

**CARSON CITY CONSOLIDATED MUNICIPALITY
NOTICE OF MEETING OF THE
UTILITY FINANCE OVERSIGHT COMMITTEE**

Day: Tuesday
Date: September 19, 2017
Time: Beginning at 1:00 pm
Location: Community Center, Sierra Room
851 East William Street
Carson City, Nevada

AGENDA

1. Call to Order.

2. Roll Call and Determination of a Quorum.

3. Public Comment**

The public is invited at this time to comment on and discuss any topic that is relevant to, or within the authority of the Utility Finance Oversight Committee, including any matter that is not specifically included on the agenda as an action item. No action may be taken on a matter raised under public comment unless the item has been specifically included on the agenda as an item upon which action may be taken.

4. For Possible Action - Approval of meeting minutes.

4.A For Possible Action: To approve the June 20, 2017 draft meeting minutes.

Staff Summary: Committee members will be provided the draft meeting minutes from the June 20, 2017 meeting and asked to review and approve.

[SR-approval of minutes.docx](#)

[06-20-17 minutes.pdf](#)

5. For Possible Action: Proposed discount for low-income property owners.

5.A For Possible Action: To recommend to the Board of Supervisors that it instruct staff to prepare an ordinance revising Chapter 12.04 (Senior Citizens Assistance) of the Carson City Municipal Code. (Ande Engleman; andelee@aol.com).

Staff Summary: Chapter 12.04 of the Carson City Municipal Code establishes a utility rate discount program for certain eligible senior citizens. Various suggested changes to this program including

eligibility, discount rates and program administration, are being proposed for consideration by the Board of Supervisors and to recommend that the Board instruct staff to prepare an ordinance to carry out those changes.

[SR-LowIncomeDiscount.docx](#)

[Attachment.pdf](#)

6. For Information Only: Storm water rate status.

6.A For Information Only: Discussion with staff concerning the status of the storm water rates. (David Bruketta; dbruketta@carson.org)

Staff Summary: At the August 3, 2017 Board of Supervisor's meeting, staff was directed to begin the process of pursuing a 20-year bond in the amount of \$4,875,000 to support storm water capital expenses and an initial storm water rate increase of 30%. Staff has prepared a draft Business Impact Statement (BIS) and proposed changes to the municipal code that are under review through the District Attorney's office. Upon approval, staff will begin the BIS and ordinance change process. Upon rate implementation, staff will begin the bonding process where funds from the bond sale are anticipated to be available in 2018, late spring.

[SR-StormWaterRateStatus.docx](#)

7. For Information Only: Budget status.

7.A For Information Only: Presentation of a report from David Bruketta, Utility Manager for the Carson City Public Works Department, regarding updates on budget revenues and expenditures for the sewer, water and storm water funds. (David Bruketta; dbruketta@carson.org)

Staff Summary: This is an informational only update on the FY17 revenues and expenditures for sewer, water and storm water funds.

[SR-BudgetUpdate.docx](#)

[7Attachments.pdf](#)

8. For Information Only: Capital planning - the big picture.

8.A For Information Only: Discussion with staff concerning the budgeting and capital improvement planning process for the sewer, water and storm water funds. (David Bruketta; dbruketta@carson.org)

Staff Summary: At the June 20, 2017 meeting of the Utility Finance Oversight Committee, Vice Chair Bennett, requested that staff shows a list of needs or wants that are independent of the budget and capital improvement plans so that the Committee and the public can get a better understanding of the needs within the funds. This informational only item will discuss the budgeting and capital improvements process, the establishment of how needs or wants are prioritized and the development of the 5-year capital improvement plan.

9. For Possible Action: Ordinance Review.

9.A For 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. (David Bruketta; dbruketta@carson.org)

Staff Summary: Title 12 – Water, Sewerage and Drainage is comprised of 19 Chapters that impact the water, sewer and storm water funds. A review of the chapters and sections within Title 12 would be beneficial to identify areas that may be in need of updating and improvement.

[SR-OrdinanceReview.docx](#)

10. For Information Only: Future Agenda Items

Discussion under this item is limited to the possible placement of new matters on future agendas only: establishing future meeting dates, including the remainder of this year; WRRF tour to see the Phase 1A improvements; water rate structure; sewer, water and storm water rate consultant.

11. Public Comment**

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12. For Possible Action: To Adjourn.

Agenda Management Notice

Items on the agenda may be taken out of order; the Chair may combine two or more agenda items for consideration; and the Chair may remove an item from the agenda or delay discussion relating to an item on the agenda at any time.

Public Comment**

It is Carson City’s aspirational goal to provide for item-specific public comment as follows: in order for members of the public to participate in the public body’s consideration of an agenda item, the public is strongly encouraged to comment on an agenda item when called for by the Chair during the item itself. No action may be taken on a matter raised under public comment unless the item has been specifically included on the agenda as an item upon which action may be taken. The Chair also retains discretion to only provide for the Open Meeting Law’s minimum public comment and not call for or allow additional individual-item public comment at the time of the body’s consideration of the item when: 1) it is deemed necessary by the Chair to the orderly conduct of the meeting; 2) it involves an off-site non-action facility tour agenda item; or 3) it involves any

person's or entity's due process appeal or hearing rights provided by statute or the Carson City Municipal Code.

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Notice to Persons with Disabilities

The Utility Finance Oversight Committee is pleased to make reasonable accommodations for members of the public who wish to attend the meeting and need assistance. If arrangements for special assistance or reasonable accommodations at the meeting are needed, please notify the Public Works Department in writing at 3505 Butti Way, Carson City, NV 89701, or by calling (775) 887-2355 as soon as possible, but not less than 24 hours in advance of the meeting.

For Further Information

If you would like more information about an agenda item listed above or to request a copy of the supporting material for this meeting, please contact Karen Leet at Kleet@carson.org or call (775) 887-2355. A copy of this agenda and supporting materials for the meeting are also available at the Public Works Department located at 3505 Butti Way, Carson City, NV 89701, or at the City's website at <http://carson.org/government/meeting-information/agendas>.

This notice and agenda has been posted at the following locations:

Community Center, 851 East William Street

Public Safety Complex, 885 East Musser Street

City Hall, 201 North Carson Street

Carson City Library, 900 North Roop Street

Business Resource & Innovation Center (BRIC), 108 East Proctor Street

The Carson City website at <http://carson.org/government/meeting-information/agendas>