine alternatives to the current system that will achieve the following:

1. Broaden the tax base for both counties and smooths business cycle fluctuations where possible,
2. Remove competition for retail development practices between the counties,
3. Target incentives and improvements to revitalize aging, deteriorating commercial areas throughout the "regional economic unit,"
4. Encourage cooperation of the entities in development of an efficient and effective system of infrastructure, and
5. Provide tax revenues to each county based upon their demand for public services.

Supervisor Williamson and Supervisor Aldean have met with Douglas County officials, who have expressed support for this study.

- B) Action to review, evaluate and recommend for approval the Carson City 2007-08 Annual Action Plan to implement Department of Housing and Urban Development (HUD) programs associated with the Community Development Block Grant (CDBG) Program and to forward the plan to HUD.

Staff Summary: In early 2007, the U.S. Department of Housing and Urban Development (HUD) notified Carson City that it was awarded \$455,505 in Community Development Block Grant Funds for the FY07-08 annual cycle. Fifteen percent (15%), or \$68,326, is available for public services activities. Sixty-five percent (65%), \$296,078, is earmarked for public facilities and improvements. The remaining twenty percent (20%) is allocated to planning, research, reports and administrative functions. A community-based application review workgroup oversaw the application review process and ranked the applications. At the March 1, 2007, Board of Supervisors meeting, the Board reviewed, modified and approved the 2007-08 CDBG Public Services and Public Improvements funding recommendations. The recommendations were incorporated into the 2007-08 Draft Annual Action Plan. Availability of the plan for public review was noticed in the Nevada Appeal four times from March 14 through April 8, 2007, and hard copies of the plan were put on display at the City Manager's Office, Carson City Public Library and in the Planning & Community Development Office at 2621 Northgate.

- C) Action to appoint one member to the Airport Authority to fill the "manufacturer in the Carson City industrial airport" position due to a member's resignation.

Staff Summary: There is one vacancy on the Airport Authority for the "manufacturer in the Carson City industrial airport" position due to a member's resignation. There are two applicants for the position.

- D) Presentation of proposed 2007/2008 Fiscal Year budget for Carson City, including the General Fund, Enterprise Funds and all other funds.

Staff Summary: Due to the impact of capped property taxes and a sluggish economy, the Budget Team was faced with challenges in putting a financially responsible budget together for Fiscal Year 2007/2008. Reductions in revenue growth have necessitated that we look at every opportunity to reduce costs. Staff will present a proposed budget that provides for continuation of services at their current level and a multiple year strategy for building a “sustainable” financial program that insures continuity of service into the future. The key to the future will be controlling increases in costs to match anticipated increases in revenues. The adoption of financial policies will be an important part of this overall financial strategy. We will discuss, in general terms, those financial policies during our presentation.

11. Board of Supervisors

Non-Action Items:

- 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

12. Action to Adjourn

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Copies of information related to the above items can be viewed at the reference desk at the Carson City Public Library.
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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 agendized 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 26. For specific dates and times - www.bactv.org.
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This agenda and backup information are available on the City’s website at www.carson-city.nv.us
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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 Roop Street

Date: April 26, 2007