



## STAFF REPORT

**Report To:** Board of Supervisors                      **Meeting Date:** December 15, 2022

**Staff Contact:** Andrew Rasor, Carson City Treasurer

**Agenda Title:** For Possible Action: Discussion and possible action regarding the Treasurer's monthly statement of all money on deposit, outstanding checks and cash on hand for November 2022 submitted per Nevada Revised Statutes ("NRS") 354.280. (Andrew Rasor, arasor@carson.org)

Staff Summary: NRS 354.280 requires the Treasurer to keep a record of the source and amount of all receipts, apportionments to, payments from and balances in all funds and to submit to the Board of Supervisors each month a statement containing that information for the previous month. The Treasurer must report the balance in each county, state and special fund, together with a statement of all money on deposit, outstanding checks against that money and cash on hand.

**Agenda Action:** Formal Action / Motion                      **Time Requested:** Consent

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### **Proposed Motion**

I move to accept the report.

### **Board's Strategic Goal**

Efficient Government

### **Previous Action**

N/A

### **Background/Issues & Analysis**

The monthly statement of the Treasurer is attached, containing a summary of all receipts, apportionments to, payments from and balances in all funds and separate accounts for the month of November 2022, as required by NRS 354.280. Detailed information is available at the Treasurer's Office or the Carson City Finance Department. It is important to note that there will always be timing differences with these balances. For example, while all departments submit deposits to the bank on a daily basis, there is usually a delay between when the reports are prepared and when they are entered into the system.

### **Applicable Statute, Code, Policy, Rule or Regulation**

NRS 354.280

### **Financial Information**

**Is there a fiscal impact?** No

**If yes, account name/number:**

**Is it currently budgeted?**

**Explanation of Fiscal Impact:** N/A

**Alternatives**

N/A

**Attachments:**

[BOS Monthly Report November 2022.pdf](#)

**Board Action Taken:**

Motion: \_\_\_\_\_ 1) \_\_\_\_\_  
2) \_\_\_\_\_

Aye/Nay

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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



December 6, 2022

Carson City Board of Supervisors  
 201 N. Carson Street, Suite 2  
 Carson City, Nevada 89701

Re: Nevada Revised Statute 354.280  
 Monthly Statement of Carson City Treasurer: month ending November 30, 2022

Dear Mayor Bagwell, Supervisor Giomi, Supervisor White, Supervisor Jones, and Supervisor Schuette,

Pursuant to Nevada Revised Statutes 354.280, I hereby submit this summary record to you of the source and amount of all receipts, apportionments to, payments from, and balances in all funds and separate accounts for the Consolidated Municipality of Carson City:

<b>BANKING</b>		
<b>CASH ON DEPOSIT</b> (account balance at month's end)	<b>OUTSTANDING CHECKS</b> (outstanding general account + outstanding payroll account = outstanding checks balance)	<b>BOOK BALANCE</b> (ending account balance - outstanding checks = book balance)
\$ 10,945,038.78	\$535,630.59	\$10,409,408.19

<b>INVESTMENTS</b> (reported at market value)	
LOCAL GOVERNMENT INVESTMENT POOL	\$ 27,914,432.07
GPA/ ZION'S BANK	\$ 75,604,973.21
FHN/ ZION'S BANK	\$ 70,022,687.68
COMBINED TOTAL OF INVESTMENT PORTFOLIO	\$173,542,092.96

<b>PROPERTY TAX COLLECTION</b> (property taxes collected and posted to the general ledger for this reported period)		
SECURED PROPERTY TAX APPORTIONMENT	UNSECURED PROPERTY TAX APPORTIONMENT	TOTAL
\$635,423.46	\$27,241.08	\$662,664.54

Please note that this report does not reflect timing differences which are comprised of cash deposits in transit, unsettled credit card transactions, and direct deposits such as amounts due from the State of Nevada which have not posted yet to our general ledger. Should you need more detailed information about these funds, please contact the Office of the Treasurer or the Carson City Finance Department, and we will make this information available to you.

Sincerely,

Andrew Rasor, Treasurer  
 Consolidated Municipality of Carson City

OFFICE OF THE TREASURER  
 Consolidated Municipality of Carson City, Nevada  
 201 North Carson Street, Suite 5 • Carson City, NV 89701  
 Office: (775) 887-2092 • Fax: (775) 887-2102  
 Email: [treasurer@carson.org](mailto:treasurer@carson.org)