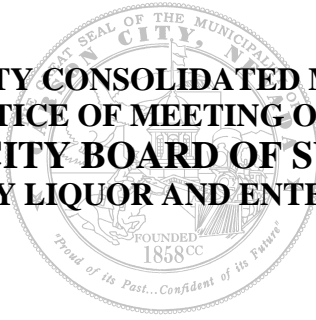


**CARSON CITY CONSOLIDATED MUNICIPALITY  
NOTICE OF MEETING OF THE  
CARSON CITY BOARD OF SUPERVISORS  
AND CARSON CITY LIQUOR AND ENTERTAINMENT BOARD**



**Day:** **TUESDAY**  
**Date:** **November 13, 2012**  
**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 - Ken Haskins, First Christian 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 - October 18, 2012**
7. **For Possible Action: Adoption of Agenda**
8. **Special Recognition**

For Possible Action: To recognize Hampton Inn and Suites in Carson City and accept their donation of \$20,000 worth of used fitness equipment to the Parks and Recreation Department. (*Kurt Meyer*)

Staff Summary: Hampton Inn and Suites donated an exercise bicycle, stair climber, elliptical, and cable weight machine to the Parks and Recreation Department to be used at the Carson Aquatic Facility. This equipment is valued at approximately \$20,000.

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. Treasurer**

For Possible Action: To order and direct the Carson City Treasurer to sell, after giving notice of sale, for a total amount not less than the amount of taxes, costs, penalties and interest legally chargeable against the property as stated in the order the following properties: 001-032-05; 001-153-01; 001-201-20; 001-201-23; 002-441-21; 002-441-23; 002-482-30; 003-233-04; 003-282-01; 004-133-07; 004-342-02; 004-342-03; 004-342-04; 005-052-01; 005-052-04; 005-053-01; 005-053-02; 005-054-09; 005-054-10; 008-083-18; 008-161-40; 008-161-41; 008-241-08; 008-262-02; 008-263-02; 008-551-03; 009-341-02; 009-573-02; 010-593-09. While this required step towards a tax sale is now being taken, some of these properties are protected from sale under US Bankruptcy laws. *(Al Kramer)*

Staff Summary: Per NRS 361.595, Section 2. If the property is to be sold, the Board of County Commissioners may make an order, to be entered on the record of its proceedings, directing the county treasurer to sell the property particularly described therein, after giving notice of sale, for a total not less than the amount of the taxes, costs, penalties and interest legally chargeable against the property as stated in the order.

**9-2. Finance**

For Possible Action: To accept the report on the condition of each fund in the treasury and the statements of receipts and expenditures through November 5, 2012 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](http://www.carson.org)

**9-3. City Manager**

For Possible Action: To ratify the approval of bills and other requests for payments by the City Manager for the period of October 9, 2012 thru November 5, 2012. *(Larry Werner)*

Staff Summary: All bills or other requests for payment verified per CCMC 2.29.010 shall be presented by the controller, together with the register book of demands and warrants to the city manager who shall audit the same, and if found authorized, correct and legal, shall signify by his signature, as agent for the board, upon the register book of demands and warrants those demands which are approved or disapproved by him. Upon approval, the warrants, as prepared aforesaid, shall issue. The City Manager shall then cause the register book of bills and other requests for payment and warrants to be presented at least once

a month to the board of supervisors, who shall by motion entered into its minutes, ratify the action taken on the bills or other requests for payment.

*(End of Consent Agenda)*

**10. Recess as Board of Supervisors**

**Liquor and Entertainment Board**

**11. Call to Order & Roll Call – Liquor and Entertainment Board**

**12. For Possible Action: Approval of Minutes - October 18, 2012**

**13. Public Works - Business License**

- A) For Possible Action: To approve Dean Siracusa as the liquor manager for Wingstop Restaurants (Liquor License #13-29375) located at 3965 S. Carson St., Carson City. *(Jennifer Pruitt)*

Staff Summary: All liquor license requests are to be reviewed by the Liquor Board per CCMC 4.13. Dean Siracusa is opening the business and will be the liquor manager.

- B) For Possible Action: To approve Kathy Phelan as the liquor manager for the Whiskey Tavern (Liquor License #13-29378) located at 3481 Hwy 50 E., Carson City. *(Jennifer Pruitt)*

Staff Summary: All liquor license requests are to be reviewed by the Liquor Board per CCMC 4.13. Kathy Phelan is the owner of the business and will be the liquor manager.

**14. Public Comment**

**15. For Possible Action: To Adjourn as the Liquor and Entertainment Board**

**16. Reconvene as the Board of Supervisors**

**Ordinances, Resolutions, and Other Items**

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

**18. Clerk-Recorder**

For Possible Action: To Canvass the Vote for the 2012 General Election. *(Alan Glover)*

Staff Summary: State law requires the Board of Supervisors to canvass the vote for each election.

**19. Public Works - Planning and Zoning**

For Possible Action: To introduce, on first reading, an ordinance to change the zoning of APN 002-112-12, property located on Lee Street, from Residential Office (RO) to Multi-Family Duplex (MFD). (ZMA-12-048) *(Lee Plemel)*

Staff Summary: The applicant is proposing to change the zoning in preparation of building a residential duplex on this site.

**20. City Manager**

For Discussion Only: Presentation of the Carson City Quarterly Business Review for the period ending September 30, 2012. (*Linda Ritter*)

Staff Summary: This item represents the quarterly business review related to the City-wide performance scorecard. A scorecard is a tool that focuses our attention on those things most important, aligns our activities throughout the organization, measures our progress and monitors projects (initiatives) that improve our performance. In the report the objective represents what we want to achieve as a City. The performance measures give us a progress report on meeting those objectives by comparing actual data with established targets. These targets represent our expected and/or desired performance. If targets are not being met, staff focuses on those areas and determines what, if anything, can be done to reverse the situation. Initiatives are those projects adopted by the Board to support their strategic objectives and move performance in a positive direction.

**21. Parks and Recreation - Open Space**

For Discussion Only: Presentation of the proposed Carson Valley Discovery Trail by the Bureau of Land Management, Carson Valley Trails Association, and staff and introduction of the scoping process for the non-motorized 45-mile long trail system. (*Juan Guzman / Roger Moellendorf*)

Staff Summary: The presentation will provide an overview of the proposed 45-mile long non-motorized trail, a collaborative effort of the Carson Valley Trails Association and the Bureau of Land Management. The trail is proposed along the east side of the Carson Valley in Douglas County.

**22. Board of Supervisors**

Non-Action Items:

Status review of projects  
Internal communications and administrative matters  
Correspondence to the Board of Supervisors  
Status reports and comments from the members of the Board  
Staff comments and status report

**23. 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.

**24. 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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*Copies of information related to the above items can be viewed in the City Manager's Office.*  
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*Titles of agenda items are intended to identify specific matters. If you desire detailed information concerning any subject matter itemized within this agenda, you are encouraged to call the responsible agency or the City Manager's Office. You are encouraged to attend this meeting and participate by commenting on any agenda item.*

*Notice to persons with disabilities: Members of the public who are disabled and require special assistance or accommodations at the meeting are requested to notify the City Manager's Office in writing at 201 North Carson Street, Carson City, NV, 89701, or by calling (775)887-2100 at least 24 hours in advance.*

*This meeting can be viewed on Channel 226. For specific dates and times - [www.bactv.org](http://www.bactv.org).*

*This agenda and backup information are available on the City's website at [www.carson.org/agendas](http://www.carson.org/agendas)*

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: November 6, 2012**