

**CITY OF HENDERSON
DEVELOPMENT SERVICES CENTER
ADVISORY COMMITTEE
MINUTES
November 8, 2011**

I. Call to Order

Chairman Stewart called the City of Henderson Development Services Center Advisory Committee meeting to order at 7:46 a.m. in the Tuscany Conference Room, 240 Water Street, Henderson, Nevada.

II. Confirmation of Posting and Roll Call

Ms. Paula Harris, Executive Administrative Assistant, 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: Chairman John Stewart
Jim Chachas
Richard Derrick
Leo Durant
Warren Hardy
Mo Jadid
Mark Johnson
Ralph Murphy
Richard Serfas

EXCUSED: None

STAFF: Bob Murnane, Director of Public Works
Barney Rabold, Director of Utility Services
Rob Herr, Assistant Director of Public Works
Stephanie Garcia-Vause, Director of Comm. Dev.
Sabrina Mercadante, City Clerk
Paula Harris, Executive Administrative Assistant
April Parra, Minutes Clerk

GUEST: Lamonica Harris

III. Acceptance of Agenda

(Motion) Mr. Johnson introduced a motion to accept the agenda as submitted. The vote favoring approval was unanimous. Chairman Stewart declared the motion carried.

IV. Public Comment

There were no comments presented by the public.

V. Items of Business

1. Introduction of New Committee Member Jim Chachas – Mo Jadid

Mr. Jadid introduced Jim Chachas, who replaced Diana Bossard, and welcomed him to the Committee.

2. Election of Chairman and Vice Chairman

(Motion) Mr. Hardy introduced a motion nominating Ralph Murphy as Chairman and Mark Johnson as Vice Chairman of the Development Services Center Advisory Board. The vote favoring approval was unanimous. Chairman Stewart declared the motion carried.

3. Approval of Minutes – August 2, 2011

(Motion) Mr. Durant introduced a motion to approve the August 2, 2011, Development Services Center Advisory Committee minutes as submitted. The vote favoring approval was unanimous. Chairman Murphy declared the motion carried.

4. 2011 DSC Reports – Mo Jadid

Mr. Jadid informed the Committee that the Advisory Committee Annual Report and the DSC Enterprise Fund Annual Report were reviewed and accepted by the City Council.

5. DSC Performance Report – Mo Jadid

Mr. Jadid gave a PowerPoint presentation on the DSC Performance Report. Areas of discussion included: Plan Review Performance, Permit Activity, Front Counter Performance, and Inspection Activity.

Mr. Jadid noted that the Development Services Center was in the black last quarter and he is very pleased about that.

There were no question from the Committee.

6. Financial Report – Richard Derrick

Richard Derrick, Finance Director, distributed and reviewed the financial reports. He noted that the fund is balanced and he is happy with how the fund is looking.

Responding to Mr. Murphy's inquiry regarding the availability of a report on working capital and the balance sheet, Mr. Derrick said additional information can be provided.

7. Residential Fire Sprinklers Permit Fee Change – Mo Jadid

Mr. Jadid gave a summary of the item and stated that this is for informational purposes as it impacts the fund.

There were no questions from the Committee.

8. Dates for 2012 DSC Advisory Committee Meetings

The dates for the upcoming DSC Advisory Committee meeting were distributed to the members.

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 scheduled for February 7, 2012, at 7:45 a.m., in the Tuscan 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,

April Parra, Minutes Clerk