Carson City FY 2017 Budget Open House

Budget Development Process

Feb 18	Budget Assumptions taken to Board / Setting Tax Rate
Feb 19	Base Budget Projections sent to Departments
Feb - Mar	Review and Ranking of Capital Improvement Program
Mar 16 / 23	Internal Finance Committee Meetings on Supplemental Requests
Mar 17	Board Update and Status Report on General Fund FY 17 Budget
April 4	Budget Open House
April 7	Presentation and Discussion on Proposed FY 2017 Tentative Budget
April 15	Tentative Budget due to Department of Taxation
May 5	Presentation of FY 2017 Capital Improvement Program and Supplemental Requests
May 19	Board Adopts the FY 2017 Final Budget
June 1	Adopted Budget Filed with the State

Carson City Budgeted Funds

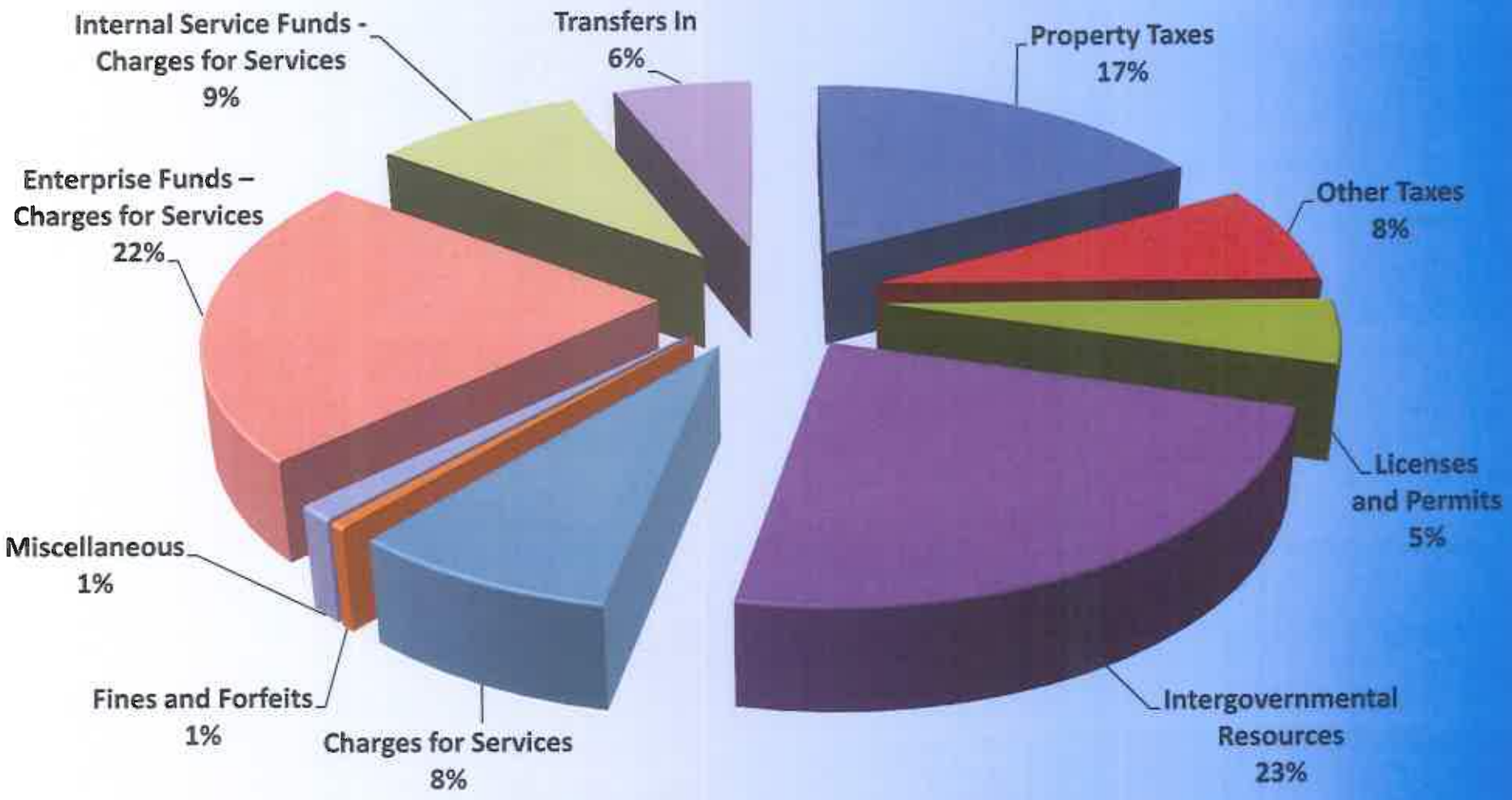
Governmental Fund Types:

- General Fund
- Special Revenue Funds
- Debt Service Funds

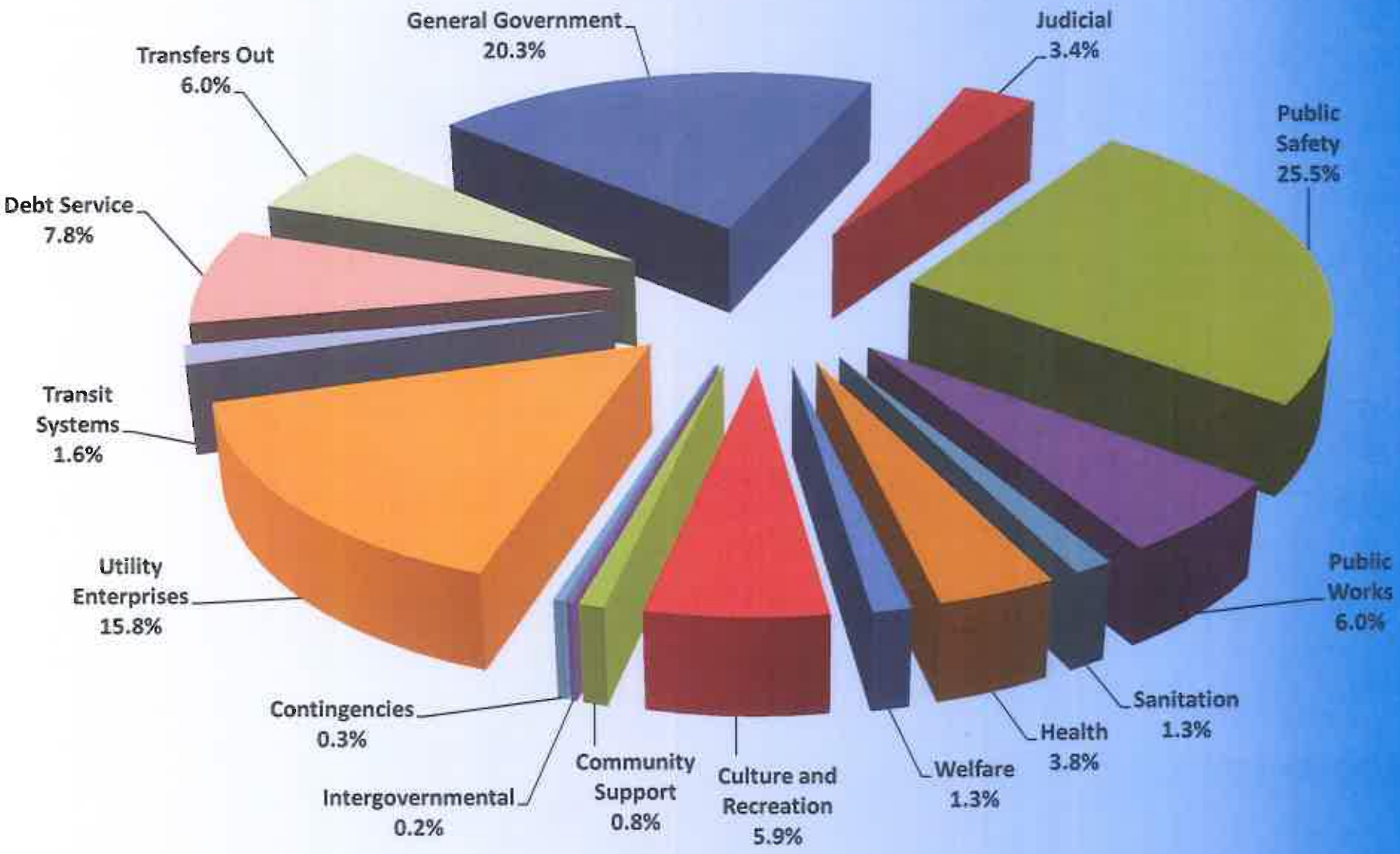
Proprietary Funds:

- Enterprise Funds
- Internal Service Funds

Citywide Revenue
FY 2017



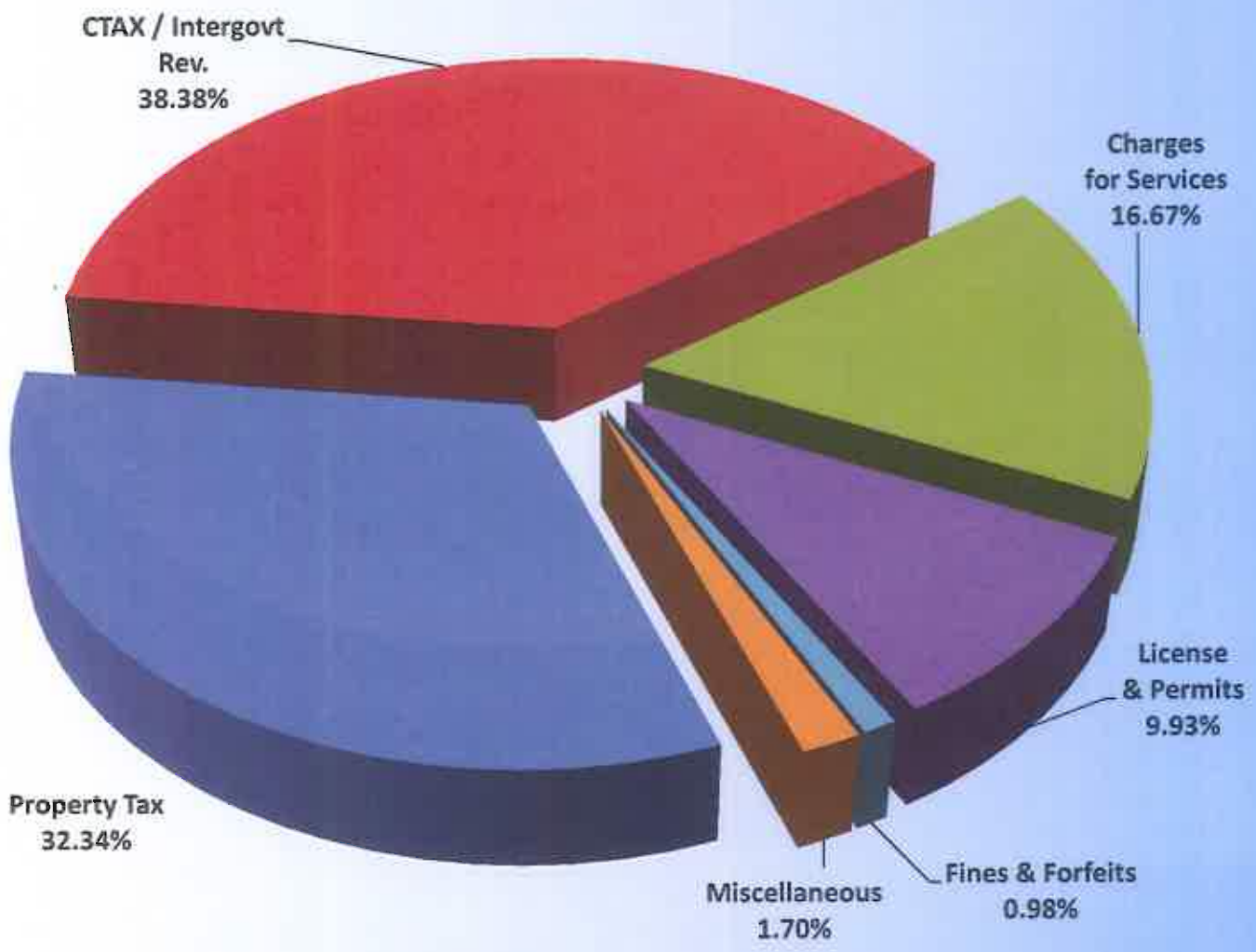
Citywide Expenses
FY 2017



General Fund

The General Fund is the chief operating fund of the City and also provides resources to fund capital projects, extraordinary maintenance, and debt service.

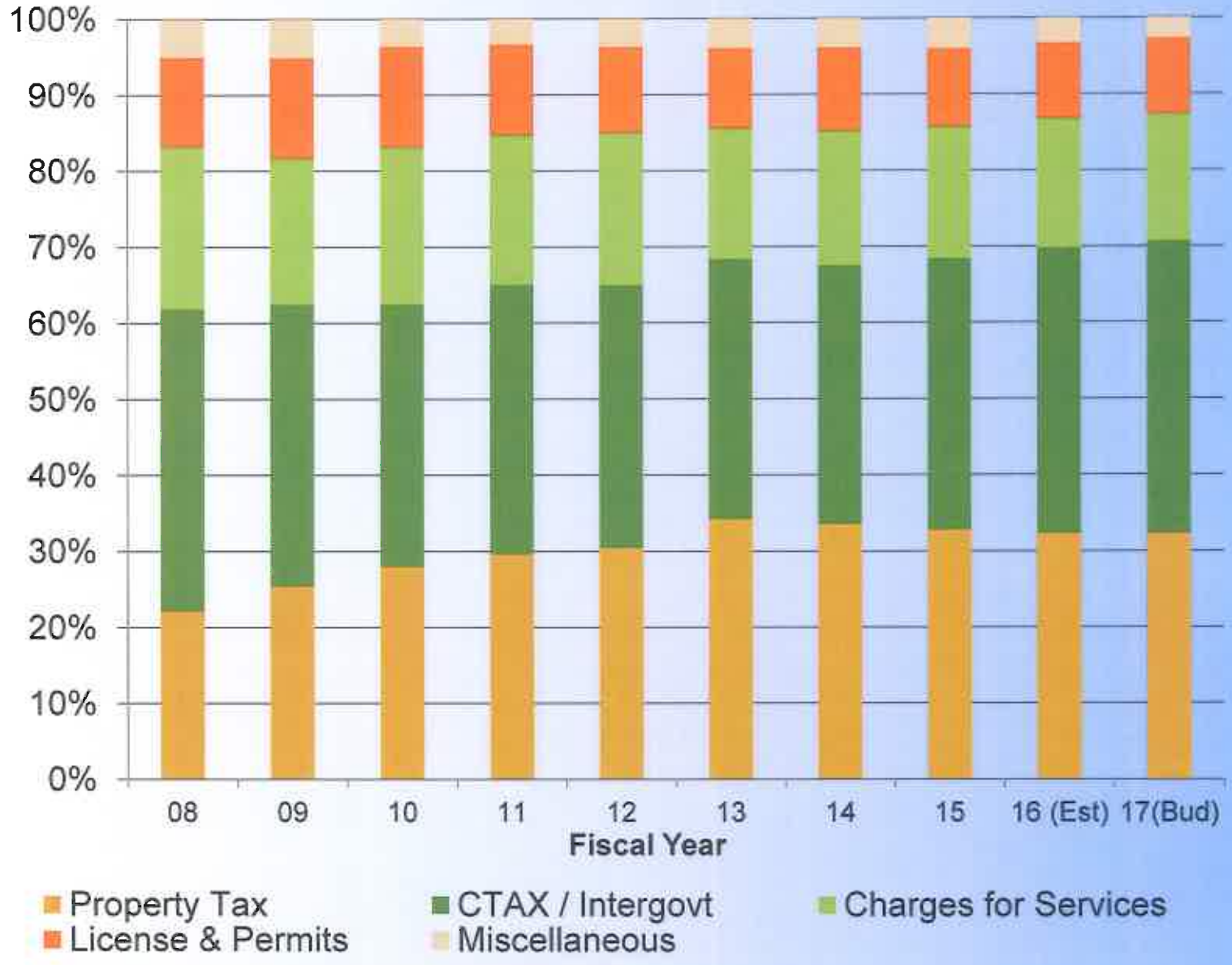
General Fund Revenues



Total General Fund Revenue projected to increase 1.1%.

- Property Tax / Lic & Permits +1%
- CTAX +4%
- Charges for Services -.8%

General Fund Revenues - *Historical*



Property Tax & CTAX make up 71% of General Fund Revenues

Carson City Property Tax Rates

FY 2017 Countywide Proposed Tax Rates

- Churchill $3.6600
- **Douglas $3.6600**
- Elko $3.6600
- Lander $3.6600
- Lincoln $3.6600
- **Lyon $3.6600**
- Mineral $3.6600
- Nye $3.6600
- **Washoe $3.6600**
- White Pine $3.6600
- Pershing $3.6592
- **Carson City $3.5200**
- Storey $3.4607
- Clark $3.4030
- Humboldt $3.1716
- Esmeralda $3.0195
- Eureka $2.0396

General Fund Assessed Valuation & Property Tax Revenues

- Assessed Values up 5%
- Due to cap of .2% revenues only increasing 1%

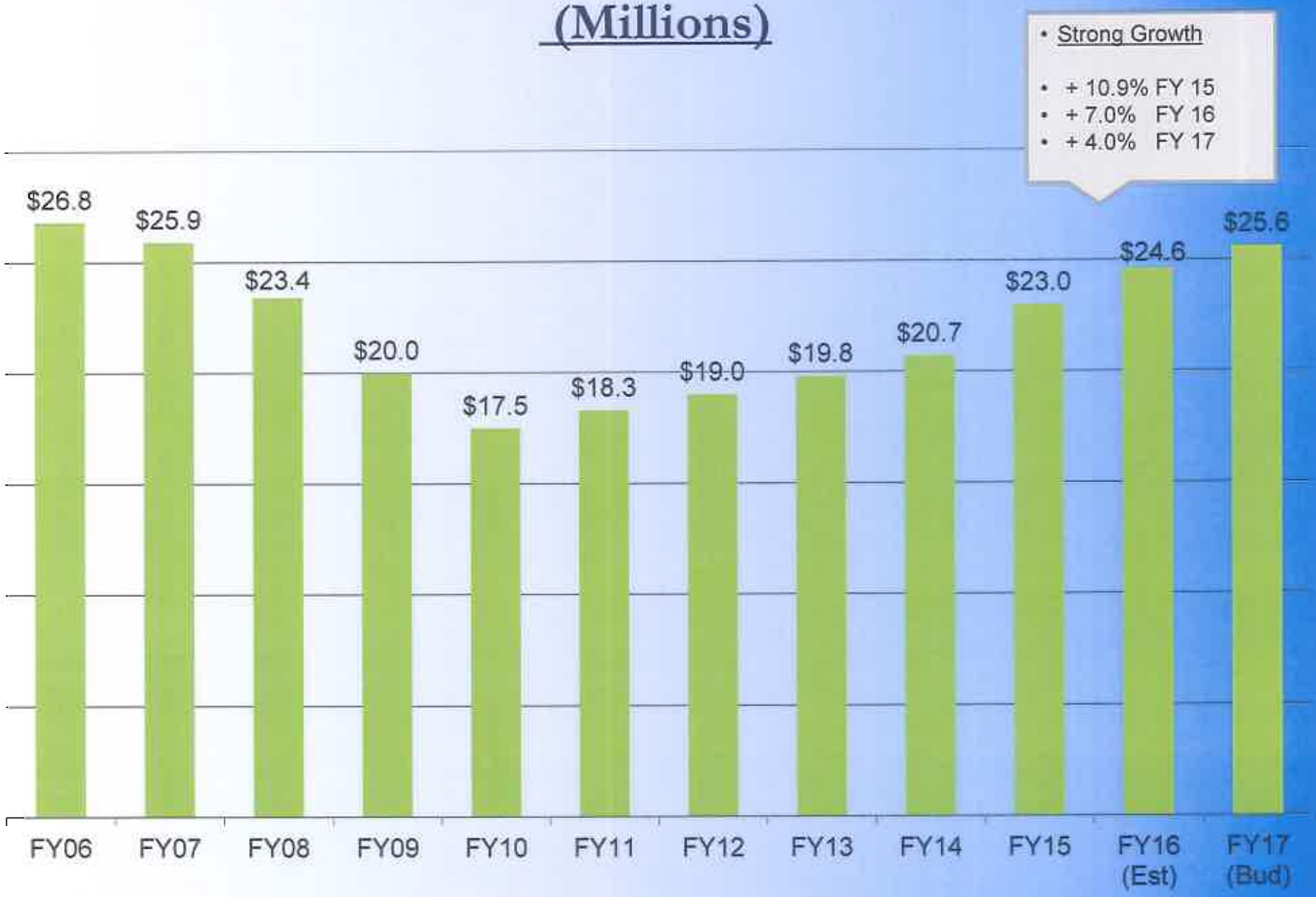
Components of Consolidated Tax

1) Cigarette Tax
2) Liquor Tax
3) Government Services Tax (GST)
4) Real Property Transfer Tax (RPTT)
5) Basic City County Relief Tax (BCCRT) –

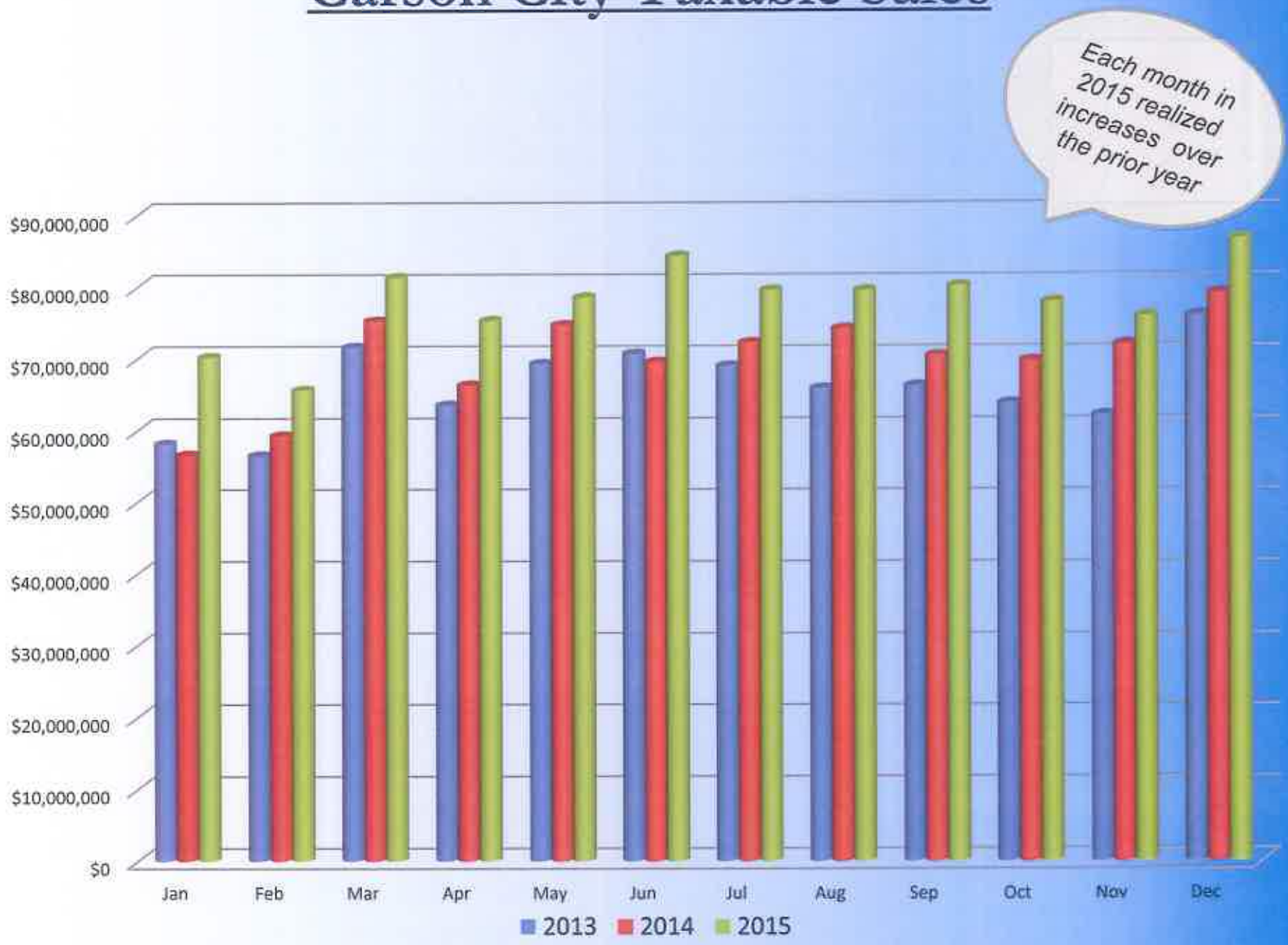
   .5% of City's 7.6% sales tax rate
6) Supplemental City County Relief Tax (SCCRT) –

   1.75% of City's 7.6% sales tax rate

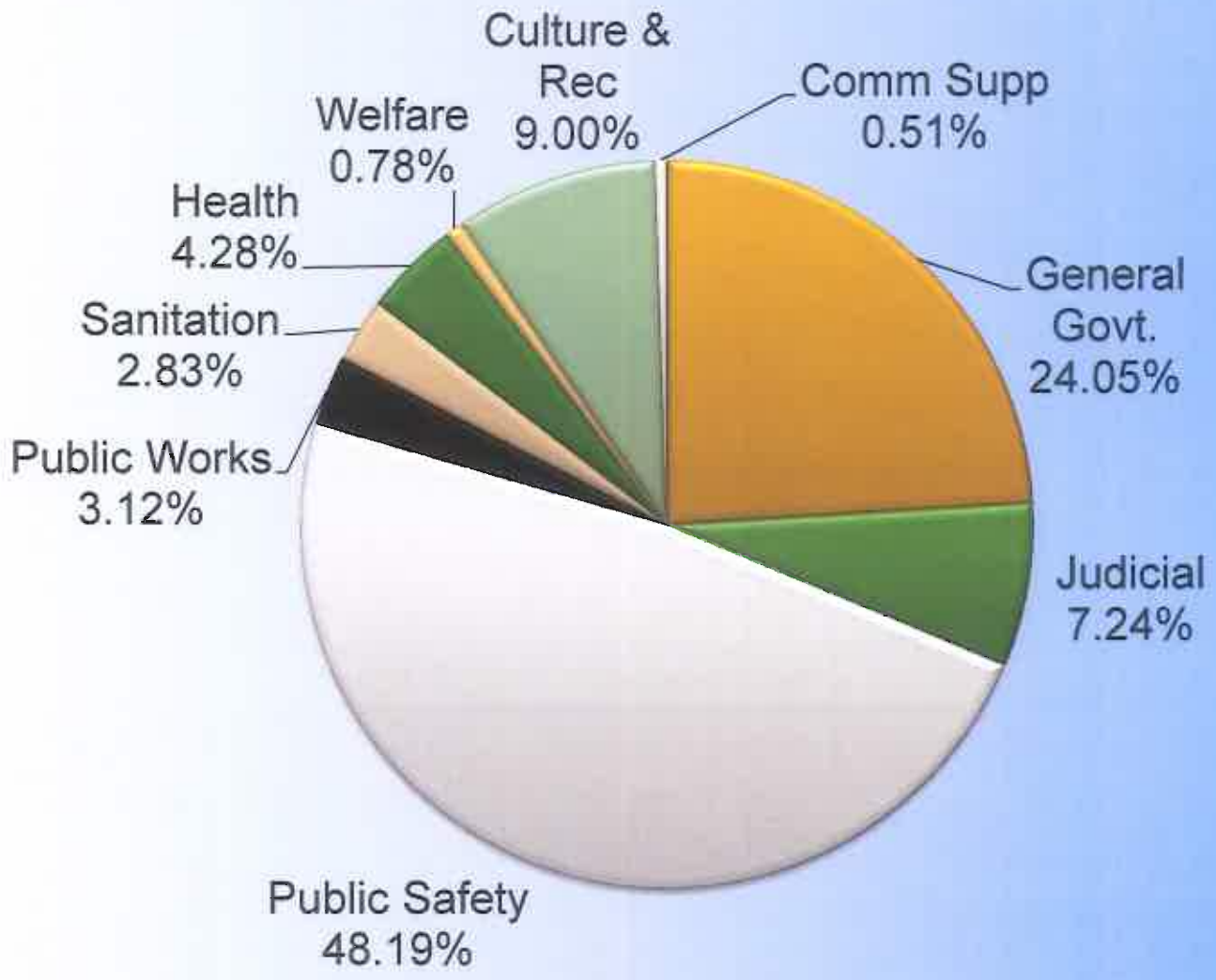
CONSOLIDATED TAX HISTORY
(Millions)



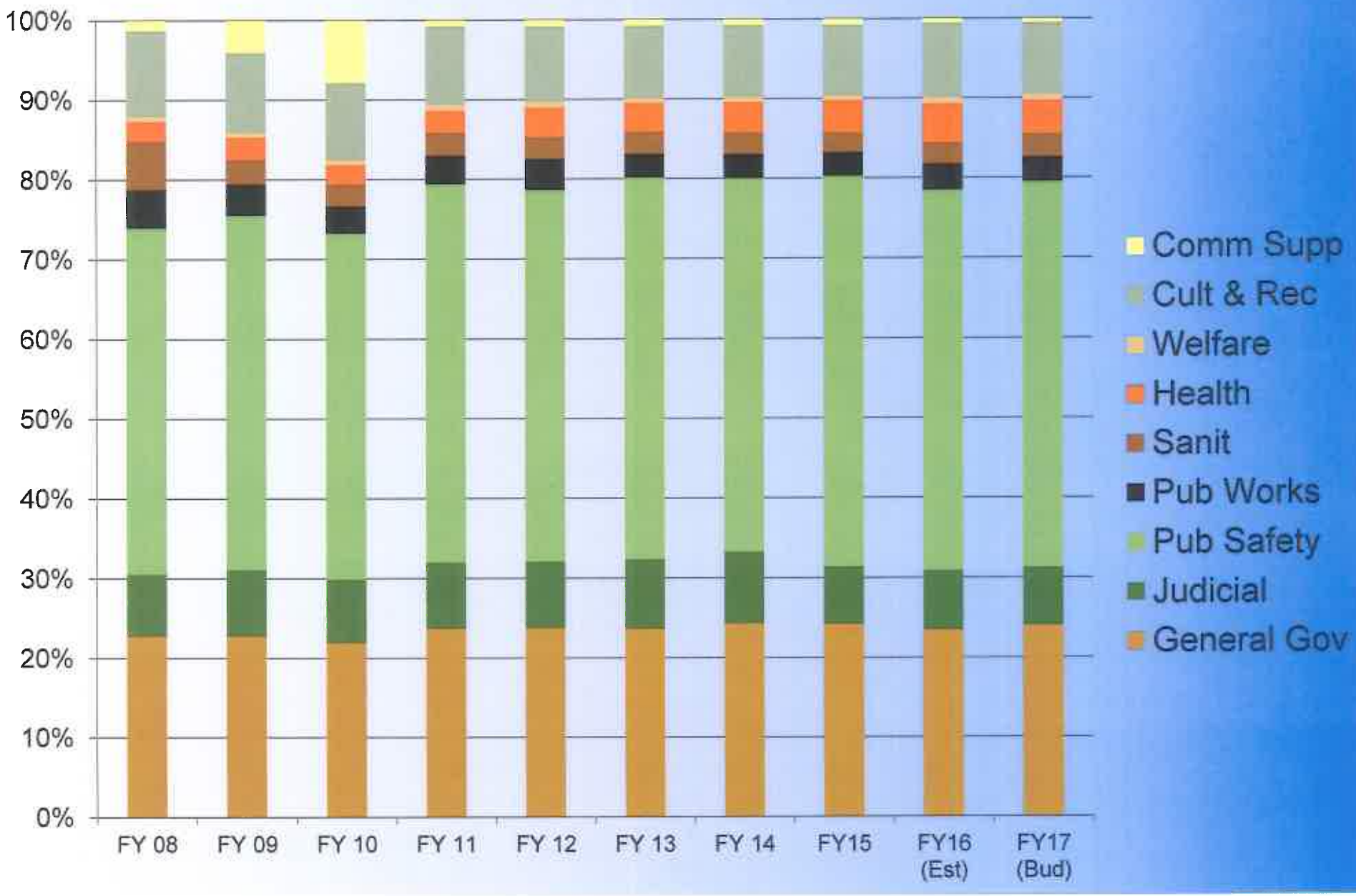
Carson City Taxable Sales



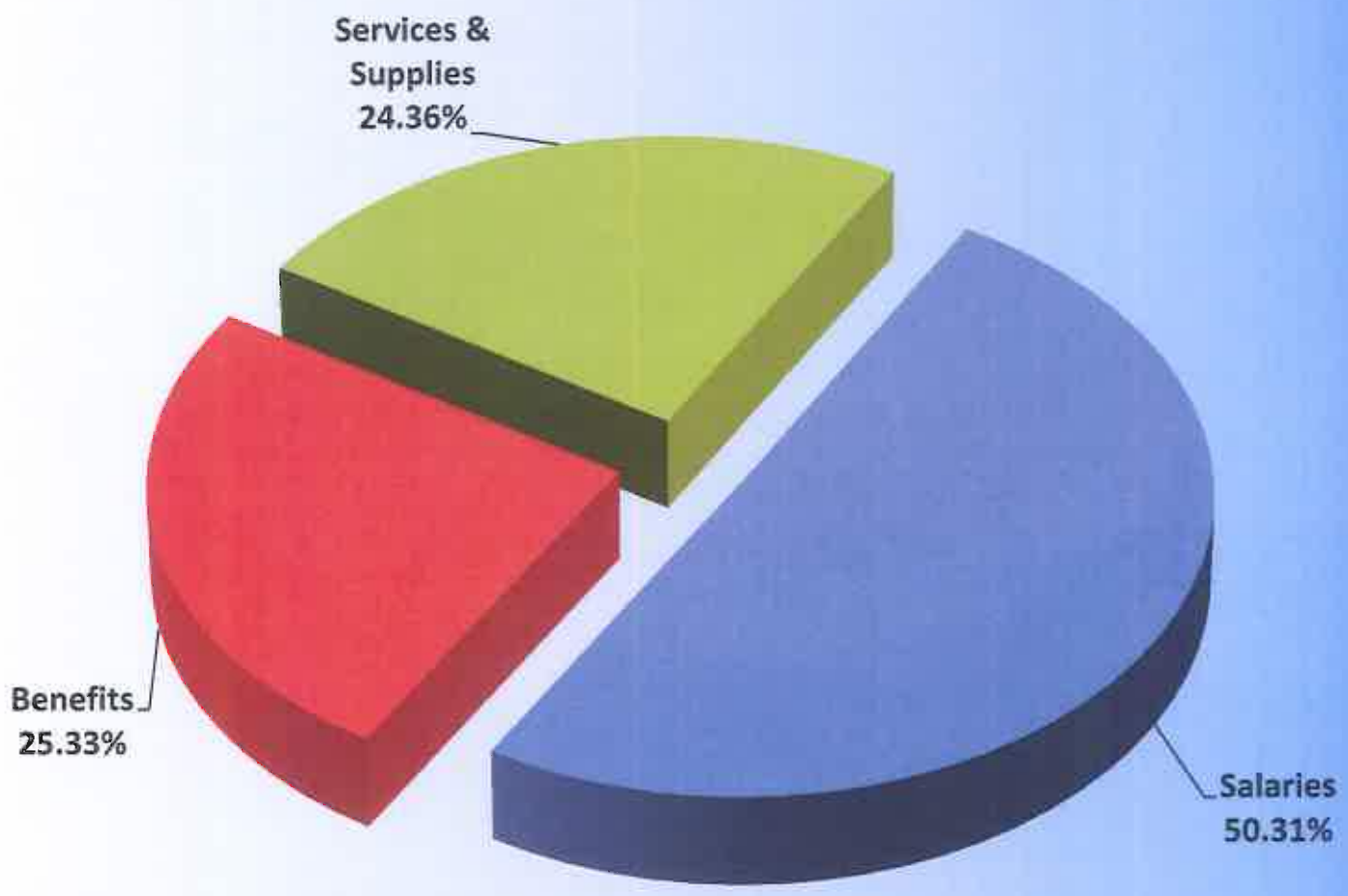
General Fund Expenditures



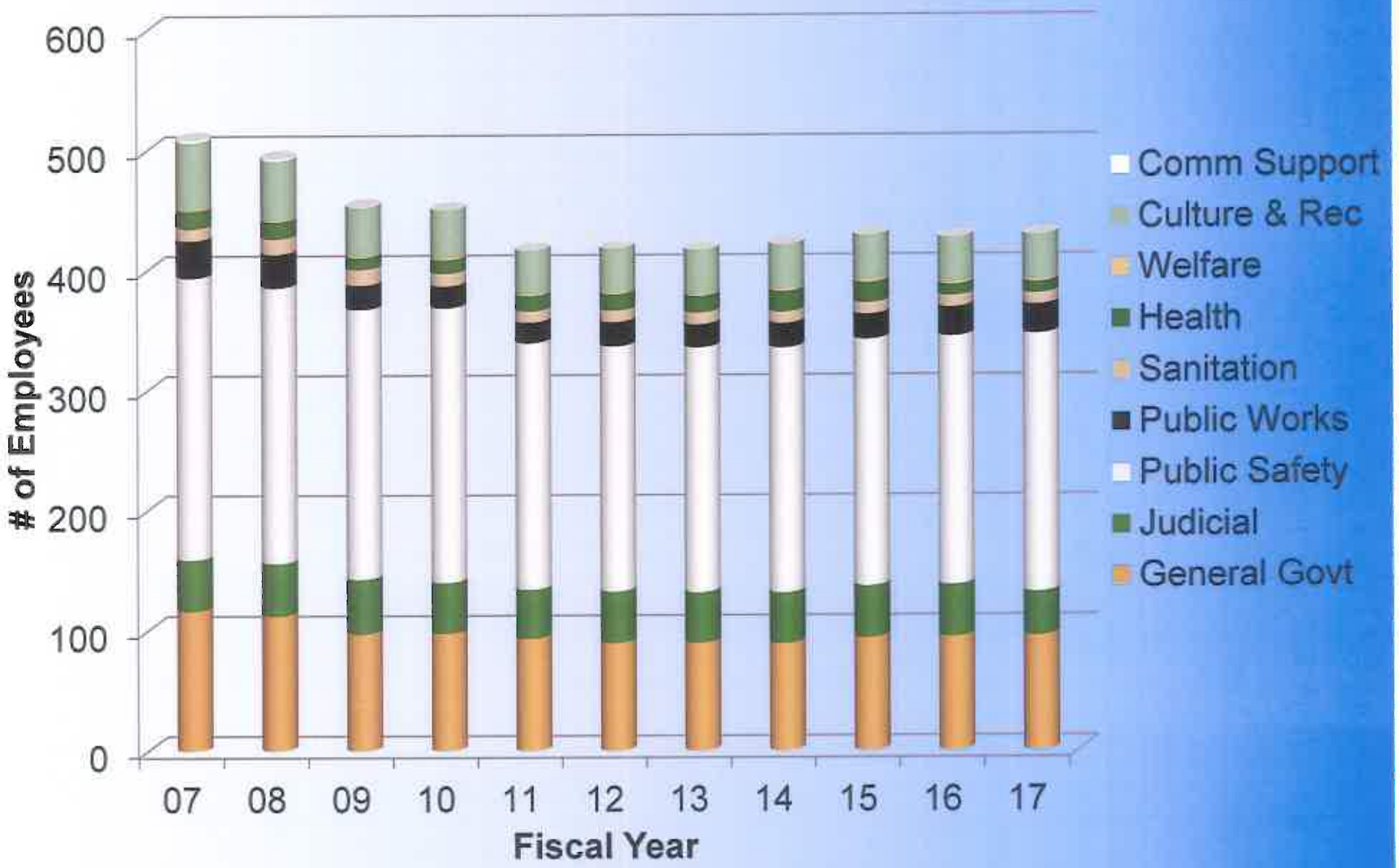
General Fund Expenditures - *Historical*



FY 2017 Expenditure Categories



General Fund Employees



GENERAL FUND

Budget Worksheet	FY 2015 Actual	FY 2016 Estimated	FY 2017 Tentative
Beginning Fund Balance	$6,451,574	$7,628,312	$5,118,993
Total Revenues	66,449,195	68,583,952	69,356,489
Transfers In	554,977	742,691	593,684
Total Sources	**$73,455,746**	**$76,954,955**	**$75,069,166**
Total Expenditures	61,649,147	66,106,838	65,778,650
Contingency	0	500,000	500,000
Supplemental Requests	0	0	0
CIP Funding	0	875,000	100,000
Transfers Out	4,178,287	4,354,124	3,917,231
Ending Fund Balance	$7,628,312	$5,118,993	$4,773,285
Total Uses	**$73,455,746**	**$76,954,955**	**$75,069,166**
Ending Fund Balance as a % of Expenditures	12.37%	7.74%	7.26%

General Fund Operating Revenues vs. Operating Expenditures

General Fund Long Term Analysis

Budget Worksheet	FY 2017 Tentative	FY 2018 Projection	FY 2019 Projection	FY 2020 Projection	FY 2021 Projection
Beginning Fund Balance	$5,118,993	$4,773,285	$4,806,235	$4,941,228	$5,015,913
Total Revenues	69,356,489	71,238,324	73,410,966	75,657,726	77,971,256
Transfers In	593,684	593,684	593,684	171,700	113,684
Total Sources	**$75,069,166**	**$76,605,291**	**$78,810,884**	**$80,770,653**	**$83,100,851**
Total Expenditures	65,778,650	67,282,961	69,131,771	70,983,151	72,589,168
Contingency	500,000	500,000	500,000	500,000	500,000
Supplemental Requests	0	0	0	0	0
CIP Funding	100,000	100,000	100,000	100,000	100,000
Transfers Out	3,917,231	3,916,096	4,137,886	4,171,590	4,378,912
Ending Fund Balance	$4,773,285	$4,806,234	$4,941,227	$5,015,912	$5,532,771
Total Uses	**$75,069,166**	**$76,605,291**	**$78,810,884**	**$80,770,653**	**$83,100,851**
Ending Fund Balance as a % of Expenditures	7.26%	7.14%	7.15%	7.07%	7.62%

Best Case for Supplemental Request / Capital Funding

Budget Worksheet	FY 2017 Tentative	FY 2018 Projection	FY 2019 Projection	FY 2020 Projection	FY 2021 Projection
Beginning Fund Balance	$5,808,813	$5,460,516	$5,589,575	$5,735,520	$5,892,196
Total Revenues	70,073,901	71,984,432	74,186,918	76,464,717	78,810,526
Transfers In	593,684	593,684	593,684	171,700	113,684
Total Sources	**$76,476,397**	**$78,038,632**	**$80,370,177**	**$82,371,937**	**$84,816,406**
Total Expenditures	65,778,650	67,282,961	69,131,771	70,983,151	72,589,168
Contingency	500,000	500,000	500,000	500,000	500,000
Supplemental Req / CIP Funding	820,000	750,000	865,000	825,000	1,300,000
Transfers Out	3,917,231	3,916,096	4,137,886	4,171,590	4,378,912
Ending Fund Balance	$5,460,516	$5,589,575	$5,735,520	$5,892,196	$6,048,326
Total Uses	**$76,476,397**	**$78,038,632**	**$80,370,177**	**$82,371,937**	**$84,816,406**
Ending Fund Balance as a % of Expenditures	**8.30%**	**8.31%**	**8.30%**	**8.30%**	**8.33%**

Special Revenue Funds

Special Revenue Funds are used to account for and report the proceeds of specific revenue sources such as property taxes, fuel taxes, sales taxes, and state and federal grants that are legally restricted to expenditure for specified purposes. The City currently maintains 18 Special Revenue Funds.

Quality of Life Fund – used to account for the .25% sales tax override for the Question 18, Quality of Life Initiative

Quality of Life Fund Fy 2017 Budget	20% Park Maintenance	40% Park Capital	40% Open Space	Fund Total
Revenues				
Beginning Balance	18,921	109,928	20,315	149,163
Sales Tax Revenue	**492,137**	**984,274**	**984,274**	**2,460,686**
Interest Income	1,000	2,000	2,000	5,000
Total	512,058	1,096,202	1,006,589	2,614,849
Expenses				
Salaries, Wages and Benefits	107,399	14,738	378,934	501,071
Services and Supplies	141,942	84,491	465,368	691,801
Equipment		60,000	36,000	96,000
Aquatic Facility Roof		239,315		239,315
Land Acquisition			104,225	104,225
Undesignated Projects		-	17,062	17,062
Boys & Girls Club	120,000			120,000
Transfer Out - General Fund (Pool)	63,684			63,684
Transfer Out - General Fund (mac)	50,000			50,000
Transfer Out - Debt Service		594,736		594,736
Total	483,025	993,280	1,001,589	2,477,894
Ending Balance - June 30, 2017	29,033	102,922	5,000	136,955

Infrastructure Fund – used to account for the .125% sales tax to fund infrastructure projects as identified in the Plan of Expenditure.

	2014-15 Actual	2015-16 Estimated	2016-17 Proposed	% Change Budget	$ Change Budget
REVENUE					
Sales Tax	$ 821,866	$ 1,183,022	$ 1,230,343	4.00%	$ 47,321
Miscellaneous	70,084	271,710	20,000	-92.64%	(251,710)
Operating Transfers In	-	82,100	-	-100.00%	(82,100)
Bond Proceeds	13,992,439	-	-	0.00%	$ -
Beginning Balance	-	13,794,008	112,422	-99.18%	(13,681,586)
TOTAL	$ 14,884,389	$ 15,330,840	$ 1,362,765	-91.11%	$ (13,968,075)
EXPENDITURE					
Service & Supplies	$ 344,486	$ 92,482	$ 300	-99.68%	$ (92,182)
Capital Outlay	$ 745,895	$ 14,502,091	$ 532,409	-96.33%	$ (13,969,682)
Debt Service	-	623,845	773,575	24.00%	149,730
Ending Fund Balance	13,794,008	112,422	56,481	-49.76%	(55,941)
TOTAL	$ 14,884,389	$ 15,330,840	$ 1,362,765	-91.11%	$ (13,968,075)
FTE	0	0	0		

Regional Transportation Fund – used to account for the 9 cent per gallon County Option fuel tax to be used for street & highway construction.

	2014-15 Actual	2015-16 Estimated	2016-17 Proposed	% Change Budget	$ Change Budget
REVENUE					
County Option Fuel Tax	$ 3,094,258	$ 3,321,727	$ 3,361,551	1.20%	$ 39,824
Intergovernmental	238,024	1,165,121	-	-100.00%	(1,165,121)
Miscellaneous	3,102	500	500	0.00%	-
Beginning Balance	609,098	554,374	322,614	-41.81%	(231,760)
TOTAL	$ 3,944,482	$ 5,041,722	$ 3,684,665	-26.92%	$ (1,357,058)
EXPENDITURE					
Salary	$ -	$ 13,645	$ 22,771	66.88%	$ 9,126
Benefits	30,903	135,625	140,193	3.37%	4,568
Service & Supplies	333,918	496,447	364,161	-26.65%	(132,286)
Capital Outlay	306,339	1,508,363	1,450,000	-3.87%	(58,363)
Op Trans - Debt Service	1,697,036	1,668,734	1,634,911	-2.027%	(33,823)
Op Trans - CAMPO Fund	21,912	16,542	12,564	-24.05%	(3,978)
Op Trans - Streets Fund	1,000,000	879,753	-	-100.00%	(879,753)
Op Trans - Group Medical	-	-	-	0.00%	-
Non-operating Expense	-	-	-		-
Ending Fund Balance	554,374	322,614	60,065	-81.38%	(262,549)
TOTAL	$ 3,944,482	$ 5,041,722	$ 3,684,665	-26.92%	$ (1,357,058)
FTE	3.00	3.00	3.00		

Street Maintenance Fund – used to account for all street maintenance activities funded by 5.35 cents per gallon State fuel taxes, 1 cent County Option fuel tax and .25% sales tax.

	2014-15 Actual	2015-16 Estimated	2016-17 Proposed	% Change Budget	$ Change Budget
REVENUE					
Sales / Fuel Tax	$ 2,536,312	$ 2,745,090	$ 2,836,107	3.32%	$ 91,017
Federal Grants	4,591	-	-	0.00%	-
State Shared Revenues	1,231,191	1,292,083	1,300,723	0.67%	8,640
Other Local Governments	83,502	53,500	53,500	0.00%	-
Charges for Services	57,296	65,000	65,000	0.00%	-
Miscellaneous Revenue	3,900	1,000	1,000	0.00%	-
Transfers In	1,000,000	1,249,950	-	-100.00%	(1,249,950)
Beginning Balance	989,992	1,202,149	176,882	-85.29%	(1,025,267)
TOTAL	$ 5,906,784	$ 6,608,772	$ 4,433,212	-32.92%	$ (2,175,560)
EXPENDITURE					
Salary	$ 1,339,308	$ 1,351,683	$ 1,413,409	4.57%	$ 61,726
Benefits	503,576	568,391	592,325	4.21%	23,933
Service & Supplies	2,826,768	3,707,022	2,025,510	-45.36%	(1,681,512)
Capital Outlay	23,462	504,793	300,000	-62.72%	(504,793)
Transfers Out	11,521	-	-	0.00%	-
Ending Fund Balance	1,202,149	176,882	101,968	-42.35%	(74,914)
TOTAL	$ 5,906,784	$ 6,608,772	$ 4,433,212	-32.92%	$ (2,175,560)
FTE	21.10	21.85	21.85		

Debt Service Funds

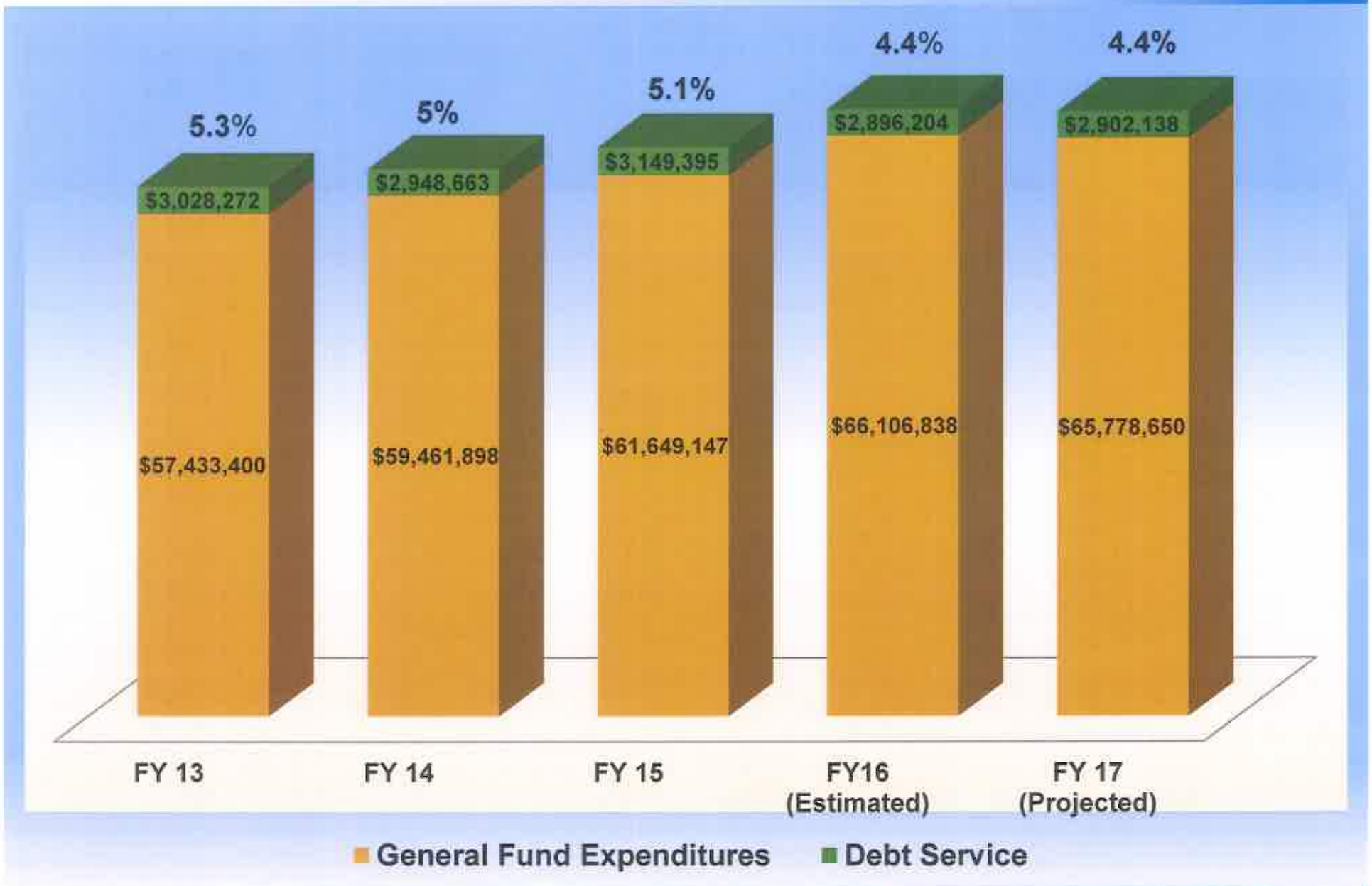
Debt service funds are used to account for and report governmental financial resources that are restricted, committed, or assigned to the repayment of debt.

Does not include debt service for enterprise funds. Debt transactions associated with enterprise activities are accounted for in those funds.

Debt Service Fund

	2014-15 Actual	2015-16 Estimated	2016-17 Proposed	% Change Budget	$ Change Budget
REVENUE					
Intergovernmental	$ 349,155	$ 348,455	$ 347,655	-0.23%	(800)
Miscellaneous	108,487	105,000	105,000	0.00%	-
Operating Transfers In	7,270,874	7,395,439	7,432,737	0.50%	37,298
Proceeds of Refunding Bond	9,578,784	23,416,172	-	-100.00%	(23,416,172)
Beginning Balance	162,815	184,855	159,483	-13.73%	(25,372)
TOTAL	$ 17,470,115	$ 31,449,921	$ 8,044,875	-74.42%	$ (23,405,046)
EXPENDITURE					
Principal	$ 4,759,700	$ 4,278,100	$ 5,009,300	17.09%	$ 731,200
Interest	2,950,473	2,969,906	2,969,892	0.00%	(14)
Service & Supplies	156,495	340,850	2,000	-99.41%	(338,850)
Payment to Refunding Escrow	9,418,592	23,701,582	-	-100.00%	(23,701,582)
Operating Transfers Out	-	-	-	0.00%	-
Ending Fund Balance	184,855	159,483	63,683	-60.07%	(95,800)
TOTAL	$ 17,470,115	$ 31,449,921	$ 8,044,875	-74.42%	$ (23,405,046)

DEBT SERVICE % of GF EXPENDITURES



Enterprise Funds

Enterprise Funds are used to account for operations that are financed and operated in a manner similar to private business and are financed primarily through user charges.

- Ambulance Fund
- Sewer Fund
- Water Fund
- Cemetery Fund
- Building Fund
- Storm Drainage Fund

Ambulance Fund – used to account for the operations of the Ambulance Service provided by the Carson City Fire Department.

	2014-15 Actual	2015-16 Estimated	2016-17 Proposed	% Change Budget	$ Change Budget
REVENUE					
Charges for Services	$ 3,136,867	$ 3,026,163	$ 2,985,849	-1.33%	$ (40,314)
Non-Operating Income	2,259	500	500	0.00%	-
Transfers In	400,000	400,000	350,000	-12.50%	(50,000)
Contributed Capital	-	-	-	0.00%	-
TOTAL	$ 3,539,126	$ 3,426,663	$ 3,336,349	-2.64%	$ (90,314)
EXPENDITURE					
Salary	$ 1,452,795	$ 1,486,206	$ 1,534,507	3.25%	$ 48,301
Benefits	910,016	1,010,095	1,093,728	8.28%	83,634
Service & Supplies	811,325	905,965	860,313	-5.04%	(45,652)
Depreciation	64,993	37,000	35,000	-5.41%	(2,000)
Other	3,600	-	-	0.00%	-
Transfers Out	31,020	31,020	31,020	0.00%	-
TOTAL	$ 3,273,749	$ 3,470,286	$ 3,554,568	2.43%	$ 84,283
NET INCOME (LOSS)	$ 265,377	$ (43,623)	$ (218,219)	400.24%	$ (174,598)
Capital Outlay	$ -	$ 130,000	$ -	-100.00%	$ (130,000)
Cash Balance - June 30	$ 644,112	$ 616,089	$ 552,330		
FTE	20	20	20		

Utility Financial Oversite Committee

- The purpose of the Utility Financial Oversight Committee is to provide the Board of Supervisors with recommendations regarding continuing compliance with adopted utility financial policies in preparation of annual budgets.

- Tentative FY 17 Budgets for Water, Sewer and Stormwater Drainage Funds were presented to the Committee on March 15th.

Water Fund – used to account for the operations of water services provided to the residents of Carson City.

	2014-15 Actual	2015-16 Estimated	2016-17 Proposed	% Change Budget	$ Change Budget
REVENUE					
Charges for Services	$ 13,474,769	$ 13,618,078	$ 14,512,532	6.57%	$ 894,454
Non-Operating Income	60,891	20,000	20,000	0.00%	-
Connection Fees	23,598	23,668	26,035	10.00%	2,367
Grant Revenue	491,204	241,578	217,420	-10.00%	(24,158)
TOTAL	$ 14,050,462	$ 13,903,324	$ 14,775,987	6.28%	$ 872,663
EXPENDITURE					
Salary	$ 1,568,557	$ 1,626,823	$ 1,755,576	7.91%	$ 128,754
Benefits	861,127	883,248	955,793	8.21%	72,546
Service & Supplies	5,320,345	6,313,731	5,754,157	-8.86%	(559,574)
Depreciation	3,267,904	3,500,000	3,500,000	0.00%	-
Bond Interest	2,047,604	2,171,331	2,060,970	-5.08%	(110,361)
Other	382,311	2,000	152,000	7500.00%	150,000
TOTAL	$ 13,447,848	$ 14,497,133	$ 14,178,496	-2.20%	$ (318,636)
NET INCOME (LOSS)	$ 602,614	$ (593,809)	$ 597,491	-200.62%	$ 1,191,299
Bond Proceeds	$ 1,820,530	$ 4,123,645	$ 5,000,000	21.26%	$ 876,355
Capital Outlay	$ 3,938,915	$ 4,783,664	$ 3,647,000	-23.76%	$ (1,136,664)
Bond Principal Payments	$ 3,028,588	$ 3,218,666	$ 3,344,672	3.91%	$ 126,006
Cash Balance - June 30	$ 2,114,166	$ 1,290,436	$ 3,559,895		
FTE	25.00	26.00	26.00		

Sewer Fund – used to account for the operations of sewer services provided to the residents of Carson City.

	2014-15 Actual	2015-16 Estimated	2016-17 Proposed	% Change Budget	$ Change Budget
REVENUE					
Charges for Services	$ 9,991,846	$ 11,152,939	$ 12,809,680	14.85%	$ 1,656,740
Non-Operating Income	38,481	19,500	19,500	0.00%	-
Connection Fees	58,538	40,000	40,000	0.00%	-
Grant Revenue	1,700	1,550	1,550	0.00%	-
TOTAL	$ 10,090,565	$ 11,213,989	$ 12,870,730	14.77%	$ 1,656,740
EXPENDITURE					
Salary	$ 1,477,482	$ 1,509,365	$ 1,591,696	5.45%	$ 82,331
Benefits	688,567	728,747	777,838	6.74%	49,091
Service & Supplies	3,272,170	3,966,698	3,947,705	-0.48%	(18,993)
Depreciation	3,296,397	3,500,000	3,500,000	0.00%	-
Bond Interest	399,475	909,713	1,173,505	29.00%	263,792
Other	68,652	181,450	1,500	-99.17%	(179,950)
Transfers Out	16,800	-	-	0.00%	-
TOTAL	$ 9,219,543	$ 10,795,973	$ 10,992,244	1.82%	$ 196,272
NET INCOME (LOSS)	$ 871,022	$ 418,016	$ 1,878,486	349.38%	$ 1,460,468
Bond Proceeds	$ 2,670,480	$ 19,774,563	$ 11,074,000	-44.00%	$ (8,700,563)
Capital Outlay	$ 3,714,083	$ 15,746,497	$ 18,769,000	19.19%	$ 3,022,503
Bond Principal Payments	$ 1,966,850	$ 1,854,234	$ 2,127,152	14.72%	$ 272,918
Cash Balance - June 30	$ 2,428,532	$ 8,629,820	$ 4,306,538		
FTE	22.75	22.75	22.75		

Internal Service Funds

Internal Service Funds are used to allocate the cost of providing certain centralized services. Typically the customers of these funds are other funds and departments within the City.

- Group Medical Fund
- Workers' Compensation Fund
- Insurance Fund
- Fleet Management Fund

Group Medical Fund – used to account for the funds collected from City Departments, employees and retirees to provide health benefits. These benefits include medical, dental, vision and life insurance.

	2014-15 Actual	2015-16 Estimated	2016-17 Proposed	% Change Budget	$ Change Budget
REVENUE					
Charges for Services	$ 8,731,788	$ 8,358,247	$ 8,726,408	4.40%	$ 368,161
Non-Operating Income	3,152	600	1,000	66.67%	400
TOTAL	$ 8,734,940	$ 8,358,847	$ 8,727,408	4.41%	$ 368,561
EXPENDITURE					
Salary	$ 198,859	$ 201,961	$ 217,232	7.56%	$ 15,271
Benefits	83,415	95,540	104,546	9.43%	9,006
Service & Supplies	8,398,373	8,522,767	8,199,375	-3.79%	(323,392)
Depreciation	611	611	611	0.00%	-
TOTAL	$ 8,681,258	$ 8,820,879	$ 8,521,764	-3.39%	$ (299,115)
NET INCOME (LOSS)	$ 53,682	$ (462,032)	$ 205,644	-144.51%	$ 667,676
Capital Outlay	0	0	0	0.00%	-
Cash Balance 6/30	571,462	119,347	335,839	181.40%	216,492
FTE	2.80	2.80	2.80		

Workers' Compensation Fund – used to account for the funds collected from City Departments to be expended for payment of claims, as required by law, to employees injured while at work.

	2014-15 Actual	2015-16 Estimated	2016-17 Proposed	% Change Budget	$ Change Budget
REVENUE					
Charges for Services	$ 815,216	$ 793,638	$ 873,002	10.00%	$ 79,364
Non-Operating Income	18,410	15,000	15,000	0.00%	-
TOTAL	$ 833,626	$ 808,638	$ 888,002	9.81%	$ 79,364
EXPENDITURE					
Salary	$ 195,703	$ 116,027	$ 100,913	-13.03%	$ (15,114)
Benefits	79,940	49,699	49,655	-0.09%	(45)
Service & Supplies	889,122	771,945	776,015	0.53%	4,070
Depreciation	21,980	21,980	21,980	0.00%	-
Transfers Out	-	-	-	0.00%	-
TOTAL	$ 1,186,745	$ 959,651	$ 948,563	-1.16%	(11,089)
NET INCOME (LOSS)	$ (353,119)	$ (151,013)	$ (60,561)	-59.90%	$ 90,453
Capital Outlay	-	-	-	0.00%	-
Cash Balance - June 30	$ 3,387,488	$ 3,263,518	$ 3,230,506		
FTE	2.15	1.15	1.15		

Department Presentations

Various City Departments have individual stations set up in the Community Center Lobby (Public Works will remain in the Sierra Room) and will provide presentations highlighting the various functions they perform and answer questions, listen to ideas, concerns or suggestions for the Carson City FY 2017 Budget.