

CARLIN CITY COUNCIL
CITY OF CARLIN, STATE OF NEVADA
BUDGET WORKSHOP
CARLIN CITY HALL
101 SOUTH EIGHTH STREET
CARLIN, NEVADA
March 17, 2010, 2:00 p.m.

Call to Order and Roll Call:

Mayor Cliff Eklund called the meeting of the City Council to order at 2:35 p.m.

1. Council Members Present: Mayor Cliff Eklund
Vice Mayor Donnetta Skinner
Councilperson Lee Griswold
Councilperson David Trujillo
Absent: Councilperson Lincoln Litchfield
2. Administrative Staff: City Manager Glenn Trust, City Clerk LaDawn Lawson, Public Works Director Carlos Esparza, Police Chief William Bauer
3. Public Present:

Pledge of Allegiance

I. Discussion and review by staff of capital projects as part of the Fiscal Year 2010-2011 budget and City Council discussion and direction regarding capital projects. (Non-Action Item)

1. Mayor Cliff Eklund reported this meeting is called for review of the tentative budget and approval can be made at the regular meeting.
2. Discussion was held on the dates required for approval and submission to the Department of Taxation by the first meeting in April and subsequent public meetings in May for the official approval.
3. City Manager Glenn Trust reported the numbers are the final projections for Revenue Overall statewide sales tax has been projected to decline at around 11.36% for Fiscal Year 2009-2010 and 1.48% for Fiscal year 2010-2011. Statewide, property values have plummeted. He stated Carlin's property tax has held "pretty steady" and Carlin's population is projected at 2,345, a 23-person increase and Carlin's percentage of the total County population is 4.57%.
4. Mayor Cliff Eklund stated they appealed the population several years ago.
5. City Manager Glenn Trust stated they use utility billing and electrical hookups and other methods in their population calculations. He explained that the property tax growth rate is calculated by a formula that multiplies the property base by 1.6. With that, assessed value for the year will be \$26,486,411, with an Ad Valorem Revenue Base of 1,079,772. He pointed out that Motor Vehicle Fuel Tax Revenue is projected at \$13,425 based on population, \$26,486,411 based on assessed value and \$28,260 based on population and road mileage within the City. He stated FY 10-11 Base Consolidated Tax Distribution is projected at \$1,060,414.15, with an estimate of distribution to Carlin of \$1,245,732.44. He stated they budgeted 10% under this figure last year and proposes to do the same in the current year.
6. Mayor Cliff Eklund agreed.
7. City Manager Glenn Trust reiterated that all of the figures are projections. He explained the General Fund Budget Projections for the current year. He stated in May he would ask for a budget augmentation for the Fourth Street paving and water reservoir cover. He stated the Licenses and Permits are based on current year actual monies received. He stated the Consolidated Tax is based on a combination of several taxes with \$1,147,934 being budgeted. He stated the Gaming Tax budget will be decreased to \$5,000.
8. Discussion was held on the Fire Department Services and Fines and Forfeitures.

9. City Manager Glenn Trust stated he has budgeted \$20,000 for Leases and Contracts, noting he projects \$24,818 by the end of the current year which includes concessions, leases, parking lots for Newmont, etc. He noted the \$5,000 for City Dumpster usage will pay for the dumpster costs. He stated the Miscellaneous Other Revenue is an unknown each year. He stated Contributions and Grants \$20,000 was money donated by the mines for the library. He stated after ECEDA does their survey, they will be looking at the possibility of land sales or Sales of Fixed Assets to bring in additional funds. He stated the Transfer from the Park & Rec Fund is the fund that holds Room Tax and 2% could be used for civic improvement with the library to offset the City's capital outlay.
10. Mayor Cliff Eklund discussed the Fong property clean up.
11. City Manager Glenn Trust explained that annual step increases are included in the Department summary. He stated the Municourt employees are paid half of their salaries by the County. He stated the Salaries and Wages were underestimated this year.
12. Discussion was held on the 20 steps and 20 grades, longevity pay and Carlin's history of step raises.
13. Discussion was held on the Police Officers salaries.
14. City Manager Glenn Trust explained \$41,000 is the required cost for Communications paid to the County Central Dispatch for the Police Department and \$29,000 for the Fire Department.
15. Mayor Cliff Eklund stated he would like a departmental total.
16. Discussion was held on the costs for the Animal Shelter.
17. City Manager Glenn Trust noted the \$29,000 for Communications had been moved to the Fire Department.
18. Discussion was held on the radio costs for that expenditure.
19. Discussion was held on the reduction in Travel and Training.
20. City Manager Glenn Trust reported the Ambulance Personnel is a soft number because it is offset by the ambulance fees collected.
21. Discussion was held on mosquito abatement and reimbursement from Newmont.
22. City Manager Glenn Trust pointed out \$75,000 in Library Capital Outlay is the transfer discussed from the Park & Rec Fund. He noted that the Legal, Accounting and Engineering Fees will all be reduced.
23. Mayor Cliff Eklund stated the Election Fees are significantly lower than previous years in an election year.
24. City Clerk LaDawn Lawson stated the County estimates \$3,000 - \$5,000.
25. City Manager Glenn Trust stated Building Inspection is an unknown factor and with a contract inspector will cost less.
26. Discussion was held on the history of a line item in the budget for matching grants.
27. City Manager Glenn Trust stated the \$34,000 is a transfer to the Debt Service Fund accounts for payments that have to be made. He stated the Transfer to Capital Projects Fund would be a transfer to continue to build up the fund for when it is needed. He stated the \$147,000 transfer is the water cover cost to be transferred this year. He explained Total Expense budgeted for the year, \$2,080,560 with current expenditures of \$1,302,023, which are under the projected expenses for the year. He reported the Total Revenues of \$3,903,042 includes the Opening Balance with YTD total of \$3,616,676. Net Revenue is positive at of \$1,822,479 with total of YTD \$2,314,652 and should end the year at \$2,030,627, up \$200,000 from what was budgeted. He noted factoring in the reductions of revenue, increases the General Fund Balance approximately \$20,000.
28. Mayor Cliff Eklund stated in attending meetings, other communities are facing large decreases in the General Fund and complemented the staff of Carlin on how their budgets are managed and enabling such an increase.
29. The meeting was called for recess at 4:25 p.m. and reopened at 4:32 p.m.
30. City Manager Glenn Trust reported on the Senior Center Fund with Expense projected at \$194,817 and Revenue at \$197,453, with a balance of \$2,636. He stated the Capital Projects

Fund has several items added to it for different departments, noting the Opening Balance shows money that has accumulated through the years. He stated the tax will exceed the amount budgeted in the current year and the transfers will total \$70,000 this year, instead of noting \$75,000. He stated the budgeted amount was \$319,670 without any transfers with a projected actual amount of \$333,240. He stated he did not project Tax for Capital Projects, which would add approximately \$15,000. He stated his primary focus is Streets this year. He stated the Police Department proposal concerns vehicles, as well as for other departments. He stated they need an Overall Comprehensive Policy for maintaining vehicles, proper use of the vehicles and rotation of the vehicles. He stated if they set money aside and start with the Police Department and do a rotation.

31. Chief William Bauer stated the maintenance costs are beginning to come back to the City and these costs are rising. He explained they need to set up a rotational system where police cars are used up to 80,000 miles and then put into another department. He proposed they could replace two cars a year and put two cars in moderate use positions. He stated they could upgrade the vehicles by instituting a system that offsets the costs. He stated they anticipate approximately \$25,000 a vehicle.
32. Mayor Cliff Eklund suggested that a fixed price be provided to the Council when they plan to purchase the vehicles.
33. City Manager Glenn Trust stated that John Rowe would outfit the new vehicles with the current lights and sirens they have. He stated this would alleviate a situation of having to replace many cars at one time.
34. Mayor Cliff Eklund agreed that buying several vehicles at the same time also means replacement at the same time.
35. Chief Bauer stated that the rotation would be beneficial to start currently.
36. City Manager Glenn Trust explained this would be a "pay as you go" policy.
37. Mayor Cliff Eklund stated the sale of old equipment funds could be placed in the budget. He stated he is not sure whether the Explorers would work for other departments.
38. City Manager Glenn Trust stated they would put a plan before the Council at a later time.
39. Discussion was held on the type of vehicles they would purchase.
40. City Manager Glenn Trust reported on the Grants Fund and the Park & Rec Fund, which also shows money that has accumulated over the years and should be used. He stated the Materials & Supplies are for items that need to be replaced or purchased. He stated the \$50,000 Capital Outlay would be electrical at the Park, restrooms refitted and power at various areas with a transfer of \$50,000 from the other Park & Rec Fund to cover these expenses. He stated this would not have to go to bid. He stated the Equestrian Fund shows most of the expenses and revenues for the Chili Cook-Off.
41. Mayor Cliff Eklund inquired if there was to be money transferred into the Equestrian Park Fund as they had done in the past dividing Room Tax between the Park & Rec and Equestrian Park.
42. City Manager Glenn Trust stated he would like to have a figure to work with and it would be placed for Capital Improvement. He stated the money would be transferred from Park & Rec Fund 2, noting there should be an additional \$92,716 by the end of the year and will add \$20,000 for the Equestrian Park. He proposes \$5,000 for Capital Outlay from the Cemetery Care Fund. He explained the Proprietary Funds Opening Fund Balance is cash of \$977,647, noting they are operating in the black for the Utility Fund, which is paying for itself. He stated he proposes no transfer from the General Fund in the following year, as there would be no capital projects and this should build the fund. He stated the Water Department is funded by user fees. He stated some of the legal, accounting and engineering fees are taken from the Utility Fund. He stated postage fees include Code Enforcement, which are a high cost. He stated they would try to control the Fuel Expense. He stated the net would be \$979,248 for the current year.

- II. **Discussion and review of the proposed Expense and Revenue budgets for Fiscal Year 2010-2011 budget and City Council discussion and direction regarding budget preparation. (Non-Action Item)**

- III. **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)**

- IV. **Adjournment. (Action Item)**
The meeting was adjourned at 5:21 p.m.

APPROVED:

CLIFF EKLUND, MAYOR

ATTEST:

LADAWN LAWSON, CITY CLERK