



## STAFF REPORT

**Report To:** Board of Supervisors **Meeting Date:** September 19, 2019

**Staff Contact:** Nancy Paulson, City Manager

**Agenda Title:** For Discussion Only: Presentation and discussion regarding the City Manager update on current City projects, activities and other items of interest to the Board of Supervisors and the community. (Nancy Paulson, npaulson@carson.org)

**Staff Summary:** The City Manager will present an update on current City projects, activities and other items of interest to the Board of Supervisors and the community. This will include an overview of Internal Finance Committee (IFC) and Community Development activities, as well as upcoming City events.

**Agenda Action:** Other / Presentation **Time Requested:** 10 minutes

---

### Proposed Motion

N/A

### Board's Strategic Goal

Efficient Government

### Previous Action

N/A

### Background/Issues & Analysis

### Applicable Statute, Code, Policy, Rule or Regulation

N/A

### Financial Information

**Is there a fiscal impact?** No

**If yes, account name/number:**

**Is it currently budgeted?**

**Explanation of Fiscal Impact:**

### Alternatives

### Attachments:

**Board Action Taken:**

Motion: \_\_\_\_\_

1) \_\_\_\_\_

2) \_\_\_\_\_

Aye/Nay

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
(Vote Recorded By)

# CITY MANAGER UPDATE

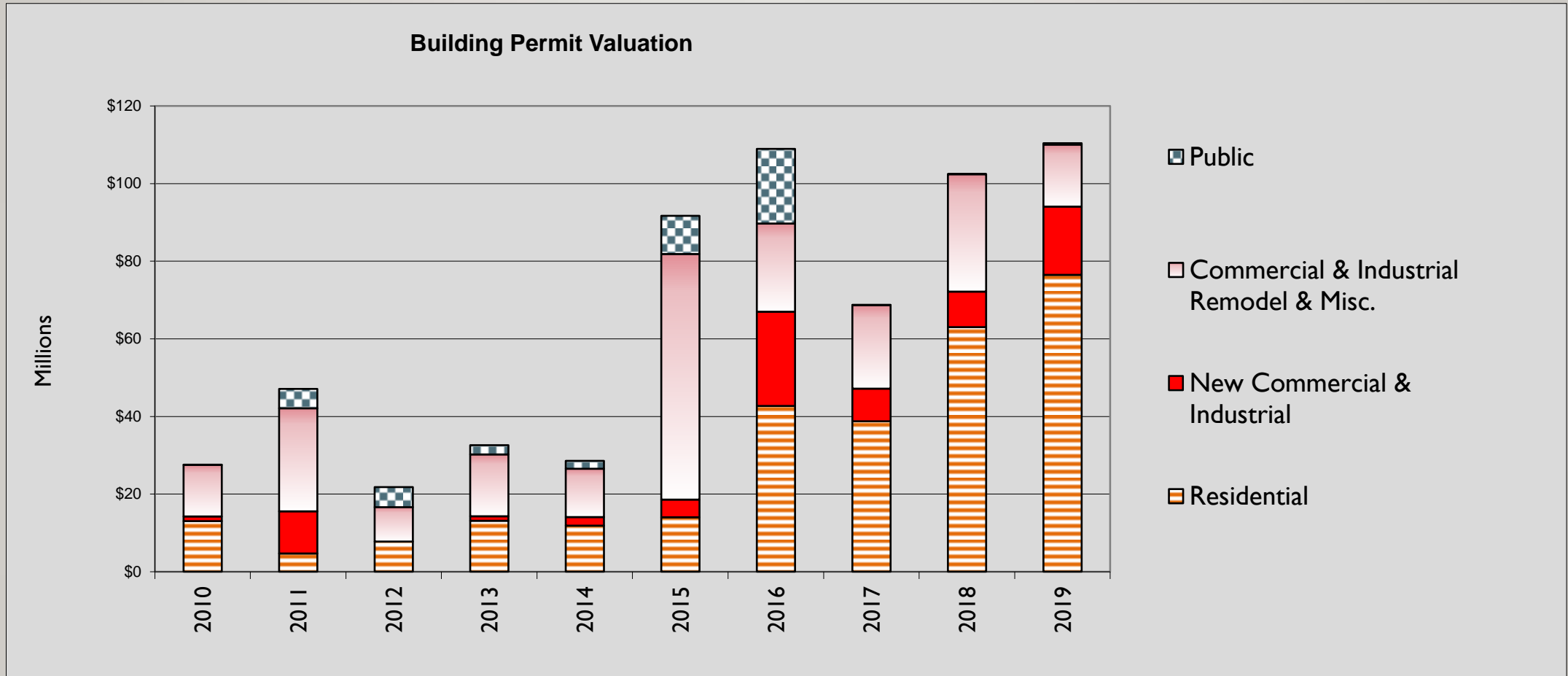
---

September 19, 2019

# Community Development

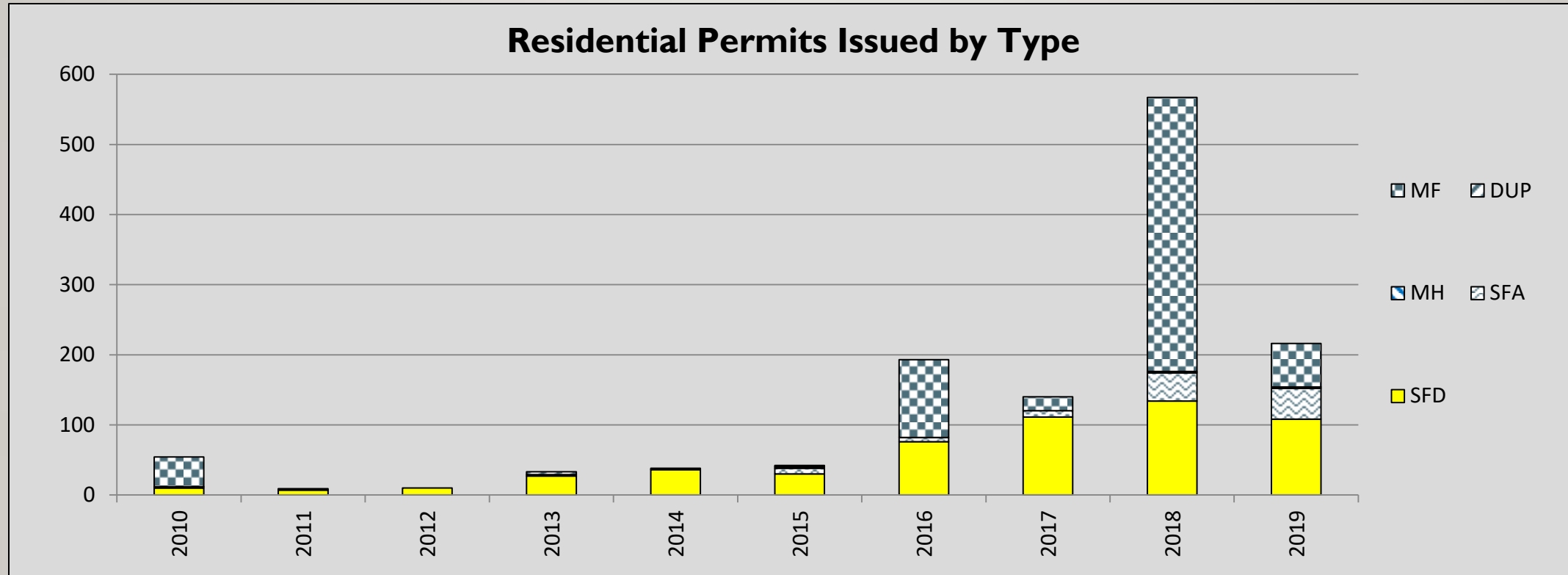
---

# BUILDING PERMIT ACTIVITY REPORT



- August 2019 Total Permit Valuation: \$7.8 million
- 2019 Building Permit Valuation YTD total: \$110.4 million

# BUILDING PERMIT ACTIVITY REPORT



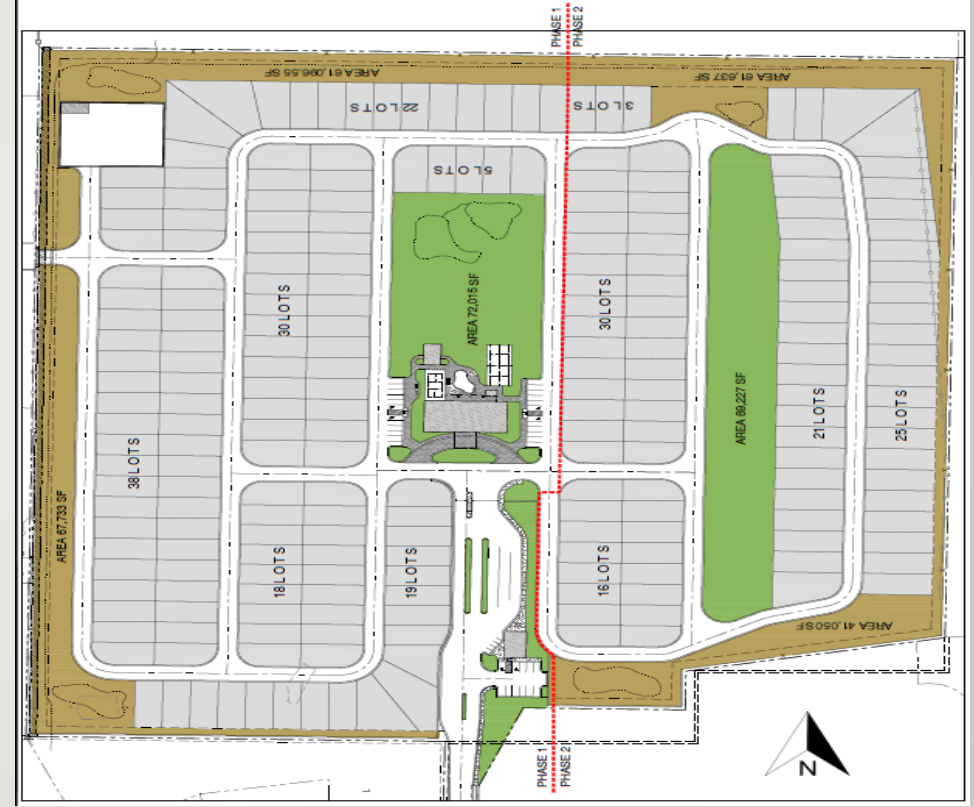
- Residential Permits issued through August 2019 : **217** units
- August 2019 Total Housing Unit Permits:
  - 16 Single Family Detached

SFD – Single Family Detached  
SFA – Single Family Attached  
MH – Manufactured Home  
DUP – Duplex  
MF – Multi-Family (3+ attached units)

# UNDER ZONING REVIEW

| 1400 Old Hot Springs Road |

Tentative Commercial Planned Unit Development Map that would create 227 RV lots for sale on property zoned Tourist Commercial.



Scheduled for review by the [Planning Commission on September 25, 2019](#).



# IFC Activity (August 14, 2019 – September 4, 2019)

---

## ➤ Salaries and Benefits:

### Finance

- Approved filling vacant Payroll Administrator position.

### Health

- Approved filling Office Specialists and Nurses through Marathon for flu season.

### District Attorney

- Approved filling vacant Deputy District Attorney position and the ability to hire above the entrance rate based on qualifications.

### Sheriff

- Approved filling vacant Deputy Sheriff position.

### City Manager

- Approved filling vacant Deputy City Manager position.



# IFC Activity (August 14, 2019 – September 4, 2019)

---

## ➤ Salaries and Benefits:

### Public Works

- Approved filling vacant Water Meter Technician position.
- Approved filling vacant Senior Fleet Services Technician position and the ability to hire above the entrance rate based on qualifications.
- Approved filling vacant Senior Project Manager position and the ability to hire above the entrance rate based on qualifications.
- Approved hiring a part-time employee through Marathon for training purposes.
- Approved filling vacant Real Property Manager position and the ability to hire above the entrance rate based on qualifications.

### Clerk / Recorder

- Approved filling vacant Chief Deputy Clerk position.
- Approved filling vacant Senior Public Meetings Clerk position and the ability to hire above the entrance rate based on qualifications.

# IFC Activity (August 14, 2019 – September 4, 2019)

---

## ➤ Salaries and Benefits:

### Library

- Approved filling vacant Library Assistant position and the ability to hire above the entrance rate based on qualifications.
- Approved filling vacant Library Director position above the entrance rate.

### Assessor

- Approved filling vacant Property Appraiser position.

### Courts

- Approved filling vacant Judicial Clerk I position.

# IFC Activity (August 14, 2019 – September 4, 2019)

---

➤ **General Fund Contingency:**

- Approved funding a part-time Park Ranger Aide - \$13,507

➤ **Capital Projects Fund (Undesignated):**

- Approved additional funding to replace 3 boilers at the Health Department - \$28,989.
- Approved an augmentation in the amount of \$28,000 for State mandated enhancements to PowerProfile (Carson City's voter registration system) to be reimbursed 100% by the State.
- Approved funding for improvements to the City's Emergency Operations Center (EOC) - \$23,459

Estimated Undesignated Balance - \$499,615