

CARSON CITY BOARD OF SUPERVISORS
Minutes of the April 26, 1999, Budget Meeting
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A special budget meeting of the Carson City Board of Supervisors was held on Monday, April 26, 1999, at the Community Center Sierra Room, 851 East William Street, Carson City, Nevada, beginning at 6 p.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
Michael Griffin District Court I Judge
Michael Fondi District Court II Judge
Noel Waters District Attorney
David Heath Finance Director
Daren Winkelman Health Director
William Naylor Information Services Director
Dwight Gover Chief of Alternative Sentencing
Phil Herrington Building Official
Paul Lipparelli Chief Deputy District Attorney
Claudia Saavedra Alternative Sentencing
Coordinator
Tom Minton Deputy Controller
Jay Ahrens Development Engineering Manager
Rhonda Azevedo Judicial Assistant
Katherine McLaughlin Recording Secretary
Tara Hullinger Senior Planner
(S.B.O.S. 4/26/99 Tape 1-0001)

CALL TO ORDER, ROLL CALL, AND PLEDGE OF ALLEGIANCE - Mayor Masayko convened the meeting at 6 p.m. Roll call was taken. The entire Board was present constituting a quorum.

CITIZEN COMMENTS - None.

PUBLIC HEARINGS CONCERNING THE FISCAL YEAR 1999-2000 BUDGET - DISCUSSION AND POSSIBLE ACTION REGARDING THE FOLLOWING: A. **BUDGET OVERVIEW (1-0049)** - City Manager John Berkich and Finance Director David Heath; B. **CAPITAL IMPROVEMENT PROGRAM (1-0615)**; C. **CAPITAL ACQUISITION (1-0901)**; D. **CAPITAL PROJECTS (1-0955)**; E. **CAPITAL FACILITIES (1-0990)** - Finance Director David Heath; F. **DISTRICT COURT I (1-1228) AND PUBLIC DEFENDER (1-1365)** - Judge Michael Griffin; G. **DISTRICT COURT II (1-1410)** - Judge Michael Fondi; H. **JUSTICE COURT/MUNICIPAL COURT (1-1660)** - Justices Robey Willis and John Tatro and Chief Court Administrator William Milligan; I. **ADMINISTRATIVE ASSESSMENT (1-1860)** - Justice John Tatro; J. **ALTERNATIVE SENTENCING (1-1935)** - Chief of Alternative Sentencing Dwight Gover, Alternative Sentencing Coordinator Claudia Saavedra, Chief Court Administrator William Milligan, and Justices John Tatro and Robey Willis; K. **JUVENILE COURT (1-2468)** - Juvenile Master David Nielsen; L. **JUVENILE DETENTION/PROBATION (1-2554)** - Chief Juvenile Probation Officer Bill Lewis and Service Program Coordinator John Simms; AND M. **DISTRICT ATTORNEY (1-3425)** - Noel Waters and Administrative Assistant Carrie Higman - Mayor Masayko explained the "rules of engagement". Mr. Berkich highlighted his budget statement. (A copy is included in the file.) Mr. Heath used computer enhanced charts to illustrate the budget summary. (Copies are included in the file.) Discussion noted the increased health insurance costs and (1-0325) justified the inclusion of the Airport Authority revenue in the City's budget. (1-0201) Supervisor Bennett requested that future insurance costs include a comparison with other entities and (1-0225) a report comparing the City's tax rate with other communities. (1-0338) Supervisors Bennett and Livermore requested a clarification of

the employees in the General Fund - Other General Governmental Funds account.

(1-0365) Mayor Masayko expressed his feeling that the City was in a transition period. The Public Safety Complex is completed. Its bonding commitment and operational costs can be established. Consideration for the regional juvenile facility, the Y2K funding needs, and the current ending fund balance should be taken into account. Due to the amount of funding requests, he requested reconsideration of the projected revenue figures due to the actuals for the last eight months. These estimates were felt to be quite conservative. He agreed that his proposal may be considered risky, however, a one percent increase could be provided. The difference could be used to meet the regional juvenile facility costs and provide additional funding for the supplemental requests. Clarification indicated only the revenue portion of the budget was to be increased. These funds were to be added to the Board's discretionary funds. (1-0576) Mr. Berkich indicated that this decision will be agendaized for considered during the next budget session which had not yet been posted.

(1-0485) Discussion questioned whether the Capital Improvement Program included items which are phased over time. Supervisor Livermore suggested that the Sheriff's Administrative Facility and the Juvenile Center rehabilitation/expansion be financed. These issues were to be discussed during their budget presentations.

(1-0614) Staff reviewed and discussed their budget documents with the Board. Mayor Masayko and Mr. Heath explained the Capital Improvement Program. Supervisor Livermore elaborated on his comments regarding capital improvements which could be financed and cited as an example the parking lot repairs which had been financed. The pros and cons of the plan were discussed. Mr. Berkich agreed to provide an analysis of this program in addition to a lease program. Supervisor Williamson also requested a status report of the SPAN program and its projected needs. Mr. Berkich indicated that this information will be provided. Mayor Masayko encouraged the Board to base its funding allocations on five year capital improvement programs. Financing for these items could then be justified. Mayor Masayko indicated that items on the CIP list were not to be placed on the wish list. Any unfunded items could be placed on the wish list.

(1-1015) Discussion ensued on Mayor Masayko's suggestion that the sales tax revenues be increased; the areas of the budget which were to be changed by this increase; the Capital Improvement Program ordinance and its allocation of funding to the General Fund; the Mayor's proposal to reconsider this ordinance; (1-1105) the Public Safety Complex status report and its projected \$470,000 shortfall; (1-1318) the number of visitors at the Public Safety Complex and need for additional maintenance staffing for that facility; the request for proposals for the public defender's services; (1-1401) the regional support given for the regional juvenile detention facility; the corrections made/needed in the Public Safety Complex including those for the judges' benches and security; the reasons for the fluctuation in the District Court II budget between this year and next; the satisfaction felt at finally having the new Public Safety Complex; the decision to establish Alternative Sentencing as a separate department rather than combine it with Justice Court; the ability of the downstairs payment counter to reduce the number of visitors going to Justice Court once staffing is provided; the potential for this staff to accept child support payments, fines, marriage licenses fees, etc.; (1-1830) the impact AB 19 would have had on the court fines and the feeling that it would be held in abeyance until the Legislature adjourns; the operational costs of Alternative Sentencing and whether an adequate amount of funding had been transferred; the use of volunteers to make the Alternative Sentencing program work; justification for a full-time clerk for Alternative Sentencing; its automation needs; justification for a second officer; the cost/benefit ratio of the program; the supervision fees assessed against the probationer; (1-2345) the procedure used to perform their clerical duties; reasons a contracted clerical person may not work; the need to remodel the Juvenile Detention kitchen; reasons it was not included as part of the Juvenile facilities remodel; the contract potential for the Detention facility food services; reasons used restaurant equipment could not be used at the facility; the need for drug resistance/intervention and rehabilitation programs; the anger/aggression management training provided to the juvenile probation officers; the crisis intervention program; the need for a grant to fund programs for youths who will be released from the Silver Springs facility; the need for suicide prevention programs; (1-3595) the District Attorney's automation needs; a potential grant for an automated criminal reporting system; (2-0065) the child support NOMAD program, its difficulties, the Federal penalties for failing to meet their deadlines or implement the program, discussions by other counties/communities to return the child support program to the State; the DA's supplemental request for furniture, which was not

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included in the CIP program; the potential to contract for the investigator's services; the potential for the District Attorney's office to provide a review function for other Departments rather than the current hands-on function; and the cost of "outsourcing" DA functions.

(1-1220) Mr. Heath agreed to provide detailed copies of his report on the funding allocations for Account 330--the Capital Facilities Fund--to the Board. (1-1590) Judge Fondi expressed his and Judge Griffin's appreciation for staff's assistance in relocating their offices. (1-1815) Mayor Masayko asked that the Judges, Clerk-Recorder, and Treasurer meet on combining the collections services and placed the supplemental request for the payment counter collection clerk on the first wish list. (1-2324) Supervisor Livermore placed an officer for Alternative Sentencing on the wish list and requested that any additional fees generated by the position be used to offset the costs of the position. (1-2905) He also placed the Juvenile Detention Facility part-time cook and kitchen remodel on the wish list. (1-2336) Supervisor Bennett placed the the clerk for Alternative Sentencing on the wish list. (1-2445) Supervisor Livermore requested a projection of increased revenue which additional Alternative Sentencing staffing may create. These funds could then be used as an offset against the cost of the individual(s).

BREAK: A 15 minute recess was declared at 8:15 p.m. A quorum of the Board was present when Mayor Pro-Tem Bennett reconvened the meeting at 8:30 p.m. as Mayor Masayko was absent. Mayor Masayko returned at 8:48 p.m. (during discussion on the Juvenile Detention budget). The entire Board was present at that time, constituting a quorum.

(1-2560) Mr. Lewis distributed to the Board and Clerk replacement pages to his documents. (2-0387) Mayor Masayko placed \$10,100 worth of DA furniture and (2-0451) an hourly receptionist on the wish list. (2-0426) Supervisor Plank placed the the personal assistant for Child Support and the Legal Secretary II on the wish list. (2-0495) Supervisor Bennett volunteered to assist Mr. Waters and Mr. Berkich in the evaluation of the DA job functions which may produce an overview function for his office rather than the hand-on service now provided. Mr. Waters responded by explaining his rationale for continuing to handle the employee management negotiations and traffic citations/matters. Supervisor Bennett then clarified her comments to indicate that she was suggesting "off-loading" clerical functions rather than attorney duties. Office improvements which may accomplish this suggestion were noted. Discussion indicated the need for a clerical meeting of all of the Departments involved with the different functions provided by his office in an effort to eliminate duplication of paperwork. This may streamline the progress. Mayor Masayko encouraged him to pursue this proposal particularly now that so many of the functions are in close proximity.

No formal action was taken on any of the items. There being no other matters agendized for discussion/action, Supervisor Livermore moved to adjourn. Supervisor Plank seconded the motion. Motion carried unanimously. Mayor Masayko adjourned the meeting at 9:50 p.m.

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.

The Minutes of the Special April 26, 1999, Carson City Board of Supervisors Budget meeting

1999. ARE SO APPROVED ON _____ July 1 _____,

_____/s/_____

Ray Masayko, Mayor

ATTEST:

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/s/ _____
Alan Glover, Clerk-Recorder