

**CITY OF HENDERSON  
DEVELOPMENT SERVICES CENTER  
ADVISORY COMMITTEE  
SPECIAL MEETING  
MINUTES  
November 5, 2013**

**I. Call to Order**

Chairman Murphy 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**

Michelle Page, Administrative Assistant III, 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 Ralph Murphy  
Christopher Barnes (for Mo Jadid)  
Jim Chachas  
Leo Durant  
Warren Hardy  
Mark Johnson  
Jill Lynch (for Richard Derrick)  
John Stewart

EXCUSED: Richard Derrick  
Mo Jadid  
Richard Serfas

STAFF: Ashley Buckenberger  
Sally Galati, Assistant City Attorney III  
Stephanie Garcia-Vause, Director of Community  
Development and Services  
Nehole Garcia, Assistant City Attorney I  
Steve Goble, Fire Chief  
Rob Herr, Assistant Director of Public Works  
Priscilla Howell, Director of Utility Services  
Sabrina Mercadante, City Clerk  
Kyle Okamura, Water Services Manager  
Michelle Page, Administrative Assistant III  
April Parra, Minutes Clerk

GUEST: Nat Hodgson, So. Nevada Home Builders Association  
Mandy (Michelle, do you have a record of this individual?)

### **III. Acceptance of Agenda**

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

### **IV. Public Comment**

There were no comments presented by the public.

### **V. Items of Business**

#### **1. Discussion and Adoption of Updated and Restated Bylaws**

Sally Galati, Assistant City Attorney III, gave a brief summary of this item and stated staff recommends approval.

Chairman Murphy suggested that the new members of the Committee be appointed in such a way as the terms will be staggered.

Mr. Hardy commented that the language presented in the proposed bylaws accommodated the staggering.

(Motion) Mr. Hardy introduced a motion to adopt the updated and restated bylaws as submitted. The vote favoring approval was unanimous. Chairman Murphy declared the motion carried.

#### **2. DSC Staffing Update**

Christopher Barnes, Development Services Coordinator, informed the Committee that one Building Inspector, one Plans Examiner, and two part-time support staff have been added to the staff complement as a result of the Committee's recommendation.

Responding to a question regarding if the positions are in the budget, Mr. Barnes said they will be added by Council action.

#### **3. Recognition of Departing Committee Members**

Stephanie Garcia-Vause, Director of Community Development and Services, recognized the departing members of the Committee and thanked them for their efforts.

### **VI. Public Comment**

There were no comments presented by the public.

**VII. Chairman/Member Comments**

Mr. Durant and Mr. Chachas thanked staff for their positive attitudes and efficiency.

Chairman Murphy said it has been a pleasure to serve the City of Henderson.

**VIII. Set Next Meeting**

The next meeting of the Development Services Center Advisory Committee was scheduled for January 28, 2013, 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 8:07 a.m.

Respectfully submitted,

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April Parra, Minutes Clerk