

**CARSON CITY BOARD OF SUPERVISORS**  
**Minutes of the February 4, 2010 Meeting**  
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A regular meeting of the Carson City Board of Supervisors was scheduled for 8:30 a.m. on Thursday, February 4, 2010 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

**PRESENT:** Mayor Robert Crowell  
Supervisor Robin Williamson, Ward 1  
Supervisor Shelly Aldean, Ward 2  
Supervisor Pete Livermore, Ward 3  
Supervisor Molly Walt, Ward 4

**STAFF:** Larry Werner, City Manager  
Alan Glover, Clerk - Recorder  
Melanie Bruketta, Chief Deputy District Attorney  
Joel Benton, Senior Deputy District Attorney  
Kathleen King, Recording Secretary

**NOTE:** A recording of these proceedings, the Board's agenda materials, and any written comments or documentation provided to the Clerk during the meeting are part of the public record. These materials are available for review, in the Clerk's Office, during regular business hours.

**1 - 4. CALL TO ORDER, ROLL CALL, INVOCATION, AND PLEDGE OF ALLEGIANCE** (8:31:00) - Mayor Crowell called the meeting to order at 8:31 a.m. Roll was called; a quorum was present. St. Teresa of Avila Catholic Church Father Chuck Durante provided the invocation. Mr. Benton led the pledge of allegiance.

**5. ACTION ON APPROVAL OF MINUTES - January 7, 2010** (8:33:57) - Supervisor Williamson moved to approve the minutes. Supervisor Livermore seconded the motion. Motion carried 4-0-1, Supervisor Aldean abstaining. (8:36:10) Supervisor Aldean noted a correction to the vote at item 16, and the recording secretary agreed to correct the minutes accordingly.

**6. ADOPTION OF AGENDA** (8:35:25) - Following a brief discussion, Mayor Crowell deemed the agenda adopted.

**7. PUBLIC COMMENTS AND DISCUSSION** (8:36:57) - Mayor Crowell entertained public comment. (8:37:27) Reba Montrose discussed concerns and inquired as to the possibility of imposing penalties against employers who hire "illegal aliens." In response to a question, Mr. Benton was unaware of any state or local ordinance providing for imposition of a penalty against employers who hire undocumented immigrants. "For the most part, immigration is a federal issue and the federal government has ... pre-empted the field." Ms. Montrose suggested that local government should address the issue, and discussed additional, related concerns regarding discrimination and the federal government's responsibility for oversight of illegal immigration. Mayor Crowell entertained additional public comment; however, none was forthcoming.

**8. SPECIAL PRESENTATION OF A PROCLAMATION FOR "NATIONAL RADON ACTION MONTH," FEBRUARY 2010** (8:42:19) - Mayor Crowell introduced this item, read the language of the Proclamation into the record, and presented the original Proclamation to University of Nevada Cooperative Extension ("UNCE") Educator JoAnne Skelly. (8:44:28) Ms. Skelly thanked Mayor Crowell and the Board of Supervisors, and discussed the importance of "making people aware of an issue that is all over Nevada ... and we can mitigate." She offered free radon test kits, available at the UNCE office on Northgate Lane,

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and discussed the importance of home testing. She advised of informational flyers available in the meeting room, and of information available on the UNCE website. Supervisor Williamson thanked Ms. Skelly, and provided anecdotal information regarding the importance of radon testing. Mayor Crowell thanked Ms. Skelly and the UNCE.

**9. CONSENT AGENDA (8:45:44)** - Mayor Crowell entertained requests to hear items separate from the consent agenda. When none were forthcoming, he entertained a motion. **Supervisor Livermore moved adoption of the consent agenda, consisting of six items: Item 9-1, Public Works Engineering; 9-2, Fire; 9-3, City Manager, with recognition to William Miles for his service to the International Building Code Board of Appeals; item 9-4(A) and (B), Parks and Recreation; and item 9-5, Finance, as advertised and presented. Supervisor Aldean seconded the motion.** Mayor Crowell entertained public comment and, when none was forthcoming, called for a vote on the pending motion. **Motion carried 5-0.**

**9-1. PUBLIC WORKS DEPARTMENT, ENGINEERING DIVISION - ACTION TO APPROVE AND AUTHORIZE THE MAYOR TO SIGN THE RELEASE AND CANCELLATION OF ORDINANCE NO. 1987-44 AND A DEVELOPMENT AGREEMENT BETWEEN CARSON CITY AND THE RUF FAMILY REGARDING FORMER ASSESSOR'S PARCEL NO. 009-031-17, NOW ASSESSOR'S PARCEL NO. 009-031-30, LOCATED AT 2450 SOUTH CURRY STREET**

**9-2. FIRE DEPARTMENT - ACTION TO AUTHORIZE THE MAYOR TO SIGN THE 2009 ANNUAL OPERATING PLAN BETWEEN THE UNITED STATES DEPARTMENT OF AGRICULTURE, U.S. FOREST SERVICE, HUMBOLDT - TOIYABE NATIONAL FOREST, CARSON RANGER DISTRICT AND THE CARSON CITY FIRE DEPARTMENT, AGREEMENT NO. 06-FI-11041701-057**

**9-3. CITY MANAGER - ACTION TO APPOINT WILLIAM MILES TO SERVE ON THE INTERNATIONAL BUILDING CODE BOARD OF APPEALS IN THE GENERAL CONTRACTOR POSITION FOR A TWO-YEAR TERM, ENDING JANUARY 2012**

**9-4. PARKS AND RECREATION DEPARTMENT, OPEN SPACE DIVISION**  
**9-4(A) ACTION TO APPOINT THE PARKS AND RECREATION DIRECTOR AND / OR HIS DESIGNEE AS CARSON CITY'S REPRESENTATIVE TO THE SOUTHERN NEVADA PUBLIC LANDS MANAGEMENT ACT PARKS, TRAILS, AND NATURAL AREAS SUBGROUP**

**9-4(B) ACTION TO APPOINT AND TO AUTHORIZE THE MAYOR, THE CITY CLERK, OR HIS DESIGNEE, TO SWEAR LYN C. NORBERG, MAI, AS THE CARSON CITY APPRAISER FOR THE JARRARD RANCH, LOCATED IN CARSON CITY, APNs 10-071-26, -27, AND 10-021-47**

**9-5. FINANCE DEPARTMENT - ACTION TO APPROVE THE APPLICATION TO REMOVE THE UNCOLLECTIBLE ACCOUNTS RECEIVABLE, SPECIFIED IN THE APPLICATION FROM THE RECORDS OF THE AMBULANCE FUND, FOR A TOTAL AMOUNT OF \$531,156.76 IN UNCOLLECTIBLE ACCOUNTS RECEIVABLE**

**10. RECESS BOARD OF SUPERVISORS (8:46:45)** - Mayor Crowell recessed the Board of Supervisors.

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**LIQUOR AND ENTERTAINMENT BOARD**

**11. CALL TO ORDER AND ROLL CALL (8:46:47)** - Chairperson Crowell called the Liquor and Entertainment Board to order, noting the presence of a quorum, including Sheriff Furlong.

**12. ACTION ON APPROVAL OF MINUTES - January 7, 2010 (8:47:05)** - Member Williamson moved approval of the minutes. Member Livermore seconded the motion. Motion carried 5-0-1, Member Aldean abstaining.

**13. PUBLIC WORKS DEPARTMENT, BUSINESS LICENSE DIVISION - ACTION TO APPROVE LEE ESTABROOK AS THE LIQUOR MANAGER FOR WALGREEN'S, LIQUOR LICENSE NO. 10-27106, LOCATED AT 1465 EAST WILLIAM STREET, CARSON CITY (8:47:36)** - Chairperson Crowell introduced this item. Principal Planner Jennifer Pruitt reviewed the agenda report, advised that the background investigation had been completed, and noted staff's recommendation of approval.

(8:48:32) Walgreen's Manager Lee Estabrook read a prepared statement into the record. In response to a question, he advised of no intent to stock any alcoholic beverage other than beer and wine. "It'll be just strictly ... beer and wine products, not some of those cross-over items that might be questionable."

In consideration of Walgreen's proximity to the high school, Member Williamson expressed the hope that Mr. Estabrook would impress upon his staff the seriousness of selling alcohol to minors and the likelihood of frequent compliance checks. Member Aldean commended Mr. Estabrook's statement in consideration of the serious responsibility associated with a liquor license. In response to a question, Mr. Estabrook expressed a willingness to have the Walgreen's employees participate in the Sheriff's Office alcohol servers training program. He described Walgreen's interactive training program for employees. Chairperson Crowell entertained additional comments or questions and, when none were forthcoming, thanked Mr. Estabrook for his store's good corporate citizenship and wished him well.

Chairperson Crowell entertained a motion. **Member Williamson moved to approve Lee Estabrook as the liquor manager for Walgreen's, liquor license 10-27106, located at 1465 East William Street, Carson City. Member Aldean seconded the motion.** Chairperson Crowell entertained public comment and, when none was forthcoming, called for a vote on the pending motion. **Motion carried 6-0.**

**14. ACTION TO ADJOURN THE LIQUOR AND ENTERTAINMENT BOARD (8:53:52)** - Chairperson Crowell adjourned the Liquor and Entertainment Board meeting at 8:53 a.m.

**15. RECONVENE BOARD OF SUPERVISORS (8:53:56)** - Mayor Crowell reconvened the Board of Supervisors.

**ORDINANCES, RESOLUTIONS, AND OTHER ITEMS**

**16. ANY ITEM(S) PULLED FROM THE CONSENT AGENDA WILL BE HEARD AT THIS TIME (8:54:06)** - None.

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**17. CITY MANAGER - PRESENTATION AND REPORT ON NEVADA DIVISION OF FORESTRY'S WILDLAND FIRE MANAGEMENT ACTIVITIES IN CARSON CITY (8:54:11) -** Mayor Crowell introduced this item, and invited Nevada Division of Forestry Fire Management Officer Michael Klug to the podium. Officer Klug reviewed the report included in the agenda materials.

Supervisor Aldean discussed concerns associated with the U.S. Forest Service burning slash piles, in the Tahoe Basin, rather than having the material hauled to the biomass plant at the Northern Nevada Correctional Facility. Officer Klug was uncertain as to U.S. Forest Service practices, but advised that the Nevada Division of Forestry has a full-time forester assigned to the biomass project. A large semi-truck was purchased, with grant funding, into which wood is chipped at project sites and then hauled down to the biomass plant. Officer Klug discussed challenges associated with access; "getting logs down to the roads where we can get these chippers ... and bins in ..." He explained there is sometimes no choice but to burn slag piles in some of the steeper, more remote areas. "As much as we can, we're trying to get that stuff down to the biomass plant."

In response to a question, Officer Klug expressed the understanding that the fuels reduction program will continue in 2010. He discussed the collaborative effort which also involves the Carson City Open Space Division, various private landowners, and the U.S. Forest Service. He commended the shepherds on their diligence in moving the sheep frequently to ensure consumption of cheatgrass rather than the perennials and brush. In response to a further question, Officer Klug advised that Nevada Division of Forestry Administrator Pete Anderson continues to work with U.S. Forest Service representatives on the fuels reduction program. Mayor Crowell thanked Officer Klug, and requested him to convey the City's support of the fuels reduction program.

In response to a previous question, Open Space Division Manager Juan Guzman advised that the issues with the U.S. Forest Service relative to the fuels reduction program are "75 percent solved. It revolves around creating a system to monitor and be able to test what we do to make sure it's effective." U.S. Forest Service District Ranger Genny Wilson is very concerned over being able to demonstrate results. Mr. Guzman commended the Nevada Division of Forestry on their "invaluable" assistance with the fuels reduction program. He described the location of Carson City open space property adjacent to property owned by Nevada State Parks. "This summer, we expect to continue going south into our land, 101 acres ..." Mr. Guzman assured Supervisor Aldean that the "leftover" will be addressed in an appropriate manner. Discussion took place with regard to U.S. Forest Service concerns regarding the fuels reduction program.

Mayor Crowell entertained public comment and, when none was forthcoming, thanked Officer Klug and Nevada Division of Forestry representatives for their attendance and participation.

**18. FIRE DEPARTMENT - ACTION TO INTRODUCE, ON FIRST READING, AN ORDINANCE AMENDING CARSON CITY MUNICIPAL CODE, CHAPTER 4.05, SURCHARGE FOR ENHANCEMENT OF IMPROVEMENT OF TELEPHONE SYSTEM USED FOR REPORTING EMERGENCIES, SECTION 4.05.010, AUTHORITY AND PURPOSE, BY DELETING REFERENCE TO "MASTER PLAN," AMENDING SECTION 4.05.020, DEFINITIONS, BY ADDING THE DEFINITION OF A "TELEPHONE SYSTEM," AMENDING SECTION 4.05.030, ESTABLISHMENT OF AN ADVISORY COMMITTEE TO DEVELOP A PLAN TO ENHANCE OR IMPROVE TELEPHONE SYSTEM FOR REPORTING EMERGENCY, BY DELETING THE REFERENCE TO THE "MASTER PLAN," AMENDING SECTION 4.05.080, IMPOSITION OF TELEPHONE SURCHARGE, BY REQUIRING THE BOARD OF SUPERVISORS TO REVIEW THE MASTER PLAN ON AN ANNUAL BASIS AND DELETING**

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**CERTAIN OUT-OF-DATE PROVISIONS REGARDING THE IMPLEMENTATION OF THE SURCHARGES, AMENDING SECTION 4.05.090, CREATION OF A SPECIAL REVENUE FUND; USE OF MONEY IN FUND, BY IDENTIFYING SPECIFIC SOFTWARE THAT CAN BE PURCHASED OR LEASED AND INCREASING THE ALLOWABLE FUND BALANCE FROM \$500,000 TO \$1,000,000, ADDING SECTION 4.05.110, DISPUTE OF AMOUNT OF SURCHARGE OR DESIGNATION OF PLACE OF PRIMARY USE BY CUSTOMER OF SUPPLIER OF MOBILE TELEPHONE SERVICE: NOTICE TO CUSTOMER; REVIEW BY SUPPLIER; REFUND, CREDIT, OR EXPLANATION, THAT SETS FORTH A PROCESS WHEREBY A CUSTOMER CAN SEEK REVIEW OF THE CHARGE THAT IS APPLIED TO HIS PHONE SERVICE, AND OTHER MATTERS PROPERLY RELATED THERETO (9:06:59)** - Mayor Crowell introduced this item. Fire Chief Stacey Giomi provided background information, reviewed the agenda report and the proposed ordinance. In response to a question, he advised that the 9-1-1 Surcharge Advisory Committee will review the master plan at their March meeting. The master plan will then be forwarded to this Board for review and approval. In response to a further question, Chief Giomi estimated that the surcharge will generate approximately \$220,000 per year. He estimated \$140,000 currently in the fund "after about a year ..." He acknowledged that service providers are collecting the surcharge and allocating it to the appropriate counties. He responded to questions of clarification regarding the method by which the 9-1-1 surcharge is paid.

As a public service announcement, Chief Giomi discussed issues associated with internet protocol phone service. "The 9-1-1 component of that does not work the same way and those phone systems don't work the same way." Chief Giomi cautioned anyone with an internet-only phone to ensure a battery backup to the system and that address information is properly programmed. Internet phone providers "don't have to follow the same regulations that the phone companies have to follow in terms of how the 9-1-1 data comes across. And it has caused some problems for people in getting a delay in service ..."

Chief Giomi acknowledged the possibility of needing to accumulate \$1 million in the surcharge revenue fund. "A lot of the technologies that are moving forward, the internet protocol technology is one ... and, as that technology moves forward, it gets rather expensive to replace ..." He advised of the need to replace the 9-1-1 system after 2012 due to expiration of the current maintenance contract. He discussed the importance of accumulating sufficient funding to avoid encumbering the general fund. Supervisor Aldean advised of a language inconsistency throughout the proposed ordinance, and Chief Giomi offered to check into it and revise accordingly for second reading.

In response to a further question, Chief Giomi advised that the reverse communications system, purchased following the Waterfall Fire, will work only for land lines. "We don't have a way to access a database for cell phones so it only works for land lines or for people who go to our website and put in their cell phone number ... and ... address." Chief Giomi explained that the reverse communication system is based on geographic area.

Mayor Crowell entertained public comment and, when none was forthcoming, a motion. **Supervisor Williamson moved to introduce, on first reading, Bill No. 101, an ordinance amending Carson City Municipal Code, Chapter 4.05, Surcharge for Enhancement of Improvement of Telephone System Used for Reporting Emergencies, Section 4.05.010, Authority and purpose, by deleting references to "master plan," amending Section 4.05.020, Definitions, by adding the definition of a "telephone system," amending Section 4.05.030, Establishment of an advisory committee to develop a plan, and other matters as published on the agenda. Supervisor Livermore seconded the motion. Motion carried 5-0.**

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**19. PARKS AND RECREATION DEPARTMENT, OPEN SPACE DIVISION - ACTION TO ACCEPT THE RECOMMENDATION OF THE OPEN SPACE ADVISORY COMMITTEE TO APPROVE THE OPEN SPACE DIVISION WORK PROGRAM CALLING FOR THE ADMINISTRATION OF THE OPEN SPACE PORTIONS OF THE QUALITY OF LIFE FUND FOR ACQUISITION, RESTORATION OF NATURAL RESOURCES, DEVELOPMENT, AND MANAGEMENT OF OPEN SPACE AND RELATED PROPERTIES FOR CALENDAR YEAR 2010 (9:18:47)** - Mayor Crowell introduced this item. Open Space Division Manager Juan Guzman reviewed the agenda report in conjunction with displayed aerial photographs. He responded to questions regarding anticipated time frames associated with the proposed acquisitions listed in the work program and with the federal lands bill. Supervisor Livermore provided a brief overview of Mr. Guzman's presentation to the Parks and Recreation Commission on Tuesday, February 2<sup>nd</sup>, and advised of having requested Mr. Guzman to check into the possibility of having the 40 acres of BLM property along Edmonds Drive included back in the federal lands bill for eventual transfer of ownership to Carson City. In response to a question, Mr. Guzman described the location of the 40 acres at the western terminus of Koontz Lane. "Since those 40 acres are not to be used by BLM" for construction of the hot shots facility, Mr. Guzman anticipates that the BLM will be amenable to having them included back in the federal lands bill. Supervisor Aldean cautioned Mr. Guzman that the BLM may be unwilling to allow the 40 acres to be "reabsorbed into the lands bill until they are reasonably certain that they'll be able to move forward with the facility in Douglas County." Discussion followed.

Mr. Guzman reviewed the Open Space Acquisition and Management chart included in the agenda materials. Mayor Crowell commented on the "phenomenal" open space available in the community, and on the attractiveness of open space to visitors and potential residents. He commended Mr. Guzman and the Open Space Advisory Committee. In response to a question, Mr. Guzman advised of approximately 1,100 acres of open space in the City. In response to a further question, he clarified, "That doesn't include the lands that the utility owns" which are managed by the Open Space Division. He advised these lands comprise "about 5,000 more acres." "When the lands bill ends, ... Carson City will be in control of around 6,500 acres ..., most of it concentrated around the River, but there will be also a big swath along the west side of Carson City, the interface area."

Mayor Crowell entertained public comment and, when none was forthcoming, a motion. **Supervisor Williamson moved to accept the recommendations of the Open Space Advisory Committee to approve the Open Space Division Work Program calling for the administration of the open space portions of the Quality of Life fund for acquisition, restoration of natural resources, development, and management of open space and related properties, for calendar year 2010. Supervisor Livermore seconded the motion. Motion carried 5-0.** At Mayor Crowell's request, Mr. Guzman agreed to convey the Board's appreciation to the Open Space Advisory Committee.

**20. FINANCE DEPARTMENT**

**20(A) ACTION TO INTRODUCE, ON FIRST READING, AN ORDINANCE DESIGNATED AS THE "2010 HIGHWAY REVENUE BOND ORDINANCE;" AUTHORIZING THE ISSUANCE BY CARSON CITY OF ITS FULLY REGISTERED "CARSON CITY, NEVADA, HIGHWAY REVENUE (MOTOR VEHICLE FUEL TAX), SUBORDINATE LIEN IMPROVEMENT BONDS, SERIES 2010" FOR THE PURPOSE OF FINANCING STREET AND HIGHWAY CONSTRUCTION; PROVIDING THE FORM, TERMS, AND CONDITIONS OF THE BONDS, AND OTHER DETAILS IN CONNECTION THEREWITH; AND PROVIDING THE EFFECTIVE DATE HEREOF (9:38:25)** - Mayor Crowell introduced this item. Finance Department Director Nick Providenti introduced Public Works Department Director Andrew Burnham and Bond Counsel Jennifer

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Stern, and reviewed the agenda report. Ms. Stern provided background information on the outstanding 2003 and 2008 bonds which have a first lien position on four cents of the City's fuel tax, and the purpose for the proposed ordinance. She responded to questions of clarification.

In response to a question, Mr. Burnham advised of having contacted NDOT representatives, at Ms. Stern's suggestion, to discuss "modifying the agreement such that we aren't pledging any gas tax monies. We are just obligating ourselves to pay the amounts rather than actually obligating ourselves to a percentage of our gas taxes." Discussion followed, and Mr. Burnham acknowledged that the City will have access to gas tax revenues for ongoing maintenance until the money is actually pledged to NDOT to fulfill the City's obligation to help fund the balance of the freeway construction after its completion. He further acknowledged that the revenue will be adequate to meet ongoing maintenance requirements. Mr. Providenti responded to questions of clarification regarding the language of the proposed ordinance in consideration of accessing funds for ongoing maintenance purposes. Supervisor Aldean reviewed suggested corrections to Sections 510 and 606 of the proposed ordinance.

In response to a question, Mr. Burnham advised that the Roop Street Widening Project, Phase 2 "is the principle project." In response to a comment, he advised that a Reno company submitted the low bid. Supervisor Williamson requested staff to include an estimate of the number of jobs the projects will create. Supervisor Aldean advised that the bonds will likely also fund completion of the Silver Oak Drive connection with Carson Street, the freeway landscape project, and various maintenance projects, including the reconstruction of Lompa Lane, Boeing Way, and Convair.

Mayor Crowell entertained public comment and, when none was forthcoming, a motion. **Supervisor Aldean moved to introduce, on first reading, Bill No. 102, an ordinance designated as the "2010 Highway Revenue Bond Ordinance;" authorizing the issuance by Carson City of its fully registered "Carson City, Nevada Highway Revenue (motor vehicle fuel tax) Subordinate Lien Improvement Bonds, Series 2010" for the purpose of financing street and highway construction; providing the form, terms, and conditions of the bonds, and other details in connection therewith, and providing the effective date hereof. Supervisor Williamson seconded the motion. Motion carried 5-0.**

**20(B) ACTION TO ADOPT A RESOLUTION CONCERNING THE FINANCING OF 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; PROVIDING FOR THE REIMBURSEMENT OF EXPENDITURES FROM THE PROCEEDS OF BONDS; AND PROVIDING THE EFFECTIVE DATE HEREOF (9:51:11)** - Mayor Crowell introduced this item. Mr. Providenti provided background information and reviewed the agenda materials. In response to a question regarding the rate increase authorized by the Board in July 2009, Mr. Burnham explained that declining revenues account for the need to issue the general obligations. In response to a further question, Mr. Burnham listed the projects to be funded, as follows: \$1 million for Roop Street sewer reconstruction and approximately \$2.5 to \$3 million to replace the north lift pump station at the Wastewater Treatment Plant. Mr. Werner provided additional clarification regarding the projects.

Mr. Burnham acknowledged anticipation of additional expenses associated with completion of the freeway. In response to a further question, he estimated \$2 to \$3 million for a required utility crossing under the freeway. Supervisor Livermore noted that the need to issue the general obligations is "not attributed to us

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relinquishing our connection fees.” Mr. Werner agreed and provided statistical information regarding building permits issued in 2008 and 2009. Supervisor Livermore noted that new construction will help pay the indebtedness.

In response to a question, Mr. Providenti advised that the coverage requirement for the proposed general obligations is one times. In response to a further question, he advised that the coverage requirement for the existing bonds is also one times. “As long as we’re paying the bonds, there really is not going to be that much of an issue.” Mr. Providenti discussed the philosophy to pay debt service payments “first before we do anything else. ... We never anticipate not paying bond payments.” Discussion followed and, in response to a question, Ms. Stern explained that the water and sewer bonds issued by the City are all general obligations additionally secured by “either the pledged revenues of the sewer system or the pledged revenues of the water system.” The City will covenant, in the bond ordinance authorizing the bonds, to keep rates and charges, together with other revenues, sufficient to be able to cover debt service on the outstanding general obligation sewer bonds or general obligation water bonds. Ms. Stern further explained that fund balance can be used to make those payments prior to increasing rates and charges. “If you do not have the other available revenues then, next, the bond holders would look to the general fund. And if there’s insufficient revenues there, then they would look for you to levy a general obligation tax to pay the remainder of the deficiency. ... to my knowledge, that has never been done.” Ms. Stern explained that the additional general obligation in security keeps the rates very low on these kinds of bonds. “Additionally, ... a portion of the water bond ... as well as the sewer bond will be placed with the state revolving fund, and those are below fair market value interest rates.” In response to a question, Ms. Stern explained that the federal government appropriates funding to the state revolving fund. “With that federal money in the state revolving fund, together with interest and principal payments that are made by other governments that access the revolving fund, it can bring that interest rate down.”

Mayor Crowell entertained public comment and, when none was forthcoming, a motion. **Supervisor Livermore moved to adopt Resolution No. 2010-R-7, a resolution concerning the financing of sewer projects, directing the Clerk to notify the Carson City Debt Management Commission of the City’s proposal to issue general obligations therefore; providing certain details in connection therewith; providing for the reimbursement of expenditures for the proceeds of bonds; and providing the effective date hereof. Supervisor Walt seconded the motion. Motion carried 5-0.**

**20(C) ACTION TO ADOPT A RESOLUTION CONCERNING THE FINANCING OF WATER 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; PROVIDING FOR THE REIMBURSEMENT OF EXPENDITURES FROM THE PROCEEDS OF BONDS; AND PROVIDING THE EFFECTIVE DATE HEREOF (10:02:51) -** Mayor Crowell introduced this item, and Mr. Providenti reviewed the agenda materials. In response to a question, he advised of an anticipated 25 to 30 percent rate increase. “We’re actually working on a rate structure that might change the rates a little bit ...” Before the bonds are issued, the Board will decide on the rates which Mr. Providenti anticipated being agendized for April.

In response to a question regarding the projects to be funded, Mr. Burnham explained that the Douglas County intertie project is in addition to the \$32 million. He acknowledged the purpose of the project to avoid constructing a uranium treatment plant “which is substantially more costly ...” Supervisor Livermore encouraged Mr. Burnham to “develop the alternative numbers ...”



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Mayor Crowell entertained public comment; however, none was forthcoming. He noted the significance of the intertie project as a "prime example of regional cooperation that we need to ... celebrate because it'll pay dividends down the road." Supervisor Williamson agreed and noted that the Carson Water Subconservancy District has contributed \$125,000 per year for the last 20 years to provide for increasing demands. In response to a question, Mr. Burnham advised that the Indian Hills General Improvement District is considering a "fairly large rate increase" to fund their portion of the intertie project. He recalled a recent substantial rate increase in Douglas County. He offered to make the information available at the time the Board considers rate increases. In response to a comment, he advised that Public Works Department staff had conducted a comparison. "With our increase, we were still, in many instances, under the rates of most of our neighbors." Mr. Burnham agreed to provide the comparisons.

Mayor Crowell entertained a motion. **Supervisor Aldean moved to adopt Resolution No. 2010-R-8, a resolution concerning the financing of water projects, directing the Clerk to notify the Carson City Debt Management Commission of the City's proposal to issue general obligations therefore; providing certain details in connection therewith; providing for the reimbursement of expenditures from the proceeds of bonds; and providing the effective date hereof. Supervisor Livermore seconded the motion. Motion carried 5-0.**

**20(D) ACTION TO ACCEPT THE CARSON CITY COST ALLOCATION PLAN FOR THE FISCAL YEAR ENDED JUNE 30, 2009 (10:11:09)** - Mayor Crowell introduced this item. Mr. Providenti reviewed the agenda materials and, in response to a question, provided examples of various cost allocations. He discussed the method by which the plan is developed, including department manager interviews and culling information from time allocation forms. He acknowledged this year's methodology is consistent with that which was used last year. In addition, he advised that the methodology is accepted by the federal government in their A87 plans for charging grants. He and Mr. Werner responded to additional questions of clarification. Discussion followed and, in response to a further question, Mr. Providenti reviewed the costs for developing the cost allocation plan. He noted benefits of having the plan developed externally. He responded to additional questions of clarification regarding the allocations associated with advisory committee meetings.

Mayor Crowell entertained public comment and, when none was forthcoming, a motion. Supervisor Livermore advised of the intent to support the recommended action even though he didn't "quite agree with all the things. It's a large organization. The resources have got to come from some place." **Supervisor Livermore moved to accept the Carson City Cost Allocation Plan for fiscal year ending June 30, 2009. Supervisor Williamson seconded the motion. Motion carried 5-0.** Mayor Crowell commended the discussion.

**21. ACTION TO RECESS INTO CLOSED SESSION, PURSUANT TO NRS 288.220, TO MEET WITH MANAGEMENT REPRESENTATIVES REGARDING LABOR NEGOTIATIONS (10:29:03)** - Mr. Werner suggested a method by which to address this item. (10:29:48) Mayor Crowell closed the Board of Supervisors session, pursuant to NRS 288.220, to meet with management representatives regarding labor negotiations.

**22. SHERIFF - ACTION TO ACCEPT THE SECOND AMENDMENT TO THE AGREEMENT BETWEEN CARSON CITY AND THE CARSON CITY SHERIFF'S SUPERVISORY ASSOCIATION, ON BEHALF OF THE CARSON CITY SHERIFF'S LIEUTENANTS, JULY 1, 2007 - JUNE 30, 2012, TO RECOGNIZE THE POSITION TITLE OF CAPTAIN (11:24:58)** - Mayor Crowell reconvened the meeting, and introduced this item. Sheriff Ken Furlong read into the record that

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portion of the agenda report, entitled "Explanation for Recommended Board Action." Mayor Crowell provided a brief overview of the discussion which took place during the closed session, advising of the need to clarify certain language in the amendment. Consensus was to have the language revised, submit it to the bargaining unit, and then resubmit it to the Board. Mayor Crowell entertained a motion. **Supervisor Livermore moved to continue this item to a future agenda. Supervisor Aldean seconded the motion. Motion carried 5-0.**

**23. BOARD OF SUPERVISORS NON-ACTION ITEMS:**

**INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS (11:28:35) - None.**

**CORRESPONDENCE TO THE BOARD OF SUPERVISORS (11:28:39) - None.**

**STATUS REPORTS AND COMMENTS FROM BOARD MEMBERS (11:28:40) - None.**

**STAFF COMMENTS AND STATUS REPORT (11:28:43) - None.**

**24. ACTION TO ADJOURN (11:28:49) - Supervisor Aldean moved to adjourn the meeting at 11:28 a.m. Supervisor Williamson seconded the motion. Motion carried 5-0.**

The Minutes of the February 4, 2010 Carson City Board of Supervisors meeting are so approved this \_\_\_\_\_ day of March, 2010.

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ROBERT L. CROWELL, Mayor

ATTEST:

\_\_\_\_\_  
ALAN GLOVER, Clerk - Recorder

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**DRAFT**

A meeting of the Carson City Board of Supervisors was scheduled for 8:30 a.m. on Tuesday, February 16, 2010 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

**PRESENT:** Mayor Robert Crowell  
Supervisor Robin Williamson, Ward 1  
Supervisor Shelly Aldean, Ward 2  
Supervisor Pete Livermore, Ward 3  
Supervisor Molly Walt, Ward 4

**STAFF:** Larry Werner, City Manager  
Alan Glover, Clerk - Recorder  
Melanie Bruketta, Chief Deputy District Attorney  
Kathleen King, Recording Secretary

**NOTE:** A recording of these proceedings, the Board's agenda materials, and any written comments or documentation provided to the Clerk during the meeting are part of the public record. These materials are available for review, in the Clerk's Office, during regular business hours.

**1 - 3. CALL TO ORDER, ROLL CALL, AND PLEDGE OF ALLEGIANCE (8:30:00)** - Mayor Crowell called the meeting to order at 8:30 a.m. Roll was called; a quorum was present. Ms. Bruketta led the pledge of allegiance.

**4. ADOPTION OF AGENDA (8:30:10)** - Mayor Crowell entertained requests to modify the agenda and, when none was forthcoming, deemed the agenda adopted.

**5. PUBLIC COMMENTS AND DISCUSSION (8:30:20)** - Mayor Crowell entertained public comment; however, none was forthcoming.

**6. PURCHASING AND CONTRACTS**

**6(A) ACTION TO DETERMINE THAT HYDRO RESOURCES NEVADA, INC. DBA HUMBOLDT DRILLING AND PUMP CO., INC., IS THE LOWEST RESPONSIVE AND RESPONSIBLE BIDDER, PURSUANT TO NRS CHAPTER 338, AND TO AWARD CONTRACT NO. 0910-143, PRODUCTION WELL 41 DRILLING, CONSTRUCTION, AND TESTING PROJECT TO HYDRO RESOURCES NEVADA, INC. DBA HUMBOLDT DRILLING AND PUMP CO., INC., FOR A BID AMOUNT OF \$446,590.00, PLUS A CONTINGENCY AMOUNT NOT TO EXCEED \$44,600.00, TO BE FUNDED FROM THE ARRA / WELL 41 PROJECT FUND, AS PROVIDED IN FY 2009 / 2010 (8:30:48)** - Mayor Crowell introduced this item. Deputy Public Works Director Ken Arnold explained the reason for the special meeting, responded to questions of clarification, and reviewed the agenda materials. In response to a question, Public Works Department Director Andrew Burnham estimated the project will create eight jobs.

Mayor Crowell entertained additional questions or comments and public comments. When none were forthcoming, he entertained a motion. **Supervisor Aldean moved to determine that Hydro Resources Nevada, Inc., dba Humboldt Drilling and Pump Company, Inc. is the lowest responsive and responsible bidder, pursuant to NRS Chapter 338, and to award Contract No. 0910-143, Production Well 41 Drilling, Construction, and Testing Project, to Hydro Resources Nevada, Inc., dba Humboldt**

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**Drilling and Pump Company, Inc. for a bid amount of \$446,590.00, plus a contingency amount not to exceed \$44,600.00, to be funded from the ARRA / Well 41 Project Fund, as provided in FY 2009 / 2010. Supervisor Williamson seconded the motion. Motion carried 5-0.**

**6(B) ACTION TO DETERMINE THAT RESOURCE DEVELOPMENT COMPANY IS THE ONLY RESPONSIVE AND RESPONSIBLE BIDDER, PURSUANT TO NRS CHAPTER 338, AND TO AWARD CONTRACT NO. 0910-127, PROJECT A - PRODUCTION WELL 4, REMODEL AND PIPE MODIFICATIONS, AND PROJECT B - PRODUCTION WELL 24 PHASE II UPGRADES, TO RESOURCE DEVELOPMENT COMPANY, FOR A BID AMOUNT OF \$927,900.00, PLUS A CONTINGENCY AMOUNT NOT TO EXCEED \$93,000.00, TO BE FUNDED FROM THE ARRA / WELL 4 AND ARRA / WELL 24 FUND, AS PROVIDED IN FY 2009 / 2010 (8:35:43) - Mayor Crowell introduced this item. Mr. Arnold provided background information, reviewed the agenda materials, and responded to questions of clarification regarding the subject project. In response to a further question, he advised that the contractor understands there will be a change order, after awarding this bid, to switch funding previously allocated to Production Well 4 to Production Well 41 "to complete that work." In response to a further question, Ms. Bruketta explained that the contract will be amended. She reiterated that the contractor is aware of the impending change. "... we won't need to equip Well 4. We'll need to re-equip Well 41." She further explained that the subject contract applies to Well 41 and Well 24 "and that part of the contract isn't changing." Mr. Burnham provided additional background information and clarification. "Equipping a well ... is the same cost so it doesn't change any of the pricing."**

In response to a question, Mr. Burnham advised that fewer bids for equipping wells is not unusual. "There aren't many companies that do the equipping portion." Mr. Burnham acknowledged that the engineer's estimate and the bid are the same. He further acknowledged that the bid is fairly consistent, on a per unit basis, with what has been paid in the past. Supervisor Aldean noted a correction to the date on page 13 of the contract. In response to a question, Mr. Arnold advised that the contractor "had to jump through some hoops ... to meet the federal requirements" in order to utilize subcontractors. Mr. Werner provided additional clarification. In response to a further question, Mr. Burnham estimated 12 to 15 jobs will be created under the subject contract. Mr. Arnold acknowledged that both wells will be ready for the peak season. In response to a further question, he advised that the zero-interest ARRA funding, for both the subject and previous contracts, can be repaid over twenty years.

Mayor Crowell entertained public comment and, when none was forthcoming, a motion. **Supervisor Williamson moved to determine that Resource Development Company is the only responsive and responsible bidder, pursuant to NRS Chapter 338, and to award Contract No. 0910-127, Project A - Production Well 4 Remodel and Pipe Modifications and Project B - Production Well 24 Phase II Upgrades, to Resource Development Company for a bid amount of \$927,900.00, plus a contingency amount not to exceed \$93,000.00, to be funded from the ARRA / Well 4 and ARRA / Well 24 Fund, as provided for in FY 2009 / 2010. Supervisor Livermore seconded the motion with the revision, as previously noted by Supervisor Aldean. Motion carried 5-0. Mayor Crowell thanked staff for ensuring the City did not miss out on the available ARRA funding.**

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7. **ACTION TO ADJOURN (8:45:32)** - Supervisor Aldean moved to adjourn the meeting at 8:45 a.m. Supervisor Williamson seconded the motion. Motion carried 5-0.

The Minutes of the February 16, 2010 Carson City Board of Supervisors meeting are so approved this \_\_\_\_\_ day of March, 2010.

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ROBERT L. CROWELL, Mayor

ATTEST:

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ALAN GLOVER, Clerk / Recorder

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**DRAFT**

A meeting of the Carson City Board of Supervisors was scheduled for 8:30 a.m. on Friday, March 6, 2009 in the Walley's Hot Springs Gazebo, 2001 Foothill Road, Genoa, Nevada.

**PRESENT:** Mayor Robert Crowell  
Supervisor Robin Williamson, Ward 1  
Supervisor Shelly Aldean, Ward 2  
Supervisor Pete Livermore, Ward 3  
Supervisor Molly Walt, Ward 4

**STAFF:** Larry Werner, City Manager  
Alan Glover, Clerk - Recorder  
Alvin Kramer, Treasurer  
Ken Furlong, Sheriff  
Dave Dawley, Assessor  
Melanie Bruketta, Chief Deputy District Attorney  
Andrew Burnham, Public Works Department Director  
Max Cortes, Court Administrator  
Stacey Giomi, Fire Chief  
Kevin Haggerty, Information Technology Director  
Sara Jones, Library Director  
Joe McCarthy, Business Development Director  
Roger Moellendorf, Parks and Recreation Department Director  
Rory Planeta, Alternative Sentencing Chief  
Nick Providenti, Finance Department Director  
Jennifer Schultz, Human Resources Department Director  
John Simms, Chief Juvenile Probation Officer  
Marena Works, Health and Human Services Department Director  
Janet Busse, City Manager's Office Supervisor  
Kathleen King, Recording Secretary

**NOTE:** A recording of these proceedings, the Board's agenda materials, and any written comments or documentation provided to the recording secretary during the meeting are part of the public record. These materials are on file in the Clerk's Office, and available for review during regular business hours.

**CALL TO ORDER (8:33:15)** - Mr. Werner called the meeting to order at 8:33 a.m. and discussed the purpose of the workshop to determine the Board of Supervisors' goals for the City and to develop corresponding departmental objectives.

**PUBLIC COMMENTS AND DISCUSSION** - None.

**1. CHANGES TO THE AGENDA** - None.

**2. PERSONALITY AND LEADERSHIP WORKSHOPS (8:35:38)** - Special Projects Coordinator Linda Ritter provided an overview of the workshop format as outlined in a PowerPoint presentation. After having everyone introduce themselves, she administered and interpreted a personality profile. Based on the individual personality profile results, everyone participated in a practical exercise. Ms. Ritter recessed the workshop at 10:04 a.m. and reconvened at 10:18 a.m.

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Ms. Ritter conducted an exercise to identify admirable leaders and leadership qualities, and reviewed that portion of the PowerPoint presentation pertinent to research conducted by Jim Collins regarding leadership. Extensive discussion took place regarding the identified leaders and leadership qualities, and to condense the list of leadership qualities to the following: visionary, communicator, compassionate, humble, honest, and passionate.

(12:51:31) Ms. Ritter presented a statement based on the leadership qualities identified, and requested input: "A strong communicator who demonstrates the values of compassion, humility, honesty, passion, and vision." Consensus of the workshop participants was that she had captured their concept of leadership.

**3. DISCUSSION, DEVELOPMENT AND POSSIBLE ACTION TO ADOPT THE CITY'S MISSION STATEMENT (11:16:06)** - Ms. Ritter provided background information on the City's current mission statement, and discussed the importance of updating a mission statement from time to time. She narrated corresponding portions of the PowerPoint presentation, and discussion took place to identify the mission statement components. Additional discussion took place to develop draft mission statements, as follows:

"Preserve and enhance the quality of life and heritage of Carson City for present and future generations of residents, workers, and visitors."

"Promote a prosperous, attractive, and livable community for all."

Create a healthy, safe, and livable community with opportunities for this and future generations."

"What we do: We provide an array of services that enhance the quality of life for our residents and visitors. How we do it: Through collaborative efforts with other entities and organizations within and outside Carson City.

"To serve Carson City citizens and visitors by providing a safe and healthy community."

Ms. Ritter recessed the workshop at 11:52 a.m. and reconvened at 12:51 p.m.

**4. DISCUSSION, DEVELOPMENT, AND POSSIBLE ACTION TO ADOPT THE CITY'S VISION STATEMENT (12:52:13)** - Ms. Ritter narrated that portion of the PowerPoint presentation pertinent to developing a vision. She read into the record the City's current vision statement, and reviewed vision statement components. She requested input, and extensive discussion took place regarding "what the City looks like in the future." The workshop participants then drafted vision statements, as follows:

"Carson City will lead by example, and follow its dream of creating a healthy and sustainable community (to infinity and beyond.)"

"A leader among cities in community pride, safety, education, and affordability."

"A culturally vibrant community where people (and pigs on every lot) thrive as they live, work, and play."

"A community of economic diversity, cultural sensitivity, and environmental sustainability."

"An inviting, prosperous community where people live, work, and play."

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Ms. Ritter recessed the meeting at 1:26 p.m. and reconvened at 1:37 p.m. She advised that the mission and vision statements would be submitted to the City employees for a vote and, in turn, to the Board of Supervisors for approval at the next Board meeting.

**5. DISCUSSION AND POSSIBLE ACTION TO ADOPT BOARD GOALS BASED UPON THE MISSION AND VISION STATEMENTS (1:38:02)** - Ms. Ritter narrated that portion of the PowerPoint presentation pertinent to developing Board goals, emphasizing the difference between outcomes and projects. Extensive discussion took place to develop goals, and Ms. Ritter conducted an exercise wherein the workshop participants “floated” their proposed goals. Ms. Ritter recessed the workshop at 2:17 p.m. and reconvened at 2:36 p.m. She explained the differences between goals and Citywide objectives in that the latter “are those things that have to be achieved; more specific that may require more than just one department to get done.” She cited safe streets as an example. She reviewed the proposed goals, and extensive discussion took place to refine them to the following list: A clean, healthy, safe and secure community; a vibrant, diverse, and sustainable economy, rich in culture, history, and arts; a physically, socially, culturally, and informationally connected community; an active and engaged community; excellence in education.

**6. DISCUSSION OF INTERNAL AND EXTERNAL FACTORS THAT MAY AFFECT THE ABILITY TO REACH CITY GOALS (3:20:28)** - Ms. Ritter solicited input with regard to opportunities, external to the City organization, which could help achieve the City’s goals. Discussion included the condition of the economy generating opportunities for accomplishing more cost effective projects, to “right size” the organization, for regional cooperation, to foster entrepreneurial activities and expand existing businesses, “people staying at home”; the regional weather which “helps us have a physically active community; the national healthcare initiatives; the various aspects involved in renewable resources, including energy savings and constructing energy-efficient buildings.

Ms. Ritter solicited input with regard to obstacles to reaching the City’s goals, and discussion included insufficient funding and resources; State budgets; homeless issues; healthcare costs; unfunded mandates; “losing our competitive edge” and a “stagnating population”; and emergency events.

Ms. Ritter solicited input with regard to internal strengths, and discussion included the employees, specifically that they are “well-trained, motivated, qualified, and committed”; the department managers; the good bond rating; sound financial management; the consolidated municipality; technologically advanced organization; a willingness to communicate; business friendly; teamwork; excellent recreation facilities and amenities; a strong commitment to public participation; and “we are the capital city.”

Ms. Ritter solicited input with regard to internal weaknesses, and discussion included “limited budget”; inability to grow; “sometimes we’re our own worst enemy in the fact that we accept criticism ... or perpetuate negative comments about our organization rather than saying, ‘Hey, that might be an isolated incident and we’ll certainly deal with that but, overall, we are an excellent organization that works very hard for the community’”; “We don’t tell our story well on a regular basis”; aging infrastructure; insufficient public facilities in the form of convention space, conference space, and cultural space; decentralized offices; a reluctance to appropriately increase and / or charge fees; non-competitive salary base; and “a very vocal minority ...” which generates “non-factual deterrents” resulting in City resources being expended to “answer the same questions over and over.”



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**7. DISCUSSION OF CITY-WIDE OBJECTIVES TO ACHIEVE GOALS AND WHAT WILL BE MEASURED TO GAUGE PROGRESS (4:31:37)** - Ms. Ritter requested the department managers and their representatives to develop a list of objectives relative to the goals developed as part of item 5. She requested the Board members to circulate among the groups and participate in the various discussions. Ms. Ritter then asked the participants to share their suggestions which were as follows:

With regard to excellence in education, suggestions included the possibility of expanding the library; supporting WNC becoming a “full, four-year college;” collaborating with all types of education, including pre-kindergarten, k-12, and higher education. In response to a question, Ms. Jones reviewed the measures by which a successful library is gauged.

With regard to a vibrant and diverse economy, suggested objectives included the possibility of pursuing a business incubator; fostering entrepreneurial businesses, including emerging green technologies; and updating the economic vitality strategic plan.

With regard to the goal for a community rich in culture, history, and the arts, suggestions included a focus on recognition, expansion, and preservation of cultural assets, including the Mint, the Nevada State Museum, the Brewery Arts Center, the blue line, the capitol building; “all the things that make Carson City unique.” Discussion followed.

Suggested objectives for reaching the goal of a clean and healthy environment included “continuing to invite clean and green industry to the area;” promoting solar, wind, and hydro projects; and encouraging building material recycling.

Suggested objectives for achieving the goal of a healthy community included forming a regional health district; “a community attractive to physicians to live and work;” increasing disease prevention efforts, including “seizing additional grant opportunities”; and continuing to support recreational activities and healthy lifestyle programs like WE CAN. Discussion took place regarding the benefits of a regional health district, and Mayor Crowell suggested revising the objective relative to recreational activities and healthy lifestyles to “continuing to support physical fitness and healthy lifestyles.”

Suggested objectives for reaching the goal of a physically, socially, and informationally connected community included support for Safe Routes to School; promoting cultural affairs; creating interconnections between streets, trails, and bike paths; expanding JAC service and City-sponsored WiFi around town. Discussion followed.

Suggested objectives to achieve the goal of an active and engaged community included diverse programs, facilities, and services; volunteerism; social participation and community organizations. Discussion followed to clarify the suggestions.

Suggested objectives for achieving a safe and secure community included well-trained employees; cooperation and support of the community; support of the criminal justice system; multi-jurisdictional cooperation; educating the public; enhancing multi-modal transportation systems and well-planned integrated infrastructure. Discussion followed.

Ms. Ritter discussed plans for submitting draft strategic plans to the Board of Supervisors. Everyone applauded her efforts in moderating the workshop.

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8. **ACTION TO ADJOURN (5:55:05)** - The meeting adjourned by mutual consent at 5:55 p.m.

The Minutes of the March 6, 2009 Carson City Board of Supervisors strategic planning meeting are so approved this \_\_\_\_\_ day of February, 2010.

\_\_\_\_\_  
ROBERT L. CROWELL, Mayor

ATTEST:

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ALAN GLOVER, Clerk - Recorder