

CARSON CITY BOARD OF SUPERVISORS
Minutes of the Special May 13, 1997, Meeting
Page 1

A special meeting of the Carson City Board of Supervisors was held on Tuesday, May 13, 1997, at the Community Center Sierra Room, 851 East William Street, Carson City, Nevada, beginning at 6 p.m.

PRESENT:	Ray Masayko	Mayor
	Tom Tatro	Supervisor, Ward 3
	Greg Smith	Supervisor, Ward 1
	Jon Plank	Supervisor, Ward 2
	Kay Bennett	Supervisor, Ward 4
STAFF PRESENT:	John Berkich	City Manager
	Alan Glover	Clerk-Recorder
	Al Kramer	Treasurer
	William Naylor	Automation Services Director
	Mary Walker	Finance Director
	Juan Guzman	Senior Planner
	Katherine McLaughlin	Recording Secretary
	Kathi Lear	Comm. Dev. Office Supervisor
	Cheryl Adams	Purchasing Office Supervisor
	Zee McClintock	Treasurer Tech.

NOTE: Unless otherwise indicated, each item was introduced by staff's reading/outlining/clarifying the Board Action Request and/or supporting documentation. Staff members present for each Department are listed under that Department's heading. Any other individuals who spoke are listed immediately following the item heading. 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.

CALL TO ORDER, ROLL CALL AND PLEDGE OF ALLEGIANCE - Mayor Masayko convened the meeting at 6 p.m. Roll call was taken. The entire Board was present constituting a quorum. Mayor Masayko lead the Pledge of Allegiance.

CITIZEN COMMENTS (1-0015.5) - None.

PUBLIC HEARINGS ON THE FISCAL YEAR 1997-98 BUDGET - DISCUSSION AND POSSIBLE ACTION ON THE FOLLOWING: **A. AUTOMATION (1-0017.5)** - Director William Naylor; **B. TREASURER (1-0170.5)** - Al Kramer; **C. ASSESSOR (1-0325.5)** - Kit Weaver; **D. PURCHASING (1-0406.5)** - **ii. NORTHGATE COMPLEX (1-0527.5)** - Office Supervisor Cheryl Adams, **and i. CITY HALL (1-0558.5)** - Mr. Berkich; **E. COMMUNITY DEVELOPMENT (1-0575.5)** - Director Walter Sullivan, Office Supervisor Kathi Lear, Senior Planner Juan Guzman, Principal Planner Rob Joiner; **F. CLERK-RECORDER - i. CLERK (1-1715.5), ii. RECORDER (1-1780.5), iii. COURTHOUSE (1-1822.5), iv. ELECTIONS (1-1851.5), v. RECORDS MANAGEMENT (1-1953.5), vi. COURT CLERK (1-2005.5)** - Clerk-Recorder Alan Glover; **G. WELFARE AND INDIGENT FUNDS ; H. STATE MEDICAL INDIGENT FUND (1-2105.5)** - Employee Health and Health Services Manager Gayle McCulloch; **I. GROUP MEDICAL INSURANCE FUND (1-2211.5); J. WORKERS COMPENSATION FUND (1-2365.5); AND, K. INSURANCE FUND** - Risk Manager John Mayes - Discussion among the staff and Board included: the impact relocation of the Northgate offices to the new "City Hall" will be on Automation; the location of the AS 400 main frame; (1-0335.5) the status of the Assessor's Auto Cad program; (1-0454.5) the transfer of the HUD funding to WNDD; Purchasing's goals; Purchasing's education program for new employees and its policy and procedures manual; (1-0695.5) the GIS map; (1-0820.5) the "one stop shop" study and the effect it would have on Community Development; the problems and delays in getting plans processed; the computerized program for plan checks; the original request for a part-time park planner and assistant planner position; the need for a compliance officer; (1-1290.5) the proposal to publish the agendas for HARC, CRAC, and OSAC and the possibility of using other types of media for free advertising; (1-1351.5) the depth of the issues considered by the Planning Commission; (1-2095.5) the District Court Counter

CARSON CITY BOARD OF SUPERVISORS
Minutes of the Special May 13, 1997, Meeting
Page 2

Clerk salary and supplemental funding request; (1-2345.5) the increase in the number of employees who are now carrying dependent coverage; the coverage provided by the self-insured account; (1-2825.5) the Serpa litigation, the need to designation additional funds for its improvements/mitigation, potential funding sources including the contingency account and RTC funds, and the adequacy of Mr. Berkich's request to set aside \$50,000 for this purpose; and Risk Management's request for a part-time secretarial position.

(1-0090.5) The relocation may reduce the number of printers. (1-0301.5) Board comments commended Mr. Kramer on his dedication, investment program, cost reduction efforts, and assistance. Board comments also commended Mr. Weaver on his assistance and his work on the GIS and Auto Cad systems. Mayor Masayko supported Purchasing's goal to have performance measurements. (1-0520.5) Supervisor Smith commended staff on the entire budget process and cited, as an example, the acquisition of a new postage machine. (1-0602.5) A copy of the new zoning map was displayed. (1-0675.5) Mr. Sullivan agreed to keep a copy of a composite map in the Sierra Room.

Supervisor Tatro left the meeting at 6:30 p.m. A quorum was still present.

Supervisor Smith added to the wish list: (1-0715.5) a half-time Senior Secretary for Community Development; (1-1145.5) \$2920 for Community Development travel and training, the \$4500 Planning Commission training and the \$1,000 for HARC travel and training; and (1-3066.5) Risk Management's part-time clerical position.

(1-1290.5) Supervisor Bennett placed the Community Development compliance officer and (1-1245.5) the advertising of the CRAC, OSAC, and Planning Commission agendas on the wish list. (1-1237.5) Supervisor Bennett also supported funding the HARC and Planning Commission training.

(1-1252.5) Mayor Masayko placed the Code update on the one-shot wish list. Supervisor Plank supported Mayor Masayko's comments concerning the need for updating the Code.

(1-2075.5) Supervisor Plank placed the District Court Counter Clerk supplemental request on the wish list.

(1-1345.5) Public comments were requested. Planning Commissioner Alan Rogers thanked the Board for its support of Community Development's supplemental requests. He asked the Board to direct Mr. Sullivan to add to the goals and objectives a goal to develop a sustainable plan. He urged the other Departments to also adopt this goal. A list of projects underway in this endeavor had been distributed to the Board prior to the meeting. This three page listing impacts a majority of City Departments. He then encouraged the Board to place the Internet proposal on the wish list. Supervisor Smith felt that the City would find funding for the Internet somewhere as it is a useful tool. Mr. Sullivan explained that the goals had been established in February and expressed a willingness to add to it. He also explained the Commission's desire to discuss the sustainability with the Board. Supervisor Bennett commended the Commission on its leadership, its contributions and willingness to present concepts beyond the norm. Commissioner Rogers expressed his feeling that the goal statement was the first step in developing a sustainable plan.

(1-1565.5) Historic Architectural Review Committee Chairperson Peggy Twedt thanked the Board for its support and urged the Board to fund the supplemental request during the final round. The importance of the training was explained.

(1-1595.5) Airport Authority Chairperson Neil Weaver urged the Board to support the Department's requests and explained the support it receives from the Department. He felt certain that as the airport continues to grow, additional demands will be placed upon staff. Mayor Masayko thanked him for the service and dedication his members have provided to the airport and community.

(1-1680.5) Mr. Joiner stressed the need for additional planning to meet the demands of the community for its future growth and development. The benefits of having a compliance officer and full-time secretary were explained to illustrate the increasing workload and demand for services placed upon the Department. He

CARSON CITY BOARD OF SUPERVISORS
Minutes of the Special May 13, 1997, Meeting
Page 3

supported the "one stop shop", however, his is a very labor intensive Department. He urged the Board to seriously consider the supplemental staffing requests.

BREAK: An eight minute recess was declared at 7:45 p.m. A quorum of the Board was present when Mayor Masayko reconvened the session at 7:53 p.m., although Supervisor Tatro was absent as indicated previously.

(1-1907.5) Mr. Glover explained a proposal to use fees generated from the guardianships for automation training. Ms. Walker recommended including this revenue and expenditure in the budget rather than waiting until August to do an augmentation. Supervisor Plank moved that the training for SPAN in the amount of \$8720 be approved for the 97/98 budget, funding to be from the guardianship fund and to be ongoing. Following clarification of the funding, Supervisor Plank amended his motion to indicate that the funding is to be one shot monies. Supervisor Bennett seconded the motion. Mayor Masayko indicated the motion was to augment the Election budget by \$8,720. Motion carried 4-0. The Board complimented Mr. Glover and his staff.

(1-2355.5) Ms. Walker and the Board commended Mr. Mayes on his efforts to improve the employee health care package. (1-2367.5) Mr. Mayes introduced Risk Management Tech II Tony Baker.

(1-2965.5) Board consensus directed Ms. Walker to allocate \$50,000 from the contingency account to a special reserve account for mitigation of the Serpa lawsuit.

(1-3160.5) Mr. Berkich indicated the supplemental wish lists would be available on Friday and explained Monday's agenda. Discussion ensued on the amount of supporting documentation which should be provided with the lists.

(1-3201.5) Ms. Walker explained the printing costs for the cemetery booklet. Five hundred copies will cost \$1.98 each or \$990. One thousand copies will cost \$1.42 or \$1,415. Mayor Masayko directed her to use \$990 for the wish list. Ms. Walker then distributed to the Board and Clerk a memo State Forester Trenoweth had written to her. (A copy is in the file.) Its purpose was explained. Either State Forester Trenoweth or Regional Forester Ashworth will be present Monday evening to discuss the proposal. Ms. Walker assured the Board that the proposal would not create an impact on the Sierra Forest Protection District's coverage of the wildland area. The Board will consider a resolution on this proposal at a future meeting.

There being no other matters for consideration, Supervisor Plank moved to adjourn. Supervisor Bennett seconded the motion. Motion carried unanimously. Mayor Masayko adjourned the meeting at 9:05 p.m.

The Minutes of the May 13, 1997, Carson City Board of Supervisors special meeting

ARE SO APPROVED ON ____August_21____, 1997.

_____/s/_____
Ray Masayko, Mayor

ATTEST:

_____/s/_____
Alan Glover, Clerk-Recorder