

distributing a memo on a workshop to the Board. (A copy was not given to the Clerk.) He invited the Board to attend the workshop if at all possible. (1-0165.5) Ms. Hughey read Community Development Office Supervisor Kathi Lawrence's statement into the record justifying the request for the part-time senior secretary. Supervisor Smith explained his reasons for supporting this position. Supervisor Bennett explained her support for the upgrade of the part-time Compliance officer. (1-0276.5) Mr. Berkich expressed his support for the part-time senior secretary. (1-0296.5) Donna Kuester supported the Compliance Officer upgrade. She also explained that the Charter states the Sheriff "shall" enforce all City ordinances and her opposition to this requirement. The Compliance Officer should be a user friendly person, as it always has been. Discussion explained the following: the 40 percent increase in the Planning Tech II's salary; the need for a retail opportunity analysis report; (1-0422.5) the need to update Titles 17 and 18; justification for Vehicle Maintenance's part-time secretary upgrade; the proposed fee increase and its impact on plan checks; the Building Department's upgrade request; the proposal to increase the building assessment process and the permit fee increase which would result from the assessment increase; the recommended assessment fee increase of 16 percent for both 98/99 and 99/00; the recommendation that any fees generated by the increase be allocated for the one-stop shop personnel costs; Public Works' operational costs; (1-1769.5) RTC's goals, objectives, and projects including Graves Lane and the connector road between Graves Lane and Arrowhead Drive; RTC's half-time traffic transportation technician's position which was approved in last year's budget; the Public Safety Complex' impact on Roop Street including the potential need for a signal at Musser and Roop; funding sources for the professional consultant's services to develop a downtown specific area traffic plan; (1-2242.5) Redevelopment's revenue loss due to the devaluation of the Ormsby House; RTC's traffic/transportation technician request and its funding; the need for a transit coordinator and a grants writer; previous funding for the traffic/transportation technician position; the need for a half-time RTC secretary; the time required to change signal lights; the cement mason position; the reorganization, budget modifications, and the service level which will be provided by the Streets' Division reorganization; the need for an on-going curb painting program and the use of a street maintenance worker to perform this work; duties which Public Works' Administration handles for the Public Safety Complex; Richard Baker's employment as a contractor to oversee the Public Safety Complex construction; the Account Clerk supplemental request; the hourly clerical help; the Building Department's counter area staffing; the Traffic/Transportation Technician's other duties which are currently handled by the Administrative Division, the proposed salary, and required skills; the lack of funding to meet all of the supplemental requests; the lack of a prioritized listing for Public Works' supplemental requests; the funding request for consolidated transit service; the funding level for the transit service; the need for a dedicated funding source for the transit service; (1-0898.5) the matching funds for the FAA grant; and the airport's displaced threshold and its need to extend the runway.

Supervisor Smith placed the following items on the wish list: (1-0185.5) Community Development's part-time senior secretary and (1-2141.5) a professional consultant's services to develop a downtown specific area traffic plan. Supervisor Bennett placed the following items on the wish list: (1-0258.5) upgrade of the Compliance Officer's position from half-time to full-time and the Account Clerk's position for Public Works Administration. (1-0400.5) Supervisor Plank placed the retail opportunity analysis report on the wish list. (1-1565.5) (1-1718.5) Mayor Masayko agreed to place the plans examiner for the one-stop shop on the wish list with an asterisk indicating this position is subject to an ordinance which will increase the permit valuation/fees. (2-0850.5) Mayor Masayko placed transit services funding of \$65,000 from ongoing and \$15,000 for consulting services from one shot funds on the wish lists.

(1-0410.5) Supervisor Plank commended Community Development on its dedication, efforts, and willingness to continue to take on new duties in spite of the current workload. (1-0425.5) Supervisor Bennett requested Mr. Sullivan add to his goals and objectives an item related to updating Titles 17 and 18. Mayor Masayko commended Mr. Sullivan and his staff on their service and dedication. Mr. Sullivan also commended his staff on their ability to work with other Departments and the general public. (1-0820.5) Mr. Homann expressed his concern about the funding level for Vehicle Maintenance's parts inventory. (1-0835.5) Copies of the Building Department's budget were distributed to the Clerk and Board. (Supervisor Bennett returned during Mr. Herrington's introduction. A quorum was present as previously indicated.) (1-1147.5) Ms. Walker agreed to provide the justification for increasing the building permit valuation when the ordinance is considered. This information had originally been provided in the packet on the one-stop shop. The Builders Association purportedly supported the proposed

valuation increase so long as the revenue generated from the increase is used for additional staffing within the Division. Mr. Herrington explained that the small homeowner projects are subsidized by the larger projects. Mayor Masayko explained his opposition to a fee increase based on the failure to do so over a period of years. He could support an increase if it is justified.

(1-1335.5) Supervisor Bennett commended Mr. Herrington and his staff on their leadership, patience, and dedication. She explained isolated situations which she felt were experienced by individuals attempting to complete a project. The present system appears to fail to consider these individuals in the process. Although she felt that the Division was doing really, really good work, the process needed to be considered for these small individuals. Mr. Herrington felt that the ombudsman, as recommended by the one-stop shop program, would address this situation. His public information program on the one-stop shop program was described. Mr. Berkich supported his comments. Supervisor Smith explained his feeling that the Department Heads are quick to respond to questions/complaints once it is brought to their attention. He had also suggested to the constituents that when there is a problem to contact their Supervisors who will make the call rather than become frustrated within the normal process of climbing the chain of command to reach the Department Head. Supervisor Smith felt that this was part of his job as a citizen's representative/coordinator. His support for the ombudsman was indicated. He also pointed out the private property issues which sometimes arise between neighbors. His program would not be micro-managing the Division. Mayor Masayko felt that the public was using his program for assistance, which he supported. Mr. Herrington explained his empowerment of staff in the decision-making process. This program has been beneficial and works.

(1-1610.5) Western Nevada Builders Association Representative and a member of the one-stop shop team Ron Kipp supported the supplemental plans examiner request so long as the revenue is used to hire this individual and upgrade a position to project coordinator. The proposed valuation increase is allowed by law. His experience with the one-stop shop was described. He also requested that any excess revenues be allocated for the construction of a building at the Corporate Yard.

(1-1755.5) Ms. Walker described the fund allocation process which would reserve the funds. She also explained that if the Board approved the position, it would be subject to implementation of the proposed ordinance. Personnel would be hired after the ordinance is implemented. The projected funds would be included in the budget.

BREAK: (1-1765.5) A ten minute recess was declared at 7:45 p.m. The entire Board was present when the meeting was reconvened at 7:55 p.m.

(1-2219.5) Discussion indicated that if the RTC approves the supplemental request for a professional consultant to develop a downtown specific area traffic plan, Ms. Walker would augment the RTC budget. Only General Fund items require supplemental requests. The augmentation will be considered as a part of the May 28th budget. The half-time secretary was returned to RTC for action. (1-2728.5) Public comment on the RTC budget was requested but none were given.

(1-2848.5) Supervisor Bennett commended Mr. Flansberg on his outstanding snow removal efforts. Comments indicated that Mr. Flansberg's supplemental requests could be addressed through realignment of the funds. Mr. Flansberg felt that the Assistant Street Superintendent would save enough revenue from the storm drain budget to pay for himself. He will perform many of the necessary duties/services for that program. Ms. Walker explained that the reorganization program for his Department had to be considered by the Board. Supervisor Tatro explained his support for Mr. Flansberg was based on Mr. Flansberg's efforts and dedication during his tenure with the City. **Supervisor Tatro moved that the Board approve the addition of an Assistant Street Superintendent within the Street Budget. Supervisor Smith seconded the motion. Supervisor Tatro amended his motion to include the fiscal impact as noted on the supplemental request. Supervisor Smith concurred** and explained his support for the position based on his feeling that it is possible to be come so bogged down in the day-to-day operations of an organization that one cannot do any pro-active planning, seek state and federal grants, etc. Those

things in themselves make this position worthwhile, particularly when you are talking about restructuring an existing budget and not adding to it. This is one of the things which the City has prided itself on during the last ten years--the ability to not have to react in crisis management to every single, little thing but to look out five-ten years and establish what programs should be implemented and how things should be done. This gives you the ability to do it and agreed with Supervisor Tatro that all of the comments he had heard about Mr. Flansberg and the Street Department in recent months have been very, very positive. **The motion was voted and carried 5-0.**

(1-3275.5) **Supervisor Plank** explained his support for Mr. Flansberg's request to hire a cement mason and **moved the approval of \$41,975 for the adjustment in the Streets/Public Works budget out of the road maintenance tax for the employment of, by title only, a cement mason. Supervisor Bennett seconded the motion. Motion carried 5-0.**

Mayor Masayko then explained his concerns about the lack of Code requirements to replace the damaged or deteriorating sidewalks. He supported Mr. Flansberg's 50/50 sidewalk replacement program.

(1-3355.5) Tom Quigley gave the Board some photographs (which he took back after his presentation) of Deer Run Road. He asked that the street be overlaid within the next year due to his feeling that the grinding experiment conducted two years ago was failing. Mr. Flansberg explained his investigation of the road. He felt that 99.6 percent of the road was performing adequately. The remainder needed to be patched. He would have his crews do this work as soon as possible. The road was scheduled for an overlay in 2000 or 2001. Reasons for waiting this long were explained. Comments indicated the overlay would address the washboard problems. Mr. Quigley responded by explaining his feeling that the City had wasted its money with the grindings experiment. He agreed that the road is better than it was when it was dirt but the residents were promised a paved road. He requested the issue be agendized for discussion and action. The photographs illustrate how the road is falling apart. He urged the Board to drive the road. Supervisor Plank explained his confidence in Mr. Flansberg and that he had driven on the street. The road had deteriorated over the winter. If the road can be patched and the aging will assist, he would support the delay. He welcomed the opportunity to debate the situation as there were fuzzy spots which he needed to clarify. Supervisor Smith indicated he would drive the roadway. He also explained his understanding of the cost to provide a two inch overlay as being \$110,000. Clarification by Mr. Quigley indicated his concern was for the area where the grindings are and that it would cost \$110,000 for an overlay of it. Mr. Flansberg indicated that the project could be handled with a change order to the present contract. Supervisor Smith committed to working with staff and Mr. Quigley on the subject and bring it back to the Board for discussion/action. Additional public comments were solicited but none given. Mr. Homann expressed his confidence in Mr. Flansberg, commended him on his hard work, and expressed support for his supplemental requests. He also noted that his reorganization is one of several being considered for the Department.

(2-0077.5) Supervisor Bennett requested the Public Works reorganization be agendized for information purposes. Mr. Givlin briefly described the reorganization within his Division. Mayor Masayko indicated that once Mr. St. John is onboard, the realignment should be discussed. Mr. Homann briefly described the procedural changes implemented with development agreements, dedication of easements, and bonding. Discussion questioned the requirement that the Board accept dedications and noted the need to revise Titles 17 and 18.

(2-0220.5) Comments commended Frank Rahm, Parking Enforcement Technician, on his public relations efforts.

(2-0365.5) Mr. Homann committed to providing the additional secretarial assistance required for Vehicle Maintenance if the account clerk position requested for his Administrative Office is provided. Supervisor Plank pointed out the distance between the Administrative Office and Vehicle Maintenance and questioned the feasibility of his suggestion. (Supervisor Smith stepped from the room at 9:35 p.m. and returned at 9:38 p.m. A quorum was present the entire time.) Mr. Homann felt that, with Mr. St. John's direction and the consolidation of Public Works, it would be possible. (2-0606.5) Mr. Berkich committed to meeting with Mr. St. John and attempting to establish a priority list for Public Works' supplementals. Supervisor Plank suggested outsourcing the grant writing for the first year and questioned whether this would be more cost effective. Mr. Berkich agreed to use hourly or

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contractors wherever possible for this purpose. He also explained the use of the Johnson Group to provide oversight of the transit consolidation program. A status report from them should be ready for the Board's consideration at the next meeting. (2-0724.5) Mr. Homann introduced Paratransit General Manager Mark Reynolds and indicated that he could answer any questions related to the transit budget. Mr. Berkich also indicated that the proposed transit budget was based on the numbers which were available at this time and urged the Board to make its decisions based on that information. Mr. Homann distributed copies of the Fire Station I budget to the Board and Clerk. (A copy is in the file.)

(2-0950.5) There being no other matters for consideration, Supervisor Bennett moved to adjourn. Mayor Masayko seconded the motion. Motion carried unanimously. Mayor Masayko adjourned the meeting at 10:12 p.m

The Minutes of the Special May 4, 1998, Carson City Board of Supervisors meeting

1998.

ARE SO APPROVED ON _____6/18_____,

/s/ _____

Ray Masayko, Mayor

ATTEST:

/s/ _____

Alan Glover, Clerk-Recorder