

Monday, March 29, 2010

The Fiscal Year 2010-2011 budget workshops held by the Humboldt County Board of Commissioners were called to order on Monday, March 29, 2010, at 8:00 a.m. in the regular place of meeting at the Courthouse, Winnemucca, Nevada. Those present were Chairman Chuck Giordano, Commissioners Garley Amos Jr., Dan Cassinelli, Tom Fransway and Mike Bell, Administrator Bill Deist, Comptroller Bruce Brooks and Clerk of the Board Tami Rae Spero. No legal counsel present.

**PUBLIC COMMENTS:** Chairman Giordano asked for public comments. None were offered.

**FISCAL YEAR 2010 - 2011 BUDGET WORKSHOPS:**

**FISCAL YEAR 2010 - 2011 BUDGET OVERVIEW:** Administrator Deist addressed the Board with a budget message(see attached). Discussion occurred regarding the increase in the value of third quarter secured and unsecured real property in Humboldt County and the net proceeds issue.

**BUILDINGS AND GROUNDS:** Buildings & Grounds Director Doug Cain appeared before the Board. Administrator Deist reviewed the memo for the Board (see attached) noting that there are no new employees but the budget is up as always because of the special projects found in this budget, an increase in utilities and an increase in maintenance contracts; he reviewed the proposed cuts and transfers to the Capital Improvement Fund as identified in the budget memo. Discussion occurred regarding the proposed sidewalk project, the need to be specific as to projects in the Building Reserve Fund and the Capital Improvement Fund, that the cost presented for the elevator project is best case scenario, a possible card lock system for the exterior doors of the Courthouse and the District Attorney's office painting & carpeting reduction. After discussion the following motion was made by Commissioner Fransway and passed unanimously:

*To adopt the Buildings & Grounds budget as recommended by staff.*

**SHERIFF/DETENTION/DISPATCH/TASK FORCE/LEPC:** Sheriff Ed Kilgore appeared before the Board.

**PATROL:** Administrator Deist reviewed the memo for the Board (see attached) noting that this budget is down by about 4% with no new employees requested and that the recommendation is that the \$180,000.00 requested for vehicles not be included in the tentative budget but that it be looked at prior to adopting the final budget as was done last year. Discussion occurred regarding the amount of the reduction, staff numbers budgeted for, ammunition costs and the amount discussed for vehicles. After discussion the following motion was made by Commissioner Bell and passed unanimously:

*To adopt the Sheriff's budget as presented by staff including holding out the \$180,000.00.*

**DETENTION:** Administrator Deist stated that Detention's budget is basically the same as the current year with no change in employees. Discussion occurred regarding the staffing at the Detention Center. After discussion the following motion was made by Commissioner Cassinelli:

*To approve the Detention budget as presented.*

**DISPATCH:** Administrator Deist reviewed the budget for dispatch noting that the budget is similar to the past with no new employees, that there is an increase related to equipment upgrades and the recommendation is that the amount be covered by a transfer from PILT. Sheriff Kilgore discussed the planned upgrades. The following motion was made by Commissioner Cassinelli and passed unanimously:

*To approve the Dispatch budget as presented including the transfer of money from PILT.*

**TASK FORCE:** Administrator Deist noted that this budget is similar to what occurred in the past. The following motion was made by Commissioner Fransway and passed unanimously:

*To approve as submitted.*

Discussion occurred regarding status of the federal grant associated with this program.

**LEPC:** Sheriff Kilgore stated that as last year there is no budget being submitted this year for the LEPC and noted the need to discuss the Emergency Manager position; he commented on his lack of time to work on this program. Discussion occurred regarding the 2008 expenditures through a grant. The following motion was made by Commissioner Cassinelli and passed unanimously:

*To approve the LEPC budget with a zero dollar figure.*

**ROAD DEPARTMENT/REGIONAL TRANSPORTATION FUND:** Road Superintendent Ben Garrett appeared before the Board. Administrator Deist reviewed the budget memo for the Board (see attached) noting issues with the Secured Rural Schools program and PILT which are monies used in this fund; he noted that the attempt is to protect the fund balance and yet move forward with equipment purchases so that if revenue takes a reduction the Department can continue on the path it is on and have adequate equipment to perform its responsibilities; he reviewed the recommendation of a transfer of \$1,000,000.00 of PILT and \$460,000.00 from the Debt Service Fund into the Road Department and that the equipment request include two graders instead of just one and he noted with the sale of the used graders and some other equipment that will help protect the fund balance. Superintendent Garrett reviewed his budget request for the Board and his equipment requests including the request for two graders this year and one for next year which should put the Department in pretty good shape without proceeding with the graders suggested for the next three years in the five year plan, the need for water tankers, a transport trailer and grader rollers. Discussion occurred regarding the revenue side of the budget including the reimbursement from the ARRA/stimulus for the Jungo project and the Secured Rural Schools program. After discussion the following motion was made by Commissioner Cassinelli and passed unanimously:

*To approve the Road Fund as presented with staff recommendation including the PILT and Debt Service Fund transfers and the inclusion of two graders.*

Comptroller Brooks reviewed the amount budgeted for the Regional Transportation Fund noting that

the amount to be designated for the City project has not been received but once it is it would be allocated appropriately. Superintendent Garrett discussed the difficulty in determining the amount for the County due to the planned Jungo Road Project and the ARRA/stimulus reimbursement. Discussion occurred regarding the project and the reimbursement. The following motion was made by Commissioner Bell and passed unanimously:

*To approve the RTC budget as recommended by staff.*

Discussion occurred regarding the use of grindings.

**CLERK/ELECTIONS/INDIGENT FUND/INDIGENT MEDICAL FUND:** County Clerk Tami Rae Spero appeared before the Board. Administrator Deist reviewed the requested budget for the Board. Discussion occurred regarding the fees collected for business licenses and the need to look into increasing some of those fees. After discussion the following motion was made by Commissioner Fransway and passed unanimously:

*To approve the Clerk's budget as submitted.*

Administrator Deist reviewed the Election budget for the Board noting that as this is an election year this budget is up. The following motion was made by Commissioner Fransway and passed unanimously:

*To approve the Election budget as submitted.*

Administrator Deist reviewed the Indigent Fund budget for the Board. The following motion was made by Commissioner Amos and passed unanimously:

*To approve the Indigent Fund budget as presented.*

Administrator Deist reviewed the Indigent Medical Fund budget for the Board. The following motion was made by Commissioner Cassinelli and passed unanimously:

*To approve the Indigent Medical Fund budget as presented.*

**STABILIZATION FUND/UNEMPLOYMENT TAX FUND/COMPENSATED ABSENCES FUND:** Administrator Deist reviewed the Stabilization Fund budget for the Board. The following motion was made by Commissioner Fransway and passed unanimously:

*To approve as submitted.*

Comptroller Brooks reviewed the Unemployment Tax Fund use/budget for the Board. The following motion was made by Commissioner Bell and passed unanimously:

*To approve the Unemployment Tax Fund as recommended by staff.*

Administrator Deist and Comptroller Brooks reviewed the Compensated Absences Fund for the Board. The following motion was made by Commissioner Amos and passed unanimously:

*To approve the Compensated Absences Fund as presented.*

**PUBLIC DEFENDER:** Public Defender Matt Stermitz appeared before the Board. Administrator Deist

reviewed the budget for the Board noting that the budget reflects only one attorney in the office which resulted in a reduction. Mr. Stermitz addressed the Board regarding his reasons for the reduction. Administrator Deist noted that the budget could be adopted as submitted and could be reviewed prior to the final adoption if necessary. After discussion the following motion was made by Commissioner Fransway and passed unanimously:

*To accept the budget as submitted by the Public Defender knowing that the Commission may have to revisit when the final budget is done based on the Supreme Court case.*

**HEALTH/MOSQUITO CONTROL:** Administrator Deist reviewed the budget associated with the Public Health Nurse for the Board. The following motion was made by Commissioner Cassinelli and passed unanimously:

*To approve health nurse as presented.*

Administrator Deist reviewed the mosquito control budget. The following motion was made by Commissioner Cassinelli and passed unanimously:

*To approve mosquito control as presented.*

**BUILDING RESERVE FUND/CAPITAL PROJECTS FUND/DEBT SERVICE FUND:** Administrator Deist noted that at this point a budgeted figure is being shown but at the time the Capital Improvements Plan is done this money will be tied down tighter than it is now. Discussion occurred regarding planned projects. After discussion the following motion was made by Commissioner Bell and passed unanimously:

*To approve Building Reserve as presented by staff.*

Administrator Deist stated that the Board has agreed to transfer some projects into the Capital Projects Fund and this budget will be reviewed before the final budget is adopted. The following motion was made by Commissioner Cassinelli and passed unanimously:

*To approve Capital Projects as presented.*

Administrator Deist noted that there are no funds in the Debt Service Fund as the County has no debt but the history must be shown. The following motion was made by Commissioner Fransway and passed unanimously:

*To approve the Debt Service Fund as submitted.*

**RECORDER:** Recorder Mary Ann Hammond appeared before the Board. Administrator Deist reviewed the budget for the Board. Recorder Hammond updated the Board on the use of the Recorder's Technology Fund. The following motion was made by Commissioner Cassinelli and passed unanimously:

*To approve the Recorder's budget as presented.*

**COMMUNITY SUPPORT/EMERGENCY MANAGEMENT/GENETIC MARKER TESTING:** Administrator Deist reviewed the requests for Community Support. Discussion occurred regarding keeping

the Vitality Center's amount at \$7,500.00 as in past years. The following motion was made by Commissioner Cassinelli and passed unanimously:

*To approve the budget for Community Support with the Vitality Center amount staying at \$7,500.00.*

Administrator Deist discussed the Emergency Management item and noted that no motion was required.

Comptroller Brooks discussed the purpose of the Genetic Marker Testing fund noting that it is an in and out fund. The following motion was made by Commissioner Amos and passed unanimously:

*To approve the Genetic Marker Testing budget.*

**IN-LIEU OF TAX FUND/INTERGOVERNMENTAL/OTHER CULTURE AND RECREATION:**

Administrator Deist reviewed the In-Lieu of Tax Fund for the Board. The following motion was made by Commissioner Bell and passed unanimously:

*To approve the In-Lieu of Tax Fund as presented.*

Administrator Deist reviewed the Intergovernmental Fund. Comptroller Brooks offered comment. The following motion was made by Commissioner Fransway and passed unanimously:

*To approve as submitted contingent upon approval by the City/County at their joint meeting.*

Administrator Deist reviewed the Other Culture and Recreation Fund. The following motion was made by Commissioner Cassinelli and passed unanimously:

*For approval of the \$2,500.00 to Virgin Valley Campground.*

**RURAL STREET LIGHTS/OTHER GENERAL GOVERNMENT:** Administrator Deist reviewed the budget for the Board. Comptroller Brooks noted that he had reduced the amount slightly based on the history of the fund. The following motion was made by Commissioner Amos and passed unanimously:

*To approve the Rural Street Lights as presented.*

Administrator Deist reviewed the Other General Government budget for the Board noting the recommendation that the Commission Grants and Contributions line item be reduced from \$40,000.00 down to \$20,000.00 in this fund. The following motion was made by Commissioner Fransway and passed unanimously:

*To approve per staff recommendation.*

**COMMUNICATIONS/TV:** TV/Communications Director Paul Burkholder appeared before the Board. Administrator Deist reviewed the Communications budget for the Board. Director Burkholder discussed the inclusion of funds to replace the radio repeaters. After discussion the following motion was made by Commissioner Fransway and passed unanimously:

*To approve Communications as submitted.*

Administrator Deist reviewed the TV budget for the Board. Discussion occurred regarding the revenues versus expenditures, the vehicles and the Quinn River TV District. Administrator Deist suggested that Director Burkholder prepare a proposal regarding the Quinn River TV District. Chairman Giordano asked that the item be placed on a future agenda. Discussion occurred regarding the ability to offer an incentive to the rural residents to go to satellite. The following motion was made by Commissioner Fransway and passed unanimously:

*To approve TV as submitted.*

The Board recessed for the lunch at 11:26 a.m.

**JUSTICE COURT/ADMINISTRATIVE ASSESSMENT FUND:** Justice of the Peace Gene Wambolt and Justice Court Administrator Ginger Gabiola appeared before the Board. Administrator Deist reviewed the Justice Court budget noting that this budget will be revisited prior to the final budget being adopted in relation to the Counsel Costs line item as by that time there should be a better feel for the savings if any from the use of the Conflict Counsel Agreement by the Justice Court. After discussion the following motion was made by Commissioner Fransway and passed unanimously:

*To approve the Justice Court Fund as submitted.*

Discussion occurred regarding line item 51105 in the Justice Court budget; Comptroller Brooks explained the reduction. After discussion regarding the Administrative Assessment Fund the following motion was made by Commissioner Fransway and passed unanimously:

*To approve the Administrative Assessment Fund as submitted.*

**ASSESSOR/COMPUTER SYSTEMS/TECHNOLOGY FUND:** Assessor Jeff Johnson and Computer Technician Merleen Wambolt appeared before the Board. Administrator Deist reviewed the Assessor's budget noting the increase was due to a vehicle request. The following motion was made by Commissioner Bell and passed unanimously:

*To approve the Assessor's budget.*

Administrator Deist reviewed the Computer Systems budget noting the recommendation was to reduce the travel and training line item back to this year's level. The following motion was made by Commissioner Fransway and passed unanimously:

*To approve the Computer Systems budget per staff recommendations with the reduction of travel & training by \$4,000.00.*

Assessor Johnson discussed the planned use for the Assessor's Technology Fund. Discussion occurred regarding concerns about the State possibly making a move to sweep this fund and the proposed projects for this fund. Chairman Giordano suggested that the Assessor budget the entire amount. The Board concurred. The following motion was made by Commissioner Cassinelli and passed unanimously:

*To approve the Assessor's Technology Fund budget as presented by staff with the modification of \$100,000.00 to that budget.*

**PLANNING:** Betty Lawrence, Senior Planning Technician for the Planning Department, appeared before the Board. Administrator Deist reviewed the budget for the Board. The following motion was made by Commissioner Bell and passed unanimously:

*To approve the Planning budget as presented.*

**DISTRICT ATTORNEY/CHILD SUPPORT/CHECK RESTITUTION:** District Attorney Russell Smith and Office Manager Nancy Jurad appeared before the Board. Administrator Deist reviewed the District Attorney's budget for the Board offering the recommendation that the travel and training line item be reduced back to this year's amount for a savings of \$3,000.00. District Attorney Smith spoke in support of the increase noting the need for additional training with new Deputies in the office. Discussion occurred regarding the request. After discussion the following motion was made by Commissioner Fransway and passed unanimously:

*To approve the District Attorney's office budget based on staff recommendation with a reduction in travel and training of \$3,000.00.*

Administrator Deist reviewed the Child Support budget for the Board. The following motion was made by Commissioner Cassinelli and passed unanimously:

*To approve the Child Support budget as presented.*

District Attorney Smith reviewed the budget for the Check Restitution fund and explained the program for the Board. The following motion was made by Commissioner Amos and passed unanimously:

*To approve the Check Restitution Fund as presented.*

**LIBRARY:** Library Director Sheri Allen and Library Board member Evelyn Harmon appeared before the Board. Administrator Deist reviewed the budget for the Board. After discussion the following motion was made by Commissioner Bell and passed unanimously:

*To approve the Library budget as presented.*

**WINNEMUCCA EVENTS COMPLEX FUND (AG DISTRICT 3/INDOOR EVENTS CENTER):**

WCVA Director Kim Petersen and Ag District 3 Chairman O. Kent Maher appeared before the Board. Administrator Deist reviewed the budget for Ag District 3 and recommended two items be cut the dump truck and the cargo container. Director Petersen spoke in support of the cargo container noting the storage necessity. Discussion occurred regarding the request including that it would be a temporary solution and the potential for building a storage warehouse. Chairman Giordano suggested that \$5,000.00 be set aside to save toward building a warehouse. After discussion the following motion was made by Commissioner Fransway:

*To approve the Winnemucca Events Complex budget with the movement of the \$5,000.00*