

**CITY OF HENDERSON
DEVELOPMENT SERVICES CENTER
ADVISORY COMMITTEE
MINUTES
August 5, 2008**

I. Call to Order

Vice-Chairman Durant called the City of Henderson Development Services Center Advisory Committee meeting to order at 7:48 a.m. in the Westgate Conference Room, 240 Water Street, Henderson, Nevada.

II. Confirmation of Posting and Roll Call

Ms. Lisa Reiss confirmed the agenda was posted three working days prior to the meeting in accordance with the Open Meeting Law by posting in the four Official Bulletin Boards within the City Limits of the City of Henderson. In addition, copies of the agenda were mailed to each person having an item on the agenda and to all those on the Agenda Master Mailing List.

PRESENT: Vice-Chairman Leo Durant
Warren Hardy
Christine Kidd
Ralph Murphy
Richard Serfas
John Stewart

EXCUSED: Chairman Mark Johnson
Diana Bossard
Steve Hanson

STAFF: Monica Simmons, City Clerk (left at 8:00 a.m.)
Mike Bouse, Director of Building Fire and Safety
Stephanie Garcia-Vause, Director of Community Development
Thom Powell, Assistant Director of Finance
Randy Robinson, Deputy Director of Utility Services
Jill Lynch, Senior Financial Analyst
Jonna Sansom, Engineering Services Manager
Kevin Sansom, Manager of Business Services
Maria Goldberg, Sr. Systems Support Analyst
Lisa Reiss, Secretary II
Tedie Jackson, Minutes Clerk

GUEST: Joe Pantuso, Southern NV Homebuilders Association

III. Acceptance of Agenda

(Motion) Mr. Murphy introduced a motion to accept the agenda as submitted, seconded by Ms. Kidd. The vote favoring approval was unanimous. Vice-Chairman Durant declared the motion carried.

IV. Approval of Minutes – May 6, 2008

(Motion) Mr. Serfas introduced a motion to approve the May 6, 2008, Development Services Center Advisory Committee minutes as submitted, seconded by Ms. Kidd. The vote favoring approval was unanimous. Vice-Chairman Durant declared the motion carried.

V. New Business

1. E-Commerce Demonstration

Maria Goldberg, Senior Systems Support Analyst, gave a demonstration on how permits can be paid online. She stated that this service is currently available.

2. DSC Performance Report

Christine Kidd, Manager of the Development Services Center, gave a PowerPoint presentation for the month ended June 30, 2008, regarding the plan review performance statistics, permit activity and valuation statistics, inspection activity, and front counter performance measures.

Responding to a question regarding why the counter time has increased from eight to ten minutes, Ms. Kidd explained that we offer more over-the-counter activities for customers. She also noted that with fewer people waiting, staff can spend more time with customers.

3. Financial Report

Thom Powell, Assistant Finance Director, distributed and reviewed the Development Services Enterprise Fund as of June 30, 2008.

(Motion) Mr. Murphy introduced a motion recommending approval of the budget for Fiscal Year 2009, as amended, seconded by Mr. Serfas. The vote favoring approval was unanimous. Vice-Chairman Durant declared the motion carried.

VI. Public Comment

There were no comments presented by the public.

VII. Set Date and Time of Next Meeting

The next meeting of the Development Services Center Advisory Committee was set for November 4, 2008, at 7:45 a.m., in the Westgate Conference room, City Hall, Henderson, Nevada, 89015.

VIII. Adjournment

There being no further business to come before the Committee, the meeting was adjourned at 8:23 a.m.

Respectfully submitted,

Tedie Jackson, Minutes Clerk