

CARSON CITY BOARD OF SUPERVISORS  
Minutes of the November 16, 2000, Meeting  
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A regularly scheduled meeting of the Carson City Board of Supervisors was held on Thursday, November 16, 2000, at the Community Center Sierra Room, 851 East William Street, Carson City, Nevada, beginning at 8:30 a.m.

PRESENT:                   Ray Masayko                   Mayor  
                                  Kay Bennett                   Supervisor, Ward 4  
                                  Robin Williamson           Supervisor, Ward 1  
                                  Jon Plank                    Supervisor, Ward 2  
                                  Pete Livermore             Supervisor, Ward 3

STAFF PRESENT:   John Berkich                   City Manager  
                                  Al Kramer                    Treasurer  
                                  William Naylor             Information Services Director  
                                  Cheryl Adams               Deputy Purchasing Director  
                                  Ken Arnold                 Deputy Health Director  
                                  Neil Rombardo             Deputy District Attorney  
                                  Katherine McLaughlin     Recording Secretary  
                                  Tracy Edgar                Management Assistant  
                                  Justine Chambers         Senior Purchasing Tech  
(B.O.S. 11/16/00 TAPE 1-0001)

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, INVOCATION, AND PLEDGE OF ALLEGIANCE** - Mayor ProTem Kay Bennett convened the meeting at 8:30 a.m. Roll call was taken. A quorum was present although Mayor Masayko had not yet arrived. Pastor Paul Martin of the Church of God gave the Invocation. Supervisor Livermore lead the Pledge of Allegiance.

**CITIZEN COMMENTS (1-0028)** - Tom Quigley asked how to get the resolution prohibiting heavy trucks and large vehicles from using Deer Run Road enforced. Mayor Pro-Tem Bennett explained that the Board could not act on issues raised under this heading. Mr. Berkich indicated he would work with Mr. Quigley. Mr. Quigley suggested that signage be installed on the road and asked that the issue be agendized if something is not worked out. Additional comments were solicited but none given.

**1. APPROVAL OF MINUTES - 8/3/00** - Supervisor Plank moved to approve the Minutes of the Carson City Board of Supervisors meeting on August 3, 2000, as presented. Supervisor Livermore seconded the motion. Motion carried 4-0.

**2. AGENDA MODIFICATIONS (1-0060)** - None.

**3. SPECIAL PRESENTATION - PRESENTATION OF AWARDS TO PET SUPERMARKET AND SERENITY SUPPORT SERVICES FOR THEIR CONTINUED EFFORTS IN ASSISTING WITH PET ADOPTIONS (1-0065)** - Deputy Health Director Ken Arnold and Management Assistant Tracy Edgar described and thanked them for their adoption programs. Mayor Pro-Tem Bennett read and presented the plaques recognizing their dedication and efforts. Pet Supermarket Manager Susan Paul thanked them for the recognition and described the work they do preparing the cats for her to take to the store for display. Serenity Support Services Representative Sharon Newsom thanked them for the recognition and solicited the names of businesses where the posters could be displayed.

**4. CONSENT AGENDA (1-0148)**

**A. TREASURER - ACTION ON TREASURER'S REPORT FOR THE MONTH OF OCTOBER 2000**

**B. DEVELOPMENT SERVICES - ACTION ON THE EDMONDS SPORTS COMPLEX PUMP INSTALLATION PROJECT, CONTRACT NO. 2000-16 AND REQUEST FOR AUTHORIZATION TO INCREASE THE ORIGINAL CONTINGENCY AMOUNT BY \$20,000**

**C. PURCHASING AND CONTRACTS**

**i. ACTION ON A RESOLUTION REQUESTING THE BOARD OF SUPERVISORS TO DETERMINE THAT THE ATTACHED LIST OF 193 PIECES OF COMPUTER EQUIPMENT HAVE REACHED THE END OF THEIR USEFUL LIVES AND AUTHORIZE THEIR DONATION TO COMPUTER CORPS, A NONPROFIT ORGANIZATION CREATED FOR CHARITABLE PURPOSES, WHERE VOLUNTEERS WILL REPAIR, REFURBISH, AND UPDATE THIS EQUIPMENT AND DONATE THIS COMPUTER EQUIPMENT BACK TO ORGANIZATIONS OR RESIDENTS OF CARSON CITY**

**ii. ACTION ON THE AWARD OF CONTRACT NO. 0001-042 ALL PURPOSE FOUR WHEEL DRIVE DIESEL TRACTOR TO NEVADA TRACTOR, INC., AS THE LOWEST RESPONSIVE AND RESPONSIBLE BIDDER PURSUANT TO NRS 332 AND PURSUANT TO THE BOARD'S FINDINGS THAT IT IS IN THE PUBLIC'S BEST INTEREST TO ACCEPT THE BID EXCEPTION TO PROVIDE ONE (1) 2000 MODEL YEAR NEW HOLLAND TN655 TRACTOR FOR THE PARK AND RECREATION DEPARTMENT FOR \$33,100**

**iii. ACTION ON THE AWARD OF CONTRACT NO. 0001-050 PROTECTIVE CLOTHING FOR STRUCTURAL FIREFIGHTING TO L. N. CURTIS AND SONS AS THE LOWEST RESPONSIVE AND RESPONSIBLE BIDDER PURSUANT TO NRS 332 AND PURSUANT TO THE BOARD'S FINDINGS THAT IT IS IN THE PUBLIC'S BEST INTEREST TO ACCEPT THE TWO (2) BID EXCEPTIONS TO PROVIDE GLOBE FIREFIGHTERS SUITS MODEL GX7 FOR THE FIRE DEPARTMENT AT \$973 PER SET OF PROTECTIVE JACKET AND TROUSER WITH PRICES FIRM THROUGH NOVEMBER 15, 2001**

**iv. ACTION ON THE AWARD OF CONTRACT NO. 0001-055 VEHICLE REPLACEMENT TO CAPITAL FORD-MERCURY AS THE LOWEST RESPONSIVE AND RESPONSIBLE BIDDER PURSUANT TO NRS 332 TO PROVIDE ONE (1) 2001 FORD X21 F250 S/CAB FOR THE SEWER MAINTENANCE DIVISION FOR \$28,537**

**v. ACTION ON CONTRACT NO. 0001-059 INTERLOCAL CONTRACT FOR MARINE PATROL BOAT SERVICES WITH THE WASHOE COUNTY SHERIFF'S OFFICE TO PROVIDE MARITIME PATROL AND LAW ENFORCEMENT ACTIVITIES IN AND ABOUT THE WATERS OF LAKE TAHOE WITHIN THE BOUNDARIES OF CARSON CITY, NEVADA, FROM MEMORIAL DAY WEEKEND TO LABOR DAY WEEKEND FOR THE YEARS 2000 AND 2001 FOR \$4,500 PER YEAR**

**vi. ACTION ON CONTRACT NO. 0001-062 JOINDER BID WITH LYON COUNTY TO PURCHASE ONE (1) NEW JOHN DEERE MODEL 644H WHEEL LOADER FOR \$144,973 WITH A GUARANTEED BUY-BACK AMOUNT OF \$111,500 AT THE END OF THREE (3) YEARS FROM EMPIRE EQUIPMENT CO. FOR THE STREET OPERATIONS DEPARTMENT**

**vii. ACTION ON CONTRACT NO. 0001-063 PROGRAM PLANNER/COORDINATOR FOR THE CARSON CITY MENTAL HEALTH COALITION WITH PATRICK J. HARDY - Supervisor Williamson pulled Item C. i. for discussion. Supervisor Plank moved to approve the Items on the Consent Agenda with the exception of the item under Purchasing dealing with Computer Corps. Supervisor Williamson seconded the motion. Motion carried 4-0.**

**C. i. (1-0174)** Supervisor Williamson explained her desire to recognize the work Computer Corps does in the community. Deputy Purchasing Director Cheryl Adams introduced Information Services Director William Naylor and Computer Corps Representative Ron Norton. She explained that computer equipment which goes to auction receives a small value. Donating the items was felt to be a better way of recognizing the benefits the

equipment could provide to the community. Computer Corps provides this function. Mayor Pro-Tem Bennett indicated that she had donated to the non-profit organization before. Mr. Norton described the non-profit program, its services, and the plans for the computer equipment. He thanked the community for its support. The location was announced. Mayor Pro-Tem complimented him on the service. A memorandum describing the mission, goals, programs, results and needs was distributed to the Board and Clerk. (A copy is in the file.) Supervisor Williamson complimented him on the efforts. Supervisor Williamson moved to adopt Resolution No. 2000-R-52, A RESOLUTION AUTHORIZING DONATION OF SURPLUS ITEMS and approving the request that the Board of Supervisors determine that the attached list of 193 pieces of computer equipment have reached the end of their useful lives and authorize their donation to Computer Corps, a nonprofit organization created for charitable purposes where volunteers will repair, refurbish, and update the equipment and donate the computer equipment back to organizations or residents of Carson City; no fiscal impact. Supervisor Plank seconded the motion. Motion carried 4-0.

## **5. BOARD OF SUPERVISORS**

**A. DISCUSSION AND POSSIBLE ACTION ON LEGISLATIVE MATTERS (1-0360)** - Mayor Pro-Tem Bennett referenced a memo from Consultant Mary Walker. (The Clerk did not have a copy.) The SB 253 Committee will be submitting a bill draft. No formal action was required or taken.

**B. NON-ACTION ITEMS - INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS (1-0372)** - Supervisor Livermore reported on his attendance/participation at the following meetings of or functions on: the RSVP community service center; Mental Health Coalition including the selection of Pat Hardy as the Program Coordinator; Chamber of Commerce Manufacturers; economic development; Ormsby House renovation; storm drain utility; Costco grand opening; Retired Public Employees Association and the Sertoma Club regarding Carson-Tahoe Hospital affiliation/reorganization study; The Foundation for the Betterment of Carson City Parks and Recreation including his tour of the Wungnema House; Youth Sports Association; Convention and Visitors Bureau; and the Carson-Tahoe Hospital Board of Trustees. He announced the Historical Society tour scheduled for December 3 from 1 to 6 p.m., which will include the Wungnema House. He complimented the Foundation for its Wungnema House restoration efforts. The Tourism Information Center is now open on weekends. Carson City's Convention and Visitors Bureau had won a first place award on the "Divine Nine Media Tour". The Hospital has scheduled public presentations on affiliation/reorganization for January 22 and 23. The Carson Mall Urgent Care Center should open in January. Flu shots should be available within the next week or two. Supervisor Williamson reported on her attendance/participation at the following meetings of or functions on: Brewery Arts beer tasting fundraiser; Redevelopment Authority Citizens Committee; One Region Steering Committee; Convention and Visitors Bureau; the sewer dewatering treatment facility presentation; Ormsby House; storm water drainage; Costco grand opening; Carson-Tahoe Hospital Auxiliary luncheon; organizational development team "Why" campaign; and the Carson High School girls soccer team. She announced the Auxiliary's New Member Tea at the Hospitality House on Tuesday from 11 a.m. to 2 p.m. Individuals wishing to join the Auxiliary or tour the Hospitality House were invited to attend. She also noted the Ormsby House donation of furniture for the Hospitality House. Any non-profit organizations needing furniture were encouraged to contact the Ormsby House. She also explained her plans to attend the graduation dinner for the Chamber of Commerce's leadership class this evening. Supervisor Plank reported on his attendance/participation in the following meetings of or functions on: providing transportation to the polls, Parks and Recreation Commission, Regional Transportation Commission, canvassing the election results, Costco's grand opening, storm drainage, Northern Nevada Railroad Foundation, Sertoma, wastewater treatment facility dedication, Senior Center Advisory Council, and a Wungnema tour. He complimented the Street Department on its snow plowing efforts, Mr. Guzman for his comments regarding the Airport master plan, and May Ruth French for her work to save the Wungnema House. Mayor Pro-Tem Bennett reported on her attendance at or participation in the following meetings/activities: her vacation in Florida, the Highway 395 median beautification project, TRPA, and economic development. She asked Mr. Berkich to schedule a briefing on the Storm Drainage Committee activities for her.

**C. STAFF COMMENTS AND STATUS REPORT (1-1010)** - Mr. Berkich briefed the Board on the

Project Impact seminar held in Washington, D.C.

**6. TREASURER - Al Kramer - ORDINANCE - FIRST READING - ACTION TO APPROVE AN ORDINANCE AMENDING CARSON CITY MUNICIPAL CODE (CCMC) TITLE 4 LICENSES AND BUSINESS REGULATIONS AMENDING SECTION 4.04.107 (PUBLIC UTILITIES) TO CHANGE THE DEFINITION OF THE TERM "PUBLIC UTILITY" TO REFLECT THE DEFINITION PROVIDED BY NRS 704.020 AND TO ADD SECTION G WHICH WILL ALLOW SMALL TELECOMMUNICATION COMPANIES TO PAY FEES ON A YEARLY BASIS AND SECTION H PROVIDING PENALTIES TO SMALL UTILITIES WHO FAIL TO TIMELY PAY FEES PURSUANT TO SECTION G AND OTHER MATTERS PROPERLY RELATED THERETO (1-1045)** - Notification procedures and problems encountered attempting to determine who provides these intrastate services were described. Clarification indicated that the proposal would require annual payments from those companies whose fee is under \$50 per quarter. Supervisor Plank moved to introduce on first reading Bill No. 132, AN ORDINANCE AMENDING CARSON CITY MUNICIPAL CODE (CCMC) TITLE 4 LICENSES AND BUSINESS REGULATIONS AMENDING SECTION 4.04.107 (PUBLIC UTILITIES) TO CHANGE THE DEFINITION OF THE TERM "PUBLIC UTILITY" TO REFLECT THE DEFINITION PROVIDED BY NRS 704.020 AND TO ADD SECTION G WHICH WILL ALLOW SMALL TELECOMMUNICATION COMPANIES TO PAY FEES ON A YEARLY BASIS AND SECTION H PROVIDING PENALTIES TO SMALL UTILITIES WHO FAIL TO TIMELY PAY FEES PURSUANT TO SECTION G AND OTHER MATTERS PROPERLY RELATED THERETO, fiscal impact is none. Supervisor Livermore seconded the motion. Motion carried 4-0.

Mr. Kramer explained his contact with Nevada Bell regarding the proposal. He purportedly had had no problem with the modification.

**7. BUILDING AND SAFETY - Building Official Phil Herrington - ORDINANCE - SECOND READING - ACTION ON BILL NO. 131 - AN ORDINANCE AMENDING TITLE 15 (BUILDING AND CONSTRUCTION) OF THE CARSON CITY MUNICIPAL CODE, CHAPTER 15.05 (BUILDING CODE), SECTION 15.05.010 (ADOPTION OF THE UNIFORM BUILDING CODE AND RELATED CODES) BY DELETING REFERENCES TO THE ADOPTION OF THE PERMIT FEE SCHEDULES IN THE 1982 UNIFORM ADMINISTRATIVE CODE AND AMENDMENTS THERETO, AND THEREBY ADOPTING THE 1997 UNIFORM ADMINISTRATIVE CODE IN ITS ENTIRETY, INCLUDING THE PERMIT FEE SCHEDULES THEREIN, AND OTHER MATTERS PROPERLY RELATED THERETO (1-1205)** - Mr. Herrington described a telephone conversation he had had with Jim Bawden regarding the decision to eliminate the discount for multiple use of the same building plan in a subdivision. Supervisor Plank expressed his feeling that the Board should support the ad hoc committee's revisions. Additional comments were solicited.

C. J. Bawden, representing Landmark Homes and Development, Mountain Park Development and Dwight Millard, expressed their concerns with the elimination of the discount for multiple plan checks and requested it be reinstated. The fee increase would purportedly have a significant impact on their businesses. He felt that the City only stamps the multiple plans once it has been submitted. They do not require additional work.

Builders Association of Western Nevada President and One Stop Shop Oversight Committee member Tom Metcalf described comments made by Dale Brown indicating a reduced permit fee could provide an unfair advantage to small builders who purchase lots in subdivisions and construct spec homes. Landmark Homes and Stanton Park Developments purchase raw land and develop the entire subdivision. This eliminates "in-house competition". Their competition is between different subdivisions. The Committee had originally supported the reduced fees. He suggested that additional time be taken to study the concept. He asked that the Board reinstate the reduced plan check fee for a master developer in a single project. He agreed that once the plans are checked, they only need to be rubber stamped thereafter.

Builders Association First Vice President Ron Kipp pointed out that the reduction in the plan check fee would not change the permit fee. They are two separate fees.

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Mr. Herrington then explained the fee for a \$100,000 house. The proposed plan check reduction would save approximately \$400. He also expressed a willingness to work with the oversight committee and further evaluate the reduced fee. Mr. Kipp explained that Mr. Brown would be entitled to the same reduction in fees if he constructs the same house in the same subdivision more than one time. He described the term "master home builder" as relating to the builder's experience and not the number of homes constructed. He felt that the ordinance included this definition. Mr. Herrington agreed with his explanation regarding the reduced fee application and its use for the same home in the same subdivision. He assured the Board that Mr. Brown had the same opportunity to pay the same reduced fee if constructing the same house more than once in the same subdivision. He also discussed the fees paid for a \$100,000 home under the proposal. If the Building Code is revised, a new plan is required. The full fee is assessed for the first set of plans. The reduced fee applies to multiple use of the same plan within the same subdivision. The same plan could be used for ten years if no Code changes are implemented.

Stanton Homes Developer and Realty Representative Dwight Millard described the plan check fee and his reasons for feeling that the second plan is merely rubber stamped. The full plan check fee is currently assessed for every house. Mr. Millard felt that Mr. Brown had objected to a reduction in the permit fee and not the plan check fee. He, also, opposed a reduction in the permit fee. He explained his feeling that the plans should not be assessed a fee for the second and multiple use once the first plan check fee has been paid. The purpose for establishing an enterprise is to assess fees related to service provided. If the service is not required, a fee is unnecessary. He supported the reducing the plan check fees for any plan used more than once in the same subdivision.

Mr. Herrington suggested that the terms "master builder" and "production builder" be replaced with the use of the principle that any applicant using a repeat standard plan in a subdivision. Only this builder would receive the 25 percent reduction in the plan check fee. He also explained the reviews performed by other Departments which could create a financial impact. Only his Department does not have an extensive review of repeat plans. Mr. Metcalf and Mr. Kipp reiterated the Builders Association support for the reduced plan check fee.

Supervisor Williamson explained her concern with the concept as it subsidizes certain builders in the community and lacks information concerning whether the reduced fee would be credited to or provide additional amenities to the home buyer. Consistency in the fees should be maintained.

Supervisor Livermore explained that his business approach to the concept would indicate that if the plan is used for ten homes, the actual cost of the plan checks should be divided by ten. This general business practice/rule may be applied in this case. He was willing to approve the concept based on the assurance that the difference between master/production builder will be provided and that small builders would be able to obtain the same discount if the plan is used in the same subdivision for more than one home. New plans should pay the entire plan check fee. Mr. Herrington explained the reasons for tying the plans to a specific subdivision. Clarification indicated that it should be a "single" subdivision.

Supervisor Plank indicated his understanding of Supervisor Williamson's concern. He felt that the prices would be evened out and that the Board should not be involved with price fixing. The market will establish that.

Mr. Millard described his reasons for agreeing to the proposed fee reduction as being based on the fact that the net overall effect would be a fee increase.

Supervisor Plank suggested that the Board defer action on the ordinance and allow staff to draft a revised version reflecting the 75 percent decrease in the plan check fee for multiple use of the same plan within a subdivision. Mayor Pro-Tem Bennett suggested a brief recess be taken to allow staff time to work on the language. Mr. Herrington indicated that the original first reading draft had included the language providing the 25 percent rate. He had never proposed to the Board a decrease in the permit fees. He agreed to provide the original draft to Mr. Rombardo.

BREAK: A recess was declared at 10:10 a.m. A quorum of the Board was present when Mayor Pro-Tem Bennett reconvened the meeting at 10:15 a.m. Mayor Masayko was absent as indicated.

(1-1705) Mr. Rombardo explained the requirement that an ordinance change have two readings. The revision would only have one change if approved today. Supervisor Plank supported beginning the process over. Discussion indicated that it may not be possible to implement the change on January 1 as the State Taxation Commission must approve the fee increase. Finance Director David Heath felt that the ordinance could be effective February 1 as the fund could not be created until the Department of Taxation approves it. He did not wish to presume that the Commission would approve the fund. The Statute mandating the review by the Taxation Commission was described. Discussion indicated that the Board could approve the proposed ordinance draft and Mr. Heath would submit it to the Commission. The Board could revise the ordinance with two readings in December. The January fees would be as discussed today. Mr. Herrington also pointed out that the One Stop Committee could review the ordinance and submit a revision at a future date. Mr. Rombardo pointed out that if the ordinance as written is adopted today, the fees will be implemented on Monday, after publication. Mr. Heath explained that the new fee structure would not be implemented until January 1. There is adequate time to amend the fees. Discussion explained the Commission's review over the establishment of the enterprise fund which allowed the City to increase the fees. Mr. Heath indicated that if the fees are modified in the future, he would advise the Commission of the changes. Supervisor Livermore moved that the Board of Supervisors adopt Ordinance No. 2000-31, Bill No. 131, on second reading, AN ORDINANCE AMENDING TITLE 15 (BUILDING AND CONSTRUCTION) OF THE CARSON CITY MUNICIPAL CODE, CHAPTER 15.05 (BUILDING CODE), SECTION 15.05.010 (ADOPTION OF THE UNIFORM BUILDING CODE AND RELATED CODES) BY DELETING REFERENCES TO THE ADOPTION OF THE PERMIT FEE SCHEDULES IN THE 1982 UNIFORM ADMINISTRATIVE CODE AND AMENDMENTS THERETO, AND THEREBY ADOPTING THE 1997 UNIFORM ADMINISTRATIVE CODE IN ITS ENTIRETY, INCLUDING THE PERMIT FEE SCHEDULES THEREIN, AND OTHER MATTERS PROPERLY RELATED THERETO; fiscal impact is none. Supervisor Williamson seconded the motion. Discussion indicated that the Board's intent was known and that it was not necessary to direct staff to pursue an ordinance amendment. The motion was voted and carried 4-0.

**8. PARKS AND RECREATION - Director Steve Kastens - ACTION ON THE APPROVAL OF TRANSFERRING \$15,551.75 OF FISCAL YEAR 2000-01 CAPITAL IMPROVEMENT PROGRAM FUNDS FOR THE RELOCATION OF THE LONE MOUNTAIN CEMETERY OFFICE FOR THE PURCHASE OF ASH NICHES AT LONE MOUNTAIN CEMETERY (1-1920) - Cemetery Sexton David Stultz - Discussion explained the site proposed for the niches, the sale price, and the demand for the niches. Supervisor Livermore moved to approve the transfer of Fiscal Year 2000-01 Capital Improvement Program Funds for the relocation of the Lone Mountain Cemetery Office to the Cemetery Fund for the purchase of ash niches at Lone Mountain Cemetery, fiscal impact is \$15,551.75, and the funding source is the General Fund Capital Improvement Program. Supervisor Williamson seconded the motion. Motion carried 4-0.**

BREAK: There being no other matters scheduled until 1:30 p.m. a recess was declared at 10:38 a.m. The entire Board was present at 1:30 p.m. when Mayor Masayko reconvened the meeting, constituting a quorum.

**9. CARSON CITY MUNICIPAL GOLF COURSE - Carson City Municipal Golf Corporation Chairperson Mark Sattler - PRESENTATION ON SENIOR CITIZEN PASSES AT EAGLE VALLEY GOLF COURSE (1-2062) - E. M. "Doc" Scrivner, City Manager John Berkich, Charles Drown, Parks and Recreation Director Steve Kastens, Donna Kuester, Men's Club President Jack McQuirk, Jim Collier, Deputy District Attorney Neil Rombardo - Dr. Scrivner submitted a petition supporting the use of the Quality of Life funds for the course. (The petitions were given to the Clerk after the meeting and are in the file.) There should be adequate funding in this account due to the sales tax generated by Costco. This would maintain the juvenile use of the facility. Mayor Masayko disclosed his discussion with Dr. Scrivner regarding the petition. He indicated that the issue raised is indirectly connected to the agendized item, which is the increased fees at the golf course. He asked the Corporation to "workshop" this concept and present a policy recommendation to the Board regarding how to provide funding for this purpose and the impact such funding would have on the fee structure and the public enjoyment of the facility. This policy should be passed through the Parks and Recreation Commission before coming to the Board. Both Dr. Scrivner and Chairperson Sattler agreed to work on the proposal. Mr. Berkich agreed to staff and facilitate the meeting. Dr. Scrivner elaborated on the school golf program to illustrate a**

juvenile program provided at the course. Clarification between Dr. Scrivner and Supervisor Livermore indicated that there are no fees for this program. Funding generated by the tournaments are used to pay for the program. If another funding source is determined, it will allow use of those funds for other purposes. Dr. Scrivner also suggested that the room tax be returned to the course. Chairperson Sattler clarified the school programs, including the Community College program, and the afternoon \$5 youth program. He was willing to consider a Quality of Life program, if so directed. Mayor Masayko explained his reasons for asking that the Corporation consider the concept.

Mayor Masayko explained for Mr. Drown the decision to use the room tax for other purposes than the golf course. Mr. Drown asked that consideration be given to returning the tax to the golf course. Mr. Kastens explained the history of the golf course, the room tax, and the bonds issued for Mills Park and other facility improvements which had taken the room tax.

Ms. Kuester, as a member of the original Quality of Life committee, explained that the original question posed to the electorate had included specific items. All of these items have not yet been accomplished. The suggested program should not be considered until they have been completed.

President McQuirk felt that the Board was discriminatory in its allocation of funds for recreational activities which did not include golf. The Board should take over the bond payments. Unless funding is provided, the west course could be lost. This would eliminate the open space currently provided. A portion of the room and sales taxes should be returned to golf course. The Board should protect and maintain it in good shape. President McQuirk then explained his contention that the west course would be developed for other purposes if not maintained. Justification for his position that the courses do meet the criteria for designation as open space was provided. Supervisor Livermore then explained the use of room tax monies to promote the local golf courses and that the organized juvenile recreational activities are maintained by volunteers and is self-supporting. President McQuirk continued to explain his position based on the alleged loss of funding for Parks and Recreation. Supervisor Williamson explained that baseball, softball, soccer, etc., players pay more than the \$5 per game charged juvenile golfers. She urged everyone to work together to find a solution and that the discussion return to the fee structure. Chairperson McQuirk expressed his feeling that the entire baseball fee is not given to the City. Chairperson McQuirk explained his proposal that the season pass be restricted to use of the courses during non-tournament periods. He encouraged increased marketing efforts to provide the increased tournament activity which would reduce the amount of pass play. Justification for providing expanded juvenile programs was limned. Mayor Masayko agreed that increased tournament play would provide additional funding to meet the needs of the course. Until this funding is provided, however, the success of the courses would be determined by the policies established in public hearings.

Mr. Collier questioned the Board regarding who played golf, the number of rounds, location, etc. He questioned the reasons additional tennis courts had been added to the facility and the cost to use such facilities. Mayor Masayko agreed that the use of the tennis courts is free when two individuals play. The tennis club play, including tournaments, requires a fee. Mr. Collier then expressed his feeling that if the seniors did not play during the week, the courses would not be used. The fees will eliminate juvenile play and anyone in the middle or lower income classes. He urged the Board to support the asset provided by the course as illustrated by its beauty and open space. Additional comments were solicited but none provided.

Supervisor Livermore felt that the Corporation had followed the Board's direction and returned with the proposed program. His support for and sensitivity toward senior passes was noted. The community should consider the issue of how to support the golf course. His family's golf activities were noted. Fees for public picnic areas are assessed when guaranteed availability is required. Individual use during other periods is free. The pass card provides a guarantee that usage is possible. He volunteered to work with the golfers on any issue in the hope of providing an acceptable compromise. He applauded the Corporation on its efforts to create a senior pass card as requested. It is a fair recommendation.

Mayor Masayko pointed out that the free youth programs and the \$5 Monday through Friday afternoon youth fee

provides cheap accessible golf for the youth of the community. He also felt that the Corporation would provide a means for allowing any youth unable to afford the \$5 fee an opportunity to play. Chairperson Sattler agreed. Mayor Masayko disclosed, for the record, a discussion he had had with Chairperson Sattler regarding the youth program. The purpose of the Corporation was noted and could respond to the youth issue. If it is necessary to have the Board's concurrence regarding that program, it could be done. He complimented the Corporation for serving in place of the Board and handling such issues. The Corporation's members and staff were commended on their dedication and efforts. He agreed that not everyone is satisfied with every decision.

Supervisor Plank complimented the Corporation on the public process which it had developed and urged them to continue using that approach. Discussion noted that the item had only been agendaized for discussion. Mayor Masayko directed Mr. Berkich to place the proposal on the next Board Consent Agenda for approval. Mr. Berkich felt that the contract with the Corporation had included this matter under the price increase terms and may not require Board action. Mayor Masayko directed him to review the contract and, if necessary, place the item on the Consent Agenda. A memo should be given to the Board if it is not agendaized.

Chairperson Sattler expressed the Corporation's feeling that this had been a difficult decision to make. The decision had also created a lot of pressure for the Board. He appreciated the Board's support. He then noted that this may be the last occasion to make a presentation while Supervisor Bennett is still on the Board. He then thanked her for her support and encouragement to himself, personally, to the Corporation, and for the community. Supervisor Bennett indicated that one of her New Year's resolutions would be to play more golf. Chairperson Sattler indicated that she would have access to whatever services needed. Mayor Masayko indicated that direction to staff had been provided and expressed his feeling that the concept would be approved at the next meeting. No formal action was taken.

**10. CITY MANAGER - John Berkich - ACTION TO ADOPT THE CITY MANAGER'S PERFORMANCE PLAN FOR FISCAL YEAR 2000-01 (1-3042)** - Mayor Masayko indicated that the Board had received a spread sheet and memo dated November 9th regarding the eight outcomes on the list. Two more outcomes were suggested in the memo. Today's discussion could modify the list. (The Clerk did not have a copy of these documents.) Mr. Berkich indicated that the list is the same as had been considered on October 19. The plan is to conclude on June 30, 2001. There are 7-1/2 months left to work on the plan. Based upon this timeframe, an analysis was conducted to determine what could feasibly be completed and the resulting pay for performance plan was developed. Discussions with Supervisor Plank had raised two additional items which were included in a memo he had drafted this morning. (A copy of it was distributed to the Board but not the Clerk.) It may also be necessary to revise the plan based upon unforeseen circumstances.

Mayor Masayko noted that the salary plan included a hefty 20 percent pay for performance risk and reward. In his opinion less should be included in the base salary and more in the pay for performance bonus. The base salary was continuing to escalate. The plan should not be so large as to be unmanageable. Supervisor Plank's suggestions could be added. The \$500 items could be part of a work plan rather than a pay for performance plan. In order for the pay for performance program to work, it is necessary for a significant amount of the salary to be at risk/reward. He also pointed out the need to make the program work with the City Manager in order to implement the program with the higher management levels. The program is to eliminate imbedding and compounding base salaries indeterminately. The base salary should be fair with a fair reward. This would make the pay more than comparables internally and externally. Mr. Berkich agreed and indicated that he had limited the amount of funds to that included within the budget, which the Board could modify. He also indicated that he was working with five or six Department Heads to transition to the pay for performance plan. The pay for performance concept is a new trend on which Carson City is on the cutting edge. Mayor Masayko agreed and indicated that next year the process should be simpler and that less should be included within the base salary.

Mayor Masayko then questioned the reasons the storm drainage plan had been left off of the goals. Justification for its inclusion was provided. Mr. Berkich indicated that the efforts are underway on this plan. Therefore, he had left it off. Mayor Masayko also felt that the strategic communications plan should be on the list. A \$500 bonus



was inadequate to provide the attention he felt it warranted. Justification for his position was provided which related to the lack of attention given to it last year. He agreed that this would require taking funding from another goal. His comfort with the current community-wide strategic plan was explained. Its time and public hearing demands were noted. He questioned the need to do it again next year based on the number of items already established as goals.

Supervisor Livermore supported inclusion of the storm drainage as a high priority. The suggested \$500 for mental health issues was felt to be too little based on the benefits it would provide. He recommended increasing its reward to \$1,000. He then referenced the section relating to desired outcomes for anticipation and development of solutions for Board presentations on complex and potentially controversial issues. The Hospital's affiliation fit this criteria and will require a lot of Mr. Berkich's time and effort when and if presented to the Board. Another complex issue will be the north/south Douglas County-Carson City regionalization plan. It will require a lot of time and work including at the Legislature, the development of a new governing board, etc. The Tiburon and court reporting systems have not yet been completed and should carry some weight.

Discussion noted that the reward portion had been limited to \$10,000 but not more than \$19,000. Supervisor Plank also felt that \$500 bonuses should not be listed particularly when rated against a value of \$1,500 to \$2,000. The loss of Walmart should be compared to the \$2,000 reward provided for obtaining Costco. Benefits of keeping Walmart were noted and justified his suggestion that it be added to the goals. His second suggestion dealt with avoiding conflicts such as had occurred regarding the Tiburon polarization. Such incidents have occurred annually and could be avoided particularly if a high dollar incentive is provided. Supervisor Bennett supported his suggestion. Supervisor Plank felt that there was adequate room to add his suggestions without subtracting from other items although it is possible to create too many priorities which leads to no priorities. Mayor Masayko encouraged the Board to limit the priorities to ten or less. To do otherwise would make it difficult for Mr. Berkich to succeed. Comments noted that Mr. Berkich had finally taken the Board's advice and was taking vacations.

Supervisor Williamson expressed her feeling that the creation of a financial analyst position should not be worth \$1,000. Mr. Berkich had had time since the budget sessions to develop it. The Public Safety Master Plan, however, needs to be developed and implemented. Although Mr. Berkich is an auxiliary position to this issue, he is the only person the Board could direct.

(2-0055) Supervisor Bennett supported Supervisor Williamson's comments regarding the financial analyst and suggested that Walmart be included under economic development. The importance of economic development justified increasing the reward above the recommended \$2,000 figure. It may also justify retention of an economic guru. She questioned the meaning of number seven on the list which read: "Develop a performance measurement element of the annual budget for 75 percent of all Departments". She recommended removing this goal as it is part of the normal duties/responsibilities of a CEO. The goals should be Board driven. She supported the comments regarding the Carson-Tahoe Hospital affiliation which could be a difficult decision facing the Board next year. It will not be an easy process to transition. Significant resources should be dedicated toward this goal.

Mr. Berkich expressed his appreciation for the Board's comments. A community strategic plan will not be conducted. He acknowledged the dedication of time and resources required during a legislative session. Mayor Masayko indicated that the Board supported this revision. Mr. Berkich also eliminated number seven as suggested by Supervisor Bennett and number eight as suggested by Supervisor Williamson. These items will be worked on by the Departments. Number 8 will be replaced with the development and implementation of the Public Safety Master Plan at a value of \$1,000 as this work is now underway. Supervisors Livermore and Plank and Mayor Masayko agreed. Goal outcome number three on page one was increased to a value of \$1,000 due to its value to the community. This revision was supported by the Board. Mr. Berkich then jumped to "the other page" regarding communications which is being worked on and increased it to \$1,000. Mayor Masayko indicated that this item would be accomplished one way or the other and that he was willing to concede to the other suggestions if funding is needed for those items even though he wanted to see it accomplished. If it is not, additional emphasis will be placed on it in the future. Mr. Berkich then increased the value for the storm drainage to \$1,000 and solutions for future issues to \$1,000, which is Supervisor Plank's future issue suggestion and "is to include affiliation, etc., etc."

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Mayor Masayko indicated that this was his reason for giving him number five and suggested that more emphasis be given to the solutions, affiliation, and other contentious issues. Supervisor Livermore suggested \$2,000. Clarification indicated that item number five was the communications plan and that it should be "set aside". Mayor Masayko agreed to this revision and that the solutions for future complex issues including the affiliation issue replaced it at \$2,000. Mr. Berkich then pointed out that the economic issues including the Walmart and Douglas County issues plus implementation and development of the plan will require a tremendous amount of time and resources. There is \$2,000 available for increasing any of the goals. Mayor Masayko agreed and placed these two issues under the economic development outcome. Although a consultant could be retained to develop the plan, its implementation would have to be left up to others. The Board could control the Walmart and Douglas County issues more than the implementation of an economic development plan. As the comments had indicated that Walmart and Douglas County were \$1,000 a piece, the economic development goal should be worth \$4,000.

The process had established a potential reward of \$12,000 with seven outcomes. Discussion indicated that outcome four had three elements with a significant funding potential. Supervisor Plank explained for the public's benefit that, while \$1,000 for storm drainage does not seem to be much of an incentive, the amount of staff which has been dedicated to it should be adequate to keep it on the "radar screen" and accomplish completion within the established timeframe.

Mr. Berkich then read the listing as being: 1. Freeway Phase 1 - \$1500; 2. Freeway Phase 2 - \$1500; 3. Mental Health Coalition - \$1000; 4. Economic Development with three elements - \$4000; 5. Storm Drainage - \$1000; 6. Anticipate and Facilitate Solutions - \$2000; and 7. Public Safety Master Plan and Strategy Master Plan for the Sheriff's Administration including the Communications Center - \$1000.

Supervisor Bennett then pointed out that the MPO status had not been included. Discussion ensued concerning the timeframe under which the MPO goals must be completed. The census will not be available until April. Mr. Berkich described the CBDG efforts underway for the MPO program. The entitlement period commences after June 30th. Supervisor Bennett agreed to place it on a "radar screen" and explained her reasons for feeling that it warranted the Board's attention and establishment as a goal. Mayor Masayko felt that it could be considered as part of next year's goals depending upon its status when they are developed. Supervisor Plank committed to Supervisor Bennett that he would stay abreast of staff's work on this effort and assured her that staff would stay on time in the development of this program.

Supervisor Livermore pointed out the need to stay informed and monitor the status of the Ormsby House redevelopment/revitalization project which is an economic development issue.

Mayor Masayko directed Mr. Berkich to "firm up" the criteria to meet the expectations as discussed by the Board today. If a Board member determines that the plan fails to meet expectations, it will be brought back. It is a flexible process. The Board should not wait until June 30th to raise concerns.

Supervisor Livermore moved to adopt the City Manager's performance plan for fiscal year 2000-2001 on the seven issues with a total value potential of \$12,000 for pay for performance. Supervisor Plank seconded the motion. Discussion directed Mr. Berkich to "redo the sheet". Mayor Masayko reiterated that if the plan does not match the discussion, he should be contacted and the plan reauthorized. Following discussion, Mayor Masayko indicated that there may not be a six month review but that there should be a seven month review which would be in July or August at the latest. Mr. Berkich agreed. The motion was voted and carried 5-0.

There being no other matters for consideration, Supervisor Bennett moved to adjourn. Supervisor Livermore seconded the motion. Motion carried 5-0. Mayor Masayko adjourned the meeting at 3 p.m.

The Minutes of the Carson City Board of Supervisors November 16, 2000, meeting

ARE SO APPROVED ON \_\_\_March\_1\_\_\_\_\_,  
2001.

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

Ray Masayko, Mayor

ATTEST:

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