

Monday, March 25, 2013

The Fiscal Year 2013-2014 budget workshops held by the Humboldt County Board of Commissioners were called to order on Monday, March 25, 2013, at 8:00 a.m. in the regular place of meeting at the Courthouse, Winnemucca, Nevada. Those present were Chairman Jim French, Commissioners Dan Cassinelli, Garley Amos Jr., Mike Bell and Marlene Brissenden, District Attorney Michael Macdonald (*arrived at 8:39 a.m.*), Administrator Bill Deist, Comptroller Sondra Schmidt and Clerk of the Board Tami Rae Spero.

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

**FISCAL YEAR 2013-2014 BUDGET OVERVIEW:** (A copy of the County Administrator's Budget Message is attached) Administrator Deist offered opening statements from the budget message including information related to a lawsuit filed involving the Assessors' Offices statewide and items that will be discussed further at the April 1, 2013 Commission meeting related to monetary support for the American Lands Council and match money/allocation to assist in obtaining passage of SB 271 for the proposed Ruby Mountain Cloud Seeding Program. After discussion Comptroller Schmidt reviewed project revenues related to CTX and property taxes.

**BUILDINGS & GROUNDS:** Buildings & Grounds Director Doug Cain appeared before the Board. Administrator Deist reviewed his recommendations for the Board including items to be deleted and items to be transferred to the Capital Projects Fund. Director Cain reviewed increases in the budget for the Board. Commissioner Brissenden asked about including replacement carpet for the District Attorney's Office in the budget as well as repairing the roof for the PASS school and striping the parking lot at the PASS school. Administrator Deist noted that the District Attorney had not included a request for carpeting in his budget request. Commissioner Brissenden commented on the condition of the carpet and the need to have it replaced. Director Cain indicated that maintenance at the PASS school was the responsibility of the School District per the agreement related to the facility. Chairman French asked that the PASS school matter be looked into. Administrator Deist indicated that he would meet with Director Cain to discuss the issue. Commissioner Cassinelli suggested that everything possible be done to get the School District to honor the agreement and noted the recent tax bond passed by the District to do repairs on the schools. Commissioner Amos asked about the leaky roof over the kitchen at the extension building. Director Cain indicated that he believe the leak had been addressed. No further comments were offered. The following motion was made by Commissioner Amos and passed unanimously:

*To approve the Building and Grounds 13-14 budget as presented with recommendations.*

**SHERIFF PATROL:** Sheriff Ed Kilgore appeared before the Board. Administrator Deist reviewed the requests and the budget for the Board including his suggestion that the overtime budget cost will be closer \$152,000.00 based on the last three years average than the \$120,000.00 indicated in the budget request. Sheriff Kilgore provided statistics to the Board for review and spoke in support of his request for a part time deputy and clerical position noting the affect of the population increase on the duties of the office. Discussion occurred regarding the overtime budget request including the augmentation of the item in prior years, the affect of additional staff on the overtime, the challenge related to the growth of community and the impact on this department, the need for the new computers, the need for replacement vehicles for vehicles with over 200,000 miles and that the negotiations with the law enforcement association are still on-going. After discussion the following motion was made by Commissioner Bell and passed unanimously:

*To approve the budget as presented with an increase to the overtime of an additional \$32,000.00 for a total of \$152,000.00.*

**SHERIFF DETENTION:** Administrator Deist reviewed the requests and the budget for the Board including the concerns discussed at the Commission Retreat related to the Inmate Medical Fund and the Clerk's recommendation that the item be moved to the Sheriff's budget. Sheriff Kilgore commented on the need to explore the issue related to Inmate Medical. Chairman French suggested that the issue be discussed with the Hospital Board and that the option of the County only paying cost for the services be looked at. Sheriff Kilgore explained the justification for the additional civilian and deputy positions including the increase in service calls, jail population, court duties and the removal of the Dispatch staff from this facility to the new Dispatch Center. The Board agreed to hold off on a decision related to Inmate medical until the Indigent budget was reviewed. The following motion was made by Commissioner Amos and passed unanimously:

*To approve the Detention Center budget as presented.*

**DISPATCH:** Administrator Deist reviewed the request and budget for the Board including concerns related to the over time line item needing additional appropriation added to it. Sheriff Kilgore explained the overtime request and the expected effect of the new Dispatch Center on it. Commissioner Bell voiced concern about the communication aspect of the new center and questioned whether additional funds would be needed to address the problems. Administrator Deist noted that item was reflected in the Communications Department budget. Sheriff Kilgore commented on the problems which had occurred

with the switch from analog to digital and the ongoing effort to deal with those problems. Discussion ensued regarding the issue. After discussion the following motion was made by Commissioner Cassinelli and passed unanimously:

*To approve the Dispatch budget as presented.*

**TASK FORCE:** Administrator Deist reviewed the request and budget for the Board. The following motion was made by Commissioner Bell and passed unanimously:

*To approve the Task Force budget as presented.*

**LOCAL EMERGENCY PLANNING COMMISSION (LEPC):** Administrator Deist noted that no budget is presented for this item.

**ROAD DEPARTMENT:** Road Superintendent Ben Garrett appeared before the Board. Administrator Deist reviewed the request and budget for the Board noting concerns with revenue for this fund which include fuel tax, charges for service and miscellaneous revenues which are all flat, the proposed larger than prior years transfer of PILT funds to include \$500,000.00 per year for the next two years to fund the capital program, the need to look at how this fund is going to be funded in the future and the inclusion of two new positions has had been directed at the Commission Retreat. Superintendent Garrett explained the line item increases including radios, tires, telephone costs, dust control and road maintenance; he continued discussing water issues, upcoming projects, the reduction in costs associated with vehicle maintenance and machinery requests including what was being removed from this budget request as it is being purchased in the current budget year. Discussion occurred regarding the two new employees request as to what their duties would be and how it would benefit the department. Discussion occurred regarding the loader purchase. Commissioner Brissenden inquired about chip sealing/paving Hershell Road. Superintendent Garrett explained what had been discussed in the past related to the road including that the benefit would be more to Pershing County residents than Humboldt but he indicated he could look at the cost and report back. Discussion occurred regarding the status of work on gravel and drainage at the shooting range. After discussion the following motion was made by Commissioner Amos and passed unanimously:

*To approve the Road Department budget as presented.*

**REGIONAL TRANSPORTATION FUND:** Administrator Deist reviewed the budgets for the City and County RTC funds and the planned projects. Superintendent Garrett discussed the proposed County projects for the upcoming year. The following motion was made by Commissioner Bell and passed unanimously:

*To approve RTC County and City as presented.*

**SOLID WASTE MANAGEMENT FUND:** Administrator Deist reviewed the proposed budget for the Board including the increase to the contract line item. The following motion was made by Commissioner Bell and passed unanimously:

*To approve the Solid Waste Management Fund.*

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

*To approve the Administrator budget.*

**PERSONNEL:** Administrator Deist reviewed the proposed budget for the Board including the increase related to the proposal to develop a wellness program for County employees. After discussion the following motion was made by Commissioner Cassinelli and passed unanimously:

*To approve the Personnel budget as presented.*

**HUMBOLDT DEVELOPMENT AUTHORITY:** Administrator Deist reviewed the proposed budget for the Board. After discussion the following motion was made by Commissioner Amos and passed unanimously:

*To approve the Humboldt Development Authority budget as recommended.*

**COMPTROLLER:** Comptroller Schmidt reviewed her budget request for the Board. The following motion was made by Commissioner Cassinelli and passed unanimously:

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

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

*To approve the Commissioners' budget as presented.*

**CLERK:** Clerk Spero reviewed her budget request for the Board. The following motion was made by Commissioner Amos and passed unanimously:

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

**ELECTIONS:** Clerk Spero reviewed the budget request for the Board. The following motion was made by Commissioner Cassinelli and passed unanimously:

*To approve the Elections budget as presented.*

**INDIGENT FUND:** Administrator Deist reviewed the proposed budget for the Board including concerns with the ending fund balance, the increasing costs of the inmate medical line item, the increase in the amounts of long term care related to the shared sacrifice with the State of Nevada and the potential to

look at a transfer of tax rate to this fund. After discussed the following motion was made by Commissioner Amos and passed unanimously:

*To approve the Indigent Fund and that the Inmate Medical line item be placed in the Sheriff's Detention budget.*

Discussion ensued regarding forming a sub-committee to look at the inmate medical situation.

**INDIGENT MEDICAL FUND:** Administrator Deist reviewed the proposed budget for the Board. The following motion was made by Commissioner Cassinelli and passed unanimously:

*To approve Indigent Medical as presented.*

**STABILIZATION FUND/UNEMPLOYMENT TAX FUND/COMPENSATED ABSENCES FUND:** Administrator Deist reviewed the proposed budgets for the Board. The following motion was made by Commissioner Brissenden and passed unanimously:

*To approve the proposed budgets for the Stabilization Fund, the Unemployment Tax Fund and the Compensated Absences Fund as presented.*

**PUBLIC DEFENDER:** Administrator Deist reviewed the proposed budget for the Board. Public Defender Matt Stermitz appeared before the Board and discussed his budget request. The following motion was made by Commissioner Bell and passed unanimously:

*To approve the Public Defender's budget as presented.*

**PUBLIC HEALTH:** Administrator Deist reviewed the proposed budget for the Board. The following motion was made by Commissioner Cassinelli and passed unanimously:

*To approve the Public Health Nurse budget as presented.*

**MOSQUITO CONTROL:** Administrator Deist reviewed the proposed budget for the Board. Commissioner Amos asked if a 4 wheeler had been requested for the program. Administrator Deist stated that it had not been mentioned in the budget request. The following motion was made by Commissioner Brissenden and passed unanimously:

*To approve the proposed budget for Mosquito Control.*

**BUILDING RESERVE FUND/CAPITAL PROJECTS FUND/DEBT SERVICE FUND:**

Administrator Deist reviewed the proposed budgets for the Board noting that the Building Reserve Fund needs to be re-built as most of the funds had been used for the Dispatch Center Project, that the transfer of three projects from the Building and Grounds budget to the Capital Projects Fund had been recommended earlier in the budget hearing and had been approved and that as the County has no debt there is no Debt Service budget. Discussion occurred regarding the cost of the Dispatch Center and whether the funds

identified in the prior budget for the Performing Arts Center and the WEC project would need to be used to cover those costs. Commissioner Brissenden questioned if the ten year plan which had been discussed at the Commission Retreat had been addressed in any manner. Administrator Deist explained that would be the reason the transfer of funds into the Building Reserve Fund was being recommended so the fund balance can be built back up. Discussion occurred regarding future needs including those of the District Court. After discussion the following motion was made by Commissioner Cassinelli and passed unanimously:

*To approve the Building Reserve Fund, the Capital Projects Fund and the Debt Service Fund as presented.*

**COMMUNITY SUPPORT:** Administrator Deist reviewed the proposed budget for the Board and noted the inclusion of two new line items - Fire Protection in the amount of \$100,000.00 to cover the cost of the Nevada Department of Forestry Wild Land Fire Protection Program and \$93,333.00 to cover the County's portion of the cost for the Melarkey Street/Winnemucca Boulevard Intersection Project; he recommended that the Vitality Center amount remain at \$7,500.00 as has been approved in the past. Commissioner Brissenden commented on the need for insurance through the County for the Museum Director. Administrator Deist responded that the Director is not a County employee. Chairman French suggested that it would be something that could be looked at and discussed in the future. The following motion was made by Commissioner Amos and passed unanimously:

*To approve the Community Support budget as presented and to open discussion on insurance for the museum director.*

**EMERGENCY MANAGEMENT:** Administrator Deist stated there was no proposed budget for this item.

**GENETIC MARKER TESTING:** Administrator Deist explained the purpose of this fund for the collection of DNA fees for the Court.

**IN-LIEU OF TAX FUND/INTERGOVERNMENTAL/OTHER CULTURE AND RECREATION/RURAL STREET LIGHTS/OTHER GENERAL GOVERNMENT:**

Administrator Deist reviewed the proposed budgets for the funds. It was noted that the Other General Government budget is the one that has the line item dedicated to Commissioners' grants and contributions. The following motion was made by Commissioner Bell and passed unanimously:

*To approve the Emergency Management, Genetic Marker Testing, In-Lieu of Tax Fund, Intergovernmental, Other Culture and Recreation, Rural Street Lights and Other General*

*Government budgets as presented.*

**RECORDER:** Recorder Mary Ann Hammond appeared before the Board. Recorder Hammond reported on the Recorder's Tech Fund. After discussion the following motion was made by Commissioner Brissenden and passed unanimously:

*To approve the Recorder's proposed budget.*

**COMMUNICATIONS/TV:** Ric Grantham appeared before the Board on behalf of the Communications/TV Department. Administrator Deist reviewed the budget memo and the proposed budget for this fund including his recommendations that the request for an additional employee not be granted as the Department currently does not have a Director and that the request for a UTV with tracks and trailer be removed. Mr. Grantham explained the justification for the UTV including ongoing issues with the snow cat that is currently used. Discussion occurred regarding the possibility of borrowing a UTV from another entity such as Search and Rescue or NDOW, that no decision has been made regarding the filling of the Communications Director position and that the matter needs to be addressed. Mr. Grantham spoke to the issues of having no back-up staffing and that the new position would handle paperwork. Discussion occurred regarding contracting with the prior Communications Director to handle the TV portion of the department and whether that could be done through a professional service contract. Commissioner Brissenden suggested that funds be allocated for the requested position but that it not be hired until the Director position is filled. Administrator Deist noted his concern that if the funds are allocated they will be spent. Mr. Grantham commented on the number of duties he is currently handling and the time involved in those duties. Discussion occurred as to the need to identify what needs to be done with the department and the time frame for that study. Comptroller Schmidt noted that today's action is only for the tentative budget and there would be time to alter the budget if necessary. Discussion occurred regarding the request for the UTV and other options available for that. Mr. Grantham commented on the possibility of including emergency funding in the budget for use of helicopter transport to some sites. After discussion the following motion was made by Commissioner Bell:

*To approve the budget with the note that before we go for a new position, that it comes back before the Commission following the study.*

Mr. Grantham asked if the Board knew when the study would be accomplished. Commissioner Bell stated prior to the final budget approval. Chairman French asked about the snow cat. Commissioner Cassinelli commented that the Paradise Valley Weed District has several, so an inquiry related to borrowing those when needed could be done. Administrator Deist noted that the motion was as

presented, so there could be an adjustment before final budget which allows for time to check with other departments as to whether there is one that can be utilized. Mr. Grantham noted the need for a heater, wipers and all terrain tracks for the vehicle due to the situations it will be used in. Chairman French called Commissioner Bell's motion to a vote and it passed unanimously.

*Chairman French recessed the meeting at 12:00 p.m. to reconvene at 1:00 p.m.*

**JUSTICE COURT/ADMINISTRATIVE ASSESSMENT FUND:** Justice of the Peace Letty Norcutt and Justice Court Administrator Holly Jones appeared before the Board. Administrator Deist reviewed the proposed budget for the Board and offered recommendations. The following motion was made by Commissioner Amos and passed unanimously:

*To approve the Justice Court budget as presented.*

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

*To approve the Administrative Assessment Fund.*

**ASSESSOR/COMPUTER SYSTEMS/TECHNOLOGY FUND:** Assessor Jeff Johnson and J.D. Ames of the Technology Department appeared before the Board. Assessor Johnson discussed a lawsuit that was recently filed which involves land values in Washoe County and which may affect valuations statewide. Assessor Johnson reviewed the Assessor's Office budget request including a planned project related to the changing of the Assessor's parcel numbers and the request for an additional office position. Administrator Deist recommended approval of the proposed budget as submitted. Chairman French disclosed for the record that his wife had been contacted related to providing assistance with the parcel numbers project. The following motion was made by Commissioner Cassinelli and passed unanimously:

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

Assessor Johnson discussed what is occurring with the filling of the currently vacant position in the Computer Department and the determination that the positions in the department are underpaid; he continued discussing the Justice Court IT system upgrade that was being removed from his request, the payroll system program included in the budget and the situation with AT&T related to data scrubbing that was included. Commissioner Bell commented on his concern about the cost associated with the AT&T proposal and suggested that a T-1 line that everyone could utilize be considered which could be vetted in a communications study. Administrator Deist recommended approving the budget proposed minus \$1,700.00 related to the Justice Court IT system upgrade. The following motion was made by Commissioner Bell and passed unanimously:



*To approve the Computer System budget minus the \$1,700.00 as presented.*

Assessor Johnson reviewed the Assessor's Technology Fund for the Board. The following motion was made by Commissioner Amos and passed unanimously:

*To approve the Technology Fund.*

**PLANNING:** Betty Lawrence, Senior Planning Technician for the Planning Department, appeared before the Board and reviewed the proposed budget for the Planning Department; she noted that the Regional Planning Commission had voiced concern with the amount budgeted for postage. After discussion 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 Michael Macdonald appeared before the Board. Administrator Deist reviewed the proposed budget and recommendations for the Board. District Attorney Macdonald discussed the need for a new case management system for the Office and the reduction in the investigation line item. Office Manager Nancy Jurad spoke from the audience in support of the case management system. Administrator Deist recommended approval with the \$15,000.00 reduction in the investigation line item. Commissioner Brissenden asked about replacement of the carpeting at the District Attorney's Office. District Attorney Macdonald replied that the priority this year is the case management system. Commissioner Brissenden commented on how bad the carpeting was and the need to get it fixed. Commissioner Cassinelli noted that it was up to each Office to make their own requests. District Attorney Macdonald stated that the carpet was not included in this year's request but that he would look at it next year. After discussion the following motion was made by Commissioner Cassinelli and passed unanimously:

*To accept the District Attorney's budget as presented with the reduction in the investigations line item to \$10,000.00.*

District Attorney Macdonald stated that there were no changes in the Child Support budget. Administrator Deist recommended approval. The following motion was made by Commissioner Amos and passed unanimously:

*To approve the Child Support budget as presented.*

District Attorney Macdonald stated that there were no changes in the Check Restitution budget. Administrator Deist recommended approval. The following motion was made by Commissioner Bell and passed unanimously:

*To approve Check Restitution as presented.*

**LIBRARY:** Library Director Sheri Allen and Library Board Members Susan Putnam and Mary Beene appeared before the Board. Administrator Deist reviewed the proposed budget for the Board noting his concerns related in the recommendation as to the ending fund balance of the Library Fund and the projected cost of the new book mobile being requested. Director Allen updated the Board on the status of the bid for the new book mobile, local support for the project including fund raising and noted that \$225,000.00 for the project was included in the current fiscal year's budget which is being rolled over to the new fiscal year but that an increase in the amount of an additional \$25,000.00 was being requested. Commissioner Cassinelli noted the concern with the Library's ending fund balance. Director Allen responded that this would be a onetime cost. After discussion the following motion was made by Commissioner Amos and passed unanimously:

*To approve the Library budget as presented.*

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

Winnemucca Convention and Visitors Authority (WCVA) Director Kim Petersen and Ag District 3 Chairman O. Kent Maher appeared before the Board. Present on behalf of the WCVA Board were Terry Boyle, Don Stoker and Commissioner Dan Cassinelli. Present on behalf of the Ag District 3 Board was Dale Owen. Administrator Deist reviewed the proposed budget and recommendations for the Board. Director Petersen spoke in support of the request. Mr. Maher noted that the increase was related to capital improvements. Discussion ensued regarding the requests including the fork lift, skid steer and the swamp coolers for the Indoor Events Center, the revenue for this fund and the ending fund balance. Commissioner Amos concurred that the equipment was needed. The following motion was made by Commissioner Amos and passed unanimously:

*To approve the Ag 3 and Indoor Events Center budget as presented.*

**COOPERATIVE EXTENSION:** Cooperative Extension Agent Brad Schultz appeared before the Board. Administrator Deist reviewed the proposed budget and budget comments for the Board. Mr. Schultz reviewed the budget request for the Board. Administrator Deist recommended approval. The following motion was made by Commissioner Bell and passed unanimously:

*To approve the Cooperative Extension budget as presented.*

**BUILDING OFFICIAL:** Building Official Bobby Thomas appeared before the Board. Administrator Deist reviewed the proposed budget for the Board. Discussion occurred regarding local projects. The following motion was made by Commissioner Bell and passed unanimously:

*To approve the budget as presented for the Building Department.*

**TREASURER:** Treasurer Gina Rackley appeared before the Board. Treasurer Rackley reviewed her budget request for the Board including her decision to use Wells Fargo's new printing division for the printing of tax bills and her request for an increase of \$3,000.00 to the salaries line item to cover temporary labor. After discussion the following motion was made by Commissioner Amos and passed unanimously:

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

**JOINT MEETING BETWEEN LANDER COUNTY COMMISSION, PERSHING COUNTY COMMISSION AND HUMBOLDT COUNTY COMMISSION:** Present on behalf of Lander County were Chairman Dean Bullock and Commissioners Steve Steinmetz, David Mason and Patsy Waits and County Clerk Sadie Sullivan. Present on behalf of Pershing County were Chairman Darin Bloyed and Commissioners Pat Irwin and Carol Shank, District Attorney Jim Shirley, Administrative Assistant Karen Wesner and County Clerk Lacey Donaldson.

**6<sup>TH</sup> JUDICIAL DISTRICT FUNDS:** Present on behalf of the Sixth Judicial District Court were District Judge Richard A. Wagner, District Judge Michael R. Montero, Chief Juvenile Probation Officer Ed Sampson, Assistant Juvenile Probation Officer Craig Tippens and Drug Court Coordinator Rosa Sanchez.

**DISTRICT COURT - DISTRICT COURT/HUMBOLDT:** Mrs. Sanchez reviewed the budget request for the Board noting the increases due to salaries & benefits, the request for an additional employee for a five month period to train for her position due to her planned retirement, the increase due to a reclassification of a law clerk to staff attorney and an additional increase of \$10,000.00 for the Judicial Legal Fees line item. The following motion was made by Commissioner Amos and passed unanimously:

*To approve the District Court budget as presented.*

The following motion was made by Commissioner Cassinelli and passed unanimously:

*To approve the District Court - Humboldt budget as presented.*

**COURT REPORTERS - COURT REPORTERS/HUMBOLDT:** Mrs. Sanchez reviewed the budget request noting a slight decrease due to a reduction in PERS and social security benefits. The following motion was made by Commissioner Bell and unanimously:

*To approve the Court Reporters budget as presented.*

The following motion was made by Commissioner Amos and passed unanimously:

*To approve Court Reporters - Humboldt budget as presented.*

**LAW LIBRARY/HUMBOLDT:** The following motion was made by Commissioner Bell and passed unanimously:

*To approve Law Library budget as presented.*

**DRUG COURT:** Judge Montero discussed a grant received for enhancements to the drug court program. Chairman French asked what would occur if the grant funding ended. Judge Montero responded that they might not be able to provide the enhancements any longer. Judge Montero discussed the drug court program with the Boards. Administrator Deist recommended approval of the proposed budget as presented. The following motion was made by Commissioner Amos and passed unanimously:

*To approve the Drug Court budget.*

**JUVENILE PROBATION:** Probation Officer Sampson reviewed the proposed budget for the Boards noting the increases in salary and benefits and counseling services. Discussion occurred regarding the room and board line item and grant funding. Pershing Chairman Bloyed commented on the 60/20/20 funding agreement and the difference in referrals between Pershing and Lander over the past three years; he requested that the agreement be amended to 60/25/15 and be reviewed annually. Judge Wagner responded noting the history of the 60/20/20 split and that variations occur from time to time in the three Counties; he discussed the scope of the juvenile department including Guardian Ad Litem services and explained why comparisons can be difficult. Commissioner Cassinelli suggested that the formula be left alone due to the issues that could arise from switching it around annually. Chairman French concurred noting that there is really no formula in place to allow for analysis annually. Commissioner Bell commented on his belief that the current split works well. Chairman Bloyed explained his reasons for making the request based on the statistics for Juvenile only not the District Court as a whole. Judge Wagner commented on the Courts being a separate branch of government, that Humboldt County provides the bulk of the funding and services related to the program and issues with determining the allocations for items such as use of the Juvenile facility which is located in Humboldt but is used by all three counties; he noted the need to have pride in the what has been accomplished with the program and that it would be up to the Commissions to determine what they can afford to fund but that he does not know of an easier method to do that noting that next year the statistics may be reversed and then what would happen. Discussion occurred with the Lander County Commission about how the budget process is handled. After discussion the following motion was made by Commissioner Amos:

*To accept the Sixth Judicial Juvenile Probation budget as presented.*

Commissioner Amos suggested that Pershing and Lander County get together to discuss the funding issue.

Chairman French called Commissioner Amos' motion to a vote and it passed unanimously.

Judge Wagner updated the Boards on the adoption/foster family programs for each County which are moving forward.

**BLM FIRE COSTS AND STATE FORESTRY WILDFIRE FIGHTING PROPOSAL:** Mike Klug, Northern Regional Forester and Scott Rasmussen, State Fire Program Manager appeared before the Boards. Mr. Klug noted that prior meetings had occurred with the Commissions regarding the proposal and offered an update on the legislative process which had resulted in no changes from the proposal as presented and identified the other Counties which have come on board with the proposal. Discussion ensued regarding how the payment for the program are determined compared to the cost of the services and what effort is made to determine which fires to fight and which to allow to burn.

**GRASS VALLEY SOLID WASTE ISSUES:** Pershing Chairman Bloyed explained that there have been issues at the Pershing County/Grass Valley waste transfer station related to Humboldt County residents bringing their trash into the area and discussed different options that are being considered to deal with the issue; he stated that the Commission wanted Humboldt County to be aware of the problem and that they will be looking at different options. Discussion occurred amongst the Commissioners regarding water and sewer issues in the Grass Valley area.

**ISSUES RELATING TO THE FIRST LEVEL AGREEMENT FOR CONFLICT COUNSEL:** Pershing Commissioner Irwin stated that Steve Cochrane, the Pershing County Public Defender who serves as conflict counsel had indicated everything was going well but voiced concern about the increasing cost of fuel. Chairman Bloyed noted the potential need for a new vehicle in the future. Commissioner Irwin commented that the Pershing County Commission would be watching the program and may want to look at it next year.

**UPDATE ON RECOLOGY PROJECT:** Based on a question from Pershing Commissioner Shank, Ken Hladek, the Winnemucca Representative for Recology offered a public information project update.

**ECONOMIC DEVELOPMENT:** Discussion occurred regarding the Winnemucca Farms Project, local mining projects, housing development and the New Frontier development.

**OTHER MATTERS OF INTEREST TO THE THREE COUNTIES:** Pershing County District Attorney Jim Shirley offered comment about and a request of support for AB 374. Discussion occurred regarding the proposal the University of Nevada Reno to combine the Cooperative Extension under the College of Agriculture.

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

**ADJOURNMENT:** Chairman French adjourned the meeting at 4:26 p.m.

ATTESTED:



Clerk

APPROVED:



Chairman

EXHIBIT

**MEMORANDUM**

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**TO:** COUNTY COMMISSIONERS  
**FROM:** COUNTY ADMINISTRATOR  
**DATE:** March 21, 2013  
**SUBJECT:** Budget Message

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Mr. Chairman and members of the Commission, Good Morning and welcome to the 2013 Budget process. The first Budget process I was a part of was in 2000 and it lasted several days. Over the next year we discussed this process along with several fiscal issues with the Commission. As a result the process we utilize today was developed. That process is that the Elected and Appointed Officials develop their requests based on the direction that we received at the Retreat and through out the year. Once those are received the Comptroller enters them into the format we are reviewing today while also doing the revenue projections for the coming year. I then review each of the requests along with the revenue projections and begin to develop recommendations for the budget. I also meet with several of the Elected and/or Appointed officials to discuss their budget requests specifically. Based on these meetings I develop the recommendations you will be reviewing later today.

Do to sound policy and guidance developed several years ago we are still on a sound financial footing. I strongly believe we must continue to achieve financial stability. We ended the last fiscal year with healthy fund balance in the General Fund and we must work to ensure we don't overly rely on those fund balances to get us through this next year. I understand that we will utilize some of the balance as we move forward. However we believe that you save in the good times to get you through the bad times. We have seen years where the ending fund

balance has decreased and we have also seen years where it has increased. During the audit presentation the Auditor spoke to this issue and we discussed it further during the retreat. It would not take a lot to go through those fund balances if we are not prudent. During the Retreat I shared with you a quote from Carol Vilaro. I think it is appropriate to review that again as we begin the budget process, as I had it very much in mind as I reviewed the budget requests and prepared my recommendations. That quote was "The issue is stabilizing expenditures, when we usually talk about stabilizing the revenue, but stabilizing expenditures and being able to show that the level of expenditures you are proposing is something that you've looked at to see if you should be able to continue to support for five or six years down the road is what we're looking at in stabilizing expenditures." It is still important that we keep this in mind as we review the proposed budget today.

At the retreat you directed that expenditures equal revenues as close as possible. Our largest fund is the General Fund and this direction is not met, which is not out of line with previous years. The requested expenses are \$19,106,712 and the projected revenue is \$13,380,800. The difference of \$5,805,912 will come from reserves. As we discussed at the retreat and as we discuss later in this message we have concerns with some of the revenue sources, two of which are major sources in the General Fund, CTX and net proceeds. We have recommended that you not build programs on net proceeds and discuss that further later in this message.

As we are all aware the Legislator is in session and we do not know the impact that may have on us when the dust settles sometime in June. We do know that many of the "shared sacrifices" we received two years ago will continue. We also know that some duties that were previously done by the State are being passed down to us. This is particularly true in the Assessor's Office where items which have been traditionally part of the centrally assessed process of the State are now being passed down to the local level to be done. In addition more work is being passed down to provide information to the state which previously they collected themselves. All of these have or will have an impact on this County.

There are three items which have been discussed which are not