

**Carson City  
Agenda Report**

**Date Submitted:** 08/25/15

**Agenda Date Requested:** 09/03/15

**Time Requested:** 5 minutes

**To:** Mayor and Supervisors

**From:** Nancy Paulson, Director of Finance

**Subject Title:** For Possible Action: Action to accept the report on the condition of each fund in the treasury and the statements of receipts and expenditures through August 25, 2015 per NRS 251.030 and NRS 354.290. (Nancy Paulson – npaulson@carson.org)

**Staff Summary:** NRS 251.030 requires the Finance Director (for the purpose of the statute acting as the County Auditor) to report to the Board of County Commissioners (or in our case the Board of Supervisors), at each regular meeting thereof, the condition of each fund in the treasury. NRS 354.290 requires the County Auditor to report to the Board of Supervisors a statement of revenues and expenditures based on the accounts and funds as were used in the budget. A more detailed accounting is available on the City's website – [www.carson.org](http://www.carson.org).

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

Resolution

Ordinance

Formal Action/Motion

Other (Specify) non-action item

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

**Recommended Board Action:** I move to accept the report on the condition of each fund in the treasury and the statements of receipts and expenditures through August 25, 2015 per NRS 251.030 and NRS 354.290.

**Explanation for Recommended Board Action:** A "Statement of Cash Receipts and Disbursements" is attached indicating the beginning balance, receipts, disbursements, and the ending balance of each cash account for every fund in the City as of August 25, 2015.

It is important to note that there will always be timing differences with these balances - for example while all departments take deposits to the bank on a daily basis, revenue reports are only prepared twice a month and there is usually a lag time between when the reports are prepared and when they are entered into the system.

**Applicable Statute, Code, Policy, Rule or Regulation:** NRS 251.030, NRS 354.290

**Fiscal Impact:** n/a

**Explanation of Impact:** n/a

**Funding Source:** n/a

**Alternatives:** n/a

**Supporting Material:** Report indicating cash balances for each fund

**Prepared By:** Nancy Paulson

Reviewed By: Nancy Paulson Date: 8/25/15  
(Department Head)

Wick Myrland Date: 8/25/15  
(City Manager)

[Signature] Date: 8/25/2015  
(District Attorney)

Nancy Paulson Date: 8/25/15  
(Finance Director)

**Board Action Taken:**

Motion: \_\_\_\_\_ 1) \_\_\_\_\_ Aye/Nay  
2) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(Vote Recorded By)  
\_\_\_\_\_

**STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS  
CITY OF CARSON CITY  
AS OF 08-25-2015**

| FUND                          | BEGINNING<br>BALANCE | RECEIPTS             | DISBURSEMENTS       | ENDING<br>BALANCE    |
|-------------------------------|----------------------|----------------------|---------------------|----------------------|
| 101 GENERAL FUND              | 4,562,506.60         | 1,651,047.01         | 2,994,342.43        | 3,219,211.18         |
| 201 AIRPORT                   | 0.07                 | -                    | -                   | 0.07                 |
| 202 COOPERATIVE EXTENSION     | 274,430.30           | -                    | 30,067.08           | 244,363.22           |
| 208 SUPPLEMENTAL INDIGENT     | 162,805.81           | -                    | 329.61              | 162,476.20           |
| 210 CAPITAL PROJECTS          | 686,282.91           | -                    | 9,759.82            | 676,523.09           |
| 215 SENIOR CITIZENS           | 56,644.32            | -                    | 18,472.19           | 38,172.13            |
| 225 CARSON CITY TRANSIT FUND  | 322,916.69           | 262,444.64           | 23,075.71           | 562,285.62           |
| 230 LIBRARY GIFT              | 163,186.93           | -                    | 15,871.02           | 147,315.91           |
| 236 ADMINISTRATIVE ASSESSMENT | 67,409.04            | -                    | 2,130.67            | 65,278.37            |
| 240 TRAFFIC/TRANSPORTATION    | 8,255.35             | -                    | 1,539.71            | 6,715.64             |
| 245 CAMPO                     | 69,215.94            | -                    | 188.16              | 69,027.78            |
| 250 REGIONAL TRANSPORTATION   | 557,415.94           | -                    | 70,654.45           | 486,761.49           |
| 253 V&T SPEC. INFRASTRUCTURE  | 11,509.96            | -                    | -                   | 11,509.96            |
| 254 QUALITY OF LIFE           | 3,354,578.59         | -                    | 240,357.92          | 3,114,220.67         |
| 256 STREET MAINTENANCE        | 439,244.83           | -                    | 137,624.07          | 301,620.76           |
| 257 INFRASTRUCTURE TAX        | 13,709,352.74        | -                    | 41,511.25           | 13,667,841.49        |
| 275 GRANT FUND                | 157,300.44           | 187,494.72           | 126,284.99          | 218,510.17           |
| 280 COMMISSARY FUND           | 101,104.10           | -                    | 3,717.33            | 97,386.77            |
| 287 911 SURCHARGE             | 802,683.59           | 624.75               | 105,918.48          | 697,389.86           |
| 330 CAPITAL FACILITIES        | 11,072.55            | -                    | -                   | 11,072.55            |
| 350 RESIDENTIAL CONSTRUCTION  | 226,888.38           | 1,000.00             | -                   | 227,888.38           |
| 410 DEBT SVC - CARSON CITY    | 826,628.56           | 246,672.56           | 31,447.00           | 1,041,854.12         |
| 501 AMBULANCE                 | 527,345.39           | -                    | 96,929.55           | 430,415.84           |
| 505 STORMWATER DRAINAGE       | 173,513.86           | 87,051.34            | 48,244.23           | 212,320.97           |
| 510 SEWER OPERATION           | 2,662,672.36         | 7,133,091.09         | 185,344.24          | 9,610,419.21         |
| 520 WATER                     | 1,351,834.56         | 1,273,884.16         | 331,627.41          | 2,294,091.31         |
| 525 BUILDING PERMITS          | 308,754.94           | 34,056.02            | 9,547.48            | 333,263.48           |
| 530 CEMETERY                  | 134,055.75           | -                    | 13,710.73           | 120,345.02           |
| 560 FLEET MANAGEMENT          | 123,746.13           | -                    | 48,319.71           | 75,426.42            |
| 570 GROUP MEDICAL INSURANCE   | 577,200.69           | -                    | 51,934.56           | 525,266.13           |
| 580 WORKERS COMPENSATION INS. | 3,413,751.55         | 9.78                 | 68,983.83           | 3,344,777.50         |
| 590 INSURANCE FUND            | 9,523.22             | -                    | 38,065.50           | (28,542.28) 2        |
| 602 REDEVELOPMENT: ADMINIST.  | 49,843.47            | -                    | 13,405.35           | 36,438.12            |
| 603 REDEVELOPMENT: REVOLVING  | 339,947.73           | -                    | 29,999.00           | 309,948.73           |
| 604 REDEVELOPMENT: TAX INCRE. | 270,101.57           | -                    | -                   | 270,101.57           |
| 730 SCHOOL DEBT SERVICE       | 8,139,525.66         | -                    | -                   | 8,139,525.66         |
| 740 TOURISM AUTHORITY         | 1,024,286.30         | -                    | 48,676.47           | 975,609.83           |
| 748 SCHOOL OPERATING FUND     | 1,082,197.41         | -                    | -                   | 1,082,197.41         |
| 749 TRICOUNTY RAILWAY COMMISS | 206,310.59           | -                    | 5,806.06            | 200,504.53           |
| 750 STATE OF NEVADA           | 375,081.97           | -                    | 41.50               | 375,040.47           |
| 752 RANGE IMPROVEMENT         | 131.70               | -                    | -                   | 131.70               |
| 754 SIERRA FOREST FIRE PROT   | 480.89               | -                    | -                   | 480.89               |
| 756 EAGLE VALLEY WTR DIST     | 1,987.08             | -                    | -                   | 1,987.08             |
| 760 SUB-CONSERVANCY DISTRICT  | 9,018.46             | -                    | 19,211.46           | (10,193.00) 1        |
| 765 FISH AND GAME FUND        | 2,456.88             | -                    | -                   | 2,456.88             |
| 770 FORFEITURE ACCOUNT        | 93,515.88            | -                    | -                   | 93,515.88            |
| 793 CONTROLLER TRUST FUND     | 2,942.88             | -                    | -                   | 2,942.88             |
| <b>GRAND TOTAL - 47 FUNDS</b> | <b>47,451,660.56</b> | <b>10,877,376.07</b> | <b>4,863,138.97</b> | <b>53,465,897.66</b> |

1. Timing differences - waiting for reimbursements and most of the revenues for August have not been posted.

2. Journal entry needs to be done to transfer internal service charges from various other funds.