

CARSON CITY BOARD OF SUPERVISORS  
Minutes of the Special 3/22/97 Workshop  
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A special Carson City Board of Supervisors workshop was held on Saturday, March 22, 1997, at the Carson City Library, 900 North Rook Street, Carson City, Nevada, beginning at 1:30 p.m.

PRESENT:	Ray Masayko	Mayor	
	Tom Tatro		Supervisor, Ward 3
	Jon Plank		Supervisor, Ward 2
	Kay Bennett		Supervisor, Ward 4
STAFF PRESENT:	John Berkich	City Manager	
	Al Kramer		Treasurer
	William Naylor		Automation Services Director
	Walter Sullivan		Community Development Director
	Karen Hinton		Extension Educator
	Mary Walker		Finance Director
	Louis Buckley		Fire Chief
	Sally Edwards		Librarian
	Steve Kastens		Parks and Recreation Director
	Jay Aldean		Public Works Director
	Dorothy Timian-Palmer		Utilities Director
	Paul Lipparelli		Deputy District Attorney
	Liz Hernandez		Admin. Asst. to the City Mgr.
	Katherine McLaughlin		Recording Secretary
	(S.B.O.S. 3/22/97 Tape 1-001 Side A)		

**CALL TO ORDER, ROLL CALL** - Mayor Masayko convened the meeting at 1:40 p.m. Roll call was taken. A quorum was present although Supervisor Smith was absent.

**CITIZEN COMMENTS** - None.

**DISCUSSION ON THE CAPITAL CITY FOCUS STRATEGIC PLAN (1-006-A)** - Mr. Berkich began by thanking Ms. Edwards for the meeting room and Ron Egt of CAT-10 for filming the proceedings. He then explained how the meeting would be conducted and how the plan had been developed. The budget had included several of these programs/plans. An overhead projector was used to show the plan and its elements. Mr. Berkich briefly explained the benefits of having a community plan; community participation in the program; the vision and mission statements; the four building blocks on which the City is built--quality of life, business development, work force, and infrastructure; and several of the issues related to these building blocks. The City had not been involved with the work force issues as it has basically restricted its involvement to quality of life matters. Discussion noted the City's high unemployment figures and questioned the impact the surrounding Counties have on the City's figures. It was felt that the prison population did not impact the figures. The City's phenomenal job growth record also pointed out the City's need to investigate the unemployment figures. Discussion suggested that the City's figures could include the surrounding Counties which would make it a "regional statistic". Mayor Masayko also questioned whether the comparison was for the same timeframe each year. (1-221-A) Discussion pointed out the perception that Carson City is short of water based on the shortages in Washoe County, Reno and Sparks. The need for additional hotel and motel rooms was noted and identified in the plan. Today's downturn in tourism would make this less of a goal. Mr. Berkich then described the procedure used to determine the priorities for the plan and listed each of them.

**2. A REVIEW OF THE 1996-97 BOARD GOALS (1-262.A)** - Mr. Berkich briefly explained how the Board's goals were established. The decrease in adult crimes and significant increase in juvenile crimes were noted. Supervisor Bennett requested the healthy communities initiative be added to the listing. (Mr. Berkich placed it on the issue bin list.) This program includes the gang activity issues as well as the health and wellness issues. Mr. Kramer noted that the City's juvenile delinquency problem is not as bad as seen in other areas. Mr.

Berkich indicated that nationwide juvenile crime is seen as a crisis. The demand for additional juvenile facilities was explained. Discussion indicated that Sheriff Banister feels that the crime ratio was decreasing in Carson City as a result of his efforts to put more deputies on the street. Mayor Masayko indicated his perception that gang activities should be separated from juvenile delinquency issues. Discussion indicated that the juvenile problems are generic to all backgrounds regardless of race, religion, etc. Sheriff Banister feels that Carson City only has one gang. City and High School staffs will continue to work on this problem. The High School's zero tolerance program was noted. The majority of the graffiti seen in Carson City is considered a "nuisance" and done by "taggers". Mr. Aldean explained his experience in a larger city with the clothes the children wore to school. He did not feel that Carson City had this same problem/concern. He felt that it is a concern in Carson City due to Reno's proximity and the "advantage to having television" which creates a "perceived problem". (Supervisor Tatro stepped from the room at 2:10 p.m. and returned at 2:12 p.m. A quorum was present the entire time although Supervisor Smith was absent as indicated.) This is similar to the "perceived water" problem in Carson City. Ms. Timian-Palmer indicated that this provides an advantage as the perception helps her address the City's water problem. Mayor Masayko indicated that this is an acceptable practice so long as everyone understands the strategy. Discussion pointed out the enhancements given to the Justice system. Similar requests will be made during the coming budget sessions such as funding for the five officers who had been hired under a federal grant program. Discussion noted the growth in recreational programs. The skateboard park should be completed by the end of May. Mr. Kastens indicated that the City programs are done in conjunction with the School programs so that a conflict or duplication of effort is not created. The example of the Latch Key program was cited as an illustration of a City/School program. Other family activities, including T-ball, were noted which illustrate that "thousands" of kids and parents are involved with these programs and provide volunteer support. Question 18 funding will help support many of these programs/facilities. The City/School District joint use facility program was discussed. Similar programs are establishing a tremendous working relationship among the City, State, Hospital, and School District. The need to develop a coalition with the Brewery Arts Center was noted. It was felt that Recreation Supervisor Mitch Ames has been working to improve this relationship. Different High School programs were cited to illustrate the efforts undertaken to improve this area. Additional information on this issue is needed to determine the objectives and goals/problem areas. (1-532-A) Cultural diversity programs were noted. Supervisor Bennett explained her concept of a "Celebrate Carson City" event which would exhibit, celebrate, and demonstrate Carson City's uniqueness. This suggestion was added to the "issue bin list". Discussion pointed out the damage inflicted by the recent flood to the Downtown Beautification Project and, specifically, to the medians between Musser and Fifth. Biosphere protection and preservation of wetlands programs were to be discussed later in the meeting. The goal to reduce vehicular traffic is an issue which the Streets and Highways Master Plan Element will include. The Board had approved funding for the consultant and the plan should be completed later in the year. (1-001-B) The goal to create a business friendly environment had created the sign ordinance, one-stop shop for special permits for the use of park facilities, etc. The Business License Ordinance is currently being analyzed. Mayor Masayko urged City staff to continue analyzing services when the City offices are relocated in an effort to minimize the need for the public to traverse the City. Mr. Berkich explained the intent to have forms/information available to mitigate this problem. Transportation issues were noted including the need for beautification of the City's entranceways and corridor management plans. The growth and planning/design issues are being analyzed by the Growth Management Commission. Mr. Sullivan provided a status report on its efforts including the goals and how they mesh with the Commission's efforts. BLM had worked with the City on the Land Use Element of the Master Plan. Other completed elements were noted. A new Highway and Streets Element is indicated. The Chamber of Commerce is working with the manufacturers and the Airport Authority on a new zoning district which will include design guidelines for its buildings and landscaping. The outdoor sales and display activities and design guidelines for apartments and retail commercial zoning districts are being considered. Corridor regulations are being developed. Discussion indicated that CQI will be discussed at the Board retreat. Mr. Sullivan explained the Growth Management workshops, its community support, and various issues which the Commission had discussed. A white paper will be developed and presented to the Board for discussion at a joint meeting. This will provide the Commission with appropriate direction on how to proceed. Discussion ensued on the population figures used by State Demographer Judson. Mr. Berkich explained that the U. S. Census Bureau has a different figure. Another meeting will be held with Dr. Judson in an effort to reconcile the numbers. Mr. Berkich then explained that the American Planners Association's seminar in San Diego has many topics on sustainability, which seems to be the main issue for planners today. Discussion stressed the need

for the Board to review the white paper and provide input to the Commission and staff. Mr. Sullivan indicated he would provide the Board with copies of the APA's recent article on this topic. Mayor Masayko requested an executive summary of this 75 page article and Supervisors Tatro and Bennett requested the complete article. Mr. Berkich felt that the community attitude had not been determined. Mr. Berkich and Mayor Masayko expressed the desire to have a workshop on this topic. Comments indicated that the City has already implemented some of the sustainable programs.

**3. CONDUCT AN ENVIRONMENTAL SCAN IDENTIFYING STRENGTHS, WEAKNESSES, OPPORTUNITIES AND THREATS FACING THE COMMUNITY (1-220-B)** - Mr. Berkich explained the purpose of an environmental scan and reviewed his draft. His comments included the notation that the flood and blizzard had changed the needs. His reasons for placing legislation under both an opportunity and threat was illustrated by discussing the newly developed juvenile smoking prohibition and records management. Supervisor Bennett requested security, specifically at the Community Center and the Sierra Room, be added to the threats. Reasons for this request were cited. Supervisor Plank supported her comments and indicated that it could be a threat to staff as well as the Board. Mr. Berkich explained the new City Hall's security features. He then explained that the Capital City Focus provides an ongoing survey/report card on the City and its achievements. Chief Buckley explained his reasons for feeling that non-legislative regulatory enforcement by OSHA also poses a threat to the community. These are Federal/State non-funded regulations, standards and mandates. Examples were provided. Comments indicated the economic downturn also posed a threat to the community. Ms. Walker explained the downturn in sales revenue created by the recent disasters. Mr. Kastens felt that the repairs may recapture the loss. Ms. Walker agreed that it would be a short-term loss, however, the funds will not be regained even with the increase in materials for repairs. Supervisor Bennett added managed care to the threat and opportunity lists. Discussion listed regional infrastructure issues and inter-county/regional cooperation and planning as an opportunity. The Community College was added to the strength list. Discussion examined the issues related to Lyon County's housing and population explosion including the Paiute issues. Ms. Timian-Palmer indicated Douglas County had approached her regarding handling its water and sewage problems/utilities. Discussion indicated a willingness to explore the advantages to Carson City and the regional aspects of such programs. Ms. Walker stressed the need to undertake such programs carefully as it could impact the City's economic program. Comments indicated the feeling that the City would be providing the necessary infrastructure to meet the other County's growth demands. Supervisor Bennett felt that the new Douglas Commissioners were analyzing Carson City and its programs and would be able to begin addressing some of their problems before the turn of the century. Advantages of a joint regional program should be analyzed. Mayor Masayko indicated the need is to consider the "synergy" of the topic. Mr. Berkich pointed out that this equates to traffic and the public's perception that the City is growing faster than its three percent growth rate and the related quality of life issues/concerns. Mr. Sullivan added the City's advisory committees to the list of strengths. Mr. Berkich pointed out the community's willingness to participate as illustrated by the turnout on its strategic plan. Mr. Sullivan also added the economic development major project review process, the CPI and Span programs to the list of strengths. (Supervisor Bennett stepped from the room at 3:05 p.m. and returned at 3:08 p.m. A quorum was present the entire time although Supervisor Smith was absent as originally indicated.) Ms. Walker pointed out the need for everyone to work together to make these programs work. Mayor Masayko stressed the need to continue circulating a survey of the community to provide a report card on the efforts. Mr. Berkich explained the quarterly survey which provides feedback. Mr. Buckley suggested that an open and honest government be added to the list of strengths. Supervisor Tatro also added teamwork to the strength list and gave illustrations to support his comment. Comments noted the openness provided by televising the meetings.

**4. ESTABLISH AND PRIORITIZE THE GOALS FOR 1997-98 (1-567-B)** - Discussion ensued on whether to retain the suppression of gang activity as the main goal under the Quality of Life building block. Mayor Masayko suggested it be replaced with juvenile crime which should be separated from gangs. Supervisor Tatro felt that gang activities had been controlled through the graffiti efforts. (2-009-A) Mayor Masayko requested Mr. Berkich discuss this issue with the Sheriff and establish a goal from his comments. Supervisor Bennett then suggested a goal to provide teenage suicide programs and counseling as well as teenage pregnancy programs. Discussion ensued on the alternative sentencing program and the need to enhance the justice system. Mayor

Masayko and Supervisors Tatro and Plank stressed the need to continue enhancing the staffing in this area. Mayor Masayko requested the personnel needs in this area be extended for four to five years. Supervisor Bennett indicated that there is a "huge" need to address the juvenile area and, specifically, the first time offenders at the high school level. Mr. Berkich explained the team which is analyzing this need due to the feeling that juveniles can be arrested and released before the incident report is done due to the lack of a facility in which to hold the individuals. Supervisor Tatro explained a discussion he had had with Senator Adler on the need for a regional juvenile facility in Lyon County for intermediate-term detention. Under Senator Adler's concept Carson City would continue to provide short-term detention and Elko would provide the long-term detention.

Mr. Berkich then suggested that the wetlands biosphere issue be brought forward as a goal. Discussion indicated that there were several items before this issue which had been funded at a base level last year. This funding will be maintained. Mr. Berkich's request was for the establishment of new goals for funding. Board direct a return to the "missed" items. This removed "enhance the justice system" as funding had been provided previously although Mayor Masayko recommended monitoring to be sure of the balance in different staffs. The goal to identify and enhance family and youth needs was retained. Supervisor Tatro felt this goal should be continued the same as the goal to ensure appropriate levels of law enforcement. Other goals retained were: maximize the use of existing facilities and programs, develop a coalition in the arts community, enhance community education regarding cultural diversity and customs. This goal is to be clarified. Discussion added enhanced use of Pony Express Pavilion to maximizing the use of existing facilities. Question 18 monies can be used to increase downtown public areas and provide hiking and bike paths. It will remain as a goal. Goals also retained were preservation of historic buildings, downtown beautification, biosphere protection--preserve wetlands, reduce vehicular traffic--which was reworded to be to plan for and manage long-range vehicular traffic.

Mr. Berkich then numbered the goals to reflect the community's ranking. Supervisor Bennett suggested that the healthy community initiative be added to the quality of life goals. (Mayor Masayko stepped from the room at 3:35 p.m. and returned at 3:38 p.m. A quorum was present the entire time although Supervisor Smith was absent as originally indicated.) Supervisor Tatro noted that the exercise was developing different goals and that a funding priority could not be established at this time. He was unsure what the healthy community initiative is and did not feel that he could establish it as a budget priority or goal. Supervisor Bennett indicated this is a new concept just being considered by the Hospital. Its importance was emphasized as it impacts the community's ability to provide health care due to the economic crunch now occurring in Congress. Supervisor Tatro continued to stress his concern about the procedure being used to establish priorities. Mr. Berkich indicated that the goals would be prioritized after the list of goals is established. Supervisor Bennett indicated that there would be a presentation on the health care topic later in the year.

2-278-A) Mr. Berkich returned the discussion to the quality of life ranking established by the community. Discussion noted the interrelationship between providing additional youth activities and suppression of gang/juvenile delinquency. Supervisor Tatro felt that these goals should remain number one. Discussion ensued on the need for an intern program at the High School which could be beneficial to the City and at the same time create an on-the-job training program. Supervisor Bennett added to the list of goals youth employment opportunities and training. Clarification indicated that Public Safety goals would remain number one. The recreational/cultural activities were second which includes the youth needs. The listing would help keep the need in focus and remind the Board to consider it for funding. The budget is the Board's plan for the coming year's activities and resources. Discussion noted there may not be adequate funding for all of the goals.

Community attitude was the next goal. Discussion indicated the Senior Citizens goal is being funding through its tax initiative and a cooperative effort with the Hospital. Discussion added Supervisor Bennett's suggestion of teenage pregnancies and juvenile suicide to public health care list, specifically, under the Public Health Nurse.

Comments indicated that enough issues had been considered for funding. Supervisor Bennett questioned the reasons for not considering senior citizen issues. This issue had been classified by the community as number five in importance. Its other funding sources were noted which reduce the need for Board assistance. Supervisor Bennett stressed the senior citizens' need for public transit. Comments indicated this is not restricted exclusively

to senior citizens and that this issue should be under the infrastructure issues. Discussion reiterated the funding for the Senior Center, its sub-acute center, and assisted living center. It was not felt necessary to dedicate additional funding from the City for this use.

(2-491-A) The Business Development building block was then discussed. Growth Management Commission's comments had indicated a need to review the ordinances and simplify them. The community's ranking of this block was indicated. Comments indicated that the City's marketing is handled by NNDA and CCCVB and pointed out the need for another hotel. Mayor Masayko indicated his desire to fund "user friendly regulation". Comments supported the need to review and update the Code. Carson City's and Douglas County's funding for NNDA and WNDD were explained. Supervisor Bennett questioned whether a tourism leakage study had been conducted. Supervisor Tatro explained the historical Reno/Sparks tourism/hotel leakage to Carson City. Due to Reno's new hotel construction, this leakage is beginning to disappear. The City needed to develop new tourist attractions such as the V&T Railroad. Supervisor Tatro indicated his support for making the City process more user friendly and updating the Code. He did not feel that the City should increase/change its current funding level for any of the other goals under this building block. (2-001-B) Mr. Berkich indicated that the City does not currently offer incentives to attract businesses. Mr. Kramer pointed out that Redevelopment had offered incentives to obtain redevelopment in the downtown area. Examples of incentives the Board may wish to consider were given and rejected. The pros and cons of this program were discussed. Ms. Walker pointed out that if the regional infrastructure program is implemented, it may become necessary to use incentives to attract businesses. Discussion indicated that Albertson's had provided funding for the signal at Clearview and Highway 395. The City could have purchased this signal which is in truth an incentive. Justification for using the Redevelopment program to renovate the downtown area was noted. Supervisor Plank supported Mayor Masayko's recommendation that Mr. Sullivan be directed to simplify the regulations. Mr. Berkich felt that this issue had been addressed in another area of the booklet. He indicated that the City should not enter the marketing field as other Agencies are handling this effort. Some of these Agencies are funded by the City. (Supervisor Tatro stepped from the room at 4:06 p.m. and returned at 4:08 p.m. A quorum was present the entire time although Supervisor Smith was absent as indicated originally.) Discussion added streamlining ordinances to the list of priorities.

(2-065-B) Discussion then ensued on the building block Infrastructure. The goal to build a freeway was amended to monitor and keep the freeway project on schedule. Clarification of the term reduce congestion indicated the policy is to use alternative routes through management. A transit program was added as a goal. The goal to increase safety for road users was expanded to include funding for maintenance and upkeep. Supervisor Bennett suggested that one-way traffic on Carson Street be added as a goal. Mr. Berkich added it to the congestion reduction goal. Supervisor Tatro and Mr. Aldean explained the creation of a transportation advisory committee and the status of the update to the Streets and Highway Master Plan Element. Funding will be provided by RTC. Supervisor Tatro added storm drainage as a goal. Discussion indicated that the incentives for in-fill could be handled during the Code update. The Growth Management Commission is in the process of defining growth measurements. Clarification by Mr. Sullivan indicated that the Master Plan is comprised of many different elements, many of which still need to be updated. He indicated he would develop a listing of those elements mandated in the Statutes and for the Board to determine the ones which the City should pursue. Discussion pointed out the need for scenic corridor regulations and building design standards. Mr. Berkich then listed the priorities as established by the community under the Infrastructure Building Block. Utility infrastructure improvements which had been implemented since the plan was developed were noted. Ms. Timian-Palmer again sensitized the Board about the regional infrastructure comments which are circulating. She indicated she was not advocating the concept one-way or the other. Mr. Kastens also indicated that Question 18 would not fund all of the recreational issues. This year's budget would include additional funding requests for this area. The Airport Authority has been aggressively pursuing expansion which the Board has supported. The draft housing element had been presented to the Board previously. Discussion indicated that the State had "ringed" the Capitol Complex with a fiber optic telecommunications network. It is within one or two blocks of the new City Hall. Discussion noted the advantage of this service. Mr. Berkich emphasized that the Board had been working toward a majority of the goals. Supervisor Bennett added to the transit program rubber tired trolleys on Carson Street. Supervisor Plank suggested storm drainage be classified separate from water. Mr. Berkich indicated this was not a priority ranking. Reasons it had not been considered a high priority originally were explained. A survey question asked if

support would be provided for a storm drainage system. Supervisor Bennett then requested the Highway 28 Corridor be added to the transportation plan. She described the transit alternative undertaken on Highway 28 which will include a request for City funding. Comments acknowledged the City's funding ability.

(2-399-B) Discussion noted the goals had not been prioritized. Mr. Berkich was directed to develop a draft as he understood the discussions for consideration at a future meeting.

**5. REVIEW OF THE BUDGET PROCESS FOR DEVELOPMENT OF THE 1997-98 BUDGET (2-265-B)** - Discussion ensued on the pros and cons of having all of the Department Heads make a presentation. Support was given for having presentations from the elected officials and larger Departments, where there were major changes, or additional funding requested. Supervisor Tatro explained his contact with an individual earlier this morning about the budget process. The individual explained that the budget process is not just for the Board. It is important for the public to have the presentation by each Department as it allows the public to become informed about all the activities and needs. "Plain vanilla presentations will not require five minutes to complete." The goals should be spelled out. This will allow the Board an opportunity to support or reject those goals. It also provides the Departments with an opportunity to inform the Board about its business. Supervisor Plank supported his comments and indicated that the goals and business purpose are more important than the actual numbers. Supervisor Bennett supported Supervisor Tatro's comments and indicated that it would give the new Board Members an opportunity to learn about the different Departments and their functions. Mr. Berkich then urged the Board to read Pages 23 through 38 of the packet. The dates for the budget hearings were included in those pages, however, it may have been modified.

**6. REVIEW AND DEVELOPMENT OF THE BOARD'S BUDGET FOR 1997-98 (2-411-B)** - Mr. Berkich thanked the staff and the media for attending and participating. A majority of the staff then left the meeting. Mr. Berkich then explained the budget modifications. Discussion explained the Board's policy of requesting reimbursement for travel expenses. Mr. Berkich displayed a supplemental request for funding for a television program. Ms. Walker explained the supplemental funding request procedure and questioned whether the Board wished to modify it for its supplemental requests. The pros and cons of having the Board endure this process were debated. Comments indicated a feeling that it could impact the Board's credibility particularly with the elected officials even if the amount is only \$3,000. Supervisor Tatro pointed out that it would take a Board vote to increase the budget and that the issue would have to be agendized for action. Mr. Berkich indicated that action would not be taken today as action was not agendized. Direction was requested. Mayor Masayko directed Mr. Berkich to place the supplement funding requests on the proper forms and to agendize it in the budget process. Comments indicated that this forced the Board to compete with other programs and needs during the budget process and that the Board could prioritize the funding to include its items.

(2-595-B) Mr. Berkich explained a funding request from the Nevada League of Cities. The pros and cons of paying dues to this Association and the dues currently paid to the Nevada Association of Counties were discussed. Mayor Masayko explained that Carson City is the only capitol not participating in the League of Cities, however, he had a problem justifying the \$9,000 cost. Mr. Berkich was directed to put this request on a supplemental form.

Supervisor Bennett then requested a supplemental request for funds to cover the Mayor's lobbying activities or for any other entertainment costs incurred by the Board. Discussion explained why such an account no longer existed in the budget.

(3-011-A) Mr. Berkich then displayed the City Hall layout and design plans and a catalog illustrating the modular offices and furnishings. Opposition was voiced toward the system. Mr. Berkich asked the Board to look through the catalog as other systems, including executive systems, were illustrated and are available. Mr. Berkich then explained where the modular systems would be used by pointing to various locations on the layout plan. The staff's current furniture would be moved to the new facility. Board direction was solicited. Mayor Masayko indicated his intent to keep his furnishings. Mr. Berkich indicated that all Department wishing to acquire new furnishings would be ordering from the Steel Case modular supplier. This will provide consistency throughout the

facility. Ms. Walker explained that the furniture is very heavy duty metal and should last at least 20 years. Discussion then explained the original design for the Board offices and the modified plan. Comments emphasized the need for four work spaces/offices for the Supervisors. Supervisor Tatro then moved to adjourn. Discussion continued on the need for additional offices for the Supervisors. Mayor Masayko extended the offer of his office whenever he is not there. Advantages to the new City Hall were noted including the conference rooms. Supervisor Tatro recommended agendaizing these issues and again moved to adjourn. Mayor Masayko indicated the Board should consider an item agendaized for discussion and action on the Board policy during which direction could be given on the supplemental requests.

There being no other matters for discussion, Supervisor Tatro moved to adjourn. Supervisor Plank seconded the motion. Motion carried 4-0. Mayor Masayko adjourned the meeting at 4:55 p.m.

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

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The Minutes of the Special March 22, 1997, Carson City Board of Supervisors workshop

1997.

ARE SO APPROVED ON\_\_\_\_April\_17\_\_\_\_,

\_\_\_\_\_/s/\_\_\_\_\_

Ray Masayko, Mayor

ATTEST:

\_\_\_\_\_/s/\_\_\_\_\_  
Alan Glover, Clerk-Recorder