

CARLIN CITY COUNCIL
CITY OF CARLIN, STATE OF NEVADA
BUDGET WORKSHOP
CARLIN CITY HALL
101 SOUTH EIGHTH STREET
CARLIN, NEVADA
March 9, 2011, 2:00 p.m.

Call to Order and Roll Call:

Mayor Cliff Eklund called the meeting of the City Council to order at 2:00 p.m.

1. Council Members Present: Mayor Cliff Eklund
Vice Mayor Donnetta Skinner
Councilperson Steve Feasel
Councilperson Lee Griswold
Councilperson Lincoln Litchfield

Absent:

2. Administrative Staff: City Manager Glenn Trust, City Clerk LaDawn Lawson, Police Chief William Bauer
3. Public Present:

Pledge of Allegiance

I. Discussion and review of the proposed Expense and Revenue budgets for Fiscal Year 2011-2012 and City Council discussion and direction regarding budget preparation (Non-Action Item)

1. Mayor Cliff Eklund reported he has a letter from Senator John Lee concerning the state budget and it appears that the state will be 'dipping into' county funds. He noted this can have many effects and Carlin receives funding from the County of Elko. He discussed the ad valorem taxes and if the County is hit hard with unfunded mandates, budget cuts, funding cuts, it could mean they may have to increase taxes again. He noted Carlin should be cautious in any funding. He stated they have the opportunity to give input into the proposals that are given today.
2. City Manager Glenn Trust stated this budget is for the Council to go over and asked that they do not rush through it. He explained they report the annual population is 2,370 and is the approved state demographer's population count for the City of Carlin and affects all the revenue Carlin gets. He stated Carlin has grown by 5% since 2006 and Elko has grown 10% and the Consolidated Tax is based on population. He noted they have to increase their growth to increase revenue. He noted the assessed value of Carlin's Ad Valorem is 4% in the overall picture. He read the limits imposed by the Nevada Constitution and state statutes, noting that Carlin's property tax rate is 1.1481%. He stated the allowed Ad Valorem Revenue is \$1,243,741, but with the 1.1481% allows Preabated of \$321,044, noting the final number will be approximately \$295,000 with the abatement. He explained these are preliminary numbers and property tax is one of the largest revenue sources for Carlin. He stated Motor Vehicle Fuel Tax is 2%. He explained there is a 1 cent MVF based on population or \$13,999, 1.75 cents is based on assessed value or \$10,430, and 2.35 cents based on mileage, population and vehicle miles driven or approximately \$28,261. He stated Carlin sells a lot of fuel and the County gets a lot of that money because of this, but Carlin receives only a small portion. He stated they need to attract growth and since the Master Plan is going to be reviewed and updated these are things to think about. He reported the most significant revenue Carlin receives is Consolidated Tax. He explained BCCRT (Basic City County Relief Tax) 18.7% and SCCRT (Supplemental) 65.4% is sales tax, RPTT is Real Property Transfer Tax and GST is Government Services Tax.

3. Mayor Cliff Eklund confirmed that 84% is sales tax.
4. City Manager Glenn Trust agreed. He stated the Consolidated percentage is 5% for Carlin. He stated it is important that people and businesses are brought to Carlin. He stated that areas of Carlin are not attractive to buyers.
5. Mayor Cliff Eklund reminded the Council that the \$1 million figure is an estimate.
6. City Manager Glenn Trust stated they have budgeted 10% below the revenue projections and those projections from last year have been close. He stated the proposed estimate is \$349,448.08. He stated they budgeted an Opening Fund Balance of \$1,953,943 and the actual was \$2,004,200. He stated the projected Opening Budget will be \$2,316,295 and because they budgeted low, he expects this figure to be higher. He explained how he arrives at the figure for Ad Valorem Taxes. He stated the Ad Valorem would be \$295,000. He explained the Licenses and Fees should total \$64,704.
7. Mayor Cliff Eklund explained the state mandates that the budget must be balanced.
8. Discussion was held on Mr. Martin's gravel enterprise.
9. City Manager Glenn Trust explained Intergovernmental Revenues are projected at 10% lower than expected at \$1,353,500. He stated the County Gaming fluctuates more than the other revenues.
10. Discussion was held on streets.
11. Discussion was held on the CDBG grants.
12. City Manager Glenn Trust stated Carlin does not qualify for CDBG grants.
13. Mayor Cliff Eklund stated the Meeting was convened after a brief break at 3:17 p.m.
14. City Manager Glenn Trust reported they have requesting funding from NDOT for curb, gutter and sidewalk and he is not sure they will receive it. He explained some of the pros for Carlin acquiring Chestnut Street. He discussed Services and Fees at \$72,500 annually and Fines and Forfeitures at \$12,000.
15. Councilperson Lincoln Litchfield inquired about juvenile fines.
16. City Manager Glenn Trust stated those go directly to the County.
17. Mayor Cliff Eklund inquired about the confiscated money and items.
18. City Manager Glenn Trust stated the Council by Resolution created a Police Forfeiture Fund and can only be used for equipment, training, radios and such.
19. City Manager Glenn Trust explained the Miscellaneous and Other Revenues at \$39,000.
20. Discussion was held on UNR Law Enforcement Services and Fireworks.
21. City Manager Glenn Trust explained the C Maintenance Revenue. He stated Other Financing Sources are not true revenue sources or are restricted, which includes the \$100,000 given by Mr. DeGeorgio last year, and has to be spent for a one-time acquisition to the City. He discussed the Consumer Price Index COLA Proposal. He stated the last adjustment of pay schedules for City employees occurred in 2006-2007. He noted that is a 5-year period since there was an adjustment. He stated there has been an 8.8% change since January 7 through January 2011. He proposed a 2% adjustment to the pay schedules which amounts to \$19,110.80 increase for the year. He stated it fits the budget and they are budgeting below the projected revenues. He stated the total increased over the Step increased is \$27,279.95 or 1.90%. He stated if the Council is not for it, they would not pursue it.
22. Vice Mayor Donnetta Skinner stated if we can figure this in, she agrees with doing it.
23. Mayor Cliff Eklund stated his phone call from John Ellison stated that the governor has no intent of sweeping any accounts, but the unfunded mandates are coming through what is called the Green Code. He stated that if the buildings or homes do not meet the Green Code, they could not get financing. He stated there is also a proposal to close the prison camp in Wells. He requested the Council as individuals put down how budgeting cuts would affect Carlin.
24. Councilperson Steve Feasel confirmed the 2% would be across the board.
25. Mayor Cliff Eklund stated Carlin is on the very low end and have the best work force and agrees with the 2%.
26. City Manager Glenn Trust stated the step increases would be given on anniversary dates. He

- agreed that staff is significantly underpaid in comparison to other communities.
27. City Clerk LaDawn Lawson stated the City has already implemented a hiring freeze and cutting back in the past few years and at some point, the employees should be rewarded.
 28. Mayor Cliff Eklund agreed.
 29. City Manager Glenn Trust reiterated that he would not propose this if it were not covered.
 30. Mayor Cliff Eklund stated he has asked City Manager Glenn Trust to agenda a 3% increase for the manager.
 31. Councilperson Steve Feasel stated it shows that the Council is trying to look out for them.
 32. City Manager Glenn Trust explained that in the three (3) years he has been there, they have been unable to do this for the employees. He stated it is important to get salaries to a reasonable level.
 33. Mayor Cliff Eklund stated it was not City Manager Glenn Trust's request for the 3% increase.
 34. City Manager Glenn Trust stated the expense numbers includes the 2% in the budget he is proposing.
 35. Vice Mayor Donnetta Skinner stated they have to make sure it is covered.
 36. City Manager Glenn Trust stated it would be. He stated everybody knows they will have to watch their numbers tightly and if they are spending more in an area, they will stop it. He stated the employees deserve it. He reported that a third of the Municipal Court expenses are offset by the County.
 37. Discussion was held on the Legislative expenses
 38. Mayor Cliff Eklund stated any raise in this category would not take place until the next election.
 39. City Manager Glenn Trust stated he would put the 3% on the next agenda if it not going to be an issue of debate if the Council does not want to do it.
 40. Mayor Cliff Eklund stated he felt that was fair.
 41. City Manager Glenn Trust stated the projections are more than they will spend, by overstating the expenses, understating the revenues; there is a safety net.
 42. Mayor Cliff Eklund stated, "I think it is amazing they run the City Clerk's office at \$125,000".
 43. City Manager Glenn Trust stated that it is more in the area of \$116,000. He stated travel and training has been very conservative.
 44. Councilperson Steve Feasel stated this is important and a moral booster.
 45. City Clerk LaDawn Lawson stated sometimes if they go every other year, they get the same information.
 46. Discussion was held on the travel and training.
 47. City Manager Glenn Trust stated all of the figures in Police Department stay the same or come down with the exception of the salaries. He discussed the communications.
 48. Discussion was held on an \$115,000 jump in wages and the number of officers.
 49. Chief Bauer explained they were down in officers for 10 months. He stated there are 7 working the Department and explained overtime was heavier when they were down.
 50. Mayor Cliff Eklund stated when the officer was hired he understood that when the grant ran out the officer would not be there. He noted that was the proposal before the Council at the time.
 51. City Manager Glenn Trust stated that is an option. He stated they have gotten a lot of value from having the officer and would like to see it continue, noting that the budget includes that position whether it is grant-funded or not.
 52. Mayor Cliff Eklund stated that is not how it was passed when it was decided.
 53. City Manager Glenn Trust stated he is recommending that it is worth keeping as it is in the budget. As it has been valuable to the City.
 54. Mayor Cliff Eklund stated this is something they will have to address if the granting process stops.
 55. Chief Bauer stated that if the grant-funded position went away and the grant statistics were not there, they would be in favor of eliminating this, but if the statistics back up the position, they

- would approach the Council on having that as a funded position.
56. City Clerk LaDawn Lawson explained it was dependent on funding at the time.
 57. Mayor Cliff Eklund stated if the grant funding went away the position went away.
 58. City Manager Glenn Trust noted the position is funded and if the grant goes away, it would be brought back to the Council for a decision.
 59. City Manager Glenn Trust reported the budget shows all seven (7) positions and includes overtime.
 60. Councilperson Lee Griswold inquired about the communication with NDF layoffs.
 61. Chief Bauer stated it would affect the dispatch adversely and would increase the workload.
 62. Discussion was held on the radio communication.
 63. Mayor Cliff Eklund inquired the confiscated money could be used for communication.
 64. Chief Bauer stated it is supposed to be used for drug law enforcement.
 65. Discussion was held on blood draws are expensive.
 66. Chief Bauer stated there is a countywide fund and everyone draws from that.
 67. Councilperson Steve Feasel inquired about the computers.
 68. Chief Bauer stated he would like to replace two (2) computers.
 69. Vice Mayor Donnetta Skinner stated she would like to see some capital improvement designations to fix the building.
 70. City Manager Glenn Trust denoted some of the capital projects.
 71. Vice Mayor Donnetta Skinner stated the dog owners should be made to pay for the food.
 72. City Manager Glenn Trust reported on the Fire Department stays the same with the only increase would the salaries. He stated the grant-funded position is vacant as he is leaving and working on a volunteer basis currently.
 73. Discussion was held on the personnel at the Fire Department.
 74. Councilperson Steve Feasel stated they have applied for two (2) grants and have not heard.
 75. Councilperson Lincoln Litchfield stated he would like to see him stay.
 76. City Manager Glenn Trust stated the new rates for physicals have increased this year. He noted in order to be a certified Fire Department, they have to keep a roster of 35.
 77. Vice Mayor Donnetta Skinner explained the older people should step aside for the younger.
 78. City Manager Glenn Trust stated they would put a plan before the Council at a later time on communications.
 79. Mayor Cliff Eklund stated they should not cut costs for the safety personnel.
 80. Discussion was held on the fuel and electricity funds.
 81. Discussion was held on the police vests.

II. Comments by the General Public: Pursuant to NRS 241.020(2C) this time is devoted to comments by the general public and discussion to those comments. No action may be taken upon a matter raised under this item until the matter has been included on a successive agenda and identified as an action item. (Non-Action Item)

1. None.

III. Adjournment. (Action Item)

Councilperson Lincoln Litchfield moved for adjournment with Councilperson Steve Feasel seconding the motion. The meeting was adjourned at 4:28 p.m.

APPROVED:

DONNETTA SKINNER, VICE MAYOR

ATTEST:

LADAWN LAWSON, CITY CLERK