



among the Board on which procedure should be utilized with Supervisors Tatro and Ayres supporting a cooperative agenda. Discussion ensued among the Board and staff on the status of the Board's previously established goals and objectives; the lack of positive action on the City's inmate work program; the Alternative Sentencing Program, the Harootunian ranch development plans; publication of the second edition on the City's profile; suggested establishing a city-wide/ring of open space for public use; a proposed computer-based complaint tracking system; open government resolution on which Supervisor Smith was to work with Mr. Swirczek. (1-1460) Discussion removed the goals to establish a working model of the City and the Historic District limited mixed use zoning. The Board had previously adopted the goals and objectives for the Utility Division. Discussion also stressed the need to get supportive documentation to the Board prior to the meetings; (1-1918) provided justification for establishing/increasing the fines/fees assessed against liquor establishments caught violating Liquor Laws; and explained the status of the hazardous material inventory.

Discussion carried forward to the 1993-94 goals and objectives list the following items and (1-2125) established the timetable for each. (The timetable for each item is in parenthesis at the end of each item--this year is short term = ST or SST for very short, short term; five or more years is long term = LT; two to four years is intermediate = IT; and on-going issues (OG).) Inmate work program (ST), (1-2395) which is to be under the State program; (1-0570) Regional Transportation Program with subheadings of Graves Lane West (ST) and East (IT); need to plan for traffic flow alternatives (ST); planning (ST) and implementation (IT) of a transit system; need for a public relations/information program/officer (ST); conduct a fee and service charge analysis (ST); Kings Canyon property use analysis (ST); (1-0858) parking enforcement/Sheriff's Office (ST); a facility preventative maintenance program (ST); consolidation of Senior Citizens' services (IT); centralized grant administration (ST); development of a one-stop shopping process specifically for special events (SST) and building permits; computer-based complaint response/tracking system (ST); (1-1316) full Board participation (ST); planning (ST) and implementation/construction (LT) of a bypass and alternatives (OG); upstream water storage (LT); establish a funding source for youth activities (ST); continue to hold joint meetings with other entities; Neighborhood Beautification Committee programs (ST); material to the Board as well as other Boards, Committees and Commissions on time (ST); Carson River corridor/BLM park development; street beautification/landscaping for Highway 50 and (1-1601) continue Highway 395 beautification projects (OG); develop and maintain Emergency Management Disaster Program; Capital Programs for a City Hall and Jail; planning (ST) and implementation (LT) of TRPA and Carson City Highway 28 land development; storm drain master plan (ST); uniform traffic flow signage (ST); child and adult care ordinances (ST); develop hillside ordinance (ST); status report on Public Works and Community Departmental reorganizations (ST); periodic Office/Department status reports (ST); enforcement of truck traffic routes and speed control (ST); District Attorney's office to furnish quarterly status reports on lawsuits (ST); analyze increasing Liquor License fees/fines for Substance Abuse Education programs (ST); noise abatement ordinance for both the Airport and community-at-large (ST); and an animal burial ordinance (ST).

Mr. Waters outlined the financial problems which would be incurred with the Inmate Work Program which he felt prevent its becoming a reality until addressed. Mr. Kastens detailed his Inmate Work Program, however, he has not been able to use the program as the Sheriff's Department has not had anyone who was eligible for the program. Mr. Waters felt that this was due to the Sheriff's need for trustees. Supervisor Tatro outlined the State Inmate Work Program which his Department utilizes and suggested that the City utilize the State's program if possible. Mayor Teixeira noted that this program works well in other cities and directed the word "City" be removed from the listing and that the word "State" be inserted in the above goals. Mr. Lewis indicated parental accountability and the Alternative Sentencing Program may require some Statute changes and his support for the program. Discussion ensued on the status of Graves Lane West, (1-2965) reasons for the delay in consolidating the Senior Citizens Services; (2-0008) customer complaint program; need for staff's supportive documentation to get to the Boards/Committees/Commissions in a timely manner and to the Board no later than Monday before the meeting; (2-0625) the need for a consent agenda and suggested various procedures for it; need for an agenda item which would allow the Board to discuss issues among the Members, the Open Meeting Law requirements, and time needed to be dedicated for this purpose; (2-1085) moved the Board comments/reports to the morning session; (2-

2165) and the City Manager's voice mail system.

(2-1010) Nevada Appeal Correspondent Will Behr cautioned the Board about the use of the consent agenda and Board discussion items due to his feeling that they could be used to circumvent the Open Meeting requirements.

Discussion among the Board and staff established the following as new goals and the timetable for 1993-94: (1-2387) establish a demand list for the Alternative Sentencing Program and parental accountability ordinances (ST); consolidation of youth activities (ST); continuation of the opinion survey (ST); Subconservancy review (ST); next two medians on Highway 395 (ST); (2-0601) establish a consent agenda procedure (ST); create a heading on the agenda for Board members to discuss issues with each other (ST); (2-1375) establish a fifteen minute workshop agenda heading for administrative matters/reports from Department Heads (ST); Carson River Corridor (ST); Boeing Drive WNDD EDA Grant (ST); cemetery master plan (ST); establish a specific date for the Strategic Planning process (ST); funding for the Carson Pride and Revitalization Program (OG); plan for the Library and Senior Citizen's Center expansion; (2-1840) prioritize the goals (ST); increase in the Parks maintenance budget (ST); CQI employee training in public/customer service and an appropriate merit system/job performance standard (ST); employee telephone etiquette training; outside Plan Checker policy (ST); support the V & T Railroad project (OG); (2-2715) compliance with the American Disabilities Act regulations/guidelines, and (2-2807) pave Deer Run Road.

(2-1685) Mr. Sullivan reviewed the Planning Commission goals which were: initiate a Master Plan Update; continuation of the present staffing level unless special meetings mandate a staff increase; and need for a realistic training budget. Mayor Teixeira felt that these goals needed to be broken down and items which could be readily addressed, handled. He felt that the Commission should also consider a consent agenda. Mr. Sullivan explained issues which the Commission is analyzing in an attempt to streamline its agenda and justification for the training request. Mayor Teixeira directed him to provide written justification for the training request. These goals were to be presented under the Planning Commission's heading.

(2-2625) Mayor Teixeira directed staff to review the list and comment on the timetables.

Mr. Waters expressed his concern about the lack of consideration for the American Disabilities Act in the goals.

(2-2852) Mr. O'Brien explained the snow plowing/sanding activities which had been going on this morning. Supervisor Smith requested additional signs be placed on Winnie Lane where a traffic accident had occurred. Mr. Berkich advised that Mr. Kastens was planning to clear the City parking lots Sunday afternoon. Supervisor Ayres reminded Mr. Berkich of the need to establish a volunteer list of individuals/firms who could assist elderly/home bound individuals. Mr. Berkich indicated that his office was attempting to establish a "hot line" for this type of services. Supervisor Bennett expressed her feeling that this was another indication of the need for an attitude adjustment from "what can't be done" to one of how things can be done. Mr. Berkich responded by detailing why his office was handling this assignment. Supervisor Ayres volunteered to assist his office with this assignment.

(3-0029) Mr. O'Brien then provided a verbal status report on the outside Plan Check program and responded to Board questions on its utilization, the list of firms which could be utilized, cost for this service, the expedited utilization procedures and responsibility for expediting costs, notification procedures to the contractors on this service, and the procedures.

Mayor Teixeira reiterated the procedures to be followed after the meeting indicating a report is to be provided to the Board by the first part of April concerning conflicts which the goals may create and funding needed to achieve the goals.

(3-0315) Mr. O'Brien explained the status of the street lighting retrofit program. Sierra Pacific is willing to work

with the City and keep the capital costs as low as possible. Energy costs will impact the budget and would restrict the number/size of areas retrofitted annually. Comments noted that areas wishing to remain without lighting would be able to do so.

(3-0365) Ms. Herman indicated the Library Board of Trustees would make a formal presentation on its goals at the next meeting. Mayor Teixeira noted that he would not be able to attend the March 4 meeting, however, was well aware of the Library needs. (3-0391) Ms. Timian-Palmer indicated the City had weathered the drought in better condition than several surrounding municipalities. She urged the Board to remember these goals during its deliberations. Mr. Weaver outlined automation improvements installed in his Department this year. Mr. Sorenson indicated a memo on grant management had been circulated. Mr. Buckley urged the Board to review his Department goals and objectives due to its relationship to the budget. He reminded the Board that public comments related to employees create moral problems for his Division. Mayor Teixeira felt that substantiated information should be relayed through the City Manager with appropriate follow-up. The Board should not be involved with an individual's performance evaluation. Mr. Naylor expressed his willingness to work with the Board on its goals. Discussion between Mr. Naylor and Supervisor Bennett indicated the GIS system was being addressed through the SPAN process. Supervisor Tatro then expressed his feeling that the Board should provide the City Manager with the appropriate tools necessary to accomplish his work, create an environment for success, and provide appropriate direction on the projects to be undertaken. Knowledge of public criticism of City employees would quickly spread throughout the area. The Board should establish a level of performance for the Department but refrain from reviewing the job performance for the employees without adequate information on which to base a decision. The effects of such public criticism were illustrated. Mayor Teixeira felt that the comments had been an indication that the system was "screwed up" and not a reflection of the employees. The system was the Board's "playground". Mr. Sullivan urged the Board to review the Department goals and comments, which Mayor Teixeira felt was necessary. Mr. Kastens felt that his goals and objectives were the same as the Board's in many areas and welcomed the opportunity to work with the Board on their achievement. Ms. Walker indicated Redevelopment goals and objectives would be provided March 4th. Ms. Fisher explained her involvement in rewriting all the job descriptions due to ADA requirements. Tasks and standards have been drafted for all City employees and will be utilized in their job performance evaluations. Mr. Berkich requested the Board direct any particular requests through his office to any Departments. Questions should be submitted direct to the Department. He thanked the Board for its time and guidance in establishing the goals. Additional comments were solicited but none made.

Supervisor Tatro moved to adjourn. Supervisor Smith seconded the motion. Motion carried unanimously. Mayor Teixeira adjourned the meeting at 12:35 p.m. No other formal action was taken or required.

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

The Minutes of the Special February 20, 1993, Carson City Board of Supervisors meeting

ARE SO APPROVED ON \_\_\_\_April\_1\_\_\_\_\_, 1993.

\_\_\_\_\_/s/\_\_\_\_\_  
Marv Teixeira, Mayor

ATTEST:

/s/  
Kiyoshi Nishikawa, Clerk-Recorder