

## **CARSON CITY UTILITY FINANCE OVERSIGHT COMMITTEE**

### **Minutes of the January 30, 2017 Meeting**

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A regular meeting of the Carson City Utility Finance Oversight Committee was scheduled for 1:00 p.m. on Monday, January 30, 2017 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

**PRESENT:** Chairperson Andrea Engleman  
Vice Chairperson Mike Bennett  
Member Randy Bowling  
Member Bruce Scott  
Member Mike Spell

**STAFF:** Darren Schulz, Public Works Department Director  
David Bruketta, Utility Manager  
Sheri Russell, Deputy Finance Director  
Iris Yowell, Deputy District Attorney  
Tamar Warren, Deputy Clerk

**NOTE:** A recording of these proceedings, the committee's agenda materials, and any written comments or documentation provided to the Clerk, during the meeting, are part of the public record. These materials are available for review, in the Recording Secretaries Division of the Carson City Clerk's Office, during regular business hours.

**1 - 2. CALL TO ORDER AND ROLL CALL** (1:02:26) - Chairperson Engleman called the meeting to order at 1:02 p.m. Ms. Warren called the roll; a quorum was present. At Chairperson Engleman's request, the City staff introduced themselves for the record.

**3. PUBLIC COMMENT** (1:03:12) - Chairperson Engleman entertained public comment, noting there were no other citizens present in the meeting room.

Chairperson Engleman modified the agenda to address item 5(E) prior to item 5(B).

**4. POSSIBLE ACTION ON APPROVAL OF MINUTES - October 19, 2016** (1:03:46) - Chairperson Engleman entertained suggested revisions to the minutes and, when none were forthcoming, a motion. **Vice Chairperson Bennett moved to approve the minutes. Member Bowling seconded the motion. Motion carried 5-0.**

**5. AGENDA ITEMS:**

**5(A) POSSIBLE ACTION TO ELECT A COMMITTEE CHAIR AND VICE CHAIR FOR THE UTILITY FINANCE OVERSIGHT COMMITTEE** (1:04:15) - Chairperson Engleman introduced this item, and **Member Scott moved to reappoint the current officers. Member Spell seconded the motion. Motion carried 5-0.**

**5(B) INFORMATION ONLY REGARDING NON-SUBSTANTIVE UPDATE OF RESOLUTION NO. 2016-R-27, A RESOLUTION AMENDING RESOLUTION NO. 2013-R-45A - FORMALLY ESTABLISHING THE CARSON CITY UTILITY FINANCE OVERSIGHT COMMITTEE, THAT WAS APPROVED BY THE BOARD OF SUPERVISORS WITH NO CHANGES FROM THE COMMITTEE'S RECOMMENDATIONS** (1:55:10) - Chairperson Engleman introduced this item, and Mr. Bruketta advised that the subject resolution had been passed and adopted by the Board of Supervisors with no further revision.

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#### **5(C) INFORMATION ONLY REGARDING NON-SUBSTANTIVE UPDATE ON THE 2017**

**FLOOD** (1:25:50) - Chairperson Engleman introduced this item, and Mr. Bruketta narrated a SlideShow presentation. Mr. Bruketta and Mr. Schulz responded to questions of clarification and discussion took place throughout the presentation. Following discussion, Mr. Schulz commended the partnership between “the public side of things and ... the private in terms of ... going out and doing what you can to help protect your property because, when the calls start coming in, we don’t have enough resources to go to everybody. It is key, in terms of moving forward, ... if we could’ve taken just three of those really serious problem areas off of our to-do list during an event like that, it would change considerably ... the amount of money we spent and ... our response to helping people in need ... So, when we do come back to you and also to the Board of Supervisors, that’s going to be our goal.”

**5(D) INFORMATION ONLY REGARDING NON-SUBSTANTIVE UPDATE ON STATUS OF THE WATER RESOURCE RECOVERY FACILITY PHASE 1A PROJECT, AND DISCUSSION ON CAPITAL IMPROVEMENT PROJECTS FOR FY18** (1:55:35) - Chairperson Engleman introduced this item, and Mr. Bruketta narrated a SlideShow presentation which was displayed in the meeting room and included in the agenda materials. Mr. Bruketta responded to questions of clarification. In response to a question, Mr. Schulz provided background information on the reason for the construction manager at risk (“CMAR”) approach as opposed to design build. Member Bowling commended the creativity of the CMAR process, and complimented staff.

**5(E) INFORMATION ONLY TO PRESENT AND DISCUSS THE DRAFT FIVE-YEAR CAPITAL IMPROVEMENT PLANS** (1:05:34) - Chairperson Engleman introduced this item, and Mr. Bruketta reviewed the agenda materials in conjunction with displayed slides. Mr. Bruketta, Ms. Russell, and Mr. Schulz responded to questions of clarification throughout the presentation, and discussion took place. The committee members commended staff on the concise information presented.

**5(F) POSSIBLE ACTION TO RECOMMEND THE DATES, TIMES, AND LOCATIONS FOR RECURRING COMMITTEE MEETINGS IN 2017; AND 6. FUTURE AGENDA ITEMS** (2:07:32) - Chairperson Engleman combined items 5(F) and 6. Mr. Bruketta discussed the budget process, and discussion took place regarding 2017 meetings. Mr. Schulz responded to questions regarding the budget process, and additional discussion ensued. Consensus of the committee was to schedule meetings for 1:00 p.m. on Tuesday, March 28; Tuesday, June 20; and Tuesday, September 19. Discussion took place regarding the tentative agendas for each meeting. Chairperson Engleman entertained a motion to schedule meetings on the agreed-upon dates and times, with the agendas as described by staff. **Vice Chair Bennett so moved. Member Scott seconded the motion. Motion carried 5-0.**

**7. PUBLIC COMMENT** (2:30:42) - Chairperson Engleman entertained public comment; however, none was forthcoming.

**8. ACTION TO ADJOURN** (2:30:48) - A motion was made, seconded, and carried unanimously to adjourn the meeting at 2:30 p.m.

The Minutes of the January 30, 2017 Carson City Utility Finance Oversight Committee are so approved this 28<sup>th</sup> day of March, 2017.

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ANDREA ENGLEMAN, Chair