

**CARLIN CITY COUNCIL
CITY OF CARLIN, STATE OF NEVADA
REGULAR MEETING CARLIN MUNICIPAL COURT ROOM
101 SOUTH EIGHTH STREET
CARLIN, NEVADA**

**April 14, 2017
7:00 P.M.**

Call to Order and Roll Call

Mayor Dana Holbrook called the meeting of the Carlin City Council to order at 7:00 p.m.

Council Members Present:

Mayor Dana Holbrook
Vice Mayor Lincoln Litchfield
Councilperson Sabra Esparza
Councilperson Pam Griswold
Councilperson Margaret Johnston

Council Members Absent:

None

Staff:

David Jones, City Manager
LaDawn Lawson, City Clerk
Carlos Esparza, Public Works Director
Dennis Fobes, Chief of Police
Ella B. Trujillo, Carlin Senior Center Director
Michael Abrams, Carlin Volunteer Fire Department Assistant Chief

Pledge of Allegiance

- 1. Comment by the General Public: Pursuant to NRS 241.020(2)(D)(3)(I & II) this time is devoted to comments by the general public and possible discussion of those comments. No action may be taken upon a matter raised under this item until the matter has been included on a successive agenda pursuant to the required procedures at the discretion of the City in accordance with applicable law and identified as an action item. (Non-Action Item)**

None

- 2. City Council Members Reports (Non-Action Item):**

None

3. Staff Reports (Non-Action Item):

None

4. Department Reports (Non-Action Item):

None

5. Board Reports (Non-Action Item):

None

6. Public Comment may be taken prior to any Discussion Being Taken by the Council: Review, discussion and direction regarding revenues and expenditures for all departments and all funds from the Carlin City Council regarding preparation of the City of Carlin's budget for Fiscal Year 2017 - 2018, and all related matters. (Possible Action Item)

1. Councilperson Pam Griswold asked David Jones to explain why the wages for the City Manager had increased from the previous year. Griswold stated it was previously \$64,000 and the proposed budget was now \$77,875. David Jones explained that the previous budgeted amount was too low and he made an adjustment so the ending fund balance would be correct. Councilperson Pam Griswold stated she believed the budgeted amount should actually reflect the salary paid. Discussion was held about how much should be budgeted based upon the City Manager's actual salary. Councilperson Pam Griswold recommended \$77,000 for the salaries and wages for the City Manager position. Vice Mayor Lincoln Litchfield recommended budgeting higher rather than lower. Mayor Dana Holbrook agreed. No changes were made and the original budgeted amount of \$77,875 was left unchanged. Councilperson Pam Griswold stated for the record she would like to see next year's budget worksheets reflect more realistic numbers. No further changes were made
2. Mayor Dana Holbrook asked to review the capital projects budget again in order to see if they could budget more money for street repairs. Holbrook stated he wanted to budget money just in case the forthcoming engineering report proposed doing some immediate work in order to save further deterioration or if future work done under other grants requires necessary work not covered by those grants. Discussion was held regarding making a transfer from the General Fund to the Capital Projects Fund. Mayor Dana Holbrook stated that budgeting the money did not necessarily mean it would be spent. Further discussion was held regarding the possibility of using the money for the completion of the new fire house if desired. Councilperson Sabra Esparza and Mayor Dana Holbrook both stated they felt street repair was more important than finishing the new fire house. Further discussion was held regarding the cost of making repairs to certain

- water valves on the City water lines and using the engineering report to be completed by Farr West Engineering to establish a plan.
3. David Jones stated Municipal Court Judge Teri Feasel would like to have \$5,000.00 budgeted for Court improvements. David Jones explained that nothing was planned but it was just in case something needed to be repaired. The Council agreed to budget \$5,000 for Court improvements. No other changes were made.
 4. David Jones asked the Council if they would like to go over any additional funds.
 5. Councilperson Margaret Johnston stated she would still like to not purchase the additional police vehicle for the Police Department because they already have three new trucks with one manufactured in 2016 and two in 2017 and she felt that they would all fail at the same time. Johnston stated she would like to wait one or two years before purchasing another. Vice Mayor Lincoln Litchfield stated he believed the plan would be that once the new trucks were purchased and that one vehicle would be changed out every two years. Discussion was held regarding why the vehicle should be purchased. Mayor Dana Holbrook stated he understood Johnston's opinion but that he disagreed. Councilperson Johnston stated her opinion was still that they should not be purchased. Vice Mayor Lincoln Litchfield stated he felt the vehicle should be purchased. Councilperson Pam Griswold stated she understood both sides. Councilperson Sabra Esparza stated she understood changing out vehicles but was in support of purchasing the vehicle and getting on a two year cycle. LaDawn Lawson explained that a rotation cycle was supposed to be started in 2001 but then it was cut from the budget. Councilperson Margaret Johnston stated the citizens of Carlin have the perception that the City is constantly buying new vehicles which concerned her. No change was made to the tentative budget for a new police vehicle.
 6. Councilperson Sabra Esparza requested an explanation about why there was a transfer from Parks and Recreation Fund to the Equestrian Center fund. David Jones explained that there would be future transfers from the Parks and Recreation fund to the Public Works fund so Public Works can make improvements to the Park. David stated it was the 10-65 fund. LaDawn Lawson explained the Park and Recreation #1 fund was where the room tax goes and then is distributed to the General Fund, Parks and Recreation #2 Fund, and the Equestrian Center Fund. Discussion was held regarding what the funds could be used, including civic projects. Councilperson Sabra Esparza asked if anything was budgeted for civic projects. David Jones said there was not. LaDawn Lawson explained how the room tax works and stated it was currently down from previous years.
 7. David Jones stated he would like to make a change to the Parks and Recreation #2 Fund. Jones asked the Council how much they would like to transfer to Parks and Recreation #1 Fund, specifically if they would like to keep it at \$37,500 or lower it to \$35,000. The Council agreed to leave it at \$37,500.

Vice Mayor Lincoln Litchfield made a motion to approve revenues and expenditures for all departments and all funds from the Carlin City Council regarding preparation of the City of Carlin's tentative budget for Fiscal Year 2017 - 2018, and all related matters. Councilperson Sabra Esparza seconded the motion. The motion carried unanimously.

- 7. Public Comment may be taken prior to any Discussion Being Taken by the Council: Comment by the General Public: Pursuant to NRS 241.020(2)(D)(3)(I & II) this time is devoted to comments by the general public and possible discussion of those comments. No action may be taken upon a matter raised under this item until the matter has been included on a successive agenda pursuant to the required procedures at the discretion of the City in accordance with applicable law and identified as an action item. (Non - Action Item)**

Mayor Dana Holbrook inquired if there was any public comment. There was no public comment.

- 8. Adjournment. (Possible Action Item)**

Councilperson Pam Griswold moved for adjournment. Councilperson Sabra Esparza seconded the motion. The meeting was adjourned at 8:00 p.m.

Approved:

Attest:

Mayor Dana Holbrook

LaDawn Lawson, Carlin City Clerk