



## CITY OF HENDERSON CITIZENS' ADVISORY COMMITTEE AGENDA

Meeting Date: September 12, 2012  
Meeting Time: 5:30 p.m.

Council Chambers Conference Room  
240 Water Street  
Henderson, NV 89015

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**Notice to persons with special needs:** Those requiring special assistance or accommodation at the meeting should contact the **Community Development Department by telephoning (702) 267-1500** or Relay Nevada 7-1-1 at least 72 hours in advance of the meeting.

The Chairman reserves the right to hear agenda items out of order, combine two or more agenda items for consideration, remove an item from the agenda, or delay discussion relating to an item on the agenda at any time. All items are action items unless otherwise noted.

*Community Development Department Web Site Address: <http://www.cityofhenderson.com>*

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### I. CALL TO ORDER

### II. CONFIRMATION OF POSTING AND ROLL CALL

### II. ACCEPTANCE OF AGENDA (For Possible Action)

### IV. PUBLIC COMMENT

Note: Items discussed under Public Comment cannot be acted upon at this meeting. The Committee will forward public comments to the appropriate body for follow-up. (NRS 241.020). Individuals speaking on an item will be limited to three (3) minutes and spokespersons for a group will be limited to ten (10) minutes.

### V. NEW BUSINESS

1. Approve meeting minutes for July 11, 2012 and August 8, 2012. (For Possible Action)
2. Discuss the Enhance Online Services to Reduce Trips to City Hall project selection(s). (For Possible Action)
3. Accept project updates. (For Possible Action)

### VI. STAFF'S / CHAIRMAN'S COMMENTS

The Chairman and Members may speak on any item under this section of the agenda. Chairman and Members may comment on matters including, without limitation, future agenda items, upcoming meeting dates, and meeting procedures. Comments made cannot be acted upon or discussed at this meeting, but may be placed on a future agenda for consideration by the Body.

## **VII. PUBLIC COMMENT**

Note: Items discussed under Public Comment cannot be acted upon at this meeting. The Committee will forward public comments to the appropriate body for follow-up. (NRS 241.020). Individuals speaking on an item will be limited to three (3) minutes and spokespersons for a group will be limited to ten (10) minutes.

## **VIII. ADJOURNMENT**

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**Posted prior to September 7, 2012, 9:00 a.m., at the following locations:**

City Hall, 240 Water Street, 1<sup>st</sup> Floor Lobbies  
Multigenerational Center, 250 S. Green Valley Parkway  
Whitney Ranch Recreation Center, 1575 Galleria Drive  
Fire Station No. 86, 96 Via Antincendio

**CITIZENS' ADVISORY COMMITTEE  
MINUTES  
July 11, 2012**

**I. CALL TO ORDER**

Although a quorum was not yet present, Chairman Tom Piechota called the meeting to order at 5:37 p.m., in the Council Chambers Conference Room, 240 Water Street, Henderson, Nevada.

**CONFIRMATION OF POSTING AND ROLL CALL**

Jason Rogers, Planner, confirmed the meeting had been posted in accordance with the Open Meeting Law by posting the agenda three working days prior to the meeting at City Hall, Emergency Services Facility, Green Valley Police Substation, and Fire Station No. 96.

Present: Chairman Thomas Piechota  
Jeffrey Bassing  
Adrienne Cox  
James Dean  
Jim Dunn  
Nancy Frago (arrived at 5:55 p.m.)  
Dean Ishman  
Matt Morris  
Robert Neilson  
Paula Petruso (arrived at 5:45 p.m.)

Absent: Rene Calman  
Brin Gibson, excused  
David Frommer  
Richard King, excused  
Maureen Murphy, excused  
Melodee Wilcox

Staff: Stephanie Garcia-Vause, Director of Community Development  
Michael Tassi, Planning Manager  
Ned Thomas, Principal Planner  
Jason Rogers, Planner  
Kathleen Richards, Public Information Officer  
Sean Robertson, Principal Planner  
Tedie Jackson, Minutes Clerk

## **II. ACCEPTANCE OF AGENDA**

The agenda was not accepted due to lack of a quorum.

## **III. PUBLIC COMMENT**

There were no public comments.

## **IV. NEW BUSINESS**

### **1. Approve meeting minutes for May 9, 2012 (For Possible Action)**

Note: The minutes were approved following discussion of Item 2 when a quorum was present.

(Motion) Ms. Frago introduced a motion recommending approval of the May 9, 2012, minutes as presented; seconded by Ms. Petruso. The vote favoring approval was unanimous. Chairman Piechota declared the motion carried.

### **2. Discussion of the “Enhance Online Services to Reduce Trips to City Hall” Project Syllabus (For Possible Action)**

Jason Rogers, Planner, distributed a CAC Meeting Syllabus for this project and reviewed the objectives and goals for each meeting from August through November. He noted that staff from the Department of Information Technology will attend the next meeting to explain information systems strategic plan tactic for online services; a concept to overhaul the look and feel of cityofhenderson.com; and provide an overview of information technology barriers that need to be addressed based on the current system, proposed overhaul, and/or selected online projects.

Mr. Rogers reviewed online services each department within the City currently provides and questioned whether the “Our Henderson” website gets enough visitation. The goal is that the website is user friendly and transparent. Regarding a question if there is capacity to measure the number of hits on the website, it was noted that a public information officer will give a presentation at the next meeting to review outreach goals and objectives, management of outreach strategy, and measurements and evaluation tools. Mr. Rogers pointed out that committee members can discuss ways to generate more hits on the websites and links.

In response to a question by Chairman Piechota as to whether the Public Information Office does a survey, Kathleen Richards, Public Information Officer, confirmed a community assessment survey is conducted every two years. She said one area of the survey asks how people get information about the City. She also noted that she would like to find out who does not use the website for online services and why.

Chairman Piechota commended Mr. Rogers for his hard work drafting the syllabus. He believes the work plan is very well thought out and bringing in several departments to share information with the committee will be very beneficial.

Responding to a question by Mr. Bassing if the committee members can bring a laptop and connect to the City's wifi, staff replied that all of City Hall should have wireless internet access.

(Motion) Mr. Ishman introduced a motion to approve the CAC Meeting Syllabus regarding "Enhance Online Services to Reduce Trips to City Hall." The motion was seconded by Ms. Frago and the vote favoring approval was unanimous. Chairman Piechota declared the motion carried.

### **3. Discussion of the "Renewable Energy in the Community" Project Process Model (For Possible Action)**

Jason Rogers, Planner, distributed and reviewed a handout labeled "Renewable Energy in the Community Process Model." The timeline for this project is from January 2013 through the new year (2014). He explained the process of: (i) capacity building, (ii) research/demo project analysis, (iii) developing the strategy, and (iv) implementing the strategy. The committee will be tasked with how to integrate and synergize this project in the community.

Responding to a question as to the role of the utility companies for this project, Mr. Rogers stated that staff is still trying to identify all the stakeholders and partners in the project. Mr. Thomas noted that NV Energy and Southwest Gas have representatives designated for renewable energy projects, which their participation on this matter could be beneficial to this project.

Staff will email information to committee members as it becomes available.

(Motion) Mr. Ishman moved to accept the Renewable Energy in the Community Process Model, seconded by Ms. Petruso. The vote favoring approval was unanimous. Chairman Piechota declared the motion carried.

Committee members commended staff for their effort in putting these projects together with succinct outlines and information.

## **V. STAFF/CHAIRMAN COMMENTS**

Mr. Rogers provided an update on the single stream recycling program and noted that the rollout is scheduled to begin in January 2013. He also noted that staff has been working with Republic Services regarding what will be entailed in the incentive program. Staff will share all updated information regarding the recycling program with committee members as it becomes available.

Sean Robertson, Principal Planner, was introduced and made mention to that members of the HUD Sustainable Communities Grant consortium would be sharing information regarding the project as it becomes available.

### **4. Preparation for August 8, 2012 meeting (Informational Only)**

The “Enhance Online Services to Reduce Trips to City Hall” Project Syllabus outlines the August meeting. Staff will ensure that department presentations are scheduled.

Mr. Bassing suggested that media interactivity would benefit the CAC website.

### **5. Other Business (Informational Only)**

Mr. Bassing commented that he received very positive feedback regarding the 4<sup>th</sup> of July fireworks display at Mission Park.

Responding to a question by Mr. Bassing regarding an update on the yellow blinking left-turn arrows, staff noted it would check with John Penuelas, City Traffic Engineer, and report back at the next meeting.

## **VI. PUBLIC COMMENT**

There were no comments presented by the public.

## **VII. ADJOURNMENT**

There being no further business to be discussed, Chairman Piechota adjourned the meeting at 6:36 p.m.

Respectfully submitted,

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Tedie Jackson,  
Minutes Clerk

**CITIZENS' ADVISORY COMMITTEE  
MINUTES  
August 8, 2012**

**I. CALL TO ORDER**

Although a quorum was not present, Chairman Tom Piechota called the meeting to order at 5:42 p.m., in the Council Chambers Conference Room, 240 Water Street, Henderson, Nevada.

Chairman Piechota stated that the intent of this meeting was to share information from City staff regarding various online services; however, due to the limited number of board members present, the presentations will be continued to the next meeting.

**II. CONFIRMATION OF POSTING AND ROLL CALL**

Jason Rogers, Planner, confirmed the meeting had been posted in accordance with the Open Meeting Law by posting the agenda three working days prior to the meeting at City Hall, Emergency Services Facility, Green Valley Police Substation, and Fire Station No. 96.

Present:       Chairman Thomas Piechota  
                  Jeffrey Bassing  
                  Adrienne Cox  
                  Nancy Frago (via teleconference)  
                  Brin Gibson  
                  Robert Neilson  
                  Paula Petruso

Absent:         Rene Calman  
                  James Dean  
                  Jim Dunn  
                  David Frommer  
                  Dean Ishman  
                  Matt Morris  
                  Richard King, excused  
                  Maureen Murphy, excused  
                  Melodee Wilcox

Staff:           Michael Tassi, Planning Manager  
                  Ned Thomas, Principal Planner  
                  Jason Rogers, Planner  
                  Kathleen Richards, Public Information Officer  
                  Mike Cathcart, Business Operations Manager, Finance  
                  Steve Lopez, Senior Financial Analyst  
                  Tim D'Souza, Senior Administrative Analyst, City Manager's Office  
                  Emily Lewis, Senior Neighborhood Programs Specialist  
                  Heather Rosich, Neighborhood Programs Specialist  
                  Tedio Jackson, Minutes Clerk

### III. ACCEPTANCE OF AGENDA

The agenda was not accepted due to lack of a quorum.

### IV. PUBLIC COMMENT

There were no public comments.

### V. CONSENT

The Chairman will introduce the consent agenda offering anyone present an opportunity to remove any items for discussion. Unless an item is pulled for discussion, the Committee will take action on all consent items with one motion.

Chairman Piechota noted that the Consent Agenda portion of the agenda will include staff updates on previous projects the committee worked on such as the single-stream recycling program and also address questions brought up by the committee members.

Mr. Gibson commented he is not comfortable approving and consenting to an item that may be outside the committee's purview and potentially controversial. Jason Rogers, Planner, commented that items could be removed for discussion and that staff would be diligent in identifying items that require discussion to be a "new business" item. Mr. Rogers reiterated Chairman Piechota's comment that the idea of Consent Agenda would be for informational updates.

Ms. Petruso said a consent agenda is generally a series of motions and actions that have agreement or support.

Mr. Rogers noted that he will be meeting with the City Clerk's Office to discuss whether the Consent Agenda item is appropriate, and develop alternative options to capture the intent for this meeting.

1. **Accept project updates or requested information. (For Possible Action)**
2. **Approve meeting minutes for July 11, 2012. (For Possible Action)**

These items were not discussed due to lack of a quorum and will be continued to the next meeting.

### VI. NEW BUSINESS

3. **Discuss and make recommendations regarding the Enhance Online Services to Reduce Trips to City Hall project selection(s). (For Possible Action)**

This item was not discussed due to lack of a quorum and will be continued to the next meeting.

**VII. STAFF/CHAIRMAN COMMENTS**

**4. Preparation for September 12, 2012 meeting (Informational Only)**

The presentations for this meeting were continued to the September 12, 2012, meeting.

**VIII. PUBLIC COMMENT**

There were no comments presented by the public.

**IX. ADJOURNMENT**

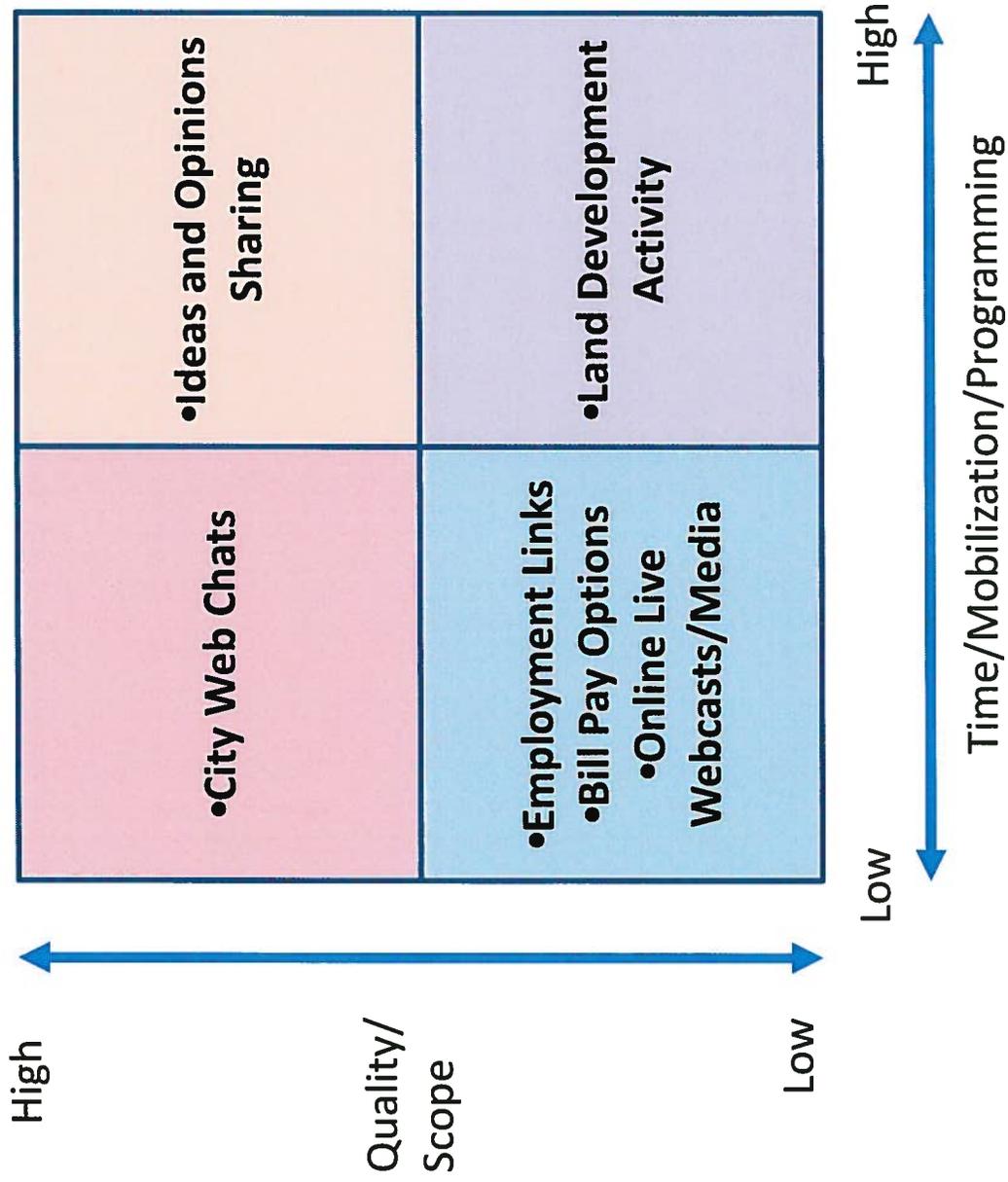
There being no further business to be discussed, Chairman Piechota adjourned the meeting at 5:52 p.m.

Respectfully submitted,

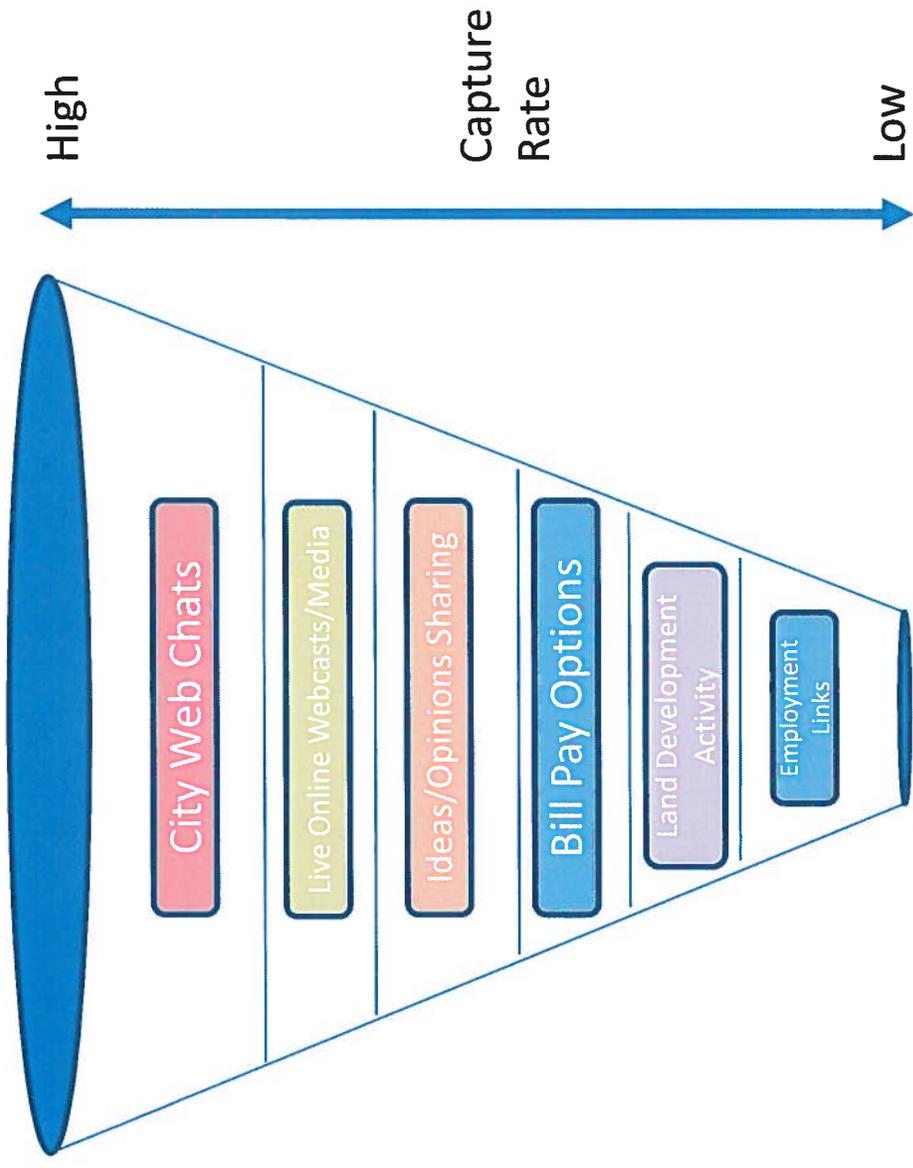
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Tedie Jackson,  
Minutes Clerk

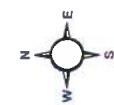
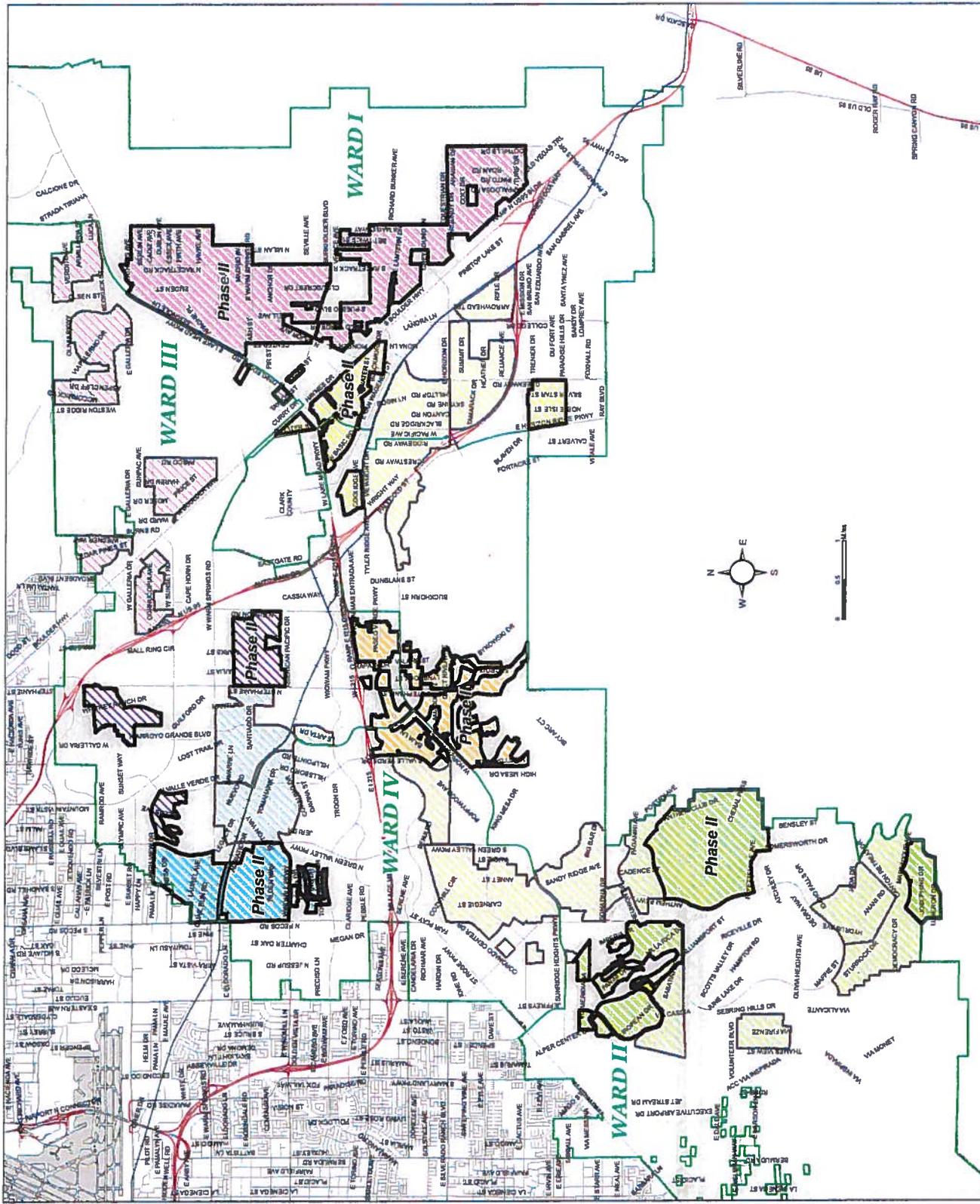
# Level of Priority Chart



# Citywide Population Capture Rate



# NEIGHBORHOODS IDENTIFIED FOR SERVICE: PHASE II



Revised: September 5, 2012

Sources: City of Henderson Community Assessment Office, and Clark County Geographic Information Systems Management Office.

Based on Protected Coordinate System: NAD83, StatePlane NV East FIPS 2701 Feet

Note: This map is offered as a general reference guide only. No other warranty of accuracy is intended nor should any be assumed.



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A Resolution to Adopt