

**OPEN SPACE ADVISORY COMMITTEE
STAFF REPORT**

MEETING DATE: December 15, 2014

AGENDA ITEM NUMBER: 3C

STAFF: Roger Moellendorf, Director
Ann Bollinger, Open Space Administrator

REQUEST: **Discussion and Possible Action:** To recommend to the Board of Supervisors the mid-year revisions to the Quality of Life – Open Space Budget.

GENERAL DISCUSSION:

Carson City Municipal Code 13.06.060 states the Open Space Advisory Committee shall review and provide input on open space matters to the City Manager’s proposed budget. At this time, the Finance Department will provide the Board of Supervisors with the carryover accounts recommendations. The carryovers are accounts where monies may be reallocated from the balance of funds from the prior year.

The Quality of Life – Open Space Budget had a remaining balance of \$255,253. The table below includes the line items of most interest and/or discretion by the Committee. Some items cannot be changed, but they are listed below for your information. Open Space staff recommends that the following accounts be budgeted, for the remaining fiscal year ending June 30, 2015, as follows:

<u>ACCOUNT NUMBER</u>	<u>BUDGET PRIOR TO REVISION</u>	<u>REVISION</u>	<u>REVISED BUDGET</u>
SALARIES			\$184,493
HOURLY/SEASONAL	\$35,000	\$15,000	\$50,000
PROFESSIONAL SERVICES ¹	\$50,100	\$25,000	\$75,100
TRAINING	\$3,000	\$2,000	\$5,000
CONTRACTUAL SERVICES ¹	\$20,000	\$0	\$0
MAINTENANCE/MANAGEMENT	\$123,630		\$123,630
FIRE SUPPRESSION ²			\$38,000
HORSECREEK STEWARDSHIP/MAN. ³			\$47,375
TRAVEL	\$5,375	\$3,253	\$8,628
ISC GENERAL FUND			\$26,918
LAND ACQUISITION ⁴	\$37,153	\$100,000	\$137,153
LANDS BILL			\$384,199
UNDESIGNATED ⁵		\$110,000	\$110,000

Footnotes:

1. The Contractual Services line item was rarely used. The balance was rolled into the Professional Services line item.
2. There are four divisions within the City who financially contribute towards a contract with the Nevada Division of Forestry for wildfire related services. The four divisions are: Fire Department / General Fund, Utilities, Stormwater, and Open Space.
3. This line item cannot be revised by the Committee. Upon agreement of the Conservation Easement for Horsecreek Ranch, Mr. Fagen generously donated \$50,000 towards the land stewardship.
4. Approximately \$35,000 is ear-marked for acquisition of the Arraiz property. The purchase will close on or prior to February 2, 2015.
5. The undesignated line item is new. This account provides flexibility to spend monies when unplanned expenditures occur.

Staff is pleased to inform the Committee that the last bond payment was made in September 2014.

RECOMMENDED ACTION: I move to recommend to the Board of Supervisors the mid-year revisions to the Quality of Life – Open Space Budget.