



STAFF REPORT

Report To: Board of Supervisors

Meeting Date: November 17, 2016

Staff Contact: Darren Schulz, Public Works Director

Agenda Title: For Possible Action: To accept the report from the Utility Finance Oversight Committee Chair and adopt Resolution No. 2016-R-XX, which amends Resolution 2013-45A, formally establishing the Carson City Utility Finance Oversight Committee. (David Bruketta, dbruketta@carson.org)

Staff Summary: On March 17, 2016, the Carson City Board of Supervisors directed the Utility Finance Oversight Committee (Committee) to examine Resolution 2013-R-45A, which formally established the Committee, and make recommendations for possible modification or amendment. On September 26 and October 19, 2016, the Committee reviewed the resolution with Legal Counsel and staff and recommended changes resulting in draft resolution No. 2016-R-XX, a resolution amending 2013-R-45A.

Agenda Action: Formal Action/Motion

Time Requested: 15 minutes

Proposed Motion

Move to accept the report from the Utility Finance Oversight Committee Chair and adopt Resolution No. 2016-R-XX, which amends Resolution 2013-45A, formally establishing the Carson City Utility Finance Oversight Committee.

Board's Strategic Goal

Efficient Government

Previous Action

NA

Background/Issues & Analysis

NA

Applicable Statute, Code, Policy, Rule or Regulation

N/A

Financial Information

Is there a fiscal impact? ☐ Yes ☒ No

If yes, account name/number:

Is it currently budgeted? ☐ Yes ☒ No

Explanation of Fiscal Impact:

Alternatives

Do not accept the recommended changes and provide further direction to staff.

Board Action Taken:

Motion: _____

1) _____

2) _____

Aye/Nay

(Vote Recorded By)

RESOLUTION NO. 2016-R-XX

A RESOLUTION AMENDING:

“RESOLUTION NO. 2013-R-45A - FORMALLY ESTABLISHING THE CARSON CITY UTILITY FINANCE OVERSIGHT COMMITTEE”

WHEREAS, on December 5, 2013, pursuant to authority set forth in Section 2.320 of the Carson City Charter, the Carson City Board of Supervisors (“Board”) adopted Resolution No. 2013-R-45A to create the Carson City Utility Finance Oversight Committee (“Utility Committee”) for the purpose of providing the Board with recommendations regarding continuing compliance with Board adopted utility financial policies in preparation of annual budgets; and

WHEREAS, on March 17, 2016, the Board directed the Utility Committee to examine the existing provisions set forth in Resolution No. 2013-R-45A and to provide to the Board recommendations, if any, to amend any provision thereto; and

WHEREAS, on October 19, 2016, the Utility Committee examined the existing provisions set forth in Resolution No. 2013-R-45A and determined that certain of those provisions should be amended, and further determined to recommend to the Board the adoption of those proposed amendments as agreed upon by the Committee;

NOW, THEREFORE, the Board hereby resolves:

1. The existing provisions of Resolution No. 2013-R-45A are amended as shown in Attachment “A” to this Resolution, and those amendments are effective immediately upon passage and adoption of this Resolution.

Upon motion by Supervisor _____, seconded by _____, the foregoing Resolution was passed and adopted this _____ day of _____, by the following vote:

AYES:

NAYS:

ABSENT:

ABSTAIN:

ROBERT L. CROWELL, Mayor
Carson City, Nevada

ATTEST:

SUE MERRIWETHER, Clerk-Recorder
Carson City, Nevada

ATTACHMENT A

(***bold, underlined and italicized*** text is added, ~~stricken~~ text is deleted)

RESOLUTION NO. 2013-R-45A

A RESOLUTION FORMALLY ESTABLISHING THE CARSON CITY UTILITY FINANCE OVERSIGHT COMMITTEE

WHEREAS, Section 2.320 of the Carson City Charter authorizes the Board of Supervisors (Board) to create advisory boards to advise the Board in specific areas of local government, including, without limitation, public safety, public employees, finance, human resources, public property and facilities; and

WHEREAS, the Board, at its meeting of August 15, 2013 with the introduction of new water, sewer, and stormwater utility rates requested that an oversight committee be formed to monitor compliance with utility financial policies; **that are relevant to Carson City utilities;** and

WHEREAS, the Board desires impartial review and recommendations from qualified persons regarding compliance with Carson City utility financial policies; **that are relevant to Carson City utilities;** and

WHEREAS, the Board desires to set forth guidelines regarding membership of the committee, purpose of the committee, length of term of the members of the committee, frequency of meetings, and other matters properly relating to thereto.

NOW, THEREFORE, the Board hereby resolves:

1. The Carson City Utility Finance Oversight Committee (Utility Committee) is hereby formally established consisting **and shall continue thereafter in existence until such time the Board takes action to terminate the Utility Committee. The Utility Committee shall consist** of five (5) members, ~~with one committee member appointed by each .~~ **Each** Board member ~~shall appoint one person to serve as a Utility Committee member.~~
2. The Utility Committee shall be composed of people **persons** with knowledge and expertise relevant to finance, accounting, or related fields. **and beneficial for membership on the Utility Committee in furthering the purpose of the Utility Committee, as determined by the Board member appointing the Utility Committee member.**
3. The purpose of the Utility Committee shall be to provide :
 - (a) **Provide** the Board with recommendations regarding continuing **to ensure** compliance with Board adopted utility financial policies **that are relevant to Carson City utilities for the purpose of assisting the Board** in ~~its~~ preparation of annual budgets , **and in such a manner that is consistent with the utility financial policies provided by the FCS Group as set forth in the report entitled "Final Report for Water & Sewer Rate Study," dated October, 2013 ("FCS Report"), and any subsequent policies that are approved or adopted by the Board which supersede or otherwise alter the financial policies provided by the FCS Report. The recommendations of the Utility Committee must be based on a determination that the overall aggregate of**

activities and proposals of Carson City utilities do or do not substantially meet the financial policies described herein.

(b) Consider any other matter or perform any other function as directed by the Board and which relates to the purpose of the Utility Committee.

4. Each member of the Utility Committee shall serve concurrent **concurrently** with the term of the Board member who made his or her appointment. ~~Any vacancies shall~~ **A vacancy must** be filled by the Board **member who appointed the Utility Committee member whose departure created the vacancy,** and once **after the vacancy is** filled, the **newly appointed** Utility Committee member shall serve two years. **concurrently with the term of the appointing Board member.** All members **Each Utility Committee member** shall serve without compensation. The Utility Committee shall terminate June 30, 2018, unless extended by Board action.
5. The meetings of the Utility Committee shall be held in February and March of **may** **hold quarterly meetings in** each calendar year to review draft utility budgets or at the call of the chair. A report from the Utility Committee to the Board will be provided by April each year, prior to Board adoption **or at any other time and as often as is deemed necessary and appropriate by the Chairperson of the Utility Committee, including, without limitation, one or more meetings for the purpose of reviewing proposed budgets concerning Carson City utilities. Before the adoption** of annual city **Carson City** budgets: **by the Board, the Utility Committee shall submit to the Board a report concerning the results of any budget review.** The Public Works and Finance Departments **of Carson City** shall be **serve as** staff liaison and shall provide **professional and administrative** support to the Utility Committee.
6. The **Except as otherwise provided in this Resolution, the** Utility Committee shall operate in accordance **with** and be subject to the Policies and Procedures for Boards, Committees, and Commissions, ~~as~~ adopted by the Board.
7. **The Utility Committee may, from time to time and as it deems necessary, consider any provision of this Resolution at a meeting of the Utility Committee and provide to the Board a recommendation to amend, supplement or otherwise modify this Resolution.**

Upon motion by Supervisor Brad Bonkowski, seconded by Supervisor John McKenna, the foregoing Resolution was passed and adopted this 5th day of December, 2013:

AYES: Supervisor Brad Bonkowski
Supervisor John McKenna
Supervisor Karen Abowd
Mayor Robert Crowell

NAYS: Supervisor Jim Shirk

ABSENT: None.

ABSTAIN: None.

ROBERT L. CROWELL, Mayor
Carson City, Nevada

ATTEST:

ALAN GLOVER, Clerk-Recorder
Carson City, Nevada