

**Carson City
Agenda Report**

Date Submitted: June 10, 2013

Agenda Date Requested: June 20, 2013

Time Requested: 10 minutes

To: Board of Supervisors

From: Jim Shirk

Subject Title: To give direction to City Staff and all City Department Managers that "if they communicate with citizens making inquiries, complaints, or any other such related subject matter that all Board of Supervisors shall be CC all such correspondences."

Type of Action Requested: (check one)
☐ Resolution ☐ Ordinance
☒ Formal Action/Motion ☐ Other (Specify)

Does This Action Require A Business Impact Statement: ☐ Yes ☒ No

Recommended Board Action: I move to approve that all correspondence where City Staff or Department Managers are responding to a citizen making inquiries, complaints, or any other such related subject matter that all Board of Supervisors shall be CC all such correspondences.

Explanation for Recommended Board Action: As elected officials it is critical to our position that if we are to serve this community Supervisors must be part of ALL correspondences that involve citizens and City Departments. We cannot serve the community if we are uninformed of what the community is being told. **NOTE:** If any Board member wants to be excluded from receiving these correspondences they can opt out.

Applicable Statute, Code, Policy, Rule or Regulation: N/A

Fiscal Impact: N/A

Explanation of Impact: N/A

Funding Source: N/A

Alternatives: N/A

Supporting Material: N/A

Prepared By: Supervisor Jim Shirk

Board Action Taken:

Motion: _____

1) _____

2) _____

Aye/Nay

(Vote Recorded By)