

CARSON CITY BOARD OF SUPERVISORS
Minutes of the Special July 16, 1987, Meeting
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A special meeting of the Carson City Board of Supervisors was held on Thursday, July 16, 1987, at the Community Center Sierra Room, 851 East Williams Street, Carson City, Nevada, beginning at 9 a.m.

MEMBERS PRESENT:	Dan Flammer	Mayor
	Ron Swirczek	Supervisor, Ward 1
	Marilee Chirila	Supervisor, Ward 3
STAFF PRESENT:	L. H. Hamilton	City Manager
	Alan Glover	Clerk-Recorder
	Steve Kastens	Parks and Recreation Dir.
	Mary Walker	Finance Director
	Charles P. Cockerill	Chief Deputy Dist. Atty.
	Katherine McLaughlin	Recording Secretary
	(B.O.S. 7/16/87 Tape 1-0002)	

Mayor Flammer called the meeting to order at 9 a.m. Roll call was taken and a quorum was present.

RESOLUTIONS - CONSIDERATION AND APPROVAL OF GOLF COURSE MANAGEMENT PROGRAM
(1-0025)

Mr. Hamilton explained his feeling that the course/complex needed a full-time golf course manager and U.S.G.A.'s evaluation of the course. Mr. Hamilton, Mr. Kastens, and Ms. Walker explained the four options, the financial position of the courses including projected revenue and expenditures on the new course, and the time elements. Golf Pro Tom Duncan's offer as well as a private individual's resume and offer were discussed. Policy needs were pointed out. Mr. Kastens' explanation noted personnel shortages and equipment needs. Discussion included staffing problems created by the low hourly wages. Supervisor Swirczek explained his concern that Mr. Duncan may be taking on more than he can handle.

Mayor Flammer explained Mr. Duncan's absence. Purportedly Mr. Duncan felt that he had been handicapped by the layers of management under which he functioned as the Golf Pro. He had submitted an offer to manage the course for \$100 a month under a one year contract based on his feeling that he was capable of handling both positions. This placed his career on the line. He felt that he had adequate staff to meet the needs of the second course. Mayor Flammer felt that Finance and Purchasing could handle the other functions without hiring additional staff members. If necessary, daily checks could be made with the current staff. He urged the Board to show fiscal restraint at this and not hire additional staff. The United States Golf Association and Nevada Golf Association's reports supported retention of Mr. Duncan.

Supervisor Chirila expressed her concern over whether Mr. Duncan could supervise both courses adequately. Considerable discussion ensued on previous management practices, Mr. Duncan's abilities, the two Golf

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Association reports, additional facilities/equipment needs at the courses, and how the Pro/Maintenance/City Manager relationship would work. Discussion included problems encountered under the present management program. Discussion pointed out that the new course's primary purpose was to promote tourism for Carson City.

Mr. Thornton explained golf course management problems encountered for many years and expressed his feeling that Mr. Duncan was a competent individual capable of running the course correctly. He then explained his and Mr. Duncan's roles in the new course's opening ceremonies. U.S.G.A.'s role in municipal courses rating, its selection process which could be used to hire a golf pro or manager, and U.S.G.A.'s recommendations on the City's complex were discussed. The 'browning' problems which had occurred prior to U.S.G.A.'s visit were felt to be due to a pumping problem as well as being another example of the management problems brought on by too administrators.

Golf Superintendent Tom Kunkle explained problems which would have occurred if trucks had been used to water the course and EPA requirements. He urged the Board to hire a full-time manager. Discussion ensued concerning whether one individual could manage both courses adequately including practices of several surrounding courses.

Supervisor Chirila then expressed her reluctance to have the Golf Pro assigned the duties of a golf course manager for both courses. She felt that this would continue the present management problems. Mr. Hamilton explained how the position would be created and questioned whether there was adequate time to advertise and recruit. Ms. Walker then explained how the position would be funded.

(1-2343) Marvin Texieria explained that as a member of the Grand Jury he could not respond to questions about the Grand Jury's concerns or similar matters. He was merely present as an observer.

Discussion ensued concerning the manager's salary, the course's financial position, and Mr. Duncan's offer. Mr. Cockerill explained his concern about having a manager outside the normal chain of command in view of the CCEA contract. Therefore, he recommended that the District Attorney's office be directed to prepare an Ordinance establishing the position and the City Manager be authorized to fill the position as desired. If Mr. Duncan is retained as the Manager, his current contract would have to modified.

(1-2721) Supervisor Swirczek moved to direct the District Attorney's office to do whatever is necessary to create a position of a full-time golf course manager whose function it would be to maintain both courses and provide internal management controls and functions relating to those two courses.

Mr. Cockerill reiterated his comments related to modifying the Code and retention of a temporary manager.

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Supervisor Chirila seconded the motion and continued to stress her feeling that having the golf pro manage the course was unwise.

(1-2838) Lorie Ratto questioned the funding source and expressed her support for Mr. Duncan.

Mr. Thornton then explained the selection process used when Mr. Duncan was hired as the Golf Pro and his resume.

Mayor Flammer expressed his feeling that the motion was not the answer. The course could not afford the financial burden of such an individual. He felt that Mr. Duncan's offer should be accepted. Supervisor Swirczek explained his reasons for making the motion and what he felt were Mr. Duncan's responsibilities. Mayor Flammer explained that private donations had been offered but withdrawn when the Room Tax could not be increased. Discussion ensued with staff concerning the need for an individual to be responsible for the golf course activities and whether Mr. Duncan could function as both the pro and manager.

The motion to direct the District Attorney's office to prepare an Ordinance was voted by roll call with the following result: Ayes - Swirczek and Chirila. Naves - Mayor Flammer. Motion carried 2-1.

Supervisor Swirczek then moved to direct the City Manager to, as quickly as possible, hire a full-time golf course manager in the interim while the Board was awaiting the first and second reading of the Ordinance. Mr. Cockerill explained that this would be an assistant who is considered necessary pursuant to Charter Section 3.020, which Supervisor Swirczek added to the motion. Supervisor Chirila seconded the motion. This motion was also voted by roll call with the following result: Ayes - Swirczek and Chirila. Naves - Mayor Flammer. Motion carried 2-1.

Discussion ensued between the Board concerning these actions and whether the courses could support the cost.

Supervisor Swirczek then moved to adjourn. Supervisor Chirila seconded the motion. Motion was voted and carried unanimously. Mayor Flammer adjourned the meeting at 11:05 a.m.

The Minutes of the Special Carson City Board of Supervisors July 16, 1988, meeting

ARE SO APPROVED ON April 7, 1988.

/s/ _____
Dan Flammer, Mayor

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ATTEST:

/s/

Alan Glover, Clerk-Recorder