

CARLIN CITY COUNCIL  
CITY OF CARLIN, STATE OF NEVADA  
SPECIAL SESSION BUDGET HEARING  
CARLIN CITY HALL  
101 SOUTH EIGHTH STREET  
CARLIN, NEVADA  
April 13, 2016, 5:00 p.m.

**Call to Order and Roll Call:**

Councilperson Jay Duke called the meeting of the City Council to order at 5:00 p.m. and recessed the meeting due to lack of a quorum. Councilperson Jay Duke inquired who should conduct the meeting with Councilperson Bob DeMars and Councilperson Pam Griswold indicating he should. The meeting was reopened at 5:42 p.m.

1. Council Members Present: Mayor Donnetta Skinner (arrived 6:15 p.m.)  
Vice Mayor Lincoln Litchfield (arrived 6:42 p.m.)  
Councilperson Bob DeMars  
Councilperson Jay Duke  
Councilperson Pam Griswold  

Absent:
2. Administrative Staff: City Manager David Jones, City Clerk LaDawn Lawson, Public Works Director Carlos Esparza, Carlin Senior Center Director Debbie Beck, Carlin Volunteer Fire Chief Linda Bingaman, and Carlin Volunteer Fire Assistant Chief Michael Abrams
3. Public Present: Karla Jones, Margaret Johnston, Chris P. Woster, Tom Bingaman

**PLEDGE OF ALLEGIANCE**

- I. **Comments by the General Public: Pursuant to NRS 241.020(2C) this time is devoted to comments by the general public and discussion to those comments. No action may be taken upon a matter raised under this item until the matter has been included on a successive agenda and identified as an action item. (Non-Action Item)**
  1. None.
- II. **Review, discussion and direction given to staff regarding revenues and expenditures for all departments from the Carlin City Council regarding preparation of the City of Carlin's budget for fiscal year 2016 - 2017, and all related matters. (Non-Action Item)**
  1. City Manager David Jones reported the revenues had not been changed since the last meeting. Expenditures for Muni Court and Legislative did not change.
  2. Councilperson Pam Griswold stated under licenses and Permits, the total was \$67,400 last time and is now \$67,900
  3. City Manager David Jones stated he did adjust it \$500.00. Administrative changes in the Expenditures were 1.5% and benefits also changed for a total of \$275,650. There are 1.5% change overall for all salaries, wages and benefits. Fire Department total 221,280. Streets already incorporated with changes, total \$384,770. Health the same. Cemetery the same \$66,829, Parks same \$12,000, Library same \$2,500. The only change in the 10-79 accounts was the Accounting from \$29,500.00 to \$30,000.00. The 10 funds is in the black by almost \$20,000 (19,807)
  4. Councilperson Pam Griswold stated there is a change in the total from last time.
  5. City Manager David Jones stated that change represented the change in Accounting.
  6. Carlin Volunteer Fire Chief Linda Bingaman inquired Office Expense is only \$250.00/month charge and would like more funding in this category.
  7. City Manager David Jones stated that was increased to \$5000.00. Senior Citizens Center revenues projected at \$308,903.00; C-1 Congregate expenses \$148,894.00, down by \$831.00;

- C2 Homebound for total of \$67,928.00 up \$6,038.00 and 3B Transportation down by \$212.00 to total \$51,428.00.
8. Councilperson Pam Griswold stated training was brought up at the Senior Center meeting and they wondered if the C1 could be increased by another \$200.00 to a total \$600.00. Also, the training for transportation money, once placed in transportation can it be moved anywhere else, so if we can take out the \$200 and move to C2.
  9. Debbie Beck stated that everyone has taken the transportation training and maybe that money should be put into C2, but this is her first year.
  10. Councilperson Jay Duke stated there is money for a trainer on site. The funds would pay for any new person.
  11. City Manager David Jones stated increased the \$200 in C1 Training, increased \$200 in C2 Training and decreased 3B Transportation Training by \$200.00 C1 total \$149,094.00; C2 \$68,128.00 and 3B \$51,228.00. Utility \$365,040 for water fee, down \$24,960 due to vacancies. Water connection \$2,000.00. He inquired if the Council has any thoughts about getting the fund out of the negative. If they want to qualify for any USDA funds, the funds have to be self-sustaining. It really does not represent the actual costs in having this in one bank account at present. The Sewer Utility fees were reduced by \$16,068.00. Sewer Capital Improvement fee was reduced \$255.00. The Utility Fund shows a total of \$923,717.00 in income, down about \$15,983.00. Utility Expenditures up due to 1.5% wages and 30% increase on insurance benefits for Worker's Comp. Uniforms increased from \$1,500 to \$1800.00. One of the big expenses is the lining in the tanks, which is estimated to cost \$190,000.00 to get the coating for a total Water Expenditure at \$312,958.00.
  12. City Clerk LaDawn Lawson reported there was no warranty for the tank.
  13. City Manager David Jones reported that Elko does not collect their tipping fees for the Garbage; they have Elko Sanitation collect it. There is a change that could be made. Sewer Expenditures increased \$11,173.00, Benefits \$13,259.00, Equipment Repairs \$5,000.00, Uniforms \$3,500.00. Materials and Supplies is \$20,000.00. Capital Outlay budget is \$0 this year.
  14. Councilperson Jay Duke stated if they do not have the money, they cannot budget Capital Outlay. He inquired how the State would react to a \$0 budgeted amount.
  15. City Manager David Jones stated if it is not budgeted for the item, you cannot spend in that item. Changes in Other Expenses are \$200.00 increase 5% increase in Liability insurance; decreased \$1,000.00 in Gas, \$10,000.00 in Fuel, for a total of -\$374,727.00 in Net Revenues Over Expenditures. He stated there are approximately \$2 million in Reserve Funds.
  16. Mayor Donnetta Skinner arrived at 6:15 p.m.
  17. City Manager David Jones stated this is a little different than the last Tentative Budget with the changes. The State gave new forms this year and all of the calculations have been done and the forms filled out. It was emphasized that the cover sheet should have the city's logo not the State's, as it is the city's budget. He reviewed the forms from the State. He noted and then explained that one of the main change is the schedules are basically renamed. The Intergovernmental Revenues fund is the one that was negative a few years ago so a loan was made from the General Fund and we took an auditing "hit" and it is slowly increasing. Police had a stop that resulted in a drug charges and it yielded \$32,000.00 for the Police Forfeiture Fund so it may have to be paid out at some time. Even though there is a positive number in the fund, the money does not become available until Elko calls and tells us it is ours and it can only be spent on what the Resolution says. It is a reserve fund. He does not believe that there is any amount budgeted for capital outlay in Muni Court.
  18. Vice Mayor Lincoln Litchfield arrived at 6:43 p.m.
  19. **Councilperson Jay Duke moved for approval of the Tentative Budget of Carlin City fiscal year 2016 - 2017, and all related matters. Councilperson Pam Griswold seconded the motion. The motion carried unanimously.**

**II. Comments by the General Public: Pursuant to NRS 241.020(2C) this time is devoted to comments by the general public and discussion to those comments. No action may be taken upon a matter raised under this item until the matter has been included on a successive agenda and identified as an action item. (Non-Action Item)**

2. None.

**III. Adjournment. (Action Item)**

**Councilperson Jay Duke moved for adjournment with Vice Mayor Lincoln Litchfield seconding the motion. The meeting was adjourned at 6:53 p.m.**

**APPROVED:**

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**MAYOR CLIFF EKLUND**

**ATTEST:**

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**LADAWN LAWSON, CITY CLERK**