



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

Day: **Tuesday**
Date: November 16, 2010
Time: **Beginning at 10:00 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 - Dixie Jennings-Teats, First United Methodist Church**
- 4. Pledge of Allegiance**
- 5. Action on Approval of Minutes - October 21, 2010**
- 6. Adoption of Agenda**
- 7. City Manager**

Action to appoint John McKenna as Supervisor for Ward 3 for the unexpired term created by the election of Supervisor Livermore to the Nevada State Assembly.

Staff Summary: Carson City Charter Section 2.030 states that the Board of Supervisors must fill the vacancy by appointing a member within 30 days or after three meetings, whichever is shorter. To comply with the Charter, the Board must appoint someone by the December 2, 2010 which would be the 3rd meeting and within 30 days.

(Short Break to Swear-in John McKenna)

- 8. Public Comments and Discussion:**

The public is invited at this time to comment on and discuss any topic that is relevant to, or within the authority of, 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 (Boards). In order for members of the public to participate in the Boards' consideration of an agenda item, the Boards strongly encourage members of the public to comment on an agenda item 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.

9. Special Presentations

- A) Presentation of a proclamation for Pancreatic Cancer Awareness Month, November 2010. (*Ginnie Jed*)
- B) Presentation by Senator John Lee, Chair Senate Government Affairs Committee, regarding the 2011 Legislative Session.

Staff Summary: Senator Lee will discuss legislative issues and activities related to state and local government.

10.

Consent Agenda

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.

10-1. Finance

Action to accept the report on the condition of each fund in the treasury through November 8, 2010 per NRS 251.030. (*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. A “Statement of Cash Receipts and Disbursements” indicates the beginning balance, receipts, disbursements, and the ending balance of each cash account for every fund in the City as of November 8, 2010. It is important to note that there will always be timing differences with these balances - for example while all departments take deposits to the bank on a daily basis, revenue reports are only prepared twice a month and there is usually a lag time between when the reports are prepared and when they are entered into the system.

10-2. Public Works

- A) Action to approve and authorize the Mayor to sign a Non-Exclusive Water Meter Access and Maintenance Easement between the Nevada Division of State Lands and Carson City, whereby the State of Nevada will grant the City an easement onto the Nevada State Prison site adjacent to the parking lot on Warm Springs Court for purposes of operation and maintenance of an existing water meter. (*Jeff Sharp*)

Staff Summary: A water meter was installed in 2008 on the Nevada State Prison site adjacent to the parking lot on Warm Springs Court to provide domestic and fire water service to the Nevada State Prison and Warm Springs Correctional Center. The easement will allow the City legal access to operate and maintain the water meter.

- B) Action to approve and authorize the Mayor to sign a Non-Exclusive Water Meter Access and Maintenance Easement between the Nevada Division of State Lands and Carson City, whereby the State of Nevada will grant the City an easement onto the Nevada State Prison site near the intersection of Butti Way and E. 5th Street for purposes of operation and maintenance of an existing water meter. (*Jeff Sharp*)

Staff Summary: A water meter was installed in 2008 on the Nevada State Prison site near the intersection of Butti Way and E. 5th Street. The easement will allow the City legal access to operate and maintain the water meter.

C) Action to approve the Non-Exclusive Temporary and Permanent Easements for a Pedestrian Pathway between the Nevada Division of State Lands, for and on behalf of the Department of Corrections and the Nevada Army National Guard (Grantors) and Carson City, which will allow Carson City to construct and maintain the Fairview Drive Pedestrian Pathway, which is on Grantors property, and concurrently construct the North/South Water Transmission Main Phase II Project. (*Robert Fellows*)

Staff Summary: The Non-Exclusive Temporary and Permanent Easements are to provide Carson City the access necessary to construct and maintain the Fairview Drive Pedestrian Pathway and concurrently construct the North/South Water Transmission Main Phase II Project in Fairview right-of-way. Carson City intends to install a 24-inch Transmission Main and construct a 12 foot pedestrian pathway along the alignment of the east side of Fairview Drive between E. Fifth Street and Edmonds Drive. The easement for the pathway allows the water main to be constructed with limited interference to traffic on Fairview.

D) Action to recommend that the Nevada State Engineer approve Water Application 80166, Silver Bullet LLC water transfer. (*Ken Arnold*)

Staff Summary: This Application proposes to move the water being purchased from Silver Bullet LLC (Bodine's owners) to Carson City Well No. 9. Carson City's application to move water within Eagle Valley includes the Dayton portion of the Lyon County Utilities Service area in the place of use as a result of the existing water pipeline intertie and agreement between Carson City and Lyon County.

10-3. Purchasing and Contracts

A) Action to approve Contract No. 1011-141 a contract for hardware and associated peripheral equipment and devices for computers and/or software for computers and therefore not suitable for public bidding pursuant to NRS 332.115 (1)(g) and (h) for the purchase of TELESTAFF License and Annual Service Agreement from Principal Decision Systems International (PDSI) for a not to exceed cost of \$70,355.00 to be funded from the Telestaff Line Item of the Capital Acquisition Fund as provided in FY 2010/2011. (*Sandy Scott-Fisher*)

Staff Summary: The Carson City Fire Department and the Carson City Sheriff's Department are requesting the purchase of the TELESTAFF software that uses intelligent technology to manage staffing for the public safety agencies. The software will produce schedules, manage leave and vacancies, and will fill vacancies using rules established by the public safety agencies. Additionally the software will interface with a telephone interface to call employees regarding staffing changes, filling vacancies, and approving leave. TELESTAFF software has been well tested and is used by over 500 public safety agencies in the United States, 5 of which are local.

B) Action to approve Contract No. 1011-164 pursuant to NRS 332.115(1)(b) (below) with Ice Rink Supply to provide and setup the Arlington Square Ice Rink through January 30, 2011, for a not to exceed cost of \$110,000.00 to be funded from the Redevelopment Professional Services Account in the Administrative Fund as provided in FY 2010/2011. (*Sandy Scott-Fisher*)

Staff Summary: At the October 21, 2010 meeting of the Board of Supervisors, approval was given for the operation of an ice skating rink venue at Arlington Square in downtown Carson City. The Parks and Recreation Department will be operating the rink including securing ice rink equipment from Ice Rink Supply. The agreement includes rental, set-up, and removal of ice rink equipment for the period

beginning November 24, 2010 and terminating no later than January 30, 2011. As a condition of the agreement 50% of the total fee (\$55,000.00) was to be paid to the vendor by Carson City no later than October 22, 2010.

10-4. Sheriff

Action to approve the Nevada Department of Public Safety, Division of Emergency Management Grant 97067HL6, in the amount of \$40,890.00. (*Ken Furlong*)

Staff Summary: This grant will enhance the capabilities of the Carson City Sheriff's Office, Investigations Division. The grant will purchase much needed equipment that will allow investigators to keep up-to-date with the growing technology in the Forensic Field. The grant will fund equipment used in the Crime Lab as well as in Investigations. Some of the equipment such as cameras, lenses and Infrared lenses will allow investigators to conduct surveillance from a far greater distance and in near darkness conditions. In addition, the grant provides funding for equipment which will enhance forensic examination of mobile devices, including specialized training in the mobile forensic field, and a desktop computer to run Mobile forensic software and mobile forensic computer write blockers.

10-5. City Manager

Action to ratify the approval of bills and other requests for payments by the City Manager for the period of October 12, 2010 thru November 8, 2010. (*Larry Werner*)

Staff Summary: All bills or other requests for payment verified per CCMC 2.29.010 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.

(End of Consent Agenda)

11. Recess as Board of Supervisors

Liquor and Entertainment Board

12. Call to Order & Roll Call – Liquor and Entertainment Board

13. Public Works - Business License

A) Action to approve the transfer of the gaming license for Slotworld, Inc. dba Golden Nickel (Gaming License #10-2065) to 444 E. William St., Ste 8, Carson City. (*Jennifer Pruitt*)

Staff Summary: All gaming license transfer requests are to be reviewed by the Board of Supervisors per CCMC 4.14.050. Slotworld, Inc. dba Golden Nickel is applying to transfer the gaming license from 1325 S. Carson St. to 444 E. William St., Ste 8. The name of the business has also changed from Smoke Shop to the Golden Nickel. Staff is recommending approval.

B) Action to approve Mark Schloss as the liquor manager for Red's Old 395 Grill (Liquor License #11-15193) located at 1055 S. Carson St., Carson City. (*Jennifer Pruitt*)

Staff Summary: All liquor license requests are to be reviewed by the Liquor Board per CCMC 4.13. Mark Schloss is applying to be listed as the new liquor manager on the liquor license and staff is recommending approval.

C) Action to approve James Phalan II as the liquor manager for High Sierra Brewing Company (Liquor License #11-27375) located at 302 N. Carson St., Carson City. (*Jennifer Pruitt*)

Staff Summary: All liquor license requests are to be reviewed by the Liquor Board per CCMC 4.13. James Phalan II is applying to be listed as the liquor manager on the liquor license and is currently the liquor manager on the liquor license for The Firkin and Fox. Staff is recommending approval.

14. Action to Adjourn as the Liquor and Entertainment Board

15. Reconvene as the Board of Supervisors

Ordinances, Resolutions, and Other Items

16. Any item(s) pulled from the Consent Agenda will be heard at this time.

17. Health and Human Services

Action to approve a subgrant award from the Nevada State Health Division in the amount of \$310,066 for the 2010 Office of the Assistant Secretary for Preparedness and Response - Hospital Preparedness Program continuation cooperative agreement. (*Marena Works*)

Staff Summary: This subgrant from the State Health Division allocates federal funding from the Office of the Assistant Secretary for Preparedness and Response (ASPR) to maintain, refine and enhance the capacities of the healthcare system, and for exercising and improving preparedness plans for all hazards, including pandemic influenza. This funding is expected to expire on June 30, 2011.

18. Finance

A) Action to adopt, on second reading, Bill No. 114, an ordinance authorizing the issuance by the City of its negotiable "Carson City, Nevada, General Obligation (Limited Tax) Various Purpose Refunding Bonds (additionally secured by pledged revenues), series 2010" for the purpose of financing the cost of refunding certain outstanding bonds of the city; ratifying action previously taken toward issuing the proposed bonds and effecting the purpose of their issuance; providing other matters relating thereto. (*Nick Providenti*)

Staff Summary: The City of Carson City is authorized to issue bonds for the purpose of refunding certain of their previously issued 1998 Series B Bonds, 1999 Series A Bonds and 2001 Various Purpose Bonds for the purpose of effecting interest rate savings (the Project) and the City hereby determines that it is necessary and in the best interest of the City and its citizens to finance the Project.

B) Action to adopt, on second reading, Bill No. 115, an ordinance authorizing the issuance by the City of its negotiable "Carson City, Nevada, General Obligation (Limited Tax) Park Refunding Bonds (additionally secured by pledged revenues), series 2010" for the purpose of refinancing certain outstanding bonds previously issued for parks, trails and recreational facilities; ratifying action previously

taken toward issuing the proposed bonds and effecting the purpose of their issuance; providing other matters relating thereto. (*Nick Providenti*)

Staff Summary: The City of Carson City is authorized to issue bonds for the purpose of refunding certain of their previously issued Carson City, Nevada General Obligation (Limited Tax) Park Bonds (Additionally Secured by Pledged Revenues), Series 1998A, 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.

19. Recess as Board of Supervisors

Redevelopment Authority

20. Call to Order & Roll Call – Redevelopment Authority

21. Action on Approval of Minutes - October 21, 2010

22. Office of Business Development

A) Action to consider and make a recommendation to the Board of Supervisors regarding a request for the expenditure of \$2,500 from the Revolving Fund of the Redevelopment Agency to support the annual production of the Pinkerton Ballet Theatre's Annual Nutcracker Ballet, as an expense incidental to the carrying out of the redevelopment plan which has been adopted by the Carson City Board of Supervisors and based upon the findings that there is a causal connection between this redevelopment effort and the need for the expenses, the expenses are needed to ensure the success of the redevelopment plan and that the amount of the expenses to be given are minor in comparison to the money required for the overall redevelopment plan. (*Lee Plemel*)

Staff Summary: On November 1, 2010, the Redevelopment Authority Citizens Committee (RACC) recommended approval of funding to expend \$2,500 from the Revolving Fund from the Redevelopment Agency to subsidize the rent of the Bob Boldrick Theater in the Community Center for the Pinkerton Ballet Theatre's Annual Nutcracker Ballet, a unique special event scheduled for this coming Thanksgiving Day weekend. NRS 279.628 permits the expenditure of money from the redevelopment revolving fund for the purpose of any expenses necessary or incidental to the carrying out of the redevelopment plan adopted by the Carson City Board of Supervisors. Prior to approving the expenditure, the Board of Supervisors must make the findings that there is a causal connection between this redevelopment effort and the need for the expenses, the expenses are needed to ensure the success of the redevelopment plan and that the amount of the expenses to be given are minor in comparison to the money required for the overall redevelopment plan. The action requested of the Redevelopment Authority is to recommend to the Board of Supervisors the approval of this expenditure.

B) Action to consider and make a recommendation to the Board of Supervisors regarding a request for the expenditure of \$7,550 from the Revolving Fund of the Redevelopment Agency to support the Silver & Snowflakes Holiday Tree Lighting and Ornament Program, as an expense incidental to the carrying out of the redevelopment plan which has been adopted by the Carson City Board of Supervisors and based upon the findings that there is a causal connection between this redevelopment effort and the need for the expenses, the expenses are needed to ensure the success of the redevelopment plan and that the amount of the expenses to be given are minor in comparison to the money required for the overall redevelopment plan. (*Lee Plemel*)

Staff Summary: On November 1, 2010, the Redevelopment Authority Citizens Committee (RACC) recommended approval of funding to expend \$5,050 from the Revolving Fund from the Redevelopment Agency to support the Silver & Snowflakes Holiday Tree Lighting. The applicant requested \$7,550 in special events funding. Based upon past precedent the Committee disagreed with the request total and excluded \$2,500 for Ornament Coordination. The year previous, 2009, Arlington Group Events LLC received a grant of \$4,500.

NRS 279.628 permits the expenditure of money from the redevelopment revolving fund for the purpose of any expenses necessary or incidental to the carrying out of the redevelopment plan adopted by the Carson City Board of Supervisors. Prior to approving the expenditure, the Board of Supervisors must make the findings that there is a causal connection between this redevelopment effort and the need for the expenses, the expenses are needed to ensure the success of the redevelopment plan and that the amount of the expenses to be given are minor in comparison to the money required for the overall redevelopment plan. The action requested of the Redevelopment Authority is to recommend to the Board of Supervisors the approval of this expenditure.

23. Action to Adjourn as the Redevelopment Authority

24. Reconvene as the Board of Supervisors

25. Office of Business Development

A) Action to adopt a resolution authorizing the expenditure of \$2,500 from the Revolving Fund for the Redevelopment Agency to support the annual production of the Pinkerton Ballet Theatre's Annual Nutcracker Ballet, as an expense incidental to the carrying out of the redevelopment plan which has been adopted by the Carson City Board of Supervisors and based upon the findings that there is a causal connection between this redevelopment effort and the need for the expenses, the expenses are needed to ensure the success of the redevelopment plan and that the amount of the expenses to be given are minor in comparison to the money required for the overall redevelopment plan. (*Lee Plemel*)

Pursuant to NRS 279.628, this Resolution must be adopted by a two-thirds vote of the Board of Supervisors.

Staff Summary: On November 1, 2010, the Redevelopment Authority Citizens Committee (RACC) recommended approval of funding to expend \$2,500 from the Revolving Fund from the Redevelopment Agency to subsidize the rent of the Bob Boldrick Theater in the Community Center for the Pinkerton Ballet Theatre's Annual Nutcracker Ballet, a unique special event scheduled for this coming Thanksgiving Day weekend. NRS 279.628 permits the expenditure of money from the redevelopment revolving fund for the purpose of any expenses necessary or incidental to the carrying out of the redevelopment plan adopted by the Carson City Board of Supervisors.

B) Action to adopt a resolution authorizing the expenditure of \$7,550 from the Revolving Fund of the Redevelopment Agency to support the Silver & Snowflakes Holiday Tree Lighting and Ornament Program, as an expense incidental to the carrying out of the redevelopment plan which has been adopted by the Carson City Board of Supervisors and based upon the findings that there is a causal connection between this redevelopment effort and the need for the expenses, the expenses are needed to ensure the success of the redevelopment plan and that the amount of the expenses to be given are minor in comparison to the money required for the overall redevelopment plan. (*Lee Plemel*)

Pursuant to NRS 279.628, this Resolution must be adopted by a two-thirds vote of the Board of Supervisors.

Staff Summary: On November 1, 2010, the Redevelopment Authority Citizens Committee (RACC) recommended approval of funding to expend \$5,050 from the Revolving Fund from the Redevelopment Agency to support the Silver & Snowflakes Holiday Tree Lighting. The applicant had requested \$7,550 in special events funding. Based upon past precedent the Committee disagreed with the request total and excluded \$2,500 for Ornament Coordination. The year previous, 2009, Arlington Group Events LLC received a grant of \$4,500.

NRS 279.628 permits the expenditure of money from the redevelopment revolving fund for the purpose of any expenses necessary or incidental to the carrying out of the redevelopment plan adopted by the Carson City Board of Supervisors. Prior to approving the expenditure, the Board of Supervisors must make the findings that there is a causal connection between this redevelopment effort and the need for the expenses, the expenses are needed to ensure the success of the redevelopment plan and that the amount of the expenses to be given are minor in comparison to the money required for the overall redevelopment plan. The action requested of the Redevelopment Authority is to recommend to the Board of Supervisors the approval of this expenditure.

26. City Manager

A) Action to approve the submittal of an application to the U.S. Department of Commerce, Economic Development Administration, for the amount of \$2.1 million, to be used for infrastructure improvements at the proposed City Center project. (*Larry Werner*)

Staff Summary: This grant, if awarded, will be used to supplement the investment for public infrastructure improvements at the proposed City Center project.

B) Action to adopt, on second reading, Bill No. 113, an ordinance to amend Chapter 4 Licenses and Business Regulations, by amending Chapter 4.04, Business Licences by deleting Section 4.04.015 Annual Fee Increase in its entirety and other matters properly relating thereto.

Staff Summary: Section 4.04.015 of the Carson City Municipal Code requires the Finance Director to calculate an annual fee increase and the Board to adopt it. The proposed action would eliminate this section and make the process of increasing fees discretionary as opposed to mandatory.

C) Discussion and possible action to direct staff to prepare a business impact statement and draft ordinance to increase the Room Rental Tax by 3%. (*Larry Werner*)

Staff Summary: A request was made by Supervisor Walt to bring the discussion about increasing a Room Rental Tax increase to the Board of Supervisors. The purpose of the additional funding would be to encourage more overnight sports tournaments and events to be held in the City.

27. Board of Supervisors

Non-Action 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

28. Action to Adjourn

Copies of information related to the above items can be viewed at the reference desk at the Carson City Public Library.

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.

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 226. For specific dates and times - www.bactv.org.

*This agenda and backup information are available on the City's website at
www.carson.org*

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
Business Resource & Innovation Center (BRIC) 108 East Proctor

Date: November 9, 2010