

CARSON CITY BOARD OF SUPERVISORS  
Minutes of the May 12, 1999, Budget Session  
Page 1

A special meeting of the Carson City Board of Supervisors was held on Wednesday, May 12, 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  
                                  Pete Livermore              Supervisor, Ward 3

STAFF PRESENT:   John Berkich                   City Manager  
                                  Noel Waters                  District Attorney  
                                  David Heath                  Finance Director  
                                  Steve Kastens               Parks and Recreation Director  
                                  Judie Fisher                  Personnel Manager  
                                  John Mayes                   Risk Manager  
                                  Melanie Bruketta            Deputy District Attorney  
                                  Liz Teixeira                  Admin. Asst. to the City Manager  
                                  Katherine McLaughlin      Recording Secretary  
                                  Dave Stultz                  Cemetery Sexton  
                                  Tony Baker                   Safety/Loss Control Tech II  
                                  (B.O.S. 5/12/99 Tape 1-0001)

**CALL TO ORDER, ROLL CALL, PLEDGE OF ALLEGIANCE** - Mayor Masayko convened the meeting at 6 p.m. Roll call was taken. A quorum was present although Supervisor Plank was absent due to a family illness. Mayor Masayko lead the Pledge of Allegiance.

**CITIZEN COMMENTS (1-0028)** - None.

**PUBLIC HEARINGS CONCERNING THE FISCAL YEAR 1999-2000 BUDGET - DISCUSSION AND POSSIBLE ACTION REGARDING THE FOLLOWING:** **A. SENIOR CITIZENS CENTER** - Executive Director Jamie Lee, Parks and Recreation Director Steve Kastens; **B. COOPERATIVE EXTENSION** - Area Director Dick Post; **C. BOARD OF SUPERVISORS, D. CITY MANAGER, AND E. CITY HALL (1-0455)** - City Manager John Berkich, Office Supervisor Terry Drake; **F. COMMUNITY SUPPORT SERVICES (1-0965)** - City Manager John Berkich, Administrative Assistant Liz Teixeira; **G. RISK MANAGEMENT (1-1655)** - Manager John Mayes; **H. WELFARE AND INDIGENT FUND AND I. STATE MEDICAL INDIGENT FUND** - Employee Health/Human Services Manager Gayle McCulloch; **J. GROUP MEDICAL FUND AND K. WORKERS COMPENSATION INSURANCE FUND (1-1945)** - Risk Manager John Mayes, (1-2235) Insurance Pool Executive Director Wayne Carlson; **L. FINANCE, M. DEBT SERVICE, N. CONTINUOUS QUALITY IMPROVEMENT, AND O. CARSON CITY FISCAL YEAR 1999-2000 FINAL BUDGET (1-2765)** - Director David Heath, (1-3175) City Manager John Berkich, (2-0079) District Attorney Noel Waters - Staff reviewed and discussed their budget documents with the Board. Discussion included the Senior Center's fundraising activities, expansion plans and proposed construction dates; the need to relocate the Cemetery office, a phasing program to accomplish this, potential relocation dates, and the possibility of having staff perform some of the engineering work in-house and obtain donations for other amenities; Cooperative Extension's programs; (1-0715) the Board's goals; (1-0750) the cost of the consultant and the Y2K public awareness program; a plan to use contingency funding for this service; (1-0917) the transfer of \$10,000 from the City Hall budget to Northgate for a postage machine; the City Hall's budget eligibility for CQI funding and ideas for its use; (1-1686) long-term medical care concerns and its ever increasing costs; the funding source(s) for the Rural Nevada Health Clinic and services which it provides; funding for and services provided by the State Medical Indigent funds; (1-2061) the desire to keep Carson City money in Carson City when it comes to medical services; the court ruling on police and fireperson's compensation for heart and lung diseases, its costs, and insurance options; the Board's concern about the decision to automatically increase all budget line items by three percent; the purpose of the CQI program and advantages of it; (2-0079) the Child Support's State mandated and centralized NOMAD program, its problems, its

CARSON CITY BOARD OF SUPERVISORS  
Minutes of the May 12, 1999, Budget Session  
Page 2

labor intensive entry requirements, its costs, its training schedule, the Federal penalties for failing to accomplish the program by the deadlines, and alternatives/options.

Mayor Masayko placed the following items on the wish list: (1-0308) \$13,000 in one shot funds for the Cemetery office relocation; \$8,500 in one shot funding for publication of the City's annual report; \$400 in on-going funding for the Board's cellular phone reimbursement; (1-0805) \$3,000 for the Y2K public awareness program; and (1-1125) \$12,390 of on-going funding for the salary adjustments for the Information Services Director and the Assistant Fire Chief. (1-0425) Board comments commended Mr. Post on the Cooperative Extension programs. (1-0475) Supervisor Livermore placed \$5,000 in one shot funds for the millennium on the wish list. Supervisor Bennett placed the following items on the wish list: (1-0525) \$1385 in on-going funding for the Board's travel and training; (1-0655) the Nevada League of Cities membership for one-shot funding; and (1-0838) the half-time secretary for the City Manager's office for the ongoing funding.

(1-0565) Consensus placed the \$500 in on-going funding for the gift fund on the wish list. (1-0660) Mayor Masayko expressed a willingness to forego the membership in the U.S. Conference of Mayors in lieu of the Nevada League of Cities membership. (1-0807) Mayor Masayko committed to reconsidering the funding for the Y2K awareness program if a need arises. Clarification indicated that the consultant costs were established in the contract at an hourly rate. The total cost remains unknown at this time.

Supervisor Williamson placed the following items on the wish list: (1-0590) the \$3000 for the volunteer recognition dinner from the on-going funds; (1-0675) \$9,990 for beautification of two traffic medians on U.S. 395 from one shot funds; and (1-1832) removed from the wish list \$8,640 and placed it in the Supplemental Indigent Services allocation.

(1-0970) Mr. Berkich agreed to furnish Supervisor Bennett with a comprehensive list of the Community Support Services on-going funded items including memberships. (1-0991) Mr. Berkich displayed the comprehensive study on the unclassified employees salaries and benefits. A copy of the executive summary was distributed to the Board and Clerk. He requested a complete discussion of the study be conducted at a future Board meeting outside of the budget process. Mayor Masayko supported consideration of the Assistant Fire Chief and Information Services Director salary increases which will correct inadequacies now being experienced in those positions. Supervisor Livermore supported his comments and questioned the number of other unclassifieds who face the same problem. Justification for considering the two positions without the others was discussed. Supervisor Livermore suggested that the salary positions be budgeted appropriately rather than submitted as a supplemental.

Mr. Berkich then explained the market study for the unclassified employees which indicated that there are approximately 30 positions which need to be adjusted. The proposal would increase the top of these position ranges. He suggested that savings within the various Departmental budgets be used to meet any projected increases granted to those individuals. This proposal was discussed at length as the proposal would convert one shot CIP funds to future on-going costs and raise the base budgets. Discussion included the proposal to modify the merit program to a bonus award and pay for performance program. Mr. Berkich indicated that this program is still being developed. Mayor Masayko explained that this plan would not have to compete with the other funding requests next Monday as Mr. Berkich had finessed it. He directed that a policy be drafted for consideration by the Board on Monday with the formal motion. Clarification indicated that the funding would be taken from the 30 percent CQI retained by each Department. The Board will still have its 70 percent. Discussion noted that the program changes the top of the range for 30 employees and concerns with this decision. Personnel Manager Judy Fisher explained how the classified employees encroach on the unclassified salary ranges due to the COLAs. The 1996 compensation study had pointed out the inequities. The unclassifieds had not always been given the COLAs while the classified employees had always received it. The merit system will remain. Supervisor Livermore expressed his concern that the revenue was being used to compensate current employees rather than hire additional employees. Although he respected the City employees and their professions, at some point their costs must be compared with the community needs and the importance of those needs. Mayor Masayko felt that this policy issue needed to be considered in the future. He directed Mr. Berkich to bring the issue back as a policy for Board action on Monday.

CARSON CITY BOARD OF SUPERVISORS  
Minutes of the May 12, 1999, Budget Session  
Page 3

(1-1814) Supervisor Bennett requested cost breakdowns for indigent medical services and the coverage which the various funds provide for all indigent services. (1-2175) Mr. Mayes agreed to discuss the liability insurance costs with the broker due to the feeling that the City's liability had decreased due to built-in security measures of the new Public Safety Building.

BREAK: (1-2755) A recess was declared at 8:30 p.m. A quorum of the Board was present when Mayor Masayko reconvened the meeting at 8:42 p.m. although Supervisor Plank was absent as noted.

(1-2850) Mayor Masayko requested the quarterly reports include the sales tax information due to budget concerns. Supervisor Livermore explained the Hospital financial reports and requested similar monthly and quarterly financial reports. (1-3466) Mr. Heath explained Sierra Forest Fire District's request to submit a revised budget on Monday. Mr. Berkich indicated that the Sheriff's administrative office program and the Boys and Girls Club request will be presented Monday evening. Discussion then explained the protocol planned for Monday's meeting. Discretionary funds for allocation at that session were noted. (2-0650) Board comments supported Mr. Waters' Option III regarding the NOMADS program which is to stall and see what the other Counties do. Supervisor Bennett urged the Board and Mr. Waters to keep the impact to the children as small as possible. Mr. Waters indicated he would notify the State of the City's interest in developing a cooperative agreement. Comments indicated that Option I will be implemented only as a last resort. Wyoming's program was cited as an alternative program which is both doable, less expensive and workable. No formal action was taken or required.

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.

There being no other matters for consideration, Supervisor Livermore moved to adjourn. Mayor Masayko seconded the motion. Motion carried unanimously. Mayor Masayko adjourned the meeting at 10:15 p.m.

The Minutes of the Special May 12, 1999, Carson City Board of Supervisors Budget Session

A R E S O A P P R O V E D

ON \_\_\_\_August\_5\_\_\_\_, 1999.

\_\_\_\_\_/s/\_\_\_\_\_  
\_\_\_\_\_

Ray Masayko, Mayor

ATTEST:

\_\_\_\_\_/s/\_\_\_\_\_  
Alan Glover, Clerk-Recorder