

CARSON CITY UTILITY FINANCE OVERSIGHT COMMITTEE

Minutes of the June 20, 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 Tuesday, June 20, 2017 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

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

STAFF: Darren Schulz, Public Works Department Director
David Bruketta, Utility Manager
Sherri Russell, Deputy Chief Financial Officer
Pamala Ganger, Accounting Manager
Cindy Mills, Fiscal Analyst
Dan Yu, Deputy District Attorney
Kathleen King, Chief 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 Clerk's Office, during regular business hours.

1 - 2. CALL TO ORDER AND ROLL CALL (1:01:40) - Chairperson Engleman called the meeting to order at 1:01 p.m. Ms. King called the roll; a quorum was present. Member Bowling arrived at 2:18 p.m.

3. PUBLIC COMMENT (1:02:09) - Chairperson Engleman entertained public comment; however, none was forthcoming.

4. POSSIBLE ACTION ON APPROVAL OF MINUTES - March 28, 2017 (1:02:15) - Chairperson Engleman introduced this item, and entertained suggested revisions. Member Scott suggested the possibility of a necessary correction at page 11, and Ms. King advised that she would listen to the recording. Chairperson Engleman entertained additional suggested revisions and, when none were forthcoming, a motion. **Vice Chairperson Bennett moved to accept the minutes. Member Scott seconded the motion. Motion carried 4-0.**

5. PUBLIC HEARING MATTERS

5(A) INFORMATION ONLY - PRESENTATION OF A REPORT FROM UTILITY MANAGER DAVID BRUKETTA FOR THE CARSON CITY PUBLIC WORKS DEPARTMENT, ON GENERAL MATTERS RELATIVE TO FLOODING IN 2017; THE COMMITTEE'S FISCAL POLICIES AND RECOMMENDED BUDGETS; AND VARIOUS CHANGES AFFECTING PERSONNEL (1:03:54) - At Mr. Bruketta's request, the following Public Works Department personnel introduced themselves for the record: Wastewater Treatment Plant Operator Joe Carter; Wastewater Treatment Plant Operator Chris Wade; Wastewater Treatment Plant Supervisor Randall Gray; Wastewater Treatment Plant Operator Jennifer Lopez. Mr. Bruketta reviewed paragraph 4 of the June 20, 2017 memo included in the agenda materials which detailed the awards conferred on the aforementioned staff. Mr. Bruketta congratulated each of the staff members, and commended their hard work. The committee members also commended the staff, and expressed appreciation for their dedication.

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(1:18:35) - Chairperson Engleman introduced this item, and Mr. Bruketta reviewed the agenda materials in conjunction with displayed slides. Mr. Schulz, Mr. Bruketta, Ms. Ganger, and Ms. Russell responded to questions of clarification, and discussion ensued.

5(B) INFORMATION ONLY - PRESENTATION OF A REPORT FROM UTILITY MANAGER DAVID BRUKETTA, FOR THE CARSON CITY PUBLIC WORKS DEPARTMENT, CONCERNING UPDATES ON BUDGET REVENUES AND EXPENDITURES AND THE PROGRESS OF PROJECTS THAT HAVE AN IMPACT ON THE CITY'S SEWER FUND

(1:28:43) - Mr. Bruketta reviewed the agenda materials in conjunction with displayed slides. Ms. Russell and Mr. Bruketta responded to questions of clarification, and discussion took place throughout the presentation.

5(C) INFORMATION ONLY - PRESENTATION OF A REPORT FROM UTILITY MANAGER DAVID BRUKETTA, FOR THE CARSON CITY PUBLIC WORKS DEPARTMENT, CONCERNING UPDATES ON BUDGET REVENUES AND EXPENDITURES AND THE PROGRESS OF PROJECTS THAT HAVE AN IMPACT ON THE CITY'S WATER FUND

(1:57:12) - Mr. Bruketta introduced this item, and reviewed the agenda materials in conjunction with displayed slides. Mr. Bruketta and Ms. Russell responded to questions of clarification throughout the presentation.

5(D) INFORMATION ONLY - PRESENTATION OF A REPORT FROM UTILITY MANAGER DAVID BRUKETTA, FOR THE CARSON CITY PUBLIC WORKS DEPARTMENT, CONCERNING UPDATES ON BUDGET REVENUES AND EXPENDITURES AND THE PROGRESS OF PROJECTS THAT HAVE AN IMPACT ON THE CITY'S STORM WATER FUND

(2:07:46) - Mr. Bruketta introduced this item, and reviewed the agenda materials in conjunction with displayed slides. In response to a question, Mr. Bruketta advised that staff was provided direction following a recent Board of Supervisors meeting. "The goal is to be able to provide more detail and more options to the Board at the July 6th meeting ..." Chairperson Engleman entertained additional questions; however, none were forthcoming.

5(E) INFORMATION ONLY - PRESENTATION AND DISCUSSION ON THE WATER AND SEWER INFORMATION THAT WAS PRESENTED TO THE PLANNING COMMISSION, ACTING AS THE GROWTH MANAGEMENT COMMISSION, ON MAY 31, 2017, AS IT RELATES TO THE GROWTH MANAGEMENT COMMISSION'S RECOMMENDATION TO THE BOARD OF SUPERVISORS, A RESOLUTION ESTABLISHING THE MAXIMUM NUMBER OF RESIDENTIAL BUILDING PERMIT ALLOCATIONS UNDER THE GROWTH MANAGEMENT ORDINANCE FOR THE YEARS 2018 AND 2019, AND ESTIMATING THE MAXIMUM NUMBER OF RESIDENTIAL BUILDING PERMITS FOR THE YEARS 2020 AND 2021; ESTABLISHING THE NUMBER OF BUILDING PERMIT ALLOCATIONS WITH THE DEVELOPMENT AND GENERAL PROPERTY OWNERS CATEGORIES; AND ESTABLISHING A MAXIMUM AVERAGE DAILY WATER USAGE FOR COMMERCIAL AND INDUSTRIAL BUILDING PERMITS, AS A THRESHOLD FOR GROWTH MANAGEMENT COMMISSION REVIEW

(1:08:58) - Chairperson Engleman introduced this item, and commended Mr. Bruketta on the agenda materials. Chairperson Engleman provided background information on the purpose of this item. Mr. Bruketta reviewed the agenda materials, including late material which had been distributed prior to the start of the meeting. He responded to questions of clarification, and discussion ensued. Chairperson Engleman entertained questions or comments; however, none were forthcoming.

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6. INFORMATION ONLY - FUTURE AGENDA ITEMS (2:12:20) - Chairperson Engleman introduced this item. Mr. Bruketta advised that the next committee meeting is scheduled for Tuesday, September 19th from 1:00 to 4:00 p.m. Discussion took place regarding possible future agenda items, and Chairperson Engleman requested the committee members to contact her with additional items.

7. PUBLIC COMMENT (2:22:49) - Chairperson Engleman entertained public comment; however, none was forthcoming.

8. ACTION TO ADJOURN (2:23:00) - A motion was made, seconded, and carried unanimously to adjourn the meeting at 2:23 p.m.

The Minutes of the June 20, 2017 Carson City Utility Finance Oversight Committee meeting are so approved this 19th day of September, 2017.

ANDREA ENGLEMAN, Chair