

item # 30

**City of Carson City  
Request for Board Action**

**Date Submitted:** 01/12/10

**Agenda Date Requested:** 01/21/10

**Time Requested:** 3 hours

**To:** Mayor and Supervisors

**From:** Nick Providenti, Director of Finance  
Lawrence A Werner P.E., P.L.S., City Manager

**Subject Title:** Discussion and action to adopt a "Cutback Program Priority List" for use in preparing the Carson City General Fund FY 2011 budget.

**Staff Summary:** The City Manager has asked elected officials and department heads to prepare a listing of programs that would equate to general fund budget cuts in the amount of 5%, 6% and 10% based on FY 2010 expenditures for possible use in preparing the FY 2011 budget. Once these programs were identified, the elected officials and department heads, as well as employee association leadership evaluated and ranked the programs - with the aggregate ranking attached.

The City Manager has also prepared his priority list, which is also attached.

Staff is seeking direction from the Board in prioritizing a cutback list that will be used in preparing the FY 2011 general fund budget.

**Type of Action Requested:** (check one)

☐ Resolution

☐ Ordinance

☒ Formal Action/Motion

☐ Other (Specify)

**Does this action require a Business Impact Statement:** ( ) Yes (X) No

**Recommended Board Action:** I move to adopt a "Cutback Program Priority List" for use in preparing the Carson City General Fund FY 2011 budget.

**Explanation for Recommended Board Action:** It is estimated that based on falling sales tax revenues, there will be a need to reduce expenditures in the FY 2011 general fund budget by around \$4 million. This priority list will provide staff with the programs and/or positions that will be reduced from the FY 2011 general fund budget, with the actual amount being dependent on reductions needed once revenue projections are finalized.

**Applicable Statute, Code, Policy Rule or Regulation:** n/a

**Fiscal Impact:** The adopting of the "Cutback Program Priority List" will not have a fiscal impact, but if expenditure reductions are needed, the FY 2011 general fund budget will be reduced accordingly with the reductions becoming effective on July 1, 2010.

**Explanation of Impact:** n/a

**Funding Source:** n/a

**Supporting Material:** Two "Cutback Program Priority Lists", one provided by elected officials, department heads, and employee association leadership and the other provided by the City Manager.

**Alternatives:** To give staff different direction.

**Prepared By:** Nick Providenti

**Reviewed By:** : *Thelma Shoults* Date: 1/12/10

(Department Head)

: *Melanie Bunketta* Date: 1.12.10

(City Manager)

: *Michael R. ...* Date: 1-12-10

(District Attorney)

: *Thelma Shoults* Date: 1/12/10

(Finance Director)

**Board Action Taken:**

Motion: \_\_\_\_\_ 1) \_\_\_\_\_ Aye/Nay  
2) \_\_\_\_\_  
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(Vote Recorded By)