

CARSON CITY BOARD OF SUPERVISORS
Minutes of the March 12, 2001, Budget Meeting
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A special budget session of the Carson City Board of Supervisors was held on Monday, March 12, 2001, at the Community Center Sierra Room, 851 East William Street, Carson City, Nevada, beginning at 6 p.m.

PRESENT: Ray Masayko Mayor
 Jon Plank Supervisor, Ward 2
 Robin Williamson Supervisor, Ward 1
 Pete Livermore Supervisor, Ward 3
 Richard S. Staub Supervisor, Ward 4

STAFF PRESENT: John Berkich City Manager
 Noel Waters District Attorney
 Al Kramer Treasurer
 Robey Willis Justice of the Peace
 John Tatro Justice of the Peace
 Gary Kulikowski Internal Auditor
 David Heath Finance Director
 Daren Winkelman Health Director
 William Naylor Information Services Director
 Sally Edwards Library Director
 Steve Kastens Parks and Recreation Director
 Judie Fisher Personnel Manager
 David Nielsen Juvenile Master
 Shiela Banister Chief Juvenile Probation Officer
 Charles Keller Chief Alternative Sentencing
 William Callahan Undersheriff
 Tom Minton Deputy Controller
 Ken Arnold Deputy Health Director
 Tracy Edgar Animal Control Supervisor
 Scott Fahrenbruch Park Superintendent
 John Simms Juvenile Service Program Coordinator
 Jerry Mather Chief Deputy Sheriff
 Ron John Sergeant
 Liz Teixeira Administrative Assistant
 Katherine McLaughlin Recording Secretary
 David Stultz Cemetery Sexton
 Janet Busse Management Assistant
 Rose Gardner Management Assistant
(B.B.O.S. 3/12/01 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. Mayor Masayko lead the Pledge of Allegiance and described the purpose of the session.

CITIZEN COMMENTS (1-0025) - None.

PUBLIC HEARING, DISCUSSION AND POSSIBLE ACTION ON THE CARSON CITY FISCAL YEAR 2001-2002 FINAL BUDGET (1-0027) - Mr. Berkich reviewed the documents in the informational packet. He then highlighted a memo which had been given to the Board regarding budget changes. (A copy was not given to the Clerk.) Discussion indicated that these changes included funding and expenditures and did not cause an overall change in available funds. These changes included the addition of \$118,000 in revenue for the collections unit; a reduction to the Silver Springs Juvenile Facility budget of \$75,000; an increase to the General Fund balance of \$189,000 due to a reduction in the financial stabilization fund and an increase in the retirees' costs by \$22,000,

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\$10,000 for the Justice of the Peace longevity, and elimination of the debt restructuring proposal originally recommended. Discretionary on-going funds were not available for the Board to allocate. The ending fund balance is now projected to be approximately 8.3 percent of the City's total budget which is \$3.4 million. Mayor Masayko explained that good fiduciary management practices require a financial stabilization program. Erosion of this fund is unwise and should be avoided, however, if the Board so desired, some of its funds could be used for on-going expenses. Discussion then explained that, if the sales tax revenue for last year had been under estimated, the surplus funds would be carried forward to this year's budget for capital programs. The Board could, once these final figures are available, use those funds to restore the financial stabilization program to its original total. Mr. Heath then explained the sales tax estimate used within this year's budget and justified using conservative estimates. Surplus sales tax revenue is used to fund next year's CIP program. Projected growth in the sales tax was based on historical data and conservatively estimated at four percent. Reasons for abandoning the proposal to restructure some bonds were limned. Mr. Kramer expressed the feeling that the bond market may be better in six or eight months. The bonds could only be restructured once during their life. The current market would only provide a one percent savings. Mayor Masayko cautioned against mortgaging the future. Mr. Heath projected this year's sales tax revenue to be \$17.2 million. Mayor Masayko suggested that, if the revenue is greater than projections, the ending fund be enriched prior to funding the CIP program. Mr. Heath agreed that the Board had the latitude to do this. Mayor Masayko then reiterated the Board's comments from the March 5th meeting concerning the personnel costs and the need to constrain them. Discussion indicated that there has historically been approximately \$1.5 million for CIP. The five cent ad valorem monies used for CIP had historically been allocated for Sheriff's vehicles, SPAN, HVAC, and building maintenance. This year \$25,000 had been allocated for City parking lots. The capital funding list was read. Mayor Masayko noted that the Board could use some of these funds for ongoing items.

(1-0428) Mr. Naylor reviewed his memo on the staffing options. Concerns regarding the suggestion that Mr. Nevin be part-time temporarily assigned to Information Services were discussed. Mr. Naylor felt that the funding was one time and that he would be asking for it again next year. The concept would provide an updated website which should be flexible enough for the Departments to be able to maintain it once training is provided. Mr. Naylor clarified his funding request to be for \$12,000 for this position under this concept. Supervisor Livermore supported the concept. Mayor Masayko thanked Chief Buckley for his cooperation and assistance. Chief Buckley explained his rationale for bring the concept forward.

Mayor Masayko then explained the memo from Undersheriff Callahan revising the request for a deputy for the District Courts. The concept to use an hourly part-time position would cost \$15,400. Mayor Masayko directed that this position be placed on the on-going funding list. He also pointed out that several on-going positions had been funded with one shot monies last year. On-going funding had been allocated to these positions in the 01-02 budget in order to maintain the current service levels. He suggested that between \$90,000 and \$100,000 be taken from the ending fund balance and used for on-going positions. This proposal included a commitment from the Board to replace these funds if the sales tax revenues are more than anticipated before any other allocation is considered. This would maintain the ending fund balance at the minimal level of 8.4 percent of the total budget. The Department of Taxation assessed valuation figures will be presented on March 15. The proposed increase in the ad valorem rate is three cents. The Board could raise it by eight cents. The Board had not elected to implement the five cent tax rate for the Silver Springs Juvenile Facility nor the Fire Station tax over-ride as the electorate had approved. He urged the Board to continue to hold the line on these items. He reiterated the Board's concerns regarding the growing personnel costs and the need to address this issue. He directed staff to respond within the next budget cycle with options. Supervisor Livermore supported his suggestions to not implement these taxes and to use a portion of the ending fund balance as suggested. Mayor Masayko then directed that \$90,000 to \$100,000 of the ending fund balance be allocated for on-going items. The one shot funding remained at \$200,000. Public comments were solicited but none given.

(1-0975) Discussion explained that the community service agencies which had not requested additional funding for next year had been funded at this year's level. CASA's funding request was limned. Mayor Masayko pointed out that unless last year's \$48,500 in one shot funding is restored to the community service agencies, their funding will be reduced.

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Mayor Masayko then explained the "rules of engagement" for the "wheel of fortune" process. Using this process the following items were selected for on-going funding: Justice Court clerical position for \$41,600; District Court hourly security deputy position for \$15,300; Animal Control position for \$21,992; and Sheriff's service technician for \$36,312.

The following items were selected by using the same process for one shot funding: hourly website developer position; Community Counseling on Youth for \$23,500; Alternative Sentencing part-time clerk; half-time hourly position for Parks; GROW for \$5,000; Carson Treatment Center for \$10,000; RSVP for \$10,000; Nevada Hispanic Services for \$9,000; Carson Valley Conservation District for \$5,000; Parks hourly position for \$10,000; Health Smart for \$5,000; Library training for \$6,675; Nevada Day Committee for \$1,000; District Attorney's data entry clerk; library books for \$20,000; Brewery Arts Center for \$10,000; CASA for \$4,000; Community Counseling Center for \$10,000; Capital City Humane Society for \$5,000; Nevada Tahoe Conservation District for \$5,000; Center for Independent Living for \$2,000; Board's annual report for \$5,000 with Mayor Masayko's suggestion that the Redevelopment Authority consider funding the remaining portion; and Family to Family for \$10,000.

BREAK: A recess was declared at 7:20 p.m. The entire Board was present when Mayor Masayko reconvened the meeting at 7:25 p.m., constituting a quorum.

Mayor Masayko then indicated that the Board could reconsider the tentative budget in two weeks if a problem is discovered with the process. Supervisor Plank then moved to accept the \$114,758 in on-going and \$201,294 in one shot funding as presented on the screen and the CIP which is in the packet of \$847,000. Supervisor Livermore seconded the motion. Following a request for an amendment, Supervisor Plank amended his motion to include \$50,074 in minor capital improvements. Supervisor Livermore concurred. The motion was voted and carried 5-0.

There being no other matters for consideration, Supervisor Williamson moved to adjourn. Supervisor Plank seconded the motion. Motion carried 5-0. Mayor Masayko adjourned the meeting at 7:55 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 March 12, 2001, Carson City Board of Supervisors budget session

2001. ARE SO APPROVED ON _____ May 18 _____,

_____/s/_____

Ray Masayko, Mayor

ATTEST:

_____/s/_____
Alan Glover, Clerk-Recorder