

CARSON CITY BOARD OF SUPERVISORS

Minutes of the February 16, 2012 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 16, 2012 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

PRESENT: Mayor Robert Crowell
Supervisor Karen Abowd, Ward 1
Supervisor John McKenna, Ward 3
Supervisor Molly Walt, Ward 4

STAFF: Larry Werner, City Manager
Alan Glover, Clerk - Recorder
Randal Munn, Chief Deputy District Attorney
Kathleen King, Deputy Clerk / 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 (8:32:45) - Mayor Crowell called the meeting to order at 8:32 a.m. Mr. Glover called the roll; a quorum was present. Supervisor Aldean was absent. Seventh Day Adventist Church Pastor Al Tilstra provided the invocation. At Mayor Crowell's request, Undersheriff Steve Albertsen led the pledge of allegiance.

5. PUBLIC COMMENTS AND DISCUSSION (8:34:49) - Mayor Crowell entertained public comment; however, none was forthcoming.

6. POSSIBLE ACTION ON APPROVAL OF MINUTES - January 19, 2012 (8:35:08) - Supervisor Abowd moved to approve the minutes. Supervisor Walt seconded the motion. Motion carried 4-0.

7. POSSIBLE ACTION TO ADOPT THE AGENDA (8:35:35) - Mayor Crowell entertained modifications to the agenda and, when none were forthcoming, deemed it adopted.

8. CONSENT AGENDA (8:35:45) - Mayor Crowell entertained requests to hear items separate from the consent agenda. When none were forthcoming, he entertained a motion. **Supervisor McKenna moved to approve the consent agenda, consisting of one item from the Assessor; two items from Finance; one item from Purchasing; and one item from the City Manager. Supervisor Walt seconded the motion. Motion carried 4-0.**

8-1. ASSESSOR - POSSIBLE ACTION TO APPROVE THE CORRECTION AND INCREASE OF TAXES FOR THE 2008 / 2009, 2009 / 2010, 2010 / 2011, AND 2011 / 2012 TAX YEARS FOR PARCEL NUMBER 007-431-11, 1024 BAILY COURT, PURSUANT TO NRS 361.157 AND NRS 361.155(5) IN THE AMOUNT OF \$12,027.35

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8-2. FINANCE DEPARTMENT

8-2(A) POSSIBLE ACTION TO ACCEPT THE REPORT ON THE CONDITION OF EACH FUND IN THE TREASURY THROUGH FEBRUARY 7, 2012, PURSUANT TO NRS 251.030

8-2(B) POSSIBLE ACTION TO ACCEPT THE CARSON CITY COST ALLOCATION PLAN FOR THE FISCAL YEAR ENDED JUNE 30, 2011

8-3. PURCHASING AND CONTRACTS - POSSIBLE ACTION TO ACCEPT THE QUARTERLY SUMMARY REPORT OF ALL ACTIVE GRANTS MADE TO CARSON CITY AS WELL AS A LISTING OF ALL PENDING GRANTS

8-4. CITY MANAGER - POSSIBLE ACTION TO RATIFY THE APPROVAL OF BILLS AND OTHER REQUESTS FOR PAYMENTS BY THE CITY MANAGER FOR THE PERIOD JANUARY 11, 2012 THROUGH FEBRUARY 7, 2012

9. RECESS BOARD OF SUPERVISORS (8:36:23) - Mayor Crowell recessed the Board of Supervisors at 8:36 a.m.

LIQUOR AND ENTERTAINMENT BOARD

10. CALL TO ORDER (8:36:28) - Chairperson Crowell called the meeting to order at 8:36 a.m., noting the presence of a quorum, including Member Albertsen. Member Aldean was absent.

11. POSSIBLE ACTION ON APPROVAL OF MINUTES - January 19, 2012 (8:37:17) - Member Abowd moved to approve the minutes. Member Walt seconded the motion. Motion carried 5-0.

12. PUBLIC WORKS DEPARTMENT, BUSINESS LICENSE DIVISION - POSSIBLE ACTION TO APPROVE AMY COOPER AS THE LIQUOR MANAGER FOR SMITH'S FOOD AND DRUG STORE, LIQUOR LICENSE NO. 12-4042, LOCATED AT 599 EAST WILLIAM STREET, CARSON CITY (8:37:44) - Chairperson Crowell introduced this item, and Principal Planner Jennifer Pruitt reviewed the agenda materials.

Chairperson Crowell invited the Smith's Food and Drug Store representatives to the podium. (8:38:28) Amy Cooper and Smith's Food and Drug Store Director Michael Cook introduced themselves for the record. At Chairperson Crowell's request, Mr. Cook reviewed details of the remodel project. In response to a question, Ms. Cooper advised of never having held a liquor license. Chairperson Crowell requested Ms. Cooper to discuss her personal views and the Smith's corporate view on the sale of alcohol to minors. Ms. Cooper expressed opposition to the sale of alcohol to minors. In response to a question, she discussed the store procedure to check identification. "... each of our ... checkstands has a prompt to check IDs ..." She responded to questions of clarification regarding the mechanics of the ID verification, and acknowledged that ID verification is required for any sale of alcohol.

Chairperson Crowell entertained questions of the board members; however, none were forthcoming. In response to a question, Ms. Pruitt advised of staff's recommendation of approval. Member Albertsen acknowledged no problem with staff's recommendation of approval.

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Chairperson Crowell entertained additional comments or questions from Ms. Cooper or Mr. Cook. When none were forthcoming, Chairperson Crowell entertained a motion. **Member Abowd moved to approve Amy Cooper as the liquor manager for Smith's Food and Drug Store, liquor license no. 12-4042, located at 599 East William Street in Carson City. Member McKenna seconded the motion.** Chairperson Crowell entertained public comment and, when none was forthcoming, called for a vote on the pending motion. **Motion carried 5-0.** Chairperson Crowell thanked Ms. Cooper and Mr. Cook, wished them well, and thanked Smith's Food and Drug Store for investing in the community and for the remodel project.

13. ACTION TO ADJOURN LIQUOR AND ENTERTAINMENT BOARD (8:41:34) - Chairperson Crowell adjourned the Liquor and Entertainment Board at 8:41 a.m.

14. RECONVENE BOARD OF SUPERVISORS (8:41:40) - Mayor Crowell reconvened the Board of Supervisors at 8:41 a.m.

ORDINANCES, RESOLUTIONS, AND OTHER ITEMS

15. ANY ITEM(S) PULLED FROM THE CONSENT AGENDA WILL BE HEARD AT THIS TIME (8:41:44) - None.

16. CITY MANAGER

16(A) PRESENTATION OF THE CARSON CITY QUARTERLY BUSINESS REVIEW FOR THE PERIOD ENDING DECEMBER 31, 2011 (8:41:46) - Mayor Crowell introduced this item, and Linda Ritter, of Ritter Consulting Associates, reviewed the agenda materials in conjunction with displayed slides. She and Mr. Werner responded to various questions of clarification, and discussion took place, throughout the presentation.

Mayor Crowell entertained public comment; however, none was forthcoming. In response to a question, Ms. Ritter advised that information to connect budgets and scorecard goals for all City departments would be provided at the strategic planning workshop scheduled for Thursday, February 23rd. Mayor Crowell entertained additional comments or questions and, when none were forthcoming, thanked Ms. Ritter for her presentation.

16(B) POSSIBLE ACTION TO SUPPORT THE EXISTING TIER 1 DISTRIBUTION OF THE CONSOLIDATED TAX (CTAX) AND POSSIBLE ACTION TO AUTHORIZE THE MAYOR TO SIGN A LETTER IN SUPPORT OF THE EXISTING TIER 1 DISTRIBUTION OF THE CONSOLIDATED TAX, AS PRESENTED BY THE NEVADA ASSOCIATION OF COUNTIES TO THE INTERIM LEGISLATIVE SUBCOMMITTEE ON CTAX HEARING CHAIRWOMAN KIRKPATRICK (9:28:10) - Mayor Crowell introduced this item and provided an overview of the agenda materials. He suggested including a request for City representatives to be included in any meetings relative to further delegation of services by the state to the local governments. Mr. Werner offered to draft appropriate language for the Board members' review.

Mayor Crowell entertained public comment and, when none was forthcoming, a motion. **Supervisor Abowd moved to support the existing Tier 1 Distribution of the Consolidated Tax, and to authorize the Mayor to sign a letter in support of the existing Tier 1 Distribution of the Consolidated Tax, as**

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presented by the Nevada Association of Counties to the Interim Legislative Subcommittee on Ctax hearing Chairwoman Kirkpatrick, with comments as provided by the Mayor. Supervisor Walt seconded the motion. Motion carried 4-0.

17. PUBLIC WORKS DEPARTMENT, PLANNING AND ZONING DIVISION - PRESENTATION OF THE HISTORIC RESOURCES COMMISSION ANNUAL REPORT FOR 2011 (9:31:42) - Mayor Crowell introduced this item, and invited Historic Resources Commission ("HRC") Chair Michael Drews to the staff table. He commended HRC Chair Drews for accomplishing the National Register of Historic Places designation of the Carson City Historic District.

Principal Planner Jennifer Pruitt reviewed the agenda materials. HRC Chair Drews provided additional detail from the annual report included in the agenda materials, and discussed goals for 2012. In response to a question, he advised there is nothing to do to maintain the National Register designation of the historic district. He advised that individual property owners can request to be removed from the National Register designation. "Since there's no real restrictions that come with it, [he couldn't] see any reason why we'd ever want to de-list the district. It's a one-time designation and it lasts until we decide to take it off."

HRC Chair Drews expressed appreciation to residents of the historic district "who understand what we're trying to do and will work with us to get the best result." In reference to a recent appeal of a Planning Commission decision relative to an historic district property, he assured the Board that "it has worked out well for everybody involved."

Mayor Crowell entertained public and Board member comments; however, none were forthcoming. He thanked the Historic Resources Commission for their service to the community, and requested HRC Chair Drews to convey the Board's appreciation. In response to a comment, Mr. Drews advised that the national trend for historic districts is much higher property values than in surrounding areas "just because of the kinds of criteria that cover them." Mayor Crowell thanked Mr. Drews for his presentation.

18. PUBLIC WORKS DEPARTMENT - POSSIBLE ACTION TO INTRODUCE, ON FIRST READING, AN ORDINANCE AMENDING CARSON CITY MUNICIPAL CODE, TITLE 10, VEHICLES AND TRAFFIC, CHAPTER 10.24, STOPPING, STANDING, AND PARKING (9:40:53) - Mayor Crowell introduced this item, and City Engineer Jeff Sharp provided background information. In response to a question, Mr. Werner advised that only civil penalties would be imposed for violation of the subject section of the Code. "It was all decriminalized ten, twenty years ago."

Mr. Sharp reviewed the agenda materials. Supervisor Abowd noted a clerical correction to Section 10.24.147 of the ordinance. In response to a question, Mr. Werner advised that Planning Division Director Lee Plemel would likely serve as the hearing officer. Supervisor Abowd suggested further clarifying the language in Section 10.24.385. Mr. Werner suggested further clarifying the provisions of the proposed ordinance and reagentizing it, on first reading, at a future meeting. In response to a question regarding Section 10.24.147(2), Mr. Werner advised that Treasurer Al Kramer had requested the proposed increase. He expressed the understanding that the \$100 cost is "more of a reimbursement" for installation of the sign and painting the adjacent curb. In response to a question, he reiterated the importance of further clarifying the proposed provisions of the ordinance with applicable City staff. In response to a further question, Mr. Sharp explained the reason for deleting Section 10.24.320 in that the Public Works Department will not be collecting the fine. Mr. Werner suggested clarifying that the Treasurer's Office will collect the fines.

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Mayor Crowell entertained public comment. (9:49:28) Maurice White suggested there will be a fiscal impact associated with the proposed ordinance “considering you’re lowering the fines for one and increasing charges and fines for another.” Mr. Werner agreed to further clarify the fiscal impact. Mayor Crowell entertained additional public comment and, when none was forthcoming, requested the City Manager to reagendaize this item at a time when Treasurer Al Kramer can be present.

19. FINANCE DEPARTMENT

19(A) POSSIBLE ACTION TO INTRODUCE, ON FIRST READING, AN ORDINANCE OF THE BOARD OF SUPERVISORS OF CARSON CITY, NEVADA, DESIGNATED BY THE SHORT TITLE “2012 WATER BOND ORDINANCE”; PROVIDING FOR THE ISSUANCE OF ITS REGISTERED, NEGOTIABLE GENERAL OBLIGATION (LIMITED TAX) WATER IMPROVEMENT AND REFUNDING BONDS (ADDITIONALLY SECURED BY PLEDGED REVENUES), SERIES 2012A; PROVIDING THE FORM, TERMS, AND CONDITIONS OF THE BONDS AND COVENANTS RELATING TO THE PAYMENT OF SUCH BONDS; PROVIDING FOR THE LEVY AND COLLECTION OF ANNUAL GENERAL (AD VALOREM) TAXES FOR THE PAYMENT OF SUCH BONDS; ADDITIONALLY SECURING THEIR PAYMENT BY A PLEDGE OF REVENUES DERIVED FROM THE WATER SYSTEM OF THE CITY; RATIFYING ACTION PREVIOUSLY TAKEN TOWARD THE ISSUANCE OF SUCH BONDS; AND PROVIDING OTHER MATTERS RELATING THERETO (9:50:31) - Mayor Crowell introduced this item, and Finance Department Director Nick Providenti reviewed the agenda materials. Mayor Crowell entertained public and Board member comments and, when none were forthcoming, a motion. **Supervisor McKenna moved to introduce, on first reading, Bill No. 101, an ordinance of the Board of Supervisors of Carson City designated, by the short title “2012 Water Bond Ordinance”; providing for the issuance of its registered, negotiable, General Obligation (Limited Tax) Water Improvement and Refunding Bonds (additionally secured by pledged revenues), Series 2012A; providing the form, terms, and conditions of the bonds and covenants relating to the payment of such bonds; providing for the levy and collection of annual general (ad valorem) taxes for the payment of such bonds; additionally securing their payment by a pledge of revenue derived from the water system of the City; ratifying action previously taken toward the issuance of such bonds; and providing other matters relating thereto. Supervisor Walt seconded the motion. Motion carried 4-0.**

19(B) POSSIBLE ACTION TO INTRODUCE, ON FIRST READING, AN ORDINANCE DESIGNATED BY THE SHORT TITLE, “2012 SEWER BOND ORDINANCE”; PROVIDING FOR THE ISSUANCE BY CARSON CITY, NEVADA OF ITS NEGOTIABLE GENERAL OBLIGATION (LIMITED TAX) SEWER IMPROVEMENT AND REFUNDING BONDS (ADDITIONALLY SECURED BY PLEDGED REVENUES), SERIES 2012B; PROVIDING THE FORMS, TERMS, AND CONDITIONS OF THE BONDS, THE USE OF THEIR PROCEEDS AND PROVIDING FOR THE SALE THEREOF; PROVIDING FOR THE LEVY AND COLLECTION OF ANNUAL GENERAL (AD VALOREM) TAXES FOR THE PAYMENT OF THE BONDS; ADDITIONALLY SECURING THEIR PAYMENT BY A PLEDGE OF REVENUES DERIVED FROM THE SEWER SYSTEM OF THE CITY; RATIFYING ACTION PREVIOUSLY TAKEN TOWARD THE ISSUANCE OF THE BONDS; AND PROVIDING OTHER MATTERS RELATING THERETO (9:54:36) - Mayor Crowell introduced this item. Mr. Providenti reviewed the agenda materials, and responded to corresponding questions of clarification. Mayor Crowell requested a status report once the bonds are sold, and Mr. Providenti offered to provide the Board members “the documents and the actual cash savings.”

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Mayor Crowell entertained public and Board member comments and, when none were forthcoming, a motion. **Supervisor Abowd moved to introduce, on first reading, Bill No. 102, an ordinance designated by the short title “2012 Sewer Bond Ordinance”; providing for the issuance by Carson City, Nevada of its negotiable, General Obligation (Limited Tax) Sewer Improvement and Refunding Bonds (additionally secured by pledged revenues), Series 2012B; providing the form, terms, and conditions of the bonds, the use of their proceeds and providing for the sale thereof; providing for the levy and collection of annual general (ad valorem) taxes for the payment of the bonds; additionally securing their payment by a pledge of revenues derived from the sewer system of the City; ratifying action previously taken toward the issuance of the bonds; and providing other matters relating thereto. Supervisor Walt seconded the motion. Motion carried 4-0.**

20. BOARD OF SUPERVISORS NON-ACTION ITEMS:

STATUS REVIEW OF PROJECTS; CAPITAL PROJECTS STATUS REPORT (9:58:26) -

Mayor Crowell introduced this item, and Deputy Public Works Director Darren Schulz reviewed the agenda report. He advised that the Project Progress Report, included in the agenda materials, will be published on the Public Works Department website, and reviewed the same. In response to a question, he advised that all of the involved municipalities “went ahead and got the funding required for their projects. ... initially, we put together some estimates of what this is going to cost. As we get further down the road, prices come in higher or lower and you adjust accordingly.” Mr. Schulz expressed the understanding that the Town of Minden and Douglas County have adjusted their projects appropriately to fit within their budgets. “And we do the same thing. If it’s a little more expensive, then we tweak something to get it down to meet the budget that we have ... They’re doing the same thing.”

In response to a further question, Mr. Schulz anticipates acquiring the turn around meter for the salt / cinder / photovoltaic building within a week to ten days. “NV Energy is a little bit different on every project ... We’re really pushing because we don’t get the rebate from NV Energy until that meter is turned on ...” Mr. Schulz advised of having requested the turn around meter “and they gave us a three-week window and we have about a week and a half left on that window.” Mayor Crowell entertained additional questions or comments and, when none were forthcoming, thanked Mr. Schulz for his report.

INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS (10:01:49) - None.

CORRESPONDENCE TO THE BOARD OF SUPERVISORS - None.

STATUS REPORTS AND COMMENTS FROM BOARD MEMBERS (10:01:51) - None.

STAFF COMMENTS AND STATUS REPORTS (10:01:55) - None.

21. PUBLIC COMMENT (10:02:00) - Mayor Crowell entertained public comment. (10:02:05) Andrea Engelman reported that the ACCTV broadcast was malfunctioning. Ms. Engelman commended the City Manager for scheduling the Charter Review Committee meetings in the Community Center Sierra Room, and discussed concerns regarding the proposed meeting time at 3:00 p.m. She suggested scheduling the meetings at 5:30 p.m. instead. Mr. Werner expressed understanding for the concerns and, following a brief discussion, offered to reconsider the meeting time.

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22. ACTION TO ADJOURN (10:04:52) - Supervisor Walt moved to adjourn the meeting at 10:04 a.m. Supervisor Abowd seconded the motion. Motion carried 4-0.

The Minutes of the February 16, 2012 Carson City Board of Supervisors meeting are so approved this _____ day of March, 2012.

ROBERT L. CROWELL, Mayor

ATTEST:

ALAN GLOVER, Clerk - Recorder