

## CARSON CITY BOARD OF SUPERVISORS

Minutes of the June 5, 2003, Meeting

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A regularly scheduled meeting of the Carson City Board of Supervisors was held on Thursday, June 5, 2003, at the Community Center Sierra Room, 851 East William Street, Carson City, Nevada, beginning at 8:30 a.m.

**PRESENT:**

Ray Masayko	Mayor
Pete Livermore	Supervisor, Ward 3
Shelly Aldean	Supervisor, Ward 2
Richard S. Staub	Supervisor, Ward 4

**STAFF PRESENT:**

Andrew Burnham	Acting City Manager
Alan Glover	Clerk-Recorder
Daren Winkelman	Health Director
Steve Kastens	Parks and Recreation Director
Mark Forsberg	Chief Deputy District Attorney
Cheryl Adams	Deputy Purchasing Director
Larry Werner	City Engineer
Joel Dunn	Sports Recreation Supervisor
Katherine McLaughlin	Recording Secretary
Kevin McCoy	Business License Compliance Officer
Kathy Streeter	Senior Engineering Tech.
Justine Chambers	Contracts Coordinator

(B.O.S. 6/5/03 Tape 1-0015)

NOTE: Unless otherwise indicated, each item was introduced by staff's reading/outlining/clarifying the Board Action Request and/or supporting documentation. Staff members present for each Department are listed under that Department's heading. Any other individuals who spoke are listed immediately following the item heading. A tape recording of these proceedings is on file in the Clerk-Recorder's office. This tape is available for review and inspection during normal business hours.

**CALL TO ORDER, ROLL CALL, INVOCATION, AND PLEDGE OF ALLEGIANCE** - Mayor Masayko convened the meeting at 8:30 a.m. Roll call was taken. A quorum of the Board was present although Supervisor Williamson was absent. Rev. Gary Bowers of the First Christian Church gave the Invocation. Mayor Masayko lead the Pledge of Allegiance.

**CITIZEN COMMENTS (1-0041)** - Richard Waiton reminded the Mayor of the time when he was selected Citizen of the Year. He suggested that a rate break be given to the senior who use the aquatic facility. He explained the condition of the equipment in the weight room and his efforts to maintain it over the years. The users are questioning the reasons for increasing in fees when the equipment is in such poor shape. Some of the equipment pose a hazard to the users. New equipment should be obtained if the price is going to be increased. The City is risking a lawsuit if a user is hurt with the equipment. He urged the Board to check the equipment. The rates are commensurate with a business adjacent to K-mart. Mayor Masayko indicated that the equipment will be inspected. Mr. Waiton gave the Board a sheet of paper purportedly indicating the rates. Mayor Masayko indicated that he would give the list to Mr. Kastens. The Board will consider the rates after the Parks and Recreation Commission has discussed them

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and made its recommendation. No formal action was taken or required.

(1-052) John Procaccini explained his involvement with the Upstage Theater in Carson City and the plans to conduct a Capital City Music Series. He asked that the Board commend City staff, including the Sheriff's Office, Parks and Recreation, and Redevelopment, on their cooperation and assistance in establishing the program. The original plan to conduct the programs in Genoa had not been successful. Carson City had welcomed the programs with open arms. Mayor Masayko explained that the Convention and Visitors Bureau is also supporting the program. The six events scheduled in the community were limned. The public was urged to attend. Improvements planned for the Pony Express Pavilion were noted. Mayor Masayko wished him success. Additional public comments were solicited but none were given. No formal action was taken or required.

**1. APPROVAL OF MINUTES - MARCH 6, 2003 (1-0136)** - Supervisor Livermore moved to approve the March 6, 2003, Minutes as presented. Supervisor Staub seconded the motion. Motion carried 4-0.

**2. AGENDA MODIFICATIONS (1-0145)** - Mayor Masayko indicated that the Silver Dollar Car Show's request for a fee waiver had been withdrawn.

**LIQUOR AND ENTERTAINMENT BOARD (1-0155)** - Mayor Masayko recessed the Board of Supervisors session and immediately convened the Liquor and Entertainment Board. A quorum was present including Sheriff Furlong, however, Member Williamson was absent as indicated.

**3. TREASURER** - Business License Compliance Officer Kevin McCoy

**A. ACTION TO APPROVE A BEER AND WINE LICENSE FOR CARSON CITY RECREATION DEPARTMENT LOCATED AT 5400 HERITAGE WAY WITH JOEL DUNN AS THE LIQUOR MANAGER (1-0162)** - Chairperson Masayko reminded Mr. Dunn that holding a Liquor License is considered a privilege in Carson City. He should be familiar with the Codes and Statutes and, specifically, the requirement that the Sheriff's Office have access to the facility at all reasonable times. His employees should be adequately trained in the Codes and Statutes. The application is for reinstatement of the Liquor License. The operation will continue as it has in the past. Member Furlong noted the favorable Sheriff's Investigative Report. Chairperson Masayko also pointed out the State Department of Human Resources opposition. He also expressed his concerns regarding the cost of the liability insurance. Mr. Dunn indicated that the insurance coverage includes Centennial Park and that it is a \$1 million policy. Chairperson Masayko requested assurances from the Parks and Recreation Department regarding who is responsible for paying the insurance premium. Member Livermore explained his contact with Recreation Superintendent Singer who had vouched for Mr. Dunn. Mr. Dunn had held the license previously. Liquor sales are important to the adult softball program. He endorsed reinstatement of the license. Chairperson Masayko reiterated the need to be cognizant of the issue regarding blind vendors as expressed by the State. Member Aldean moved to approve a beer and wine license for Carson City Recreation Department located at 5400 Heritage Way; Joel Dunn will be the liquor manager; Carson City Municipal Code 4.13; a fiscal impact of a \$150 quarterly fee, a \$500 investigation fee; and \$500 original new fee. Member Livermore seconded the motion. Motion carried 5-0.

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**B. ACTION TO APPROVE A FULL BAR LIQUOR LICENSE FOR RICK AND LISA MILLER, DOING BUSINESS AS DEVINCENZI'S LOCATED AT 302 SOUTH CARSON STREET (1-0253)** - Mr. and Mrs. Miller were present. Chairperson Masayko noted the location and welcomed them to the area. He reiterated that having a Liquor License is considered a privilege in Carson City, cautioned against serving minors or intoxicated individuals, and reminded them of the requirement to allow the Sheriff's Office to have access to the facility at all reasonable times. He asked that they be familiar with the Liquor Laws and train their employees appropriately. Member Furlong noted the favorable Sheriff's Investigative Report. Member Livermore welcomed them to the community. Member Livermore moved to approve a full bar liquor license for Rick and Lisa Miller dba Devincenzi's located at 302 South Carson Street; Carson City Municipal Code 4.13 with a \$200 quarterly fee; a \$575 investigation fee; and \$1,000 original new fee. Member Staub seconded the motion. The Millers explained their opening date and the menu. They expressed an intent to participate in the Advocates' Taste of Downtown on June 21 or 22. The Board wished them success with their new venture.

**C. ACTION TO APPROVE A BEER AND WINE LICENSE FOR THAI BASIL CORPORATION, DOING BUSINESS AS THE BASIL LOCATED AT 311 NORTH CARSON STREET WITH NOP WATANAR AS THE LIQUOR MANAGER (1-0363)** - Mr. Watanar was present. Chairperson Masayko explained the location and welcomed him to the area. He reiterated that holding a Liquor License is a privilege; the need to know and understand the Liquor Statutes and Codes, specifically, those related to serving minors or intoxicated individuals; the commitment to provide adequate training to any employees who serve alcohol; and to allow the Sheriff's Office access at all reasonable times. Member Furlong noted the favorable Sheriff's Investigative Report. Member Staub moved to approve a beer and wine license for Thai Basil Corporation, dba The Basil, located at 311 North Carson Street; Nop Watanar will be the liquor manager; CCMC 4.13; and fiscal impact is a \$150 quarterly fee; a \$500 investigative fee and a \$500 origination new fee. Member Livermore seconded the motion. Motion carried 5-0. Mr. Watanar indicated that the business may open in August and that the cuisine will be Thai based. Chairperson Masayko indicated that this would put Italian, pizza, and Thai cuisine in the same area. He wished Mr. Watanar success.

**BOARD OF SUPERVISORS (4-0240)** - There being no other matters for the Liquor and Entertainment Board, Chairperson Masayko adjourned it and immediately reconvened the session as the Board of Supervisors. The entire Board was present constituting a quorum.

**4. CONSENT AGENDA (1-0524)**

**4-1. TREASURER - ACTION TO APPROVE THE PARTIAL REMOVAL AND REFUND OF THE TAXES TO THE 2003-2003 REAL PROPERTY TAX ROLL ON EIGHT PARCELS DUE TO DONATION OF VETERAN'S EXEMPTIONS TO THE VETERAN'S HOME**

**4-2. DEVELOPMENT SERVICES - CONTRACTS**

**A. ACTION TO ACCEPT DEVELOPMENT SERVICES RECOMMENDATION ON THE WASTEWATER RECLAMATION FACILITY EXPANSION PROGRAM ASSISTANCE AGREEMENT, CONTRACT NO. 2001-104, AND AUTHORIZE DEVELOPMENT SERVICES TO ISSUE PAYMENTS TO BERRYMAN AND HENIGAR, 4840 UNIVERSITY AVENUE, SUITE A-1, LAS VEGAS, NV 89103 FOR AN AMENDMENT NO. 2 AMOUNT OF \$32,000 AND AUTHORIZE THE CONTRACTS DIVISION TO ISSUE ADDITIONAL AMENDMENTS FOR A NOT TO EXCEED**

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**AMOUNT OF \$8,200**

**B. ACTION TO ACCEPT DEVELOPMENT SERVICES RECOMMENDATION AND AWARD THE WATER EXTENSION AT 1923-2001 HIGHWAY 50 EAST PROJECT, CONTRACT NO. 2002-123 TO (BIDDER NO. 4) RAPID CONSTRUCTION, 355 GENTRYWAY #A, RENO, NV 89502 AS THE LOWEST RESPONSIVE AND RESPONSIBLE BIDDER PURSUANT TO THE REQUIREMENTS OF NRS CHAPTER 332, 338, 339 AND 624 FOR A CONTRACT AMOUNT OF \$39,830 AND A CONTINGENCY AMOUNT OF \$4,000**

**C. ACTION TO ACCEPT DEVELOPMENT SERVICES RECOMMENDATION ON AMENDMENT NO. 2 FOR 2003 SEWER AND WATER PROJECTS - SURVEY SERVICES, CONTRACT NO. 2002-084 AND AUTHORIZE PAYMENTS TO MACTEC ENGINEERING AND CONSULTING, INC., 1572 EAST COLLEGE PARKWAY, SUITE 162, CARSON CITY, NEVADA 89706 FOR AN AMENDMENT NO. 2 AMOUNT OF \$6,900 AND AUTHORIZE THE CONTRACTS DIVISION TO ISSUE ADDITIONAL AMENDMENTS FOR A NOT TO EXCEED AMOUNT OF \$5,000**

**4-3. PURCHASING AND CONTRACTS**

**A. ACTION TO APPROVE THE AWARD OF CONTRACT NO. 0203-115 ARTICULATING AERIAL LIFT TRUCK TO ALTEC INDUSTRIES, INC., AS THE LOWEST RESPONSIVE AND RESPONSIBLE BIDDER PURSUANT TO NRS CHAPTER 332 AND PURSUANT TO THE BOARD'S FINDINGS THAT IT IS IN THE PUBLIC'S BEST INTEREST TO ACCEPT THE BID EXCEPTIONS TO PROVIDE ONE (1) 2004 MODEL YEAR FREIGHTLINER M2 CAB/CHASSIS WITH A 2003/2004 ALTEC INDUSTRIES, INC., AM900 AERIAL LIFT UNIT FOR A TOTAL COST OF \$115,912**

**B. ACTION TO APPROVE CONTRACT NO. 0203-141, A REQUEST FOR THE PURCHASE OF ONE (1) OMNI EYE iii ZOOM CAMERA AND STEERABLE STORM TRACTOR WITH ACCESSORIES FROM 3T EQUIPMENT COMPANY, INC., A SOLE SOURCE PROVIDER, FOR A NOT TO EXCEED COST OF \$35,280**

**4-4. DEVELOPMENT SERVICES - ENGINEERING - ACTION TO ACCEPT AN OFFER OF DEDICATION OF RIGHT-OF-WAY FOR SWEETLAND DRIVE, BEING A PORTION OF TWELVE (12) PARCELS OF LAND (APN'S 010-641-07, 08, 09, 10, 11, 12, 13, 14, 15, 16, 17, AND 18) LOCATED WITHIN THE HIDDEN MEADOW ESTATES UNIT #4, FILED IN THE CARSON CITY RECORDER'S OFFICE ON FEBRUARY 8, 2002, IN BOOK 9, PAGE 2438, AS DOCUMENT NO. 273417. EACH OF THE TWELVE (12) OWNERS DEDICATING RIGHT-OF-WAY FOR SWEETLAND DRIVE ARE AS FOLLOWS:**

**A. DEDICATION OF RIGHT-OF-WAY FOR SWEETLAND DRIVE FROM TOM AND LEEANN PETERS, APN 010-641-07, A PORTION OF LAND CONTAINING APPROXIMATELY 4,349.5 SQUARE FEET MORE OR LESS**

**B. DEDICATION OF RIGHT-OF-WAY FOR SWEETLAND DRIVE FROM ROBERT AND APRIL HEATON, APN 010-641-08, A PORTION OF LAND CONTAINING APPROXIMATELY 3,313.6 SQUARE FEET MORE OR LESS**

**C. DEDICATION OF RIGHT-OF-WAY FOR SWEETLAND DRIVE FROM HEATON FAMILY TRUST 9/8/97, SCOTT AND RAYNELL HEATON CO-TT, APN 010-641-09, A PORTION OF LAND CONTAINING APPROXIMATELY 2,895.9 SQUARE FEET MORE OR LESS**

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**D. DEDICATION OF RIGHT-OF-WAY FOR SWEETLAND DRIVE FROM APRIL AND TOM TOMASCO, APN 010-641-10, A PORTION OF LAND CONTAINING APPROXIMATELY 1,737.4 SQUARE FEET MORE OR LESS**

**E. DEDICATION OF RIGHT-OF-WAY FOR SWEETLAND DRIVE FROM SLB FLEX PROTOTYPE PLAN, ET. AL, CHARLES M. KILPATRICK, TRUSTEE, APN 010-641-11, A PORTION OF LAND CONTAINING APPROXIMATELY 3,694.7 SQUARE FEET MORE OR LESS**

**F. DEDICATION OF RIGHT-OF-WAY FOR SWEETLAND DRIVE FROM TIM AND RENE KNORZER, APN 010-641-12, A PORTION OF LAND CONTAINING APPROXIMATELY 982.5 SQUARE FEET MORE OR LESS**

**G. DEDICATION OF RIGHT-OF-WAY FOR SWEETLAND DRIVE FROM GARY M. AND KATHLEEN STONE, APN 010-641-13, A PORTION OF LAND CONTAINING APPROXIMATELY 956.6 SQUARE FEET MORE OR LESS**

**H. DEDICATION OF RIGHT-OF-WAY FOR SWEETLAND DRIVE FROM B K CONSTRUCTION, APN 010-641-14, A PORTION OF LAND CONTAINING APPROXIMATELY 1,015.4 SQUARE FEET MORE OR LESS**

**I. DEDICATION OF RIGHT-OF-WAY FOR SWEETLAND DRIVE FROM RONALD AND DAWN NELSON, APN 010-641-15, A PORTION OF LAND CONTAINING APPROXIMATELY 972.5 SQUARE FEET MORE OR LESS**

**J. DEDICATION OF RIGHT-OF-WAY FOR SWEETLAND DRIVE FROM RONALD AND DAWN NELSON, APN 010-641-16, A PORTION OF LAND CONTAINING APPROXIMATELY 4,640.9 SQUARE FEET MORE OR LESS**

**K. DEDICATION OF RIGHT-OF-WAY FOR SWEETLAND DRIVE FROM FREDERICK H. AND EILEEN J. KESSLER, APN 010-641-17, A PORTION OF LAND CONTAINING APPROXIMATELY 6,143.8 SQUARE FEET MORE OR LESS**

**L. DEDICATION OF RIGHT-OF-WAY FOR SWEETLAND DRIVE FROM HEATON FAMILY TRUST 8/8/97, SCOTT AND RAYNELL HEATON, CO-TT, APN 010-641-18, A PORTION OF LAND CONTAINING APPROXIMATELY 4,309.4 SQUARE FEET MORE OR LESS**

**4-5. ENVIRONMENTAL HEALTH - ACTION TO APPROVE A RENEWAL OF AN INTERLOCAL CONTRACT IN THE AMOUNT OF \$116,060 FROM THE NEVADA DEPT. OF HUMAN RESOURCES, HEALTH DIVISION, TO PROVIDE FUNDING FOR THE COMMUNITY HEALTH NURSING PROGRAM TO PROMOTE OPTIMAL INDIVIDUAL AND FAMILY HEALTH IN CARSON CITY THROUGH COMMUNITY HEALTH SCREENINGS, IMMUNIZATIONS, WELL-BABY CLINICS, PREVENTIVE HEALTH CARE SERVICES AND NUTRITION EDUCATION TO LOCAL SCHOOLS AND SENIOR CENTERS AND CONDUCT COMMUNITY-BASED PREVENTION ACTIVITIES**

**4-6. FINANCE - ACTION TO RATIFY THE EXPENDITURE APPROVAL LISTING FOR THE MONTH OF MAY 2003** - Supervisor Aldean disclosed that her husband is employed by Mactec Engineering. There is a request to amend its contract. Mr. Forsberg explained that a conflict exists only if there is a personal or family monetary gain. Supervisor Aldean indicated that she would abstain on this item and vote for the remaining items. Supervisor Staub pulled Item 4-3A, Contract 0203-115 - the Articulating Aerial Lift Truck, for discussion. Supervisor Livermore moved to approve the Consent Agenda of eight items from six departmental entities. Supervisor Staub seconded the motion. Motion carried 4-0 with Supervisor Aldean abstaining on Item 4-

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**4-3A. (1-0584)** Discussion between Supervisor Staub, Acting City Manager Burnham, and Deputy Purchasing Director Adams explained the use of the articulating aerial lift truck. The vehicle is larger than the one it replaces. It can be parked at the side of the street and reach the middle without impeding traffic. If the vehicle was used on an occasional basis, it may have been cheaper to rent a vehicle, however, it is used daily. It can also be used for tree trimming. Supervisor Staub explained his desire to have this information on the record. Supervisor Staub moved to approve the award of Contract No. 0203-115, an Articulating Aerial Lift Truck to Altec Industries, Inc., as the lowest responsive and responsible bidder pursuant to NRS Chapter 332 and pursuant to the Board's findings that it is in the public's best interest to accept the bid exceptions to provide one 2004 model year Freightliner M2 cab/chassis with a 2003/2004 Altec Industries, Inc., AM900 aerial lift unit for a total cost of \$115,912; fiscal impact is \$115,912, and the funding source is \$125,000 budgeted in FY 0203 Services and Supplies 256-3038-431. Supervisor Livermore seconded the motion. Discussion indicated that the original vehicle will be surplused. Supervisor Livermore suggested that it be traded in rather than sold for \$1,000. Mayor Masayko suggested that the Internal Auditor check into this. He also noted that there had been a lengthy discussion with staff on the motorcycles and assumed that it was "done well". The motion was voted and carried 4-0.

## 5. BOARD OF SUPERVISORS

**A. ACTION ON A REQUEST BY CANDY DUNCAN, REPRESENTING CARSON CITY SILVER DOLLAR CAR CLASSIC, FOR A WAIVER OF FACILITY USE AND CLEANING DEPOSIT FEES AT THE PONY EXPRESS PAVILION (1-0670) - Pulled.** The Convention and Visitors Bureau will discuss it on Monday.

### **B. DISCUSSION AND POSSIBLE ACTION ON LEGISLATIVE MATTERS (1-0678) -**

Discussion noted that the Legislature is still in session and the status of the White Top Weed Control District and the elected officials' pay bill. Board action will be required as there is a fiscal impact. The Board must also make a determination regarding its pay. Clerk-Recorder Alan Glover explained a bill regarding the real property transfer tax which will require new software. Discussion indicated that an increase in property taxes may not occur this year. No formal action was required or taken.

**C. NON-ACTION ITEMS-INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS (1-0765) -** Supervisor Livermore reported on the Boys and Girls Club's annual luncheon, a Nevada Appeal article recognizing Josh "Mango" Mentor, its reduction in State and Federal funding, and the \$109,000 impact the reduction had on its programs. He asked the community to step forward and provide additional assistance to the Club to avoid some of the program reductions, such as the elimination of snacks. Supervisor Staub echoed his comments by explaining the changes which have been made in youths as a result of the Club's effort. He also noted the demise of Dean Cheney. He briefly limned his background and involvement with Search and Rescue. He expressed his condolences to the family. Supervisor Aldean indicated that she had also attended the luncheon and supported Supervisors Livermore and Staub's comments regarding the Club. She explained her involvement prepping the plants at the Planetarium's walkway and encouraged the public to tour the College and the Observatory. Mayor Masayko briefly limned his knowledge and involvement with Mr. Cheney and announced the June 17 140<sup>th</sup>

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anniversary of the Warren Engine Company. He felt that Mr. Cheney will be missed by the community. He called the public's attention to the award for the wetlands at the Silver Saddle Ranch which was in the Nevada Appeal. He complimented Mr. Flansberg and his staff on their efforts to develop it. The wetlands are functioning as originally conceived. He urged the public to visit the site. Supervisor Staub congratulated the Senior Center on its successful Senior Follies event. The funds will be used to help pay for its reconstruction project. He also announced the June 7 Airport Fly-In. The breakfast and displays are open to the public. He urged the public to attend. Mayor Masayko explained the proposed transit program for the event.

(1-0971) Mayor Masayko explained the Director of Intergovernmental Affairs Office from the White House visit and that individual's duties. Supervisor Livermore then explained the Hospital Nurses Award Program. Sixteen nurses from Carson-Tahoe Hospital were nominated for 14 awards. Carson-Tahoe nurses won seven awards. On May 29 a luncheon was held honoring those individuals. The Hospital Board of Trustees gave the seven recipients a bonus check in recognition of their efforts.

**D. STAFF COMMENTS AND STATUS REPORTS (1-0935)** - Acting City Manager Burnham indicated that Freeway Phase 1B project is out to bid. Mayor Masayko noted that the utility relocation project is moving forward and could cause some traffic delays and electrical service disruptions. Mr. Burnham indicated that flyers have been distributed to the residents notifying them when the work will occur and providing telephone numbers to call with questions/concerns. Supervisor Staub noted that this is Mr. Burnham's final meeting as Acting City Manager. Mr. Burnham explained that Ms. Ritter's last day of employment in Elko was yesterday. Ms. Ritter plans to move her household items over the weekend. Supervisor Staub complimented Mr. Burnham on his efforts to fill the void during the search for a new City Manager. Ms. Ritter starts to work for the City on June 19.

### 6. SHERIFF - Ken Furlong

**A. ACTION TO APPROVE THE COMBINING OF TWO (2) HALF-TIME SERVICE TECHNICIAN POSITIONS INTO ONE FULL TIME POSITION (1-1015)** - Acting City Manager Burnham explained that the request will change the full-time position count for the Department. The proposal will eliminate the possibility of having retired individuals return and work for the Department on a part-time basis. The part-time individual has left the Department. Discussion explained the need for a full-time salaried position rather than an hourly position. Supervisor Staub pointed out that the Internal Auditor's report on the Department had suggested this change. The position could generate revenue for the Department as a civil processor. The position will also improve the efficiency of the service process. It will reduce the liability risks and ensure service in a timely fashion. Supervisor Livermore moved to approve the combining of two existing half-time Service Technician positions into one full time position; and the funding source is the Sheriff's salary savings and General Fund. Supervisor Aldean seconded the motion. Motion carried 4-0.

**B. ACTION TO APPROVE THE TIBURON ENHANCEMENT PROPOSAL FOR THE MOBILE DATA SYSTEM FOR THE SHERIFF'S DEPARTMENT IN THE AMOUNT OF \$291,099 (1-1122)** - Commander Jack Freer, Fire Battalion Chief Stacy Giomi, Information Services Director William Naylor, Sheriff's Business Manager Kathy Heath, Finance Director David Heath - Commander Freer explained the partnership between the two Departments as well as the work and equipment that will be obtained with the funding

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and grant. The equipment's functions will reduce the Dispatchers' workload and provide automated reports. The product is considered baseline and has proven itself in the field. Therefore, the City should not encounter the same problems as had been experienced in Washoe County/Reno. The Departments already have the laptops needed to work the software. Discussion explained the funding that is included in this year's budget for this purpose. Additional funding should not be required. Due diligence had occurred researching the system. A search for grant funds for the Sheriff's portion of the program was unsuccessful. Acting City Manager Burnham explained that originally there had been \$500,000 in funds set aside in the Sheriff's Capital Facilities Account. There is approximately \$300,000 left in this fund. Discussion questioned the purpose of these funds and funding for the access charge and annual maintenance fees. Mr. Naylor explained that his budget for next year had included the maintenance costs. Ms. Heath felt that the \$577,000 was set aside when the Public Safety Complex was constructed. There is \$330,000 left for the Sheriff's facility as some funding had been spent for the A&E for the Sheriff's building. Discussion questioned whether the use of these funds for the requested purpose was appropriate. The Sheriff's Office is requesting the proposed use due to the belief that it has a higher and better use than a new building. The current Sheriff's administrative facility problems were noted. An in-house study is being conducted by staff to determine whether the building can be retrofitted or if a new building must be constructed. Mr. Burnham felt that this report may be given to the Board in July or August. Sheriff Furlong explained that the funds were to commence the process to look at a new facility. The proposal is to enhance the street officers. The use of the funds allows both to occur. Mayor Masayko felt that the fund was not to have been used as a "slush" fund which staff periodically "robs". If the money is spent, it will not be available for its original purpose. The City does not have the ability to replace the funds. Its use must be the highest and best that can be determined. Supervisor Aldean explained that she had toured the facility and that a lot of things could be done with the \$300,000 to make it more usable and functional. The proposal indicates that the usage is the highest and best use possible at this time. Sheriff Furlong reiterated the study being undertaken by staff to determine the life of the building versus the upgrade costs. This report should be finalized soon. Mayor Masayko reiterated that it may be a long time before additional funding is available to provide a facility for the Sheriff's administration if these funds are spent. Sheriff Furlong pointed out that money is not currently being spent to maintain the building, therefore, it is deteriorating. A maintenance timeline needs to be developed. Mr. Burnham explained that the HVAC system needs to be replaced. The question is the usable life of the building which is being studied. It was felt that it may take three to five years to construct a new facility. Supervisor Staub indicated his belief that the Department needed the equipment, however, funding should be sought for it from grants rather than the use of these funds. He did not foresee demolition of the current building. The State's ability to recycle its buildings was cited as an example. The funds could provide the help needed for the building. He could approve spending some of the funds for the equipment provided a report is provided indicating that the remaining funds are adequate to make the necessary repairs on the building. Sheriff Furlong indicated that other funding sources are being sought. Until they are located, these were the only funds available. If the equipment is not acquired at this time, it will cost an additional \$45,000. Commander Freer explained the price increase. Discussion indicated that additional manning, shift and work schedule changes had not been considered by the Sheriff. Commander Freer then explained the transmission process used by AT&T. As more clientele use this system, the lower the cost becomes. For this reason the monthly service charge is unknown at this time and could not be projected for next year. Supervisor Livermore explained his understanding that there is an initial service cost and annual service charges thereafter. As people find lower service charges, they change carriers. He encouraged staff to develop a long-term service contract with a minimum of three years. Discussion indicated that the Sheriff's operating budget would be used to pay for the service charge. Commander Freer reiterated his belief that as more public safety entities begin to use the technology,

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the lower the rate will be. He also indicated that there was a model available to show the Board how the equipment works. Battalion Chief Giomi compared the service charge to insurance whose premium no one has any control over. Wireless services do not have long term contracts. The service charges continue to drop as more and more users join the system and demand creates additional competition. The program was developed and packaged eight to ten months ago. The fees have dropped 10 to 15 percent during that period. There are two upgrades which will soon be available for the system. The equipment will not become obsolete. Discussion indicated that in three to five years adjustments will be made to the program the same as has occurred with other computer programs. Battalion Chief Giomi reiterated the belief that the service provider, AT&T, will not sign a three to five-year contract. The price keeps dropping. He agreed that the bottom is unknown. Sheriff Furlong explained that the timeline for making a determination regarding the building had not been established. Discussion indicated the feeling that until the repair/maintenance costs are known, a decision regarding the building could not be made. Consensus has indicated that the building should be replaced, however, hard facts showing the need to replace it has not been provided. The decision to close the State Museum due to earthquake concerns with the parapets was cited as an illustration of what can be done when experts analyze the problem. The fix has been relatively inexpensive and had saved an historical building. Supervisor Aldean encouraged staff to quickly conduct the necessary research on the building. Mayor Masayko asked that Finance Director Heath appear as soon as possible this morning so that the questions regarding how the fund had been established and its purpose could be answered. He also explained that he had a 4:30 p.m. commitment elsewhere and did not want to continue the item to the afternoon session. He then indicated that another funding source should be considered if action is to be taken at this time. Sheriff Furlong indicated his understanding of the questions which should be answered regarding the building. Mayor Masayko felt that the productivity link with the equipment should also be answered. Sheriff Furlong explained the efforts to defer/reduce personnel costs wherever possible including citing an example of a change that had been made in the jail. Mayor Masayko also indicated that the City's commitment to Tiburon is now more than \$2 million and the proposal adds another \$250,000. Sheriff Furlong indicated that they should start seeing a product from this commitment in July. He also indicated that he will be back at 11:30 a.m. when Mr. Heath is present. Battalion Chief Giomi explained that he could not be present at that time. He also explained the urgency regarding the decision as his grant will expire if the funds are not spent soon. Mayor Masayko felt that this is a cost that the Board may decide to accept. (The Board then went to other Agenda Items.)

(2-0955) Sheriff Furlong indicated that the Department has established its priorities. The mobile data system is its top and immediate priority. He was willing to work with the community to develop savings, continue to use the building, and develop the definitions process. Mayor Masayko pointed out that this could reduce the capital project public safety building funds and impact its planning and upgrades or replacements. Sheriff Furlong indicated that they understood this. Supervisor Aldean suggested that the Sheriff's portion of the acquisition be delayed until the Fire Department has had an opportunity to work with the system and find the "bugs". Sheriff Furlong did not see an advantage to coming into the program later in the process. He felt that failure to join the Fire Department at this time could cost more. Supervisor Staub explained his original question when the Fire Department had submitted the grant request for approval was when would the Sheriff's Office seek a similar request. He also felt that the Sheriff's building issues will be addressed at some point. He pointed out the political perception the Board will be facing if the request is not approved, e.g., the Board does not support public safety. This is the normal response whenever a request for either the Fire Department or the Sheriff's Office is denied. The money will have to be found somewhere for the building improvements/replacement. Sheriff Furlong agreed and indicated that the first steps will

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be to determine where the funds will be found, what the needs are, and where to go. Supervisor Staub explained his reluctance to use the funds for this purpose to acquire "gadgets". A different funding source should be found for the "gadgets". He did not like the proposed process. Sheriff Furlong indicated that he did not have a "pot of gold". There are other avenues that could be pursued, however, time is of the essence. The opportunity is today. Mayor Masayko felt that one shot funds, the CIP funds, a spending reduction, and a revenue surplus were the funding options. The Tiburon system requires capital expenditures. The equipment should be acquired and the funds returned. Supervisor Livermore agreed. He also felt that the building needs to be addressed. There are other revenue sources such as CQI and CIP. The issue is the need to complete the Tiburon investment. Mayor Masayko felt that there were other items that also need to be acquired for the Tiburon system.

Mr. Heath explained that the \$577,000 allocated for the Sheriff's public safety building had been residual from the Public Safety Complex. The previous Sheriff had also wanted to acquire the mobile data system as a priority over the building. His second priority was the A&E for the new building. There are approximately \$250,000 in priorities for the CIP funds. Those funds could be used for this purpose. Mayor Masayko preferred to restore the funds to the account once the audit is completed and the funds for the CIP program are there. He also felt that the contingency account had already been overspent. It will be balanced in September. Reserves or one shot funds could be used. Mr. Heath then explained Standard and Poors' fiscal report which had re-evaluated the City's rating and gotten the City a 3.3 percent interest rate on the refinanced bonds. They had been quite impressed with the City's financial policies. Mayor Masayko acknowledged the Board's conservative attitude. Public comments were solicited but none were given. Discussion ensued on the cost of the equipment. Mayor Masayko indicated that the Board's direction is to use the funds as suggested and that they are to be replaced as a top priority when funding is found. Supervisor Livermore moved to approve the Tiburon enhancement proposal for the mobile data system for the Sheriff's Department in the amount of \$291,099; the fiscal impact for the Tiburon system for the Sheriff's Department is \$291,099; the funding source will be the remaining funds in the RMS Project budget of \$45,702, the Capital Facilities 330-0000-101.00-00 of \$245,397 for a total of \$291,099. Supervisor Aldean seconded the motion. Mayor Masayko directed that the record indicate that the \$245,397 taken from the Capital Facilities Fund has a top priority for refunding/replacement. Supervisor Livermore indicated that his motion should be amended to include this statement. Supervisor Aldean concurred. Motion carried 4-0.

7. COMMUNITY DEVELOPMENT - Senior Planner Lee Plemel - **ACTION TO ADOPT ON  
SECOND READING AN ORDINANCE AN ORDINANCE AMENDING CARSON CITY MUNICIPAL  
CODE TITLE 18, ZONING, SECTION 18.04.190, RESIDENTIAL DISTRICTS INTENSITY AND  
DIMENSIONAL STANDARDS AND AMENDING THE CARSON CITY DEVELOPMENT  
STANDARDS, DIVISION 1, LAND USE AND SITE DESIGN, RESIDENTIAL SITE DEVELOPMENT  
STANDARDS, TO ALLOW AN INCREASE IN THE PERMITTED HEIGHT OF STRUCTURES  
WITHIN ALL RESIDENTIAL ZONING DISTRICTS BY SPECIAL USE PERMIT APPROVAL, AND  
TO REQUIRE A MINIMUM STREET FRONTAGE OF 54 FEET FOR ALL NEWLY CREATED  
RESIDENTIAL PARCELS LOCATED AT THE END OF A CUL-DE-SAC STREET AND OTHER  
CLERICAL CORRECTIONS, AND OTHER MATTERS PROPERLY RELATED THERETO (1-2165)** -  
No comments had been received regarding the ordinance since the first reading. Additional corrections will be forthcoming to the Board in the future. Mayor Masayko disclosed a conversation he had with the Builders Association. He assured the Association that the staff will consider its issues regarding building heights in the future.

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There had been no other comments received by Mayor Masayko. Public comments were solicited but none were given. Supervisor Aldean moved to adopt on second reading Ordinance No. 2003-13, Bill No. 112, AN ORDINANCE AMENDING CARSON CITY MUNICIPAL CODE TITLE 18, ZONING, SECTION 18.04.190, RESIDENTIAL DISTRICTS INTENSITY AND DIMENSIONAL STANDARDS, AND AMENDING THE CARSON CITY DEVELOPMENT STANDARDS DIVISION I, LAND USE AND SITE DESIGN, RESIDENTIAL SITE DEVELOPMENT STANDARDS, TO ALLOW AN INCREASE IN THE PERMITTED HEIGHT OF STRUCTURES WITHIN ALL RESIDENTIAL ZONING DISTRICTS BY SPECIAL USE PERMIT APPROVAL, AND TO REQUIRE A MINIMUM STREET FRONTAGE OF 54 FEET FOR ALL NEWLY CREATED RESIDENTIAL PARCELS LOCATED AT THE END OF A CUL-DE-SAC STREET, AND OTHER CLERICAL CORRECTIONS, AND OTHER MATTERS PROPERLY RELATED THERETO; File No. A-02/03-13. Supervisor Livermore seconded the motion. Motion carried 4-0.

RECESS: A recess was declared at 10:34 a.m. A quorum of the Board was present when Mayor Masayko reconvened the meeting at 10:43 a.m.

### **8. INFORMATION SERVICES - Director William Naylor - ACTION TO INTRODUCE ON FIRST READING AN ORDINANCE AMENDING CARSON CITY MUNICIPAL CODE CHAPTER 2.31 INFORMATION SERVICES DEPARTMENT, SECTION 2.31.040 ORGANIZATION AND MEMBERSHIP COMMITTEE, BY ADDING AN ADDITIONAL ELECTED OFFICIAL TO THE COMMITTEE MEMBERSHIP AND OTHER MATTERS PROPERLY RELATED THERETO (1-2281)**

- Discussion indicated that the Data Processing Committee should be capitalized in the ordinance. Board comments indicated that the Committee membership should be established by the Committee. The Internal Auditor had felt that he had a conflict of interest serving on the Committee. He could be an ex-officio member if the Board desired. Mayor Masayko felt that it should be up to the Internal Auditor whether he should attend the meetings and suggested that it be left flexible. If he is added to the ordinance, he will be required to attend the meetings. Mr. Naylor indicated that his participation would be welcomed if he wishes to attend the meetings. Supervisor Livermore moved to introduce Bill No. 113 on first reading, AN ORDINANCE AMENDING CARSON CITY MUNICIPAL CODE CHAPTER 2.31 INFORMATION SERVICES DEPARTMENT, SECTION 2.31.040 ORGANIZATION AND MEMBERSHIP COMMITTEE, BY ADDING AN ADDITIONAL ELECTED OFFICIAL TO THE COMMITTEE MEMBERSHIP AND OTHER MATTERS PROPERLY RELATED THERETO. Supervisor Aldean seconded the motion. Mayor Masayko directed that ordinance be changed so that the Data Processing Committee's name begin with capitals Motion carried 4-0.

### **9. PARKS AND RECREATION - Steve Kastens**

#### **A. ACTION TO APPROVE A RESOLUTION ADOPTING ADDITIONAL FEES AT LONE MOUNTAIN CEMETERY (1-2395)** - Mayor Masayko indicated for the record that the Cemetery is an enterprise fund which must pay for itself the same as a business does. The fees are to be effective upon adoption of the resolution. Discussion indicated the need to ensure that the stones used as a vault are secure. The enterprise fund is stable and had not been discussed during the budget sessions for this reason. Funding for the Civil War Veteran was suggested as one use for revenue from the sale of the cremation placement sites. Mayor Masayko indicated that he had a few other ideas which could use one shot funding. These issues will be discussed when the

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budget is presented. A monument company will inscribe the wall the same as it does the headstones. The wall will be put out to bid. Its use will be at their cost. There are no ongoing charges involved with this use. Supervisor Staub moved to adopt Resolution No. 2003-R-13, A RESOLUTION ADOPTING ADDITIONAL FEES AT LONE MOUNTAIN CEMETERY, effective June 5, 2003. Supervisor Livermore seconded the motion. Motion carried 4-0.

**B. ACTION TO APPROVE THE REVISED CARSON CITY FAIRGROUNDS/FUJI PARK CONCEPTUAL MASTER PLAN AS PRESENTED AND RECOMMENDED BY THE PARKS AND RECREATION COMMISSION AND THE FUJI PARK USERS COALITION (1-2668)** - Carson Fly Fishing Club President Kevin Bailey, Users Coalition President Jack Anderson, Ernie Walsh - Mr. Kastens reviewed the original site map, the conceptual plan, and the MPO concerns with Clear Creek. The best guesstimate of the cost was included as Exhibit B. The landscaping is the major cost of the improvements. An urban fishery was proposed on the south side of the creek as a use for the water quality and detention basins. This is the former go cart site. The caretaker's unit needs to be addressed and relocated. Liability concerns with the equipment storage area were noted. Parking around the stable area will not be allowed. Justification for this decision was limned. Items which had not been included in the funding need to find another funding source. The funding priority list had been approved by the user group and the Parks and Recreation Commission. Mayor Masayko noted that the covered warmup unit had not been included as a priority on the funding list. Supervisor Livermore explained that the Commission had unanimously adopted the plan. He also asked that the record indicate that the urban fishery pond is not part of the funding proposal. It has a separate funding source of \$250,000 that does not require a match from the City. Mr. Kastens felt that the City will control the funds.

Mr. Bailey explained that there is a six-year timeframe for using the funds. His reasons for suggesting the concept were noted. He acknowledged that the \$250,000 will not be adequate funding for the project. Additional funding will be required. Supervisor Livermore pointed out that the ADA requirements could be substantial. Mr. Kastens acknowledged the need to comply with ADA regulations.

Supervisor Livermore also suggested that the user group be asked to indicate what should be trimmed from the list of approved projects if the funding is inadequate. He reiterated that all of the projects may not be completed even though the list is approved. He suggested that the caretaker not be allowed to have his/her large dog when the caretaker's quarters are relocated. Justification for the requirement was provided. Mr. Kastens indicated that he was not aware of any problems with the animal. Supervisor Livermore then explained his research on how Churchill County had constructed its urban fishery with donations. Mr. Kastens indicated that Mr. Bailey had committed to doing the same. This is the reason it was felt that the \$250,000 grant would be adequate. Supervisor Livermore questioned how this could occur if the project is put out to bid. Discussion explained the reasons a caretaker resides at the Fairgrounds. Clarification also indicated that the pond would be in the flood plain. The upper pond will contain water only when there is a flood event. The bench area is the fish pond location. Although Mr. Kastens hoped that it would be possible, he felt that fish would only be found in the one pond during a portion of the year. It will be considered a "put and take" area and will function the same as Lampe Park does during its youth fishing derby. The pond will have to be stocked annually.

President Anderson explained that the plan was the users' dream and had been worked on for three or four years.

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The individuals/groups who had worked on the plan were limned. The priority was established. Everyone is aware of the funds inadequacy. This is the reason a priority listing was established. Clear Creek and Warehouse Way will use the majority of the funds. The users will work with the remaining portion. The announcer's station is being repaired. It was a danger. The arena is used all summer. Mr. Baily had asked for the fishery. It is a good idea. He found a way to make it happen. Mayor Masayko pointed out that the maintenance building and yard are the lowest priority. Their estimated cost is \$55,590. The announcer's booth is the top priority. Mr. Anderson indicated that the maintenance building and yard will be addressed when there are additional funds available. The additions were placed on the bottom of the list and will be added to Phase IV.

Mr. Bailey gave the Board a list of items which are being considered for funding by the Department of Wildlife. (A copy is in the file.) He also indicated that the ADA requirements were included and must be met. Funding for them is being sought from other sources. He solicited assistance from the Board in locating these funding sources. He expounded on the process used to develop the fish pond in Fallon. He then explained his reasons for seeking the funding for Carson City. He felt that Douglas County is now seeking funding for a similar pond. Supervisor Livermore explained his reasons for raising the ADA questions. Mr. Bailey reiterated the awareness of the requirements. He also indicated that the project had included a 15 percent contingency and that the Club does not have a lot of money but is willing to contribute to the project.

Mr. Walsh explained that the ponds will serve as a dual purpose as they also act as detention ponds. Therefore, there should be some cost sharing. Discussion indicated that the pond would serve a dual purpose as it would help address water quality issues and discharge standards. It may address some MPO requirements. Mr. Kastens indicated that it would be constructed without using any City funds. Clarification also indicated that the Water Utility owns some Clear Creek water rights and had committed them to the pond. The water will be diverted via an underground pipe and into the ponds. It will run over the spill way and into the ditch and out to the Racetrack. It will not be sent back into the creek bed. The fish will not go into the creek. The detention issue is related to the south side of the creek. The detention capacity is not significant enough to add to the pond costs. Mayor Masayko explained that if development does not occur, detention is unnecessary. The development to the south of the City property does have a substantial amount of runoff. Mr. Kastens indicated that the horse people do not want a large impervious area. Mayor Masayko thanked all for their input and participation. It is a reasonable request that is prioritized and financially constrained. The independent funding commitment has been made.

Supervisor Livermore explained that the Department of Wildlife plans to stock the pond annually. Supervisor Livermore moved to approve the revised Carson City Fairgrounds/Fuji Park conceptual master plan as presented and recommended by the Parks and Recreation Commission and the Fuji Park Users Coalition and that the draft plan is dated May 8, 2003. Supervisor Staub seconded the motion. Motion carried 4-0.

## **10. DEVELOPMENT SERVICES - METROPOLITAN PLANNING ORGANIZATION (2-0172)**

**A. DISCUSSION AND ACTION RECOMMENDING APPROVAL OF EXTENDING THE EXISTING CARSON CITY COMMUNITY TRANSPORTATION (CCCT) CONTRACT TO MV TRANSPORTATION, INC., FROM JULY 1, 2003, THROUGH JUNE 30, 2004, FOR A CONTRACT AMOUNT NOT TO EXCEED \$400,000** - Acting City Manager Andrew Burnham, MV Transportation Vice President of Operations John Siragusa - Mr. Siragusa briefly highlighted his report. (A copy is in the file.) Mayor

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Masayko explained the City's funding for the service. It costs \$10.84 a ride. It is an expensive system to operate. Consideration of a fixed or deviated route system is being pursued. The maximum fare is \$4 for the non-handicapped or non-elderly rider. He also indicated that he had received few complaints or comments regarding the service since MV Transportation had taken over the operation. He complimented the drivers on their service. Mr. Burnham indicated that the complaints they had received were about the equipment. It was hoped that the MPO will be able to acquire new equipment. Mr. Siragusa volunteered to share the Company's experiences in moving a dial-a-ride system to a paratransit fixed route system. The ridership and productivity of such a change should expand the service level and reduce costs. He offered to do a pilot program for the City which could be done with the present equipment and hours. Mr. Burnham explained that the MPO could access Federal transit funds which require a 20 percent match. The MPO will consider the funding at its next meeting. He also indicated that the plan must be approved before funding can be obtained. Supervisor Staub explained the MPO's request for quarterly reports from MV Transportation and requested semi-annual reports be made to the Board. Mr. Siragusa indicated that he will schedule these reports. Mayor Masayko explained that the MPO will make the funding decisions. Therefore, semi-annual reports to the Board were acceptable. He, again, complimented MV Transportation's staff on its service and professionalism. Mayor Masayko also noted that this is the second year of a three-year contract. The cost of service had increased by three percent. He reiterated the costs for the service. Mr. Burnham indicated that 5307 funds will be used by the MPO to match the General Fund. This reduces the General Fund dependency. Public comments were solicited but none were given. Supervisor Staub moved to approve extending the existing Carson City Community Transportation contract to MV Transportation, Inc., from July 1, 2003, through June 30, 2004, for a contract amount not to exceed \$400,000; fiscal impact is \$397,389.45; and the funding source is General Fund - one-half of the operating costs of \$173,694.73, FTA 5307 Funds - one-half of the operating cost of \$173,694.72, DAS Grant of \$40,000, and Welfare Grant of \$10,000. Supervisor Aldean seconded the motion. Discussion indicated the General Fund amount is in next year's budget. Motion carried 4-0.

**B. DISCUSSION AND ACTION RECOMMENDING APPROVAL TO FUND A PORTION OF THE RENO TO CARSON CITY PRIDE BUS SERVICE IN THE CURRENT FISCAL YEAR BASED ON AVAILABLE FEDERAL TRANSIT ADMINISTRATION SECTION 5307 FUNDS (2-0416)**

- Acting City Manager Andrew Burnham, Washoe County RTC Director of Public Transportation David Jickling, Finance Director David Heath - Mr. Jickling apologized for the delay in getting his report to the Board. Washoe RTC had operated the PRIDE service for three years under an NDOT funded agreement. Carson City had been a signor but not a participant in the agreement. Funding for the program was outlined. When the City became an MPO, the funds that had gone to the State went to the MPO. The agreement included a statement that when the City becomes an MPO, Carson City will fund the service or it will go away. The issue for consideration by the Board is whether Carson City should retroactively use the 5307 funds to reimburse the State for Carson City's share of the program from October 1, 2002, to June 30, 2003. A new PRIDE agreement will be considered by the MPO on Wednesday. Mayor Masayko indicated that some public money is needed by the MPO for this purpose. He also indicated that the City may provide some funding for the match, however, the MPO should be aware of the possibility that the funding will not be provided perpetually. Mr. Burnham reiterated the request for retroactive funding from October 1, 2002, to June 30, 2003. A request for additional funding will be considered in the future. The MPO must have access to the 5307 funds or the City will not be able to afford the program. Mayor Masayko explained his belief that the funding request is for one shot funds and that those funds may not be available next year. The Board also must consider whether the service level is reasonable. He, as one member of the Board, was

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unwilling to authorize an increase in funds beyond the \$315,000. Additional work must be done to resolve the funding question and justify continuing the funding. Mayor Masayko requested this commitment be clearly stated in the record.

Mr. Jickling explained the reductions made to the PRIDE service one week ago. It was felt that the revised program is the most efficient service level possible for the route to function. He reviewed the schedule, ridership numbers, vehicle hours, productivity efficiency, and the riders purpose in making the trip. It was felt that half of the people who use the service will drive if the service is not available. Twenty percent of the riders will not travel to Carson City if the service is not offered. A new sampling of the ridership will be taken this fall. He felt that the original sampling would be 90 percent accurate for it. He then explained the rider satisfaction statistics, the Washoe County RTC subsidy and a comparison of it to the Citilift subsidy. Discussion explained the comments that had been made at the MPO meeting and that Frontier Tours will not continue to provide the service after July 1. Citifare drivers will use Frontier's buses to provide the service. It may be possible for Citifare to increase the ridership. Marketing efforts were limned. Mr. Jickling expressed a desire to work with the City/CAMPO on additional marketing efforts. He also volunteered to partner with the City and assist whenever possible with its transit growth/changes. He suggested contracting with Washoe RTC for the buses for the City's program. This may reduce the equipment costs. Mr. Burnham indicated that staff is exploring this option. Mayor Masayko felt that this model should be similar to the one used at the landfill—it should be a successful business venture that had beat the private contractor's bid.

Discussion ensued between Mayor Masayko and Mr. Heath explained the funding request. The funds for both MV Transportation and PRIDE are in this year's budget in the amount of \$310,000. Next year's budget included \$308,000 for the same purpose. Mayor Masayko expressed his willingness to use one shot funds to meet the commitment if adequate funding is not available within the budget. He also indicated that an annual review of the budget will be conducted by the Board and a determination made regarding the funding level to be made by the General Fund. Clarification indicated that the MPO will make the final decision at its next meeting on how the funds will be allocated. The next Board item allocates the funds to the MPO by resolution. Clarification also indicated that Mr. Jickling's agreement should be approved by the MPO. Public comments were solicited but none were given.

Supervisor Livermore then moved to approve funding a portion of the Reno to Carson City PRIDE Bus Service in the current fiscal year based on available Federal Transit Administration Section 5307 funds in the amount of \$62,700 and the second amount is \$55,000 for the next fiscal year also based on 5307 funds. Mayor Masayko seconded the motion. Mayor Masayko indicated that the MPO will handle the second year funding. Motion carried 4-0.

**C. ACTION ON A RESOLUTION FROM THE CARSON AREA METROPOLITAN PLANNING ORGANIZATION (CAMPO) REQUESTING AUTHORIZATION TO DISPERSE FUNDS AS ALLOCATED BY THE CARSON CITY BOARD OF SUPERVISORS FOR TRANSIT PURPOSES (2-0908)** - Mayor Masayko explained the purpose of the request. Acting City Manager Burnham explained that a service presentation will be made for the funding. Chairperson Staub was selected as the Chair for CAMPO. Public comments were solicited but none were given. Supervisor Livermore moved to adopt Resolution No. 2003-R-19, A RESOLUTION FROM THE CARSON AREA METROPOLITAN PLANNING ORGANIZATION

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REQUESTING AUTHORIZATION TO DISPERSE FUNDS AS ALLOCATED BY THE CARSON CITY BOARD OF SUPERVISORS FOR TRANSIT PURPOSES. Mayor Masayko seconded the motion. Motion carried 4-0.

RECESS: A recess was declared at 12:42 p.m. A quorum of the Board was present when Mayor Masayko reconvened the meeting at 1:48 p.m. Supervisor Williamson was absent as previously indicated.

### 11. DEVELOPMENT SERVICES - UTILITIES - Manager Tom Hoffert

#### A. ACTION TO ACCEPT CITY OF CARSON CITY WASTEWATER RECLAMATION

**PLANT DESIGN REPORT (2-1295)** - Carollo Engineering Representative Eric Leveque, Acting City Manager Andrew Burnham - Mayor Masayko noted for the record that the 2025 planning period is the timeframe close to if not at the City's maximum buildout. This should be the ultimate plant design. Mr. Leveque used slides to give a condensed report on the plans. (A copy is in the file.) Mr. Hoffert then limned the action plan. A contract will be presented to Board within 60 days to commence implementation of the first phase of the project. The design should be completed in March 2004. Construction should be completed the end of 2005. The expanded facility's startup will occur in the Spring of 2006. Phase II will occur as service demand warrants. Mayor Masayko reviewed the items within Phase I of the project. He also noted that the odor control items will not control all of the odors from the entire plant but will address the most offensive ones. Mr. Burnham explained that the plant's capital improvement program had included the improvement costs within the rates. Discussion ensued explaining the location of the odor problems and indicated that these sites will ultimately be addressed as the plant expansion occurs. The design had assumed that by 2025 all Carson City residents will be served by the system and septic systems will no longer be used. Ranking of the effluent was described. Discussion also indicated that at this time there are no plans to allow residents to collect and reuse their gray water. All wastewater is to be collected, treated, and used for irrigation. More irrigation sites will be added to the current list. The water quality requirements will mandate additional treatment measures. Clarification of the NDEP permit requirements ensued. It was felt that there were no cost advantages to bringing the effluent to the NDEP A+ rating for recharge purposes. For this reason, the water can only be used for irrigation purposes. Supervisor Livermore voiced his opposition to reusing the drying ponds. He indicated he could support small aeration ponds. Discussion indicated that an alternative energy study is being conducted to determine if there is an adequate quantity of methane products available for cogeneration. The alternative energy study is also looking at other waste materials and potential uses. Mayor Masayko pointed out the benefit of using the methane flairs for heat which could meet the digester's heat needs. Comments repeatedly emphasized that the expansion will not make the plant odorless. The cost to make it an odorless operation was felt to be in the millions and even then some odor will exist. The expansion will make the plant totally computerized and mechanical with a limited number of manual requirements such as during emergencies. The plan is to use 100 percent of the discharge. There should be an adequate number of irrigation sites available to use all of the effluent. Efforts are being pursued to reduce the nitrate level of the effluent. Phase II of the plan strips the ammonia which should reduce, if not eliminate, this problem. Mayor Masayko explained that this will reduce/eliminate the need to mix/move the effluent before using it. He suggested that the mixing occur at the Brunswick Reservoir. Mr. Hoffert explained that Carollo's study had been limited to the plant. Another study has developed a plan for the reused water system that addresses the storage system. It has a significant dollar impact. Staff has developed a small CIP plan to address the funding for this program. A report will be provided to the Board in the future on this program. He also indicated

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that the reservoir loss factor is being evaluated. Mayor Masayko suggested that the leakage be addressed and that the loss created by evaporation be allowed to occur. He also urged staff to keep the options open regarding the ammonia plan as the reservoir may be a better method for mixing the water. Mr. Burnham indicated that all options are being studied. Mayor Masayko reiterated his suggestion regarding mixing at the reservoir due to his belief that it could eliminate the need for additional pressure pumps. Mr. Hoffert briefly described the plan which would partner the holding ponds and pumps and had made improvements to the golf course irrigation program. Both Silver Oaks and the Prison Farm have ponds and repump from them. The Parks Department has a pressurized system with service on an on-call basis. The program's efficiency should be the same for all users. Discussion then indicated that some areas will need additional containment efforts, however, at this time their costs do not warrant implementation. Public comments were solicited but none were given. Mayor Masayko expressed a desire to have periodic updates. Supervisor Livermore moved to accept the City of Carson City Wastewater Reclamation Design Report as submitted. Supervisor Aldean seconded the motion. Motion carried 4-0.

### **B. STATUS REPORT ON ECONOMIC VITALITY STRATEGIC PLAN, ALTER-**

**NATIVE ENERGY WORKING GROUP ENDEAVORS (2-1995)** - Acting City Manager Andrew Burnham - Supervisor Livermore explained his belief that the monthly meetings have developed movement toward a long term acquisition, retention and development solution for manufacturers in alternative energy fields. It had been exciting to discover that there are opportunities available to the City. It is an interesting work group that had sorted through the issues. He urged the other Board members to attend the meetings. A copy of the report was distributed to the Board and Clerk. (A copy is in the file.) Mr. Hoffert highlighted the report emphasizing the opportunities, economic drivers, job opportunities, and advantages of the program to develop alternative energy sources. The proposal will have the developer provide all of the funding. RFQs were submitted to 59 firms. Fourteen responded. The evaluation committee and its criteria were limned. Negotiations with two firms are now underway. It is hoped that one or two contracts will be developed for submittal to the Committee and then to the Board. The goal is to create a renewable energy strategy that provides a program meeting specified criteria. The developer must fund the pre-development activities with at-risk funds without any City monies. The goal is to create job development. Renewable energy is a growing industry. By purchasing it, the City will obtain more manufacturers. The estimated timeframe was explained. Supervisor Aldean felt that it was an exciting project and an honor for Carson City to be considered as a force for its accomplishment. Public comments were solicited but none were given. Discussion indicated that the staff had dedicated "a lot of time" to the plan. Justification for and benefits of this commitment were provided. Mayor Masayko pointed out that alternative energy had not yet generated the savings envisioned. Mr. Burnham pointed out that Mr. Hoffert and Mr. Arnold's Divisions are the City's largest electrical purchasers, therefore, their participation was warranted. Mayor Masayko indicated his belief that the cost may not pencil out. Mr. Burnham agreed that the cost must be analyzed. Mayor Masayko also indicated that Carson City is not the first entity to consider alternative energy sources and urged staff to take advantage of the work of others. Education in this field is needed but staff should not go "over board". Viable and feasible projects should be supported. He cautioned against paying more than necessary to participate in the program. Mr. Burnham indicated that "this is a hunting license" and the only cost would be staff's time. Mayor Masayko cautioned him to be cognizant of the amount of staff's time that is committed to the program. Discussion indicated that Sierra Pacific Power Company is a participant on the Committee(s). The Company had participated in drafting the RFQ. Supervisor Aldean felt that staff is driven by an interest and would not go beyond the norm. Supervisor Livermore reiterated that the program emphasizes economic vitality to stimulate the community, create jobs, and manufacture alternative energy

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equipment. Northern Nevada's ability to become a regional site for private investment in alternative energy manufacturing and development was stressed. It may take ten years before the City begins to reap the benefits of the program but now is the time to make an investment, e.g., staff's time, as the benefits will outweigh the cost. Mr. Hoffert explained that the RFQ had generated so much interest he is still getting telephone calls and inquiries from companies. The opportunity is there. Other areas are also working to attract the industry. Mayor Masayko encouraged him to be moderate in all things. Mr. Burnham agreed that staff needed to be cognizant of the work and where they are. Mayor Masayko also noted that Mr. Hoffert had others jobs that should come first to stress his point that staff needed to be aware of the amount of time dedicated toward this effort. Mayor Masayko explained his contacts regarding the biomass energy options and his belief that it may be a feasible program. He also expressed concerns about pursuing an energy processing plant due to the amount of energy required to transfer the alternative resource. He agreed that it pays to look and cautioned against becoming enamored with the program. No formal action was required or taken.

### **C. UPDATE ON THE WATER SUPPLY FORECAST FOR THE 2003 IRRIGATION**

**SEASON (2-2676)** - Mr. Hoffert distributed new packets to the Board and Clerk. (A copy is in the file.) Mr. Hoffert reviewed his supply forecast for this season. It included a pump failure which occurred during the night, the current demand, the drop in the groundwater table, the lack of recharge for the last four years, the need to do additional pumping to fill this void, the amount of water taken from Marlette/Hobart, this year's delay in getting the pump into Hobart, the Vicee Canyon recharge program which should stop the drop in the west side's ground water table, the well rehabilitation program, and the new production wells including the lease for Well 49. He felt that the City will be able to meet the peak demand and provide a reasonable amount of storage if "everything goes as planned including the ability to use Wells 25 and 45 and if pumping from Marlette/Hobart is possible. Extended hot streaks deplete the storage/reservoirs. Last year's usage during such periods was used to illustrate the concern created by extended hot periods. He stressed the need to maintain the odd/even irrigation program. Staff is now checking the backyards to ensure against illegal usage. The need to replenish the tanks between 10 a.m. and 7 p.m. was explained. He requested comments from the public regarding the feasibility of having alternative irrigation schedules. Twice a week odd/even irrigation will provide one day in which the system could replenish the storage tanks. The program would be similar to Reno's. The information flyers which are to be inserted with the water bills were included in the information Mr. Hoffert had distributed. Staff will assist anyone needing help with their timers and can do lawn audits if necessary. Reasons for not encouraging watering between 10 p.m. and 4 a.m. were based on the fact that the same amount of irrigation occurs. Mr. Hoffert agreed that 10 p.m. to 4 a.m. is an optimum period as there is less evaporation and wind. The timeframe between 10 a.m. and 7 p.m. is when the higher energy costs are encountered. Supervisor Aldean felt that the current program encourages plant conservation rather than water conservation. Mr. Hoffert reiterated the suggestion that irrigation be allowed every third day. Cooperative Extension is willing to help with the education program for this schedule. He also indicated that there are exemptions available, such as for hand watering. Mayor Masayko acknowledged that summer periods are difficult. An annual report is needed to remind people of the need to conserve. Mr. Burnham noted that the system continues to grow and hoped that it will be possible to provide more than the demand requires. Mayor Masayko felt that going to irrigation every third day will create more stress on the system. Commercial design standards also need to be considered as this is a desert area. No formal action was required or taken.

**RECESS:** A recess was declared at 3:15 p.m. A quorum of the Board was present when Mayor Masayko

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reconvened the meeting at 3:20 p.m. Supervisor Williamson was absent as indicated.

**13. FINANCE - Director David Heath - REVIEW OF FISCAL YEAR 2002-03 FINANCIAL**

**SUMMARY (3-0019) -** A copy of Mr. Heath's slide presentation is in the file. Discussion indicated that Washoe County is indexing its agreements in order to stay abreast of inflation. It is the only County doing this at this time. It was felt that it was prudent of the City to have changed transit providers. The MPO 5307 funding will be matched with the funds originally dedicated to transit. New buses are needed. A copy of Standard and Poor's report was given to the Board and Clerk. (A copy is in the file.) Discussion explained savings that had occurred as a result of the Board's conservative spending policy including that generated by holding the line on personnel costs and delaying new hires. Mayor Masayko felt that some one time expenditures that had been deferred needed to be evaluated. He was not willing to reopen the entire budget. Mr. Heath indicated that there is a shortage in the welfare budget for long term care of approximately \$90,000. A more detailed report will be provided at the next meeting. Mayor Masayko felt that this report should be provided in September with the quarterly status report. He also noted that this is Mr. Heath's last meeting. He complimented him on his professionalism and his staff's ability to adjust to the challenges posed by the economy and delaying expenses. It had created a cushion. Items which are needed should be brought forward for one shot funding. The Board's evaluation of the need will be prudent. Mr. Heath then highlighted Standard and Poor's report. They had liked the Board's reserves and cost cutting budget. Mayor Masayko noted that the reserves had been developed as a result of implementing cost cutting measures. He requested that a report on the budget status, including the payroll savings, be provided with the audit report. He also suggested that consideration be given to restoration of the Civil War Veteran at the Cemetery. No formal action was required or taken.

**12. NORTHERN NEVADA DEVELOPMENT AUTHORITY (NNDA) - Executive Director Ronald J. Weisinger - DISCUSSION AND POSSIBLE ACTION ON A PROPOSAL BY THE NORTHERN NEVADA DEVELOPMENT AUTHORITY TO CONTRACT WITH CARSON CITY FOR THE RECRUITMENT OF BUSINESSES WITHIN THE INDUSTRIAL AND MANUFACTURING SECTOR (3-0245) -**

Mr. Weisinger distributed a copy of the announcement for a recruiter position to the Board and Clerk. (A copy is in the file.) He then described the position, the salary, the City's \$25,000 assessment for the position, the panels who will hire the individual, and the accountability that will be provided. The entire region is seeking economic development opportunities. Mr. Weisinger felt that if one County obtains a new business, all will profit from it. The proposed process for recruiting new businesses was limned. Discussion ensued concerning the salary and bonus that the individual will receive. If the individual fails to attract a business, he is still eligible for the bonus if recruitment has occurred. He should not be held accountable for failure to get a business to relocate due to his lack of control over the reasons a firm decides against relocating. His experience with Storey County businesses when he attempted to obtain support for the concept was sited to explain the reasons for seeking support from Board before going to the manufacturing and industrial sector. The City does not have to turn over the funds until after a \$25,000 commitment from the commercial and industrial sector is obtained. Discussion pointed out that NNDA is supported by the City's annual dues at the tune of \$5,000. Mayor Masayko asked that the record reflect this commitment. Discussion indicated that the remainder of the NNDA budget consists of dues and grants from other entities. Mr. Weisinger repeatedly stressed the inability of his limited staff—which consists of himself and one other person—to fulfill all of the services desired by his members. Concerns were expressed that his recruitment/retention duties were the same as those of other entities. Supervisor Aldean suggested that he integrate his services with these

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groups to avoid duplication of efforts. Mr. Weisinger explained that his agency works with the Chambers of Commerce and that they share leads when manufacturing or industrial inquiries are received. The Chambers are more interested in obtaining retailers than manufacturers or industrial firms. He, in turn, gives them his retail leads. He also works with WNDD who provides a lot of planning effort and Carson City's Redevelopment/Economic Development Manager. A full time recruiter is needed. Discussion explored other individuals/firms and reasons their services were not utilized by NNDA, e.g., Tim Morsani, Job Connect, and Nevadaworks. Mr. Weisinger indicated that he is agenized to make a presentation to Douglas County next month. His meeting with Douglas County Manager Dan Holler was limned. Supervisor Livermore explained his belief that if the City pays for the recruiter, he should recruit for Carson City. He indicated that he recognized the watershed issues involved with the proposal. He also felt that the seed planted to obtain a firm may not germinate during the contractual period the individual will work. Mr. Weisinger explained the responses he has received during his recruiting activities and agreed that determining accountability may be difficult to accomplish. NNDA is a facilitator in the recruitment process. They cannot control the location selection process. They can only show the high points of the region. Mayor Masayko felt that the scoring should include the number of contacts. If enough people are talked to, someone will come. He also felt that if a lead is turned over to NNDA, they should handle it completely and Carson City's Economic Development Manager should not be involved as that indicates a disconnect between the firm and the individual with whom rapport has been established. Mr. Weisinger indicated that this had not been what he had meant to say. He corrected the statement to indicate that once the individual arrives, the recruiter will "babysit" him/her. Mayor Masayko then explained his feelings that there are lots of overlapping services in the retention area. He also questioned the reasons Carson City was being asked to fund 50 percent of the position costs. The City should not be the key player in the recruitment process. NNDA, the land owners, and the business community should be the key players. Mr. Weisinger indicated that his budget is not large enough to fund the position. The Nevada Economic Development Department is one of his major contributors. Funding from Reno, Washoe, and Sparks was limned. Mayor Masayko felt that this indicated that Carson City should have a \$5,000 commitment as our budget for NNDA is only 1/7th of their amounts. Mr. Weisinger then explained that they are recruiting additional members. This will make the agency less dependent upon local government. Mayor Masayko indicated that the City already pays \$65,000 plus benefits for an individual to provide recruitment. He suggested that Mr. Weisinger contact this individual for assistance. Mr. Weisinger indicated that this individual lacks the training and education needed for the position he wants. The individual has been helpful when contacted. Mayor Masayko explained that he was not willing to fund the request at a \$25,000 level. He encouraged Mr. Weisinger to look outside the box and find another option which will allow him to assist in the process without the requested funding commitment while providing accountability. Mr. Weisinger indicated that he did not have the resources to provide the accountability that had been requested. Supervisor Aldean indicated that she supported the comments which had been made. She also felt that the July 1 start date for the individual was premature. Supervisor Staub suggested that Mr. Weisinger successfully recruit one firm. He would then reconsider the request. Mr. Weisinger indicated that he was not able to meet this request without the individual and that he did not have the funds to hire the individual. Comments explained that Kris Holt had previously held Mr. Weisinger's position. Mr. Holt was felt to have been a great salesman. Supervisor Staub also indicated that the allocation should be based upon performance. If the City puts up the funds and a company does not relocate here, then the County where the firm located should foot the bill. Mr. Weisinger felt that this report could be made quarterly. He asked for additional comments/concerns. None were given. No formal action was taken.

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**REDEVELOPMENT AUTHORITY (3-0910)** - Mayor Masayko then recessed the Board of Supervisors session and immediately convened the Redevelopment Authority. For Minutes of the Redevelopment Authority, see its folder.

**BOARD OF SUPERVISORS (3-1185)** - Following adjournment of the Redevelopment Authority, Mayor Masayko reconvened the Board of Supervisors session. A quorum of the Board was present although Supervisor Williamson was absent as indicated.

**14. DISTRICT ATTORNEY** - Chief Deputy District Attorney Mark Forsberg - **ACTION TO APPROVE AN AMENDMENT TO THE DISPOSITION AND DEVELOPMENT AGREEMENT BETWEEN COSTCO AND CARSON CITY TO CHANGE THE DATE OF THE CLOSE OF ESCROW FOR THE PHASE II CONVEYANCE FROM JULY 25, 2003, TO JULY 25, 2008, AND OTHER MATTERS PROPERLY RELATED THERETO (1-1206)** - Supervisor Livermore, as a member of the Board of Supervisors, moved to approve an amendment to the Disposition and Development Agreement between Costco and Carson City to change the date of the close of escrow for the Phase II Conveyance from July 25, 2003, to July 25, 2008, and other matters properly related thereto. Supervisor Staub seconded the motion. Motion carried 4-0.

There being no other matters for consideration, Supervisor Livermore moved to adjourn. Supervisor Aldean seconded the motion. Motion carried 4-0. Mayor Masayko adjourned the meeting at 4:30 p.m.

The Minutes of the June 5, 2003, Carson City Board of Supervisors meeting

ARE SO APPROVED ON August 21, 2003.

/s/  
Ray Masayko, Mayor

ATTEST:

/s/  
Alan Glover, Clerk-Recorder