

## 2012/2013 Initiatives Update

| <b>A Healthy Community</b>  |   |  |
|---|---|--|
| <u>Initiative</u>   | <u>Status</u>                           | <u>Status Report</u>   |
| <p>Develop a plan to increase the exposure of the CC Cares subscription program. A plan will be in place by December 31, 2012. This date is important as the subscription program enrollment period is May through June annually. The implementation portion of the plan will have deadlines in place so that the work will be carried out in time to meet the enrollment period.</p> | <p>In progress<br/><br/>5% complete</p> | <p>An internal planning team has been developed and will be producing a time line for meeting the deadline established in this initiative</p>  |
| <p>Begin discussions with other social service agencies regarding co-location and the creation of a one-stop shop atmosphere for families in need of support services. Begin exploring funding opportunities for the project.</p>   | <p>Not started</p>                      | <p>At this time there is no funding for the City to support an office to co-locate its Human Services division with other community "helping" organizations. This is a thought that can be brought up in the future.</p> |

## A Vibrant, Diverse and Sustainable Economy

| <u>Initiative</u>   | <u>Status</u>                   | <u>Status Report</u>   |
|---|---------------------------------|--|
| Facilitate development of revised objectives for RDA #2 from the newly created RACC.  | In progress<br><br>5% complete  | At its June meeting, the Redevelopment Authority Citizens Committee approved a public review process for reviewing the Redevelopment Area #2 Plan. Notices will go out in July informing property owners and interested parties that the RACC will take public comments on the Area #2 Plan at its meeting on August 6, 2012. Pending the discussion at that meeting, the item will be brought back to the RACC at a future date to make recommendations on the Plan to the Redevelopment Authority and Board of Supervisors. Then those recommendations will be brought forward to the RDA/BOS. |
| Adopt specific design standards for commercial development and public-use development within the V&T Specific Plan Area to protect the scenic quality of the V&T route. | Not started                     | Staff plans to proceed with an inventory of the existing uses and conditions in the area for a report to the BOS for more direction on zoning and design standards for the area. Staff will also evaluate the Development Standards to determine what, if any, amendments are needed for future development. Staff believes the development standards are generally adequate; however, existing development in the area pre-dates the current standards and generally does not meet the current standards.   |
| Conduct additional outreach and seek potential funding sources for a tourism related shuttle service linked with the V&T.   | In progress<br><br>20% complete | Staff is continuing outreach efforts and search for potential funding sources for this proposed activity. Current activity includes reaching-out to the Downtown Business Association to share the concept with them and to gauge their interest.<br><br>Previous activities have included outreach with the Convention and Visitor's Bureau, outreach to the lodging properties, a survey of V & T riders, and research into the possibility of using Federally-funded JAC vehicle and Federal funds for operations.  |

### An Active and Engaged Community

| An Active and Engaged Community  |                                 |  |
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| <u>Initiative</u>  | <u>Status</u>                   | <u>Status Report</u>   |
| Pursue an amended joint use agreement with the School District, Silver State School and other entities for all facilities, including the theater.                    | In progress<br><br>20% complete | Staff has toured the new Silver State Charter High School and have had general discussion with their staff about facilities that could be incorporated in a joint use facility. Staff has had one meeting WNC and School Districts about a combined joint use agreement, with the College volunteering to draw up a draft agreement. |
| Explore the development of a cooperative marketing program in conjunction with the Carson City Convention and Visitors Bureau of Carson Area Chamber of Commerce.    | Not started                     |  |
| Make regular requests to organizations that operate facilities that support arts and culture activities and report back on the response to the Board of Supervisors. | In progress<br><br>0% complete  | Project has just been assigned to Vern Krahn. Plans for completing this project are underway.  |

### Excellence in Education and Lifelong Learning

| Excellence in Education and Lifelong Learning  |                                |  |
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| <u>Initiative</u>  | <u>Status</u>                  | <u>Status Report</u>   |
| Provide a summary report to the Board of the components of the WNC and Carson School District strategic plans and address specific links or the need for specific links with Carson City's strategic plan. | In progress<br><br>5% complete | Strategic Plans for all entities are being collected and reviewed. |

## An Open and Accessible Government

| <b>An Open and Accessible Government</b>  |                                 |   |
|---|---------------------------------|---|
| <u>Initiative</u>   | <u>Status</u>                   | <u>Status Report</u>  |
| Plan and hold semi-annual town hall meetings.   | On hold<br><br>80% complete     | Placed on hold until after the General Election in November.  |
| Design a citizen survey to gather priority and performance information with regard to services.   | In progress<br><br>20% complete | The methodology for the survey is being explored. Meetings have been scheduled with University of Nevada personnel in order to determine the best way to carry out the survey.  |
| Social media project  | In progress<br><br>95% complete | The Social Media Team will continue to meet to discuss opportunities and processes for the timely sharing & posting of information on our social media channels - Facebook, Twitter, YouTube and Pinterest.                                       |
| Create a website update policy for the Carson City website.   | In progress<br><br>10% complete | Staff is researching policies while waiting for the completion of the website redesign being completed by Vision Internet.  |
| Develop a position in the City that can offer assistance to all department in communicating their information to the public.  | In progress<br><br>10% complete | A proposed job description for a Community Relations Manager was presented to the Board of Supervisors on July 5, 2012.   |
| Prepare financial policies for approval by the Board of Supervisors   | In progress<br><br>90% complete | Financial Policies have been completed. They are under staff for review, and will be sent to Department Directors for their input. After that is finished, they will be brought before the BOS for approval. Estimate BOS date is September 2012. |
| Develop an overall "customer friendly" plan that provides the feedback and training necessary to insure exceptional customer service to all customers of Carson City. | In progress<br><br>5% complete  | Evaluating programs and processes used in other jurisdictions.  |

## An Open and Accessible Government

### Financial resources are effectively managed.

| <u>Initiative</u>  | <u>Status</u>                          | <u>Status Report</u>  |
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| <p>Develop a complete cascading system of scorecards (objectives and performance measures) that tie financial resources to outcomes.</p> | <p>In progress</p> <p>70% complete</p> | <p>Health and Human Services Department program level completed. Working now on revised strategic plan.</p> <p>Fire Department personnel trained on Active Strategy. They are setting up their scorecards and expect to have them complete at the end of August.</p> <p>Waiting to meet with Public Works staff to review prior work and/or talk about their program scorecards. Have offered a hands-off approach - only critique of their final product.</p> <p>Program Scorecards completed for all Parks and Recreation programs. Awaiting data so targets can be set and training on Active Strategy provided.</p> <p>Internal Services - Working on data for Facilities (nearing completion) and Human Resources. Waiting for input of Initiative for It.</p> <p>Plan to set up meeting to review previously established scorecard for Community Development and to create program scorecards for Planning and Building.</p> <p>Have placed an emphasis on training over the past several months. The goal is to have one domain administrator in each department well versed on the use of the software.</p> |

| <b>An Open and Accessible Government</b>   |                                 |  |
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| <u>Initiative</u>  | <u>Status</u>                   | <u>Status Report</u>   |
| The Human Resources Department proposes that full-time employees receive service recognition. The recognition may include a sterling silver pin, or other item. Sterling silver pins were provided to employees in the past. Recognition will be given to employees who have attained 5, 10, 15, 20, 25 and 30 years of service for Carson City. Recognition may occur once each year. | In progress<br><br>25% complete | This matter was heard before the Board on July 5th. HR will bring the matter to a City Manager's Staff Meeting for further discussion.   |
| Provide opportunities for regular tours of various City Departments by the Board of Supervisors.   | In progress<br><br>10% complete | Asked departments to define distinct areas (functions) appropriate for touring. Looking at application of Open Meeting Law.  |
| Prepare a back ground report regarding the possibility of expanding business licensing to organizations not currently required to pay for business licenses and request policy direction from the Board before going forward.  | In progress<br><br>75% complete | Staff is preparing a back ground report regarding the possibility of expanding business licensing to organizations not currently required to pay for business licenses and will request policy direction from the Board before going forward.  |
| Prepare a back ground report regarding the possibility of charging for emergency response and request policy direction from the Board.   | In progress<br><br>25% complete | A vendor has been contacted. Staff has been meeting with the vendor to provide detailed call history information so that an estimate of revenues can be presented. A legal review to is still needed to determine the City's legal ability to charge for these services and to prepare a written report outlining the options. |

| <b>Excellence in Education and Lifelong Learning</b>                                |               |   |
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| <b>Opportunities for cultural education are encouraged.</b>                         |               |   |
| <b>K-12 entities and Western Nevada College are supported.</b>                      |               |   |
| <u>Initiative</u>   | <u>Status</u> | <u>Status Report</u>  |
| Develop a multi-jurisdictional “task force” to address arts and cultural education. | On hold       | Met 10/13/2011 with Ron Swirczek and Joe McCarthy to discuss the initiative and to get an update on the community activity in this area. Both Ron and Joe felt that progress was being made through the Community Education Partnership and the Carson City Arts Initiative. The following day, met with Richard Stokes and discussed the initiative. It was felt that the best approach at this time is to have the City take a supporting role and let the process work through the School District and the CCAI. |

| <b>A Community Rich in History, Culture and the Arts</b>          |                                |   |
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| <b>Historic resources are preserved.</b>                          |                                |   |
| <u>Initiative</u>   | <u>Status</u>                  | <u>Status Report</u>  |
| Map historic properties and market the City’s historic resources. | In progress<br>75%<br>complete | Planning and BRIC staff have mapped various historic properties--e.g. the "blue line" properties. The map links will be made available through the City's Historic Resource Commission website.<br><br>City staff continues to participate in ongoing Convention and Visitors Bureau special events committee meeting to discuss ways of using our historic resources to attract tourism. |

## A Physically Connected Community

### Transportation planning efforts are coordinated with neighboring counties.

| <u>Initiative</u>  | <u>Status</u>                              | <u>Status Report</u>   |
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| Provide technical assistance and support to Tahoe Transportation District for the implementation and ongoing operations of new regional transit service connecting Carson City, South Lake Tahoe and Minden/Gardnerville.                          | Complete                                   | Service is now successfully operating between the south shore of Lake Tahoe, Carson City, and Douglas County. The service is being operated under a three party agreement which includes no local contribution by Carson City. |
| Participate in ongoing sponsored activities to coordinate regional transportation planning and resources, including the Lake Tahoe Needs Assessment and Coordinated Plan, Northern Nevada Transportation Collaborative and Nevada State Rail Plan. | On-going<br>No completion date established | Staff continues to be involved with planning efforts underway with the Washoe RTC, TTD, and NDOT. Staff recently attended significant planning event for the Reno Tahoe Winter Games Coalition.                                |

### Transportation planning efforts are coordinated with neighboring counties.

#### Public transit is convenient and accessible.

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| Secure continued Federal Transit Administration Section 5307 funding directly from FTA to support urbanized area transit operations in Carson City, Douglas and Lyon Counties.                         | Complete | Carson Area Metropolitan Planning Organization (CAMPO) staff has secured the FTA Fiscal Year 2011 annual apportionment of \$819,150 to Carson City to support ongoing transit operations. A budget has been built to identify operating and capital projects in both Carson City and Douglas County.     |
| Secure continued Federal Transit Administration Section 5309 funding through NDOT as well as State Matching funds directly from NDOT - to support Bus and Bus Facilities capital improvement projects. | Complete | The 5309 agreement with NDOT was amended to allow additional time to expend funds. Project that provided new lights at JAC facility completed and 80% reimbursement being sought through this program. Remaining funds expected to be used for 80% reimbursement for transit-related sidewalk projects.. |
| Secure continued Federal Transit Administration Section 5316 funding through NDOT to support Job Access Reverse Commute transit operations in Carson City, Douglas and Lyon Counties.                  | Complete | Agreement with NDOT executed, making these funds available. However use for these funds not identified, as other funding source (FTA 5307) already sufficient to meet needs for services eligible under the 5316 program.  |