

Item # 12B

**City of Carson City
Agenda Report**

Date Submitted: 11/06/2007

Agenda Date Requested: 11/15/2007
Time Requested: 10 Minutes

To: Board of Supervisors

From: Linda Ritter, City Manager

Subject Title: Update on the current and future financial condition of the Carson City General Fund.

Staff Summary: Staff would like to provide monthly updates on actual budget results, revised projections and cost reduction strategies being implemented to address the deficit included in the 2007/2008 General Fund Budget. No action is requested at this time.

Type of Action Requested: (check one)
 Resolution Ordinance
 Formal Action/Motion Other (Specify) Presentation Only

Does This Action Require A Business Impact Statement: Yes No

Recommended Board Action: No action requested

Explanation for Recommended Board Action: n/a

Applicable Statue, Code, Policy, Rule or Regulation: n/a

Fiscal Impact: - n/a

Explanation of Impact: n/a

Funding Source: n/a

Alternatives: n/a

Supporting Material:

Prepared By: Linda Ritter

Reviewed By: _____

(Department Head)

[Signature]

(City Manager)

Melanie B...

(District Attorney)

Date: _____

Date: 11-6-07

Date: 11-6-07

Board Action Taken:

Motion: _____

1) _____

Aye/Nay

2) _____

(Vote Recorded By)

CARSON CITY

FY 2007/2008

Budget / Financial Update



Presented November 15, 2007

Position reductions:

- Sheriff
 - Management Assistant VI
 - Accounting Technician II
 - Commander
 - Service Technician
- Treasurer / Assessor
 - Billing Technician
- Purchasing
 - Reprographic / Equipment Operator
- Clerk / Recorder
 - **Records Technician**
- Court Clerk
 - Administrative Clerk
- Parks and Recreation
 - Parks Coordinator
 - Recreation Position
 - Park Maintenance Worker
- Public Works
 - Deputy Public Works Manager
 - Environmental Control Supervisor
 - Senior Engineering Technician
 - 3 part time positions
- Administration
 - Community Relations Officer

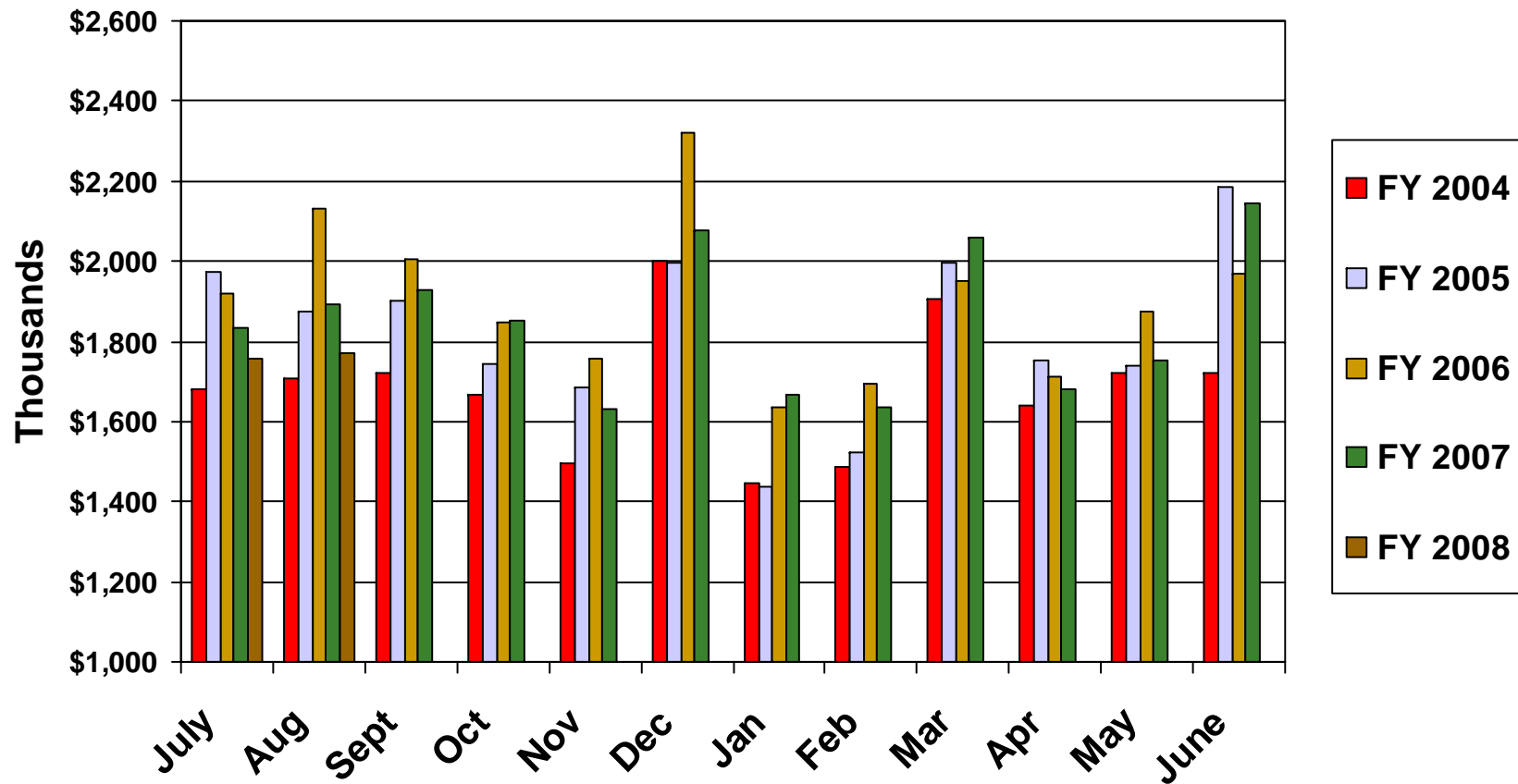
*Please note that these are actual eliminations of FTE's. In certain cases, FTE's have been transferred to other functions. **This report includes reductions only.** Transfers are not listed.*

Since January, 2007

Implemented Hiring Freeze:

- Information Technology
 - Systems analyst
 - Finance
 - Finance Director
 - Development Engineering
 - Engineering Technician
 - Fire
 - Community Education / CERT Coordinator
-

Sales Tax Revenue History



- Fiscal impact of actual vs. budgeted sales tax revenues for July and August = (\$304,023)

Budget Update - 2007/2008

	Approved Budget	Revised Budget	Difference
■ Revenue	\$57,523,875	\$57,643,460	\$ 119,585
■ Expenditures	<u>\$57,273,169</u>	<u>\$56,807,158</u>	<u>(\$ 466,011)</u>
Net Operating	\$ 250,706	\$ 836,302	\$ 585,596
■ Transfers In /(out)	(\$ 346,552)	(\$ 346,552)	(\$ -0-)
■ Contingency	(\$ 500,000)	(\$ 500,000)	(\$ -0-)
■ Operating Results	<u>(\$ 595,846)</u>	<u>(\$ 10,250)</u>	<u>\$ 585,596</u>

As of November 4, 2007

2007/2008 General Fund Variance Recap

<u>Explanation</u>	<u>Financial Impact</u>
Revenue:	
Revised Property Tax Projections	\$ 217,145
Revised Sales Tax Projections	(\$ 304,020)
Revised Real Property Transfer Tax Projections	(\$ 138,000)
Revised Public Guardian Fees	\$ 32,000
Revised Recorder Fees	(\$ 125,000)
Revised Franchise Fee Projections	\$ 138,215
State Reimbursement – Courts	\$ 34,245
Revised Development Services Fees	\$ 260,000
Lease Revenue	\$ <u>5,000</u>
	\$ 119,585

2007/2008 General Fund Variance Recap

Department	Adjustment Amount
<u>Expense Reductions:</u>	
Public Works	\$ 99,931
Fire	\$ 24,132
Public Defender	\$147,634
Administration	\$116,831
Purchasing	\$78,690
Records Management	\$ 32,167
DA	\$ 52,835
Central Services	\$ 22,805
Information Technology	\$ 34,588
Development Services	<u>\$ 33,164</u>
	<u>\$642,777</u>
<u>Expense Additions:</u>	
Parks and Recreation	\$ 24,243
Sheriff (Finance Restructure)	\$ 6,471
Health Services (Finance Restructure)	\$ 17,692
Community Support Grants	\$ 44,200
Internal Auditor	\$ 62,432
Finance	\$ 9,805
Juvenile Court	\$ 1,934
Juvenile Probation	<u>\$ 9,989</u>
	<u>\$176,766</u>
Net Change in Expenses	<u>\$460,011</u>