

**IN A SPECIAL MEETING OF THE WHITE PINE COUNTY COMMISSION AND FIRE COMMISSION BUDGET WORKSHOP HELD ON MARCH 30, 2016 AT THE WHITE PINE COUNTY AQUATICS CENTER, 1111 VETERANS BLVD., ELY, NEVADA**

The Following Were Present:

County Commission

Gary Perea, Chairman  
Carol McKenzie, Vice-Chairman  
Laurie Carson, Commissioner  
Mike Coster, Commissioner  
Richard Howe, Commissioner  
Nichole Baldwin, Clerk of the Board  
Susan Lujan, Deputy Clerk

County Officials

Kathy Ricci, Human Resources Director  
Steve Stork, Airport Manager  
Burton Hilton, WPC Assessor  
Elizabeth Frances, Finance Director  
Chris Ricci, Sr. Center Program Supervisor  
Lori Romero, Library/Sr. Center Director  
Martha Rivera Sindelar, WPC Recorder  
Megan Brown, WPC Aquatic Center Director  
Catherine Bakaric, WPC Treasurer  
Bill Miller, Road Maintenance Superintendent  
Elaine Blackham, Sr. Management Assistant  
Dahn Puckett, Administrative Assistant  
Bill Calderwood, Facility Maintenance Superintendent

Also Present

Geri Wopschall  
Lisa Wilson, UNR Ag. Extension, Las Vegas Office  
(By Phone)

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Chairman Gary Perea called the meeting to order at 8:07 a.m. Commissioner Richard Howe led the Pledge of Allegiance.

**PUBLIC COMMENT**

There was none.

**ANCILLARY SERVICES, COMMUNITIES, REVENUES, PAYROLL, NEW ADDITIONS AND PRELIMINARY DISCUSSIONS TO BALANCE THE BUDGET**

Finance Director Elizabeth Frances provided several handouts to the Board that they had requested during the previous budget hearings. She indicated they need to be placed under Tab 10 in the Budget Workbook: The Fund Balance Analysis and Revenue Summaries for the General Fund. She reviewed several of the general updated amounts for the Board, noting the emphasis is on getting our reductions down to \$425,000. In order to accomplish that, we have to remove \$690,456 from the budget; additionally, we need to have at least 25% in Operating Expenditures left in the ending fund balance, per NRS, which would be \$2,992,759, even if no further cuts were made by the Board. Preliminary General Fund Revenue Projections include \$338,270 from Net Proceeds of Minerals, which she advised aren't used for our operating expenses, but could possibly be used for one-time expenditures. Director Frances briefly reviewed the General Fund Revenue Summary for the Board, and then moved onto the Preliminary Budget Worksheets for each Department. She explained that worksheet shows each Department's actual expenditures, new requests, total proposed for FY2017 and the percentage of the

General Fund each Department's portion represents. This information was included, she continued, in order to assist the Commission with determining the direction we need to be going, in order to balance the budget.

**WHITE PINE COUNTY**  
**FY2017**  
**Preliminary Budget Worksheets**  
**General Fund - Unrestricted Fund Balance (Excludes Net Proceeds Mitigation)**

	Fund Balance	
Projected Fund Balance as of 6-30-16	\$ 5,040,932.00	a
Projected FY 2017 Revenues	\$ 11,721,239.00	b
Projected FY 2017 Expenditures	\$ 12,836,695.00	c
<u>Estimated Balance as of 6-30-17</u>	<u>\$ 3,925,476.00</u>	d = a + b - c
<u>Increase (Decrease) in Fund Balance</u>	<u>\$ (1,115,456.00)</u>	e = d - a
Total reductions needed to balance	1,115,456.00	
Reductions needed to utilize \$425,000:	690,456.00	
Resolution 2016-02 Calculation	25%	
	11,971,035	
Required Ending Fund Balance	<u>\$ 2,992,759</u>	

Director Frances explained that answers to the questions shown on the Updates to Preliminary Budgets sheets will be made available to the Board prior to the first Commission meeting in April. She added that we still need to reduce/cut the budget by roughly \$700,000, to get down to the \$425,000 figure.

WHITE PINE COUNTY  
FY2017  
Preliminary Budget Worksheets

Dept. Code	Account Title	FY2013 Actual	FY 2014 Actual	FY2015 Actual	FY2016 Budget	FY 2017 Preliminary	New Requests	FY 2017 Proposed	Percent of Total
101	COUNTY COMMISSIONERS	\$ 287,493.66	\$ 282,548.04	\$ 241,820.24	\$ 222,432	\$ 217,347	\$ 4,583	\$ 221,930	1.73%
102	COUNTY ADMINISTRATION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 101,041	\$ 101,041	0.79%
104	COUNTY CLERK	\$ 325,516.25	\$ 316,017.35	\$ 340,885.39	\$ 380,431	\$ 392,520	\$ (2,887)	\$ 389,633	3.04%
105	RECORDER	\$ 213,223.45	\$ 228,510.45	\$ 236,576.06	\$ 251,265	\$ 259,633	\$ -	\$ 259,633	2.02%
106	ASSESSOR	\$ 359,382.23	\$ 332,598.98	\$ 330,417.36	\$ 344,173	\$ 354,843	\$ (165)	\$ 354,678	2.76%
107	TREASURER	\$ 218,531.69	\$ 219,215.08	\$ 218,728.04	\$ 238,623	\$ 222,788	\$ 2,421	\$ 225,209	1.75%
108	ELECTION	\$ 28,765.92	\$ 24,539.41	\$ 28,050.15	\$ 33,396	\$ 28,879	\$ 5,080	\$ 33,959	0.26%
109	INFORMATION TECHNOLOGY	\$ 146,334.99	\$ 376,455.20	\$ 331,915.20	\$ 290,411	\$ 384,892	\$ (124,445)	\$ 260,447	2.03%
110	FINANCE DEPARTMENT	\$ 309,273.13	\$ 331,961.85	\$ 297,781.11	\$ 336,024	\$ 347,440	\$ 6,297	\$ 353,737	2.76%
111	HUMAN RESOURCES	\$ 108,730.95	\$ 133,112.64	\$ 114,895.46	\$ 128,881	\$ 133,606	\$ (10,175)	\$ 123,431	0.96%
202	DISTRICT ATTORNEY	\$ 566,152.67	\$ 581,777.94	\$ 620,699.15	\$ 643,617	\$ 756,488	\$ 5,350	\$ 761,838	5.93%
203	LAW LIBRARY	\$ 28,318.52	\$ 26,865.91	\$ 22,588.78	\$ 28,000	\$ 28,000	\$ -	\$ 28,000	0.22%
204	JUSTICE OF THE PEACE - ELY	\$ 240,865.44	\$ 274,210.11	\$ 254,598.81	\$ 298,420	\$ 304,623	\$ 1,000	\$ 305,623	2.38%
205	JUSTICE OF THE PEACE - LUND	\$ 5,320.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
207	JUDICIAL RELATED COSTS	\$ 506,905.16	\$ 446,030.67	\$ 466,621.62	\$ 524,900	\$ 504,900	\$ 36,600	\$ 541,500	4.22%
208	DISTRICT COURT #1	\$ 142,515.74	\$ 158,489.01	\$ 153,293.08	\$ 173,055	\$ 175,143	\$ -	\$ 175,143	1.36%
209	JUVENILE PROBATION	\$ 264,324.44	\$ 295,742.60	\$ 302,999.70	\$ 314,705	\$ 318,016	\$ 30,450	\$ 348,466	2.71%
210	JUVENILE DETENTION	\$ 32,400.57	\$ 32,397.38	\$ 17,218.60	\$ 30,100	\$ 30,100	\$ (300)	\$ 29,800	0.23%
211	DISTRICT COURT #2	\$ 239,599.45	\$ 256,981.86	\$ 270,141.32	\$ 323,800	\$ 327,968	\$ (3,953)	\$ 324,015	2.52%
212	BAILIFFS	\$ 136,288.44	\$ 173,441.02	\$ 185,597.12	\$ 204,086	\$ 206,531	\$ 1,700	\$ 208,231	1.62%
215	COURT JUDICIAL SUPPORT	\$ 31,505.60	\$ 28,509.33	\$ 31,816.40	\$ 34,805	\$ 34,805	\$ (3,380)	\$ 31,425	0.24%
301	SHERIFF - ADMINISTRATION	\$ 234,888.54	\$ 251,626.49	\$ 250,646.94	\$ 254,416	\$ 251,531	\$ 9,550	\$ 261,081	2.03%
302	SHERIFF - DETECTIVE	\$ 191,216.78	\$ 251,264.08	\$ 251,947.34	\$ 253,615	\$ 253,717	\$ 3,100	\$ 256,817	2.00%
303	SHERIFF - PATROL	\$ 2,075,853.48	\$ 2,103,218.15	\$ 2,121,544.72	\$ 2,170,779	\$ 2,266,435	\$ 183,527	\$ 2,449,962	19.09%
304	SHERIFF - JAIL	\$ 639,779.09	\$ 650,691.87	\$ 680,384.58	\$ 771,767	\$ 749,666	\$ 7,140	\$ 756,806	5.90%
305	SHERIFF - CORONER	\$ 23,296.24	\$ 20,103.80	\$ 25,455.74	\$ 27,500	\$ 23,000	\$ 4,500	\$ 27,500	0.21%
306	SHERIFF - DISPATCH	\$ 398,954.92	\$ 427,976.05	\$ 433,669.42	\$ 417,912	\$ 424,787	\$ 1,355	\$ 426,142	3.32%
308	FIRE PROTECTION	\$ 380,790.00	\$ 392,214.00	\$ 392,214.00	\$ 522,214	\$ 522,214	\$ (100,000)	\$ 422,214	3.29%
309	OFFICE OF EMERGENCY MGMT	\$ 78,393.91	\$ 28,237.55	\$ 28,161.98	\$ 9,656	\$ 9,656	\$ 1,000	\$ 10,656	0.08%
316	ECONOMIC DEVELOPMENT	\$ 232,129.90	\$ 255,869.26	\$ 238,207.40	\$ 254,294	\$ 153,102	\$ (879)	\$ 152,223	1.19%
401	BUILDING AND MAINTENANCE	\$ 618,852.42	\$ 652,844.03	\$ 617,800.14	\$ 656,262	\$ 623,744	\$ 9,400	\$ 633,144	4.93%
402	PARKS MAINTENANCE	\$ 272,702.18	\$ 237,016.44	\$ 222,758.68	\$ 254,733	\$ 256,763	\$ (3,750)	\$ 253,013	1.97%
403	PUBLIC HEALTH	\$ 116,005.39	\$ 109,339.88	\$ 123,812.37	\$ 136,783	\$ 139,469	\$ (3,914)	\$ 135,455	1.06%
404	MC GILL POOL	\$ 36,050.00	\$ 45,858.65	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
405	COOPERATIVE AGREEMENTS	\$ -	\$ 25,317.00	\$ 22,817.00	\$ 31,500	\$ 31,500	\$ 450	\$ 31,950	0.25%
410	OTHER COUNTYWIDE EXPENSE	\$ 541,736.96	\$ 616,761.71	\$ 567,705.31	\$ 604,790	\$ 606,790	\$ 11,275	\$ 618,065	4.81%
416	LIBRARY OPERATING	\$ 284,900.88	\$ 309,083.29	\$ 301,652.97	\$ 308,642	\$ 314,864	\$ 900	\$ 315,764	2.46%
420	AIRPORT OPERATING	\$ 71,147.57	\$ 78,335.60	\$ 66,782.14	\$ 90,975	\$ 89,816	\$ (3,112)	\$ 86,704	0.68%
425	NATURAL RESOURCES	\$ 107,500.00	\$ 132,869.78	\$ 196,633.37	\$ 142,100	\$ 141,200	\$ 600	\$ 141,800	1.10%
501	TRANSFERS [NPM + Res Balance]	\$ 1,560,000.00	\$ 2,308,898.82	\$ 413,794.00	\$ 100,611	\$ 100,611	\$ 429,049	\$ 529,660	4.13%
501	TRANSFERS	\$ 250,000.00	\$ 4,548.82	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
600	RESERVE FOR CONTINGENCY	\$ -	\$ -	\$ -	\$ 69,369.00	\$ 100,000.00	\$ 150,000.00	\$ 250,000.00	1.95%
		\$ 12,305,646.56	\$ 13,421,500.10	\$ 11,422,621.69	\$ 11,879,042	\$ 12,087,387	\$ 749,408	\$ 12,836,695	100.00%

Projected Surplus (Deficit)	\$ (1,115,456)
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Updates to Preliminary Budgets Based on Budget Hearings  
Reflected in Revenues, Expenditures and Fund Balance Analysis Provided 3/30/2016

Revenues are updated for real property, personal property, net proceeds, CTX. Need to research net proceeds of mines to find out what the breakdown is between the mines within the County.

Human Resources – Reduced \$10,000 in Contract Services for potential investigations to be taken from Contingency if needed. Need response back from Kathy on what the \$1,000 is for miscellaneous expense.

Information Technology – ADS allocated to equally to five departments including Finance, Recorder, Treasurer, Assessor and Building and Planning. Two year savings for movement from BCT contract to in-house IT engineer will be provided prior to April 13 Commission meeting.

Sheriff Administration – should evaluate need for \$1,500 in dues and publications. Historically \$500 to \$800 is required.

Sheriff Patrol and Fire District – Sheriff and Fire Chief must provide answers to the following questions related to hiring a new mechanic to service the County's emergency vehicles:

1. How much are they currently paying to the road department for vehicle repair/maintenance?
2. How many hours are they estimating they will require of a mechanic?
3. What hourly rates are other County's willing to pay to share contract services?

Sheriff Patrol – utilized net proceeds to provide three new vehicles. Total amount is \$43,500 per vehicle for total of \$130,500.

Sheriff Jail – Must follow-up on if City will provide free water/sewer in lieu of rent for municipal court offices in County's public safety building.

Fire District – THIS BUDGET IS NOT BALANCED AND REQUIRES FURTHER REDUCTIONS.

The sale of Fire District Property is reduced by \$35,000 to zero. Next year's budget will be augmented when sales take place and revenues are received. Also, have reduced the expenditures in the general fund budget and revenues in fire district by \$100,000. This will require an overall reduction in the fire district budget of \$255,770 to balance budget. This will bring expenditures in the general fund back in line with prior year's spending levels.

Research for the fire district needs to be completed related to the need to maintain a \$1,000,000 reserve for catastrophic loss. There is a request to spend \$140,000 for a new volunteer fire station south of Ely with an additional estimated \$8,000 annually for operating expenses of the facility.

Contract services have been reduced in the fire district to \$4,700 as indicated by Brett during the budget workshops.

Office of Emergency Management – contract services was corrected to reflect a \$1,000 increase for Facility Repair and Maintenance for anticipated increase in the costs for elevator inspections and maintenance.

Emergency Medical Services – THIS BUDGET IS NOT BALANCED AND REQUIRES FURTHER REDUCTIONS. Contract Services should be reduced as RAM software is not necessary at \$8,000. Need to verify with Brett what the reduction should be.

Assessor – Evaluation of two promotions requested. Appraiser Trainee to Appraiser One in the event that required state tests are passed. Also, promotion of Appraiser Two to Appraiser Senior.

Commission – increase Nevada NACD dues by \$3,570 based on mid-range increase as per documentation provided by Laurie Carson. If additional is required it will need to be taken from contingency.

Increase in salaries and benefits to reflect 5% differential for five hours per week of EDC time spent assisting with Commission duties.

Reduced postage to \$500.

Discussion on whether Chamber would accept \$450 instead of \$600 for annual dues. Require direction on this.

Clerk – Have moved Debbie Underwood to 100% in the Clerk's office as opposed to a 50%/50% Clerk/Election split.

The promotion of a deputy clerk to chief deputy must be evaluated. The net cost of the promotion is \$5,353.

Moved \$473 to upgrade county code on the website from Clerk's general fund budget to Clerk's technology fund.

Elections – Added \$2,200 plus benefits to cover additional salaries for the upcoming election.

Eliminated electronic poll books, Dominion ballot tabulation upgrades and reduced laptop cost to \$1,500. Total reduction to equipment of \$48,500.

Public Health – State salary contribution is reduced to revised contract amount of \$22,995.

Social Services - \$20,000 is added to Equipment Over \$5,000 to cover grant match required for new bus if grant is awarded.

Justice Court – Travel/training for education (\$2,000) is to be taken from Justice Court Admin Fees as well as the cell phone (\$1,000) instead of from the general fund.

Judicial Costs – Need to provide data to County Commission on hours provided under the public defender contract and whether or not a refund will be due to the County at year end.

Building & Planning - THIS BUDGET IS NOT BALANCED AND REQUIRES FURTHER REDUCTIONS. We need to have an agenda item to evaluate performance on the Ely shared services contract for the building official, who provides county oversight, monthly reporting that is not being provided by the City, code enforcement activities, permitting oversight, travel differential and lost revenues.

Road Department – Increase request for GIS project to \$200,000.

There are two promotions that need to be evaluated. One of an equipment operator to an equipment operator senior which is a position promotion provided for under current structure of the road department. The cost for this promotion is \$6,803. The second is a change in structure which move a parts manager to a shop manager with an increase in pay that exceeds that of the senior mechanics without the qualifications of a mechanic. The cost of this promotion is \$7,162.

Public Transit – Delete \$20,000 from equipment to eliminate the purchase of a brush mower which is anticipated to be completed in the current fiscal year.

Maintenance – Reduce travel/training by \$600 because the asbestos certification renewal can be done online.

Aquatic Center – Increased electricity to by \$35,832 to \$129,532

Email sent to Treasurer as to whether the \$1,000 of bank management fees is necessary or if they will be covered through bank analysis credit.

Janitor as employee is maintained in budget. Further discussion on moving to a possible contract service is required.

Increased program income by \$35,000 to realistically reflect revenues received in FY2015 and projected in FY2016.

Increased Equipment Over \$5000 by \$1,500 for floor scrubber and decreased Equipment Under \$5000 by \$650 for bike rack purchased in current fiscal year.

Decreased Travel/Training by \$1,025 for Nevada Rec and Parks Conference and \$1,000 for reduction to lifeguard certification.

Megan will prioritize her long-term needs for Commission to consider authorization of utilization of fund balance in FY2017 to address one or more of them prior to adoption of tentative budget.

Golf Course Special Revenue Fund – THIS BUDGET IS NOT SUSTAINABLE AND ALTERNATIVES MUST BE IDENTIFIED TO PROVIDE LONG-TERM SOLUTION.

An Occupancy Tax in the amount of \$43,000 has been added. This is a one year only funding source and is not sustainable. An alternative to this revenue source must be identified or expenditures must be reduced. An alternative for current operation of the golf course must be identified in order to reduce expenditures sufficiently to balance the budget.

Email sent to Treasurer as to whether the \$1,700 of bank management fees is necessary or if they will be covered through bank analysis credit.

More information must be obtained from Randy and Bill as to the number of hours saved in seasonal labor if no golf course mowing is done on Mondays.

Capital Improvements – A budget for the jail expansion/court upgrade will be presented in order to move this project forward in FY2017. Potential revenues that need to be investigated include debt service, request assistance from the tribe, justice court facility fees and the legislature.

Transfers are increased for \$874 by \$321,160 to reflect utilization of net proceeds for one time expenditures. They are net of the requests for three sheriff department vehicles, one juvenile probation vehicle and one maintenance vehicle.

## 8:30-9:30 AM – ANCILLARY SERVICES

### LIBRARY

Library/Sr. Center Director Lori Romero advised that she routinely stretches their budget as far as possible. For a temporary, part-time cataloguing position, she will fill that at a lower rate of pay. She provided a handout to the Board showing a savings of roughly \$5,200 during FY2016-2017. Also, there are no benefits/insurance being paid, but there is annual/sick leave for the cataloguing position, which is for 20 hours/week. Human Resources Director Kathy Ricci confirmed that is a negotiated position, with an established rate; Finance Director Elizabeth Frances noted that the savings can't be effected until the negotiations agree to that change, however. Director Romero added that most of her part-time employees elect not to carry insurance; that position will start July 1<sup>st</sup>, and is vacant until then. Commissioner Richard Howe wished confirmed that the Library is working currently without that person; Director Romero replied in the affirmative, adding that the time spent to fulfill the cataloguing takes away from her being able to work on grants and other duties. Commissioner Howe stated that the Board still needs to cut \$700,000. Director Frances advised these documents were generated in January. In reply to a query from Commissioner Mike Coster, Director Romero advised that 10% of their budget is mandated by law to be spent for Library materials; it's the Nevada standard. Director Frances explained that this part-time position is in her budget, and the 10% mandate to be spent on Library materials, might not be reached if it isn't approved.

### AIRPORT

Airport Manager Steve Stork advised that he kept his budget "flat" this year, and reduced his requests by about \$3,000. One variable, however, is the Facility Repair/Maintenance for \$17,000; all of that was spent this year due to the weather conditions. Electricity was budgeted at \$14,100 but he's requesting \$400 more; he proceeded through each line item for the Board. Manager Stork advised that when he prepared the budget he wasn't aware that we'd have an emergency generator failure; that equipment isn't salvageable, so he noted it's up to the Commission to decide what to do at this point. A replacement generator would cost \$77,000; Clark County may have one they could donate to us, but that's not until 18 months from now. The Board agreed that for 18 months, they could wait and save the money. In reply to a query from Commissioner Laurie Carson, Manager Stork advised that the north half of Taxiway Alpha will be removed from service, which will save 11-12% of what would have had to be plowed for snow. Some of the Facility Repair/Maintenance of \$17,000 was used to repair the HVAC, roughly \$3,500 of that, plus there are other areas at the Airport in need of attention. Commissioner Carol McKenzie noted that as Manager Stork will no longer be at the Airport as of January 1, 2017, how would that change the salary/wages. Director Frances will meet with Human Resources Director Kathy Ricci to see what would be required at the Airport regarding managerial services; perhaps those responsibilities could be allocated out to other Departments. Chairman Gary Perea asked if we could still follow through with the grants from the FAA, whether the managerial position would be filled or not. Manager Stork indicated that we could, however we would no longer have monies available as our match for grants. Most of the runway construction will be completed by September, but that grant has already been awarded. He added that if we can't fund the Airport Capital Improvements, there would be no need for an Airport Manager next year. He felt that with a bit of education in the Facility/Maintenance/Road Depts., perhaps that position may not have to be included in that budget. Commissioner Carson pointed out that the Road Dept. is already stretched with what they do, and to add any more they'd have to go into overtime. Manager Stork met with airport representatives in Elko, where the possibility of a Schedule 135 carrier operation being routed through Las Vegas/Ely/Reno/Elko was discussed. Even though we have surrendered our Part 139 at the Airport, he continued that we could do this, provided it doesn't involve a large air carrier that requires TSA and/or other services. Planes carrying 19 passengers or less, which

don't require going through TSA, is what would need to be done in order for us to be included in this. They are looking at small community airport development grants for a term of 1 year of service, translating into roughly \$1.5 million in costs to achieve that. An Airport Manager could be involved with taking tickets from passengers, baggage handling, etc. in that event. Discussion moved forward to projects that would be required in order to bring the Airport back up to required safety standards.

At this time, Finance Director Elizabeth Frances took a moment to call Ms. Lisa Wilson, UNR Ag. Extension office out of Las Vegas, for the next budget discussion.

#### AGRICULTURAL EXTENSION OFFICE

Director Frances indicated this budget was submitted by the Las Vegas office of the UNR Ag. Extension; she sent them the packet and they filled it out. Ms. Lisa Wilson introduced herself to the Board and advised that their budget doesn't reflect what they are proposing today. In the past there had been no financial oversight in White Pine County's Ag. Extension Office, until about 18 months ago. They are looking to maintain their reserves and still balance their budget; to do this, they are limiting their expenditures in order to see what could be done for revenue. Ms. Wilson continued that they would remove the County funded position; they would fill it through the State hiring system, as she explained. The Ag. Extension budget would be set up at UNR; the County would receive an invoice from them on a monthly basis. Access to vehicle fuel and direct charge of overhead to the County account would be done; the revenues would remain in the County, but the County would be invoiced for their expenditures. It was clarified the position they will be removing is the ½-time Administrative Assistant, Ms. Lori Snodgrass; if that position would be filled in the future, it would be someone hired through UNR, rather than the County. Commissioner Laurie Carson asked if a revised budget could be expected shortly; Chairman Gary Perea added that we have a budget deadline, and we would need to have it as soon as possible. Ms. Wilson advised their revised budget had already been sent, but it wasn't received in time for today's meeting. Chairman Perea noted that until the Board reviews that budget, they wouldn't know what questions to ask about it; Ms. Wilson advised that most of the counties do it this way, with most of the money being budgeted to Ag. Extension activities. They submit invoices which are reimbursed for all the expenditures shown during the month. The intent of all this is so they won't exceed the estimated revenues for FY2017. Director Frances noted she had located the email containing the revised budget and it will be printed out for the Board shortly. The Board wanted to know if the money from White Pine County would be handed over to UNR, pertaining to the Ag. Extension; Ms. Wilson reiterated that isn't the case, their intent is simply to reduce the administrative burden and allow for a balanced budget. Also, the fiscal controls over the UNR accounts are more stringent than the counties have. There will be an ongoing relationship with the Ag. Extension Educator; they will be directly involved as they would be the ones to spend the funds and make determinations as to how the funds would be spent. Office supplies, phone expenses, etc. would be paid through the UNR fund. She clarified for Chairman Perea that we would bill UNR for the costs and UNR would send us an invoice; further, UNR will pay the bills but we would have to reimburse them. Commissioner Carol McKenzie simplified the explanation by noting that "the revenues would pay the bills." Ms. Wilson advised that this is a request, they are just asking the Board's approval to do this. Director Frances provided copies of the revised budget to the Board at this point, and commented that she had been "blindsided" by all this. Deputy Clerk Susan Lujan asked about the 4-H component; Commissioner Carol McKenzie advised that's one reason a new Educator was hired because the last one apparently wasn't working with the kids.

### SENIOR CENTER

Sr. Center Program Supervisor Chris Ricci advised that she has reduced Electricity, Propane, and Travel/Training line items for this year, and noted no tests are being required for which travel would have been necessary. She did increase the Operating, Telephone and Unexpected Appliance Repairs, however, as well as Auto Repair since she needed to replace a tire this year and it is expected another one will be needed next year. Supervisor Ricci advised that she could remove Overtime as she only has one other employee, and that person prefers to have comp time instead of overtime. She did want to know, though, if the employee still had the choice to take comp instead of overtime; Director Frances replied in the affirmative. Supervisor Ricci then amended her suggestion to just leave \$500 in the Overtime line item just in case, although it hadn't been used during the past 2 years. Also, if it is necessary to do transports, they utilize the Senior Travel fund; if they aren't needed, that could be eliminated. Director Frances advised that the Senior Center has historically had expenditures over revenues, which is the reason they are included in the optional sales tax ballot question. The tax override will still be included in this budget, she continued, but it is still experiencing some problems and she felt it wouldn't be sustainable without that optional sales tax coming in. Should the ballot question fail, we would just have to look at how else to reduce the budget, since this program provides the seniors in our community with important contact, she noted. If the ballot question passes, Director Frances continued, the generated funds would fully support what the Senior Center needs as well as for the Library needs, which would be determined by the Commission.

### ECONOMIC DEVELOPMENT

Sr. Management Assistant Elaine Blackham advised that an EDC Director hadn't been included in the budget, so no salary/benefits/wages were figured into the EDC budget. Postage was decreased down to \$1,500; she noted that covers the advisory board agendas/minutes mailings. There was a question about the \$45,000 that comes in from the Governor's Office of Economic Development; Finance Director Elizabeth Frances advised that's on the revenue side, as shown in the handouts she provided earlier this morning. New requests were \$100,000 for costs of surveys to establish rights-of-way and possibly a Master Plan pertaining to the 200 acres in the Industrial Park. Director Frances noted it was better to have that included in the budget and that way if it's needed, it would be available. Assistant Blackham continued that once the BLM has completed their studies on that acreage, the County will need to have it surveyed; it's located between the Industrial Park and the Shooting Range. Director Frances had asked that the Industrial Park Review Board look at this; Basin Engineering's B.J. AlMBERG also took part in their discussion, and it was noted it would be good to keep that fund in there as it's relevant to expansion and in getting those lands prepped for sale. The GBRDA (Great Basin Regional Development Authority) was next, and it was noted this fund is good through 2017. While Lander has withdrawn from this group, Esmeralda County has come on board; they are looking to see if they can contribute their \$5,000 as their portion, and that just needs to be confirmed. Assistant Blackham confirmed that those funds wouldn't be combined with the funds we receive from the G.O.E.D.; if Esmeralda County does contribute that would mean GBRDA would have \$20,000 in their multi-party fund. There is an ongoing issue of locating an Executive Director for the GBRDA, however; the available funds aren't high enough to entice someone to come in and take on that responsibility. Since they've been without an Executive Director, the EDC staff has been covering those duties that he would have been doing. One requirement of the GBRDA is an updated, regional CEDS report; this will be worked on, although the Executive Director's salary had been used as a match for this in the past. Work on the CEDS report can't commence until an Executive Director is actually on board, as she explained. An RFP is currently being prepared for the Executive Director's position. In reply to a query from the Board, Director Frances clarified that White Pine County provides the financial mechanism for the GBRDA.

### NATURAL RESOURCES

Chairman Gary Perea advised that we are unable to hire this person since we will have to cut \$700,000+ from our budget in order to balance. He felt perhaps we need to fund what we've been doing differently; he suggested utilizing Net Proceeds of Minerals to pay the legal expenses and then the contracts for the Water Advisory Board to update their Water Resource Plan. While we really need a Natural Resources person, he added, we can't afford one at this time, but maybe we could contract out for at least some of the work we need done. Therefore, the \$130,000 that was set aside for this position would go back into the General Fund. Commissioner Richard Howe felt that the new attorney could do much of the legal work that's involved with the water and other issues. Further, he felt we should try to eliminate the fact that we would have a Natural Resource person and we should depend on our D.A.'s staff to take care of those things. Chairman Perea advised that the water issues will change, and there will need to be some transition from Mr. Simeon Herskovits to our own water attorney, but that would take place over a period of time. Director Frances felt that she could transfer the water attorney fund over to SB74 wages. During the discussion it was felt \$125,000 could be taken out of the Contract Services and Net Proceeds of Minerals could be used instead. For the Board's information, Assistant Blackham advised that when the first Water Resource Plan was done, it was paid for by a one-time contribution by the State to the rural counties so that they could begin their plans. During the discussion it was felt that we should get what we have updated in the Water Resource Plan, as that was the recommendation from our legislative delegates.

At 10:02 a.m., Chairman Gary Perea recessed the Commission meeting for a break. The meeting was reconvened at 10:15 a.m.

### 9:30 – 10:00 AM – COMMUNITIES

Finance Director Elizabeth Frances noted that the CTX (consolidated tax) is projected to be up; all of these budgets are based on last year's CTX, and those revenues are up from what is shown on these documents.

### RUTH TOWN

Director Frances noted there are a bit of expenditures over revenues, but with the CTX increase she felt this budget will be close to balancing. She believed that the difference would only be \$1,000-\$1,200, and that this budget would remain sustainable.

### LUND TOWN

Director Frances advised Lund Town has a bit more revenues than Ruth Town, but the same expenditures over revenues applies here. Commissioner Carol McKenzie advised there's no additional information on this; insofar as Contract Services are concerned, there were some questions but things remain fairly status quo. The Contract Services are there to pay for the cemetery careperson, it was noted. Director Frances added that there is a contract with the School District to utilize the Community Center; it states that they can bill the School District if the average cost per month is more than what they used to have to pay. Estimates on those costs are forthcoming, Commissioner McKenzie advised.

### MCGILL TOWN

Revenues will be going up here as well; while there are very large expenditures, Director Frances explained they have a very large project, that of remodeling the Kinnear Library. The \$100,000 figure to cover that is anticipated to come out of their fund balance. Otherwise, things are fairly status quo. Director Frances assured the Board that the \$100,000 is actually a "not-to-exceed" figure. Facility Maintenance Superintendent Bill Calderwood is waiting on a proposal, and once that is submitted and

plans approved by the Building Inspector, the project could go forward. While the Scope of Work is unknown until the proposal is received, he felt the amount would be less.

#### 10:00 AM – 12:00 PM – REVENUES, PAYROLL AND BALANCING

Commissioner Laurie Carson advised she would like to see about a possible water bill tradeoff with Municipal Court, since that City Court occupies the Public Safety building. Director Frances agreed that might be a good idea since it also includes the County Jail. Facility Maintenance Superintendent Bill Calderwood will get the square footage of Muni Court for the Board in connection with this.

#### PAYROLL

Finance Director Elizabeth Frances advised these are in Departmental order; these figures show our current employees and their steps, grades, etc., split into half-year increments. She feels there are no adverse increases expected; we are where we should be, with a 12% increase to health insurance, some reduction in retirement projections, PACT, Workers' Compensation (estimated with a 3% increase), Social Security, Medicare, with total wages and benefits shown in the final column. She pointed out these are not estimates, they are the actual anticipated figures. Commissioner Carol McKenzie asked if the Commissioners could refuse their longevity; Director Frances will check on this with Human Resources Director Kathy Ricci; she will also look at comparing the costs of having an Administrator or a City Manager. Director Frances advised there will be a vacancy in her office at the beginning of April, but that position is in the budget and it will be going down from full- to half-time. Pertaining to a request from Commissioner Mike Coster, involving employees sharing their insurance costs with the County, Director Frances will also be seeking overall health insurance information pertaining to that. She added that is an item coming under contract negotiations.

#### PRELIMINARY DISCUSSIONS TO BALANCE THE BUDGET

Chairman Gary Perea asked Finance Director Elizabeth Frances what the amount would be if the Board cut 10% across the board on all non-payroll items in the budgets; she advised it would be \$238,308, not including the District Courts. Taking \$125,000 for the Natural Resource person and removing the County Manager, plus the 10% cut, the figure would be reduced to \$201,000 remaining to cut in order to get down to \$425,000. If nothing was done, we would have the same budget as for last year. Commissioner Richard Howe would either like to combine Departments or eliminate them, not just for this year but in perpetuity. Further, he doesn't want to see Contingency used for anything. He felt we could totally eliminate 1 or 2 Departments. Commissioner Mike Coster felt these cuts couldn't be achieved just be cutting the non-salary costs. He asked if we've identified supplemental pay, stipends, etc. and have reviewed those? Some are based on percentages and some on dollar amounts. Director Frances felt there were 5 positions under different pays: The Jury Commissioner is mandated by PERS in the Clerk's Office; the IT Supervisor could be reassigned; one position in Juvenile Probation is paid pursuant to court order as the Chief Officer is over 3 different counties; in the Senior Center there is someone needed to assist the Director; and at the Golf Course, to pay for supervision of the greens/seasonal workers there. The only one with out-of-class pay is in the EDC office, which gets charged to the Commission, with a 5% differential; that works out to 5 hours per week at 5% per hour, which Director Frances pointed out in her earlier handout. She continued that the agenda was the main portion of that, which has since been transferred over to the Clerk's Office. Commissioner Laurie Carson asked about the new Commissioner(s) coming on board, at less salary; Director Frances agreed that's also a potential factor; the longevity portion would see the reduction, but not the base pay. Commissioner Richard Howe spoke to the Senior Center stipends and the Golf Course: The cost not to hire an Assistant for the Senior Center is a major savings in salary/benefits, and would save \$35,000. Library Director Lori Romero receives \$3,000 for filling in on vacations, sick leave, etc. for her staff, and he felt that's cheap compared to paying

a full-time Assistant. At the Golf Course, he continued, they had a Greenskeeper who did what Facility Maintenance Superintendent Bill Calderwood now does, with a major savings of roughly \$70,000 there. Commissioner Howe is liaison to the Golf Course, and feels that the savings there on the stipends are definitely justified and good for the County. Director Frances indicated that the IT Supervisor is not written into the budget, it was eliminated per the IT Engineer, who would take on those responsibilities. In reply to a query from Commissioner Carol McKenzie, in connection with the Chief Probation Officer who is over 3 different counties, she asked if those counties contribute? Director Frances advised they do, and are billed quarterly for the Officer's involvement there. Commissioner Laurie Carson asked about the promotions in the Assessor's office and in the Road Dept., if those are mandated positions? Director Frances advised that they are. The Assessor's employees have progressed in passing their tests and licensing; the Road Dept. employee is at an experienced level and ability to operate certain equipment at the Road Dept. The other promotion in the Road Dept. would be due to a restructuring of employees. She added that the Assessor's employee promotion isn't as clear cut as the Road Dept.'s employee, and she will refer that promotional question to Human Resources Director Kathy Ricci. Chairman Gary Perea pulled the discussion back to what this Board would have control over, and that they should limit their discussion to those things. Commissioner Howe felt that all of the Commission duties should be transferred into the Clerk's Office, and thereby save the 5% out-of-class pay. Chairman Perea didn't think we could do that; it was noted that the stipend is actually very small. During discussion over the transfer of duties and costs, Director Frances clarified that 100% of the Commission duties haven't been transferred over yet. Sr. Management Assistant Elaine Blackham advised that the stipend they receive amounts to roughly \$5 more per paycheck, for the out-of-class pay. Commissioner Coster asked about allocating some of the Dispatch budget to those for whom they dispatch; Commissioner Carol McKenzie advised that both Fire/EMS contribute to radio upgrades, etc. Chairman Perea would like to see, commensurate with the new 911 fees, a goal of having a Central Dispatch; perhaps the Park Service, the City of Ely, BLM, etc. could help us with putting that together. Commissioner Carson commented that had been discussed 5 years ago. Chairman Perea proceeded to note we need to make some cuts, and reiterated that we have \$201,000 still to cut to get to the \$425,000. He felt we could eliminate the half-time position at the Library to start with. Director Romero felt a 10 hours/week reduction would be preferable to losing that position, which would place the Library in a more drastic situation. She noted the 10-hour reduction would be for 2 employees, which would mean a total loss of 20 hours/week. Those positions cover the Children's Library and the Library Assistant, she clarified. Following brief discussion, Chairman Perea felt the Board could do the 10 hours/week reduction and still keep the Library Assistant position, for the time being. He continued that some payroll positions could be managed like this and we would be able to get our costs down. Commissioner Coster felt that we could do cross-training and internal hires/promotions, but we will still end up hiring from outside. Chairman Perea advised that the 10% cut across the board would allow the Department Heads to figure out where they could make the cuts. Commissioner Howe noted there are 2 people in the EDC Office; perhaps 1 employee would be gone, that would reduce it to 1 employee there instead of 2. Commissioner Carson would rather see a reduction for each employee of 1 hour daily, than to do away with the position. She clarified that would be 5 hours/week for each employee; Commissioner Howe wanted to see deeper cuts. Commissioner Coster noted in the past some suggestions had been made for furloughs, insurance pays, and what other things might be available? He felt that by just looking at pressing the Department Heads for 10%, we would be overwrought for legitimate requests back to this Board. Chairman Perea noted that the Department Heads could move their funds around to cover that 10%. Commissioner Coster suggested aiming for 10% below the current year's budget and allow for exceptions. Director Frances advised that it's more like the Nv. Dept. of Taxation said when they came here several years ago, "cut and make it work." She added that the Contingency monies may only be spent by resolution. Facility Maintenance Superintendent Bill Calderwood asked about the 10% for his budget; how could he accomplish that? He

continued that he can't reduce his water rate or the heat, that's set. The only "wobble room" he could see is in purchasing materials to repair buildings. Therefore, if he can't purchase anything to fix anything, "the Maintenance staff is next." He added as another example, how can Human Resources Director Kathy Ricci cut her 10%? His Department already has more work than they can do, he doesn't know if he can cut 10% across the board. If it came to that, he would rather "reduce a body than cut and not have any money to do repairs." Commissioner Coster reiterated that the Department Heads can take the 10% out of anywhere, or anyone, at their discretion. Commissioner Carol McKenzie asked about the number of employees pre-Dept. of Taxation could be looked at? Commissioner Carson noted that with the increases in insurance, plus having more unfunded mandates than ever before, it isn't the same situation as it was back then. Our revenues went down, we have more unfunded mandates, etc., and everything else has gone up. Commissioner Coster noted the County had 103 employees then, compared to 137 now; those include Fire/EMS/Aquatic Center too, he added. Director Frances will research the positions that were added for the Board. There followed a lengthy discussion, after which Commissioner Carson suggested we could even look at such items as a Medical Marijuana Dispensary, County Business License, etc. as those things will factor in at some point. Commissioner Coster also pointed out there are some Capital Improvement needs that we need to be saving for: The Jail, the Airport, etc. and he felt that now it's down to outright salary/benefit costs. Director Frances noted we are progressing slowly towards the \$425,000 and we have \$188,879 left in cuts to make. Chairman Perea felt that the County may have to come back with a reduced pay grade/pay scale; he wants to see where the 10% would come from now and look at reducing positions later on. Deputy Clerk Susan Lujan asked about what was being done about the unfunded mandates; Commissioner Carson advised this had been addressed to the Legislature, and as much as possible is being done with those in mind. She added that NACO is also asking how the State will get their money "if they break their counties." Also, there's no Hospital or Jail in Tonopah anymore just for that reason, they had to close due to those unfunded mandates, she added. Director Frances indicated that if the Board allows Director Romero to take her 10 hours reduction, then we are including that 10% in that reduction, just to be equitable, as that was already taken out.

Director Frances compiled a grand total of \$188,879 still to cut at this point, towards getting to the \$425,000. Roughly, she noted we still need to cut \$614,000 to balance. Commissioner Howe felt we should go after the least damaging cuts, isolate and reduce through Departments, rather than going across-the-board, as he noted some Departments only have 1 person. He felt going after the "99 sheep instead of saving the 1" would be in order. WPC Assessor Burton Hilton recalled that also, due to the potential of how the outcome of the Mine's appeal might turn out, we could also lose \$200,000 out of the General Fund due to having to reimburse their back taxes. That would mean we could go from a \$425,000 up to a \$645,000 deficit.

At 11:59 a.m., Chairman Gary Perea recessed the Commission meeting for a lunch break. The meeting was reconvened at 1:02 p.m. and reopened the agenda item.

#### PRELIMINARY DISCUSSIONS TO BALANCE THE BUDGET

Chairman Gary Perea advised we need to cut \$614,000 to get to the ending fund balance. He felt the question would be to either leave now and come back with other ideas in the future, or continue to cut the budget. He added we still need to get down to the \$425,000, even with the cuts that were done this morning; \$188,000 remains to be cut. Commissioner Carol McKenzie asked if we could request the City of Ely to cut us a deal on some sewer/water charges, perhaps for \$7,000. Commissioner Richard Howe felt we could have the City of Ely combine forces on some roads and other items; while we did combine the Building & Planning Dept., he felt perhaps more could be done. Commissioner Laurie Carson and Finance Director Elizabeth Frances agreed that wouldn't really help the General Fund, though.

Commissioner Howe then asked about the request from Justice Court; they currently have 3 people, and perhaps they could be reduced back to 2. Even with deep cuts, he feels, we're still faced with having to do employee cuts, and the 10% just wouldn't help; he cited Superintendent Calderwood's comments earlier. He noted that even with 10% cuts from each Department, perhaps the budget would be reduced by \$100,000 but that would still leave \$150,000 left to cut, and he didn't see anywhere else to cut but from employees. Director Frances clarified that each Department Head is being asked to cut 10% from non-payroll expenditures, not from their entire budget, and without eliminating positions, although she noted they could do that if they so choose. Commissioner Carson stated that micromanaging isn't an option, either. Director Frances reiterated that even after the 10% expenditures from the Departments are taken, that would still leave \$188,000 left to reduce. She noted that some Department Heads have commented they might have to augment their budgets to do this.

Airport Manager Steve Stork presented to the Board that he had talked with NDOT and they are asking if White Pine County might be interested in relinquishing the Airport to them. They would provide the Capital Improvements to the FAA so we could accomplish all of the work that needs to be done out there, at wholesale costs. NDOT would provide assurances on all this, and Manager Stork would be transferred to NDOT's payroll. He is willing to do this, and he felt it is something we could pursue. It would mean relinquishing of our rights and title to the Airport; once we have a viable Airport, it would be at the option for the County to reimburse NDOT for the work they would have done. In reply to a query from Commissioner Carol McKenzie, he advised the County couldn't take the Airport back until NDOT was paid in full; it would still be a public use Airport. Director Frances will check on the overall Airport budget. Commissioner McKenzie wished to clarify that to do this, NDOT wouldn't require any money from the County; that is correct, as Manager Stork understands it. Director Frances retrieved the basic figures; \$86,000 in operating costs and \$126,000 for capital improvement transfers would result in a savings of \$200,000+. Manager Stork explained that NDOT is willing to do this to get Nevada's rural airports up to standard; he cited an airport in Oregon where this was done, as a model. NDOT would get the rural airports up to standard and then the counties would reimburse them for the work, and then the title would be given back to the counties. Following some discussion, the Board expressed definite interest in this possibility; they would like to see some figures, though, and more information in order to make an informed decision. Manager Stork will relay the Board's interest in NDOT's proposal.

WPC Assessor Burton Hilton advised that the \$200,000 he noted earlier would represent the centrally assessed portion of the Mine, just the property tax they pay every year. That could affect the Hospital, School District, and the County, as he explained. During the discussion Commissioner Carson felt we should put at least \$100,000 into the budget to cover that possible scenario. So therefore, the amount to cut was at \$189,000, but now having to put that additional monies in to cover possible reimbursement to the Mine brings it back up to \$288,879 that we have to cut from the budget, to get to the \$425,000. Commissioner Howe asked if we are mandated at the \$425,000; Director Frances responded in the negative, but that is the goal that was for this year over a 7-year period, the stepladder method, which she cited.

#### **DISCUSSION/ACTION/DIRECTION TO THE FINANCE DIRECTOR REGARDING ITEMS HEARD DURING THE BUDGET WORKSHOP**

The Commission would like to at least get to where they were last year in the budget; they are pressing the Department Heads to do the 10% cuts, at their discretion, and perhaps looking to augment their budgets at the end of the year. Director Frances will research the prior figures of employees before and after when the Nv. Dept. of Taxation came in, plus new items that have yet to be eliminated. She encouraged the Board to review the Strategic Planning Committee recommendations. WPC Recorder

Martha Rivera Sindelar asked when the Nv. Dept. of Taxation came in; it was shortly after July 1<sup>st</sup> or in early August of 2005. Recorder Sindelar wished clarified that most of the eliminated positions were actually eliminated in May or June 2005 by the Commission. Chairman Gary Perea noted some people had retired, and those positions weren't filled. He also felt that looking at the number of employees before and after that period, wouldn't be very accurate. Director Frances advised the tentative budget must be submitted by April 15<sup>th</sup>, but the final budget must be sent to the Nv. Dept. of Taxation by June 1<sup>st</sup>. She encouraged the Board that we need to look at trying to trim personnel; she did note that the Administrative Assistant from the Ag. Extension Office was already eliminated from the budget as it was a Special Revenue Fund. She feels the only way to accomplish the needed cuts would be through the payroll side; negotiating with the union is also something we can do but for now we're still looking at \$288,000 in cuts to bring it down to \$425,000. Commissioner Coster again suggested furloughs and cutting hours. In reply to a query from Commissioner Howe, Director Frances noted that there's nothing in the NRS to require staffing at any level other than to provide for the public safety. While actual positions are under the Commission's control, salaries/wages are to be negotiated, she clarified for the Board. She added that our auditors have indicated the County needs to keep enough staff so that we wouldn't be put in a position of getting violations that we've had in the past. Director Frances provided another handout to the Board showing the methodology behind the Central Services allocation and the Insurance allocation, and reviewed it briefly for the Board.

White Pine County  
FY2017

*Draft*

Central Service Allocation  
Allocation of the Cost for the Human Resources, Finance and Information Technology Departments

Fund		FY 2017 FTE	Allocation as % of Total Emps	FY 2017 HR/Finance/IT		
010	Ag District #13	0.627	0.42%	3,061	Indirect Recovery	1,959.00
015	EMS	5.125	3.46%	25,023	Indirect Recovery	12,000.00
020	Ag Extension	0.000	0.00%	-	Indirect Recovery	1,959.00
040	Social Services	2.000	1.35%	9,765	Indirect Recovery	8,000.00
060	Road Dept	17.000	11.49%	83,003	Indirect Recovery	64,640.00
270	Lund Town	0.000	0.00%	-	Indirect Recovery	-
280	McGill Town	0.855	0.58%	4,174	Indirect Recovery	-
290	Ruth Town	0.455	0.31%	2,221	Indirect Recovery	-
310	Senior Center	4.000	2.70%	19,530	Indirect Recovery	12,291.00
386	Aquatic Center	8.750	5.91%	42,722	Indirect Recovery	19,588.00
522	Golf Course	2.250	1.52%	10,986	Indirect Recovery	9,132.00
524	Building & Planning	1.000	0.68%	4,883	Indirect Recovery	11,898.00
	<b>Totals:</b>	<b>42.06</b>	<b>28.42%</b>	<b>205,368</b>		<b>141,467.00</b>

Human Resources:	\$	123,431
Finance:	\$	353,737
IT w/out equipment:	\$	245,447
Total HR/Finance/IT to Allocate:	\$	722,615
Total Employees:		148

*Not Final Numbers*

WHITE PINE COUNTY  
FY2017  
Preliminary Budget Worksheets

Draft

Fund	FY 2017 Budget w/o Ins.	Budget Percent	Fixed Assets - Net	Assets Percent	Total Payroll	Payroll Percent	Average Percent	Proposed Allocation	
Ag District #13	\$ 116,808	2.40%	269,743	2.40%	21,830	0.78%	1.86%	2,560.00	Credit GF Insurance
EMS	\$ 616,031	12.63%	222,735	1.98%	393,506	14.12%	9.58%	13,179.00	Credit GF Insurance
Ag Extension	\$ 17,349	0.36%	-	0.00%	-	0.00%	0.12%	165.00	Credit GF Insurance
Social Services	\$ 523,078	10.73%	1,854	0.02%	164,843	5.91%	5.55%	7,642.00	Credit GF Insurance
Road Dept	\$ 2,077,205	42.60%	8,888,985	79.16%	1,382,125	49.59%	57.12%	78,601.00	Credit GF Insurance
Lund Town	\$ 14,412	0.30%	152,563	1.36%	1,316	0.05%	0.57%	784.00	Credit GF Insurance
McGill Town	\$ 195,195	4.00%	324,769	2.89%	28,654	1.03%	2.64%	3,633.00	Credit GF Insurance
Ruth Town	\$ 46,562	0.95%	85,828	0.76%	14,542	0.52%	0.74%	1,023.00	Credit GF Insurance
Senior Center	\$ 312,056	6.40%	325,808	2.90%	213,944	7.68%	5.66%	7,789.00	Credit GF Insurance
Aquatic Center	\$ 630,470	12.93%	-	0.00%	380,541	13.65%	8.86%	12,193.00	Credit GF Insurance
Golf Course	\$ 194,050	3.98%	928,105	8.26%	124,724	4.48%	5.57%	7,670.00	Credit GF Insurance
Building & Planning	\$ 133,831	2.74%	29,005	0.26%	60,897	2.19%	1.73%	2,381.00	Credit GF Insurance
	\$ 4,877,047	100%	11,229,395	100%	2,786,921	100%	100%	137,620.00	

	Insurance Allocation	Percent
Other Funds	\$ 137,615	44.65%
General Fund	\$ 170,620	55.35%
Total Est. Liab. Ins.	\$ 308,235	100.00%

	Budgets	Assets	Payroll	Totals	Percent
Other Funds	\$ 5,019,217	\$ 11,229,395	\$ 2,772,983	\$ 19,021,595	44.65%
General Fund	\$ 11,874,874	\$ 2,944,379	\$ 8,764,418	\$ 23,583,671	55.35%
Total Est. Liab. Ins.	\$ 13,178,055	\$ 18,176,871	\$ 8,647,723	\$ 42,605,266	100.00%

**Methodology:** The allocation is based on budget, assets and payroll. A percent of each category is calculated for each fund. The three percentages are then averaged to come up with an allocation factor for each fund for the liability insurance share. The insurance share is determined using the same factors for the General Fund and calculating the overall share attributed to each group.

Not Final Numbers

GENERAL FUND REVENUE

This was discussed in previous agenda items.

NEW ADDITIONS SUMMARY

This was discussed in previous agenda items.

FINANCIAL STRATEGIC PLANNING COMMITTEE RECOMMENDATIONS

WPC Clerk Nichole Baldwin asked if the Board is asking this committee to go back and make further recommendations; Commissioner Laurie Carson confirmed this. Chairman Gary Perea explained that the committee had been eliminated and the 90-day hiring/attrition had been instituted for all Departments. He added that if there are emergencies, those would need to come before the Board, but the new person couldn't come on board until the 90 days were completed. This is now the standard for all Departments, not just those in the General Fund. It was noted that this procedure does save some costs during employee turnover.

**DISCUSSION ONLY: RECOMMENDATION FOR ITEMS FOR FUTURE AGENDAS**

- Department Head meeting next week.
- Special meeting on April 6<sup>th</sup> at 2:00 p.m.; the Board will need to commit to something firm in order to approve the tentative budget during the regularly scheduled Commission meeting on April 6<sup>th</sup>.

**PUBLIC COMMENT**

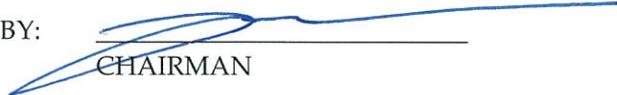
There was none.

**ADJOURNMENT**

Chairman Gary Perea adjourned the meeting at 2:06 p.m.

BOARD OF COUNTY COMMISSIONERS  
COUNTY OF WHITE PINE  
STATE OF NEVADA

BY:

  
\_\_\_\_\_  
CHAIRMAN

ATTEST:

  
\_\_\_\_\_  
WPC CLERK OF THE BOARD

