Hem#11D

#### City of Carson City Agenda Report

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Date Submitted: 12/	Agenda Date Requested: 12/20/2007Time Requested: 10 Minutes
To: Board of Sup	-
From: Linda Ritte	r, 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 Req () Resol () Forma	
Does This Action R	equire A Business Impact Statement: () Yes (XX) No
Recommended Boa	rd Action: No action requested
Explanation for Re	commended Board Action: n/a
Applicable Statue,	Code, Policy, Rule or Regulation: n/a
Fiscal Impact: - n/	a
Explanation of Imp	oact: n/a
Funding Source:	u/a
Alternatives: n/a	
Supporting Materi	al:
Prepared By: Line	la Ritter

Reviewed By:		Date: $\frac{2}{12}$
	(Department Head)	Date:
· · · · · · · · · · · · · · · · · · ·	(City Manager) Melanie Breketta	Date: 12-11-07
	(District Attorney)	
Board Action	Takan	

Board Action Taken:

Motion:	1)	Aye/Nay
	2)	

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(Vote Recorded By)

## CARSON CITY FY 2007/2008



Presented December 20, 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

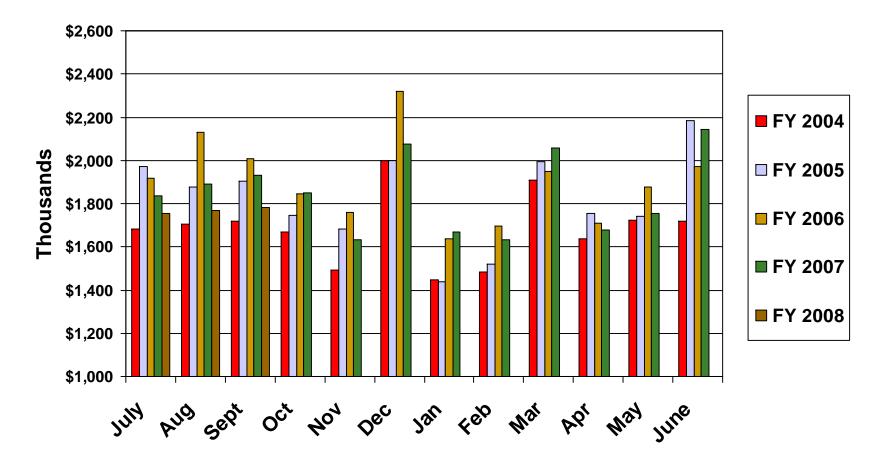
Please note that these are actual eliminations of FTE's. In certain cases, FTE's have been transferred to other functions. <u>This report includes</u> <u>reductions only.</u> Transfers are not listed.

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 through September = (\$504,994)

# Budget Update - 2007/2008

:	Revenue Expenditures	Approved <u>Budget</u> \$57,523,875 \$55,052,627	Revised <u>Budget</u> \$57,487,486 \$54,679,201	Difference (\$ 36,389) \$ 373,426
1	Net Operating	\$ 2,471,248	\$ 2,808,285	(\$ 337,037)
:	Transfers In /(out) Debt Contingency	(\$ 346,552) (\$2,220,542) (\$ 500,000)	(\$ 346,552) (\$2,220,542) (\$ 407,415)	\$-0- \$-0- (\$92,585)
•	Operating <u>Results</u>	<u>(\$ 595,846</u> )	(\$ <u>166,224)</u>	<u>\$ 429,622</u>
i.	One shot funding Non appropriated	(\$ 722,735)	(\$ 722,735)	\$-0-
	Beginning Fund Balance	\$ 5,385,581	\$ 6,016,550	\$ 630,969
;	Ending Fund Balance % of Expenditures	\$ 4,067,000 <i>7.4%</i>	\$ 5,127,591 <i>9.4%</i>	\$1,060,591

As of December 5, 2007

## 2007/2008 General Fund Variance Recap

<b>Explanation</b>	Financial Impact
Revenue:	
Revised Property Tax Projections	\$ 217,145
Revised Sales Tax Projections	(\$ 504,994)
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>\$ 50,000</u>
	(\$ 36,389)

### 2007/2008 General Fund Variance Recap

Department	Adjustment Amount
Expense Reductions:	
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>

### 2007/2008 General Fund Variance Recap

Department	Adjustment Amount
Expense Additions: Parks and Recreation Sheriff (Finance Restructure) Health Services (Finance Restructure)	\$ 24,243 \$ 6,471 \$ 17,692
Community Support Grants Internal Auditor Finance Juvenile Court Juvenile Probation Central Services	\$ 44,200 \$ 62,432 \$ 9,805 \$ 1,934 \$ 9,989 <u>\$92,585</u>
Net Change in Expenses	\$269,351 \$373,426