


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

Day: Thursday
Date: September 18, 2008
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 - Father Jeff Paul, St. Peter Episcopal Church

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**
- 3. Special Presentation and Introductions**
 - A) A presentation by Scott Miller from Move the Mountain, a private nonprofit organization established in 1992 with the mission of “inspiring and equipping communities to end poverty.” Move the Mountain is coordinating with the Capital City Circles Initiative which is an outgrowth of the resolution passed by the Board of Supervisor’s in March of 2006 to support the development and implementation of a ten year plan to address homelessness.
 - B) Introduction of Jennifer Schultz, Human Resources Director.

(Recess as Board of Supervisors)

Liquor and Entertainment Board

Call to Order & Roll Call

Action on Approval of Minutes

- 4. Development Services - Business License**

Action to approve a packaged liquor license for Maddubhai Mahaboob Basha dba Winnie Discount Liquor, Grocery, and Smoke Shop, located at 262 W. Winnie Ln., Carson City.

Staff Summary: Per CCMC 4.13 all liquor license requests are to be reviewed by the Liquor Board.

Action to Adjourn as the Liquor and Entertainment Board

Board of Supervisors

5. 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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5-1. Parks and Recreation - Open Space

Action to approve a second amendment to the Wilson property Purchase and Sale Agreement to provide for a change in title companies.

Staff Summary: The Board of Supervisors approved the purchase of the Wilson Trust property, located at the top of Ash Canyon Trail on July 3, 2008. This action is to amend the agreement to provide for a change in title companies from Northern Nevada Title to Stewart Title at the request of the seller.

5-2. Public Works

Action to adopt a resolution approving and authorizing the Mayor to sign the Joint Funding Agreement for Water Resource Investigations, Carson City and the U.S. Department of the Interior U.S. Geological Survey.

Staff Summary: Adoption of the Resolution approving this agreement will allow continuation for receiving critical stream flow data. This data is essential for Public Works to properly utilize surface water rights, plan and monitor the conjunctive use program and maintain compliance with the Alpine Decree.

5-3. Alternative Sentencing

Action to adopt a resolution adopting and approving an increase in the Department of Alternative Sentencing's probation fees from \$40.00 to \$50.00 and other matters properly related thereto.

Staff Summary: The last probation fee increase was March 18, 2002. At that time, it was reported that the Department of Alternative Sentencing was supervising 356 individuals. As of July 31, 2008, the Department was supervising 2,151 individuals. Of these, 372 were on formal probation, 526 on informal probation, 768 on court monitored supervision, 276 on bail conditions supervision and 209 on pre-trial supervision.

(End of Consent Agenda)

Ordinances, Resolutions, and Other Items

6. Supervisor Williamson

Review and possible action to support Nevada Association of Counties' (NACO) Bill Draft Requests (BDR) submitted to Legislative Counsel Bureau for the 2009 Legislative Session.

Staff Summary: The BDRs submitted by NACO were on the following subjects: County Government Authority; Indigent Defense; Tax Abatements; Evaluation of At-Will Employees; and, Optional Ad Valorem Tax.

7. District Attorney

Presentation and overview of current and future activities of the District Attorney's Office.

Staff Summary: District Attorney Neil A. Rombardo will be updating the Board on their operations.

8. Development Services - Planning

- A) Action to introduce, on first reading, an ordinance to change the zoning of two parcels located at 501 and 505 West King Street, APNs 003-206-01 and 003-206-02, from Residential Office (RO) to Public Regional (PR). (ZMA-08-082)

Staff Summary: The proposed amendment would change the zoning of these parcels from Residential Office (RO) to Public Regional (PR) to be consistent with the Brewery Arts Center located across the street from this site.

- B) Action to approve a Final Subdivision Map application known as Jet Ranch, from KCXP Investments, LLC, to allow a subdivision map resulting in 11 air space lots and one common area lot on property zoned Public Regional (PR), located at the Carson City Airport, 2600 College Parkway, APN 005-021-04. (FSUB-08-071)

Staff Summary: The Jet Ranch Subdivision will create sub-lease parcels for airplane hangars. A final map must be approved and recorded to create legal parcels.

9. Development Services

Action to approve an abatement agreement from the Bank of the West to abate the nuisance at 1200, 1210, 1220, 1230, 1240, and 1300 Race Track Road, Carson City, Nevada 89701 (APN 009-311-64) and authorize the mayor to sign the abatement agreement.

Staff Summary: By this action, the Board will enter into an agreement with Bank of the West to abate the imminent danger nuisance at the Schulz Ranch/Race Track.

10. Purchasing and Contracts

- A) Action to consider any protests to Contract No. 0809-072 Carson City Arsenic Water Treatment Plant and Water Line Project and to award Contract No. 0809-072 Carson City Arsenic Water Treatment Plant and Water Line Project to the lowest responsive and responsible bidder pursuant to NRS Chapter 338 to be funded from the 2007 Carson City Arsenic Level Reduction Project 520-3505-7870 as provided in FY 2007/2008.

Staff Summary: Carson City accepted sealed bids for all labor, materials, tools, and equipment necessary for the Carson City Arsenic Water Treatment Plant. The project consists of: Arsenic Treatment Plant; Existing Building Architectural Improvements; Existing Building Structural Improvements; New Raw Water Transmission Pipeline. Carson City has until January 2009 to become compliant with the new Arsenic level requirements implemented by the Environmental Protection Agency.

- B) Action to accept the Work as completed, to accept the Contract Summary as presented, and to approve the Release of Final Payment in the amount of \$632,282.34 for Contract No. 2005-176 titled Carson City Sheriff's Department Administration Building Project to 20 of the 31 Trade Contractors as listed in the staff summary.

Staff Summary: Carson City Sheriff's Department Administration Building Project Work Scope Nos. 1, 2, 4, 5, 8, 9, 10, 11, 12, 14, 16, 17, 18, 19, 20, 25, 26, 27, 28, 30. On July 6, 2006, and July 20, 2006 the Board of Supervisors awarded a total of 31 trade contracts (Work Scopes 1 – 31) for Contract No. 2005-176 to various Trade Contractors for the construction of the new Sheriff's Department Administration Building Project. The project was constructed in two phases, Phase 1 being construction of the new building and a new off site parking lot at the southeast corner of Harbin and Musser Streets, and Phase 2 being the demolition of the old building and construction of a new parking lot. Phase 1 was substantially completed in December 2007 and the Sheriff's Department was moved into the new building. Phase 2 was completed in August 2008. All work has been completed, all claims settled and retention can be released for 20 of the Work Scopes. Final paperwork is being processed and claims being settled for the remaining 11 Work Scopes and they will be brought to the Board of Supervisors for acceptance as soon as they are ready.

11. Finance

Presentation of Fiscal Year 2008 sales tax information and unaudited General Fund Revenues, Expenditures and Fund Balance for Fiscal Year 2008.

Staff Summary: Staff will present year to date sales tax information (through June 2008) and will provide unaudited General Fund Revenues, Expenditures and Fund Balance for Fiscal Year 2008.

12. City Manager

- A) Status report on vacant general fund positions.

Staff Summary: The Board asked that the City Manager report on the change of General Fund positions and potential budget impacts at the second Board meeting of each month.

- B) Action to rescind Resolution No. 2001-R-6 and to adopt a resolution regarding unclassified personnel, including the Public Guardian, Chief of Alternative Sentencing, Internal Auditor and City Manager.

Staff Summary: In January 2001, Resolution 2001-R-6 was adopted establishing the management benefits plan including, retirement, medical insurance, group life insurance, sick leave accrual, ambulance benefits, disability insurance, annual leave accrual, management leave, health examinations, pay ranges, performance pay, procedures for salary increases, temporary duty pay, application of FLSA guidelines, definition of overall benefits and the category of employees (Elected, Appointed Department/Division Heads, Appointed Public Safety Positions, Appointed Mid-Management Positions and Appointed Confidential Positions). Over the last seven years, the City has made changes to its management positions that are not reflected in the current resolution. The proposed resolution is an update to the previous resolution to reflect current operations and provides the following changes: (a) reduces performance pay to no increase for standard performance, 3½ % for above standard performance and 5%

for exceptional performance from the previous rates of 2½ %, 5% and 7½% respectively; (b) eliminates the performance pay for those unclassified employees that are at the top of their range; and (c) increase management leave from 40 hours to 80 hours and provides that up to 40 hours of management leave remaining as of June 30th of each year will be paid to the employee.

- C) Action to approve a 3% cost of living increase for unclassified personnel and for the positions of Public Guardian, Chief of Alternative Sentencing, Internal Auditor and City Manager, effective July 1, 2008, with the exception that the five supervisory deputy sheriff positions do not receive this adjustment as their salary was adjusted in July 2008 which did reflect a cost of living adjustment.

Staff Summary: The City Manager is recommending that unclassified employees receive a 3% cost of living adjustment effective July 1, 2008. All other employees covered by labor agreements have or will receive a cost of living adjustment. While the classified employees received an adjustment in FY 07/08, the unclassified employees did not. The salary for the five supervisory deputy sheriff positions was adjusted in July which did take into account a cost of living adjustment.

13. 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

14. Action to Adjourn

Following a recess or adjournment of the meeting, the Carson City Board of Supervisors will meet with its management representatives to discuss labor negotiations pursuant to NRS 288.220 (4).

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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 agenda item.
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*Notice to persons with disabilities: Members of the public who are disabled and require special assistance or accommodations at the meeting are requested to notify the City Manager's Office in writing at 201 North Carson Street, Carson City, NV, 89701, or by calling (775)887-2100 at least 24 hours in advance.*  
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This meeting can be viewed on Channel 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](http://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: September 11, 2008