An Agenda Review and Work Session of the Carson City Board of Supervisors was held on Monday, December 14, 1987, at the Community Center Sierra Room, 851 East William Street, Carson City, Nevada, beginning at 4 p.m.

**PRESENT:** Tom Fettic Acting Mayor Pro-Tem

Ron Swirczek Supervisor, Ward 1 Marilee Chirila Supervisor, Ward 3

**STAFF:** Alan Glover Clerk-Recorder

Gary Kulikowski Internal Auditor

Dennis Austin Assistant Sheriff
Dan O'Brien Public Works Director

Walt Sullivan Community Development Director

Ron Wilson Purchasing Agent

Charles Cockerill Chief Deputy District Attorney

Eric Toll Dep. Community Development Director -

Planning

Jeanette Sullivan Administrative Assistant (City

Manager)

Katherine McLaughlin Recording Secretary

(B.O.S. 12/14/87 Tape 1-002 Side A)

**NOTE:** Unless otherwise indicated, the only discussion held was staff's introductory comments. As noticed, no action was taken by the Board during this meeting. Items in caps without identification numbers or letters are ones which were introduced by staff and are on the Final Agenda but not the Tentative Agenda. Changes in numbers occurred when the Final Agenda was prepared. For this reason, some items were discussed in an order different from that indicated on the Tentative Agenda.

Acting Mayor Pro-Tem Fettic called the meeting to order at 4:05 p.m. Roll call was taken and a quorum was present. Supervisor Scrivner and Mayor Flammer were absent.

V. PETITIONS AND COMMUNICATIONS - LIQUOR AND ENTERTAINMENT BOARD MATTERS - TURNER - DOING BUSINESS AS THE TIMBERS - 124 EAST EIGHTH STREET

AYRES (R.S.V.P.) - FOURTH ANNUAL CHRISTMAS VARIETY SHOW - REQUEST FOR TRADE-OFF OF FEES FOR USE OF COMMUNITY CENTER AND COST OF BUSINESS LICENSE(S)

- VI. CITIZEN COMMENTS
- VII. RESOLUTIONS
- A. PROPERTY MANAGEMENT COMMITTEE SALE OF CITY OWNED PROPERTY (PURSUANT TO NRS CHAPTER 244) KNOWN AS KPTL SITE ON EDMONDS DRIVE (PORTION APN 10-031-02)
  - 1. OPEN AND EXAMINE ALL SEALED BIDS, AND CALL FOR ORAL BIDS
  - 2. ACCEPT HIGHEST BID OR REJECT ALL BIDS
  - B. SHERIFF

- 1. MUTUAL AID AGREEMENT WITH NEVADA STATE PRISONS AND NEVADA HIGHWAY PATROL
- 2. AGREEMENT BETWEEN SHERIFF'S OFFICE AND AUTOMATION SERVICES DEPARTMENT
  - 3. RESOLUTION CONCERNING USE OF COMMISSARY FUNDS

### C. CLERK-RECORDER

- 1. CERTIFICATION OF 1988 JURY VENIRE
- 2. DISCUSSION AND DIRECTION CONCERNING PREPARATION OF MINUTES BY RECORDING SECRETARIES The alternatives were discussed including hiring part-time temporary secretary or clerk, review of the boards and committees to determine secretarial coverage, format changes, as well as budget concerns.

### D. TREASURER

- 1. FINANCIAL REPORT FOR NOVEMBER 1987
- 2. NORTHEAST CARSON SPECIAL ASSESSMENT DISTRICT DELETE PARCEL 8-173-30 AND AUTHORIZE REFUND, AND COLLECT SEWER USE FEES
- E. FINANCE DIRECTOR CHECK DISBURSEMENT REGISTER FOR NOVEMBER
  1987
- **F.** INTERNAL AUDITOR DUTIES AND RESPONSIBILITIES, POLICIES, AND **PROCEDURES** A lengthy discussion ensued between Supervisor Swirczek and Mr. Kulikowski concerning what each felt the duties and responsibilities should be. Discussion stressed the audits would be done in an attempt to assist the Departments rather than go on a witch hunt and the need for cooperation.
- G. PURCHASING AGENT REQUEST TO APPROPRIATE FUNDS FOR CAPITAL EXPENSE FROM PURCHASING RESERVE FUND \_ Justification and funding were discussed.

### H. DEPUTY CITY MANAGER

- 1. EMERGENCY SHELTER PROGRAM APPLICATION BY FRIENDS IN SERVICE HELPING (F.I.S.H.) THROUGH STATE OFFICE OF COMMUNITY SERVICES
- 2. PERSONAL SERVICES CONTRACT WITH WAYNE CARLSON FOR LIABILITY INSURANCE

INDEPENDENT SOFTWARE VENDOR AND PROGRAM LICENSE AGREEMENT WITH WORD PERFECT CORP.

### I. PUBLIC WORKS DIRECTOR

1. ORDER TO SHOW CAUSE - PUBLIC NUISANCE ABATEMENT AT 5307 CENTER DRIVE (PASSIEUX/LIBBEE)

CONTRACT BETWEEN CARSON CITY AND BUENA VISTA AUTO RECYCLERS FOR

## ABATEMENT OF PUBLIC NUISANCE AT 2387 SNEDDON WAY (BROWN/REEDER)

**2. CONSIDERATION OF DOWNTOWN PARKING ENFORCEMENT ALTERNATIVES** - Discussion noted options which would increase the meter fees, the fines, use General Fund monies for the Traffic Engineer and signage, and whether employees or customers would use the parking spaces.

### J. COMMUNITY DEVELOPMENT DIRECTOR

- 1. PLANNING COMMISSION REFERRALS CONSENT MATTERS
- a. SPECIAL USE PERMIT U-87-46 SERPA ALLOW BILLBOARD ON GC 5151 SOUTH CARSON STREET PLANNING COMMISSION APPROVED 6-0-1
- b. SPECIAL USE PERMIT U-87/88-2 ELLIS EXPAND CHILD CARE FACILITY ON SF6000 1412 LADERA DRIVE PLANNING COMMISSION APPROVED 7-0
- c. SPECIAL USE PERMIT U-87/88-11 GRAHAM OPERATE A CHILD CARE FACILITY ON SF6000 1824 ALPINE STREET PLANNING COMMISSION APPROVED 7-0
- d. SPECIAL USE PERMIT 7-87/88-12 WILSON EXPAND EXISTING NON-CONFORMING USE (RESIDENT) ON GI 5251 BRICK ROAD PLANNING COMMISSION APPROVED 7-0
- 2. PLANNING COMMISSION REFERRALS REVIEW AND APPEAL MATTERS
- a. PLANNED UNIT DEVELOPMENT P-87/88-1 STANTON PARK DEVELOPMENT TENTATIVE APPROVAL OF SPRING MEADOW PUD ON CR WITH PREVIOUSLY APPROVED CHANGE OF LAND USE AND RESOLUTION OF INTENT FOR SF6000 DISTRICT USES WEST OF LAKE GLEN MANOR AND SOUTH OF SOUTHERN TERMINUS OF THOMPSON STREET PLANNING COMMISSION APPROVED 6-0-1 Discussion noted the conditions of the Resolution of Intent, specifically those related to water rights, and the development plans.
- b. MISCELLANEOUS M87/88-4 CUMMING/RENIERS PROPOSED ABANDONMENT OF CUL-DE-SAC EASEMENT SOUTH OF BOEING WAY, APPROXIMATELY 660 FEET EAST OF GONI ROAD PLANNING COMMISSION APPROVED 7-0
- c. POLICY REGARDING CARSON CITY MASTER PLAN REVIEW AND AMENDMENT PROCESS PLANNING COMMISSION APPROVED 7-0
  - 3. MILLARD REQUEST FOR BUILDING ALLOTMENT EXTENSION
- **4. REPORT ON H.U.D. JOINT VENTURE PROGRAM OBJECTIVES** Discussion noted the intent to reduce housing costs pointed out the minimum standards as set forth in the Code. Higher standards could be required by the Board if community standards so indicated.
  - 5. PRIORITIZATION OF MASTER PLAN ELEMENTS

### VIII. ORDINANCES - FIRST READING

- A. CARSON CITY MUNICIPAL CODE TITLE 18 (ZONING) MODIFICATIONS RELATIVE TO AMENDING PUBLIC NOTICING PROCEDURES FOR SPECIAL USE PERMIT AND VARIANCE APPLICATIONS (AMENDMENTS A-87/88-8, PLANNING COMMISSION APPROVED 7-0)
- B. CARSON CITY MUNICIPAL CODE TITLE 17 (SUBDIVISIONS) MODIFICATIONS RELATIVE TO AMENDING PUBLIC NOTICING PROCEDURES FOR SUBDIVISIONS AND PLANNED UNIT DEVELOPMENTS (AMENDMENTS A-87/88-8, PLANNING COMMISSION APPROVED 7-0)
- C. CARSON CITY MUNICIPAL CODE SECTION 10.24.147 MODIFICATIONS RELATIVE TO SENIOR CITIZEN DISCOUNT FOR RESIDENT ONLY PARKING PERMIT
- IX. ORDINANCES SECOND READING
- A. BILL NO. 142 AN ORDINANCE APPROVING A DEVELOPMENT AGREEMENT BETWEEN CARSON CITY AND SIERRA TECHNOLOGY CORP. (FOOTHILL SUBDIVISION)
- B. BILL NO. 143 AN ORDINANCE APPROVING A DEVELOPMENT AGREEMENT BETWEEN CARSON CITY AND ROBERT H. RUF, JR., AND PATRICIA A. RUF REGARDING APN 9-031-17 (2450 SOUTH CURRY STREET)
- X. CITY MANAGER RESOLUTIONS, REPORTS, AND BOARD DIRECTIVES ALTERNATIVES FOR RESOLUTION OF 1987 UNCLASSIFIED'S PARITY SALARIES
- XI. BOARD OF SUPERVISOR RESOLUTIONS, REPORTS, AND PROCLAMATIONS
  - A. GOLF COURSE ADVISORY COMMITTEE
    - 1. RESOLUTION REVISING COMPOSITION OF MEMBERSHIP
    - 2. CITIZEN APPOINTMENT TO FILL UNEXPIRED TERM
  - B. MAYOR FLAMMER

SUPERVISOR SWIRCZEK

SUPERVISOR FETTIC

**SUPERVISOR CHIRILA** 

SUPERVISOR SCRIVNER

- XII. CITIZEN COMMENTS
- XIII. DESIGNATION OF FUTURE MEETING DATES AND TIMES
- XIV. PERSONNEL SESSION GOLF PRO-MANAGER EVALUATION PURSUANT TO NRS CHAPTER SECTION 241.030

Supervisor Swirczek moved to adjourn. Supervisor Chirila seconded the motion. Motion was voted and carried unanimously. Acting Mayor Pro-Tem Fettic adjourned the meeting at 5:30 p.m.

A tape recording of the proceedings is on file in the Clerk-Recorder's Office. This tape is available for review and inspection during normal business hours.

The Minutes of the Carson City Board of Supervisors December 14, 1987 Agenda Review and Workshop Session ARE SO APPROVED ON September 22, 1988. \_\_/s/\_ DAN FLAMMER, Mayor ATTEST: \_\_/s/ ALAN GLOVER, Clerk-Recorder