

CARSON CITY UTILITY FINANCIAL OVERSIGHT COMMITTEE

Minutes of the September 19, 2017 Meeting

Page 1

A regular meeting of the Carson City Utility Financial Oversight Committee was scheduled for 1:00 p.m. on Tuesday, September 19, 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
Dan Yu, Deputy District Attorney
Cheryl Eggert, 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 DETERMINATION OF A QUORUM (12:59:27) - Chairperson Engleman called the meeting to order at 12:59 p.m. Ms. Eggert called the roll; a quorum was present.

3. PUBLIC COMMENT (1:00:02) - Chairperson Engleman entertained public comment; however, none was forthcoming.

4. POSSIBLE ACTION ON APPROVAL OF MINUTES - June 20, 2017 (1:00:08) - Chairperson Engleman introduced this item, and entertained suggested revisions. When no suggested revisions were forthcoming, Chairperson Engleman entertained a motion. **Vice Chairperson Bennett moved to approve the minutes. Member Scott seconded the motion. Motion carried 4-0-1, Member Bowling abstaining.**

5. POSSIBLE ACTION REGARDING PROPOSED DISCOUNT FOR LOW-INCOME PROPERTY OWNERS; TO RECOMMEND TO THE BOARD OF SUPERVISORS THAT IT INSTRUCT STAFF TO PREPARE AN ORDINANCE REVISING CARSON CITY MUNICIPAL CODE, CHAPTER 12.04, SENIOR CITIZENS ASSISTANCE (1:01:13) - Chairperson Engleman introduced this item, and recognized Supervisors Karen Abowd and Lori Bagwell, City Treasurer Gayle Robertson, Chief Deputy Treasurer Beth Huck, City Assessor Dave Dawley, F.I.S.H. Executive Director Jim Peckham, Mr. Yu, Mr. Bruketta, and Department Business Manager Karen Leet.

Supervisor Abowd provided background information on this item, and requested recommendations from the committee "to go forward with this programming and any suggestions or cautions that you may have. This program is to be funded through donations to supplement this assistance instead of the City providing a percentage of discount ... These dollars would not come out of the utility. They would be provided as donations, as in a check box on your utility bill just as Southwest Gas and some of the other bills that you receive. This discount would apply to individually-metered folks. The requirement is that you be a homeowner, not a renter. This would be annual relief and the thought process is that we would end the current program but this cannot happen until it comes before the Board of Supervisors. And the City

CARSON CITY UTILITY FINANCIAL OVERSIGHT COMMITTEE

Minutes of the September 19, 2017 Meeting

Page 2

Manager would send out letters that those currently receiving the discount have 90 days to reapply at their service address. And then we would have F.I.S.H., which currently vets a lot of discounts to those in need, be the group that would vet these applications annually.”

At Supervisor Abowd’s request, Assessor Dave Dawley reviewed the history of CCMC Chapter 12.04. Mr. Dawley responded to questions of clarification. At Supervisor Abowd’s request, Mr. Bruketta provided background information on the “grandfathered residents.” Supervisor Bagwell and Mr. Peckham discussed F.I.S.H.’s proposed role. Mr. Peckham responded to questions of clarification. At Supervisor Bagwell’s request, Ms. Leet discussed the bill pay / donation mechanism. Ms. Robertson and Ms. Huck discussed possibilities for distinguishing donations from payments. Ms. Robertson, Ms. Huck, Mr. Bruketta, and Supervisor Bagwell responded to questions of clarification, and discussion ensued.

At Supervisor Abowd’s request, Mr. Yu provided an overview of the purpose of the working group and the proposed concept. Supervisor Abowd summarized the proposal to grant “assistance to low-income property owners, through the use of tax-deductible contributions made either to the City or F.I.S.H., and changing the ordinance to reflect the revisions.” Supervisor Abowd requested the committee members to offer other considerations.

Chairperson Engleman entertained additional questions or comments of the committee members. Member Bowling commended the concept. Supervisor Abowd and Mr. Peckham responded to additional questions of clarification. Chairperson Engleman entertained additional questions or comments and, when none were forthcoming, a motion. **Member Scott expressed appreciation for the efforts of the working group, and moved to recommend to the Board of Supervisors that they recognize and acknowledge and move forward utilizing the resources, the local experience, and the local face of F.I.S.H. in this process; with the understanding that this will not have any adverse impact on our utility funds and that the details will be worked out among the parties. Vice Chairperson Bennett seconded the motion.** Chairperson Engleman entertained discussion on the motion and, when none was forthcoming, called for a vote. **Motion carried 5-0.** Chairperson Engleman entertained public comment and, when none was forthcoming, thanked everyone involved in the presentation.

6. DISCUSSION WITH STAFF CONCERNING THE STATUS OF THE STORM WATER RATES (1:49:27) - Chairperson Engleman introduced this item. Mr. Bruketta reviewed the agenda materials, and responded to questions of clarification. Vice Chairperson Bennett commended the committee “for putting a spotlight on the need for storm water funding, Public Works for identifying it to us, ... the Board of Supervisors for taking the first step. But I’d also like everyone to acknowledge that this isn’t crossing the finish line, which I think that’s acknowledged by going through the effort of the rate study. ... it’s certainly a step in the right direction and I appreciate moving forward with it.”

7. PRESENTATION OF A REPORT FROM UTILITY MANAGER DAVID BRUKETTA REGARDING UPDATES ON BUDGET REVENUES AND EXPENDITURES FOR THE SEWER, WATER, AND STORM WATER FUNDS (1:54:39) - Chairperson Engleman introduced this item, and Mr. Bruketta reviewed the agenda materials in conjunction with displayed slides. Mr. Bruketta and Deputy Chief Financial Officer Sheri Russell responded to questions of clarification, and discussion ensued. Public Works Department Director Darren Schulz provided additional detail on the water fund, and responded to questions of clarification. Chairperson Engleman entertained additional questions or comments; however, none were forthcoming.

CARSON CITY UTILITY FINANCIAL OVERSIGHT COMMITTEE

Minutes of the September 19, 2017 Meeting

Page 3

8. DISCUSSION WITH STAFF CONCERNING THE BUDGETING AND CAPITAL IMPROVEMENT PLANNING PROCESS FOR THE SEWER, WATER, AND STORM WATER FUNDS (2:17:14) - Chairperson Engleman introduced this item. Mr. Bruketta reviewed the agenda materials, and responded to questions of clarification. Discussion followed.

9. POSSIBLE ACTION TO DIRECT STAFF TO REVIEW ALL EXISTING PROVISIONS OF THE CARSON CITY MUNICIPAL CODE WHICH IMPACT THE WATER, SEWER, AND STORM WATER FUNDS TO IDENTIFY APPROPRIATE CHANGES AND TO REPORT THOSE RECOMMENDATIONS BACK TO THE UTILITY FINANCE OVERSIGHT COMMITTEE (2:23:47) - Chairperson Engleman introduced this item, and Mr. Bruketta reviewed the agenda materials. At the request of committee members, Mr. Schulz and Mr. Yu discussed the approach to and process required for such a review. Extensive discussion followed, and consensus of the committee was to periodically agendize a meeting item to review sections of the Code which would be concurrently under Public Works Department / District Attorney's Office review.

10. FUTURE AGENDA ITEMS (2:57:27) - Chairperson Engleman introduced this item. Vice Chairperson Bennett requested to be included in the capital projects planning process. In response to a comment, Mr. Bruketta discussed plans for a ribbon cutting ceremony at the wastewater treatment facility. Following discussion, consensus of the committee was to schedule the next meeting for Monday, January 29, 2018 at 1:00 p.m. Additional discussion took place regarding the tentative agenda for the next meeting.

11. PUBLIC COMMENT (3:09:57) - Chairperson Engleman entertained public comment; however, none was forthcoming.

12. ACTION TO ADJOURN (3:10:09) - Chairperson Engleman entertained a motion to adjourn. A motion was made, seconded, and carried unanimously to adjourn the meeting at 3:10 p.m.

The Minutes of the September 19, 2017 Carson City Utility Financial Oversight Committee are so approved this 29th day of January, 2018.

ANDREA ENGLEMAN, Chair