

Carson City Agenda Report

Date Submitted: May 6, 2014

Agenda Date Requested: May 15, 2014

Time Requested: 10 minutes

To: Redevelopment Authority

From: Community Development – Office of Business Development

Subject Title: For Possible Action: To provide direction to staff regarding including a part-time BRIC front desk position in the General Fund or Redevelopment Fund in the preparation of the FY 2014-15 City budget. (Lee Plemel)

Summary: The tentative FY 2014-15 Carson City budget was approved on April 24, 2014, including the funding of the part-time BRIC front desk position from the General Fund in the amount of \$14,603. During ensuing discussion regarding the Redevelopment Fund budget, it was suggested that the position could be funded from the Redevelopment Fund rather than the General Fund. The Board then suggested that the RACC (Redevelopment Authority Citizens Committee) make a recommendation on whether or not the funding for the position should come from the Redevelopment Fund.

Type of Action Requested:

Resolution
 Formal Action/Motion

Ordinance—First Reading
 Other (No Action)

Does This Action Require a Business Impact Statement: Yes No

Recommended Board Action: I move to fund the part-time BRIC front desk position from the General Fund as tentatively approved in the FY 2014-15 City budget.

RACC Recommendation: RACC voted to not fund the BRIC front desk position from the Redevelopment Fund, by a vote of 6 ayes and 0 nays, 1 absent.

Explanation for Recommended Board Action: Refer to the attached staff memo for more explanation.

Applicable Statute, Code, Policy, Rule or Regulation: N/A.

Fiscal Impact: \$14,603 to either the General Fund or Redevelopment Fund, within the proposed budget.

Explanation of Impact: The funding is currently within the General Fund budget but could be paid for from the Redevelopment Fund.

Funding Source: General Fund or Redevelopment Fund.

Alternatives: Fund the position from the General Fund or Redevelopment Fund.

Supporting Material:

- 1) Staff memo

Prepared By: Lee Plemel, AICP, Community Development Director

Reviewed By: Lee Plemel
(Community Development)

Date: 5/6/14

Marcia A. Works
(City Manager)

Date: 5/6/14

District Attorney's Office
(District Attorney's Office)

Date: 5/6/14

Mark B. Pankratz
(Finance Director)

Date: 5/6/14

Board Action Taken:

Motion: _____ 1) _____ Aye/Nay
_____ 2) _____

(Vote Recorded By)



Office of Business Development

108 E. Proctor Street
Carson City, Nevada 89701
(775) 887-2101 – Hearing Impaired: 711
www.carson.org/obd

Date: April 28, 2014

To: Redevelopment Authority Citizens Committee
Meeting of May 5, 2014

From: Lee Plemel, Director

Subject: Recommendation to the Redevelopment Authority regarding the funding source for the part-time BRIC front desk position.

Recommended Motion: I move to recommend that the Redevelopment Authority fund the part-time BRIC front desk position for Fiscal Year 2014-15 from the General Fund or Redevelopment Fund [choose one].

Discussion:

The proposed FY 2014-15 Carson City budget for was presented to the Board of Supervisors and Redevelopment Authority on April 24, 2014. The tentative budget was approved including the funding of the part-time BRIC front desk position from the General Fund in the amount of \$14,603. During ensuing discussion regarding the Redevelopment Fund budget, it was suggested that the position could be funded from the Redevelopment Fund rather than the General Fund. The Board then suggested that the RACC make a recommendation on whether or not the funding for the position should come from the Redevelopment Fund. The Board is tentatively scheduled to adopt the final FY 2014-15 budget on May 19.

The part-time BRIC front desk position is necessary to have staff coverage throughout the day, five days a week, so the public can use the downstairs resources at the BRIC. Other Community Development staff covers the remainder of the time each day at the front desk. BRIC Resources include public computers as well as business training materials and conference rooms used by the public.

The budget for the position is \$14,603. The Redevelopment Fund has the available funds to cover this cost for FY 2014-15. Should the Redevelopment Authority/Board of Supervisors choose to fund the position from the Redevelopment fund, the "Undesignated Infrastructure Projects" account would be reduced in the budget by \$14,603, from \$271,942 to \$257,339.

In approving funding for this position, the Board of Supervisors has determined that the BRIC will continue to provide the services and will function as it has for last two-plus years for at least the next year, during which time the Board of Supervisors will consider the long-term objectives and functions for the BRIC during their annual strategic planning sessions once the new City Manager is hired.

If you have any questions regarding this item, please contact Lee Plemel at 283-7075 or lplemel@carson.org.