

CARLIN CITY COUNCIL
CITY OF CARLIN, STATE OF NEVADA
BUDGET WORKSHOP
CARLIN CITY HALL
101 SOUTH EIGHTH STREET
CARLIN, NEVADA
March 30, 2011, 9:00 p.m.

Call to Order and Roll Call:

Mayor Cliff Eklund called the meeting of the City Council to order at 9:00 p.m.

1. Council Members Present: Mayor Cliff Eklund
Councilperson Lee Griswold
Councilperson Steve Feasel
Councilperson Lincoln Litchfield
Absent: Vice Mayor Donnetta Skinner
2. Administrative Staff: City Manager Glenn Trust, City Clerk LaDawn Lawson, Police Chief Bill Bauer
3. Public Present: Karla Jones, Jeff Springer

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. City Manager Glenn Trust reported Jeff Springer of Sierra Electronics is present to report on radio upgrades. He stated they have costs and proposals on how to pay for this.
2. Jeff Springer represented a slide show to show the requirements and what is going on, noting he has met with Public Works Director Carlos Esparza, Fire Chief Will Johnston and Police Chief Bill Bauer. He explained narrow banding is the change for the 150-174 MHz and 421-512 MHz bands. He stated it affects all licenses in those bands that are currently operating. He stated the requirement is that the City change to 12.5 kHz. He explained the deadlines, noting they cannot license any more wide-band channels as of December 2011. He stated the cut-off date for narrow banding is December 31, 2012 and all systems have to be converted at that time. He explained that this has been in the works since 1991 and is an unfunded mandate. He explained the process and there will be no wide-band produced after 2012. He stated the frequencies are fixed and this will be more efficient so more people can use radios. He stated compliance is mandatory by the FCC and there will be fines if it isn't converted.
3. Councilperson Lincoln Litchfield inquired if other entities will be affected.
4. Jeff Springer replied affirmatively.
5. Discussion was held on complying and plans are being put into place.
6. Councilperson Lee Griswold inquired if scanners can be used.
7. Jeff Springer replied affirmatively.
8. Police Chief Bill Bauer stated there are two (2) police cars/pickups that would require software to bring them up to date and the hand held radios would need to be replaced because they are too old to be upgraded.
9. Jeff Springer reported the first thing would be inventory has been provided by the City. He stated they developed a plan for Carlin to phase out over a period of time. He stated some of the equipment is compliant. He stated the infrastructure is phase 3 of the project. He stated the City would have to plan for risk, as "once in a while the radio does not do what it is supposed to do". He stated the option best served to use in Carlin is Project 25 Digital Format, which will allow the efficiency to work better and meets the mandate.
10. Discussion was held on the cost.

11. Mayor Cliff Eklund stated they do not want to compromise the safety of the public safety departments, but the City does not need the most expensive.
12. City Manager Glenn Trust stated the cost differential for the 3-phase program was about 10%. He stated the amount of money they need to spend is significant and it made sense to go with the digital equipment.
13. Jeff Springer reported that currently the City is made up of three (3) different departments, the Public Works using a simplex channel; Police and Fire operate off Central Dispatch in Elko. He stated Carlin is the only city that does not have its own equipment for dispatch.
14. Discussion was held on the distance and the reduction of power on mountain top repeaters.
15. Jeff Springer explained the City owns a repeater on Mary's Mountain. He stated the features for digital include encrypted network, which scanners could not pick up the signal. He noted Project 25 is the public safety standard for all radios and all radios being manufactured are now Project 25.
16. Mayor Cliff Eklund stated this would have to go to bid.
17. City Manager Glenn Trust stated Sierra Electronics is already prequalified by the state purchasing and to evaluate the radios and system. He stated they can bid it out, but they can also take advantage of the state-purchasing contract.
18. Jeff Springer explained that the purchase would be made from Motorola in a phased approach, for the Police Department would be \$26,000, for the Fire Department \$79,000.
19. Mayor Cliff Eklund stated there are some members who never show up, inquiring if they have radios.
20. Karla Jones stated there are, but they have 12 on the bus that can be handed out.
21. Discussion was held on whether everyone is on call.
22. City Manager Glenn Trust stated the discrepancy on the forms is the reconfiguring amount, which will not be done in Phase 1. He stated his understanding is that to be certified as a volunteer 35 members is the requirement.
23. Discussion was held on the number of radios needed by a volunteer force and which volunteers would be on hand at one time.
24. Karla Jones stated Elko Ambulance and Elko Fire share radios, because they are on call. She noted Carlin is on call 24/7.
25. Jeff Springer explained the Public Works would cost \$16,000.
26. City Manager Glenn Trust stated that would include two (2) command radios.
27. Karla Jones stated they have given radios to the Public Works employees.
28. Jeff Springer stated the costs are what are required to be done by December 2012 to bring the City into compliance. The last phase would upgrade the radios, place a base station in Elko for dispatch and utilize the Mary's Mountain repeater, convert the police system to an encrypted digital system and convert the fire system to mixed mode system.
29. Mayor Cliff Eklund inquired what the total cost is for total upgrade.
30. Jeff Springer stated "\$118,287.80".
31. Councilperson Steve Feasel inquired if there are future projections.
32. Jeff Springer stated there would be a decrease from 12.5 to 6.5 in the future.
33. Councilperson Steve Feasel inquired if this equipment will be compatible with that or would it have to be repurchased.
34. Discussion was held on the old radios.
35. Jeff Springer explained they should put something into the budget each year.
36. Discussion was held on the discount.
37. Discussion was held on the NDF dispatch.
38. Chief Bill Bauer explained everything would have to go through Central Dispatch.
39. Jeff Springer explained all federal agencies, including BLM, are using Project 25.
40. Mayor Cliff Eklund stated that the City has tried in the past to purchase equipment to anticipate the change and there would have been a higher cost if they had not.
41. Mayor Cliff Eklund called for a 10-minute recess, reconvening the meeting at 10:00 a.m.

42. City Manager Glenn Trust explained they would have two fiscal years budgets to work through for the upgrade. He stated the total is approximately \$120,000 for all phases and the City has been putting money into Capital Projects for this purchase. He stated his proposal is to spend \$44,000 in the Fire's Capital Projects Fund this year and \$13,500 of the Police Department Forfeiture Fund.
43. Chief Bauer stated there is a \$50,000 refund from DEA this year that would help.
44. City Manager Glenn Trust reported that even if they did not get the funds from DEA, the forfeitures would cover the cost.
45. Discussion was held on the impounded vehicles and their sale.
46. City Manager Glenn Trust stated they would use \$8,500 from the Utility Fund Capital Outlay enterprise fund, which gives them some latitude on how it is spent. He explained the Capital Project Fund with the transfers in place for the fiscal year would leave an ending balance of \$159,328. He stated they had planned to keep this at \$200,000, which is not possible in the next couple of years. He stated the Utility Fund would now have an ending balance of \$1,029,757 and the Police Forfeiture Fund ending balance of \$500 shows the impact of the radios.
47. Mayor Cliff Eklund stated the City should be prepared for unfunded mandates because of change in legislation, including property transfer and how the sales tax will be distributed.
48. City Manager Glenn Trust explained the budget numbers as approved by the Council in the budget hearings. He noted a change in the Other Financing Sources of transfer of \$50,000. He pointed out the total expenses for the General Fund would be \$1,905,446, net revenue \$2,324,005. He stated this is projected to increase \$15,854. He explained the Grants are restricted use and Park & Rec shows a \$50,000 transfer from the other Park & Rec Fund, one use will be the canopy over the playground. Equestrian Center shows an adjustment of \$20,000 to \$25,000 for the lighting. He stated he expects the Park & Rec to be higher this year with transfers of \$25,000 to the Park and \$25,000 to the Equestrian Center. He stated they would have to get a bond to do the streets, but would like to be out of debt before they do. He noted the Police Forfeiture Fund is understated, expecting more. He stated he would probably propose closing the Ambulance Fund by the end of the year, because they have no memberships this year. He noted the Cemetery shows the \$5,200 from Newmont/Barrick to the Veteran Memorial for the shed. He stated they are ahead in revenues in the Senior Center this year and shows the \$50,000 transfer they will probably always have. He stated they would transfer the majority of the ending fund by the end of the year. He stated the total Resources should be \$3,056,276. He stated the Utility Fund would have \$1,985,005 ending balance. He stated the Water Shows Capital Outlay of \$68,500 for the replacement of the roof or checking into a new building, as well as the radios. He noted Sewer has a \$70,000 Capital Outlay for the sewer pond fence. He explained the Miscellaneous Fund shows the impact of what the outlays will be. He stated these numbers will be placed on the state form and have the Council look at before it is sent to the Nevada Department of Taxation.
49. There were no objections by the members.
50. Mayor Cliff Eklund stated the members should talk to City Manager Glenn Trust if there are any questions.

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 Lee Griswold Skinner seconding the motion. The meeting was adjourned at 10:40 a.m.

APPROVED:

CLIFF EKLUND, MAYOR

ATTEST:

LADAWN LAWSON, CITY CLERK