CARSON CITY BOARD OF SUPERVISORS

Minutes of the Special May 1, 1991, Meeting Page 1

A special meeting of the Carson City Board of Supervisors was held on Wednesday, May 1, 1991, at the Community Center Sierra Room, 851 East William Street, Carson City, Nevada, beginning at 5:15 p.m.

PRESENT: Tom Fettic Mayor Pro-Tem

Greg Smith Supervisor, Ward 1

Tom Tatro Supervisor, Ward 3

Kay Bennett Supervisor, Ward 4

STAFF PRESENT: John Berkich City Manager

> Mary Walker Administrative Services Director Steve Kastens Parks and Recreation Director Charles P. Cockerill Chief Deputy District Attorney

Building Superintendent Larry Nair

Barbara Harris Recreation Superintendent Kent Hurliman Parks Superintendent

Recreation Supervisor Chris Ipsen

Jim Rue Recreation Superintendent

Katherine McLaughlin Recording Secretary Sandra Tschumperlin Accounting Technician

(B.O.S. 5/1/91 Tape 1-0025)

NOTE: Unless otherwise indicated, each item was introduced by staff's reading/outlining/clarifying the budget and/or supporting documentation. Staff members present are listed above. A tape recording of these proceedings is on file in the Clerk-Recorders office. This tape is available for review and inspection during normal business hours.

Mayor Pro-Tem Fettic called the meeting to order at 5:15 p.m. Supervisor Smith lead the Pledge of Allegiance. Roll call was taken and a quorum was present although Mayor Teixeira was absent. Mayor Pro-Tem Fettic explained his need to leave the meeting to attend a Subconservancy Hearing.

PARKS AND RECREATION DEPARTMENT - PARKS AND RECREATION ADMINISTRATION (1-

0043) - Department support for the SPAN program and funding granted during the last budget session were noted. Mr. Kastens expressed his feeling that the facilities were being utilized to a point where it may be a question of overuse. His request for an Administrative Assistant was outlined. Supervisor Bennett expressed her reluctance to approve a budget containing a merit and COLA increase for Mr. Kastens. Mayor Pro-Tem Fettic noted that this was the City Manager's responsibility as Mr. Kastens was his employee. Discussion ensued on the merit and COLA increases for both classified and unclassified employees. Supervisor Smith expressed his feeling that it should not be a standard 5 percent merit for all employees but rather a true evaluation of the person's job performance. Mr. Kastens explained his reasons for feeling that the Administrative Assistant supplemental was warranted. Supervisor Tatro expressed his support for a part-time individual who would coordinate activities. Mr. Berkich explained the responsibilities which had been assigned to the Deputy City Manager. Comments stressed the fact that Mr. Kastens' Department is highly visible and needs to be well run. Supervisor Bennett stressed her feeling that the Department was short on operations and services even though the programs were good.

(1-0885) Parks and Recreation Commission Chairperson Pete Livermore expressed his feeling that in the 7-1/2 years he had been on the Commission Mr. Kastens had not received any administrative assistance for the increased projects which had been assigned. Several examples of these programs were explained. Reasons for the Commission's vote on the supplemental request and his support were noted. Concerns about the lack of adequate Little League facilities and the increased pool fees were noted. He stressed that there was an increased demand on the Department.

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BREAK: At 5:50 p.m. a five minute recess was taken. When the meeting reconvened at 5:55 p.m. a quorum of the Board was present as noted.

(1-1027) Parks and Recreation Commissioner Ed Moran distributed to the Board a packet of information. (A copy was given to the Clerk after the meeting.) Mr. Moran stated that he was speaking as an individual and not a Commissioner. He then explained his two page memo concerning what he felt was adequate funding for the Department. His calculations indicated that an amount equal to the depreciation allowance should be provided for maintenance and upkeep. He urged the adoption of a procedure whereby funding per project could be maintained and assessed appropriately. If such a procedure was adopted, he felt certain a true track record of maintenance activities would be obtained. He felt that at this time at least 50 percent of the maintenance activities were occurring at the Sheriff's Department, which was providing the "Sheriff with a free lunch". If the Department was assessed for this work, the amount required would be reduced. He felt that the City should be proud of its parks even though there are more than normally found in a City of its size. His concern about the City's ability to care for these facilities was stressed. He again stressed that the presentation was his personal feelings and not that of the Commission. He suggested that no new parks be undertaken for at least five years; the parks should be evaluated and unneeded parks eliminated; the job ticket program implemented; an attainable annual budget goal for all maintenance, expenditures, buildings, and machinery, excluding only capital outlays covered by bond issues be established; Residential Construction Tax be utilized to complete unfinished park projects, including examples; and, due to his feeling that it was allowable, that the Statute establishing the Residential Construction Tax be tried to determine if the funds can be used for maintenance and used for that endeavor. Supervisor Bennett expressed her desire to have an Attorney General's opinion on this matter. Procedures for requesting such an opinion were noted and stressed that the District Attorney's office had not been requested to issue an opinion. Mayor Pro-Tem Fettic requested the District Attorney to issue an opinion on this matter for the Board. Mr. Moran suggested that if the District Attorney's opinion was against the usage, the matter be pursued further including, if necessary, amending the Statutes. He then explained his comments concerning whether the Division should be involved with some areas which he felt were not justifiable as parks. Mayor Pro-Tem Fettic directed the City Manager to meet with Mr. Kastens and appropriate individuals and respond to these comments--specifically, are there more parks than the City could handle and areas where Mr. Kastens should or should not be allocating his time.

CEMETERY (1-1855) - Justification for the supplementals were discussed. Supervisor Tatro placed the improvement of additional space at the cemetery on the first cut list. Access to the waterline was discussed. Supervisor Bennett stressed her desire to landscape the area wherever possible and commended the staff on the improved appearance of the cemetery. Usage of Community Service Workers was noted. Status of the crypts and service charges were discussed. (Mayor Pro-Tem Fettic passed the gavel to Supervisor Bennett and left the meeting--6:35 p.m. A quorum was still present.) Cemetery fees were discussed. Supervisor Smith expressed his support for a protective overhang if a storage shed could not be funded and placed both on the list. Likewise, funding should be found for tools which Mr. Hayes had brought from his home. Mr. Kastens noted that tools could and had been shared between Divisions, however, as the Parks Department was no longer adjacent to the Cemetery, the tools are not as accessible. Public comments were solicited but none made.

PARKS (1-2609) - National Parks and Recreational figures for various tasks were illustrated as a standard for job performance. The supplemental request was for four full-time Maintenance Worker I positions. The tentative budget had included the equipment replacement program and \$10,000 for beginning the back flow preventer program. Discussion ensued on the number, the individuals living in the Watchmen's Quarters, the Parks which have these Quarters, and the services provided by the individuals in exchange for rent. Mayor Pro-Tem Bennett explained concern about allowing recreational vehicles to park at Fuji Park. Mr. Kastens explained that during certain events recreational vehicles are allowed to park in the Park for security reasons. He had not been aware of an overflow from Comstock. Discussion ensued concerning fees assessed for events. Mr. Kastens felt that the Elections is the only activity paying all the charges. Fees have not been upgraded since 1984. Supervisor Tatro felt that when facilities are rented, the charge should include all costs. City subsidies should be handled through grants. Mr. Berkich explained that the staff was looking into these issues. Supervisor Smith supported the desire to establish the correct fees. He could not support hiring a consultant to do this work as he felt the Department

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Heads should know their costs and involvement. (2-0415) Dave Morgan explained the reasons Reno had hired a Phoenix firm to conduct this study. Mayor Pro-Tem Bennett suggested the consultant proposal be reconsidered. Supervisor Tatro suggested that the City obtain a copy of Reno's study as some of the figures should be comparable. He also felt that if the report is comprehensive it would withstand an attack against the increase. Supervisor Smith felt that the same had occurred with the pool fees and that it was a good example of the reasons for not retaining a consultant. Supervisor Tatro expressed his feeling that while the pool committee fee structure had raised the rates, it was not a true cost allocation for services provided. Plans to retain a contractor to manage Fuji Park were explained. Mayor Pro-Tem Bennett reiterated her request for a report indicating the cost and maintenance for each facility. Mr. Kastens expressed his reasons for not having provided this report due to a lack of staffing and his feeling that Mr. Moran's report had addressed the report. Mr. Berkich felt that the new accounting program may be able to do this work, however, it would take time to do so.

BREAK: A five minute recess was taken at 7:15 p.m. When the meeting reconvened a quorum was present as noted.

BUILDING MAINTENANCE (2-0778) - Mr. Kastens acknowledged Mr. Moran's comments concerning the dedication of manpower to the Sheriff's facility. His base budget had included liability and OSHA concerns. Problems which arose during the Christmas-time freeze were detailed. The need for preventative maintenance was outlined. Prison labor is utilized when available. This source of labor will continue to be evaluated and utilized wherever possible. Supervisor Smith expressed his feeling that the replacement of the roofs should be categorized as repair and maintenance. He felt that there was little if any repair and maintenance on air conditioning units. Mr. Nair explained that due to a lack of manpower it is not done as often as desirable. He placed the supplemental request for additional staff on the first cut list. Discussion ensued concerning staff's desire to utilize more State/City prison labor. Supervisor Tatro directed Mr. Berkich to discuss with the Women's Prison Warden this program. Mayor Pro-Tem Bennett urged further consideration of the supplemental requests and directed the City Manager to pursue the prison program further. Public comments were solicited but none made. Mr. Kastens then noted his priorities were in order of importance and his commitment to Gail Thomssen to point out No. 16 for the center pole for the downtown street lighting. Mayor Pro-Tem Bennett explained her desire to have the maintenance funding under each facility rather than lumped together under the Parks Division. It was explained that this had been done several years earlier, however, had been utilized for other items and was changed to being under Parks. Mayor Pro-Tem Bennett felt that her suggestion was the only way a true cost could be established. Mr. Berkich expressed his feeling that it was not a question of where the funds were allocated but rather the lack of adequate funding for maintenance. Mr. Kastens agreed to provide a job allocation on the repairs provided. Discussion indicated the possibility such reports could support a potential change in Board priorities. Clarification indicated that additional items should not be added to the first cut list at this time. Supervisor Tatro stressed that if the Members desire to indicate a change of priority beyond rhetoric the items should be added to the list. Mayor Pro-Tem Bennett then directed the City Manager to establish a procedure whereby status or follow-ups could be maintained of any requests for assistance which are not addressed. Clarification indicated that she was talking about some gutter repair needed at the Brewery Arts Center. This is neither a City building nor maintained by the City. The City has had a policy, much to its detriment, of helping when it could but has no liability to do so. Mr. Nair explained that he would finding funding for Supplemental 1A elsewhere.

SWIMMING POOL (2-2276) - Copies of the justification for lifeguard salary increases were given to the Board and Clerk and explained. Supervisor Smith supported the wage increase and placed it on the list. Supervisor Tatro requested the second priority for additional training be placed on the list also. Supervisor Smith agreed with this request. Mayor Pro-Tem Bennett stressed her concern about the amount of sand still on the bottom of the pool. Mr. Ipsen explained his attempt to determine the source of this sand. Public comments were solicited but none made.

COMMUNITY CENTER (2-2825) - Copies of the supplemental requests for PATCOM were distributed to the Board and Clerk. Mayor Pro-Tem Bennett requested that the increase in funding for a part-time PATCOM

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employee be placed on the list. (3-0016) PATCOM Member James Kirks explained the funding expenditures incurred since the station began operation. Therefore, the funding request was for \$4,755. Mayor Pro-Tem Bennett felt that the Program was worthwhile and commended them on their efforts. Mr. Kirks explained the volunteers and support he had received from the community. Dave Morgan explained a news program from the community which would start soon. Volunteer staffing and funding were solicited. The Board commended them on their efforts. Discussion indicated a desire to have a notice posted advising the audience, etc., to be very careful about their comments as the microphones for PATCOM were very sensitive. Mr. Berkich noted that the donations and funds raised by PATCOM would be utilized by it and not other City functions. Mr. Kastens and Mr. Rue then reviewed the supplemental requests. The need for additional space was outlined. Mayor Pro-Tem Bennett placed the supplementals on the list.

BREAK: At 8:45 p.m. a five minute recess was taken. When the meeting reconvened at 8:50 p.m. a quorum was present.

RECREATION (3-0675) - Supervisor Tatro commended Ms. Singer on the new payment plan and programs. Clarification ensued on the salaries. Public comments were solicited but none made. Mayor Pro-Tem Bennett expressed her feeling that the Center was in constant use and commended the staff on these efforts. The various programs were outlined by Ms. Singer. She also noted that a replacement program would be presented to the Board in the near future. Mr. Kastens outlined the joint usage program with the School District.

RESIDENTIAL CONSTRUCTION TAX (3-0995) - The Commission would make recommendations to allocate the \$238,260 in funding soon. Mayor Pro-Tem Bennett urged the Commission to consider the need to complete park projects already undertaken when making these recommendations. Additional comments were solicited but none made.

PARKS CONSTRUCTION (3-1118) - The revenue and expenditures were discussed. Comments were solicited but none made.

Supervisor Smith moved to adjourn. Supervisor Tatro seconded the motion. Motion carried 3-0. Mayor Pro-Tem Bennett adjourned the meeting at 9:10 p.m.

The Minutes of the Special May 1, 1991, Carson City Board of Supervisors meeting

	ARE SO APPROVED ON June 6, 1991.
	/s/ Marv Teixeira, Mayor
_/s/ Kiyoshi Nishikawa, Clerk-Recorder	_