

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

Day: Monday
Date: May 4, 2020
Time: Beginning at 1:30 pm
Location: Community Center, Sierra Room
851 East William Street
Carson City, Nevada

AGENDA

NOTICE TO PUBLIC:

The State of Nevada and Carson City are currently in a declared State of Emergency in response to the global pandemic caused by the coronavirus (COVID-19) infectious disease outbreak. In accordance with the Governor's Declaration of Emergency Directive 006, which has suspended the provisions of NRS 241.020 requiring the designation of a physical location for meetings of public bodies where members of the public are permitted to attend and participate, public meetings of Carson City will NOT have a physical location open to the public until such time this Directive is removed.

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Members of the public who wish only to view the meeting but do NOT plan to make public comment may watch the

livestream of the Board of Supervisors meeting at www.carson.org/granicus and by clicking on "In progress" next to the meeting date, or by tuning in to cable channel 191.

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The public may provide public comment in advance of a meeting by written submission to the following email address: ahummel@carson.org. For inclusion or reference in the minutes of the meeting, your public comment must include your full name and be submitted via email by not later than 3:00 p.m. the day before the meeting.

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Members of the public who wish to provide live public comment may do so during the designated public comment periods, indicated on the agenda, via telephonic appearance by dialing the numbers listed below. Please do NOT join by phone if you do not wish to make public comment.

Join by phone:

Phone Number: +1-408-418-9388

Meeting Number: 962 853 038

Call to Order.

Roll Call and Determination of a Quorum.

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.

1. For Possible Action - Approval of meeting minutes.

1.A For Possible Action: Discussion and possible action regarding approval of the January 13, 2020 draft meeting minutes. (Darren Schulz, dschulz@carson.org)

Staff Summary: Committee members will be provided the draft meeting minutes from the January 13, 2020 meeting and asked to review and approve.

[SR-Approval of Minutes.docx](#)

[01-13-20 minutes.pdf](#)

2. Meeting Items:

2.A For Possible Action: Discussion and possible action regarding electing a Chairperson and Vice-Chairperson for the Utility Finance Oversight Committee.

Staff Summary: Committee members will be asked to elect a Chairperson and Vice-Chairperson to serve for calendar year 2020.

[SR-Elections.docx](#)

2.B For information only: Presentation and discussion regarding the Board of Supervisors' comments and decision regarding the recommended annual Water and Wastewater rate increases. (Darren Schulz, Dschulz@carson.org)

Staff Summary: The Manager and Consultant will present an updated report on the Board of Supervisors' decision at the March 5th, 2020 meeting on Water and Wastewater rate refresh.

[SR-REVISED Water and Wastewater Rate Study BOS Update.docx](#)

[Presentation to UFOC 5-4-20 BOS update.pptx](#)

2.C For Possible Action: Discussion and possible action to recommend to the Board of Supervisors a stormwater rate structure and rate increase that will generate additional revenue, up to an additional \$1.4 million, to support an improved City-wide stormwater program. (Darren Schulz, Dschulz@carson.org)

Staff Summary: The Manager and Consultant will present a program update and rate review of the stormwater management program. At the November 4, 2019 UFOC meeting comments were received and direction given to further develop two rate methodologies which could be used to update the Stormwater Rate Structure. The methodologies were further developed and presented at the January 13, 2020 meeting. Staff was directed to bring the grouped impervious method back with more detail, which will be presented. Staff seeks the Committee's recommendation to the Board of Supervisors of a specific rate structure.

[SR-Stormwater Rate Study Update.docx](#)

[UFOC 5-4-20 Stormwater Rebate.pptx](#)

2.D For Possible Action: Discussion and possible action regarding the fiscal year 2021 Wastewater Fund budget's compliance with adopted financial policies and recommending that the Board of Supervisors approve the Wastewater Fund budget for fiscal year 2021 (Pamala Ganger, pganger@carson.org).

Staff Summary: Staff will review the fiscal year 2021 Wastewater Fund operating and capital budgets and their compliance with the adopted financial policies.

[SR-Wastewater Fund Budget.docx](#)

[510-Wastewater Fund UFOC documents.pdf](#)

[FY21 UFOC presentation - Wastewater.pdf](#)

2.E For Possible Action: Discussion and possible action regarding the fiscal year 2021 Water Fund budget's compliance with adopted financial policies and recommending that the Board of Supervisors approve the Water Fund budget for fiscal year 2021 (Pamala Ganger, pganger@carson.org).

Staff Summary: Staff will review the fiscal year 2021 Water Fund operating and capital budgets and their compliance with the adopted financial policies.

[SR-Water Fund Budget.docx](#)

[520-Water Fund UFOC documents.pdf](#)

[FY21 UFOC presentation - Water.pdf](#)

2.F For Possible Action: Discussion and possible action regarding the fiscal year 2021 Stormwater Utility Fund budget's compliance with adopted financial policies and recommending that the Board of Supervisors approve the Stormwater Utility Fund budget for fiscal year 2021 (Pamala Ganger, pganger@carson.org).

Staff Summary: Staff will review the fiscal year 2021 Stormwater Utility Fund operating and capital budgets and their compliance with the adopted financial policies.

[SR-Stormwater Drainage Fund Budget.docx](#)

[505-Stormwater Fund UFOC documents.pdf](#)

[FY21 UFOC presentation - Stormwater.pdf](#)

2.G For Information Only: Presentation and discussion of Manager's report on personnel, projects and planning. (Darren Schulz, Dschulz@carson.org)

Staff Summary: Manager's report on personnel changes, projects and planning.

[SR-Managers Report.docx](#)

3. For Information Only: Future Agenda Items

Discussion under this item is limited to the possible placement of new matters on future agendas only. The next meeting is tentatively scheduled for:

4. 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.

5. For Possible Action: To Adjourn.

****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.

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.

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>