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A special budget meeting of the Carson City Board of Supervisors was held on Wednesday, May 1, 1996 in the Community Center Sierra Room, 851 East William Street, Carson City, NV at 6:00 p.m.

PRESENT:

Marv Teixeira	Mayor
Greg Smith	Supervisor, Ward 1
Janice Ayres	Supervisor, Ward 2
Tom Tatro	Supervisor, Ward 3
Kay Bennett	Supervisor, Ward 4

STAFF:

John Berkich, City Manager
Noel Waters, District Attorney
Mary Walker, Director of Finance
Fran Smith, Recording Secretary

NOTE - Unless otherwise indicated each item was introduced by Mayor Teixeira. Individuals speaking are identified following the heading of each item. 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.

- A. CALL TO ORDER** - Mayor Teixeira called the meeting to order at 6:00 p.m.
- B. PLEDGE OF ALLEGIANCE** - Supervisor Smith led the pledge.
- C. ROLL CALL** - A roll call was taken and a quorum was present.
- D. PUBLIC COMMENT ON NON-AGENDIZED ITEMS** - None.

AGENDA ITEM - PUBLIC HEARING CONCERNING THE FISCAL YEAR 1996-97 BUDGET DISCUSSION AND POSSIBLE ACTION REGARDING THE FOLLOWING: ANIMAL SERVICES/PET CEMETERY, FIRE DEPARTMENT, AMBULANCE, AIRPORT FUND, EMERGENCY MANAGEMENT
- (1-0019.5) Mike Conklin, Director of Animal Services - Chris Coleman, Division Chief - Steve Mihelic, Division Chief - Dan Shirey, Battalion Chief - John Cotter, First Assistant Chief for Warren Engine Company - James Powell, Battalion Chief - Sheila Clement, Emergency Management Coordinator - Vince Pirozzi, Battalion Chief EMS - Mr. Conklin reported that the budgets for the pet cemetery and the animal control department are up three percent for next year. He said all the revenues are up this year and he anticipates they will go up even more next year. He had provided a comparison with Reno, Sparks, Washoe, and Douglas County of fines/fees and license fees. He noted that Carson City stands very high in Northern Nevada. Mayor Teixeira asked to what he attributed the figures and Mr. Conklin said it is because of community involvement in that they support the department in enforcing the applicable laws. He also commended his staff for the job they are doing. He then confirmed for Supervisor Ayres that his budget did not include any supplemental requests.

(1-0059.5) Supervisor Ayres had a concern with people who adopt pets on impulse and asked if there is anything that can be done about this. Mr. Conklin said morality cannot be legislated and the best that can be done is to educate the public. He said the Humane Society has spent a lot of money trying to do this. He commented he will soon start a program where a prospective owner must watch a fifteen minute film on adoption and also tour the facility. He then said the newspaper has been very supportive of his department and cited their Pet of the Week program which they publicize for free whereas Reno charges \$50.

(1-0093.5) Supervisor Smith noted the projected increase in number of animals impounded and asked if expansion is anticipated. Mr. Conklin explained this is because approximately 25-30 percent of the animals he currently handles are from Lyon and Douglas Counties and he was not sure how to solve the problem. He added that Lyon County does not put a lot of effort into their animal control program. He cited an example that he handles almost three times the number of animals that Douglas County does even though they have the same budget and one more

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staff person. He also mentioned one of his goals in 1996-97 is to put in a 24 hour deposit program and that he already has the money from a donation. Mayor Teixeira noted that half of the impounded animals are adopted out and Mr. Conklin said his facility ranks extremely high compared to the national average and again commended the public for their involvement. Supervisor Bennett asked if he has considered asking people from out of the county for a small donation for the services he provides. Mr. Conklin said he has sent letters and discussed this with people but there is a tendency not to get involved.

(1-0225.5) Mr. Conklin explained that the pet cemetery has always made money and is having a good year again this year. He also noted he is talking with a rendering company from Stockton who is interested in working with him for use of the wildlife center and developing it for a pet cemetery. He felt if this can be coordinated his department will make money on the process. He also had a copy of the 112 page budget for the Reno animal control and compared to the four pages he has. He commended Ms. Walker for the way she had developed the packets.

(1-0257.5) Mr. Mihelic said the Fire Department some supplementals and Mayor Teixeira requested that he give the Board the priorities when they are presented. Mr. Mihelic said he would give a brief overall view of the department and then each division would present their budgets. He reported they are starting to feel growth impacts and said they had seen a ten percent increase in call volume in 1995. He said in the past year they were able to get the quad county haz mat team operational in the City and that the majority of funding for that came through a grant. He added that they are one of only sixty agencies in the nation to receive a grant for the Learn Not to Burn program for education in the schools. He said this has been in place locally for some time but can now be expanded.

(1-0327.5) Mr. Coleman presented the Administrative Division budget and solicited questions from the Board. Mayor Teixeira said it looked straight forward to him. He added that the Board had the opportunity to review it and, unless Mr. Coleman had specific items he wished to discuss, he was ready to move ahead. Supervisor Bennett referred to the EMS Ambulance Billing goal and asked what the level of comfort is at the present time. Mr. Coleman explained that the spot checks are going very well and that he and the Fire Chief are now cross trained on this. He added that Mr. Pirozzi would provide details later. Supervisor Bennett also asked how CQI is working for the department. Mr. Coleman said they have made a commitment to it and that it is working.

(1-0383.5) Mr. Powell noted that the Administrative budget was basically a three percent increase although there are some exceptions. These were in services and supplies at eight percent and capital outlay at forty nine percent. He explained those were a result of an augmentation by the Finance Department to help them in capturing some old equipment. He cited an example that they had taken some 1949 fire hose off line and this increase would allow them to purchase new hose. He also explained they had exceeded their goal of responding to incidents in 4.5 minutes which is a national average. He also reported they have achieved their part of the quad county haz mat participation.

(1-0480.5) Mr. Mihelic said there was little change in the Fire Prevention Division from last year although there was a four percent increase due to personnel contracts relating to the hiring of a new employee and replacing one who had left, merit increases, and there had also been a hundred percent decrease in capital outlay. Supervisor Smith complimented the department on the fire prevention program they have presented at the elementary schools. Commissioner Bennett asked if they have a program concerning terrorism. Mr. Mihelic said they try to approach it from a general education perspective but are not really qualified to do so. Supervisor Ayres mentioned that the department has asked for a fire prevention inspector for a number of years and had not received approval. Mr. Mihelic said it has been their highest priority. Mr. Berkich said they have working with staff on the reorganization concept and that it is possible to fund this when Mr. Coleman retires. Mr. Mihelic said when Mr. Coleman retires they are considering under-filling the position with an administrative assistant position vs. a division level chief officer and that the savings realized could be used to fill the inspector position. Ms. Walker said this could be put on the first cut list with no fiscal impact. Supervisor Ayres asked that two positions be put on the first cut list. She clarified for Mr. Berkich she was asking for the administrative fire inspector positions and that these

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could be paid for by the reorganization process. Supervisor Bennett asked about the \$55,000 cost. Mr. Mihelic explained this would be the total cost for the employee plus auxiliary items such as a desk, a chair, a book case, and a vehicle. Mr. Coleman said there are actually two requests - the first one being the fire inspector and the second is an alternative funding request for that position which is their top priority. Mayor Teixeira asked if there is a startup cost regarding the vehicle, materials and services. Mr. Berkich felt they had augmented the budget for additional supplies. Supervisor Ayres asked what is the cost of one major fire. Mr. Mihelic commented that the cost of one fire in Carson Mall in 1995 was \$7,500,000 and that the department had saved property owners a total of more than \$12,200,00 in just two fires.

(1-0741.5) Mr. Shirey said his training budget was fairly simple. He noted there is a seven percent increase relating primarily to negotiated contractual obligations and cost of living expenses. He said there was also a \$2,500 increase toward funding the Warren Engine company ongoing training needs. He explained that the Training Division has been very active in maintaining the certification levels of all firefighters within the Carson City organization and that they have also maintained certification for all state, OSHA, and Federal mandates for hazardous materials. Supervisor Smith asked about the increase in salaries. Ms. Walker said retro pay is involved and provided details.

(1-0829.5) Mr. Shirey said he had two supplemental requests. One was \$8,500 for additional haz mat training. He explained it had been discovered that department personnel were lacking in some skills outlined by OSHA and NFPA. He added that a consultant had recommended they go to a forty hour class to bring some department personnel up to an acceptable level. Mr. Coleman explained this would be the department's third priority behind reorganization and the fire inspector. Mr. Shirey then explained that Warren Engine Company has continuous expenditures involving the training of new firefighters to bring them up to certain levels. He also noted there are several things they must have according to Federal law. These included haz mat training, medical training, and other operating skills where they have to attend training each year and sometimes every two years.

(1-0901.5) Mr. Cotter commented that the second \$8,500 was for recurring training to continue keeping the department up to high standards. Included were haz mat training and AMS standards for which recertification is required each year. Mayor Teixeira asked what would happen if this does not get funded. Mr. Cotter said the down side is that AMT recertification would lapse and personnel would not be able to respond to medical calls and would have to go through the entire program all over again. Mayor Teixeira asked how much money is in the department's training budget. Ms. Walker said it is \$28,000. Mayor Teixeira then asked if only one request was granted which would it be. Mr. Coleman explained that last year the Board had funded the full \$14,000 for identical training. He explained this year they had brought it to the Interim Finance Committee who could not fund the entire amount but had opted to use the stair step approach and had funded \$2,500 of ongoing money toward the request and the \$8,500 is the balance between that and \$11,000. He added that staff had tried to trim this to bare bones and that the \$14,000 had been cut to \$11,000. Supervisor Smith then asked that \$15,000 be put on the first cut list to be used at the department's discretion. Supervisor Ayres commented that in recent studies and surveys the community had indicated their top priority is public safety and felt it is better to be proactive than reactive. She explained her reasons and said she would like to see the full \$17,000 be funded. Supervisor Bennett referred to the description in the supplemental request and asked if the department actually does the hands on training. Mr. Shirey explained it is approximately sixty percent. He explained that in each quarter they try to get as close to forty hours of training per person as possible and that he is personally responsible for teaching at least 25 of those hours. Supervisor Bennett also had a question about Mr. Shirey's salary. She asked why the City would pay someone to teach as opposed to hiring additional firefighting personnel and how does the department benefit as a result of his position. Mr. Coleman explained that the community benefits because the firefighters are appropriately trained. He noted there is a great deal of documentation and certification work that must be done, research must be done, and programs must be set up. He added that Mr. Shirey is not only a teacher and someone who keeps records but is also significantly involved in hazardous materials programs and is involved in writing and obtaining grants for those programs. He noted that the majority of their haz mat operation has been paid for by over \$100,000 in grants. He commented that this far more involved than one person training another. Supervisor Bennett asked if the in house teaching is saving the department from having to send their personnel outside

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somewhere for the training. Mr. Coleman said if the department had to purchase the outside training the cost would be significantly more. Mayor Teixeira commented on the certification and said he did not think the City can do without these services.

(1-1147.5) Ms. Clement reported that they are proceeding with their plans and programs with City and community training. She solicited questions from the Board and Mayor Teixeira said he felt it is very straight forward.

(1-1179.5) Mr. Pirozzi said the Ambulance Fund is retrieving approximately eighty percent on ambulance billings compared to the national average of fifty percent. Mayor Teixeira commented that the budget is increasing five percent across the board and Ms. Walker explained how it is affected by the amounts Medicare pays. Mr. Pirozzi agreed and said they have not received an increase from Medicare since 1994. He also noted that the cost for an ambulance ride is very low compared to national figures. He said approximately 75 percent of rides are for Medicare or Medicaid patients. However, he felt that the high percentage of those patients guarantees payment from the government. Mayor Teixeira asked about the subsidy and Ms. Walker said it is currently \$275,000 and projects it will be maintained at that level if the Board provides for inflationary increases each year. Mr. Pirozzi said they had not factored an ambulance subscription service into any of the figures but they are hoping to get it up an running in the fall. He added if it works the way it should some appreciable revenues should result.

(1-1337.5) Mr. Mihelic said the Airport Fund it is a straight forward budget and there were no questions from Supervisors.

There being no further business Mayor Teixeira entertained a motion to adjourn. Supervisor Ayres moved to adjourn. Supervisor Tatro seconded the motion. Motion carried 5-0. Mayor Teixeira adjourned the meeting at 7:25 p.m.

The Minutes of the May 1, 1996 special meeting of the Carson City Board of Supervisors

ARE SO APPROVED _____ June 6 _____, 1996

_____/s/_____
Marv Teixeira, Mayor

ATTEST:

_____/s/_____
Alan Glover, Clerk-Recorder