



**CARSON CITY CONSOLIDATED MUNICIPALITY
NOTICE OF MEETING OF THE
CARSON CITY BOARD OF SUPERVISORS**

Day: Thursday
Date: October 3, 2013
Time: Beginning at 8:30 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 - Bob Evans, Deacon - St. Teresa of Avila Catholic Church**
- 4. Pledge of Allegiance**

5. 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. The Mayor, or the Mayor Pro-Tem, retains discretion to only provide for public comment under a public comment item and not call for or allow individual-item public comment at the time of any Boards' consideration of any item on the agenda involving: 1) an off-site tour by the Board; or 2) any person's or entity's due process appeal or hearing rights provided by statute or the Carson City Municipal Code.

- 6. For Possible Action: Approval of Minutes - June 6, 2013**
- 7. For Possible Action: Adoption of Agenda**
- 8. Special Presentation**

Presentation of a proclamation for "Walk to School Day," October 9, 2013. (*Cortney Bloomer*)

9.

Consent Agenda

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All matters listed under the consent agenda are considered routine and may be acted upon by the Board of Supervisors with one action and without an extensive hearing. Any member of the Board or any citizen may request that an item be taken from the consent agenda, discussed and acted upon separately during this meeting. The Mayor, or the Mayor Pro-Tem, retains discretion in deciding whether or not an item will be pulled off the consent agenda.
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9-1. Assessor

For Possible Action: To approve the correction/increase of the taxes for the 2012/13 tax year for parcel number 002-142-02 (423/425 Corbett St.) per NRS 361.765 in the amount of \$30.06. *(Kimberly Adams)*

Staff Summary: The owner of Assessor Parcel Number 002-142-02 (423/425 Corbett St.) was receiving the 3% “owner occupied” tax cap on the above stated property located in Carson City when the property should have been classified as a “rental property.” The amount of the rent charged exceeded the HUD Fair Market Rent Amounts for the 2012/13 fiscal year, therefore requiring the property to receive the alternate tax cap amount of 6.4 percent. Per NRS 361.4724 “if the amount of rent collected from each of the tenants of a residential dwelling does not exceed the fair market rent for the county in which the dwelling is located, as most recently published by the United States Department of Housing and Urban Development ...” The Assessor’s office is requesting that the abatement be adjusted (NRS 361.765) so that the taxes will reflect the correct alternate tax cap for the 2012/13 tax year per NRS 361.4724. This will result in an increase to the Real Property tax roll in the amount of \$30.06.

9-2. Finance

A) For Possible Action: To accept the report on the condition of each fund in the treasury and the statements of receipts and expenditures through September 24, 2013 per NRS 251.030 and NRS 354.290. *(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. NRS 354.290 requires the County Auditor to report to the Board of Supervisors a statement of revenues and expenditures based on the accounts and funds as were used in the budget. A more detailed accounting is available on the City’s website – www.carson.org.

B) For Possible Action: To confirm the engagement of Sherman & Howard as bond counsel to Carson City, Nevada in connection with the \$6,000,000 Carson City Nevada General Obligation (Limited Tax) Water Improvement Bonds (Additionally Secured by Pledged Revenues) Series 2014A, and the \$24,750,000 Carson City, Nevada General Obligation (Limited Tax) Sewer Improvement Bonds (Additionally Secured by Pledged Revenues) Series 2014B. *(Nick Providenti)*

Staff Summary: The agreement between the City and the firm of Sherman & Howard sets forth the role proposed to be served and the responsibilities proposed to be assumed as bond counsel.

C) For Possible Action: To transfer a Sheriff’s Office employee from the Sheriff’s Office Operations Division to the Vocational Rehab Division in the Worker’s Compensation Internal Service Fund effective

October 4, 2013 and allow the Sheriff's Office to hire a replacement for the injured worker. (*Nick Providenti*)

Staff Summary: The Board established the Vocational Rehab Division in the Worker's Compensation Internal Service Fund at their June 20, 2013 Board Meeting to allow departments to transfer workers that have become injured at work and will never be granted a "release to duty" certificate from a physician allowing the department to hire their replacement while the City is either contractually obligated or statutorily obligated to pay the injured worker while they train them in another vocation.

9-3. Parks and Recreation

For Possible Action: To accept a Land & Water Conservation Fund grant from the State of Nevada, Division of State Parks, for capital improvements to the upper sports complex at the JohnD Winters Centennial Park and to authorize Roger Moellendorf, Parks and Recreation Director, to sign the grant's project agreement on behalf of the Board of Supervisors. (*Vern Krahn*)

Staff Summary: On August 2, 2012, the Carson City Board of Supervisors approved City staff's submittal of an application for a Land & Water Conservation Fund grant through the State of Nevada, Division of State Parks, for capital improvements at the JohnD Winters Centennial Park's upper sports complex. After over a year-long wait, the City has been fortunate to receive this grant. As a result, the Parks and Recreation Department staff is requesting the Board of Supervisors to accept this grant and authorize Roger Moellendorf, Parks and Recreation Director, to sign the grant's project agreement on behalf of the Board of Supervisors.

9-4. Health & Human Services

For Possible Action: To approve a Billing Specialist position. This position is 100% grant funded until at least August 2014. (*Nicki Aaker*)

Staff Summary: The job description for a Billing Specialist accurately describes the job duties of the position which bills Medicaid, Medicare, and private insurance companies for clinic services, and services performed at offsite locations throughout the year. With the Medicaid expansion and private insurance enrollment beginning 1/1/2014, an increase is anticipated in the number of billing claims which need to be processed. In addition to insurance billing, the person in this position will have other duties important to Carson City Health and Human Services' (CCHHS) functions, including internal fiscal reconciliation and reporting, along with clinic coverage when necessary. This position was previously filled by a contract employee. An attempt was made to hire through Marathon Staffing, which was unsuccessful. Prior to the grant and hiring the contract employee, CCHHS contracted with a physician billing company. The advantage of having a CCHHS employee in this position, instead of outsourcing the billing, is the wide range of duties this person can perform within the department.

9-5. Purchasing and Contracts

For Possible Action: To approve Contract No. 1314-096, a request to have the Board of Supervisors determine that the listed City property is no longer required for public use and deem its sale by public auction desirable and in the best interest of Carson City. (*Kim Belt*)

Staff Summary: Staff has requested the following vehicles and/or equipment to be declared surplus and authorize their disposal by public auction to be conducted by TNT Auctions on October 19, 2013.

(End of Consent Agenda)

Ordinances, Resolutions, and Other Items

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

11. Finance

For Possible Action: To adopt a resolution concerning the financing of water projects and sewer projects; directing the clerk to notify the Carson City Debt Management Commission of the City's proposals to issue General Obligations therefore; providing certain details in connection therewith; and providing the effective date hereof. (*Nick Providenti*)

Staff Summary: The Resolution directs notice to the Carson City Debt Management Commission of the City's intent to issue \$6,000,000 Carson City, Nevada General Obligation (Limited Tax) Water Improvement Bonds (Additionally Secured by Pledged Revenues) Series 2014A, and \$24,750,000 Carson City, Nevada General Obligation (Limited Tax) Sewer Improvement Bonds (Additionally Secured by Pledged Revenues) Series 2014B. The City reasonably expects to incur expenditures with respect to the Water and Sewer Projects prior to the issuance of the Bonds and the resolution allows the city to reimburse those expenditures from the Water and Sewer Bonds.

12. Deputy City Manager

For Possible Action: To direct the City Manager to plan for a Nevada Sesquicentennial Fair to be held at Fuji Park and Fairgrounds July 30 - August 3, 2014 and to approve funding in the amount of \$75,000 to be used from the contingency fund as seed money for the Fair. (*Marena Works*)

Staff Summary: On June 6, 2013, upon a recommendation from the Carson City Parks and Recreation Commission, the Carson City Board of Supervisors authorized the City Manager to form a Temporary committee to explore the feasibility of hosting a State Fair in Carson City. The State Fair Feasibility Committee was made up of a cross section of community members from Carson City and Douglas County. The committee recommends that the Carson City Board of Supervisors approve funding and direct the City Manager to plan for a Nevada Sesquicentennial Fair in to be held at Fuji Park and Fairgrounds July 30-August 3, 2014. The findings of this feasibility study show that this Fair will be highly beneficial to the city and area businesses and has a high probability of success. Additionally it has the potential to be a Nevada 150 Signature Event.

13. Board of Supervisors

Non-Action Items:

Status review of projects

Internal communications and administrative matters

Correspondence to the Board of Supervisors

– Monthly Report on the Activities of the TRPA Governing Board (Submitted by Shelly Aldean)

Status reports and comments from the members of the Board

Staff comments and status report

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

– TIME SPECIFIC - 11:00 A.M. –

14. City Manager

- A) For Possible Action: To accept the East William Street / US Highway 50 (East) business owner’s revitalization plan and direct staff to review the plan and report their findings to the Board of Supervisors at the earliest time feasible. Presentation and discussion by Jonathan Boulware, General Manger, Gold Dust West Casino/Hotel, for the East William Street / US Highway 50 (East) business owners on a street corridor revitalization plan consisting of three major components - Business District Enhancements, Infrastructure Improvements, and Beautification. *(Larry Werner)*

Staff Summary: On Wednesday, August 28, 2013, a group of business owners attended a meeting at the Gold Dust West Casino hosted by Jonathan Boulware to discuss ideas, plans, and issues related to elements of a successful revitalization of the East William Street / US Highway 50 (East) business district. Based on comments received at this meeting, Mr. Boulware has developed a written plan. This plan contains many ideas for business district enhancements, infrastructure improvements, and beautification.

- B) For Possible Action: To accept the North Carson Street business owner’s revitalization plan and direct staff to review the plan and report their findings to the Board of Supervisors at the earliest time feasible. Presentation and discussion by Jaswinder Dhami, CEO and Director of Operations, Holiday Inn Express & Suites, for the North Carson Street business owners on a street corridor revitalization plan consisting of three major components - Business District Enhancements, Infrastructure Improvements, and Beautification. *(Larry Werner)*

Staff Summary: On Tuesday, September 3, 2013, a group of business owners attended a meeting at the Holiday Inn Express & Suites hosted by Jaswinder Dhami to discuss ideas, plans, and issues related to elements of a successful revitalization of the North Carson Street business district. Based on comments received at this meeting, Mr. Dhami has developed a written plan. This plan contains many ideas for business district enhancements, infrastructure improvements, and beautification.

- 15. Public Comment:** The public is invited at this time to comment on any matter that is not specifically included on the agenda as an action item. No action may be taken on a matter raised under this item of the agenda.

16. For Possible Action: To Adjourn

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Agenda Management Notice - Items on the agenda may be taken out of order; the public body may combine two or more agenda items for consideration; and the public body may remove an item from the agenda or delay discussion relating to an item on the agenda at any time.
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Titles of agenda items are intended to identify specific matters. If you desire detailed information concerning any subject matter itemized within this agenda, you are encouraged to call the responsible agency or the City Manager’s Office. You are encouraged to attend this meeting and participate by commenting on any agendized item.
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Notice to persons with disabilities: Members of the public who are disabled and require special assistance or accommodations at the meeting are requested to notify the City Manager's Office in writing at 201 North Carson Street, Carson City, NV, 89701, or by calling (775) 887-2100 at least 24 hours in advance.

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This meeting can be viewed on Channel 226. For specific dates and times - www.bactv.org.*

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To request a copy of the supporting materials for this meeting contact*

Janet Busse at jbusse@carson.org or call (775) 887-2100.

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This agenda and backup information are available on the City's website at www.carson.org/agendas and
at the City Manager's Office - City Hall, 201 N. Carson Street, Ste 2, (775) 887-2100.
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This notice has been posted at the following locations:

Community Center 851 East William Street
Public Safety Complex 885 East Musser Street
City Hall 201 North Carson Street
Carson City Library 900 North Roop Street
Business Resource & Innovation Center (BRIC) 108 East Proctor Street

Date: September 26, 2013