Agenda Item No: 19.B

STAFF REPORT

Report To: Board of Supervisors **Meeting Date:** April 20, 2023

Staff Contact: Sheri Russell-Benabou, Chief Financial Officer

Agenda Title: For Possible Action: Discussion and possible action on direction to staff concerning the proposed Carson City Fiscal Year ("FY") 2024 Tentative Budget and supplemental requests, which includes the General Fund, Special Revenue Funds, Enterprise Funds and all other budgeted funds. (Sheri Russell-Benabou, srussell@carson.org)

Staff Summary: The purpose of this item is to review the proposed FY 2024 Carson City Tentative Budget which includes the FY 2024 base budget (contractually required increases and zero increase to services and supplies). Staff will provide a presentation on both the Tentative Budget and the supplemental requests which include additions and reductions in services and supplies. All approved supplemental requests will be added to the Final Budget, and City department directors and elected officials may be available for questions on specific items.

Agenda Action: Formal Action / Motion **Time Requested:** 1.5 Hours

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Proposed Motion

I move to approve the proposed Tentative Budget and direct staff to implement the approved supplemental requests and any changes discussed today, and to return to this Board with a final budget for adoption at a public hearing to be scheduled for May 18, 2023.

Board's Strategic Goal

Efficient Government

Previous Action

February 16, 2023 (Item 19A) - Staff presented assumptions to be used for the FY 2024 Budget and obtained direction on the Property Tax Rate.

Background/Issues & Analysis

Staff will present the final assumptions used to build the budget and the outlook for the future; there were very few changes from the assumptions outlined at the February 16, 2023, meeting of the Board of Supervisors. The only significant change is that health insurance came in at a 2% increase over the prior year, as opposed to the 10% initially budgeted. This reduction has been included in the Tentative Budget.

The FY 2024 Carson City Tentative Budget was filed with the Department of Taxation on April 15, 2023, as required.

The Tentative Budget presented is the City's Base Budget, which includes contractual increases such as salary increases due to employment agreements, employee benefit negotiated increases, PERS rate increases, other contractual increases such as State passthrough amounts, and no other increases to services and supplies.

Applicable Statute, Code, Policy, Rule or Regulation
NRS Chapter 354

Financial Information
Is there a fiscal impact? Yes

If yes, account name/number: See FY 2024 Carson City Tentative Budget document.

Is it currently budgeted? No

Explanation of Fiscal Impact: This process creates the FY 2024 Budget.

Alternatives
Do not approve the proposed tentative budget and/or amend for final budget.

Attachments:
FY 2024 Budget Citywide Tentative Presentation.pdf

BOS Supplemental Agenda and Support - FINAL.pdf

Budget 2024 CC - TENTATIVE.pdf

BUDGET DETAIL FY24 - CC.pdf

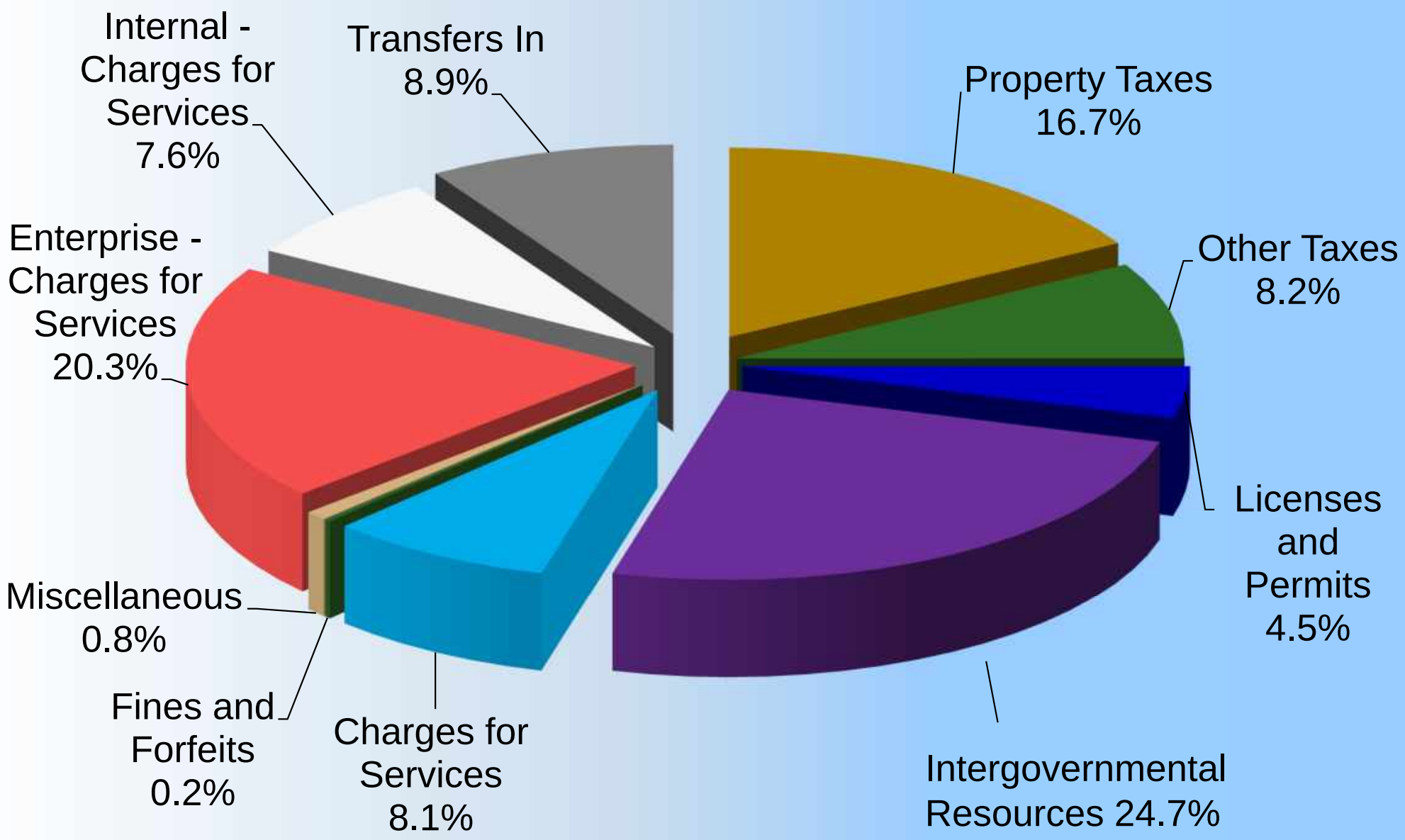
Board Action Taken:

Motion: _____	1) _____	Aye/Nay
	2) _____	_____
		_____
		_____
		_____
		_____

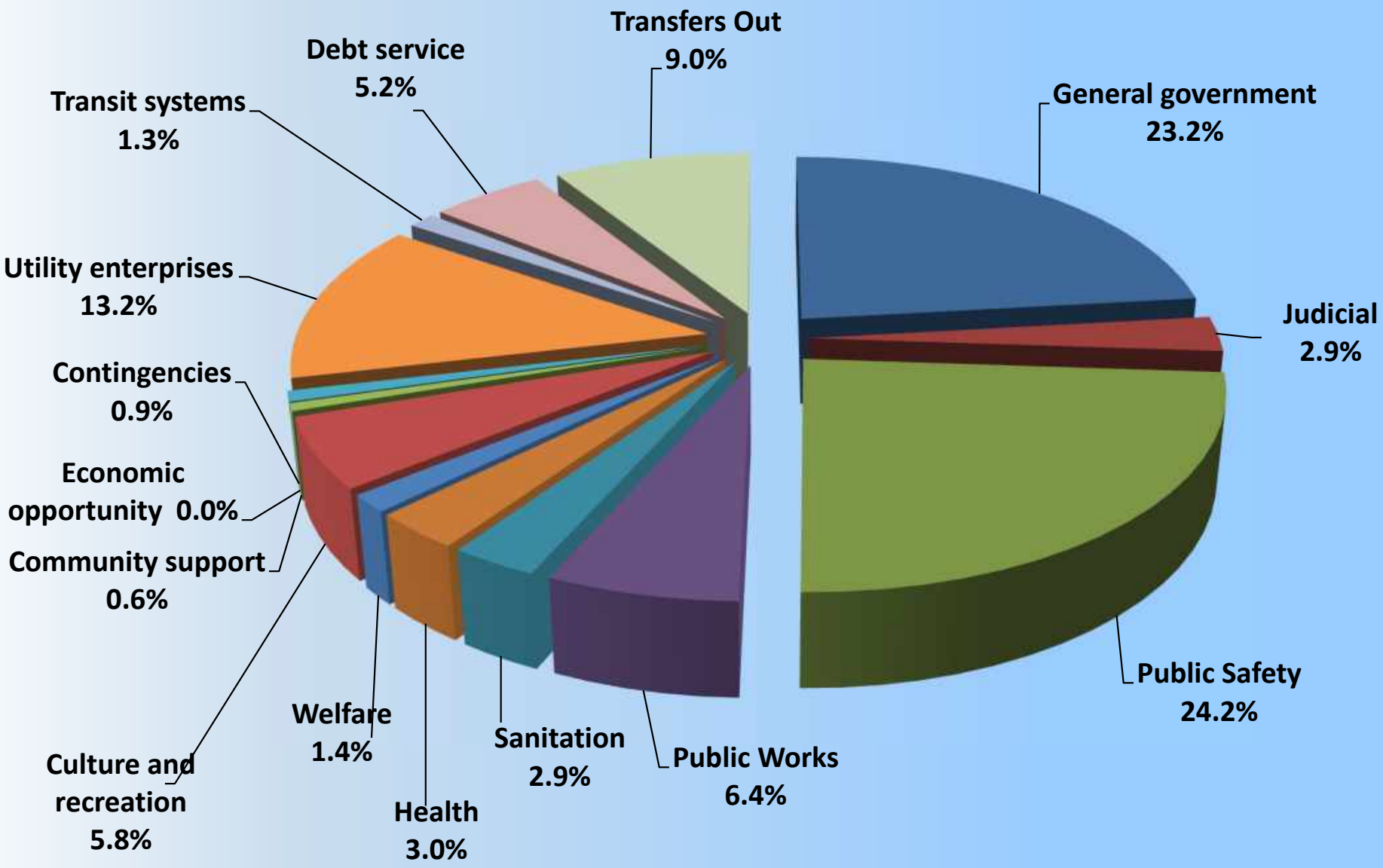
_____
(Vote Recorded By)

Carson City
FY 2024 Tentative Budget

All Funds Revenue Summary



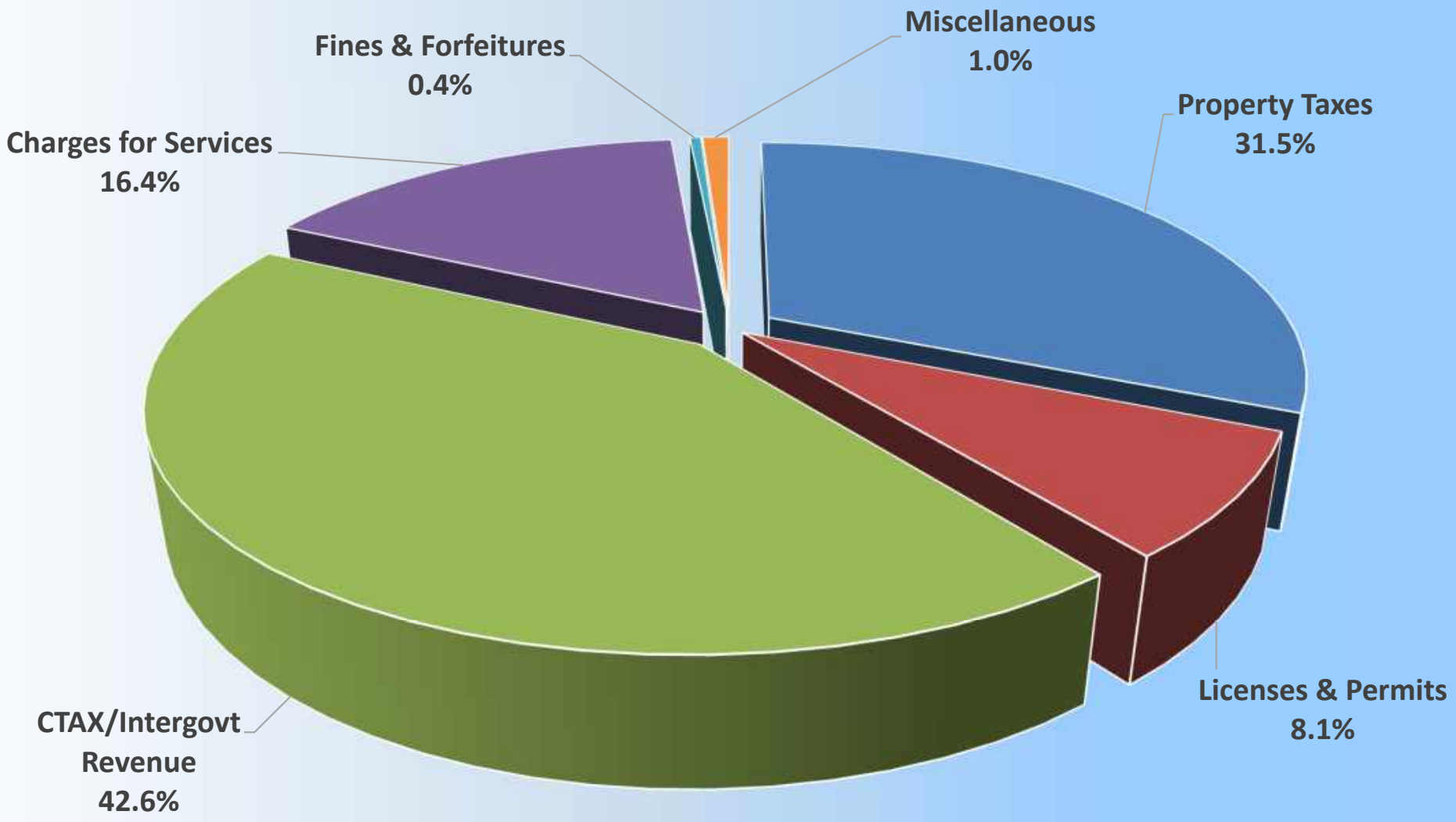
All Funds Expenditure Summary



Summary – All Funds

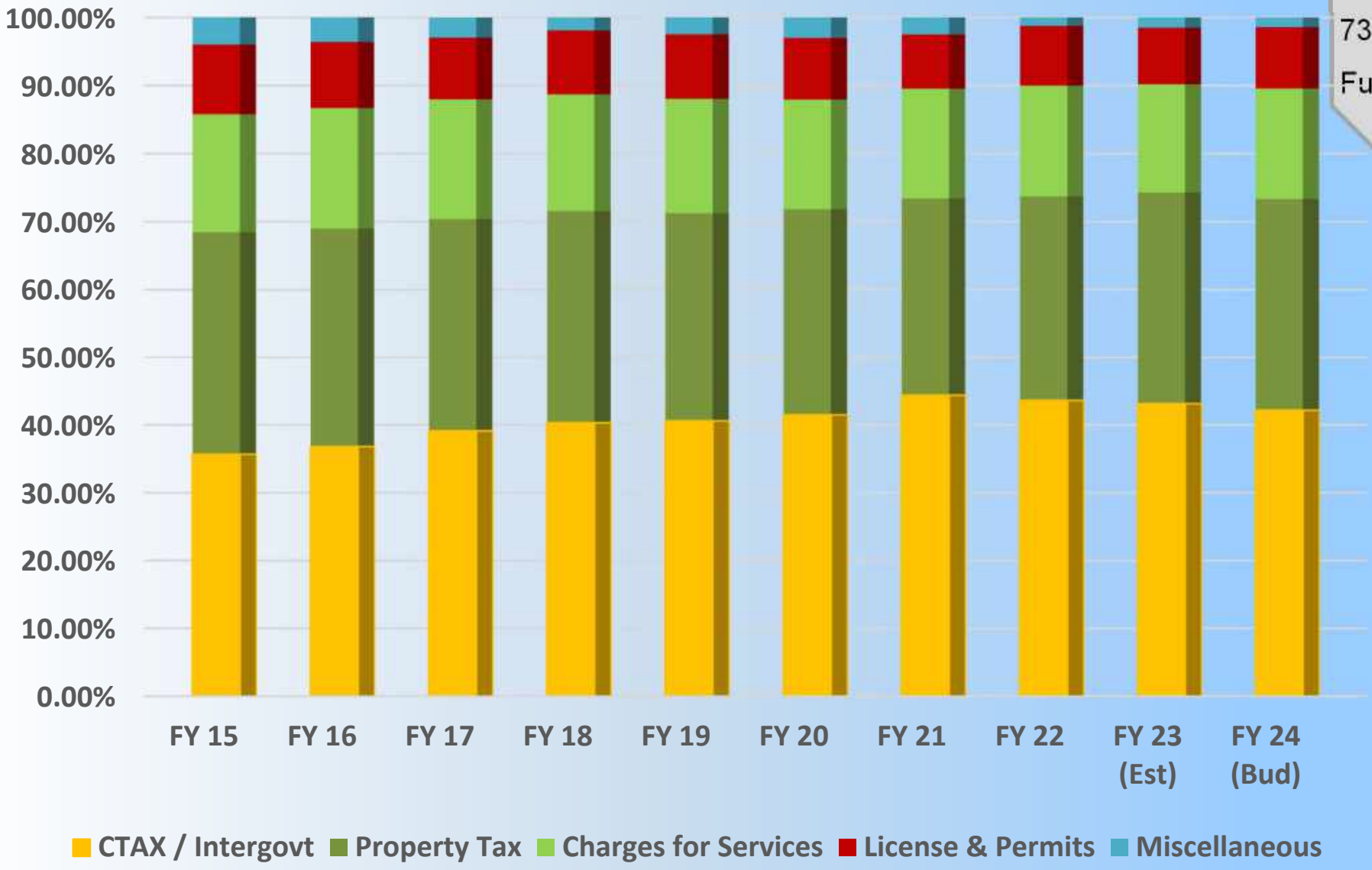
REVENUES:	ACTUAL PRIOR YEAR 06/30/22 (1)	ESTIMATED CURRENT YEAR 06/30/23 (2)	BUDGET YEAR 06/30/2024 (3)		PROPRIETARY FUNDS BUDGET YEAR 06/30/24 (4)		TOTAL (MEMO ONLY) COLUMNS 3+4 (5)
Property Taxes	33,052,067	34,482,505	35,933,692		-		35,933,692
Other Taxes	17,061,219	17,852,547	17,702,155		-		17,702,155
Licenses and Permits	9,797,992	9,387,331	9,501,179		-		9,501,179
Intergovernmental Resources	59,649,717	102,648,693	53,097,892		-		53,097,892
Charges for Services	16,628,237	16,274,356	17,374,749		59,774,709		77,149,458
Fines and Forfeits	458,340	438,000	438,000		-		438,000
Miscellaneous	300,179	2,448,974	1,491,950		206,634		1,698,584
TOTAL REVENUES	136,947,751	183,532,406	135,539,617		59,981,343		195,520,960
EXPENDITURES/EXPENSES							
General government	26,768,009	73,698,303	31,849,299		17,404,815		49,254,114
Judicial	5,490,808	6,687,722	6,100,038		-		6,100,038
Public Safety	43,011,807	58,409,929	44,750,454		6,744,692		51,495,146
Public Works	12,958,338	27,967,595	13,529,677		-		13,529,677
Sanitation	4,875,822	9,912,259	6,232,577		-		6,232,577
Health	6,496,044	12,884,209	6,263,764		170,136		6,433,900
Welfare	3,080,749	5,040,802	3,069,888		-		3,069,888
Culture and recreation	9,977,450	27,365,873	12,304,045		-		12,304,045
Community support	722,552	19,345,109	1,356,254		-		1,356,254
Economic opportunity	578,161	1,322,314	-		-		-
Contingencies	-	1,986,465	1,842,515		-		1,842,515
Utility enterprises	-	-	-		27,953,325		27,953,325
Transit systems	2,577,395	4,109,903	2,682,522		-		2,682,522
Airports	711,828	619,488	-		-		-
Debt service: Principal	6,376,907	6,055,030	5,899,700		-		5,899,700
Interest cost	2,211,949	2,341,032	2,368,913		2,777,719		5,146,632
TOTAL EXPENDITURES/EXPENSES	125,837,819	257,746,033	138,249,646		55,050,687		193,300,333

General Fund Revenues

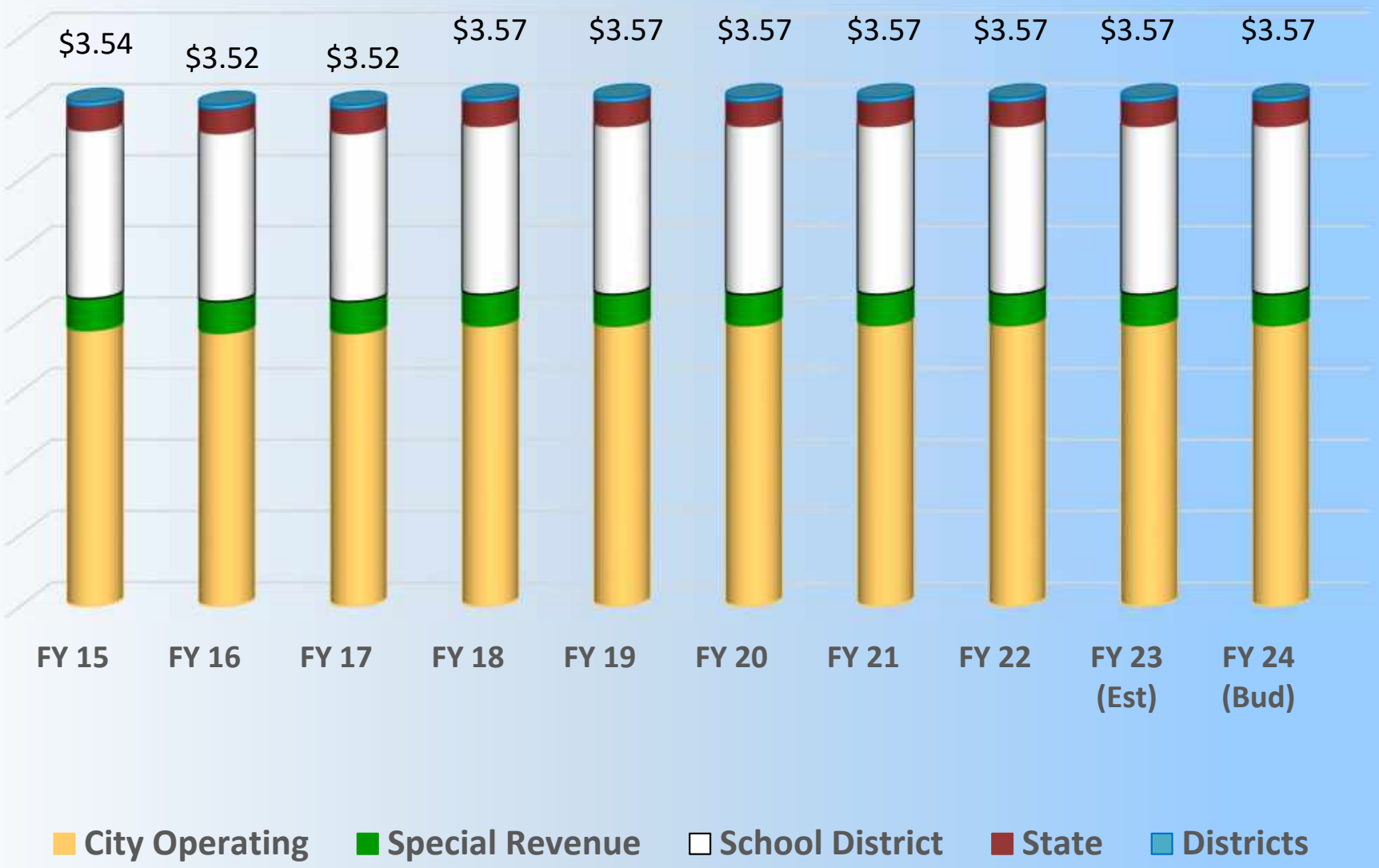


General Fund Revenues - *Historical*

Property Tax & CTAX make up 73% of General Fund Revenues



Carson City Property Tax Rates



FY 2023 Countywide Tax Rates

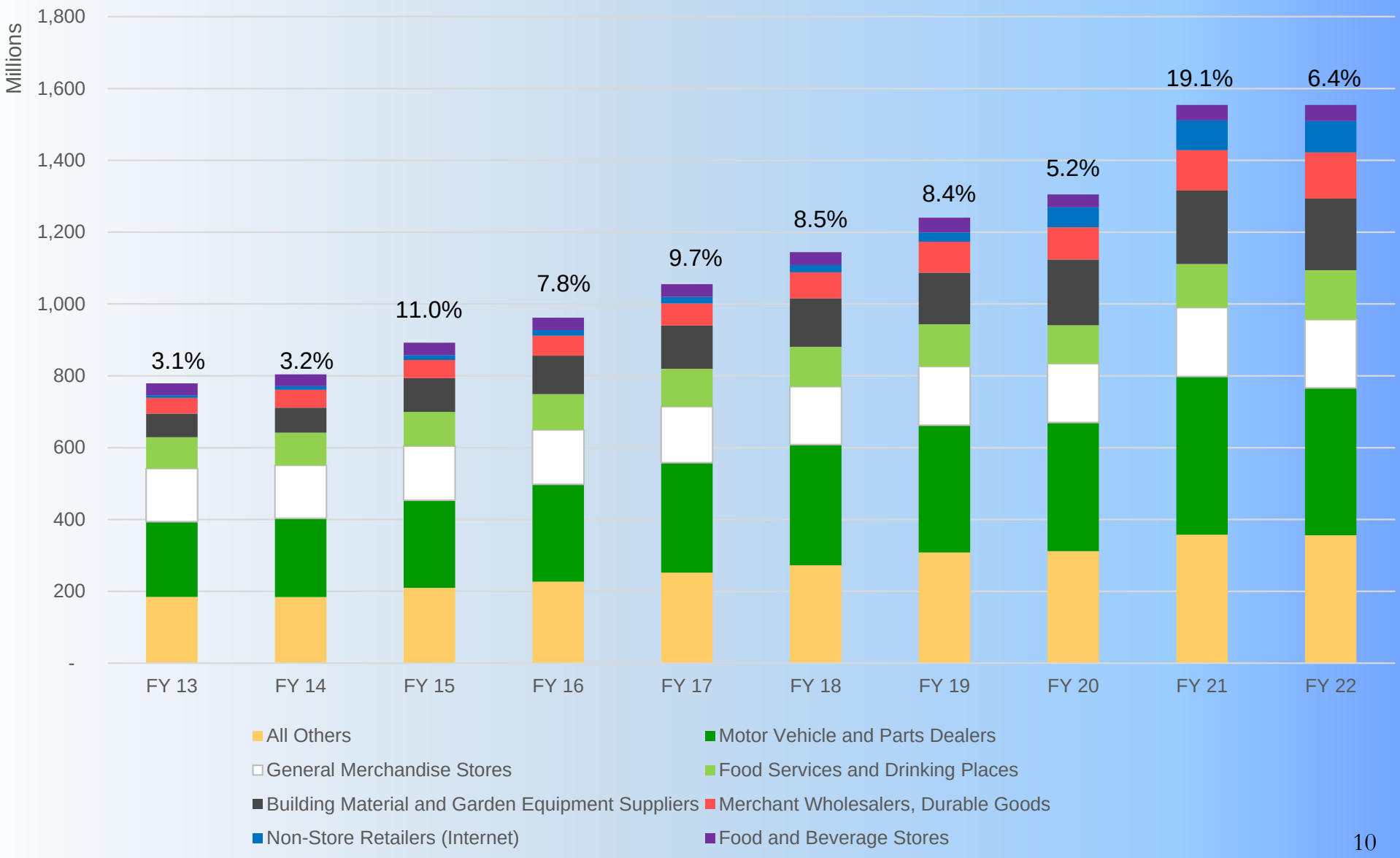
- Churchill $3.6600
- **Douglas $3.6600**
- Elko $3.6600
- Lander $3.6600
- Lincoln $3.6600
- **Lyon $3.6600**
- Mineral $3.6600
- Nye $3.6600
- **Washoe $3.6600**
- White Pine $3.6600
- Pershing $3.6592
- **Carson City $3.5700**
- Storey $3.4607
- Clark $3.4030
- Humboldt $3.1716
- Esmeralda $3.1191
- Eureka $2.0896

* Red book not published yet for FY 2024, subject to change.

General Fund Assessed Valuation & Property Tax Revenues

- Assessed Values up 12.4%
- FY 24 Tax cap 3.0% for residential & 8% for commercial property

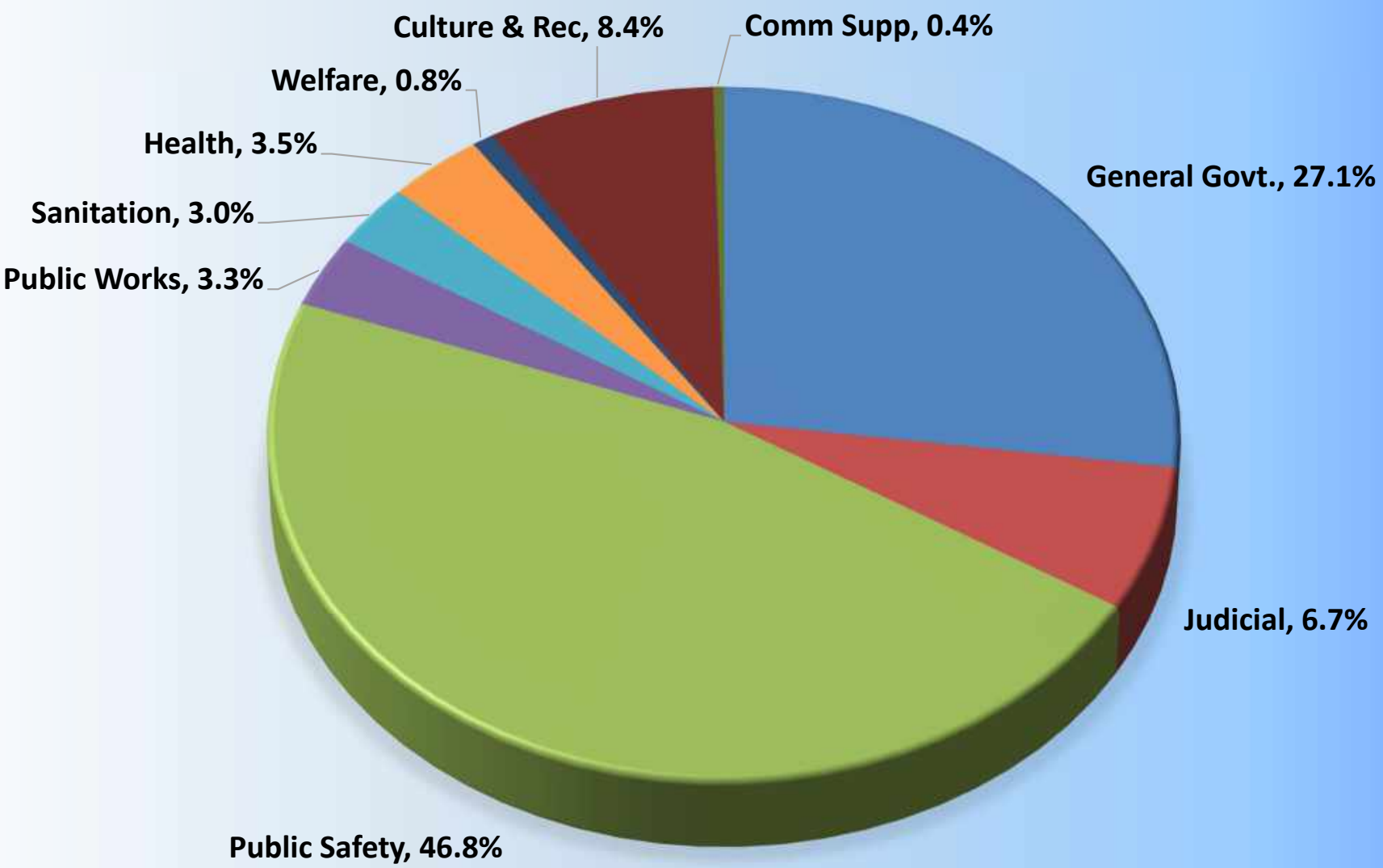
Carson City Taxable Sales (In Millions)



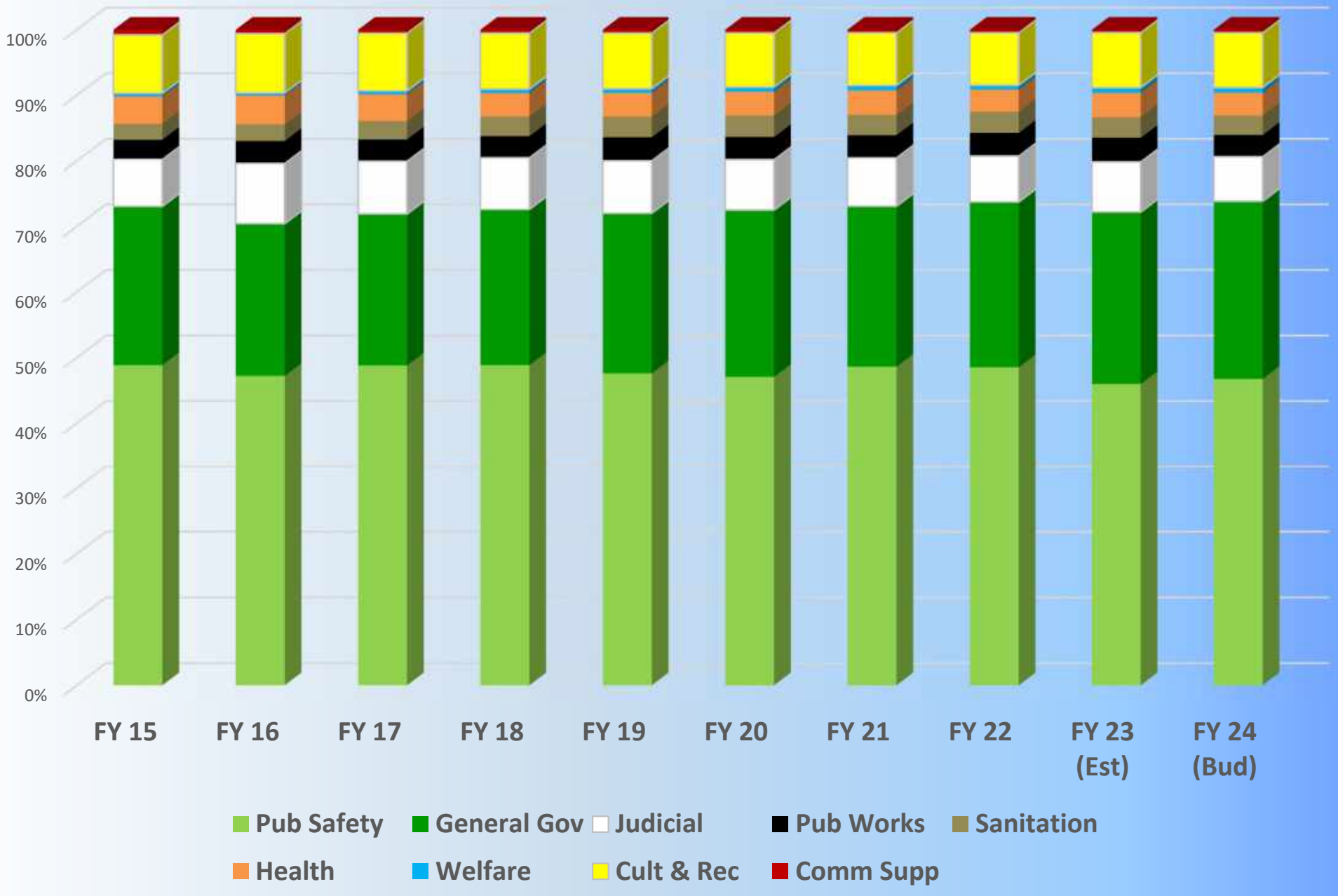
CONSOLIDATED TAX HISTORY (Millions)

- Growth
  - 1% FY 22
  - 0% FY 23
  - 2% FY 24

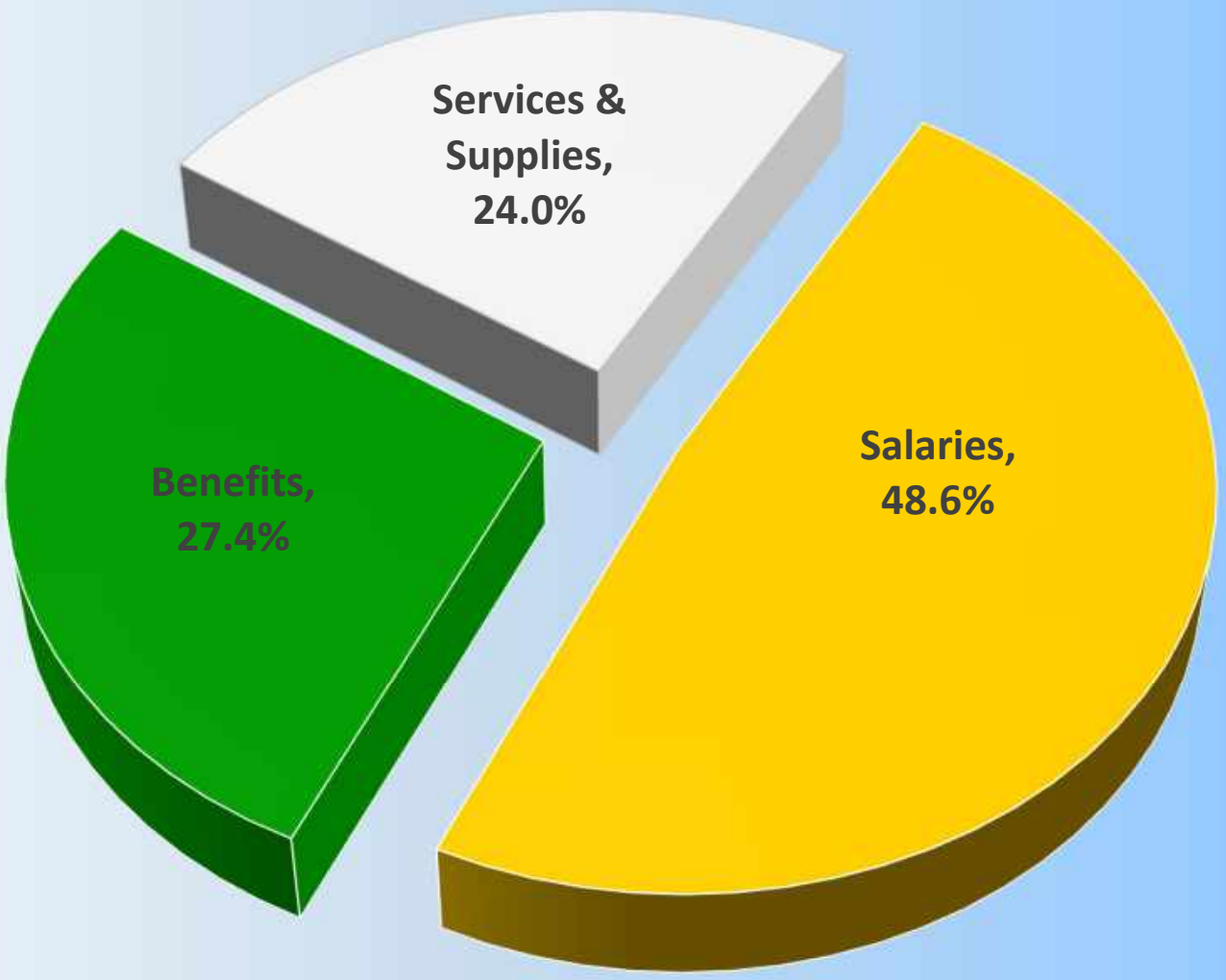
General Fund Expenditures



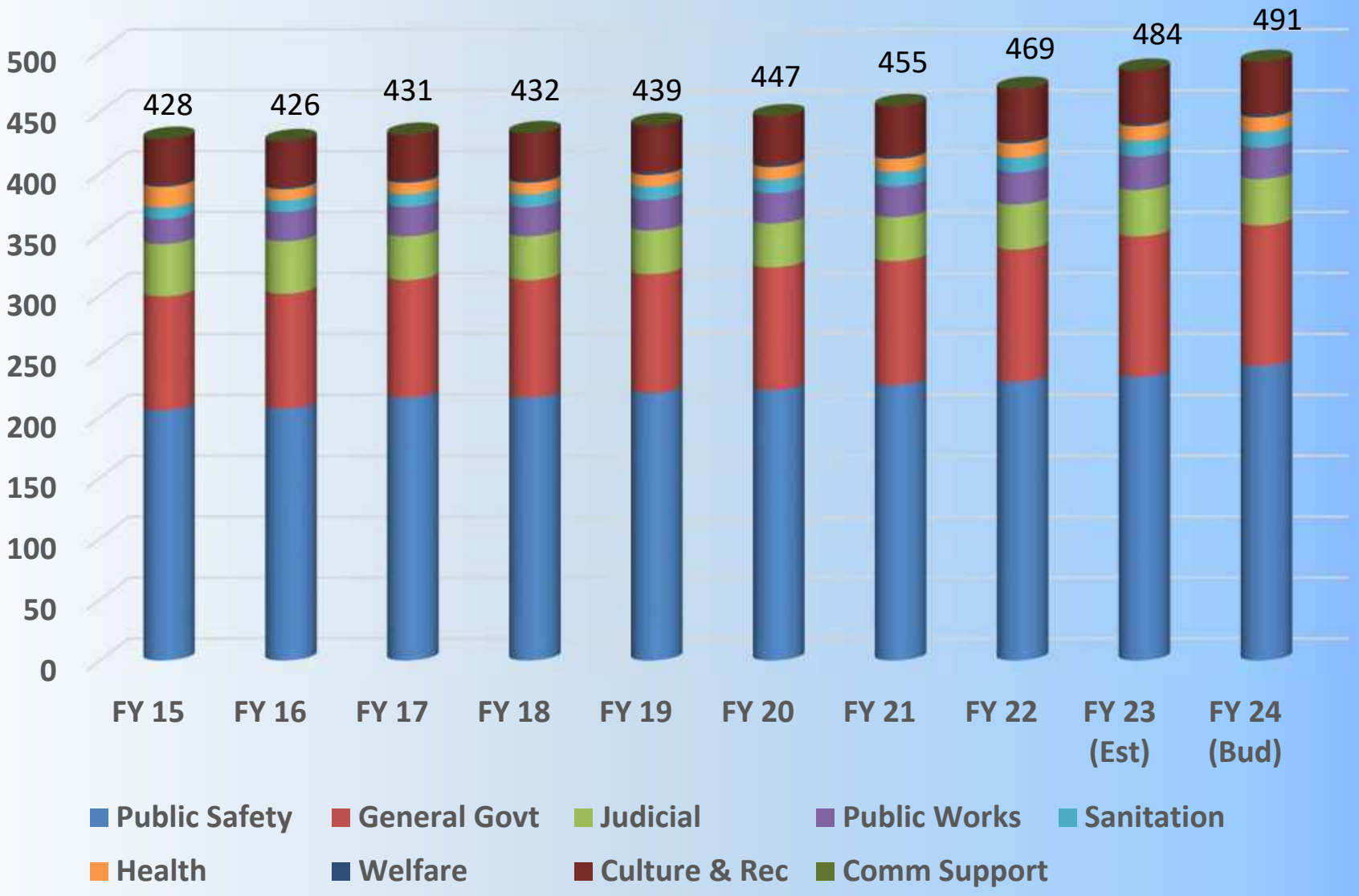
General Fund Expenditures - *Historical*



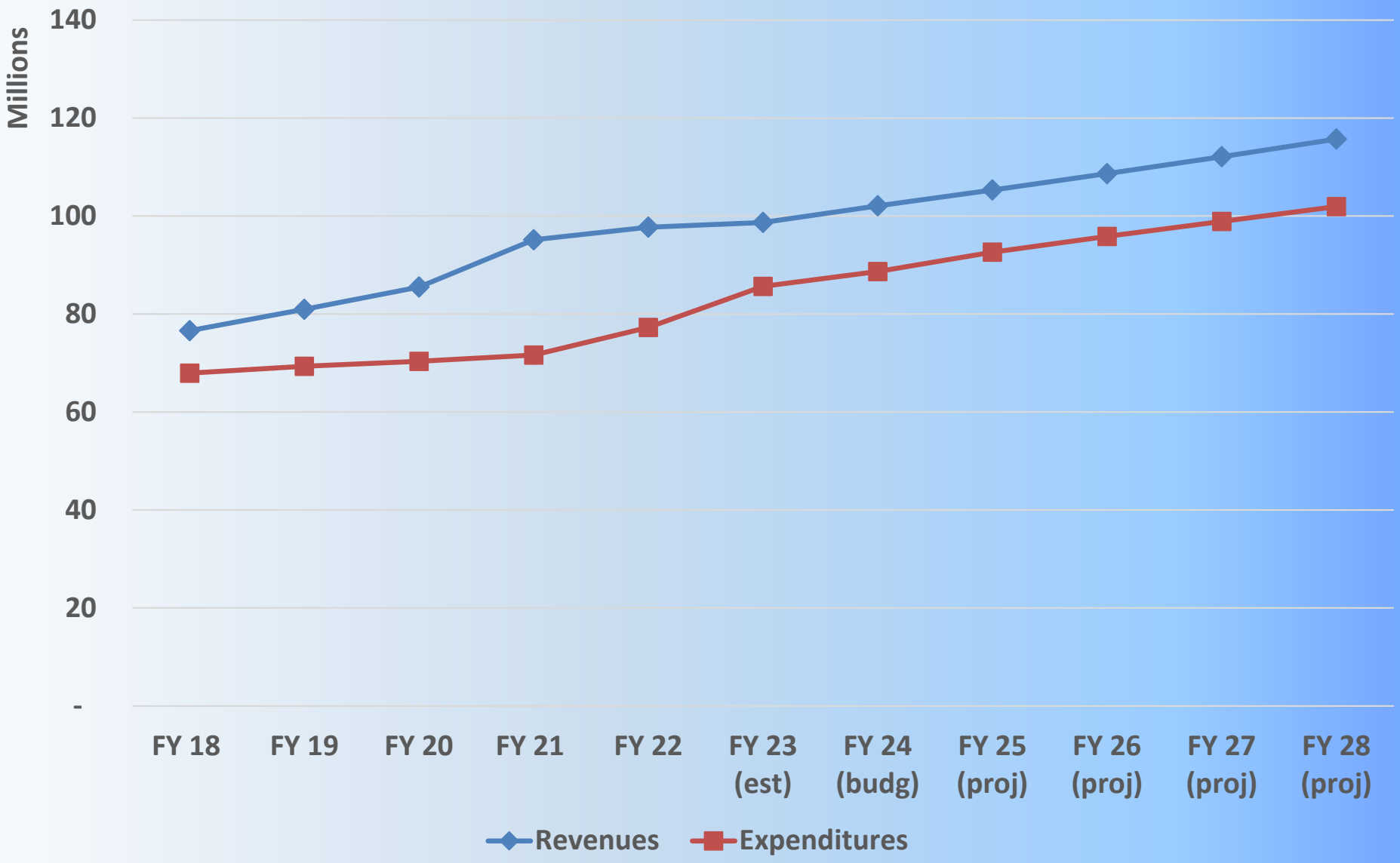
FY 2024 Expenditure Categories



General Fund Employees



General Fund Operating Revenues vs. Operating Expenditures



FY 2024 General Fund Revenues

- ***Property Taxes*** – The Board approved staff recommendations to prepare the budget using a $3.57 property tax rate for 2024. Assessed valuation is increasing by 12.4%, the property tax cap is **3.0%** on residential and **8%** on commercial property. Property tax revenues are expected to increase by $1,383,560 (4.5%) for FY 2024 (from the FY 2023 Budget).

- ***Consolidated Taxes*** – Staff is budgeting a 0% increase for FY 2023 due to the large inflation rates and global uncertainty, and a 2% increase in FY 2024.

- ***Licenses and Permits*** – Franchise fees are estimated to be approximately equal to the amount originally budgeted for FY 2023. For FY 2024, we increased these revenues by 1.1%.

- ***Charges for Services*** –Landfill fees are estimated to be approximately $1,057,224 (15.3%) higher than FY 2023, given the approved rate increases starting July 1, 2023. Most other Charges for Services are budgeted at a 2% increase.

GENERAL FUND					
Budget Worksheet	**FY 2022 ACTUAL**	**FY23 ESTIMATED**	**FY 2024 PROJECTION**	**% CHANGE**	**$ CHANGE**
Beginning Fund Balance	$ 26,389,284	$ 20,398,497	$ 12,153,436		
Total Revenues	97,725,317	98,682,171	102,083,237	**3.4%**	**3,401,066**
Transfers In	257,017	245,111	195,792	**-20.1%**	**(49,319)**
Total Sources	**124,371,618**	**119,325,779**	**114,432,465**		
Total Expenditures	77,274,014	85,630,668	87,075,860	**1.7%**	**1,445,192**
Contingency	-	1,986,465	1,842,515	**-7.2%**	**(143,950)**
Supplemental Requests	-	-	1,592,152		**1,592,152**
CIP Funding	21,450,497	15,138,631	9,595,571	**-36.6%**	**(5,543,060)**
Transfers Out	5,248,610	4,416,579	4,443,014	**0.6%**	**26,435**
Ending Fund Balance	20,398,497	12,153,436	9,883,353	**-18.7%**	**(2,270,083)**
Total Uses	**$ 124,371,618**	**$ 119,325,779**	**$ 114,432,465**		
Ending Fund Balance as a % of Expenditures	**26.40%**	**14.2%**	**11.0%**		

General Fund Long Term Analysis

Budget Worksheet	FY24 PROJECTION	FY25 PROJECTION	FY26 PROJECTION	FY27 PROJECTION	FY28 PROJECTION
Beginning Fund Balance	$ 12,153,436	$ 9,883,353	$ 10,783,998	$ 11,687,339	$ 12,597,424
Total Revenues	102,083,237	105,314,367	108,657,623	112,121,462	115,706,897
Transfers In	195,792	195,792	195,792	195,792	195,792
Total Sources	**114,432,465**	**115,393,512**	**119,637,413**	**124,004,593**	**128,500,113**
Total Expenditures	87,075,860	91,106,933	94,318,283	97,369,270	100,407,594
Courts Expansion	-	-	759,989	797,988	837,888
Contingency	1,842,515	1,500,000	1,500,000	1,500,000	1,500,000
Supplemental Requests	1,592,152	1,592,152	1,592,152	1,592,152	1,592,152
CIP Funding	9,595,571	6,158,106	5,640,896	6,002,351	6,518,213
Transfers Out	4,443,014	4,252,323	4,138,755	4,145,407	4,150,984
Ending Fund Balance	9,883,353	10,783,998	11,687,339	12,597,424	13,493,282
Total Uses	**$ 114,432,465**	**$ 115,393,512**	**$ 119,637,413**	**$ 124,004,593**	**$ 128,500,113**
Ending Fund Balance as a % of Expenditures	**11.0%**	**11.5%**	**12.0%**	**12.5%**	**13.0%**

Capital Project Funds

Capital Project Funds are used to account for the acquisition and construction of major capital facilities other than those financed by Proprietary Funds.

Capital Projects Fund – used to account for the acquisition and construction of major capital facilities other than those in Enterprise Funds.

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
Taxes	$ 781,968	$ 808,757	$ 840,553	**3.93%**	$ 31,796
Miscellaneous	(347,928)	760,897	50,000	**-93.43%**	(710,897)
Surplus Sales	34,865	22,325	-	**-100.00%**	(22,325)
Transfers In	11,725,972	11,178,800	8,770,267	**-21.55%**	(2,408,533)
Bond Proceeds	8,778,310	-	-	**-100.00%**	-
Beginning Fund Balance	10,814,404	23,149,500	5,000	**-99.98%**	(23,144,500)
TOTAL	**$ 31,787,591**	**$ 35,920,279**	**$ 9,665,820**	**-73.09%**	**$ (26,254,459)**
EXPENDITURE					
Service & Supplies	$ 1,678,534	$ 6,063,144	$ -	**-100.00%**	(6,063,144)
Capital Outlay	6,597,510	29,489,882	9,298,511	**-68.47%**	(20,191,371)
Transfers	362,047	362,253	362,309	**0.02%**	56
Ending Fund Balance	23,149,500	5,000	5,000	**0.00%**	-
TOTAL	**$ 31,787,591**	**$ 35,920,279**	**$ 9,665,820**	**-73.09%**	**$ (26,254,459)**
FTE	**0**	**0**	**0**		

Infrastructure Fund – used to account for the 0.125% sales tax to fund infrastructure projects as identified in the Plan of Expenditure.

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
Sales Tax	$ 1,956,356	$ 1,956,356	$ 1,995,483	**2.00%**	$ 39,127
Miscellaneous	(31,557)	21,482	20,000	**-6.90%**	(1,482)
Intergovernmental	-	9,300,000	-	**-100.00%**	(9,300,000)
Bond Proceeds	-	6,476,050	-	**-100.00%**	$ (6,476,050)
Beginning Balance	1,335,122	2,104,057	100,000	**-95.25%**	(2,004,057)
TOTAL	**$ 3,259,921**	**$ 19,857,945**	**$ 2,115,483**	**-89.35%**	**$ (17,742,462)**
EXPENDITURE					
Service & Supplies	$ 2,214	$ 265,717	$ 300	**-99.89%**	$ (265,417)
Capital Outlay	378,175	18,716,303	963,633	**-94.85%**	$ (17,752,670)
Debt Service	775,475	775,925	1,051,550	**35.52%**	275,625
Ending Fund Balance	2,104,057	100,000	100,000	**0.00%**	-
TOTAL	**$ 3,259,921**	**$ 19,857,945**	**$ 2,115,483**	**-89.35%**	**$ (17,742,462)**
FTE	**0**	**0**	**0**		

Special Revenue Funds

Special Revenue Funds are used to account for and report the proceeds of specific revenue sources such as property taxes, fuel taxes, sales taxes, and state and federal grants that are legally restricted to expenditure for specified purposes. The City currently maintains 20 Special Revenue Funds.

Quality of Life Fund – used to account for the 0.25% sales tax override for the Question 18, Quality of Life Initiative

Quality of Life Fund FY 2024 Budget	20% Park Maintenance	40% Park Capital	40% Open Space	Fund Total
Revenues				
Beginning Balance	115,000	55,000	80,000	250,000
Sales Tax Revenue	**815,821**	**1,631,643**	**1,631,643**	**4,079,107**
Leases				
Interest Income	4,000	8,000	8,000	20,000
	934,821	1,694,643	1,719,643	4,349,107
Expenses				
Salaries, Wages and Benefits	284,245	54,992	862,135	1,201,372
Services and Supplies	152,028	63,905	515,379	731,312
Undesignated Projects	167,756	878,941	262,129	1,308,826
Boys & Girls Club	120,000			120,000
Transfer Out - General Fund (Pool)	145,792			145,792
Transfer Out - General Fund (MAC)	50,000			50,000
Transfer Out - Debt Service		641,805		641,805
Transfer Out - Group Medical				0
Total	919,821	1,639,643	1,639,643	4,199,107
Ending Balance - June 30, 2023	15,000	55,000	80,000	150,000

Regional Transportation Fund – used to account for the 9 cent per gallon County Option fuel tax to be used for street & highway construction and maintenance.

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
County Option Fuel Tax	$ 4,501,885	$ 4,986,794	$ 4,835,671	**-3.03%**	$ (151,123)
Licenses and Permits	346,974	350,000	350,000	**0.00%**	-
Intergovernmental	1,296,894	5,841,311	213,806	**-96.34%**	(5,627,505)
Miscellaneous	11,510	155,600	80,000	**-48.59%**	(75,600)
Op Trans - Infrastructure	753,000	-	-	**0.00%**	-
Beginning Balance	3,861,679	5,190,757	100,000	**-98.07%**	(5,090,757)
TOTAL	**$ 10,771,942**	**$ 16,524,462**	**$ 5,579,477**	**-66.24%**	**$ (10,944,985)**
EXPENDITURE					
Salary	$ 231,368	$ 466,887	$ 474,627	**1.66%**	$ 7,740
Benefits	129,933	227,908	260,204	**14.17%**	32,296
Service & Supplies	435,548	1,216,556	1,015,746	**-16.51%**	(200,810)
Capital Outlay	3,140,074	12,863,646	2,076,924	**-83.85%**	(10,786,722)
Op Trans - Debt Service	1,580,472	1,580,055	1,580,174	**0.008%**	119
Op Trans - CAMPO Fund	13,040	19,410	21,802	**12.32%**	2,392
Op Trans - SCNID	50,750	50,000	50,000	**0.00%**	-
Ending Fund Balance	5,190,757	100,000	100,000	**0.00%**	-
TOTAL	**$ 10,771,942**	**$ 16,524,462**	**$ 5,579,477**	**-66.24%**	**$ (10,944,985)**
FTE	**5.25**	**6.25**	**6.25**		25

Street Maintenance Fund – used to account for all street maintenance activities funded by 5.35 cents per gallon State fuel taxes, 1 cent County Option fuel tax and 0.25% sales tax.

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
Sales / Fuel Tax	$ 4,356,693	$ 4,573,829	$ 4,561,376	**-0.27%**	$ (12,453)
Federal Grants	4,331	-	-	**0.00%**	-
State Shared Revenues	1,435,252	1,495,487	1,493,395	**-0.14%**	(2,092)
Other Local Governments	72,771	65,000	65,000	**0.00%**	-
Charges for Services	61,038	4,867	-	**-100.00%**	(4,867)
Miscellaneous Revenue	(6,444)	11,681	9,800	**-16.10%**	(1,881)
Transfers In	420,000	-	-	**0.00%**	-
Beginning Balance	2,003,167	2,685,685	100,000	**-96.28%**	(2,585,685)
TOTAL	**$ 8,346,808**	**$ 8,836,549**	**$ 6,229,571**	**-29.50%**	**$ (2,606,978)**
EXPENDITURE					
Salary	$ 1,565,498	$ 1,769,062	$ 1,847,947	**4.46%**	$ 78,885
Benefits	769,601	841,225	921,163	**9.50%**	79,938
Service & Supplies	2,835,119	4,752,466	2,539,169	**-46.57%**	(2,213,297)
Capital Outlay	486,106	1,368,756	816,000	**-40.38%**	(552,756)
Transfers Out	4,800	5,040	5,292	**5.00%**	252
Ending Fund Balance	2,685,685	100,000	100,000	**0.00%**	-
TOTAL	**$ 8,346,808**	**$ 8,836,549**	**$ 6,229,571**	**-29.50%**	**$ (2,606,978)**
FTE	**21.70**	**22.70**	**22.70**		

Debt Service Funds

Debt service funds are used to account for and report governmental financial resources that are restricted, committed, or assigned to the repayment of debt.

Does not include debt service for enterprise funds. Debt transactions associated with enterprise activities are accounted for in those funds.

Debt Service Fund

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
Intergovernmental	$ 602,074	$ 499,871	$ 95,000	**-81.00%**	$ (404,871)
Miscellaneous	(37,636)	8,000	8,000	**0.00%**	-
Operating Transfers In	8,036,177	7,892,912	8,173,613	**3.56%**	280,701
Beginning Balance	(11,547)	42,496	50,496	**18.83%**	8,000
TOTAL	**$ 8,589,068**	**$ 8,443,279**	**$ 8,327,109**	**-1.38%**	**$ (116,170)**
EXPENDITURE					
Principal	$ 6,338,100	$ 6,051,800	$ 5,899,700	**-2.51%**	$ (152,100)
Interest	2,206,620	2,338,983	2,366,913	**1.19%**	27,930
Service & Supplies	1,852	2,000	2,000	**0.00%**	-
Ending Fund Balance	42,496	50,496	58,496	**15.84%**	8,000
TOTAL	**$ 8,589,068**	**$ 8,443,279**	**$ 8,327,109**	**-1.38%**	**$ (116,170)**
FTE	**0**	**0**	**0**		

Enterprise Funds

Enterprise Funds are used to account for operations that are financed and operated in a manner similar to private business and are financed primarily through user charges.

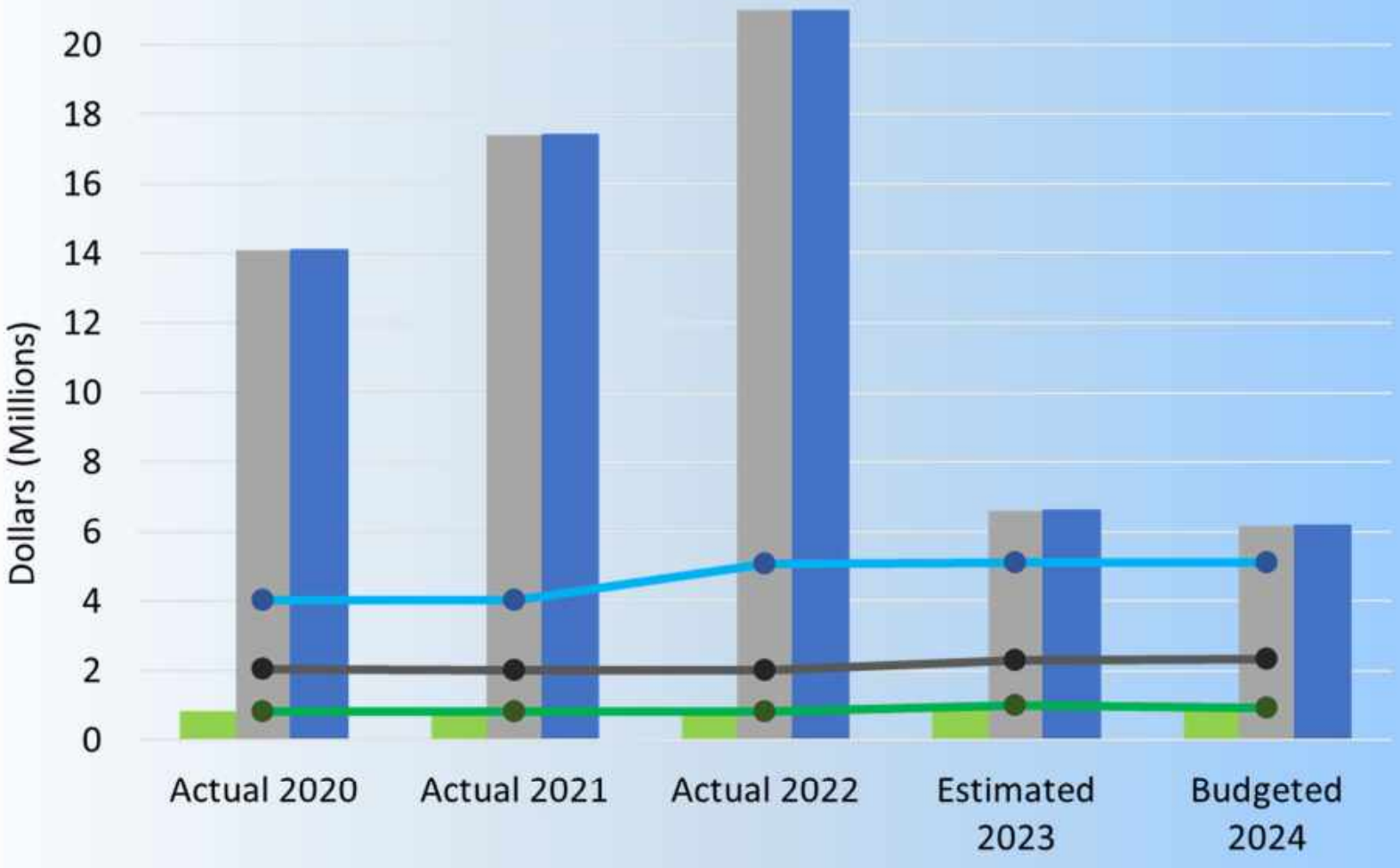
Carson City has 6 enterprise funds:

3 Utility Funds: • Wastewater • Water • Stormwater	Ambulance	Building Permits	Cemetery

Wastewater Utility Fund

	2021-22 Actual	2022-23 Estimated	2023-24 Final Budget	% Change Budget	$ Change Budget
REVENUE					
Charges for Services	$ 16,450,782	$ 16,507,587	$ 17,101,971	**3.60%**	$ 594,384
Non-Operating Income	286,550	51,154	41,000	**-19.85%**	(10,154)
Connection Fees	1,918,238	886,583	650,000	**-26.68%**	(236,583)
Grant Revenue	1,064	1,550	1,550	**0.00%**	-
TOTAL	**$ 18,656,634**	**$ 17,446,874**	**$ 17,794,521**	**1.99%**	**$ 347,647**
EXPENDITURE					
Salary	$ 1,686,438	$ 1,822,841	$ 1,936,386	**6.23%**	$ 113,545
Benefits	264,392	1,025,606	1,123,291	**9.52%**	97,685
Service & Supplies	4,316,372	5,370,071	4,724,175	**-12.03%**	(645,896)
Depreciation	5,076,443	5,095,000	5,095,000	**0.00%**	-
Bond Interest	1,147,015	1,142,163	1,051,135	**-7.97%**	(91,028)
Other	100,749	1,500	1,500	**0.00%**	-
TOTAL	**$ 12,591,408**	**$ 14,457,181**	**$ 13,931,487**	**-3.64%**	**$ (525,694)**
NET INCOME (LOSS)	**$ 6,065,226**	**$ 2,989,693**	**$ 3,863,034**	**29.21%**	**$ 873,341**
Bond Proceeds	**$ 1,886,814**	**$ -**	**$ -**	**0.00%**	**$ -**
Capital Outlay	**$ 2,251,524**	**$ 20,563,059**	**$ 6,545,000**	**-68.17%**	**$ (14,018,059)**
Bond Principal Payments	**$ 4,789,112**	**$ 2,849,628**	**$ 3,076,546**	**7.96%**	**$ 226,918**
Cash Balance - June 30	**$ 22,615,382**	**$ 7,485,727**	**$ 7,020,554**		
FTE	**23.70**	**23.70**	**24.00**		

Wastewater Utility Fund – Financial Policies



Operating Reserve:
Goal: $935,200
FY 2024: $935,200

Capital Reserve:
Goal: $2,328,413
FY 2024: $6,170,354

System Reinvestment Funding:
Goal: $5,095,000
FY 2024: $6,170,354

Debt to Equity Ratio:
Goal: 50:50
FY 2024: 32:68

Debt Service Coverage:
Goal 1.0
FY 2024: 2.4

Water Utility Fund

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
Charges for Services	$ 17,476,941	$ 17,653,314	$ 18,090,185	**2.47%**	$ 436,871
Non-Operating Income	651,330	42,982	30,000	**-30.20%**	(12,982)
Connection Fees	1,313,543	685,133	516,844	**-24.56%**	(168,289)
Grant Revenue	575,539	128,376	128,376	**0.00%**	-
TOTAL	**$ 20,017,354**	**$ 18,509,805**	**$ 18,765,405**	**1.38%**	**$ 255,600**
EXPENDITURE					
Salary	$ 2,066,520	$ 2,229,302	$ 2,301,643	**3.25%**	$ 72,341
Benefits	644,966	1,253,162	1,350,446	**7.76%**	97,284
Service & Supplies	5,631,319	6,090,928	6,051,957	**-0.64%**	(38,971)
Depreciation	3,782,557	3,810,000	3,810,000	**0.00%**	-
Bond Interest	1,260,555	1,663,415	1,548,988	**-6.88%**	(114,427)
Other	299,266	2,000	2,000	**0.00%**	-
TOTAL	**$ 13,685,183**	**$ 15,048,807**	**$ 15,065,034**	**0.11%**	**$ 16,227**
NET INCOME (LOSS)	**$ 6,332,176**	**$ 3,460,998**	**$ 3,700,371**	**6.92%**	**$ 239,373**
Bond Proceeds	**$ 17,306,143**	**$ -**	**$ -**	**0.00%**	**$ -**
Capital Outlay	**$ 4,150,247**	**$ 21,152,906**	**$ 5,045,000**	**-76.15%**	**$ (16,107,906)**
Bond Principal Payments	**$ 13,571,016**	**$ 3,508,748**	**$ 4,151,541**	**18.32%**	**$ 642,793**
Cash Balance - June 30	**$ 23,907,430**	**$ 6,802,774**	**$ 5,402,604**		
FTE	**26.70**	**26.70**	**27.00**		

Water Utility Fund – Financial Policies

Operating Reserve:
Goal: $1,548,172
FY 2024:
$1,548,172

Capital Reserve:
Goal: $2,505,979
FY 2024:
$3,854,432

System Reinvestment Funding:
Goal: $3,810,000
FY 2024:
$3,854,432

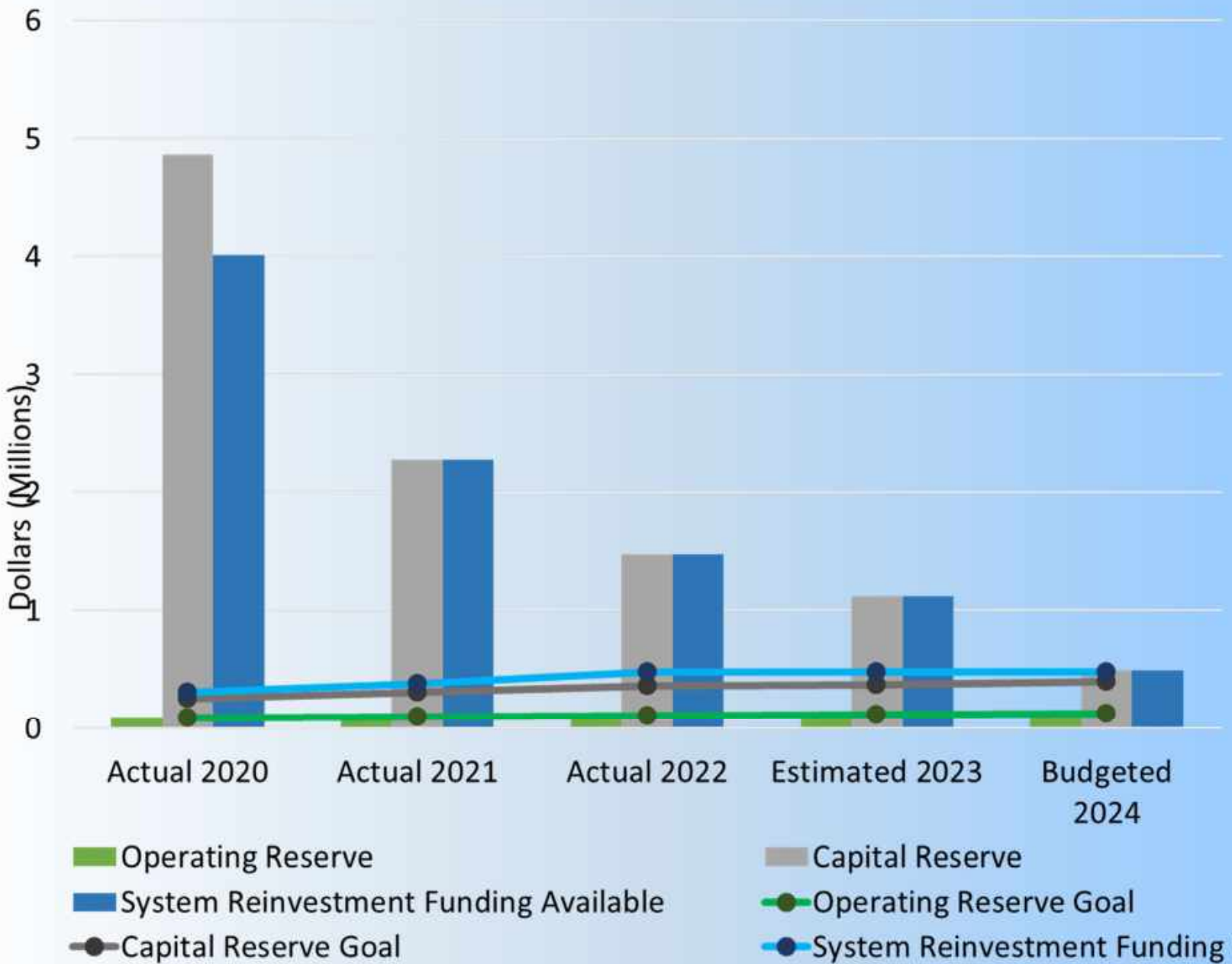
Debt to Equity Ratio:
Goal: 50:50
FY 2024: 39:61

Debt Service Coverage:
Goal: 1.0
FY 2024: 1.6

Stormwater Utility Fund

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
Charges for Services	$ 2,095,509	$ 2,618,363	$ 2,881,346	**10.04%**	$ 262,983
Non-Operating Income	1,287,670	27,708	25,000	**-9.77%**	(2,708)
TOTAL	**$ 3,383,179**	**$ 2,646,071**	**$ 2,906,346**	**9.84%**	**$ 260,275**
EXPENDITURE					
Salary	$ 202,637	$ 233,382	$ 267,224	**14.50%**	$ 33,842
Benefits	57,308	141,719	165,053	**16.46%**	23,334
Service & Supplies	545,082	598,388	639,650	**6.90%**	41,262
Depreciation	484,598	485,000	485,000	**0.00%**	-
Bond Interest	211,054	194,715	177,596	**-8.79%**	(17,119)
TOTAL	**$ 1,500,679**	**$ 1,653,204**	**$ 1,734,523**	**4.92%**	**$ 81,319**
NET INCOME (LOSS)	**$ 1,882,501**	**$ 992,867**	**$ 1,171,823**	**18.02%**	**$ 178,956**
Capital Outlay	**$ 1,561,810**	**$ 1,176,132**	**$ 1,599,000**	**35.95%**	**$ 422,868**
Bond Principal Payments	**$ 636,207**	**$ 653,617**	**$ 675,067**	**3.28%**	**$ 21,450**
Cash Balance - June 30	**$ 1,578,529**	**$ 1,236,647**	**$ 629,403**		
FTE	**3.35**	**4.35**	**4.35**		

Stormwater Utility Fund – Financial Policies



Operating Reserve:
Goal: $130,923
FY 2024: $130,923

Capital Reserve:
Goal: $396,187
FY 2024: $498,480

System Reinvestment Funding:
Goal: $485,000
FY 2024: $498,480

Debt to Equity Ratio:
Goal: 50:50
FY 2024: 30:70

Debt Service Coverage:
Goal 1.0
FY 2024: 2.1

Ambulance Fund – used to account for the operations of the Ambulance Service provided by the Carson City Fire Department.

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
Charges for Services	$ 4,548,777	$ 4,424,650	$ 4,057,010	**-8.31%**	$ (367,640)
Non-Operating Income	145,947	50,385	25,000	**-50.38%**	(25,385)
TOTAL	**$ 4,694,723**	**$ 4,475,035**	**$ 4,082,010**	**-8.78%**	**$ (393,025)**
EXPENDITURE					
Salary	$ 2,196,948	$ 1,964,463	$ 2,046,374	**4.17%**	$ 81,911
Benefits	777,430	1,414,568	1,575,203	**11.36%**	160,635
Service & Supplies	1,083,206	1,208,263	1,170,814	**-3.10%**	(37,449)
Depreciation	135,126	140,000	140,000	**0.00%**	-
TOTAL	**$ 4,192,710**	**$ 4,727,294**	**$ 4,932,391**	**4.34%**	**$ 205,097**
NET INCOME (LOSS)	**$ 502,014**	**$ (252,259)**	**$ (850,381)**	**237.11%**	**$ (598,122)**
Capital Outlay	**$ 66,247**	**$ 1,216,950**	**$ 461,802**	**-62.05%**	**$ (755,148)**
Cash Balance - June 30	**$ 4,364,544**	**$ 3,310,335**	**$ 2,413,152**		
FTE	**24.41**	**21.41**	**21.41**		

Internal Service Funds

Internal Service Funds are used to account for the financing of goods or services provided by one department to other departments on a cost reimbursement basis.

Carson City has 4 internal service funds:

Group Medical Insurance Fund	Workers' Compensation Fund	Insurance Fund	Fleet Management Fund

Workers Compensation Fund

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
Charges for Services	$ 1,294,594	$ 1,294,594	$ 1,424,053	**10.00%**	$ 129,459
Non-Operating Income	(77,642)	$32,887	30,000	**-8.78%**	(2,887)
TOTAL	**$ 1,216,953**	**$ 1,327,481**	**$ 1,454,053**	**9.53%**	**$ 126,572**
EXPENDITURE					
Salary	$ 156,187	$ 213,261	$ 304,770	**42.91%**	$ 91,509
Benefits	20,470	148,141	212,820	**43.66%**	64,679
Service & Supplies	1,232,704	1,631,425	1,372,270	**-15.89%**	(259,155)
Depreciation	6,710	6,800	1,700	**-75.00%**	(5,100)
TOTAL	**$ 1,416,071**	**$ 1,999,627**	**$ 1,891,560**	**-5.40%**	(108,067)
NET INCOME (LOSS)	**$ (199,118)**	**$ (672,146)**	**$ (437,507)**	**-34.91%**	**$ 234,639**
Cash Balance - June 30	**$ 3,721,856**	**$ 3,094,388**	**$ 2,696,459**		
FTE	**1.15**	**3.15**	**3.15**		

Next Steps

- **Supplemental Requests and Capital –**
  - Supplemental requests are part of this agenda item
  - Capital Improvement Plan for FY2024 through 2028 is the next item on today's agenda

- **May 18th Board of Supervisors Meeting –** Presentation and adoption of the FY 2024 Final Budget.

- **June 1st –** Final adopted budget to be filed with the County Clerk and the Department of Taxation.

FY 2023-24 Supplemental Requests

Department	Account	Description		Original Request	IFC Recommendation	Page #
BOARD OF SUPERVISORS	**1010100**	Travel	**Dept. Totals**	**8,500**	**8,500**	**1**
CLERK/RECORDER						
Clerk	**1010212**	Reclassify Office Specialist to Recordation Tech.		11,525	-	**2-6**
Recorder	**1010213**	1 FTE - Office Manager/Public Admin. Specialist		97,799	92,813	**7-11**
Elections	**1010216**	1 FTE - Upgrade PT Hourly to FT Office Specialist		69,119	-	**12-18**
		Reduction of Hourly Budget		(14,120)	-	**12-18**
			Dept. Totals	**164,323**	**92,813**	
PUBLIC GUARDIAN	**1010217**	Car Allowance for Deputy Public Guardian		3,900	300	**19**
		Clerical Hourly increase from $17 to $20/hr		3,112	3,112	**20**
		Training/Education		2,000	2,000	**21**
			Dept. Totals	**9,012**	**5,412**	
TREASURER	**1010300**	Hourly		10,649	10,649	**22-24**
		Postage/Shipping		1,500	1,500	**22-24**
		Printing/Advertising		385	385	**22-24**
		Membership/Publications		900	900	**22-24**
			Dept. Totals	**13,434**	**13,434**	
ASSESSOR	**1010400**	Recl. Support Specialist to Property Appraiser	**Dept. Totals**	**11,574**	**11,574**	**25-27**
DA	**1010500**	Reclass/Promotions of 2 Deputy District Attorney		11,839	11,839	**28-29**
		Reclass/Promotions of 2 Legal Assistant Positions		11,454	11,454	**30-31**
		Travel & Training		11,500	11,500	**32**
		Increase Office Supplies for Thumb Drives		10,000	10,000	**33-39**
			Dept. Totals	**44,793**	**44,793**	
CITY MANAGER	**1010600**	Software Maintenance for Archive Social	**Dept. Totals**	**9,576**	**-**	**40**
CITY HALL	**1010630**	Power & Heating	**Dept. Totals**	**12,000**	**12,000**	**41**
FINANCE	**1010701**	Reclassify Risk Manager Position (P601 to P203)	**Dept. Totals**	**11,032**	**11,032**	**42-44**
HUMAN RESOURCES	**1010705**	1 FTE - Human Resources Manager	**Dept. Totals**	**201,613**	**-**	**45-53**
IT	**1010710**	Software Maintenance		508,295	275,000	**54**
		Part-time Hourly Salaries - 5% Increase		1,964	1,964	**55**
			Dept. Totals	**510,259**	**276,964**	
INTERNAL AUDIT	**1010800**	Internal Audit Professional Services	**Dept. Totals**	**30,000**	**-**	**56**
COMMUNITY DEVELOPMENT						
Building Permits	**525**	Operating Hardware/Software-Decision Engine		13,500	12,000	**57**
RDA	**602**	.25 FTE Senior Park Maintenance Coordinator (50% GF, 25% QOL, 25% RDA)		19,406	-	**167-172**
			Dept. Totals	**32,906**	**12,000**	
SHERIFF'S DEPARTMENT						
Administration	**1012005**	Mental Health & Wellness Program, share w/Fire and Ambulance		48,250	-	**58-59**
		Monthly Stipend for SWAT Tactical Physician		18,000	-	**60-61**
		Maintenance Service Contracts		39,672	39,672	**62-64**
		Employee Physicals		20,800	20,800	**65**
		Telephone		85,000	85,000	**66**
		1 FTE - Administrative Assistant		70,678	70,678	**67-70**
		Reclassify Senior Deputy Coroner from Classified to Unclassified		2,783	2,783	**71**
		1 FTE - Digital Program Auditor & Manager		91,796	-	**72-79**
Investigations	**1012011**	Overtime		22,319	22,319	**80**
		Maintenance Service Contracts		14,000	14,000	**81**

FY 2023-24 Supplemental Requests

Department	Account	Description		Original Request	IFC Recommendation	Page #
SHERIFF'S DEPARTMENT (CONTINUED)						
Operations	**1012012**	Overtime		18,261	18,261	**82**
		Vehicle Repair & Maintenance		24,000	10,000	**83**
		Vehicle Fuel/Oil		20,000	20,000	**84**
		1 FTE - Sheriff Support Specialist		65,661	-	**85-89**
General Services	**1012013**	Reclass/Promote Support Specialist to Lead Support Specialist		5,018	5,018	**90**
Detention	**1012014**	Overtime		14,203	14,203	**91**
		Food		25,000	25,000	**92**
		Domestic Supplies		15,000	15,000	**93-97**
			Dept. Totals	**600,441**	**362,734**	
FIRE DEPARTMENT						
Operations	**1012512**	Small Furnishings		15,500	15,500	**98-99**
		Equipment Repairs and Maintenance		5,200	5,200	**100**
		Snow Removal Service at Fire Stations		18,000	-	**101**
		Personnal Protective Equipment		7,500	7,500	**102**
		Mental Health and Wellness Program share w/Police/Ambulance		24,125	-	**58-59**
Fire Prevention	**1012515**	Annual physicals		1,300	1,300	**103**
Training	**1012520**	Operating Supplies		10,750	-	**104-105**
Emergency Management	**1012530**	1 FTE - Emergency Manager - Civilian		157,470	157,470	**106-114**
		Grant Funded		(157,470)	(157,470)	**106-114**
			Dept. Totals	**82,375**	**29,500**	
JUVENILE SERVICES						
Probation	**1012705**	Overtime		9,485	9,485	**115**
		Stand By		17,339	17,339	**116**
		Training		2,000	2,000	**117**
		Travel		1,500	1,500	**118**
Detention	**1012706**	Training		3,000	3,000	**119**
			Dept. Totals	**33,324**	**33,324**	
ALT. SENTENCING	**1012800**	Reclass Alternative Sentencing Supervisor		9,868	-	**120**
		1 FTE - Pretrial Services Officers		95,021	95,021	**121-127**
		1 FTE - Alternative Sentencing Specialist		91,086	-	**128**
		Reduction for Part-Time Clerical & Marathon		(38,702)	-	**128**
		Reclass Alt. Sent. Lab Tech to Lab Senior		9,177	9,177	**129-133**
		Electronic Monitoring		5,000	5,000	**134**
		Software Maintenance-Body Cameras		11,985	11,985	**135-136**
		Software Maintenance-Lexipol, Nemo-Q, Guardian Tracker		10,816	10,816	**137**
		Drug Testing Fees		100,000	56,000	**138**
		Travel & Training		4,000	4,000	**139-141**
			Dept. Totals	**298,251**	**191,999**	
COURTS						
Juvenile	**1014300**	Promotions-Judicial Clerk I to Judicial Clerk II		14,461	14,461	**142**
Judicial	**1014700**	Part-time Hourly Clerical Employee		27,044	-	**143**
		Microfilming/Imaging of Sealed Records		19,300	-	**144**
		1 FTE - Marshal/Bailiff		123,525	123,525	**145-149**
			Dept. Totals	**184,330**	**137,986**	
PARKS & RECREATION						
Administration	**1015005**	Reclass Office Specialist to Sr. Office Specialist (20% QOL)		5,176	5,176	**150-154**
		Reduce 10% Senior Office Specialist - LMD		(8,171)	(8,171)	**150-154**
		Hourly - Move From 1015057 Recreation		15,559	15,559	**155**

FY 2023-24 Supplemental Requests

Department	Account	Description		Original Request	IFC Recommendation	Page #
PARKS & RECREATION (CONTINUED)						
Park Maintenance	**1015012**	1 FTE Park Maintenance Project Coordinator		73,900	73,900	**156-162**
		Reduce Contractual Services		(73,900)	(73,900)	**156-162**
		Operating Supplies		1,000	1,000	**163**
		Uniforms		5,000	-	**164**
		Fertilizer/Chemicals		10,000	10,000	**165**
		Heating		20,000	20,000	**166**
		.50 FTE Sr. Park Maint. Coord. (50% GF, 25% QOL, 25% RDA)		38,812	-	**167-172**
MAC	**1015054**	Outdoor Program-Part-time/Hourly and Operating		51,554	-	**173-178**
		Projected Outdoor Program Revenue Offset		(29,999)	-	**173-178**
Pool	**1015055**	Incentive Pay for Swim Instructors		5,643	5,643	**179**
		Hourly/Seasonal Minimum Wage Increase		35,435	26,576	**180-183**
		Pool Power-Utilities		32,906	32,906	**184**
		Pool Chemicals		17,190	17,190	**185**
Recreation	**1015057**	1 FTE - Recreation Program Coordinator-Youth		75,663	75,663	**186-191**
		Reduce Hourly for 5 Part-Time Positions		(54,276)	(54,276)	**186-191**
		Reduce Hourly - Move to 1015005 Admin		(15,559)	(15,559)	**155**
		Hourly/Seasonal Minimum Wage Increase		14,538	10,904	**180-183**
Rifle & Pistol Range	**1015059**	2 Hourly/Seasonal Range Safety Officers		33,831	16,916	**192-193**
Sports	**1015060**	Hourly/Seasonal Minimum Wage Increase		14,543	10,907	**180-183**
Landscape Maintenance	**2355015**	10% Senior Office Specialist - Billing LMD		8,171	8,171	**150-154**
QofL Park Maintenance	**2545012**	.20 FTE Park Ranger		15,585	15,585	**194-200**
		Reduce Hourly Budget for Part-time Park Ranger		(15,585)	(15,585)	**194-200**
		.25 FTE Sr. Park Maint. Coord. (50% GF, 25% QOL, 25% RDA)		19,406	-	**167-172**
		Reclass Office Specialist to Sr. Office Specialist (80% GF)		323	-	**150-154**
Open Space	**2545047**	1 FTE Park Maintenance Worker		82,361	82,361	**201-214**
		.50 FTE Park Ranger		39,900	39,900	**194-200**
		Reclass Office Specialist to Sr. Office Specialist (80% GF)		971	-	**150-154**
			Dept. Totals	**419,977**	**300,866**	
SUPPL. INDIGENT	**2086550**	.30 FTE Park Ranger	**Dept. Totals**	**24,314**	**24,314**	**194-200**
HEALTH						
Administration	**1016800**	Travel & Training		9,000	-	**215**
		Software Maintenance - annual license		2,250	2,250	**216**
		Reclass 5% -Public Health Investigator (HIPPA)		6,329	6,329	**217-218**
Environmental	**1016853**	Overtime for Environmental Health Specialist		10,145	10,145	**219**
		Reclass 5% -Public Health Investigator (HIPAA)		(4,807)	(4,807)	**217-218**
D.C. Environmental	**1016854**	Overtime for Douglas County Environmental Health Specialist		10,145	10,145	**220**
		OT Reimbursement from Douglas County		(10,145)	(10,145)	**220**
			Dept. Totals	**22,917**	**13,917**	
PUBLIC WORKS						
Engineering	**1013012**	1 FTE - Project Manager		106,453	106,453	**221**
		75% Direct Billed to Projects		(79,840)	(79,840)	**221**
		Reclassify Document Control Specialist to Senior Document Control Specialist		9,279	9,279	**222-227**
		10% Allocation of Grant Analyst from RTC (250)		10,594	-	**228**
		Software Maintenance		5,000	5,000	**229-230**
Facilities Maint.	**1013034**	Reclassify a Skilled Trades Tech to Foreman		9,844	9,844	**231-236**

FY 2023-24 Supplemental Requests

Department	Account	Description		Original Request	IFC Recommendation	Page #
PUBLIC WORKS (CONTINUED)						
Landfill	**1013904**	Services & Supplies		66,878	66,878	**237-238**
		Vehicle Fuel		100,000	100,000	**239**
		Reduce Landfill Capital Transfer		(166,878)	(166,878)	**237-239**
Transfer - JAC	**1010279**	Increase in Match Transfer from General Fund		284,400	125,000	**240-242**
Regional Transport	**2253026**	Reclassify Transit Coordinator from T201 to P101		8,306	8,306	**243-252**
Regional Transport	**2503035**	10% Allocation of Grant Analyst to 1013012		(10,594)	-	**228**
		Reclassify/Promotion of Transporation Planner to Senior Transportation Planner		11,131	11,131	**253**
		Professional Services		24,000	24,000	**254**
Street Maint.	**2563038**	Software Maintenance		6,800	6,800	**229-230**
		.20 FTE Accounting Tech (Split 256,505,510,520)		12,926	12,926	**255-260**
		Reduction in Cost Allocation for Fire Training		(14,000)	(14,000)	**255-260**
Stromwater	**5053702**	1 FTE - Stormwater Technician	Start Jan. 2024	31,679	31,679	**261**
		.20 FTE Accounting Tech (Split 256,505,510,520)		12,926	12,926	**255-260**
		Reduction in Cost Allocation for Fire Training		(14,000)	(14,000)	**255-260**
Wastewater	**5103201**	.20 FTE Accounting Tech (Split 256,505,510,520)		12,926	12,926	**255-260**
		Reduction in Cost Allocation for Fire Training		(14,000)	(14,000)	**255-260**
		Promote Environmental Control Officer (T201) to Senior Environmental Control Officer (T301)		8,608	8,608	**262**
		Creation of a Wastewater Plant Mechanic Foreman, Reclassify-Promote from Senior Wastewater Mechanic		10,207	10,207	**263-266**
		Software Maintenance		10,000	10,000	**229-230**
Water	**5203502**	.40 FTE Accounting Tech (Split 256,505,510,520)		25,852	25,852	**255-260**
		Reduction in Cost Allocation for Fire Training		(28,000)	(28,000)	**255-260**
		Software Maintenance		10,000	10,000	**229-230**
Fleet	**5603025**	Software/Maintenance		10,000	10,000	**229-230**
			Dept. Totals	**460,497**	**301,097**	
		TOTAL SUPPLEMENTAL REQUESTS		**$ 3,185,448**	**$ 1,884,259**	

NOTE - THESE ARE NOT IN ANY PRIORITY ORDER

Positions Requested, recommended for Funding
Positions Requested, not funded

^ 3% Contingency exceeded, added these in to BOS 1010100 - Undesignated for Tentative Budget reporting purposes. If not approved, amounts will add to contingency.

General Fund	**2,862,329**	**1,592,152**
Other Funds	**323,119**	**292,107**
General Fund Positions	**13.50**	**8.00**
Positions added to other Funds	**4.50**	**4.00**
Total Positions	**18.00**	**12.00**

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAM E: Board of Supervisors	**DEPARTMENT # (ORG):** 1010100

DESCRIPTION OF REQUESTED ITEM:

Increase travel line item for Board Members

JUSTIFICATION OF REQUEST:

Several of the Board Members are on NACO and NLC boards that require travel in state and out of state

(1)PERSONNEL SERVICES:		**(2)SERVICES AND SUPPLIES**:**	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	$.00	1010100 500580	8,500
Other Pay*	.00		
Worker's Compensation	.00		
Group Insurance	.00		
Medicare	.00		
Pers	.00		
Total Personnel Costs (1)	$.00	**Total Services and Supplies (2)**	
		GRAND TOTAL:	$8,500.00

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.

** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAM E: Clerk Recorder	**DEPARTMENT # (ORG):** 1010212

DESCRIPTION OF REQUESTED ITEM: Reclassify Office Specialist to Recordation Technician

JUSTIFICATION OF REQUEST: The Recorders office needs a Full Time Recordation Technician with the skills necessary to handle the indexing, scanning and archiving of records. We will be transitioning to a new indexing system that will require the increased level of expertise working for the Chief Deputy Recorder. The change in classification keeps it consistent with other employees in the office. A201 to A401

(1)PERSONNEL SERVICES:		**(2)SERVICES AND SUPPLIES**:**	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	$9,689.29	Top of A402 with 2% COLA	
Other Pay*			
Worker's Compensation			
Group Insurance			
Medicare	140.49		
Pers	1,695.61		
Total Personnel Costs (1)	11,525.39	**Total Services and Supplies (2)**	
		GRAND TOTAL:	11,525.39

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.

** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

JOB DESCRIPTION

JOB TITLE:	Recordation Technician	**FLSA:**	Non-Exempt
DEPARTMENT:	Clerk/Recorder	**GRADE:**	A401/A402
REPORTS TO:	Chief Deputy Recorder	**DATE:**	July 1, 2015

SUMMARY OF JOB PURPOSE:

Under general supervision, reviews legal and other documents, including maps, to be recorded. Provides technical and specialized office support to the public and City departments. Preserves, maintains and protects integrity of all recorded documents.

ESSENTIAL FUNCTIONS:

This class specification lists the major duties and requirements of the job and is not all-inclusive. Incumbent(s) may be expected to perform job-related duties other than those contained in this document and may be required to have specific job-related knowledge and skills.

- Performs specialized office support work in accordance with State regulations and office policies and procedures.
- Provides information and assistance to the public and City staff; acts as receptionist and receives/screens visitors and telephone calls.
- Examines various legal documents for sufficiency, completeness and adherence to laws, codes and recording requirements.
- Enters information into an automated system for permanent indexing.
- Records such elements as date, fees, transfer taxes, document numbers, names and addresses; indexes for retrieval as appropriate.
- Validates documentation by comparison to original source documents; validate indexing and document code accuracy; amends and updates databases as required.
- Explains recording requirements to the public, including providing information regarding transfer taxes, fees and required supplemental documents.
- Reviews computer printouts for accuracy and required corrections.
- Reconciles and maintains records of fees and other monies received; updates and reconciles ledgers for auditing, posting data and generating billing notices.
- Provides input into and compiles a variety of logs and records.
- Organizes own work, sets priorities and ensures that critical deadlines are met.
- Contributes to the efficiency and effectiveness of the unit's service to its customers by offering suggestions and directing or participating as an active member of a team.
- Performs a variety of general office support work such as filing, answering telephone inquiries, typing correspondence, opening, handling, and distributing mail; and reproducing copies of various documents.
- Maintains accurate records and files; assists in the maintenance of official City records; compiles information and prepares special and periodic reports related to the work performed; updates and manages database; develops report formats.
- Demonstrates courteous and cooperative behavior when interacting with the public and City staff; acts in a manner that promotes a harmonious and effective workplace environment.

QUALIFICATIONS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

Education and Experience:

Equivalent to a High School Diploma or GED AND two (2) years of related administrative experience; OR an equivalent combination of education, training and experience as determined by Human Resources.

REQUIRED CERTIFICATES, LICENSES, AND REGISTRATIONS:

- None

Required Knowledge and Skills

Knowledge of:

- Computer applications related to the work.
- Business arithmetic.
- Standard office practices and procedures, including filing and the operation of standard office equipment.
- Codes, policies and procedures regarding the recordation of legal documents.
- Record keeping principles and practices.
- Correct business English, including spelling, grammar and punctuation.
- Techniques for techniques for dealing with a variety of individuals from various socio-economic, ethnic and cultural backgrounds, in person and over the telephone.

Skill in:

- Making accurate arithmetic calculations.
- Reviewing detailed documents for completeness, accuracy and compliance with regulations.
- Interpreting, applying and explaining applicable codes and regulations.
- Reading, interpreting and explaining rules, policies and procedures.
- Maintaining accurate records and files.
- Preparing clear and concise reports, correspondence and other written materials.
- Working without close supervision in standard work situations.
- Establishing and maintaining effective working relationships with those contacted in the course of the work.
- Contributing effectively to the accomplishment of team or work unit goals, objectives and activities; typing skills.

SUPERVISION RECEIVED AND EXERCISED:

Under General Supervision - Incumbents at this level are given assignments and objectives that are governed by specifically outlined work methods and a sequence of steps, which are explained in general terms. The responsibility for achieving the work objectives, however, rests with a superior. Immediate supervision is not consistent, but checks are integrated into work processes and/or reviews are frequent enough to ensure compliance with instructions.

PHYSICAL DEMANDS & WORKING ENVIRONMENT:

The physical demands described herein are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Mobility to work in a typical office setting, use standard office equipment and stamina to sit for extended periods of time; strength to lift and carry up to 20 pounds; vision to read printed materials; and hearing and speech to communicate in person or over the telephone; exposure to traffic conditions and external environment when traveling between offices.

CONDITIONS OF EMPLOYMENT:

1. All new employees will serve a probationary period of twelve (12) months. Such employees are not subject to the collective bargaining agreement and may be laid off or discharged during this period for any reason, or no reason.

2. Continued employment is contingent upon all required licenses and certificates being maintained in active status without suspension or revocation.

3. Any City employee may be required to stay at or return to work during emergencies to perform duties specific to this classification or to perform other duties as requested in an assigned response position. This may require working a non-traditional work schedule or working outside normal assigned duties during the incident and/or emergency.

4. Employees may be required to complete Incident Command System training as a condition of continuing employment.

5. New employees are required to submit to a fingerprint based background investigation which cost the new employee $56.25 and a drug screen which costs $36.50. Employment is contingent upon passing the background and the drug screen.

6. Carson City participates in E-Verify and will provide the Social Security Administration (SSA) and, if necessary, the Department of Homeland Security (DHS), with information from each applicant's Form I-9 to confirm work authorization. All candidates who are offered employment with Carson City must complete Section 1 of the Form I-9 along with the required proof of their right to work in the United States and proof of their identity prior to starting employment. Please be prepared to provide required documentation as soon as possible after the job offer is made. For additional information regarding acceptable documents for this purpose, please contact Human Resources at 775.887.2103 or go to the U.S. Citizenship and Immigration Services web page at www.uscis.gov.

7. Carson City is an Equal Opportunity Employer.

I have read and understand the contents of this Job Description, and I have received a copy of this Job Description for my records.

PRINT NAME: _____

SIGNATURE: _____ **DATE:** _____

"Carson City is an Equal Opportunity Employer"

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAME:	**DEPARTMENT # (ORG):** 1010213
Clerk Recorder – Public Administrator	

DESCRIPTION OF REQUESTED ITEM: Adding 1 Clerk Recorder, Elections & Public Administrator Specialist Position A401 ER Paid (Initially requested T202 EE/ER)

JUSTIFICATION OF REQUEST: The Department needs an office manager, floater to cover all the departments and specialize in Public Administration to backup the elected Public Administrator. The "floater" concept will avoid us having to hire others in each of the departments and cover for vacation, sickness, education and planned absences. 20 hours per week, at a minimum, will be spent on Public Administration and less in elections years where most of their time will be spent on elections.

(1)PERSONNEL SERVICES:		**(2)SERVICES AND SUPPLIES**:**	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	$56,890	Laptop, Docking Station, Monitors, Phone	$3,000
Other Pay*	.00		
Worker's Compensation	818.00		
Group Insurance	12,222.00		
Medicare	825.00		
Pers	19,058.00		
Total Personnel Costs (1)	$89,813.00	**Total Services and Supplies (2)**	$3,000
		GRAND TOTAL:	$92,813.00

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.

** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

JOB DESCRIPTION

JOB TITLE: Clerk Recorder, Elections and Public Administrator Specialist **FLSA:** Non-Exempt
DEPARTMENT: Recorder's Office **GRADE:** A401/A402
REPORTS TO: Clerk Recorder **DATE:** March 2023

SUMMARY OF JOB PURPOSE: Under general supervision, initiates appropriate administrative and legal procedures to maintain compliance of assigned estates of deceased persons per chapter 253 NRS; and performs related duties as required.

ESSENTIAL FUNCTIONS:

The class specification lists the major duties and requirements of the job and is not all-inclusive. Incumbent(s) may be expected to perform job-related duties other than those contained in this document and may be required to have specific job-related knowledge and skills.

- Initiate and, if appropriate, maintain communication with a wide variety of professional and personal entities to obtain documentation and information necessary to determine level of administration on any given estate to formulate a workflow so the estate can be equitably resolved; explain regulations, rules and policies to outside agencies, families and the public.
- Conduct research utilizing various sources and techniques to identify assets and/or entitled creditors' claims to the estate; request or obtain applicable claim forms and properly submit on behalf of the Public Administrator.
- Draft and review legal documents for the Public Administrator for final review and presentation to attorneys.
- Compile tax documents and estate information to assist the Certified Public Accountant (CPA) with the preparation of tax returns; coordinate with the estate CPA to recommend which tax year should be used when tax filing is required.
- Review escrow documents for accuracy; verify all escrow expenses are accounted for upon sale of real property; enter all pertinent information from listing agreement and court documents into the department's software system; provide closing statement documents to the estate CPA for tax purposes.
- Update and maintain case data by monitoring assets such as bank accounts, brokerage accounts, stocks and Individual Retirement Accounts; identify and obtain all entitled assets to the estate of the deceased for transfer to an estate account, and eventual transfer to an in-house estate account.
- Manage and document case load, track on department calendar and take actions as dictated by the circumstances of the case.
- Track and review information on court hearings through the Second Judicial District Court website.

QUALIFICATIONS:
Three years of full-time clerical experience, one of which must include working with legal documents; OR two years of full-time case management experience; OR an equivalent combination of related education and experience

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

Knowledge of:

- Departmental policies and procedures.
- Terms and acronyms including legal terminology commonly used in assigned function.
- Laws, rules, and regulations that apply to area of assignment, in particular, Nevada Revised Statutes Chapter 253.
- Use and application of software systems unique to the area of assignment. Court procedures.
- Tax forms, laws and consequences.

Ability to:

- Understand the organization and operation of the County and outside agencies as necessary to assume assigned responsibilities.
- Interpret and apply pertinent laws, codes and regulations including administrative and departmental policies and procedures.
- Respond to requests and inquiries from the public and County personnel related to the policies and procedures of assigned function.
- Evaluate case information and other data, and make decisions regarding enforcement action to be taken.
- Read, understand, evaluate and prepare standardized and legal documents.

Education and Experience:
Three years of full time clerical experience, one of which must include working with legal documents; OR two years of full-time case management experience; OR an equivalent combination of related education and experience

REQUIRED CERTIFICATIONS, LICENSES, AND REGISTRATION:
All required licenses and certificates must be maintained in active status without suspension or revocation throughout employment.

- **A valid driver's license**

SUPERVISION RECEIVED AND EXERCISED:

Under General Direction

Incumbents at this level are given assignments and objectives that are governed by specifically outlined work methods and a sequence of steps, which are explained in general terms. Incumbents at this level have some flexibility in the selection of work methods, the timing of work processes, and the methods of completing tasks. Supervision is periodic and is usually initiated by the employee and/or when important problems, significant changes from past procedures, and policy implications are involved.

PHYSICAL DEMANDS:

The physical demands described herein are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Mobility to work in a typical office setting, use standard office equipment and stamina to sit for extended periods of time; strength to lift and carry up to 20 pounds; vision to read printed materials; and hearing and speech to communicate in person or over the telephone; exposure to traffic conditions and external environment when traveling between locations.

CONDITIONS OF EMPLOYMENT:

1. *All new employees serve a probationary period of twelve (12) months. Such employees are not subject to the collective bargaining agreement and may be laid off or discharged during this period for any reason, or no reason.*

2. *Continued employment is contingent upon all required licenses and certificates being maintained in active status without suspension or revocation.*

3. *Any City employee may be required to stay at or return to work during emergencies to perform duties specific to this classification or to perform other duties as requested in an assigned response position. This may require working a non-traditional work schedule or working outside normal assigned duties during the incident and/or emergency.*

4. *Employees may be required to complete Incident Command System training as a condition of continued employment.*

5. *New employees are required to submit to a fingerprint based background investigation which cost the new employee $56.25 and a drug screen which costs $36.50. Employment is contingent upon passing the background and the drug screen.*

6. *Carson City participates in E-Verify and will provide the Social Security Administration (SSA) and, if necessary, the Department of Homeland Security (DHS), with information from each applicant's Form I-9 to confirm work authorization. All candidates who are offered employment with Carson City must complete Section 1 of the Form I-9 along with the required proof of their right to work in the United States and proof of their identity prior to starting employment. Please be prepared to provide required documentation as soon as possible after the job offer is made. For additional information regarding acceptable documents for this purpose, please contact Human Resources at 775.887.2103 or go to the U.S. Citizenship and Immigration Services web page at www.ucis.gov.*

7. *Carson City is an Equal Opportunity Employer.*

I have read and understand the contents of this Job Description, and I have received a copy of this Job Description for my records.

PRINT NAME: _____

SIGNATURE: _____ **DATE:** _____

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SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAM E: Clerk Recorder	**DEPARTMENT # (ORG):** 1010216

DESCRIPTION OF REQUESTED ITEM: Upgrade 1PT Clerical Hourly to a Full Time Office Specialist

JUSTIFICATION OF REQUEST: The workload has increased and the need for an election specialist to concentrate on same day registration during the election years is critical to our success. 2024 will see Carson City with three elections and we will have to train poll workers during the holidays to find the necessary workers. Working the basics of check-in is easier than KNOWING the in's and out's of our Power Profile voter registration system. We will most likely have to run parallel systems in the June 2024 Primary with the State changing to the top down VREMS system. We will need this full-time person vs part time going forward. Will be easier to recruit for and I do have the voter maintenance workload during the off election years. Salary shown below is top of the bottom 1/3 of the range, ER PERS rate, with 2% COLA. The reduction in the Hourly budget to offset this position is based on 1039 hours multiplied by the hourly rate, total $14,120.

(1)PERSONNEL SERVICES:		**(2)SERVICES AND SUPPLIES**:**	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	$41,555.15	PT Hourly Rate of $13.59 to Top of Grade A202	
Other Pay*	.00	1010216 500102	(14,120)
Worker's Compensation	818.40		
Group Insurance	12,222.00		
Medicare	602.55		
Pers	13,920.97		
Total Personnel Costs (1)	$69,119.07	**Total Services and Supplies (2)**	
		GRAND TOTAL:	$54,999.07

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.

** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

JOB DESCRIPTION

JOB TITLE:	Office Specialist	**FLSA:**	Non-Exempt
DEPARTMENT:	Various	**GRADE:**	A201/A202
REPORTS TO:	Various	**PCN:**	856
		DATE:	July 1, 2015
		REVISED:	March 2020

SUMMARY OF JOB PURPOSE:

Under general supervision, provides technical, complex or specialized office support to various City departments.

ESSENTIAL FUNCTIONS:

This class specification lists the major duties and requirements of the job and is not all-inclusive. Incumbent(s) may be expected to perform job-related duties other than those contained in this document and may be required to have specific job-related knowledge and skills.

- Performs complex technical and/or specialized office support work, which requires the exercise of independent judgment, the application of technical skills and a knowledge of detailed or specialized activities related to the department to which assigned.
- Uses a computer to develop and manage databases and/or spreadsheet files and to develop special report formats.
- Reviews and reconciles varied reports and journals and budget, payroll or related financial or business data.
- Maintains varied subsidiary ledgers, auditing and reconciling reports and information and posting data as required; may generate general ledger entries.
- Determines the amount of bails, fines, fees and other monies due to the City, applying rules and regulations; ensures that receipts are balanced on a regular basis.
- Researches and assembles information from a variety of sources for the completion of forms or the preparation of reports; makes arithmetic or statistical calculations.
- Conducts specific projects related to the department or office to which assigned; may obtain and/or provide information from other organizations, summarize such information and prepare recommendations.
- Provides information to the public or to City staff that requires the use of judgment and the interpretation of policies, rules or procedures.
- Arranges meetings by notifying attendees, reserving rooms and making lodging and/or meal arrangements.
- Organizes, maintains and purges various departmental files.
- Prepares and types correspondence, reports, forms, contracts and specialized documents from drafts, notes, dictated tapes, or brief instructions; may provide secretarial support on a relief basis.

ESSENTIAL FUNCTIONS (continued):

- Proofreads and checks typed and other materials for accuracy, completeness, and compliance with departmental policies and regulations.
- May train others in work procedures or direct the work of others on a project or relief basis.
- Enters and retrieves data and prepares reports using a computer; reviews such reports for accuracy and makes corrections as required; operates standard office equipment.
- Contributes to the efficiency and effectiveness of the unit's service to its customers by offering suggestions and directing or participating as an active member of a work team.
- Acts as receptionist and receives and screens visitors and telephone calls and directs the caller to the proper person or personally handles the call; provides information which requires the use of judgment and interpretation of policies, rules and procedures.
- May perform technical support work related to the department to which assigned.
- Maintains accurate records and files; assists in the maintenance of official City records; compiles information and prepares special and periodic reports related to the work performed.
- Uses standard office equipment, including a computer, in the course of the work.
- Demonstrates courteous and cooperative behavior when interacting with the public and City staff; acts in a manner that promotes a harmonious and effective workplace environment.

QUALIFICATIONS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

Education and Experience:

Equivalent to a High School Diploma or GED; AND two (2) years of clerical experience; OR an equivalent combination of education, training and experience as determined by Human Resources.

REQUIRED CERTIFICATES, LICENSES, AND REGISTRATIONS:

The following licenses/certificates must be possessed at time of hire/promotion unless otherwise stated and must remain valid and in good standing during employment:

- Valid driver's license may be required.

Required Knowledge and Skills

Knowledge of:

- Policies and procedures of the department to which assigned.
- Use of specified computer applications involving word processing, data entry and/or standard report generation.
- Financial record keeping and bookkeeping practices and techniques.
- Use of specified computer applications involving the design and management of databases or spreadsheet files and the development of special report formats.

Knowledge of (continued):

- Business arithmetic; applicable regulations, policies and statutes.
- Office administrative practices and procedures.
- Business letter writing and the standard format for typed materials.
- Record keeping principles and practices.
- Correct business English, including spelling, grammar and punctuation.
- Techniques for dealing with a variety of individuals from various socio-economic, ethnic and cultural backgrounds, in person and over the telephone.

Skill in:

- Performing technical, specialized, complex, difficult or technical office support work.
- Reviewing financial documents for completeness and accuracy.
- Reviewing, posting, balancing and reconciling financial records.
- Maintaining accurate financial records and preparing accurate and timely reports.
- Reading, interpreting and explaining rules, policies and procedures.
- Analyzing and resolving varied office administrative problems.
- Organizing, maintaining and researching office files.
- Composing correspondence independently or from brief instructions.
- Compiling and summarizing information and preparing periodic or special reports.
- Using initiative and independent judgment within established procedural guidelines.
- Organizing own work, setting priorities and meeting critical deadlines.
- Contributing effectively to the accomplishment of team or work unit goals, objectives and activities.
- Dealing successfully with commissioners, city staff at various levels, the public, in person and over the telephone.
- Establishing and maintaining effective work relationships with staff, coworkers, contractors and the public.

SUPERVISION RECEIVED AND EXERCISED:

Under General Supervision - Incumbents at this level are given assignments and objectives that are governed by specifically outlined work methods and a sequence of steps, which are explained in general terms. The responsibility for achieving the work objectives, however, rests with a superior. Immediate supervision is not consistent, but checks are integrated into work processes and/or reviews are frequent enough to ensure compliance with instructions.

PHYSICAL DEMANDS & WORKING ENVIRONMENT:

The physical demands described herein are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Mobility to work in a typical office setting, use standard office equipment and stamina to sit for extended periods of time; strength to lift and carry up to 20 pounds; vision to read printed materials; and hearing and speech to communicate in person or over the telephone; exposure to traffic conditions and external environment when traveling from one office to another.

CONDITIONS OF EMPLOYMENT:

1. *All new employees will serve a probationary period of twelve (12) months. Such employees are not subject to the collective bargaining agreement and may be laid off or discharged during this period, or no reason.*

2. *Continued employment is contingent upon all required licenses and certificates being maintained in active status without suspension or revocation.*

3. *Any City employee may be required to stay at or return to work during emergencies to perform duties specific to this classification or to perform other duties as requested in an assigned response position. This may require working a non-traditional work schedule or working outside normal assigned duties during the incident and/or emergency.*

4. *Employees may be required to complete Incident Command System training as a condition of continuing employment.*

5. *New employees are required to submit to a fingerprint-based background investigation which costs the new employee $56.25 and a drug screen which costs $36.50. Employment is contingent upon passing the background and the drug screen.*

6. *Carson City participates in E-Verify and will provide the Social Security Administration (SSA) and, if necessary, the Department of Homeland Security (DHS), with information from each applicant's Form I-9 to confirm work authorization. All candidates who are offered employment with Carson City must complete Section 1 of the Form I-9 along with the required proof of their right to work in the United States and proof of their identity prior to starting employment. Please be prepared to provide required documentation as soon as possible after the job offer is made. For additional information regarding acceptable documents for this purpose, please contact Human Resources at 775.887.2103 or go to the U.S. Citizenship and Immigration Services web page at www.ucis.gov.*

7. *Carson City is an Equal Opportunity Employer.*

I have read and understand the contents of this Job Description, and I have received a copy of this Job Description for my records.

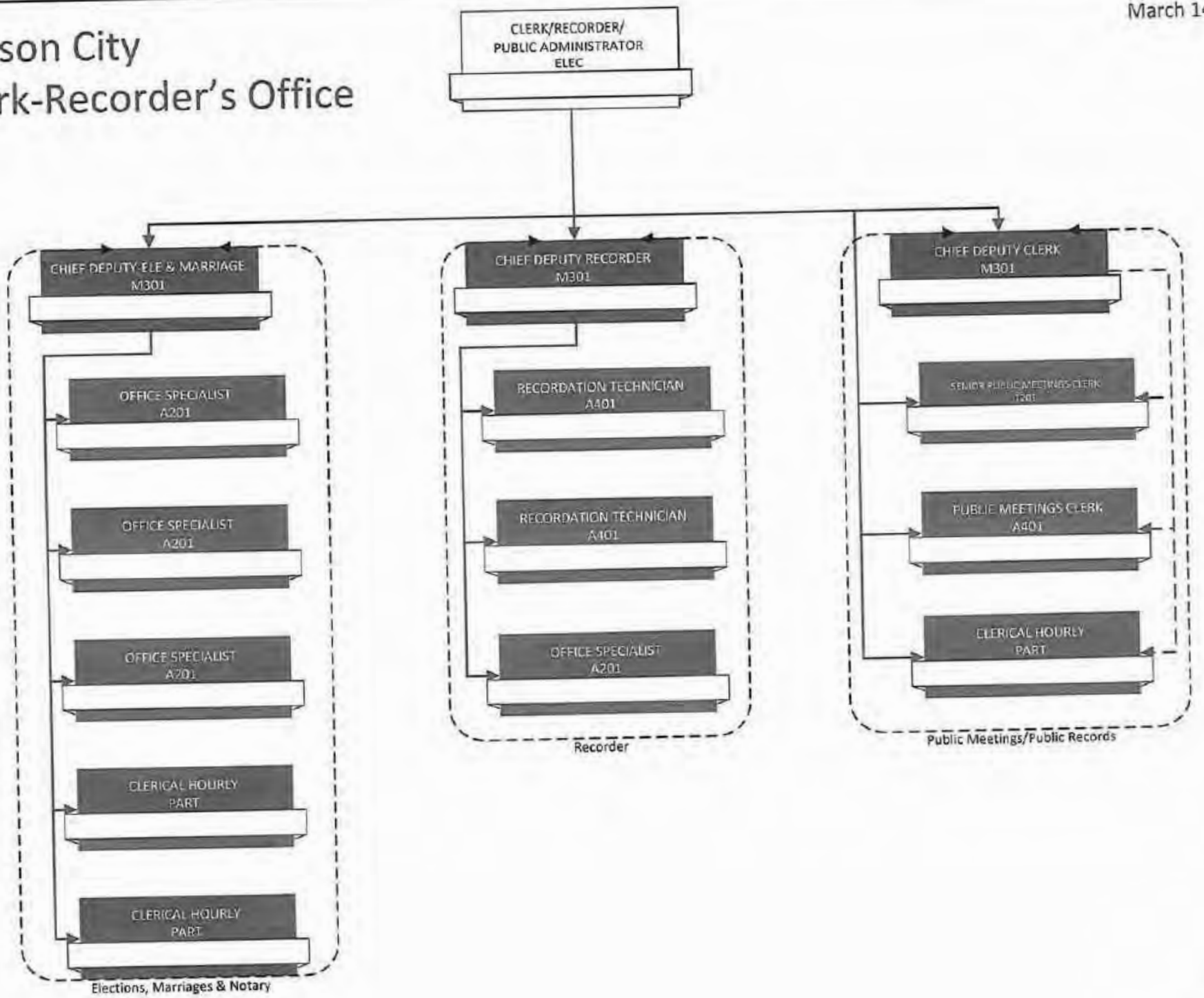
PRINT NAME: _____

SIGNATURE: _____ **DATE:** _____

"Carson City is an Equal Opportunity Employer"

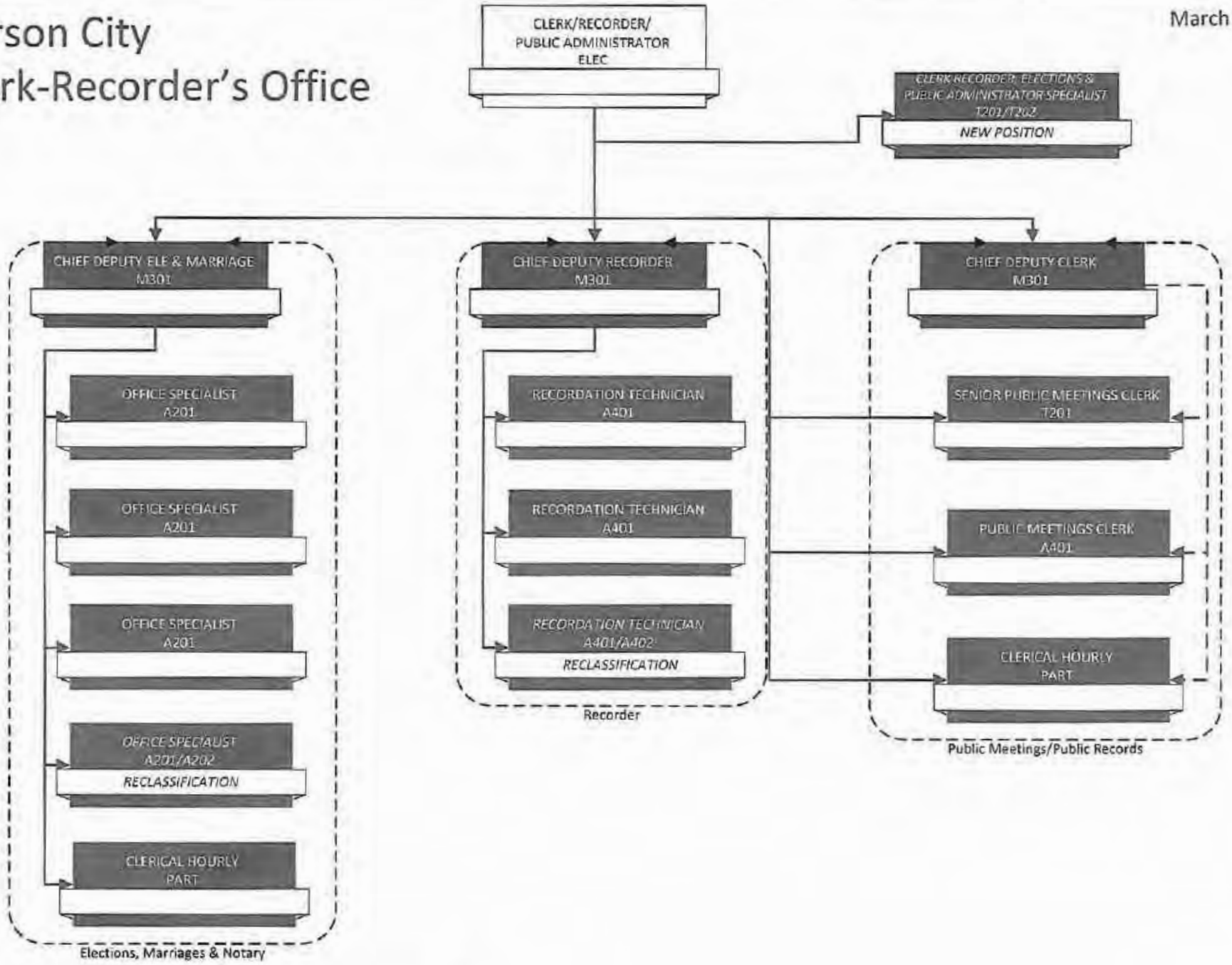
This job description indicates, in general, the nature and levels of work, knowledge, skills, abilities and other essential functions (as covered under the Americans with Disabilities Act) expected of the incumbent. It is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities required of the incumbent. Incumbent may be asked to perform other duties as required.

Carson City
Clerk-Recorder's Office



Carson City
Clerk-Recorder's Office

March 20, 2023



**Proposed Changes- Two Reclassifications; New Position

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAM E:	**DEPARTMENT # (ORG):**
PUBLIC GUARDIAN	1010217

DESCRIPTION OF REQUESTED ITEM:

INCREASE AUTO BUDGET BY $3,600 FOR CAR ALLOWANCE FOR DEPUTY PUBLIC GUARDIAN.

JUSTIFICATION OF REQUEST:
THE DEPUTY PUBLIC GUARDIAN USES HER PERSONAL CAR OFTEN, ESPECIALLY VISITING OUT OF TOWN CLIENTS. THE ONE VEHICLE THAT WE HAVE USE OF IS OFTEN USED BY ANOTHER IN THE OFFICE.

REVENUE WILL EXCEED BUDGET BY AT LEAST $40,000 THIS YEAR AND NEXT

(1)PERSONNEL SERVICES:		**(2)SERVICES AND SUPPLIES**:**	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	$.00		
Other Pay* 500270	$3,900.00		
Worker's Compensation	.00	Reduce Mileage	($3,600.00)
Group Insurance	.00		
Medicare	.00		
Pers	.00		
Total Personnel Costs (1)	$3,900.00	**Total Services and Supplies (2)**	
		GRAND TOTAL:	$300.00

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.
** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAM E:	**DEPARTMENT # (ORG):**
PUBLIC GUARDIAN	1010217

DESCRIPTION OF REQUESTED ITEM:

INCREASE HOURLY/SEASONAL BUDGET BY $3,000 FOR PART TIME EMPLOYEE THAT WORKS 1000 HOURS PER YEAR. PAY WOULD GO FROM $17 PER HOUR TO $20 PER HOUR.

JUSTIFICATION OF REQUEST:
THE PART TIME EMPLOYEE IS ESSENTIAL TO THE FUNCTION OF THIS OFFICE. THE PAY INCREASE IS TO RECOGNIZE HER CONTRIBUTION TO THE OFFICE AND TO ENCOURAGE HER TO CONTINUE WORKING FOR THIS OFFICE.

REVENUE WILL EXCEED BUDGET BY AT LEAST $40,000 THIS YEAR AND NEXT

(1)PERSONNEL SERVICES:		**(2)SERVICES AND SUPPLIES**:**	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	$3,000.00	1010217 500102	
Other Pay*	.00		
Worker's Compensation	68.00		
Group Insurance	.00		
Medicare	44.00		
Pers	.00		
Total Personnel Costs (1)	$.00	**Total Services and Supplies (2)**	
		GRAND TOTAL:	$3,112.00

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.
** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAM E:	**DEPARTMENT # (ORG):**
PUBLIC GUARDIAN	1010217

DESCRIPTION OF REQUESTED ITEM:

INCREASE TRAINING/EDUCATION BUDGET BY $2,000.

JUSTIFICATION OF REQUEST:
THE NATIONAL GUARDIANSHIP CONFERENCE WILL BE MORE EXPENSIVE NEXT YEAR AND THEIR WILL BE REQUIREMENTS FOR CONTINUING EDUCATION FOR ALL OF THE STAFF NEXT YEAR.

REVENUE WILL EXCEED BUDGET BY AT LEAST $40,000 THIS YEAR AND NEXT

(1)PERSONNEL SERVICES:		**(2)SERVICES AND SUPPLIES**:**	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	$.00	500330	2.000.00
Other Pay*	.00		
Worker's Compensation	.00		
Group Insurance	.00		
Medicare	.00		
Pers	.00		
Total Personnel Costs (1)	$.00	**Total Services and Supplies (2)**	
		GRAND TOTAL:	$2.000.00

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.
** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAME:	**DEPARTMENT # (ORG):**
Carson City Treasurer's Office	1010300

In this Supplemental Request for FY 2023-2024, the Carson City Treasurer's Office (CCTO) is respectfully requesting $26,440 to fund the following personnel and services budget accounts:

DESCRIPTION OF REQUESTED ITEM:

Request #1: $3,585.00

Summary: To increase the amount budgeted for the part-time clerical hourly by $3,585. This will increase the annual budget amount for the part-time clerical from $12,000.00 to $15,585.00 so that this position can work 20 hours per week (at $15 per hour) instead of 16 hours per week as is currently taking place.

Request #2: $6,234.00

Summary: To increase the amount budgeted for the part-time courier hourly by $18,702 to cover the shortage of the $6,234 difference between the $12,468 transferred from the Purchasing budget to pay the courier salary and the projected total amount of $18,702 needed to fund the part-time courier for 1,039 hours.

Request #3: $1,500.00

Summary: To increase the amount budgeted for postage/shipping by $1,500 to cover increased fees charged by the United States Postal Service (USPS) following its rate increase on 1/22/23 to mail necessary, business, or legally required letters, tax bills, and correspondence.

Request #4: $385.00

Summary: To increase the amount currently budgeted for printing/advertising by $385 to account for the estimated CPI inflation rate which is also impacting required printing and advertising costs.

Request #5: $900.00

Summary: The addition of $900.00 to provide subscription to IDI Core database for due diligence involving delinquent property taxes and tax deed sales and debt collection for monies owed to Carson City.

JUSTIFICATION OF REQUESTS:

Request #1: 1010300-500102 (part-time *clerical* hourly): This increase of $3,585.00 to the CCTO's current annually budgeted amount of $12,000.00 to $15,585.00, and will allow the CCTO to have its part-time clerical-hourly work approximately 20 hours per week (1,039 hours per year) instead of the current average weekly amount of 16 hours per week. With the reorganization of duties within the CCTO, this clerical-hourly position has proven extremely important in increasing the office's efficiency by handling many of the smaller, yet time-intensive and consuming duties such as: opening/processing mail, checks, and delinquent letters; responding to telephone calls and customers at the front counter; and handling necessary file updates and administrative tasks. This in turn allows the full-time staff to focus on many of the detail-oriented duties and responsibilities assigned to them as well as cross-checking and verifying each other's work and entries. The CCTO has determined this by the following: $15 (current rate of pay for part-time hourly clerical staff member) x 1039 (maximum amount of hours to be worked under part-time position) = $15,585.00. $15,585.00 - $12,000.00 (current budgeted amount for part-time clerical hourly) = $3,585.00.

Request #2: 1010300-500102 (part-time *courier* hourly): In August 2022, CM Nancy Paulson approved the transfer of the City courier position from Purchasing budget account 1010620-500102 to the CCTO (1010300-500102) to allow more efficiency and direct oversight of this position since it reports directly to the CCTO on a daily basis. In January 2023, following the BOS approval to augment the CCTO's budget, the Finance Department transferred $12,468 from 1010620-500102 (Purchasing) to the CCTO. For FY2023-2024, the CCTO is requesting the $12,468 budgeted for 1010620-500102 (Purchasing) *be permanently transferred to CCTO budget account 1010300-500102.* However, even with this funding amount of $12,468, the CCTO will still fall short by $6,234 of the total funding of $18,702 needed to fund this position for 20 hours a week for 52 weeks of the year ($18,702 - $12,468 = $6,234). The CCTO has determined the total amount of $18,702 needed to fund this position for a year by the following: $18 per hour wage x 20 hours per week worked x 52 weeks per year = $18,720. Please note that $18,720 reflects 1,040 hours, and this position is not to exceed 1,039 hours. 1039 hours x $18 per hour = $18,702. As an additional note, while Purchasing previously funded a majority of the salary for the part-time hourly courier, the remaining amount of salary needed to fund this position came from the Department of Alternative Sentencing when this position was a part-time sworn officer. With the transfer of this courier position completely under the CCTO, the CCTO will need the additional $6,234 to cover the shortage not covered by the transfer of the $12,468 in salary from Purchasing. In total, the CCTO is requesting a total amount of $18,702 ($12,468 + $6,234 = $18,702) to fund this part-time courier position.

Request #3: 1010300-500602 (postage/shipping): Effective 1/22/23, the USPS increased the postage for a first-class letter from $0.60 to $0.63 to offset the rise in inflation. The CCTO mails numerous first-class letters each year to include: annual real property tax bills, adjusted real property tax bills, delinquent property notices, delinquent water notices, delinquent parking citations notices (required under CCMC 10.24.385 and 10.24.390), rejected payment/check letters, and other required correspondence. The increase in USPS costs will impact the CCTO's budget, especially as it relates to those items such as the annual tax bill which NRS 361.480(3) requires the *ex-officio tax receiver* (CCTO) *to mail to each property owner [...].* In addition, Michael Gutterres from Pre-Sort, the company contracted to print and mail Carson City's annual real property tax bill, advised Andrew Rasor in an email on Thursday, 1/19/23 that the cost for Pre-Sort to mail each tax bill will increase from $0.491 (FY 2022-2023) to $0.507 (FY 2023-2024). For FY 2022-2023, Pre-Sort mailed a total of 19,826 real property tax bills in 17,356 envelopes at a cost of $8,521.77 (17,356 envelopes x $0.491=$8,521.796). For FY2023-2024, the CCTO pre-purchased 18,000 envelopes in January 2023 for Pre-Sort to mail which would amount to $9,126.00 (18,000 envelopes x $0.507 = $9,126.00) and is an increase of $604.23 ($9,126.00 - $8,521.77 = $604.23) from the previous fiscal year. On Thursday, 3/2/23, Michael Gutterres notified Andrew Rasor that the USPS is looking to increase postage again later in 2023, but the USPS hasn't made an official announcement when this will take place. Michael Gutterres stated that if this additional increase occurs in July 2023, this will impact the CCTO's mailing of the 2023-2024 real property tax bills. To adjust for the increased prices in postage, the CCTO is requesting an additional $1,500.00 be added to its budget for FY 2023-2024. This $1,500.00 will cover the anticipated increase of $604.23 which the CCTO will pay for the required mailing of the FY 2023-2024 real property tax bills. The CCTO will apply the remaining $895.77 from this $1,500 to cover the increased postage costs for other required letters and correspondence which the CCTO must mail during FY 2023-2024 such as: adjusted property tax bills, delinquent property notices, delinquent water notices, delinquent parking citations notices, rejected payment/check letters, and other required correspondence. In addition, the CCTO can also apply portions of this $895.77 to cover any yet unannounced postage increases by the USPS for later in 2023.

Request #4: 1010300-500542 (Printing/ Advertising): Nevada Revised Statute 361.480(2) requires the CCTO *to give notice quarterly by publication in some newspaper published in his/her county* as it relates to the tax payment due dates, and NRS 361.565 requires the county tax receiver (CCTO) to publish the notice of delinquent taxes *30 days after the first Monday in April*, and NRS 361.595(3)(a) also requires the county treasurer to publish *a notice at least once a week for four consecutive weeks...in some newspaper published within the county.* The CCTO uses the Nevada Appeal to publish these notices as required by law, and Nevada News Group, the publisher of the Nevada Appeal, advised the CCTO on Wed., 3/1/23 about increases with publication costs in 2024. The CCTO has readjusted its FY 2022-2023 printing/advertising budget to reflect $6,000, and is requesting an additional $385 to reflect the buying power difference of $6,000.00 in January 2022 versus January 2023, which is $384.61 according to the U.S. Bureau of Labor Statistics CPI Inflation Calculator (https://www.bls.gov/data/inflation_calculator.htm). Please note that the U.S.B.L.S. doesn't have inflation data available for any months after January 2023.

Request #5: 1010300-500545: IDI Core information database: The CCTO has noted difficulties in locating the owners or successors in interest for certain delinquent parcels, and notifying them of outstanding property taxes which they owe or of an approved tax deed sale set to take place against their properties. As part of its due diligence to locate these individuals, the CCTO used a free test subscription to IDI Corp., an extensive database system available to law enforcement and government agencies, and was able to locate the successor in interest for two delinquent properties scheduled for the April 2023 tax deed sale. The subscription plan for the CCTO to use IDI Core is $75 per month, or $900 per year, and should the CCTO receive the funding to utilize IDI Core, it will further expand the use of this data base to locate individuals who owe unpaid amounts to Carson City for such items as unpaid parking citations, Parks and Recreation accounts, utility accounts, and any other unpaid amounts owed to Carson City.

(1)PERSONNEL SERVICES:		(2)SERVICES AND SUPPLIES**:	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary (clerical hourly) 1010300-500102 (part-time clerical hourly)	$3,585.00	1010300-500602: Postage/Shipping	$1,500.00
Salary (courier hourly) 1010300-500102 (part-time courier hourly):	6,234 00	1010300-500542: Printing/ Advertising	385.00
Other Pay*	.00	1010300-500545: IDI information database	900.00
Worker's Compensation	507.00		
Group Insurance	.00		
Medicare	323.00		
Pers	.00		
Total Personnel Costs (1)	$10,649.00	**Total Services and Supplies (2)**	$2,785.00
		GRAND TOTAL:	**$13,434.00**

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.
** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAM E: Assessor's Office	**DEPARTMENT # (ORG):** 400

DESCRIPTION OF REQUESTED ITEM:

Reclassification of Appraisal Support Specialist (CCEA A302) position to a Property Appraiser (CCEA T202) position.

JUSTIFICATION OF REQUEST:

Reclassification is necessary due to the increased workload due to the increase in both Real and Personal Property appraisals. This reclassification will not result in an increase to the Assessor's allotted personnel positions. The Assessor's Office has some salary savings that will also be used to fund this position if approved. A Property Appraiser recently retired, and the position was filled by an individual whose salary was 18% less than the employee who retired.

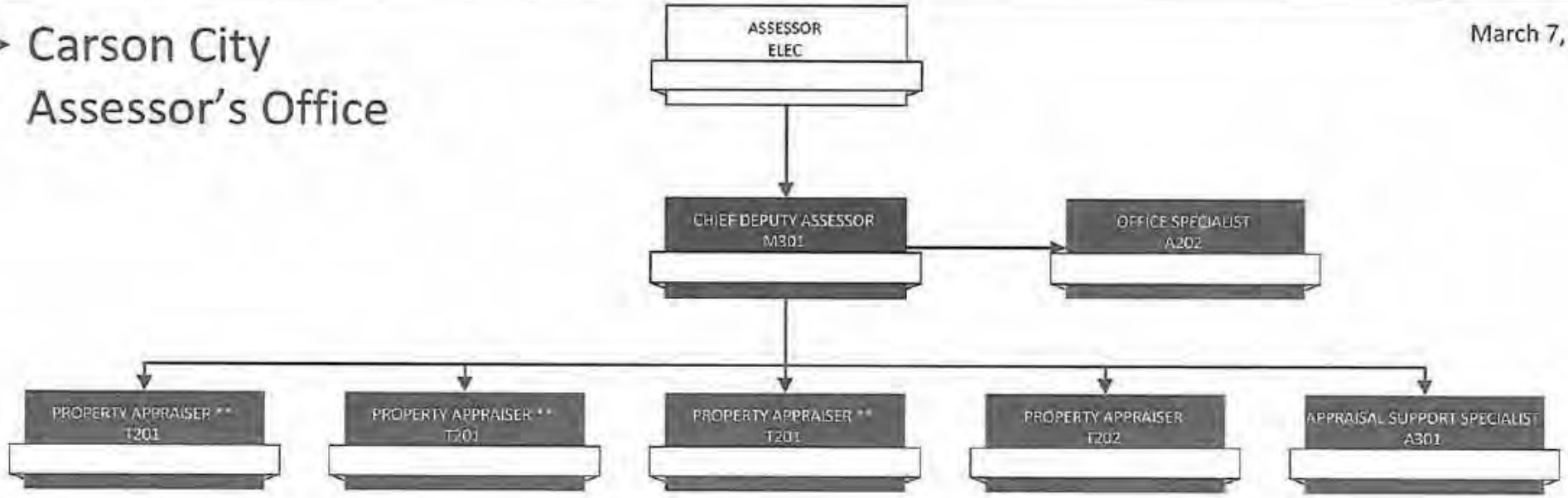
(1)PERSONNEL SERVICES:		**(2)SERVICES AND SUPPLIES**:**	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	$8,576.21	500101	
Other Pay*	.00		
Worker's Compensation	.00	500250	
Group Insurance	.00	500240	
Medicare	$124.36	500225	
Pers	$2,873.03	500230	
Total Personnel Costs (1)	$11,573.60	**Total Services and Supplies (2)**	
		GRAND TOTAL:	$11,573.60

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.

** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

Carson City
Assessor's Office

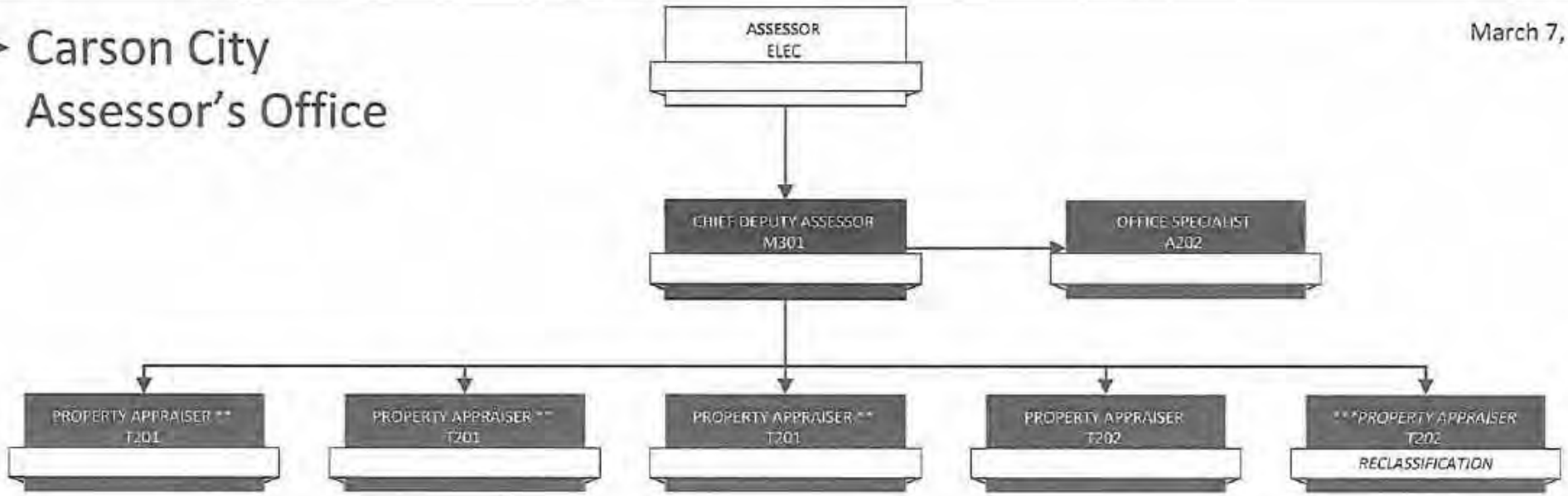
March 7, 202:



**Please note, the Assessor's Office currently has one Chief Appraiser position that is currently underfilled with a Property Appraiser position until an employee meets the requirements.

Carson City Assessor's Office

March 7, 2023



*** Proposed Change- Reclassification

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAME: District Attorney's Office	**DEPARTMENT # (ORG):** 101-0500

DESCRIPTION OF REQUESTED ITEM: Reclassify one Deputy District Attorney position to Senior Deputy District Attorney and reclassify one Senior Deputy District Attorney position to Supervising Deputy District Attorney

JUSTIFICATION OF REQUEST: Two employees will be eligible and deserving of promotions within the Deputy District Attorney classification in FY24. We request reclassification of one Deputy District Attorney position to Senior Deputy District Attorney and reclassification of one Senior Deputy District Attorney to Supervising Deputy District Attorney so that we have the funding to promote these employees.

(1)PERSONNEL SERVICES:		**(2)SERVICES AND SUPPLIES**:**	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	$8,773.00		
Other Pay*	.00		
Worker's Compensation	.00		
Group Insurance	.00		
Medicare	$127.00		
Pers	$2,939.00		
Total Personnel Costs (1)	$11,839.00	**Total Services and Supplies (2)**	
		GRAND TOTAL:	$11,839.00

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.

** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

Salary Impact - Reclassification of DDA to Senior DDA and Reclassification of Senior DDA to Suprervising DDA

Employee	Promotion date	Projected 7/1/23	Rate of promotion if before 7/14	Rate eff 7/14 (PERS change)	Rate if promotion eff 7/14 or after	Difference	Total Salary Impact
Senior to Supervising DDA*	1/3/2024	$53.5911		$52.9855	$58.2841	$5.2986	$5,425.72
DDA to Senior DDA**	7/1/2023	$51.4646	$53.5911	$52.9855		$2.1265 through 7/13; $1.5209 eff 7/14	$3,347.64
Total Salary Impact							**$8,773.36**

* Promotion rate is 10% increase to salary

** Promotion will increase salary to top of range

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAM E: District Attorney's Office	**DEPARTMENT # (ORG):** 101-0500

DESCRIPTION OF REQUESTED ITEM: Create new legal assistant classification of Supervising Legal Assistant and reclassify one Senior Legal Assistant position to Supervising Legal Assistant

JUSTIFICATION OF REQUEST: At present, there are a total of six legal assistant positions in the District Attorney's office. Two are classified as Senior Legal Assistants (SLA) and the other four are Legal Assistants (LA). The primary distinguishing characteristics between SLA and LA are that the SLA is able to manage higher volumes and more complex matters under less supervision than an LA. The SLA position has no supervisory responsibilities with respect to training, oversight, and management of LA positions and workflows. All six legal assistant positions are presently supervised by the Chief Deputy District Attorney (CDDA) who also directly supervises six prosecutors, the Victim Witness Administrator, and three part-time clerical support positions. The District Attorney's office would benefit from a mid-level supervisory position for the legal assistant positions and part-time positions, which a Supervising Legal Assistant would provide. The addition of this position would relieve the CDDA of direct, day-to-day supervisory responsibilities for legal assistant and part-time positions and allow for less-intensive, high-level supervision more appropriate for the CDDA position. A Supervising Legal Assistant would also have a more intimate understanding of the practices, abilities, strengths, and weaknesses of staff in the legal assistant and part-time positions. The Supervising LA would be in the best position to address workflows, streamline tasks, and ensure efficient and timely completion of all services. In addition, the requested re-classification would reflect the same promotional and professional development track that exist for attorney staff, which include Deputy District Attorney, Senior DDA, and Supervising DDA positions and an analogous progression of supervisory-level responsibilities. Finally, the requested reclassification corresponds with substantially similar positions which exist within the classification schemes of the State of Nevada's Office of the Attorney General, Washoe County District Attorney, and Clark County District Attorney.

(1)PERSONNEL SERVICES:		**(2)SERVICES AND SUPPLIES**:**	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	$8,488.00		
Other Pay*	.00		
Worker's Compensation	.00		
Group Insurance	.00		
Medicare	$123.00		
Pers	$2,843.00		
Total Personnel Costs (1)	$11,454.00	**Total Services and Supplies (2)**	
		GRAND TOTAL:	$11,454.00

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.

** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

Salary Impact - Reclassification of Senior Legal Assistant to Supervising Legal Assistant

Employee	Promotion date	Projected 7/1/23	Rate of promotion if before 7/14	Rate eff 7/14 (PERS change)	Difference	Total Salary Impact
Senior to Supervising Legal Assistant	7/1/2023	$29.6883	$34.1416	$33.7558	4.4533 through 7/13; 4.0675 eff 7/14	$8,488.18

Projected amount includes 2% COLA increase on 7/1/23. Promotion amount is 15% increase to the projected pay rate for a current senior legal assistant.

JOB DESCRIPTION

JOB TITLE:	Supervising Legal Assistant	**FLSA:** Non-Exempt
DEPARTMENT:	District Attorney	**GRADE:** S102
REPORTS TO:	Chief Deputy District Attorney	
DATE:	7/1/23	

SUMMARY OF JOB PURPOSE:

Under general supervision of the Chief Deputy District Attorney, provides technical, specialized and/or confidential legal office support to the District Attorney's Office.

ESSENTIAL FUNCTIONS:

This class specification lists the major duties and requirements of the job and is not all-inclusive. Incumbent(s) may be expected to perform job-related duties other than those contained in this document and may be required to have specific job-related knowledge and skills.

- Reviews, organizes, and disseminates a wide variety of legal documents to include legal agreements, contracts, complaints, orders, reports, videos, discovery, etc.
- Drafts pleadings, petitions, statements, subpoenas, briefs, correspondence, memoranda, audio transcriptions, and other legal documents.
- Calendars and schedules court dates, meetings, and appointments for attorneys.
- Attends court hearings, takes notes, dispositions cases, and ensures accuracy of court docket.
- Ensures timely and proper filing of pleadings, exhibits, and other legal materials with the appropriate court.
- Reviews finished pleadings and memoranda for completeness, accuracy, format, and compliance with applicable court rules.
- Communicates with staff from other agencies, businesses, law firms, and/or witnesses at attorney direction.
- Maintains and updates case notes and files.
- Prepares weekend court docket on a rotating assignment.
- Responds to inquiries regarding cases in person and over the phone.
- Prepares presentation materials, exhibits and binders for trial, arbitration, or other contested hearings.
- Performs closing and auditing of case files.
- Provides assistance and guidance to other legal assistants and support staff.
- Serves as NCICJS TAC.
- Composes training plans and trains new legal assistants and/or part-time staff on job duties and special assignments.
- Supervises workflow of all duties assigned to criminal, juvenile, and civil division support staff.

- Maintains and accesses statistical data for the criminal, civil and/or juvenile divisions.
- Reviews work in progress and completed work of assigned employees for accuracy, proper work method, techniques and compliance with applicable standards.
- Responds to and resolves inquiries and complaints from the public, assigned staff, other divisions, or other agencies regarding assigned services.
- Coach and mentor assigned staff and work with employees to correct deficiencies.
- In conjunction with the Criminal Chief Deputy District Attorney implements discipline and conflict resolution procedures when necessary.
- Ensures assigned employees perform duties responsibly in a safe and prudent manner that does not expose them or others to unnecessary risk.
- Ensures adequate staffing for all necessary services and direct service coverage as necessary.
- Reviews and updates training/reference manuals for all positions supervised.

QUALIFICATIONS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

Education and Experience:

High School Diploma or GED AND four (4) years of clerical or administrative experience in a legal or court office; OR an equivalent combination of education, training and experience as determined by the District Attorney.

REQUIRED CERTIFICATES, LICENSES, AND REGISTRATIONS:

- None

Required Knowledge and Skills

- Knowledge of and ability to use a variety of computer programs including case management, court calendaring, word processing, data entry and/or standard report generation.
- Ability to use basic arithmetic to calculate briefing deadlines.
- Knowledge of and ability to use correct business English, including spelling, grammar, and punctuation.
- Knowledge of and ability to use legal office terminology, processes, procedures.
- Knowledge, skill and ability to format legal documents.
- Skill and ability to effectively communicate with a variety of individuals from various socioeconomic, ethnic and cultural backgrounds, in person and over the telephone.
- Ability to independently organize daily tasks and prioritize medium and long-term assignments.
- Skill and ability to ensure completeness and accuracy of case files and communicate effectively and consistently with assigned district attorneys.

- Skill and ability to establish, maintain, and update case files and compose correspondence independently.
- Ability to prepare clear and concise reports, correspondence, and other written materials.
- Ability to use initiative within established procedural guidelines.
- Ability to organize, prioritize, and coordinate work activities and meet critical deadlines.
- Strong working knowledge of the case management database, court programs, and/or law enforcement case management systems.
- Ability to effectively coach and mentor staff.
- Ability to effectively allocate support staff resources in the criminal, juvenile, and civil divisions to ensure coverage of all essential functions.
- Knowledge, skill, and ability in drafting and maintaining procedural manuals and training materials.

SUPERVISION RECEIVED AND EXERCISED:

Under General Supervision - Incumbents at this level are given assignments and objectives that are governed by specifically outlined work methods and office procedures. Immediate supervision is not consistent, but checks are integrated into work processes and/or reviews are frequent enough to ensure compliance with work methods. Incumbent will exercise supervision over other legal assistants and support staff to ensure compliance with work methods. Incumbent will employ corrective action and retraining as necessary to ensure that division assignment and directives are met.

PHYSICAL DEMANDS & WORKING ENVIRONMENT:

The physical demands described herein are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

This position must work at the District Attorney's physical office, subject to change at the supervisor's or District Attorney's discretion. The standard working hours are 8:00 a.m. to 5:00 p.m. Monday through Friday. Must be available to work on Sunday mornings and the occasional holiday on a rotating basis. Mobility to work in a typical office setting, use standard office equipment and stamina to sit or stand for several hours at a time; mobility to move several hundred yards to and from the Court or Clerk's Office to complete filings and other duties; strength to lift and carry up to 20 pounds; vision to read printed materials; and hearing and speech to communicate in person or over the telephone; mobility and tolerance to weather sufficient to travel to off-site locations for meetings and employee parking.

CONDITIONS OF EMPLOYMENT:

1. *This is a non-exempt position. All new employees will serve a probationary period of twelve (12) months. Such employees are not subject to the collective bargaining agreement and may be laid off or discharged during this period for any reason.*

2. *Continued employment is contingent upon all required licenses and certificates being maintained in active status without suspension or revocation.*

3. *Any City employee may be required to stay at or return to work during emergencies to perform duties specific to this classification or to perform other duties as requested in an assigned response position. This may require working a non-traditional work schedule or working outside normal assigned duties during the incident and/or emergency.*

4. *Employees may be required to complete Incident Command System training as a condition of continuing employment.*

5. *New employees are required to submit to a fingerprint-based background investigation which cost the new employee $56.25 and a drug screen which costs $36.50. Employment is contingent upon passing the background and the drug screen.*

6. *Carson City participates in E-Verify and will provide the Social Security Administration (SSA) and, if necessary, the Department of Homeland Security (DHS), with information from each applicant's Form I-9 to confirm work authorization. All candidates who are offered employment with Carson City must complete Section 1 of the Form I-9 along with the required proof of their right to work in the United States and proof of their identity prior to starting employment. Please be prepared to provide required documentation as soon as possible after the job offer is made. For additional information regarding acceptable documents for this purpose, please contact Human Resources at 775.887.2103 or go to the U.S. Citizenship and Immigration Services web page at www.ucis.gov.*

7. *Carson City is an Equal Opportunity Employer.*

I have read and understand the contents of this Job Description, and I have received a copy of this Job Description for my records.

PRINT NAME: _____

SIGNATURE: _____ DATE: _____

"Carson City is an Equal Opportunity Employer"

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAME: District Attorney's Office	**DEPARTMENT # (ORG):** 101-0500

DESCRIPTION OF REQUESTED ITEM: Increase funding for training and associated travel expenses for staff

JUSTIFICATION OF REQUEST: The District Attorney's base budget includes a line item for training. The line item amount is $6,500 which has not been increased since FY19, when it was increased from $3,000 to $6,500. The training line item covers all training for the office, including attorney and non-attorney staff. Since FY19, the size of the District Attorney staff has increased. Additional funding is needed for staff to obtain specialized training that will better enable them to provide needed services to the city and better prosecute criminal cases. For these reasons, a $4,000 increase in the training budget line item is requested. Correspondingly, a $7,500 increase to the travel line item is requested to cover costs incurred for training that is not local.

(1)PERSONNEL SERVICES:		**(2)SERVICES AND SUPPLIES**:**	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	$.00	1010500-500330/ Training	4,000.00
Other Pay*	.00	1010500-500580/ Travel	7,500.00
Worker's Compensation	.00		
Group Insurance	.00		
Medicare	.00		
Pers	.00		
Total Personnel Costs (1)	$.00	**Total Services and Supplies (2)**	
		GRAND TOTAL:	$11,500.00

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.

** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAME: District Attorney's Office	**DEPARTMENT # (ORG):** 101-0500

DESCRIPTION OF REQUESTED ITEM: Thumb Drives that Meet City's IT Security Requirements

JUSTIFICATION OF REQUEST:
In order to prosecute cases, the District Attorney's Office must be able to present evidence to the courts. The courts require this evidence to be on thumb drives. These thumb drives become part of the courts' official records and are not returned. This office has been informed that it will need to use thumb drives that meet the City's IT security standards. We estimate the annual cost to use these thumb drives will be $14,600. We have funding in our current budget to absorb some of this cost. We will also work with the courts to determine if some thumb drives can be returned to the office after the case is finalized. We will also recycle thumb drives where possible within the office. Therefore, we are requesting supplemental funding of $10,000. Should these efforts not produce the desired savings, we may request additional funding in the future.

(1)PERSONNEL SERVICES:		**(2)SERVICES AND SUPPLIES**:**	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	$.00	1010500-500601 Office Supplies	$10,000.00
Other Pay*	.00		
Worker's Compensation	.00		
Group Insurance	.00		
Medicare	.00		
Pers	.00		
Total Personnel Costs (1)	$.00	**Total Services and Supplies (2)**	$10,000.00
		GRAND TOTAL:	$10,000.00

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.
** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

Thumb Drive Cost Calculations

Size Thumb Drive Needed	Cost Per Unit	Quantity Per Year	Total
4G	$51.79	192	$9,943.68
8G	$69.34	48	$3,328.32
10% anticipated cost increase			$1,327.20
TOTAL			$14,599.20

Review and Complete Purchase

WILLIAM CRAVEY,

Thank you for considering CDW•G for your technology needs. The details of your quote are below. **If you are an eProcurement or single sign on customer, please log into your system to access the CDW site.** You can search for your quote to retrieve and transfer back into your system for processing.

For all other customers, click below to convert your quote to an order.

Convert Quote to Order

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
NFDF965	1/20/2023	DATALOCKER	6169690	$13,053.60

QUOTE DETAILS

ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
IronKey H350 Basic - hard drive - 2 TB - USB 3.0 - TAA Compliant Mfg. Part#: MXKB1B002T5001FIPS-B UNSPSC: 43201803 Contract: National IPA Technology Solutions - State of NV (2018011-01)	8	3870772	$354.00	$2,832.00
IronKey H350 Basic - hard drive - 1 TB - USB 3.0 - TAA Compliant Mfg. Part#: MXKB1B001T5001FIPS-B UNSPSC: 43201803 Contract: National IPA Technology Solutions - State of NV (2018011-01)	8	4075102	$309.64	$2,477.12
DataLocker Sentry ONE - USB flash drive - 128 GB - TAA Compliant Mfg. Part#: SONE128 UNSPSC: 43202010 Contract: National IPA Technology Solutions - State of NV (2018011-01)	8	5452541	$336.25	$2,690.00
DataLocker Sentry ONE - USB flash drive - 64 GB - TAA Compliant Mfg. Part#: SONE064 UNSPSC: 43202010 Contract: National IPA Technology Solutions - State of NV (2018011-01)	8	5452545	$220.91	$1,767.28
DataLocker Sentry ONE - USB flash drive - 8 GB - TAA Compliant Mfg. Part#: SONE008 UNSPSC: 43202010 Contract: National IPA Technology Solutions - State of NV (2018011-01)	25	5109803	$69.34	$1,733.50
DataLocker Sentry ONE - USB flash drive - 4 GB - TAA Compliant	30	5232911	$51.79	$1,553.70

QUOTE DETAILS (CONT.)
Mfg. Part#: SONE004 UNSPSC: 43202010 Contract: National IPA Technology Solutions - State of NV (2018011-01)

SUBTOTAL	$13,053.60
SHIPPING	$0.00
SALES TAX	$0.00
GRAND TOTAL	**$13,053.60**

PURCHASER BILLING INFO	DELIVER TO
Billing Address: CARSON CITY QUOTES CARSON CITY IT 201 N CARSON ST STE 7 CARSON CITY, NV 89701-4289 **Phone:** (775) 887-2160 **Payment Terms:** Master Card	**Shipping Address:** CARSON CITY QUOTES CARSON CITY IT 201 N CARSON ST STE 7 CARSON CITY, NV 89701-4289 **Phone:** (775) 887-2160 **Shipping Method:** DROP SHIP-GROUND
	Please remit payments to:
	CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515

Sales Contact Info

Mitchell Funk | (877) 800-3219 | mitcfun@cdw.com

LEASE OPTIONS			
FMV TOTAL	**FMV LEASE OPTION**	**BO TOTAL**	**BO LEASE OPTION**
$13,053.60	**$366.68/Month**	**$13,053.60**	**$418.89/Month**

Monthly payment based on 36 month lease. Other terms and options are available. Contact your Account Manager for details. Payment quoted is subject to change.

Why finance?

• Lower Upfront Costs. Get the products you need without impacting cash flow. Preserve your working capital and existing credit line.

• Flexible Payment Terms. 100% financing with no money down, payment deferrals and payment schedules that match your company's business cycles.

• Predictable, Low Monthly Payments. Pay over time. Lease payments are fixed and can be tailored to your budget levels or revenue streams.

• Technology Refresh. Keep current technology with minimal financial impact or risk. Add-on or upgrade during the lease term and choose to return or purchase the equipment at end of lease.

• Bundle Costs. You can combine hardware, software, and services into a single transaction and pay for your software licenses over time! We know your challenges and understand the need for flexibility.

General Terms and Conditions:

This quote is not legally binding and is for discussion purposes only. The rates are estimate only and are based on a collection of industry data from numerous sources. All rates and financial quotes are subject to final review, approval, and documentation by our leasing partners. Payments above exclude all applicable taxes. Financing is subject to credit approval and review of final equipment and services configuration. Fair Market Value leases are structured with the assumption that the equipment has a residual value at the end of the lease term.

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About Us | Privacy Policy | Terms and Conditions

This order is subject to CDW's Terms and Conditions of Sales and Service Projects at
http://www.cdwg.com/content/terms-conditions/product-sales.aspx
For more information, contact a CDW account manager

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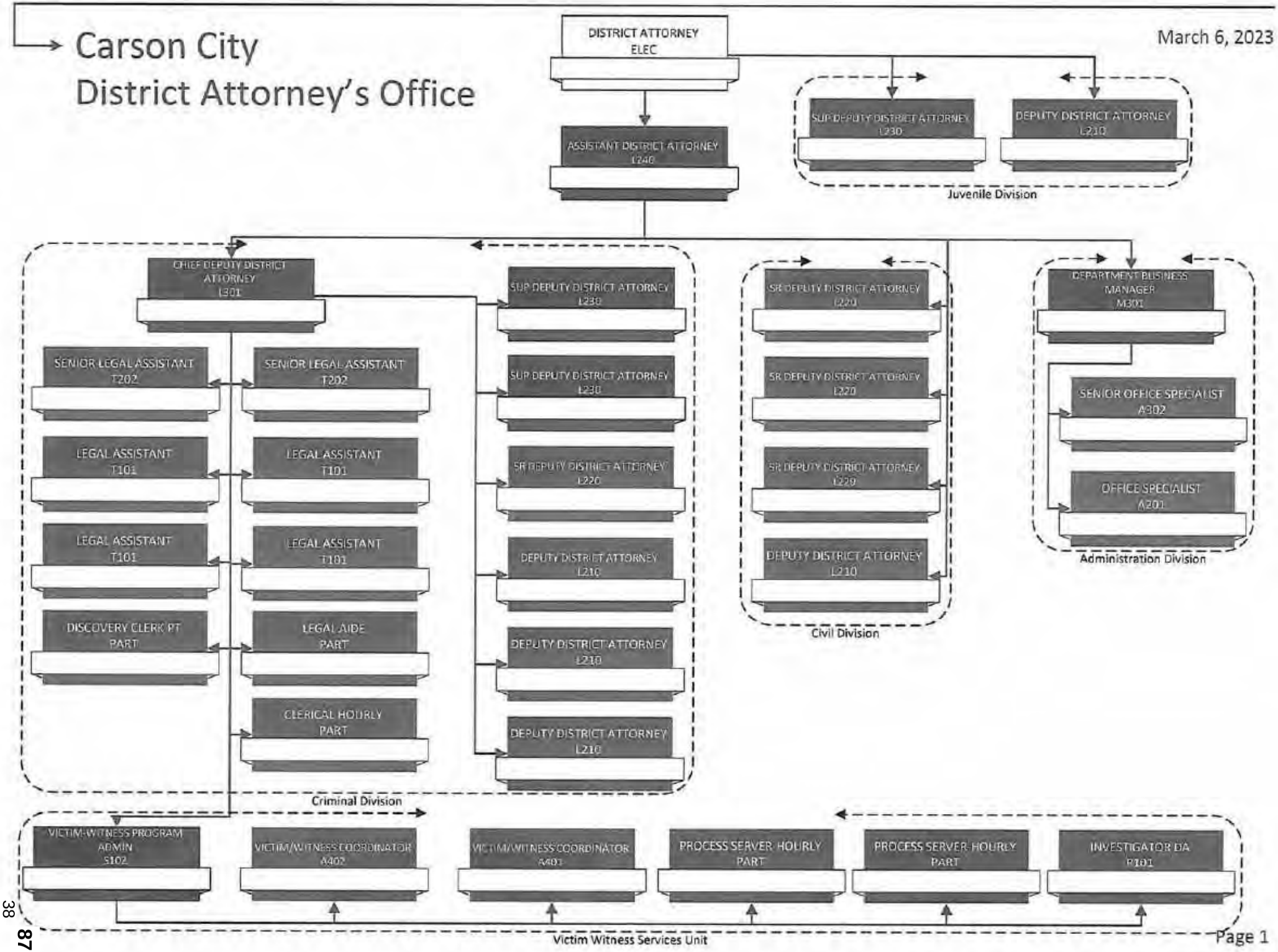
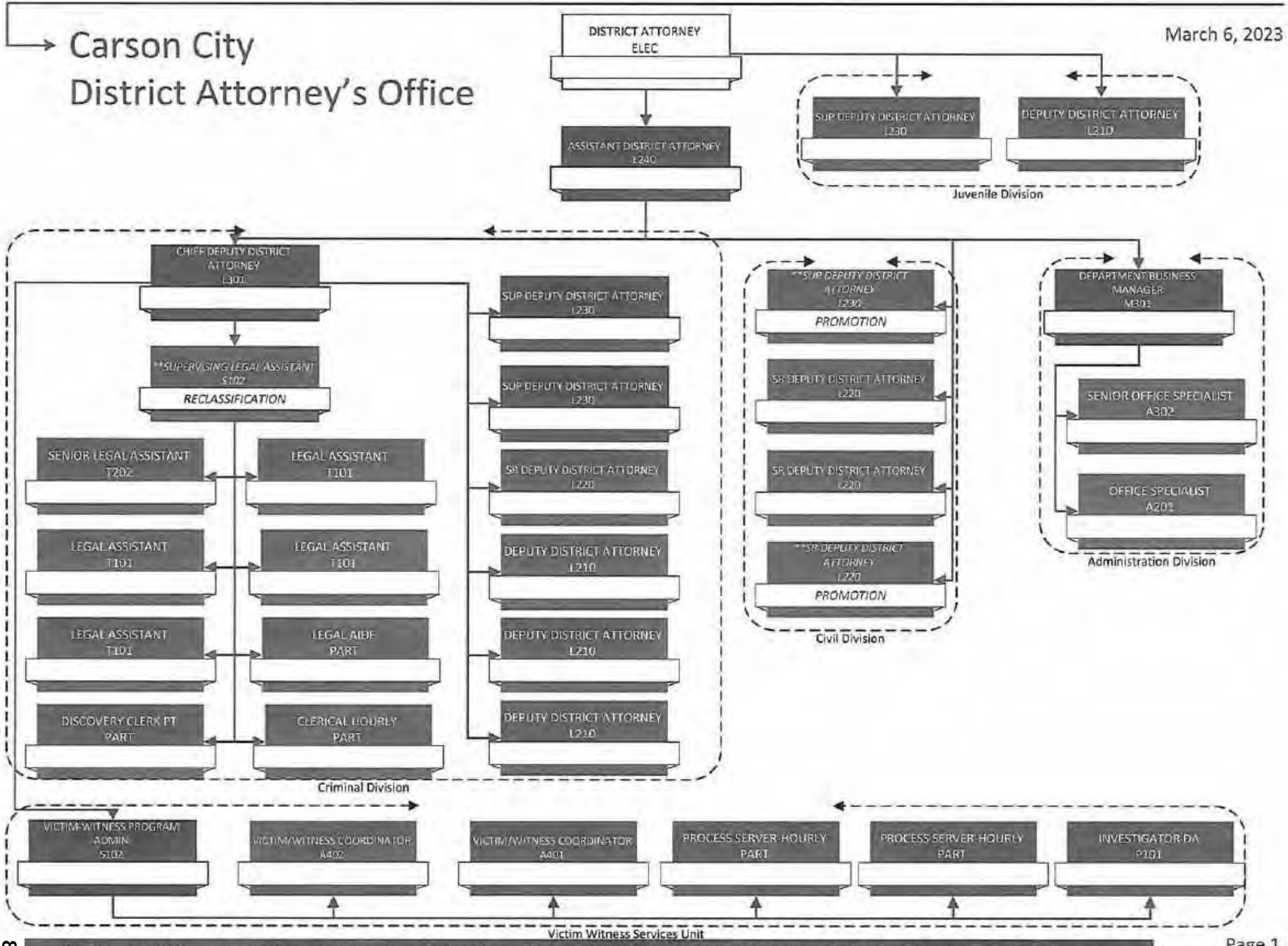
Carson City
District Attorney's Office

March 6, 2023



Carson City
District Attorney's Office

March 6, 2023



** Proposed Changes- Reclassification; Two Promotions: Supervising Deputy District Attorney & Senior Deputy District Attorney

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAM E: City Manager	**DEPARTMENT # (ORG):** 1010600

DESCRIPTION OF REQUESTED ITEM:

Increase software maintenance for archive social

JUSTIFICATION OF REQUEST:

The CM office is required to have archive social to monitor social media accounts

(1)PERSONNEL SERVICES:		**(2)SERVICES AND SUPPLIES**:**	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	$.00	1010600 500433	9,576.00
Other Pay*	.00		
Worker's Compensation	.00		
Group Insurance	.00		
Medicare	.00		
Pers	.00		
Total Personnel Costs (1)	$.00	**Total Services and Supplies (2)**	
		GRAND TOTAL:	$9,576.00

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.

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SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAM E:	**DEPARTMENT # (ORG):**
City Hall	1010630

DESCRIPTION OF REQUESTED ITEM:

Increase to Power & Heating.

JUSTIFICATION OF REQUEST:

Rates for Power & Heating have increased.

(1)PERSONNEL SERVICES:		**(2)SERVICES AND SUPPLIES**:**	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	$.00	1010630 500712	$8,500.00
Other Pay*	.00	1010630 500713	$3 500.00
Worker's Compensation	.00		
Group Insurance	.00		
Medicare	.00		
Pers	.00		
Total Personnel Costs (1)	$.00	**Total Services and Supplies (2)**	
		GRAND TOTAL:	$12,000.00

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.

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SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAME: Finance	**DEPARTMENT # (ORG):** 1010701

DESCRIPTION OF REQUESTED ITEM: Reclassify the Risk Manager to a P203.

JUSTIFICATION OF REQUEST: The Risk Manager is an integral part of the City, as this position helps negotiate the property and liability insurance rates and the position manages the self-insured Workers Comp Plan for the City. The position oversees all property and liability insurance claims as well, as oversite to the insurance company. This position on average recovers $50,000 from those who damage City property.

In addition to that over the last few years, the Risk Manager has become a vital resource in deciphering Bill Draft Releases to determine if there is a fiscal impact to the City, meets with Firefighters to review their heart/lung physical evaluations to ensure we are in compliance with NRS. The position took on, without guidance, figuring out the impact of the COVID-19 pandemic on the self-insured Workers Comp Fund. The position is now regularly providing training at various departments regarding workers comp procedures, forms, etc. This position, several years ago, also helped Douglas County to get their self-insured workers comp program up and running. Currently, the position is a P601, salary range of $56,619.53 - $84,928.72. The Grants Administrator, who also oversees grant analysts and programs citywide, and also works very independently is at a P202, salary range of $62,282.22 - $93,422.68, and is a CCEA position. Both are professional salary ranges, but different, which is an inequity in Finance Department, as both positions are vital and work very independently. It is requested to reclassify this position to a P203, which is still Unclassified, as it is now, but the salary range is $62,281.13 - $93,421.72, which is more in line with the P202.

Other positions at the P203 Level include Judicial Assistant, Business Systems Analyst and Network Analyst.

The reclassification, per the City's compensation policy, comes with a 10% pay increase starting July 1st.

(1)PERSONNEL SERVICES:		**(2)SERVICES AND SUPPLIES**:**	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	$8,492.87		
Other Pay*	.00		
Worker's Compensation	.00		
Group Insurance	.00		
Medicare	12.31		
Pers	2,526.63		
Total Personnel Costs (1)	$.00	**Total Services and Supplies (2)**	
		GRAND TOTAL:	$11,031.81

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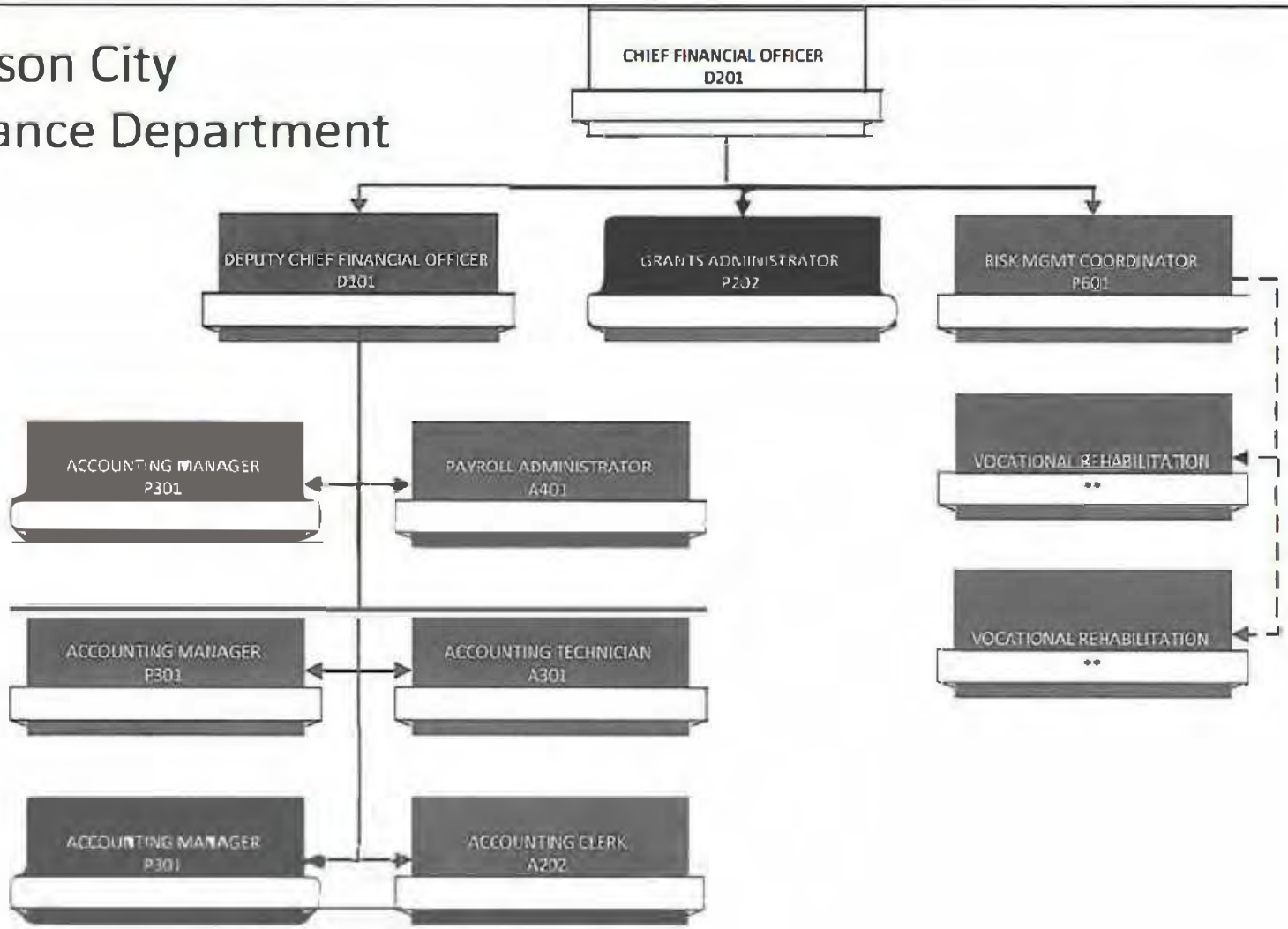
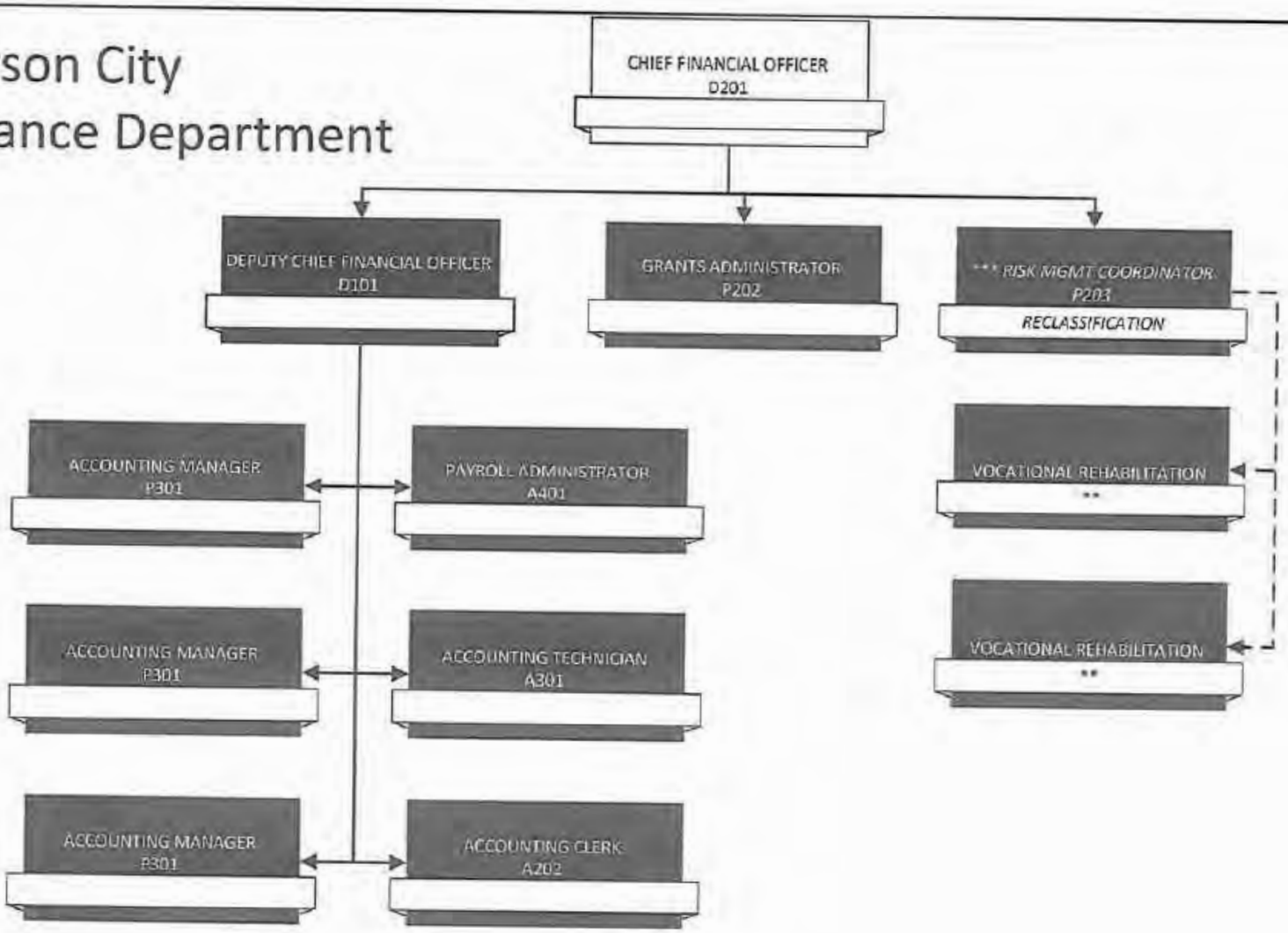
Carson City
Finance Department



**Position currently assigned under Risk Management

Carson City
Finance Department

March 9, 2023



*** Proposed Change- Reclassification

**Position currently assigned under Risk Management

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAM E:	**DEPARTMENT # (ORG):**
Human Resources	101-0705

DESCRIPTION OF REQUESTED ITEM: New position- Human Resources Manager (M 201)

JUSTIFICATION OF REQUEST:

Over the past several years, the City has increased the employee population count but has not increased the staff in Human Resources. The creation of this position will assist with succession planning and also create a second supervisory position in the HR Department. This will assist the Human Resources Director with supervision tasks along with labor relations, policies, recruitment, discipline and benefits.

This is the first request in staffing that Human Resources has made even though staffing was reduced during the recession. The Human Resources Department has five full-time employees. (It is one of the smallest Departments in the City.) The Director has lost annual leave the past two years due to workload. HR staff complements in the surrounding jurisdictions are as follows:

Carson City: 1 human resources representative for every 180 employees

City of Sparks: 1 human resources representative for every 93 employees

Douglas County: 1 human resources representative for every 120 employees

Washoe County: 1 human resources representative for every 117 employees

With the addition of one full-time staff member, this will reduce the employee complement from 1 human resources representative for 180 employees to 1 human resources representative to 150 employees.

For internal equity purposes, HR is asking to place this position in the M 201 pay grade which is $91,764.57-$137,647.42 and is requesting permission to hire up to the top of the range due to the minimum qualifications for the position. The other positions in the M201 pay grade are: City Engineer, Operations Manager, Transportation Manager, Construction Manager, Wastewater Utility Manager, Planning Manager, Recreation Superintendent, Park Operations Superintendent, Water Utility Manager, Division Chief of Emergency Medical Services, and IT Critical Infrastructure Manager.

(1)PERSONNEL SERVICES:		**(2)SERVICES AND SUPPLIES**:**	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	$137,647.42	M201 Pay Grade Top	
Other Pay*	$2,760.00	$80.00 phone allowance and $150.00 car allowance per month x12 months	
Worker's Compensation	$818.40		
Group Insurance	$12,279.40		
Medicare	$1,995.89		
Pers	$46,111.89		
Total Personnel Costs (1)	$	**Total Services and Supplies (2)**	N/A-computer and work station included in CIP
	$201,613	**GRAND TOTAL:**	$201,613

JOB DESCRIPTION

JOB TITLE:	Human Resources Manager	**FLSA:**	Exempt
DEPARTMENT:	Human Resources	**GRADE:**	M201
REPORTS TO:	Human Resources Director	**PCN:**	
DATE:			

SUMMARY OF JOB PURPOSE:

Under general direction, performs professional-level duties in relation to the administration of human resources programs, includng but not limited to, recruitment, payroll, employee relations, job analysis, classification and compensation, employee training and development, special projects, dispute resolution, grievance reviews and investigations; administers the city-wide classification and compensation plan; provides supervision to human resources staff; and performs related duties as required.

DISTINGUISHING CHARACTERISTICS:

This is a management level position in that incumbents maintain a reduced benefits and recruitment workload in order to perform sensitive, complex or specialized assignments related to performance management. In the absence of the Human Resources Director, the incumbent serves as the acting Department Director.

SUPERVISION:

Exercises direct supervision over assigned professional, technical and support staff.

ESSENTIAL FUNCTIONS:

This class specification lists the major duties and requirements of the job and is not all-inclusive. Incumbent(s) may be expected to perform job-related duties other than those contained in this document and may be required to have specific job-related knowledge and skills.

- Develops, writes, and revises personnel policies, procedures, laws, and regulations; administers the policy and procedure manual; interprets policies, procedures laws, and regulations to employees; responds to inquiries and recommends solutions to human resource issues, complaints, and legal actions; identifies legal requirements and government reporting regulations and ensures compliance.
- Assists with the design and implementation of the recruitment program; conducts recruitments and participates in the recruitment process; and analyzes procedures and practices and makes improvement.
- Assists with payroll administration by reviewing and approving personnel action forms; assists with the design and implementation of the Human Resources Information System (HRIS); analyzes procedures and practices and makes improvement; and supervises employees responsible for maintaining the HRIS system.

- Performs a variety of professional level human resources duties related to one or more functional areas within the human resources department such as, but not limited to, recruitment and selection, classification and compensation, employee development, benefits and/or employee relations; and develops plans to meet current and future service needs regarding these areas to enhance the delivery of service provided to City Departments/Elected Offices.
- Oversees assigned area(s) by reviewing and improving work methods, techniques, systems, and equipment; develops and implements organizational or procedural changes to facilitate decision making and more effective operations; supervises assigned staff; performance appraisal and discipline; professional development; coaching and mentoring; coordinating leave requests; and conducting performance evaluations.
- Assists Departments/Elected Offices with performance management strategies consistent with the City's core values and policies by providing direction, clear feedback, and accountability; partners with business leadership to assure consistency of approach, message and execution.
- Conducts and advises others in performing employee investigations, prepares or reviews summaries, reports, and discipline related findings; consults with Department Directors/Elected Officials prior to administration of investigations/discipline to ensure compliance with relevant laws and policies.
- Conducts classification and compensation studies; prepares reports, recommendations, and class descriptions; and collects compensation and benefit data and prepares analyses and reports.
- Designs and implements employee development and training programs; arranges for trainers or conducts training programs; informs employees of available training opportunities; and evaluates effectiveness of training programs.
- Develops, implements, and administers various employee benefits, assistance, and wellness programs.
- Provides expertise and advice to management regarding the handling of employee/labor relations issues; interprets collective bargaining agreements, resolutions, and administrative orders; and conducts research and collects information in support of labor negotiations.
- Conducts complex and diverse projects including extensive/long-term projects including extensive projects requiring advanced research and analytical skills; develops action plans involving stakeholders; and develops communications to foster employee involvement.
- Performs duties performed by the Recruitment Analyst, HR Generalist and Senior Human Resources Generalist.
- Assists in the development and implementation of computerized personnel systems; provides information to information systems staff and may instruct others in system application.
- Maintains absolute confidentiality of work-related issues, records, and City information.

- Prepares reports, correspondence, and a variety of written materials; prepares and maintains accurate records and documentation of activities.
- Uses standard office equipment, including a computer, in the course of the work.
- Demonstrates courteous and cooperative behavior when interacting with elected officials, department directors, clients, visitors, and staff; acts in a manner that promotes a harmonious and effective workplace environment
- At times may be required to work outside normal business hours and work extended hours to accomplish requirements of the position.
- Contributes to the efficiency and effectiveness of the unit's service to its customers by offering suggestions and directing or participating as an active member of a work team.

QUALIFICATIONS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

Education and Experience:

Bachelor's degree in human resources, business public administration or related field; AND five (5) years of human resource experience preferably in the public sector to include a minimum of three years of human resource management experience to include conducting employee investigations, developing policies and procedures, developing recruitment strategies and conducting recruitments, negotiating medical, dental, vision and life insurance contracts and leading labor negotiations.

REQUIRED CERTIFICATES, LICENSES, AND REGISTRATIONS:

- Valid driver's license
- Professional Senior Professional in Human Resources (SPHR) certification from HRCI preferred or SHRM Senior Certified Professional (SHRM-SCP) preferred at time of hire. Incumbents who do not have this certification at time of hire must be eligible to obtain it and must obtain it within 12 months of hire date.

A juris doctorate degree or master's degree and public sector human resource experience is preferred.

Required Knowledge and Skills

Knowledge of:

- Principles and practices of public sector administrative management, including cost accounting, budgeting, purchasing, contract management, customer service and employee supervision.
- Concepts, principles, and procedures of human resources administration.
- Techniques and practices for efficient and cost-effective management of resources.
- Legal, ethical, and professional rules of conduct for public sector employees.
- Principles of recruiting, training, performance management and organizational development.
- Principles of benefit administration and development.

- Principles and practices of data sampling and statistical analysis.
- Principles, practices and methods of compensation structure, research and analysis, benefits program management, and employee relations.
- State and Federal laws, statutes, rules, codes, and regulations governing HR functions; and City policies and procedures.

- Principles of confidential records and file management.
- Computer applications related to the work and business arithmetic.
- Standard office practices and procedures, including filing and the operation of standard office equipment.
- Communicating effectively in oral and written forms.
- Techniques for dealing with a variety of individuals from various socio-economic, ethnic, and cultural backgrounds, in person and over the telephone.

Skill in:

- Performing professional-level human resources duties in a variety of disciplines.
- Interpreting, applying, and explaining complex Federal, State, and local laws and City policies and procedures.
- Selecting, supervising, and evaluating the performance of assigned staff.
- Administration of a Human Resources Information System.
- Maintaining accurate records and files.
- Negotiation, mediation, and conflict management.
- Define problems, collect data, establish facts, draw valid conclusions, and provide recommendations which offer viable solutions.
- Using tact, discretion, and prudence in dealing with those contacted in the course of the work.
- Assessing and prioritizing multiple tasks, projects and demands.
- Making effective oral presentations to large and small groups.
- Preparing clear and concise reports, correspondence, and other written materials.
- Interpreting, applying, and explaining complex Federal, State, and local laws, ordinances and regulations, collective bargaining agreements and City policies and procedures.
- Using initiative and independent judgment within established guidelines; carrying assigned analytical projects through, from data gathering to completion and using tact, discretion, and prudence in dealing with those contacted in the course of the work.
- Making effective oral presentations; representing programs, operation, and functions of the Human Resources Department to staff, management, elected officials, the public and community organizations.
- Applying the city-wide classification program and discipline program; and assisting in maintaining organizational consistency.
- Planning, directing, reviewing, and supervising the work of others.
- Developing effective work teams and motivating individuals to meet goals and objectives and provide services in the most cost effective and efficient manner and contributing effectively to the accomplishment of team or work unit goals, objectives, and activities.

- Establishing and maintaining effective work relationships with staff, coworkers, contractors, and the public.

SUPERVISION RECEIVED AND EXERCISED:

Under General Direction - Incumbents at this level have considerable latitude in the application of departmental policy, and they follow general guidelines or professional and administrative standards in accomplishing assignments. They are responsible for planning and organizing their own workload, but ordinarily cannot change methods of their assigned work unit, established operations, or departmental policy without supervisor approval. Supervision is minimal, indirect, and usually limited to technical oversight. This is a mid-management position.

PHYSICAL DEMANDS & WORKING ENVIRONMENT:

The physical demands described herein are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Mobility to work in a typical office setting, use standard office equipment and stamina to sit for extended periods of time; strength to lift and carry up to 20 pounds; vision to read printed materials; and hearing and speech to communicate in person or over the telephone; exposure to traffic conditions and external environment when traveling from one office to another.

CONDITIONS OF EMPLOYMENT:

1. *Unclassified employees are "At Will" and as such, may be terminated at any time for any reason, or no reason.*

2. *Continued employment is contingent upon all required licenses and certificates being maintained in active status without suspension or revocation.*

3. *Any City employee may be required to stay at or return to work during emergencies to perform duties specific to this classification or to perform other duties as requested in an assigned response position. This may require working a non-traditional work schedule or working outside normal assigned duties during the incident and/or emergency.*

4. *Employees may be required to complete Incident Command System training as a condition of continuing employment.*

5. New employees are required to submit to a fingerprint-based background investigation which cost the new employee $56.25 and a drug/alcohol screen which costs $36.50. Employment is contingent upon passing the background and the drug/alcohol screen.

6. Carson City participates in E-Verify and will provide the Social Security Administration (SSA) and, if necessary, the Department of Homeland Security (DHS), with information from each applicant's Form I-9 to confirm work authorization. All candidates who are offered employment with Carson City must complete Section 1 of the Form I-9 along

7. with the required proof of their right to work in the United States and proof of their identity prior to starting employment. Please be prepared to provide required documentation as soon as possible after the job offer is made. For additional information regarding acceptable documents for this purpose, please contact Human Resources at 775.887.2103 or go to the U.S. Citizenship and Immigration Services web page at www.uscis.gov.

8. Carson City is an Equal Opportunity Employer.

I have read and understand the contents of this Job Description, and I have received a copy of this Job Description for my records.

PRINT NAME: _____

SIGNATURE: _____ **DATE:** _____

"Carson City is an Equal Opportunity Employer"

Carson City
Human Resources Department

March 22, 2023

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Human Resources Department

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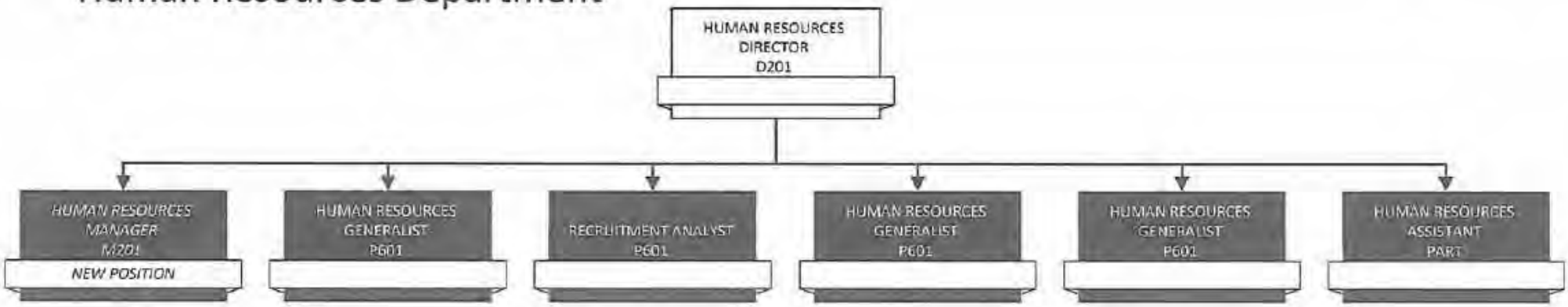

Proposed Change: New Position

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAME: Information Technology	DEPARTMENT # (ORG): 1010710

DESCRIPTION OF REQUESTED ITEM: Increase of funds for G/L account 1010710-500433 for Fiscal Year 24 for increased software maintenance costs.

JUSTIFICATION OF REQUEST: As technology continues to evolve the cost of utilizing and maintaining that technology has also increased. In the last fiscal year CCIT has made drastic improvements to the City's infrastructure specifically around security. These improvements include the Palo Alto firewalls which include two new firewalls, a new VPN solution called Global Protect and Advanced Web Filtering to protect the City from malicious websites. Another solution that was implemented was Rubrik which is used for all City data backups. These backups include Tier 1 applications, Public Safety data and Control Systems data which serve as an integral part of City operations and serving the community. Rubrik helps to ensure CCIT is able to restore systems and data expeditiously for all City Departments in the event of a system failure or outage. Another application that was implemented was Genetec. Genetec is the new video management software that is being adopted City-wide. Genetec is currently installed at the Jail, City Hall, the Landfill, the Multi-Purpose Athletic Center, Juvenile Detention and Juvenile Probation. Genetec will be extended to the City's traffic cameras as well as the Courthouse and Senior Center. This year marks the end of a 3-year agreement that the City had with Microsoft for all licensed enterprise applications for use throughout all City departments. The next 3-year agreement will increase from $155k to $213k dollars which will be due each year for the next three years. This increase in cost is still under a negotiated government rate but is a common price increase due to Microsoft's cost of maintaining this technology. This software renewal is required to continue to allow applications such as the Office Suite, Microsoft Outlook and Microsoft Teams continue to function. These applications are a vital and integral part of business operations for the City. The current Microsoft agreement expires on March 31st, 2023. The City also incurred additional costs for other vendor renewals. These renewals include HA Proxy, Mimecast, VMWare and Genetec. HA Proxy provides the City's proxy service for public facing websites which adds an additional layer of security in tandem with the Palo Alto Firewall. Mimecast provides the City with email protection services such as spam filtering, email attachment scanning and blocking of malicious email addresses and domains. VMWare is the platform that provides virtualization of all the City's server infrastructure. These servers are responsible for operating City applications and services that are used to support various City operations. The projected increase in cost will be $508,295.03 for FY24. CCIT is requesting to have an additional $508,295.03 added to G/L account code 1010710-500433 for the FY24 to cover charges for maintenance renewal costs.

(1)PERSONNEL SERVICES:		(2)SERVICES AND SUPPLIES**:	
	Increase Amount	Acct# / Description	Increase Amount
Salary	$.00	500433/Software Maintenance Costs	$508,295.03
Total Personnel Costs (1)	$.00	Total Services and Supplies (2)	
		GRAND TOTAL:	$508,295.03

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.

** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAME: Information Technology	**DEPARTMENT # (ORG): 1010710**

DESCRIPTION OF REQUESTED ITEM: 5% budget increase for hourly/seasonal budget.

JUSTIFICATION OF REQUEST: With recent global events and a rise in the cost of living over the past several years, CCIT Leadership wanted to ensure current staff members are being compensated fairly. During FY23, CCIT Leadership performed a compensation study with Human Resources to ensure current wages are competitive and appropriate. In this review, it was determined that an increase of 5% for the hourly/seasonal budget will allow CCIT to maintain a competitive wage for our part-time employees. Both part-time employees are key members of the team and continue to make firm contributions to the success of CCIT. CCIT's part-time employees have been able to support various City operations such as accounts payable tasks as well as support for various board and committee meetings at the Community Center. CCIT is committed to retaining the best employees it can and would like to continue to provide appropriate compensation for our part-time employees well into the future.

(1)PERSONNEL SERVICES:		**(2)SERVICES AND SUPPLIES**:**	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	$ 1,893.00		
Other Pay*	.00		
Worker's Compensation	43.00		
Group Insurance	.00		
Medicare	28.00		
Pers	0.00		
Total Personnel Costs (1)	$ 1,964.00	**Total Services and Supplies (2)**	

GRAND TOTAL:	$ 1,964.00

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.

** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAME: Internal Audit	**DEPARTMENT # (ORG):** 1010800

DESCRIPTION OF REQUESTED ITEM: Internal Audit Budget Increase

JUSTIFICATION OF REQUEST: Internal Audit has been at $110,000 for 12 years or more (since I started working with Carson City), which I heard was based on the salary and the benefits of the person who previously held that position. With rising costs and inflation over the past 12 years, the current budget is not paying for the same number of internal audit procedures that it did in the past. The internal audit committee has asked for an increase of $30,000.

(1)PERSONNEL SERVICES:		**(2)SERVICES AND SUPPLIES**:**	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	$.00	1010800-500309	$30,000
Other Pay*	.00		
Worker's Compensation	.00		
Group Insurance	.00		
Medicare	.00		
Pers	.00		
Total Personnel Costs (1)	$.00	**Total Services and Supplies (2)**	
		GRAND TOTAL:	$30,000

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.

** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAME: Community Development | **DEPARTMENT # (ORG):** 5251414

DESCRIPTION OF REQUESTED ITEM: Increase to Building Permits Operating Hardware/Software Account#5251414-500685

JUSTIFICATION OF REQUEST: The Tyler Technologies Decision Engine software incurs a one-time remote implementation fee of $1,500.00. In addition, a software maintenance fee of $12,000.00 will be assessed annually. Decision Engine is a digital permit guide that seamlessly integrates with Tyler's Enterprise Permitting & Licensing software to navigate applicants through the seemingly complex development entitlement, permitting, and licensing application and approval processes; streamlining the process for the customer while minimizing errors.

(1)PERSONNEL SERVICES:		**(2)SERVICES AND SUPPLIES**:**	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	.00	500685	$13,500.00
Other Pay*	.00		
Worker's Compensation	.00		
Group Insurance	.00		
Medicare	.00		
Pers	.00		
Total Personnel Costs (1)	.00	**Total Services and Supplies (2)**	
		GRAND TOTAL:	$13,500.00

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.

** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

Paid for software of the Current Year funding - FY 2024 will be Maintenance Costs only - $12,000

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAME: Sheriff / Fire	**DEPARTMENT # (ORG):** 50% 1012005, 25% 1012512, 25% 5012525

DESCRIPTION OF REQUESTED ITEM: Mental Health and Wellness Program for Fire and Sheriff

JUSTIFICATION OF REQUEST: Behavioral health and wellness for first responders due to job related PTSD is a critical service that is currently not adequately provided in Carson City. Nationally, suicide is the leading cause of death for police and firefighters. This proposal is provided through the Nevada Peer Support Network. The goals of this program include: 1. Normalize and de-stigmatize mental health conversations and services. 2. Create and expand trustworthy relationships with Nevada Peer Support Network clinicians and providers throughout the department. 3. Provide response for major incidents (CISM, incident debriefs, and canteen services). 4. Create access to culturally competent mental health services for Carson City Fire Department and Carson City Sheriff's Office employees. 5. Train and expand peer support team members for Carson City Fire Department and Carson City Sheriff's Office (ICISF certified). 6. Support health and well-being through access to weekly wellness classes at the Resiliency Center (i.e., AA for First Responders, meditation, yoga).

This program is already in place with Reno, Truckee Meadows Fire and a similar program in Sparks. The program has been well received in these jurisdictions and has a positive impact in reducing post-traumatic stress related problems that impact the employee, the city, and the employee's family.

(1)PERSONNEL SERVICES:		**(2)SERVICES AND SUPPLIES**:**	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	$.00		
Other Pay*	96,500		
Worker's Compensation	.00		
Group Insurance	.00		
Medicare	.00		
Pers	.00		
Total Personnel Costs (1)		**Total Services and Supplies (2)**	

GRAND TOTAL:	$96,500.00

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.

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Nevada Peer Support Network

a joint network of industry related professionals and organizations

Mental Health & Wellness Program Proposal
Carson City Fire Department &
Carson City Sheriff's Office

Primary goals of the Program

1. Normalize and de-stigmatize mental health conversations and services.
2. Create and expand trustworthy relationships with Nevada Peer Support Network clinicians and providers throughout the department.
3. Provide response for major incidents (CISM, incident debriefs, and canteen services).
4. Create access to culturally competent mental health services for Carson City Fire Department and Carson City Sherriffs Office employees.
5. Train and expand peer support team members for Carson City Fire Department and Carson City Sheriff's Office (ICISF certified).
6. Support health and well-being through access to weekly wellness classes at the Resiliency Center (i.e., AA for First Responders, meditation, yoga).

Services & Fees

Training/Classes (i.e., Pre-incident Stress Management, Mental Health Size-up, Suicide Awareness, Weekly Wellness Classes)
5 Reserved Slots for Carson City (Fire/Sheriff's) employees in quarterly ICISF Peer Support Certification (up to 20 trained staff annually)
Critical Incident Stress Management (2 clinicians x up to 4 hours) for up to 6 incidents.
Dedicated Clinical Services for up to 10 hours/week which includes both direct/indirect clinical services (i.e., counseling sessions, on-site visits and ride alongs) by a culturally competent, licensed mental health clinician who is trauma-informed.
Administrative Costs
Total Cost for Mental Health & Wellness Program $96,500

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAME: Sheriff / Fire	**DEPARTMENT # (ORG):** 1012005

DESCRIPTION OF REQUESTED ITEM: Monthly Stipend to Medical Director (Dustin Holland) for participation on CCSO SWAT Team as a Tactical Physician.

JUSTIFICATION OF REQUEST:

Since 04/14/2021 Dr Dustin Holland has volunteered approximately 200 hours annually of his own time training to become a qualified SWAT Tactical Physician. The addition of a physician to the SWAT team contributes to improving the health and safety to our Tactical Deputies, Firefighters, and the general public. To continue to serve in this capacity, Dr Holland will be required to commit to 15 to 50 hours a month of his time. This time consists of monthly training of one to four sessions a month which last up to 10 hours per session. He's also expected to participate in the citizen academy, active shooter drills and quarterly firearm qualifications. This position requires an individual to be on call 24/7 by maintaining SWAT Standby and Callout readiness.

(1)PERSONNEL SERVICES:		**(2)SERVICES AND SUPPLIES**:**	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	$.00		
Other Pay*	18,000.00	Stipend $1.5k per Mo	
Worker's Compensation	.00		
Group Insurance	.00		
Medicare	.00		
Pers	.00		
Total Personnel Costs (1)	$18,000.00	**Total Services and Supplies (2)**	
		GRAND TOTAL:	$18,000.00

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.

** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

Dustin Holland - CCFD Medical Director (MD50)
Hours Volunteered for CCSO SWAT 2021-2023

Date	Event	Hours
4/14/2021	SWAT Monthly Practice	10
5/19/2021	Range Qualification	2
6/9/2021	SWAT Monthly Practice	10
8/3/2021	SWAT Orientation	2
8/9/2021	SWAT School 2021	10
8/10/2021	SWAT School 2021	10
8/11/2021	SWAT School 2021	10
8/12/2021	SWAT School 2021	10
8/13/2021	SWAT School 2021	10
10/13/2021	SWAT Monthly Practice	6
11/10/2021	SWAT Monthly Practice	10
12/8/2021	SWAT Monthly Practice	10
12/8/2021	SWAT Team Activation - Standby/Callout	4
1/26/2022	SWAT Monthly Practice - Night	10
1/7/2022	SWAT Monthly Practice - Night	10
2/9/2022	SWAT Monthly Practice	10
2/26/2022	Mandatory POST Training	10
3/9/2022	SWAT Monthly Practice	10
3/19/2022	Mandatory POST Training	10
4/13/2022	SWAT Monthly Practice	10
4/13/2022	SWAT Team Activation - Standby/Callout	2.5
4/23/2022	Mandatory POST Training	10
5/4/2021	SWAT Memorial Run	2
5/5/2022	Fallen Officers Memorial Event	2
5/12/2022	SWAT Team Activation - Standby/Callout	13
5/13/2022	SWAT Team Activation - Standby/Callout	8
5/21/2022	Mandatory POST Training	10
6/11/2022	Mandatory POST Training	10
8/10/2022	SWAT Monthly Practice	10
8/27/2022	Range Qualification	1
9/12/2022	SWAT School 2022	10
9/13/2022	SWAT School 2022	10
9/14/2022	SWAT School 2022	10
9/15/2022	SWAT School 2022	10
9/16/2022	SWAT School 2022	10
10/12/2022	SWAT Monthly Practice	10
10/29/2022	SWAT Team Activation - Nevada Day	7
11/9/2022	SWAT Monthly Practice	10
11/10/2022	SWAT Team Activation - Standby/Callout	4
12/14/2022	SWAT Monthly Practice	10
1/11/2023	SWAT Monthly Practice	10
2/7/2023	SWAT Team Activation - Standby/Callout	3.5
2/8/2023	SWAT Monthly Practice	10
	Total Hours	**357**

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAM E:	DEPARTMENT # (ORG):
Sheriff's Office Admin	2005

DESCRIPTION OF REQUESTED ITEM:

An increase in funds for the Administration Division Maintenance Svc Contracts.

JUSTIFICATION OF REQUEST:

Policy and law require the review of body-worn camera ("BWC") video for the purposes of an "Early Alert" of problematic behaviors as well as to avoid bias policing (NRS 289.820, NRS 289.823, NRS 289.827, and NRS 289.830). Additionally, the Carson City Audit Committee has identified the need to ensure all deputies responding to calls and self-initiated activities have BWC activation. The same audit report identified other performance metrics that should be monitored including activation rate, power cycle, categorization rate, and identification rate. The Sheriff's Office uses Axon as the BWC vendor to include hardware and data storage. Axon's "Performance" lets supervisors/managers have near-immediate access to body-worn camera metrics, as detailed above. This standardizes the process of completing policy reviews and randomly selecting videos for review. Without this product, there is no practical or efficient method to perform this task. Axon has allowed the office to trial this service; however, this trial period will end if funding is not secured.

This suite of products also includes Axon Auto-Transcribe. Using Artificial Intelligence, the system instantly generates transcriptions from body-worn and mobile cameras. This system has assisted in keyword searches, investigative transcriptions (with some review, they can be used in legal hearings), flags particularly inflammatory word usage, and has dramatically accelerated legislatively required video reviews. This product was used on a demo basis and found that it significantly increased efficiency- sometimes by hours per incident. Unfortunately, as mentioned above, the demo is coming to an end.

(1)PERSONNEL SERVICES:		(2)SERVICES AND SUPPLIES**:	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	$.00	1012005 500432 Maintenance Svc Contracts	$39,672.00
Other Pay*	.00		
Worker's Compensation	.00		
Group Insurance	.00		
Medicare	.00		
Pers	.00		
Total Personnel Costs (1)	$.00	**Total Services and Supplies (2)**	
		GRAND TOTAL:	$39,672.00

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.

** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

Non-Binding Budgetary Estimate

Axon Enterprise, Inc.
17800 N 85th St.
Scottsdale, Arizona 85255
United States
VAT: 86-0741227
Domestic: (800) 978-2737
International: +1.800.978.2737

Q-421235-44937.044KW

Issued: 01/10/2023

Quote Expiration: 06/30/2023

Estimated Contract Start Date: 07/15/2023

Account Number: 107088

Payment Terms: N30

Delivery Method:

SHIP TO	BILL TO
Carson City Sheriff's-911 E Musser St 911 E Musser St Carson City, NV 89701-3706 USA	Carson City Sheriff's Office - NV 911 E Musser St Carson City, NV 89701-3706 USA Email:

SALES REPRESENTATIVE	PRIMARY CONTACT
Rachel Hall Phone: Email: rhall@axon.com Fax:	Jerome Tushbant Phone: (775) 283-7002 Email: jtushbant@carson.org Fax:

Quote Summary

Program Length	36 Months
TOTAL COST	$119,016.00
ESTIMATED TOTAL W/ TAX	$119,016.00

Discount Summary

Average Savings Per Year	$525.00
TOTAL SAVINGS	$1,575.00

Payment Summary

Date	Subtotal	Tax	Total
Jul 2023	$39,672.00	$0.00	$39,672.00
Jul 2024	$39,672.00	$0.00	$39,672.00
Jul 2025	$39,672.00	$0.00	$39,672.00
Total	**$119,016.00**	**$0.00**	**$119,016.00**

Quote Unbundled Price:	$120,591.00
Quote List Price:	$120,591.00
Quote Subtotal:	$119,016.00

Pricing

All deliverables are detailed in Delivery Schedules section lower in proposal

Item	Description	Qty	Term	Unbundled	List Price	Net Price	Subtotal	Tax	Total
A la Carte Software									
73739	PERFORMANCE LICENSE	114	36		$9.00	$9.00	$36,936.00	$0.00	$36,936.00
85760	Auto-Transcribe Unlimited Service	114	36		$20.00	$20.00	$82,080.00	$0.00	$82,080.00
A la Carte Services									
80146	VIRTUAL BODYCAM STARTER	1			$1,575.00	$0.00	$0.00	$0.00	$0.00
Total							**$119,016.00**	**$0.00**	**$119,016.00**

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAM E:	DEPARTMENT # (ORG):
Sheriff's Office Admin	2005

DESCRIPTION OF REQUESTED ITEM:

An increase in funds for the Administration Division Physicals.

JUSTIFICATION OF REQUEST:

NRS 289.510(1)(c)(6) requires all peace officers to peace officers to attend an annual behavioral wellness visit "to aid in preserving the emotional and mental health…and assessing conditions that may affect the performance of the duties of the peace officer". Additionally, NRS 616C.180 requires agencies to provide training in this same area.

These required wellness visits would consist of a mental health assessment screening followed by preventative, mitigation, and treatment education through a one-on-one meeting with a qualified behavioral health provider specially trained in addressing first responders/law enforcement.

(1)PERSONNEL SERVICES:		(2)SERVICES AND SUPPLIES**:	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	$.00	1012005 500356 Physicals	$20,800.00
Other Pay*	.00		
Worker's Compensation	.00		
Group Insurance	.00		
Medicare	.00		
Pers	.00		
Total Personnel Costs (1)	$.00	**Total Services and Supplies (2)**	
		GRAND TOTAL:	$20,800.00

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.

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SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAM E:	**DEPARTMENT # (ORG):**
Sheriff's Office Admin	2005

DESCRIPTION OF REQUESTED ITEM:

An increase in funds for the Administration Division Telephone budget

JUSTIFICATION OF REQUEST:

Per City CFO the phone taxes have rose dramatically and the additional funding is need as CCSO has had overages year over year.

(1)PERSONNEL SERVICES:		**(2)SERVICES AND SUPPLIES**:**	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	$.00	1012005 500710 Telephone	$85,000.00
Other Pay*	.00		
Worker's Compensation	.00		
Group Insurance	.00		
Medicare	.00		
Pers	.00		
Total Personnel Costs (1)	$.00	**Total Services and Supplies (2)**	
		GRAND TOTAL:	$85,000.00

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.

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SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAM E:	**DEPARTMENT # (ORG):**
Sheriff's Office Admin	2005

DESCRIPTION OF REQUESTED ITEM:
An increase in funds for the Administration Division to add an Administrative Assistant position to its budget

JUSTIFICATION OF REQUEST:
With the additional workload created by the City's adaptation of Munis for Accounts Payable, P-Card reconciliation, Requisition/P.O. processing, Tyler Cashiering, etc., the current Account Technician's responsibilities have been greatly increased as has the amount of time it takes to process each item within Munis. The Business Office was also recently given the additional responsibility of Travel and Training reconcillation for the department. This is a very tedious and time-consuming process that requires great attention to detail. Furthermore, our staffing program, Telestaff, has also recently been updated which has created is a very challenging program that requires a great amount of time to monitor and maintain as it is our legal timekeeping record. The most tedious functions in Telestaff are creating new shifts to accommodate new shift bids as well as additional staffing, positions, changing shifts, Special Events and Training. The Business Office is also responsible for submitting, monitoring, reporting on and tracking financials for more than 20 grants awarded to CCSO. These grants are followed closely by auditors and must be maintained and accurate at all times.

The current Account Technician is frequently required to work overtime to manage the workload for the Business Office. The addition of an Administrative Assistant to the Business Office will help level out the workload for all members of the office as well as help make the amount of work more manageable. The CCSO Business Office prides itself on being thorough, accurate and accountable. The requested additional staffing will help ensure these high standards are maintained.

Within the City, the Sheriff's Office has the second largest number of employees and the largest budget, but also has the fewest Business Office/ administrative support staffing. With the large number of grants, multiple processes and programs required within the Business Office, the workload to maintain high standards of practice and accountability, the need for an Administrative Assistant is crucial.

(1)PERSONNEL SERVICES:		**(2)SERVICES AND SUPPLIES**:**	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	$42,711.00		
Other Pay*	.00		
Worker's Compensation	$818.00		
Group Insurance	$12,222.00		
Medicare	$619.00		
Pers	$14,308.00		
Total Personnel Costs (1)	$70,678.00	**Total Services and Supplies (2)**	
		GRAND TOTAL:	$70,678.00

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.
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Administrative Assistant

Class Code: 00859

Bargaining Unit: CARSON CITY EMPLOYEES ASSOCIATION

CONSOLIDATED MUNICIPALITY OF CARSON CITY
Established Date: Jul 1, 2015
Revision Date: Sep 25, 2017

SALARY RANGE

$20.13 - $30.20 Hourly
$41,873.10 - $62,810.38 Annually

DESCRIPTION:

Under general supervision, provides varied, complex and often confidential liaison, communication, secretarial and office administrative assistance to department director and related supervisory and professional staff; may provide supervision to an office support staff.

EXAMPLE OF DUTIES:

This class specification lists the major duties and requirements of the job and is not all-inclusive. Incumbent(s) may be expected to perform job-related duties other than those contained in this document and may be required to have specific job-related knowledge and skills.

- Receives and screens visitors and telephone calls, providing factual information which may require the interpretation of policies and procedures; takes messages or refers the caller to the proper person.
- Researches and compiles a variety of informational materials from sources both inside and outside the office; summarizes such information as directed.
- Opens and sorts mail and attaches pertinent backup materials; processes outgoing mail as required.
- Types drafts and a wide variety of finished documents from stenographic notes, brief instructions, or prior materials; use word processing equipment and input or retrieve data or prepare reports using an on-line or personal computer system.
- Attends to a variety of office administrative details, such as travel, meeting and conference arrangements, equipment purchase and repair and personnel document preparation.
- May attend meetings and prepare minutes as required; initiates specified correspondence independently for signature by appropriate management, supervisory or professional staff; reviews finished materials for completeness, accuracy, format, compliance with policies and procedures, and appropriate English usage.
- Organizes and maintains various office files, including personnel and tickler files; purges files as required.
- Assists with the development and administration of the budget; may prepare or maintain statistical, fiscal or payroll information.
- Follows up on projects, transmits information, and keeps informed of division activities.
- Schedules and arranges for meetings; organizes own work, sets priorities and meets

offering suggestions and directing or participating as an active member of a work team.
- May provide lead direction to office support staff; may instruct staff in work procedures and/or review work for format, accuracy and consistency.
- Demonstrates courteous and cooperative behavior when interacting with the public and City staff; acts in a manner that promotes a harmonious and effective workplace environment.

QUALIFICATIONS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

Education and Experience:

High School Diploma or GED AND four (4) years of secretarial or administrative experience which has included providing office and administrative support to management staff; OR an equivalent combination of education, training and experience as determined by Human Resources.

REQUIRED CERTIFICATES, LICENSES, AND REGISTRATIONS:
- A valid driver's license.

Required Knowledge and Skills

Knowledge of:

- Functions, basic organization and procedural constraints related to the operation of a municipality.
- Office administrative and secretarial practices and procedures, such as business letter writing and the operation of common office equipment, including a word processor and person or on-line computer.
- Record keeping, report preparation, filing methods and records management techniques.
- Correct English usage, including spelling, grammar, punctuation, and vocabulary.
- Standard business arithmetic, including percentages and decimals.
- Basic budgetary principles and practices.
- Techniques for dealing with a variety of individuals from various socio-economic, ethnic and cultural backgrounds, in person and over the telephone.

Skill in:

- Providing varied, responsible, and often confidential secretarial and office administrative assistance to a chief executive officer and high-level administrative staff.
- Interpreting, applying and explaining complex policies and procedures.
- Using tact, discretion, initiative and independent judgment within established guidelines.
- Analyzing and resolving office administrative situations and problems.
- Researching, compiling, and summarizing a variety of informational materials.
- Composing correspondence and other written independently or from brief instructions.
- Organizing work, setting priorities, meeting critical deadlines, and following up assignments with a minimum of direction.
- Contributing effectively to the accomplishment of team or work unit goals, objectives and activities.
- Establishing and maintaining effective work relationships with staff, coworkers, contractors and the public.

Under General Supervision - Incumbents at this level are given assignments and objectives that are governed by specifically outlined work methods and a sequence of steps, which are explained in general terms. The responsibility for achieving the work objectives, however, rests with a superior. Immediate supervision is not consistent, but checks are integrated into work processes and/or reviews are frequent enough to ensure compliance with instructions.

PHYSICAL DEMANDS & WORKING ENVIRONMENT:

The physical demands described herein are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Mobility to work in a typical office setting, use standard office equipment and stamina to sit for extended periods of time; strength to lift and carry up to 20 pounds; vision to read printed materials; and hearing and speech to communicate in person or over the telephone; exposure to traffic conditions and external environment when traveling from one office to another.

SUPPLEMENTAL INFORMATION:

CONDITIONS OF EMPLOYMENT:

1. *All new employees will serve a probationary period of twelve (12) months. Such employees are not subject to the collective bargaining agreement and may be laid off or discharged during this period for any reason.*

2. *Continued employment is contingent upon all required licenses and certificates being maintained in active status without suspension or revocation.*

3. *Any City employee may be required to stay at or return to work during emergencies to perform duties specific to this classification or to perform other duties as requested in an assigned response position. This may require working a non-traditional work schedule or working outside normal assigned duties during the incident and/or emergency.*

4. *Employees may be required to complete Incident Command System training as a condition of continuing employment.*

5. *New employees are required to submit to a fingerprint based background investigation which cost the new employee $56.25 and a drug screen which costs $36.50. Employment is contingent upon passing the background and the drug screen.*

6. *Carson City participates in E-Verify and will provide the Social Security Administration (SSA) and, if necessary, the Department of Homeland Security (DHS), with information from each applicant's Form I-9 to confirm work authorization. All candidates who are offered employment with Carson City must complete Section 1 of the Form I-9 along with the required proof of their right to work in the United States and proof of their identity prior to starting employment. Please be prepared to provide required documentation as soon as possible after the job offer is made. For additional information regarding acceptable documents for this purpose, please contact Human Resources at 775.887.2103 or go to the U.S. Citizenship and Immigration Services web page at www.uscis.gov.*

7. *Carson City is an Equal Opportunity Employer.*

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAM E:	**DEPARTMENT # (ORG):**
Sheriff's Office Admin	2005

DESCRIPTION OF REQUESTED ITEM:

Reclassify the Senior Deputy Coroner from Classified to unclassified

JUSTIFICATION OF REQUEST:

The Senior Deputy Coroner is a Division Head who is required to fulfill the statutory requirements placed on the Sheriff. This reclassification will bring this position in-line with the other Division heads who are all unclassified. This will change the salary grade from T202 to M301. The current employee is currently topped out and will already receive a 2% cola, the increased amount will be the 3% merit that they would not currently be eligible for.

This reclassification is pending final legal review from the District Attorneys Office and Human Resources.

(1)PERSONNEL SERVICES:		**(2)SERVICES AND SUPPLIES**:**	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	$2,062.00		
Other Pay*	.00		
Worker's Compensation	.00		
Group Insurance	.00		
Medicare	$30.00		
Pers	$691.00		
Total Personnel Costs (1)	$2,783.00	**Total Services and Supplies (2)**	
		GRAND TOTAL:	$2,783.00

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.

** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAM E:	DEPARTMENT # (ORG):
Sheriff's Office Admin	2005

DESCRIPTION OF REQUESTED ITEM:

Digital Program Auditor & Manager

JUSTIFICATION OF REQUEST:

Legislation has imposed requirements regarding the review of body-worn cameras (BWC), including that all uniformed deputies must wear a portable event recorder and record any public contacts (NRS289.823). Additionally, an Early Warning Policy, which complies with NRS 289.823, requires that the Sheriff's Office establish a system to identify peace officers who display bias indicators or other problematic behavior.
In the document "Carson City: Preliminary Risk Assessment of Body Worn Camera Program" prepared by Eide Bailly, LLP, several recommendations were made specific to the current situation and opportunities for improvement:

1) Develop an audit process that ensures all officers responding to calls for service and self-initiated activities have associated BWC videos
2) Develop performance metrics and goals for the BWC activation
3) Establish a policy for when BWC should be uploaded
4) Develop a monitoring process that ensures proper and accurate categorization of videos. Note that categorization is associated with the length of time for records retention
5) Monitor proper and accurate identification rate
6) Ensure compliance with proper charging of BWC's
7) Review videos in compliance with the Early Warning System/Bias Policing policy
8) Institute review of videos for deputies assigned to the jail
9) Review supervisor compliance with reviews
10) Complete a statistically significant number of BWC reviews

The Sheriff's Office has requested funding through the Supplemental Budgetary Process for two different but interconnected features which will assist in addressing some of the above issues: Axon Performance and Axon Transcription. These two applications help line-level supervisors monitor and document the review of randomly selected BWC videos; however, this alone does not reach the level expected in the risk assessment report.

The above risk assessment report only addressed the BWC video. In late 2022, the Sheriff's Office installed in-vehicle cameras. With this other technology, there is double the work in terms of reviewing videos and ensuring compliance. For example, because both the BWC and in-car videos capture different data, a call that is 30 minutes in length, and has three deputies respond, would require 3 hours of video review. It also requires double the entry regarding categorization and case/incident identification.

In the calendar year 2022, Sheriff's Deputies recorded nearly 90,000 videos with over 21,000 hours of recordings. Supervisors are required to review one randomly selected video for every field deputy/per month. Even with the assistance of the abovementioned applications, the random review process is time-consuming and labor-intensive with only a tiny fraction of the total number of videos created being reviewed (about .6%).

The current policy includes standards for BWC activation (70%), categorization (90%) and identification rate (95%). Although many users are within the parameters and there are legitimate reasons for a BWC not to be activated or an ID not to be assigned to a call, there is no current system to audit and confirm. Categorization is an area of high compliance, and a failure to categorize videos results in indefinite retention. This area needs to be addressed to avoid unnecessary costs and storage.

For statistical clarity, Axon Performance is not used for deputies assigned to detectives or the jail. Although not required by law, video reviews for these areas are left to the division manager to set policy and monitor. There need to be more resources to achieve the risk assessment goal.

The legislative required Early Warning System requires accessing metrics from several different databases: citizen complaints, incidents involving the use of force, number of arrests for resisting an officer, a pattern of improper searches or detentions, displaying a negative attitude regarding certain programs/relations with the community, motor vehicle crashes, patterns of sick leave and signs indicative of a decline in performance. The Sheriff's Office also requires reviewing the deputy's traffic stop data to address emerging trends. This research is cumbersome; these reviews are currently conducted as part of the employee's annual evaluation. The practice of yearly reviews may not achieve the goal of an "early" alert and a continuous review would place supervisors in a position to intervene.

A recent survey of patrol sergeants found that they are inundated with tasks including: meetings, training, video reviews, responding to corresponding/phone calls, reviewing reports, investigating complaints, reviewing timesheets, evaluations, special assignments, report writing, not to mention the duties that fall to a "watch commander" overseeing all operations. On average, sergeants have less than 30% of their shifts dedicated to coaching, mentoring, and direct supervision in the office and the field. Additional time dedicated to auditing will further pull sergeants away from their critical supervision duties.
Beyond the abovementioned topics, the BWC/in-car camera system requires consistent management and monitoring. This position would also be able to assist with other tasks related to the BWC/in-car cameras, including processing and redacting public records requests and addressing updates and administration of the Axon video system. Public records requests, court orders, and subpoenas for video are legally required tasks that are time-consuming and technical. A Captain and the Undersheriff currently handle administrative tasks within Axon.

With existing personnel, current policies, emerging trends, and statutory requirements coupled with the guidance from the risk assessment, the office can only consistently perform all of the tasks for a complete program. The creation of this Program Manager position is critical to address legislative goals, best practice standards, and recommendations from the risk assessment report. Without the funding for this position, the office will struggle and likely will have to reduce some levels of oversight within the BWC/in-car camera program.

(1)PERSONNEL SERVICES:		**(2)SERVICES AND SUPPLIES**:**	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	$66,598.00		
Other Pay*	.00		
Worker's Compensation	$818.00		
Group Insurance	$11,014.00		
Medicare	$966.00		
Pers	$22,310.00		
Total Personnel Costs (1)	$91,796.00	**Total Services and Supplies (2)**	
		GRAND TOTAL:	$91,796.00

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.
** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

JOB DESCRIPTION

JOB TITLE: Digital Program Auditor & Manager
DEPARTMENT: Sheriffs Office
REPORTS TO: Sheriff
DATE: July 2023

FLSA: Exempt
GRADE: M301
PCN:

SUMMARY OF JOB PURPOSE:

Under general direction, provides non-enforcement, administrative, technical support and services to the Sheriff's Office body worn camera (BWC) program; audits all aspects of the program for compliance with policy; assists with discovery requests; and responds to public records requests.

Special note: *This position is required to access the criminal justice information system, therefore incumbents must pass a pre-employment criminal history background check.*

ESSENTIAL FUNCTIONS:

The class specification lists the major duties and requirements of the job and is not all-inclusive. Incumbent(s) may be expected to perform job-related duties other than those contained in this document and may be required to have specific job-related knowledge and skills.

- Research, monitor, analyze and report on the usage of body-worn/in-car cameras.
- Compare calls for service data to camera data.
- Oversee the purchase, maintenance, installation, configuration, storage, training, and assignment of BWCs and in-car cameras and associated system equipment.
- Ensure BWC and in-car camera footage is properly cataloged and cross-referenced with case files.
- Review recordings to ensure that sensitive footage of victims and innocent bystanders are appropriately modified to protect their privacy and safety in accordance with applicable federal and state law.
- Process evidence requests in criminal cases and public records requests.
- Design and implement a BWC and in-car camera audit program, conduct BWC and in-car camera activation audits for technical issues and performance coaching; communicate results of audits to supervisors for follow up on policy review and potential personnel performance issues.
- Present/speak in public and internal forums.
- Use multiple databases to compile peace officer early alert data.
- Review incidents captured on video, apply policy, and report findings up the chain of command for possible investigation.
- Address technical issues. Repair or coordinate repair/replacement of any defective or inoperative BWCs or Operating System equipment – including software.
- Instruct BWC users on proper procedures for the utilization of BWCs and Digital Media Evidence Operating and Storage Systems.

- Maintain the BWC Digital Media Evidence Storage Medium and the stored video/audio files; perform video/audio redactions; and update system software and equipment.
- Research best practices for BWC program and recommend improvements.
- Attend all initial and in-service training required to acquire and maintain satisfactory knowledge of BWC system and components to perform duties successfully.
- Plan, conduct and record initial and in-service BWC training for all agency personnel.

QUALIFICATIONS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

Education and Experience:

Bachelors degree in criminology, criminal justice, public administration, business administration or related field; **and** three (3) years of law enforcement supervisory experience; **or** an equivalent combination of education, training, and experience as determined by Human Resources.

REQUIRED CERTIFICATIONS, LICENSES, AND REGISTRATION:

All required licenses and certificates must be maintained in active status without suspension or revocation throughout employment.

- Valid driver's license

KNOWLEDGE, SKILLS & ABILITIES:

Knowledge of and Skill in:

- Principles and practices of police operations, policies, and procedures to include NRS Chapter 289.
- Principles and practices of auditing.
- Data analysis and processing; automated data systems and associated software; and the operation of BWC and in-car camera devices.
- Video redaction techniques.
- Modern police management practices and procedures; effective supervisory practices; and team dynamics, team building and diversity.
- Business office practices and computer systems used by the Sheriff's Office; the layout of the City and its geography.
- Public records law and discovery requests.
- Principles and practices of public process, public information, and community relations.

- Standard personal computer system hardware and business application software operating capabilities and limitations; local area network hardware and software capabilities and installation techniques; selection and installation of personal computer and network hardware and software; and use of computer software applications involving digital files.
- Proper business English acumen; including correct spelling, grammar, and punctuation.
- Principles and techniques of making effective oral presentations.
- Business mathematics, including statistics and financial analysis techniques.
- Records management principles and practices.
- Techniques for dealing with a variety of individuals, at all levels of responsibility, in person and over the telephone, often where relations may be confrontational or strained.
- Communicating effectively in oral and written forms.
- Interpersonal skills; including techniques for interacting with a variety of individuals from various socio-economic, ethnic, and cultural backgrounds in person and over the telephone.

Ability to:

- Make timely decisions about program direction; evaluate operations; and make recommendations for improvement.
- Plan work; organize tasks; and establish and maintain effective working relationships with other employees, officials, and the general public.
- Prepare and present concise reports both orally and in writing.
- Maintain records using a variety of software programs; and use multiple databases to collect and report data.
- Understand and follow complex oral and written instructions.
- Adapt to developed software for future technology.
- Identify complex problems and review related information to develop and evaluate options and recommend solutions.
- Use tact and diplomacy in dealing with sensitive and controversial situations.
- Identify measures or indicators of system performance and the actions needed to improve or correct performance.
- Maintain confidentiality of sensitive and confidential information.
- Maintain and troubleshoot computer hardware and software specific to BWC and in-car camera systems.
- Use and instruct others in the use of BWC and in-car camera hardware, software, and usage.
- Communicate timely and effectively computer hardware and software problems.
- Preparing clear and concise documentation, user instructions, reports, correspondence, and other written materials.

- Work without close supervision using initiative and independent judgment within established procedural guidelines; and compare and evaluate possible courses of conduct and action and make decisions after considering various possibilities.
- Create and maintain accurate records, files and reports.
- Interpret, apply, and explain applicable codes, regulations, procedures policies, practices, applicable state and federal laws.
- Establish and maintain effective work relationships with staff, coworkers and the public.
- Deal successfully with the public, in person and over the telephone, often where relations may be confrontational or strained.
- Contribute to the accomplishment of the Sheriff's Office goals and objectives.

SUPERVISION RECEIVED AND EXERCISED:

Under General Direction - Incumbents at this level have considerable latitude in the application of department policy, and they follow general guidelines or professional and administrative standards in accomplishing assignments. They are responsible for planning and organizing their own workload, but ordinarily cannot change methods of their assigned work unit, established operations, or departmental policy without supervisor approval. Supervision is minimal, indirect, and usually limited to technical oversight.

This position is not responsible for supervising others.

PHYSICAL DEMANDS & WORKING ENVIRONMENT:

The physical demands described herein are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Independent mobility to work in a typical office setting, use standard office equipment and to perform job tasks such as using and viewing a keyboard, mouse, monitor screens, turning pages, handwriting, and typing; and stamina to sit or stand for extended periods of time without leaving the work location; strength to lift and carry up to 20 pounds; vision to read printed materials and computer screens simultaneously; and hearing and speech to communicate in person or over the telephone; work is subject to exposure to periods of intense stress, long periods of standing and/or sitting.

CONDITIONS OF EMPLOYMENT:

1. *This is an at-will, Fair Labor Standards Act (FLSA) exempt position. Employees in this position are considered at-will and as such, may be terminated at any time for any reason, or no reason. Employees in this position are not entitled to overtime pay.*

2. All new employees are at-will and serve a probationary period of twelve (12) months. Such employees are not subject to the collective bargaining agreement and may be laid off or discharged during this period for any reason, or no reason.

3. Continued employment is contingent upon all required licenses and certificates being maintained in active status without suspension or revocation.

4. Any City employee may be required to stay at or return to work during emergencies to perform duties specific to this classification or to perform other duties as requested in an assigned response position. This may require working a non-traditional work schedule or working outside normal assigned duties during the incident and/or emergency.

5. Employees may be required to complete Incident Command System training as a condition of continuing employment.

6. New employees are required to submit to a fingerprint-based background investigation which costs the new employee $56.25 and a drug screen which costs $36.50. Employment is contingent upon passing the background and the drug screen.

7. Carson City participates in E-Verify and will provide the Social Security Administration (SSA) and, if necessary, the Department of Homeland Security (DHS), with information from each applicant's Form I-9 to confirm work authorization. All candidates who are offered employment with Carson City must complete Section 1 of the Form I-9 along with the required proof of their right to work in the United States and proof of their identity prior to starting employment. Please be prepared to provide required documentation as soon as possible after the job offer is made. For additional information regarding acceptable documents for this purpose, please contact Human Resources at 775.887.2103 or go to the U.S. Citizenship and Immigration Services web page at www.uscis.gov.

I have read and understand the contents of this Job Description, and I have received a copy of this Job Description for my records.

PRINT NAME: _____

SIGNATURE: _____ DATE: _____

"Carson City is an Equal Opportunity Employer"

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAM E:	**DEPARTMENT # (ORG):**
Sheriff's Office Investigations	2011

DESCRIPTION OF REQUESTED ITEM:

An increase in funds for the Investigations Division overtime budget.

JUSTIFICATION OF REQUEST:

Due to a new contract negotiated between the City and the Deputies Association additional funds are needed. Within that contract both the base rate for the Deputies as well as changes to add pays for the Deputies have increased. As such the need to supplement the Overtime budget to meet the needs of the Department, Community and individual missions.

(1)PERSONNEL SERVICES:		**(2)SERVICES AND SUPPLIES**:**	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	$.00		
Overtime 500111	$22,000.00		
Worker's Compensation	.00		
Group Insurance	.00		
Medicare	$319.00		
Pers	.00		
Total Personnel Costs (1)	$22,319.00	**Total Services and Supplies (2)**	
		GRAND TOTAL:	$22,319.00

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.

** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAM E:	**DEPARTMENT # (ORG):**
Sheriff's Office Investigations	2011

DESCRIPTION OF REQUESTED ITEM:

An increase in funds for the Investigations Division for maintenance svc fees

JUSTIFICATION OF REQUEST:

Increase is needed to this account in order to keep our mobile forensic subscriptions current and operational. Our mobile forensic utilities have been instrumental in helping us generate leads for violent crimes and drug source investigations. One mobile forensic tool was paid for with CIP so we could use it for a year to determine the extent of its benefit to the investigations division. This particular utility has proven to be an enormous benefit to our investigative processes. The utility requires an annual subscription of $10,000.00. Offender Watch is our primary method of keeping track of registered sex offenders within our jurisdiction. Offender watch is no longer paid for by a grant and costs $4,000.00 per year

(1)PERSONNEL SERVICES:		**(2)SERVICES AND SUPPLIES**:**	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	$.00	1012011 500432 Maintenance svc fees	$14,000.00
Other Pay*	.00		
Worker's Compensation	.00		
Group Insurance	.00		
Medicare	.00		
Pers	.00		
Total Personnel Costs (1)	$.00	**Total Services and Supplies (2)**	
		GRAND TOTAL:	$14,000.00

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.

** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAM E:	**DEPARTMENT # (ORG):**
Sheriff's Office Patrol	2012

DESCRIPTION OF REQUESTED ITEM:

An increase in funds for the Patrol Division overtime budget.

JUSTIFICATION OF REQUEST:

Due to a new contract negotiated between the City and the Deputies Association additional funds are needed. Within that contract both the base rate for the Deputies as well as changes to add pays for the Deputies have increased. As such the need to supplement the Overtime budget to meet the needs of the Department, Community, and individual missions.

(1)PERSONNEL SERVICES:		**(2)SERVICES AND SUPPLIES**:**	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	$.00		
Overtime 500111	$18,000.00		
Worker's Compensation	.00		
Group Insurance	.00		
Medicare	$261.00		
Pers	.00		
Total Personnel Costs (1)	$18,261.00	**Total Services and Supplies (2)**	
		GRAND TOTAL:	$18,261.00

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.

** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAM E:	**DEPARTMENT # (ORG):**
Sheriff's Office Patrol	2012

DESCRIPTION OF REQUESTED ITEM:

An increase in funds for the Patrol Division Vehicle Repair budget.

JUSTIFICATION OF REQUEST:

Due to an aging fleet and the need to retain our vehicles for longer periods and individual repairs have become more expensive. As such the need to supplement the vehicle repair budget in order to meet the needs of the Department and community.

(1)PERSONNEL SERVICES:		**(2)SERVICES AND SUPPLIES**:**	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	$.00	1012012 500435 Vehicle Repair	$24,000.00
Other Pay*	.00		
Worker's Compensation	.00		
Group Insurance	.00		
Medicare	.00		
Pers	.00		
Total Personnel Costs (1)	$.00	**Total Services and Supplies (2)**	
		GRAND TOTAL:	$24,000.00

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.

** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAM E:	**DEPARTMENT # (ORG):**
Sheriff's Office Patrol	2012

DESCRIPTION OF REQUESTED ITEM:

An increase in funds for the Investigations Division Fuel cost.

JUSTIFICATION OF REQUEST:

This is a request to cover the increase in fuel costs.

(1)PERSONNEL SERVICES:		**(2)SERVICES AND SUPPLIES**:**	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	$.00	1012012 500660 Fuel	$20,000.00
Other Pay*	.00		
Worker's Compensation	.00		
Group Insurance	.00		
Medicare	.00		
Pers	.00		
Total Personnel Costs (1)	$.00	**Total Services and Supplies (2)**	
		GRAND TOTAL:	$20,000.00

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.

** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAM E:	**DEPARTMENT # (ORG):**
Sheriff's Office Patrol	2012

DESCRIPTION OF REQUESTED ITEM:

An increase in funds for the Patrol Division for an additional Sheriff Support specialist.

JUSTIFICATION OF REQUEST:

A single full time Sheriff Support Specialist staffs the front desk of the Sheriff's Office; this is a position that must always be filled. This front desk person is the first and sometimes most important contact for the general public coming to the building to seek services. Duties of the front desk include greeting and directing citizens to the appropriate person, answering phones, responding to inquiries, data input, records research, facility oversight, trustee management, and ordering supplies. Additionally, in the absence of the only evidence custodian, the Support Specialist is the alternate person to retrieve and release property.
The front desk position is supplemented by senior volunteers, as staffing allows. Senior volunteers are critical to the department's success but are not always available. Also, many duties of the front desk require technical expertise, or due to rules, regulations and laws involving security there is limited access to a physical structure or network data.

Due to sick and annual leave, as well as required training, it is projected that the Support Specialist will, on average, be effective in the position only 85% of the time. With the Evidence Custodian's effective rate also being 85%, the office does not have complete front desk coverage during 30% of the work time. Despite our best efforts and goals, with scheduling challenges and limited staff, there are times when the front desk is not efficiently or effectively covered.
Creating the additional Sheriff Support Specialist position will provide full coverage to the front desk and associated tasks. This coverage will translate to efficient government benefitting both visitors and citizens of Carson City.

(1)PERSONNEL SERVICES:		**(2)SERVICES AND SUPPLIES**:**	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	$38,993.00		
Other pay*	.00		
Worker's Compensation	$818.00		
Group Insurance	$12,222.00		
Medicare	$565.00		
Pers	$13,063.00		
Total Personnel Costs (1)	$65,661.00	**Total Services and Supplies (2)**	
		GRAND TOTAL:	$65,661.00

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.
** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

JOB DESCRIPTION

JOB TITLE:	Sheriff Support Specialist	**FLSA:**	Non-Exempt
DEPARTMENT:	Sheriff	**GRADE:**	A301/A302
REPORTS TO:	Civil Division Manager	**DATE:**	July 1, 2015

SUMMARY OF JOB PURPOSE:

Under general supervision, responsible for assisting customers with the completion of civil paperwork, fingerprints, concealed weapons permits, temporary protective orders, stalking and harrasment orders, work permits, eviction notices and other law enforcement programs. Assignments may be in either the Civil Division or the Detention Facility. Employees assigned to the Detention Facility may be required to work varied shifts including nights/swing shift, weekends, and holidays.

ESSENTIAL FUNCTIONS:

This class specification lists the major duties and requirements of the job and is not all-inclusive. Incumbent(s) may be expected to perform job-related duties other than those contained in this document and may be required to have specific job-related knowledge and skills.

- Deals with visitors and callers who may have significant problems or require specialized services or in situations where relations are often confrontational or strained; determines the nature of the visit or the problem and explains detailed policies, procedures and regulations.
- Post and apply garnishment service fees; case service and send out for service; create proofs of service; post and apply garnishment payments; record interrogatories and forward to initiator.
- Collect appropriate fees and fines and record in system.
- Process registration, concealed weapons permits, work cards and fingerprinting.
- Collect appropriate fees, process and enter: evictions, temporary protection orders, stalking and harassment orders, subpoenas and related legal documentation.
- Stamp, date and mail jury summons.
- Arrange extraditions for fugitives from justice and prisoner transports.
- Review reports for accuracy, recognize errors and request corrections as appropriate; forward reports to appropriate jurisdictions/departments.
- Research criminal history data; compile information and forward to requesting jurisdiction/department.
- Supervises and coordinates activities of assigned volunteer staff.
- Process orders to seal records as issued by the Court; verify that information on order matches records; seal all internal records; complete required paperwork and forward to appropriate jurisdiction/department.
- Contributes to the efficiency and effectiveness of the unit's service to its customers by offering suggestions and directing or participating as an active member of a team.
- Prepares reports, correspondence and a variety of written materials; prepares and maintains accurate records and documentation of activities.

(Continued Essential Functions)

- Uses standard office equipment, including a computer, in the course of the work.
- Demonstrates courteous and cooperative behavior when interacting with the public and City staff; acts in a manner that promotes a harmonious and effective workplace environment.

Additional Functions When Assigned to Detention Facility:

- Assists Sheriff's Deputies with the booking and release process
- Assists Sheriff's Deputies in manning Detention Facility control room, facility security and critical tasks in conjunction with both civilian and sworn staff members
- Employees assigned to the Detention Facility may be required to work varied shifts including nights/swing shift, weekends, and holidays.
- Conduct standardized interviews and make recommendations in pre-trial release investigations.

QUALIFICATIONS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

Education and Experience:

Equivalent to a High School Diploma or GED AND two (2) years of administrative support experience; OR an equivalent combination of education, training and experience as determined by Human Resources.

REQUIRED CERTIFICATES, LICENSES, AND REGISTRATIONS:

- Valid driver's license.

Required Knowledge and Skills

Knowledge of:

- Policies and procedures of the Sheriff's Office.
- Use of specified computer applications involving word processing, data entry and/or standard report generation.
- Record keeping practices and techniques.
- Use of specified computer applications involving the design and management of databases or spreadsheet files and the development of special report formats.
- Business arithmetic.
- Applicable regulations, policies and statutes.
- Office administrative practices and procedures.
- Business letter writing and the standard format procedures.
- Correct business English, including spelling, grammar and punctuation.
- Techniques for dealing with a variety of individuals from various socio-economic, ethnic and cultural backgrounds, in person and over the telephone.

Skill in:

- Performing technical, specialized, complex, difficult or technical office support work.
- Reviewing documents for completeness and accuracy.
- Reviewing, posting, balancing and reconciling financial records.
- Reading, interpreting and explaining rules, policies and procedures.
- Organizing, maintaining and researching office files.
- Composing correspondence independently or from brief instructions.
- Compiling and summarizing information and preparing periodic or special reports.
- Using initiative and independent judgment within established procedural guidelines.
- Organizing own work, setting priorities and meeting critical deadlines.
- Contributing effectively to the accomplishment of team or work unit goals, objectives and activities.
- Dealing successfully with staff at various levels and the public, in person and over the telephone.
- Establishing and maintaining effective work relationships with staff, coworkers, contractors and the public.
- Researching, interpreting and summarizing criminal justice records
- Providing credible testimony in court or during other inquiries

SUPERVISION RECEIVED AND EXERCISED:

Under General Supervision - Incumbents at this level are given assignments and objectives that are governed by specifically outlined work methods and a sequence of steps, which are explained in general terms. The responsibility for achieving the work objectives, however, rests with a superior. Immediate supervision is not consistent, but checks are integrated into work processes and/or reviews are frequent enough to ensure compliance with instructions.

PHYSICAL DEMANDS & WORKING ENVIRONMENT:

The physical demands described herein are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Mobility to work in a typical office setting, use standard office equipment and stamina to sit for extended periods of time; strength to lift and carry up to 20 pounds; vision to read printed materials; and hearing and speech to communicate in person or over the telephone; exposure to traffic conditions and external environment when traveling from one office to another.

CONDITIONS OF EMPLOYMENT:

1. *All new employees will serve a probationary period of twelve (12) months. Such employees are not subject to the collective bargaining agreement and may be laid off or discharged during this period for any reason, or no reason.*

2. *Continued employment is contingent upon all required licenses and certificates being maintained in active status without suspension or revocation.*

3. *Any City employee may be required to stay at or return to work during emergencies to perform duties specific to this classification or to perform other duties as requested in an assigned response position. This may require working a non-traditional work schedule or working outside normal assigned duties during the incident and/or emergency.*

4. *Employees may be required to complete Incident Command System training as a condition of continuing employment.*

5. *Employees assigned to the Detention Facility may be required to work varied shifts including nights/swing shift, weekends, and holidays.*

6. *New employees are required to submit to a fingerprint based background investigation which cost the new employee $56.25 and a drug screen which costs $36.50. Employment is contingent upon passing the background and the drug screen.*

7. *Carson City participates in E-Verify and will provide the Social Security Administration (SSA) and, if necessary, the Department of Homeland Security (DHS), with information from each applicant's Form I-9 to confirm work authorization. All candidates who are offered employment with Carson City must complete Section 1 of the Form I-9 along with the required proof of their right to work in the United States and proof of their identity prior to starting employment. Please be prepared to provide required documentation as soon as possible after the job offer is made. For additional information regarding acceptable documents for this purpose, please contact Human Resources at 775.887.2103 or go to the U.S. Citizenship and Immigration Services web page at www.ucis.gov.*

8. *Carson City is an Equal Opportunity Employer.*

I have read and understand the contents of this Job Description, and I have received a copy of this Job Description for my records.

PRINT NAME: _____

SIGNATURE: _____ DATE: _____

"Carson City is an Equal Opportunity Employer"

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAM E:	**DEPARTMENT # (ORG):**
Sheriff's Office Civil Division	2013

DESCRIPTION OF REQUESTED ITEM:
An increase in funds for the Civil Division to reclass a Support Specialist to a Lead Sheriff's Support Specialist

JUSTIFICATION OF REQUEST:

The Civil Division Manager currently supervises 6 full-time and up to 3 part-time employees; without a secondary level of supervision assigned to the office, the office is without oversight when the Manager is on leave.

(1)PERSONNEL SERVICES:		**(2)SERVICES AND SUPPLIES**:**	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	$3,718.00		
Other Pay*	.00		
Worker's Compensation	.00		
Group Insurance	.00		
Medicare	$54.00		
Pers	$1,246.00		
Total Personnel Costs (1)	$5,018.00	**Total Services and Supplies (2)**	
		GRAND TOTAL:	$5,018.00

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.
** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAM E:	**DEPARTMENT # (ORG):**
Sheriff's Office Detention	2014

DESCRIPTION OF REQUESTED ITEM:

An increase in funds for the Detention Division overtime budget.

JUSTIFICATION OF REQUEST:

Due to a new contract negotiated between the City and the Deputies Association additional funds are needed for increased base pay and cost of living increases. As such the need to supplement the Overtime budget to meet the needs of the Department, Community and individual missions.

(1)PERSONNEL SERVICES:		**(2)SERVICES AND SUPPLIES**:**	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	$.00		
Overtime 500111	$14,000.00		
Worker's Compensation	.00		
Group Insurance	.00		
Medicare	$203.00		
Pers	.00		
Total Personnel Costs (1)	$14,203.00	**Total Services and Supplies (2)**	
		GRAND TOTAL:	$14,203.00

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.

** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAM E:	**DEPARTMENT # (ORG):**
Sheriff's Office Detention	2014

DESCRIPTION OF REQUESTED ITEM:

An increase in funds for the Detention Division Food budget.

JUSTIFICATION OF REQUEST:

Due to increase costs for food, additional funding is needed for the Detention Division Food budget.

(1)PERSONNEL SERVICES:		**(2)SERVICES AND SUPPLIES**:**	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	$.00	1012014 500640 Food	$25,000.00
Other Pay*	.00		
Worker's Compensation	.00		
Group Insurance	.00		
Medicare	.00		
Pers	.00		
Total Personnel Costs (1)	$.00	**Total Services and Supplies (2)**	
		GRAND TOTAL:	$25,000.00

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.

** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAM E:	**DEPARTMENT # (ORG):**
Sheriff's Office Detention	2014

DESCRIPTION OF REQUESTED ITEM:

An increase in funds for the Detention Division Domestic Supplies budget.

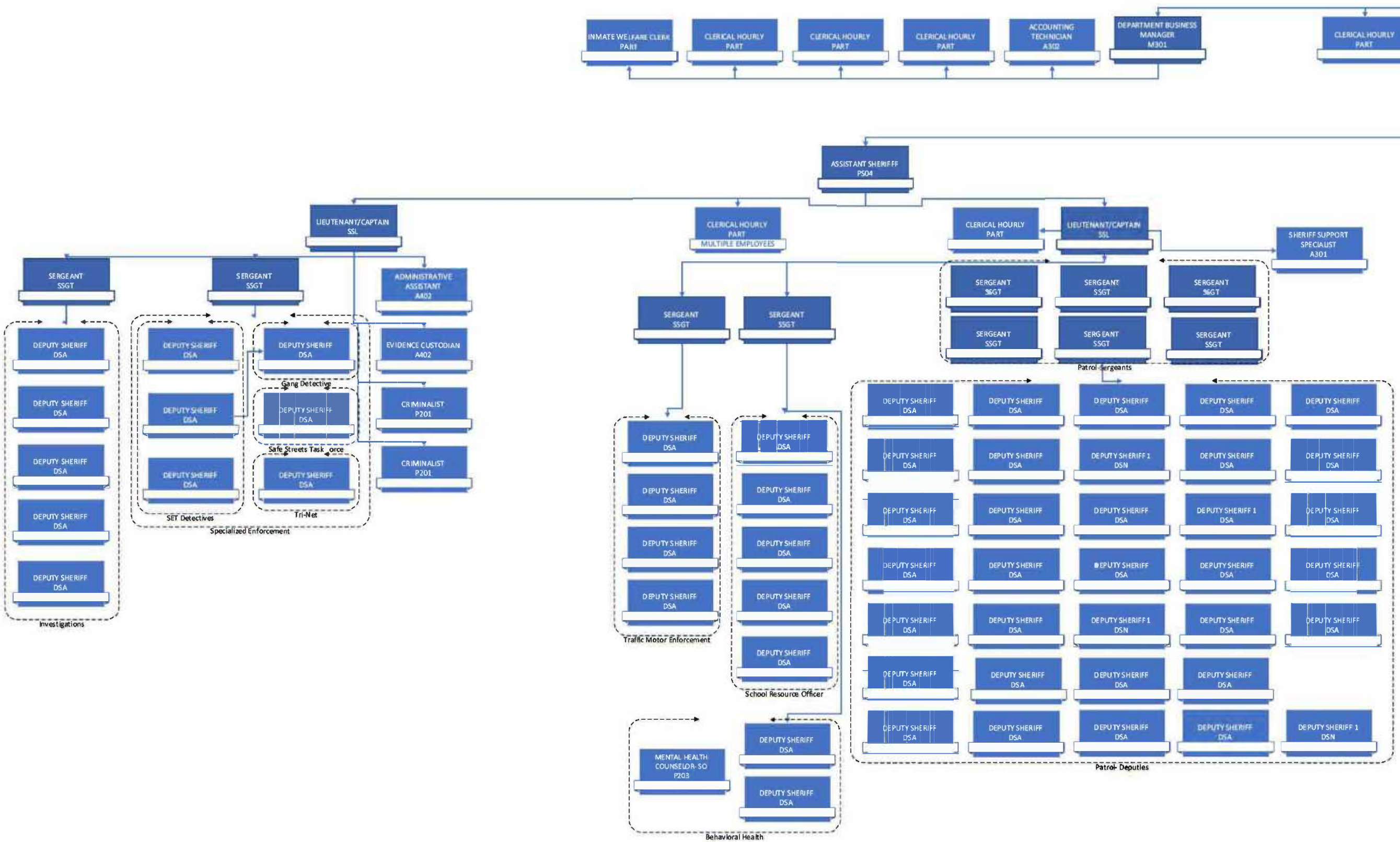
JUSTIFICATION OF REQUEST:

Due to the increase in costs for gloves, paper products and cleaning products additional funding is needed for the Domestic supplies budget.

(1)PERSONNEL SERVICES:		**(2)SERVICES AND SUPPLIES**:**	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	$.00	1012014 500642 Domestic Supplies	$15,000.00
Other Pay*	.00		
Worker's Compensation	.00		
Group Insurance	.00		
Medicare	.00		
Pers	.00		
Total Personnel Costs (1)	$.00	**Total Services and Supplies (2)**	
		GRAND TOTAL:	$15,000.00

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.

** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.


INMATE WELFARE CLERK PART
CLERICAL HOURLY PART
CLERICAL HOURLY PART
CLERICAL HOURLY PART
ACCOUNTING TECHNICIAN A302
DEPARTMENT BUSINESS MANAGER M301
CLERICAL HOURLY PART
ASSISTANT TO SHERIFF CIVILIAN PS01
CLERICAL HOURLY PART
ASSISTANT SHERIFF PS04
LIEUTENANT/CAPTAIN SSL
SERGEANT SSGT
SERGEANT SSGT
ADMINISTRATIVE ASSISTANT A402
DEPUTY SHERIFF DSA
DEPUTY SHERIFF DSA
DEPUTY SHERIFF DSA
DEPUTY SHERIFF DSA
DEPUTY SHERIFF DSA
Investigations
DEPUTY SHERIFF DSA
DEPUTY SHERIFF DSA
DEPUTY SHERIFF DSA
SET Detectives
Gang Detective
DEPUTY SHERIFF DSA
Safe Streets Task Force
DEPUTY SHERIFF DSA
Tri-Net
EVIDENCE CUSTODIAN A402
CRIMINALIST P201
CRIMINALIST P201
Specialized Enforcement
CLERICAL HOURLY PART
MULTIPLE EMPLOYEES
SERGEANT SSGT
SERGEANT SSGT
DEPUTY SHERIFF DSA
DEPUTY SHERIFF DSA
DEPUTY SHERIFF DSA
DEPUTY SHERIFF DSA
Traffic Motor Enforcement
DEPUTY SHERIFF DSA
DEPUTY SHERIFF DSA
DEPUTY SHERIFF DSA
DEPUTY SHERIFF DSA
DEPUTY SHERIFF DSA
School Resource Officer
MENTAL HEALTH COUNSELOR-SO P203
DEPUTY SHERIFF DSA
DEPUTY SHERIFF DSA
Behavioral Health
CLERICAL HOURLY PART
LIEUTENANT/CAPTAIN SSL
SHERIFF SUPPORT SPECIALIST A301
SERGEANT SSGT
SERGEANT SSGT
SERGEANT SSGT
SERGEANT SSGT
SERGEANT SSGT
SERGEANT SSGT
Patrol Sergeants
DEPUTY SHERIFF DSA
DEPUTY SHERIFF DSA
DEPUTY SHERIFF DSA
DEPUTY SHERIFF DSA
DEPUTY SHERIFF DSA
DEPUTY SHERIFF DSA
DEPUTY SHERIFF DSA
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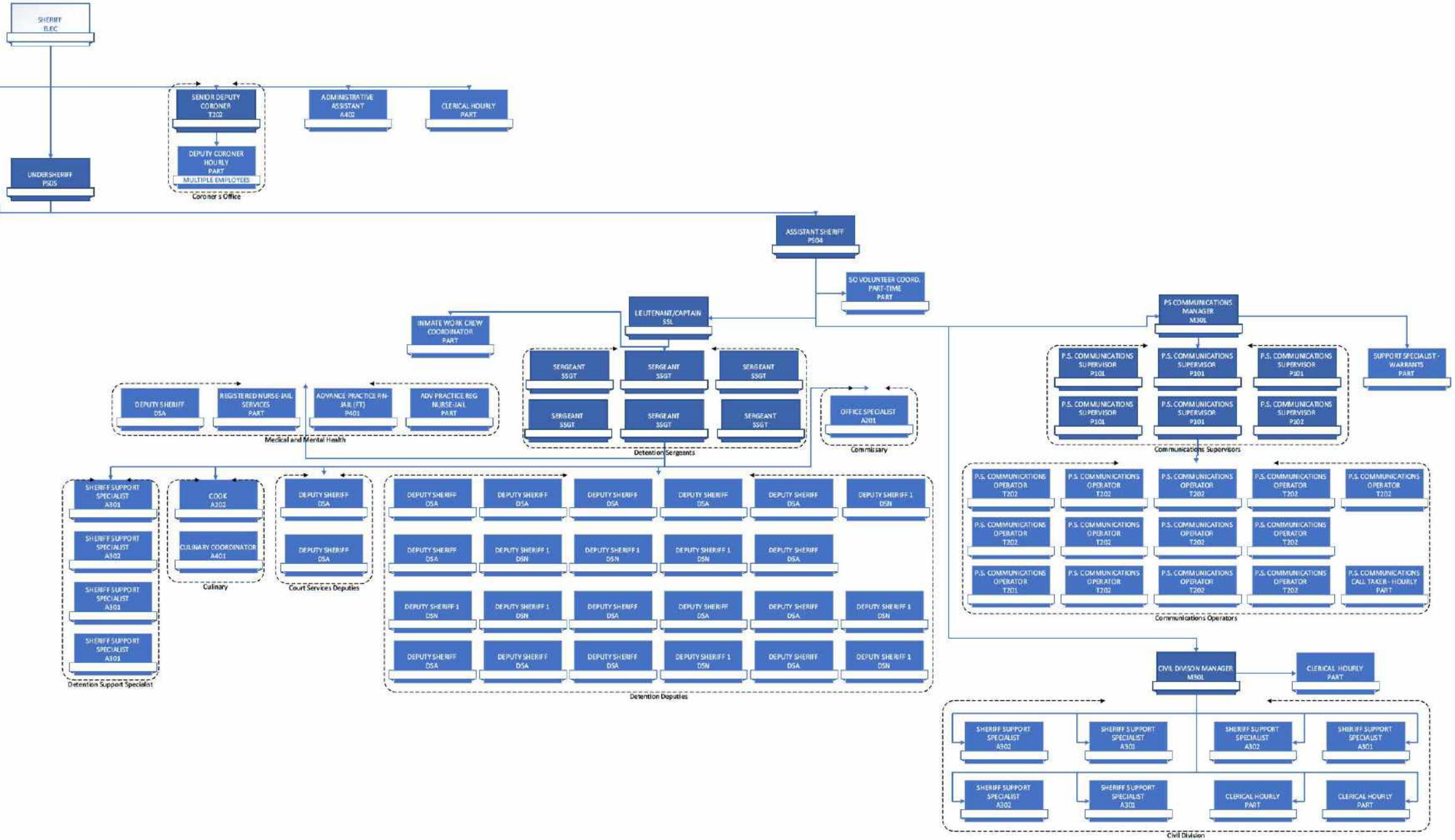
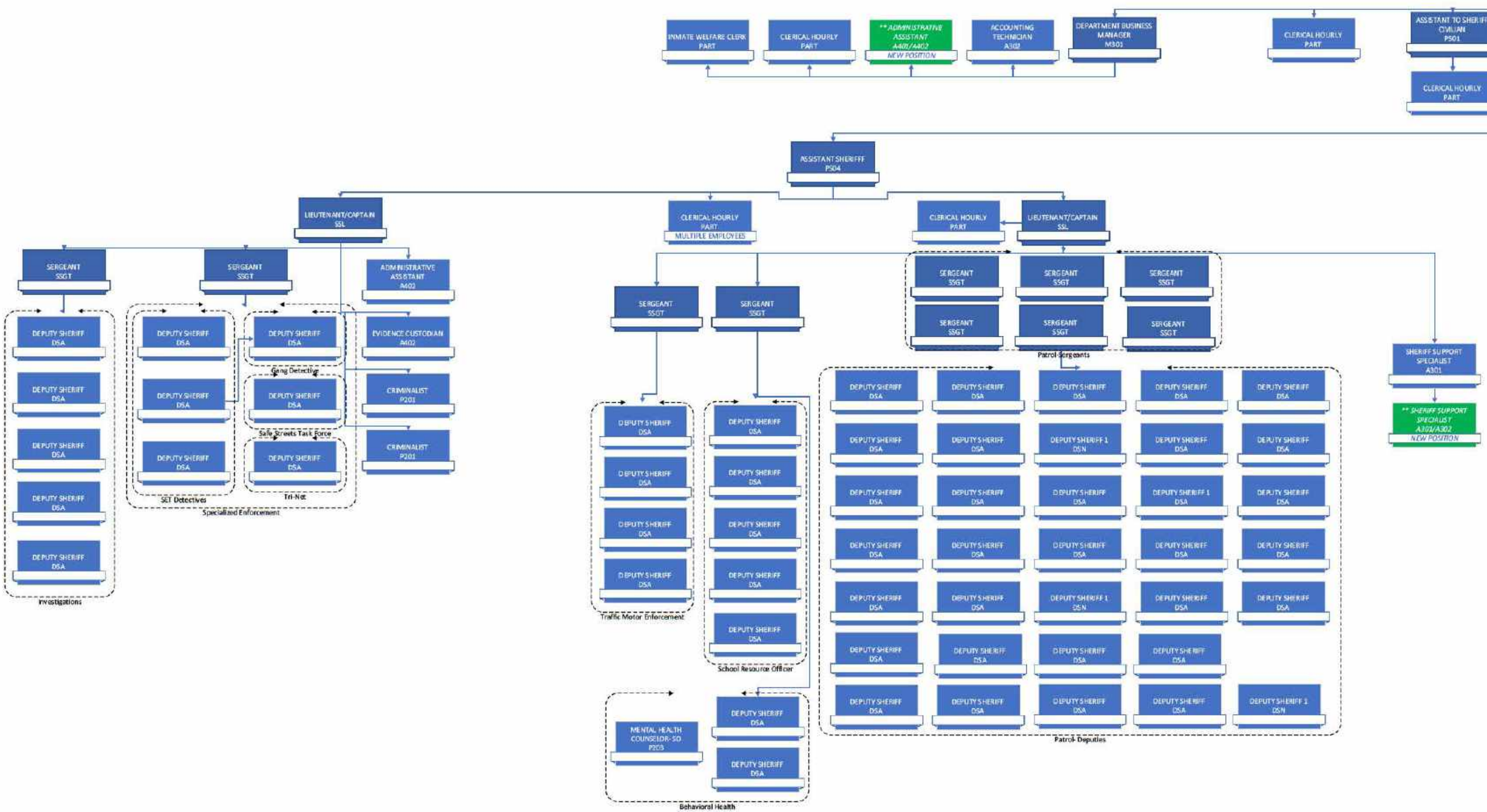
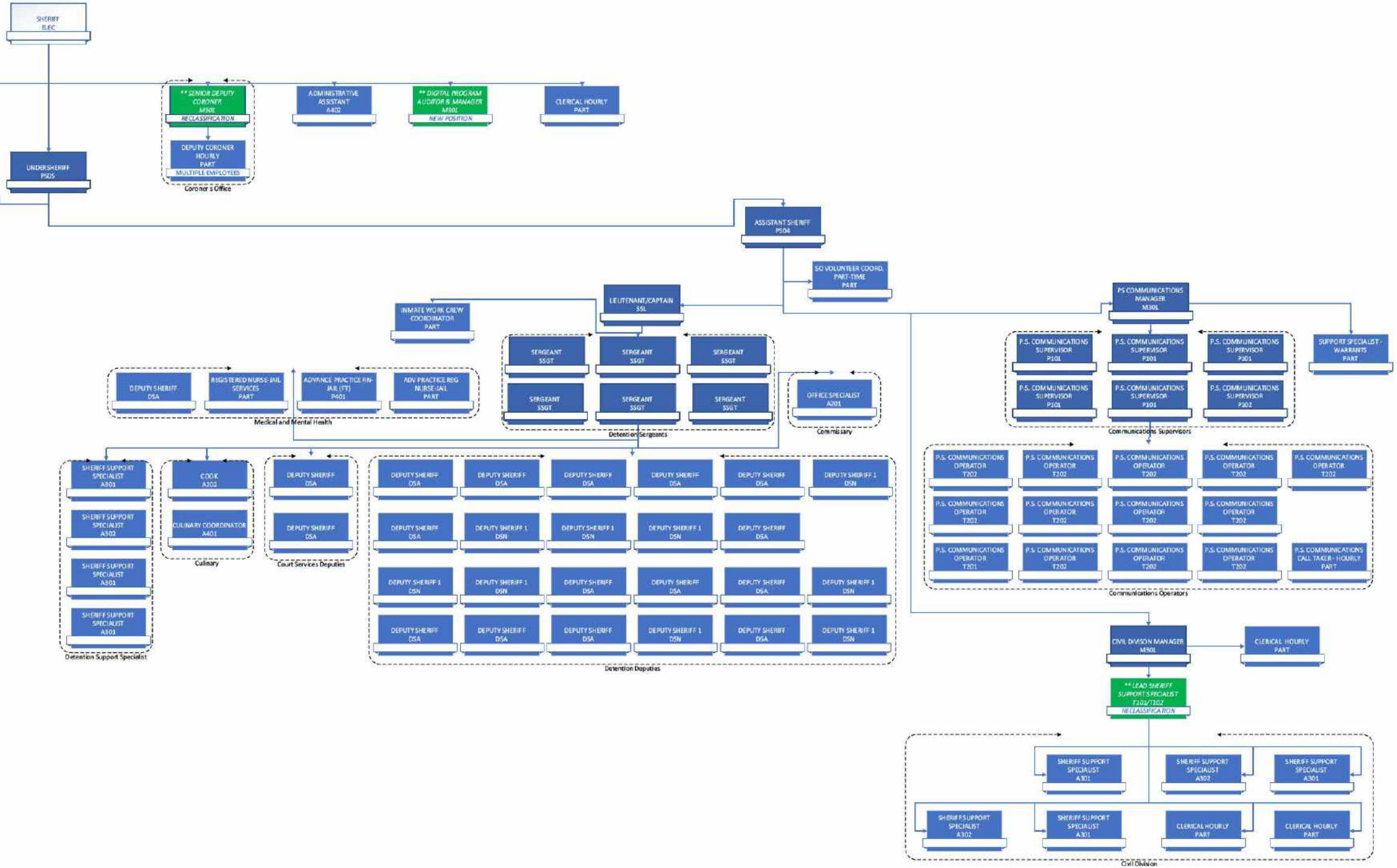
DEPUTY SHERIFF DSA


SHERIFF
ELEC
SENIOR DEPUTY CORONER
T202
DEPUTY CORONER HOURLY PART
MULTIPLE EMPLOYEES
Coroner's Office
ADMINISTRATIVE ASSISTANT
A402
CLERICAL HOURLY
PART
UNDERSHERIFF
PS05
ASSISTANT SHERIFF
PS04
SO VOLUNTEER COORD. PART-TIME
PART
INMATE WORK CREW COORDINATOR
PART
LEUTENANT/CAPTAIN
S5L
SERGEANT
SSGT
Detention Sergeants
OFFICE SPECIALIST
A201
Commissary
DEPUTY SHERIFF
DSA
REGISTERED NURSE-JAIL SERVICES
PART
ADVANCE PRACTICE RN-JAIL (FT)
P401
ADV PRACTICE REG NURSE-JAIL
PART
Medical and Mental Health
PS COMMUNICATIONS MANAGER
M301
P.S. COMMUNICATIONS SUPERVISOR
P101
P.S. COMMUNICATIONS SUPERVISOR
P102
Communications Supervisors
SUPPORT SPECIALIST - WARRANTS
PART
P.S. COMMUNICATIONS OPERATOR
T202
P.S. COMMUNICATIONS OPERATOR
T201
P.S. COMMUNICATIONS CALL TAKER - HOURLY
PART
Communications Operators
SHERIFF SUPPORT SPECIALIST
A301
SHERIFF SUPPORT SPECIALIST
A302
Detention Support Specialist
COOK
A202
CULINARY COORDINATOR
A401
Culinary
Court Services Deputies
DEPUTY SHERIFF 1
DSN
Detention Deputies
CIVIL DIVISON MANAGER
M301
CLERICAL HOURLY
PART
Civil Division



**Proposed Changes- Two Reclassifications; Three New Positions: Administrative Assistant, Sheriff Support Specialist and Digital Program Auditor & Manager


SHERIFF
ELEC
UNDERSHERIFF
PS05
** SENIOR DEPUTY CORONER
M30L
RECLASSIFICATION
DEPUTY CORONER HOURLY PART
MULTIPLE EMPLOYEES
Coroner's Office
ADMINISTRATIVE ASSISTANT
A402
** DIGITAL PROGRAM AUDITOR & MANAGER
M30L
NEW POSITION
CLERICAL HOURLY PART
ASSISTANT SHERIFF
PS04
SO VOLUNTEER COORD, PART-TIME
PART
INMATE WORK CREW COORDINATOR
PART
LEUTENANT/CAPTAIN
S5L
SERGEANT
SSGT
Detention Sergeants
OFFICE SPECIALIST
A201
Commissary
DEPUTY SHERIFF
DSA
REGISTERED NURSE-JAIL SERVICES
PART
ADVANCE PRACTICE RN-JAIL (FT)
P40I
ADV PRACTICE REG NURSE-JAIL
PART
Medical and Mental Health
SHERIFF SUPPORT SPECIALIST
A30I
SHERIFF SUPPORT SPECIALIST
A302
Detention Support Specialist
COOK
A202
CULINARY COORDINATOR
A40I
Culinary
DEPUTY SHERIFF
DSA
Court Services Deputies
DEPUTY SHERIFF 1
DSN
Detention Deputies
PS COMMUNICATIONS MANAGER
M30L
P.S. COMMUNICATIONS SUPERVISOR
P10I
P.S. COMMUNICATIONS SUPERVISOR
P302
SUPPORT SPECIALIST - WARRANTS
PART
Communications Supervisors
P.S. COMMUNICATIONS OPERATOR
T202
P.S. COMMUNICATIONS OPERATOR
T20I
P.S. COMMUNICATIONS CALL TAKER - HOURLY
PART
Communications Operators
CIVIL DIVISON MANAGER
M30I
CLERICAL HOURLY
PART
** LEAD SHERIFF SUPPORT SPECIALIST
T20I/T302
RECLASSIFICATION
Civil Division

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 4, 2023)

FY 2022-23

DEPARTMENT NAME: Fire	**DEPARTMENT # (ORG):** Operations 1012512

DESCRIPTION OF REQUESTED ITEM: Add funds to the Small Furnishings Budget to meet the replacement needs of all three fire stations, administrative offices, living quarters, bedrooms, and fixed appliances.

JUSTIFICATION OF REQUEST: The current budget is $0 for the department's small furnishing needs which include but are not limited to the office and living quarters of each fire station. These durable small furnishings have a limited-service life span, and include items such as dishwashers, microwaves, beds, as well as miscellaneous station items. There is currently a need to replace many of these items as their service life expectancy is expiring. Below are some specific examples of durable small furnishings that should be replaced this fiscal year at the cost of $29,271;

- 21 Beds $18,375
- 2 Kitchen tables $1,200
- 8 Kitchen Chairs $1,000
- 4 Recliners $3,596
- 2 Sets Washer/Dryers $3,600
- New Line Water System $1500

This proposal is to fund the Small Furnishings account with $15,500, thereby, minimizing the fiscal impacts to the capital budget annually. This will afford Carson City Fire Department the opportunity to establish an annual budget to address end of service life furnishings in the fire stations.

- $15,500 would be utilized to prioritize the replacement of ongoing small furnishing needs into a rotating replacement schedule of these needs depending on the small furnishing's life-span.
- In addition, the items below have not been accounted for in capital replacements and need to be included in a replacement schedule for future purchase with the small furnishings account.

  Administrative needs:

  - Desks / Chairs

  - Station
    - Living Quarters Chairs
    - Station Maintenance Equipment
      - Tools and Equipment for minor repair and maintenance
      - Lawn Mowers
      - Edgers
      - Blowers

(1) PERSONNEL SERVICES:		**(2) SERVICES AND SUPPLIES**:**	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	.00	1012512-500675 Small Furnishings	$15,500
Other Pay*	.00		

Worker's Compensation	.00		
Group Insurance	.00		
Medicare	.00		
Pers	.00		
Total Personnel Costs (1)	$.00	**Total Services and Supplies (2)**	
		GRAND TOTAL:	$15,500

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.
** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 4, 2022)

FY 2023-24

DEPARTMENT NAM E: Fire Department	**DEPARTMENT # (ORG): 2512**

DESCRIPTION OF REQUESTED ITEM:
Establish a two-year maintenance and repair agreement with the SCBA air compressors and hydraulic battery-operated extrication equipment. This will be renewed every two years.

JUSTIFICATION OF REQUEST:
The SCBA air compressors and hydraulic battery-operated extrication require annual maintenance and on-call emergency repairs to ensure operational readiness. The service agreement established will provide the necessary timelines to meet immediate need repairs and ensure required annual maintenance is performed within the established manufacturer timelines.

(1) PERSONNEL SERVICES:		**(2) SERVICES AND SUPPLIES**:**	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	$.00	2512-0430 Equipment Repair and Maintenance	$5,200
Other Pay*	.00		
Worker's Compensation	.00		
Group Insurance	.00		
Medicare	.00		
Pers	.00		
Total Personnel Costs (1)	$.00	**Total Services and Supplies (2)**	
		GRAND TOTAL:	$5,200

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.
** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 4, 2022)

FY 2022-23

DEPARTMENT NAME: Fire	**DEPARTMENT # (ORG):** 2512

DESCRIPTION OF REQUESTED ITEM: To initiate a service agreement for Snow Removal at all three fire stations for FY24

JUSTIFICATION OF REQUEST: To provide access and safety for emergency vehicles, staff and the public at all three stations, during winter related weather events. Based on 6 snow events over four inches, at a cost of $3,000 to plow stations 51, 52 and 53.

(1) PERSONNEL SERVICES:		**(2) SERVICES AND SUPPLIES**:**	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	$.00	2512-0434 / Building Repair Maintenance	$18,000
Other Pay*	.00		
Worker's Compensation	.00		
Group Insurance	.00		
Medicare	.00		
Pers	.00		
Total Personnel Costs (1)	$.00	**Total Services and Supplies (2)**	
		GRAND TOTAL:	$18,000

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.

** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 4, 2022)

FY 2023-24

DEPARTMENT NAM E: Fire Department	**DEPARTMENT # (ORG): 2512**

DESCRIPTION OF REQUESTED ITEM:
Personal Protective Equipment (PPE) for the structural firefighter which includes turnout coat, pants, helmet, and accessories (suspenders, gloves, hood).

JUSTIFICATION OF REQUEST:
These components of the PPE have increased in price, to meet the NFPA replacement cycle, and new hires CCFD is requesting the budget increase to meet these increased costs of PPE. Furthermore, obtaining miscellaneous back-up PPE that has failed annual inspections has impacted the 2512-0668 budget.

(1) PERSONNEL SERVICES:		**(2) SERVICES AND SUPPLIES**:**	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	$.00	2512-0668 Personal Protective Equipment	$7,500
Other Pay*	.00		
Worker's Compensation	.00		
Group Insurance	.00		
Medicare	.00		
Pers	.00		
Total Personnel Costs (1)	$.00	**Total Services and Supplies (2)**	
		GRAND TOTAL:	$7,500

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.
** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAM E: Fire Department	**DEPARTMENT # (ORG):** 2515

DESCRIPTION OF REQUESTED ITEM: Request to increase funds to cover Prevention Employee Annual Physicals.

JUSTIFICATION OF REQUEST: In the past, there were open positions in Prevention. Currently all 4 positions in Prevention are filled. With the increase in staff, we are requesting additional funds to cover annual physicals for this department.

Current Budgeted amount $1,300
Total Yearly Costs:
Fire Marshall $ 800
Fire Inspector II $ 600
Fire Inspector II $ 600
Fire Inspector I $ 600
Total Expenses: $2,600
Additional Budget Needed: **$1,300**

(1)PERSONNEL SERVICES:		**(2)SERVICES AND SUPPLIES**:**	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	$.00	2515-0356/Physicals	$1,300.00
Other Pay*	.00		
Worker's Compensation	.00		
Group Insurance	.00		
Medicare	.00		
Pers	.00		
Total Personnel Costs (1)	$.00	**Total Services and Supplies (2)**	
		GRAND TOTAL:	$1,300.00

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.

** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 4, 2022)

FY 2023-24

DEPARTMENT NAM E: Fire Department	**DEPARTMENT # (ORG):** 2520

DESCRIPTION OF REQUESTED ITEM:

Increase the operating expense for the ongoing purchase of consumable (one-time) and durable (limited use) supplies to support individual, company and multi-company training that will provide CCFD ongoing realistic task level development of all levels of firefighter skills and operations.

JUSTIFICATION OF REQUEST:

Consumables such as a lumber and construction hardware have increased over the past three years, these items are utilized to help build our training props. The increase will cover specialty training items that are consumable and durable objects such as padlocks and doorknobs for through the lock and forcible entry training. Durable goods have increased in price significantly and need to have a replacement schedule. Power tools and training props have a three-to-five-year life cycle.

- Lumber OSB $20 Per sheet, Total Cost $4,800
- Lumber 2x10 $25 Per Board $500
- Hardware Door Knobs $20 Per set Total Cost $600
- Hardware Padlocks $15 Per Set $450
- Training Prop Smoke Machine $450
- Training Liquid Smoke $35 per gallon Total Cost $250
- Live Fire Consumables- $1000
- Tools and Equipment
  - Chainsaw $1100
  - Circular Saw $1700

The funding will include training and education materials and supplies for training on new tactics and strategies.

- Training Workshops/Education

(1) PERSONNEL SERVICES:		**(2) SERVICES AND SUPPLIES**:**	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	$.00	0625 / Operating Supplies	$10,750
Other Pay*	.00		
Worker's Compensation	.00		
Group Insurance	.00		
Medicare	.00		
Pers	.00		
Total Personnel Costs (1)	$.00	**Total Services and Supplies (2)**	$10,750

		GRAND TOTAL:		$10,750

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.
** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAME: Roll out new Deputy Emergency Manager position -Civilian.	**DEPARTMENT # (ORG):** TBD By City 1012530.

DESCRIPTION OF REQUESTED ITEM:

Currently the Fire Chief serves as Carson City's Emergency Manager, and a Battalion Chief serves as the Deputy Emergency Manager. The Deputy Emergency Manager (DPEM) coordinates with the Fire Chief on matters pertaining to the City's risk potential to man-made and natural disasters. They also serve as a liaison between the City and the Federal Emergency Management Administration (FEMA) on matters of federal disaster planning, coordination and relief. FEMA through the Emergency Management Performance Grant (EMPG) currently supplements approximately 45-50% of the DPEM personnel costs. Over the last few years since the onset of the COVID epidemic, FEMA has increasingly mandated higher levels of participation and standards by requiring increased education and program participation as part of the EMPG grant funding for this position. As a result, the scope of requirements mandated by FEMA for this position have increased to the point that this position can no longer focus on any other Fire Department related duties. Carson Fire is proposing creating a new position which would take on the role of Deputy Emergency Manager filled by a civilian and not a sworn officer. This new position would free up the Battalion Chief to focus on Fire Department related activities. The DPEM would focus on the City's disaster mitigation needs while subsequently ensuring that all FEMA training and program activity requirements are performed to standards. Position savings would be realized by making this position a civilian position rather than a front line first responder.

JUSTIFICATION OF REQUEST:

Separating the Deputy Emergency Manager (DPEM) position from the Battalion Chief (BC) position will allow the BC to prioritize focus on first responder and fire safety duties, while allowing the DPEM to completely focus on the mitigation of man-made and natural disasters in coordination with Federal Emergency Management Administration (FEMA) as well as disaster prevention coordination with Carson City in conjunction with the City Manager and Fire Chief. Benefit savings will be realized by filling the DPEM position with none commissioned Fire personnel. The DPEM's pay range is a M201: $44.12 ($91,765) - $66.18 (137,647) benefits are calculated at 45% of wage. Fire currently has enough funds to cover this pay range budgeted in 1012530 up to $178,405 or a wage of $59.15 per hour plus benefits highlighted in yellow below:

		Wage		Benefits		Total
M201 bottom rate: wage:	$44.12	$ 91,765	+	$41,294	=	$133,059
Top Wage just using 1012530 funding:	$59.15	$123,032	+	$55,364	=	$178,396
M201 Top rate: wage:	$66.18	$137,647	+	$61,941	=	$199,589

Funding available: 1012530 Payroll:	$178,405
Funding Available: EMPG Grant:	$ 72,275
Total:	$250,680

The Emergency Management Performance grant will cover 50% of the personnel costs up to $72,275. Payroll costs below are based on the position at top step wage of $59.15. Position range based on M201 with upper limit stopped at budget total restriction of $178,405 including benefits:
Wage $59.15 ($123,032) + Benefits 45% ($55,364) = $178,396

(1) PERSONNEL SERVICES:		(2) SERVICES AND SUPPLIES**:	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	$107,059		
Other Pay*	$0		
Worker's Compensation	$818		
Group Insurance	$12,314		
Medicare	$1,414		
Pers	$35,865		
Total Personnel Costs (1)	$157,470	**Total Services and Supplies (2)**	0
		GRAND TOTAL:	$157,470
		Grgnt Offset	($157,470)

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.
** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

JOB DESCRIPTION

JOB TITLE: Deputy Emergency Manager
DEPARTMENT: Fire
REPORTS TO: Fire Chief
DATE: July 2011
REVISED: March 2023

FLSA: Exempt
GRADE: M201
PCN:

SUMMARY OF JOB PURPOSE:

Under general supervision, plans, organizes, administers, coordinates and effects the development and implementation of a City-wide emergency planning and response program; coordinates the activities of City departments, other local jurisdictions and governmental and private agencies in both planning for and responding to major emergencies and/or disasters**.**

ESSENTIAL FUNCTIONS:

This class specification lists the major duties and requirements of the job and is not all-inclusive. Incumbent(s) may be expected to perform job-related duties other than those contained in this document and may be required to have specific job-related knowledge and skills.

- Plans, coordinates, supervises, and implements a variety of emergency, crisis, and disaster plans; and leads City personnel in emergency preparedness and response.
- Provides support to emergency response departments/elected offices; coordinates emergency preparedness and response efforts; plans training exercises; and engages in and assists with structure mitigation, hazard detection, hazard warning, evacuations, sheltering, search and rescue, emergency medical care and triage, mass fatality management, crisis counseling, media and public relations, donation and volunteer management, damage assessment, disaster preparedness, disaster declarations, debris removal, and disaster assistance.
- Coordinates activities of the Carson City Emergency Operations Center in handling major emergencies and disaster events, including coordination of City staff assigned to Emergency Operations Center positions.
- Cooperates with local, county, state and federal officials, and private organizations, individuals and other resources in the preparation and implementation of emergency management plans.
- Develops and implements goals, objectives, policies, procedures, and work standards for the emergency management program; and prepares and administers the program's budget.
- Works in cooperation with other City departments, elected offices, and public agencies to establish and implement a program of emergency preparedness and emergency response; and acts as the liaison between entities to ensure preparedness, availability of equipment and supplies and readiness of staff and facilities.
- Coordinates grant activities and the preparation of funding applications, conducts audits, creates and/or completes reports and other documentation required for federal and other funding sources.

- Plans, coordinates, oversees, reviews, and evaluates emergency management exercises and training programs, and simulated emergency situations; and ensures the participation of various public and private agencies.
- Oversees the development of plans to ensure that vital public services such as utilities, public safety, communications and similar services are maintained and/or restored during and after an emergency.
- Oversees the mitigation and recovery functions related to the emergency management program for the City.
- Represents the City in meetings with various public and private organizations.
- Contributes to the overall quality of the program's service provision by developing and coordinating work teams and by reviewing, recommending and implementing improved policies and procedures.
- Conducts analytical studies.
- Serves as the City liaison on emergency preparedness issues with the United States Federal Emergency Management Agency, the State of Nevada Department of Emergency Management, Quad County Health Coalition, other federal and state agencies and private entities involved in response to emergencies in the community; and serves as co-chair of the federally mandated Local Emergency Response Committee (LEPC) for the City.
- Coordinates training and exercises that mitigate risks from emergency situations and enhances how members of the organization and the community deal with hazards, vulnerabilities, and emergency events; and organizes and coordinates emergency response training programs and exercises for staff, volunteers, and other responders.
- Recruits, trains, and supervises individuals in the Community Emergency Response Team (CERT) program.
- Monitors legislation and other policies that affect emergency services; and evaluates alternatives and recommends policy, staffing and procedural changes to meet defined needs.
- Maintains or directs the maintenance of accurate records and files related to the program.
- Provides information to the public and others regarding the emergency management program.
- Drives a motor vehicle in order to attend off-site meetings, visit various work locations, and respond to emergencies.
- Demonstrates courteous and cooperative behavior when interacting with elected officials, the public, and staff; and acts in a manner that promotes a harmonious and effective workplace environment.
- At times may be required to work outside normal business hours and work extended hours to accomplish requirements of the position.

This job description indicates, in general, the nature and levels of work, knowledge, skills, abilities and other essential functions (as covered under the Americans with Disabilities Act) expected of the incumbent. It is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities required of the incumbent. Incumbent may be asked to perform other duties as required.

QUALIFICATIONS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

Education and Experience:

Bachelor's degree in Business Administration, Emergency Management, Homeland Security Fire Sciences, or related field; AND four (4) years of experience in providing professional-level program management in an emergency management program planning and/or administration role; OR an equivalent combination of education, training and experience as determined by Human Resources.

REQUIRED CERTIFICATES, LICENSES, AND REGISTRATIONS:

- Valid driver's license

Required Knowledge and Skills

Knowledge of:

- Principles and practices of developing and administering an effective emergency management program.
- Functions, resources, and limitations of various public and private organizations within the emergency management area.
- Administrative principles and practices, including goal setting, program development, implementation and evaluation, and the supervision of employees.
- Principles and practices of budget development and administration.
- Federal, state and local laws related to the development and implementation of emergency preparedness and response plans.
- Computer applications related to the work.
- Office administrative practices and procedures.
- Safety principles, practices, and equipment related to the work.
- Techniques for dealing with a variety of individuals from various socio-economic, ethnic, and cultural backgrounds.
- Principles and techniques of making effective oral presentations.
- Principles and techniques of preparing effective written informational or educational materials.

Skill in:

- Developing and implementing an effective emergency response program.
- Planning, organizing, supervising, reviewing, and evaluating the work of others; and developing and implementing goals, objectives, policies, procedures and work standards.
- Maintaining accurate records and files related to the work of the program.
- Representing the program and the City effectively in meetings with various departments, elected offices, and other public and private organizations.
- Developing and conducting analytical projects and studies.
- Interpreting, applying and explaining complex federal, state and local laws related to the areas of responsibility.

- Preparing clear and concise reports, correspondence, and other written materials.
- Using initiative and independent judgment in emergency situations.
- Establishing and maintaining effective work relationships with staff, coworkers, contractors, and the public.

SUPERVISION RECEIVED AND EXERCISED:

Under General Supervision - Incumbents at this level are given assignments and objectives that are governed by specifically outlined work methods and a sequence of steps, which are explained in general terms. The responsibility for achieving the work objectives, however, rests with a superior. Immediate supervision is not consistent, but checks are integrated into work processes and/or reviews are frequent enough to ensure compliance with instructions.

REQUIRED CERTIFICATES, LICENSES, AND REGISTRATIONS:

- Nevada Driver's License.
- Certificates in ICS 100-400, IS-700, and IS-800.
- FEMA Professional Developmental Series Completion within one (1) year of date of employment.
- FEMA National Emergency Management Basic Academy completion within two (2) years of date of employment.
- Nevada Emergency Preparedness Association (NEPA) Membership within 6 months of employment.
- NEPA certified Emergency Manager within 1 year of employment.

PHYSICAL DEMANDS & WORKING ENVIRONMENT:

The physical demands described herein are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Mobility to work in a typical office setting and an emergency scene, use standard office equipment, sit for extended periods of time, and serve as on-scene emergency coordinator; strength to exert up to 50 pounds of force occasionally and up to 20 pounds frequently to lift, carry, push, pull or move objects; vision to read printed materials; and hearing and speech to communicate in person or over the telephone; exposure to traffic conditions, smoke, inclement weather conditions and human body fluids.

CONDITIONS OF EMPLOYMENT:

1. *This classification is considered Unclassified under the provision of Section 2.330(4) of the Carson City Charter. Unclassified positions are "at will" and as such, employees occupying those positions may be terminated at any time for any reason, or no reason.*

2. *Continued employment is contingent upon all required licenses and certificates being maintained in active status without suspension or revocation.*

3. *City employees are required to stay at or return to work during emergencies to perform duties specific to this classification or to perform other duties as requested in an assigned response position. This may require working a non-traditional work schedule or working outside normal assigned duties during the incident and/or emergency.*

4. *Employees may be required to complete Incident Command System training as a condition of continuing employment.*

5. *New employees are required to submit to a fingerprint based background investigation which cost the new employee $53.50 and a drug/alcohol screen which costs $20.00. Employment is contingent upon passing the background and the drug/alcohol screen.*

6. *Carson City participates in E-Verify and will provide the Social Security Administration (SSA) and, if necessary, the Department of Homeland Security (DHS, with information from each applicant's Form I-9 to confirm work authorization. All candidates who are offered employment with Carson City must complete Section 1 of the Form I-9 along with the required proof of their right to work in the United States and proof of their identity prior to starting employment. Please be prepared to provide required documentation as soon as possible after the job offer is made. For additional information regarding acceptable documents for this purpose, please contact Human Resources at 775.887.2103 or go to the U.S. Citizenship and Immigration Services web page at www.ucis.gov.*

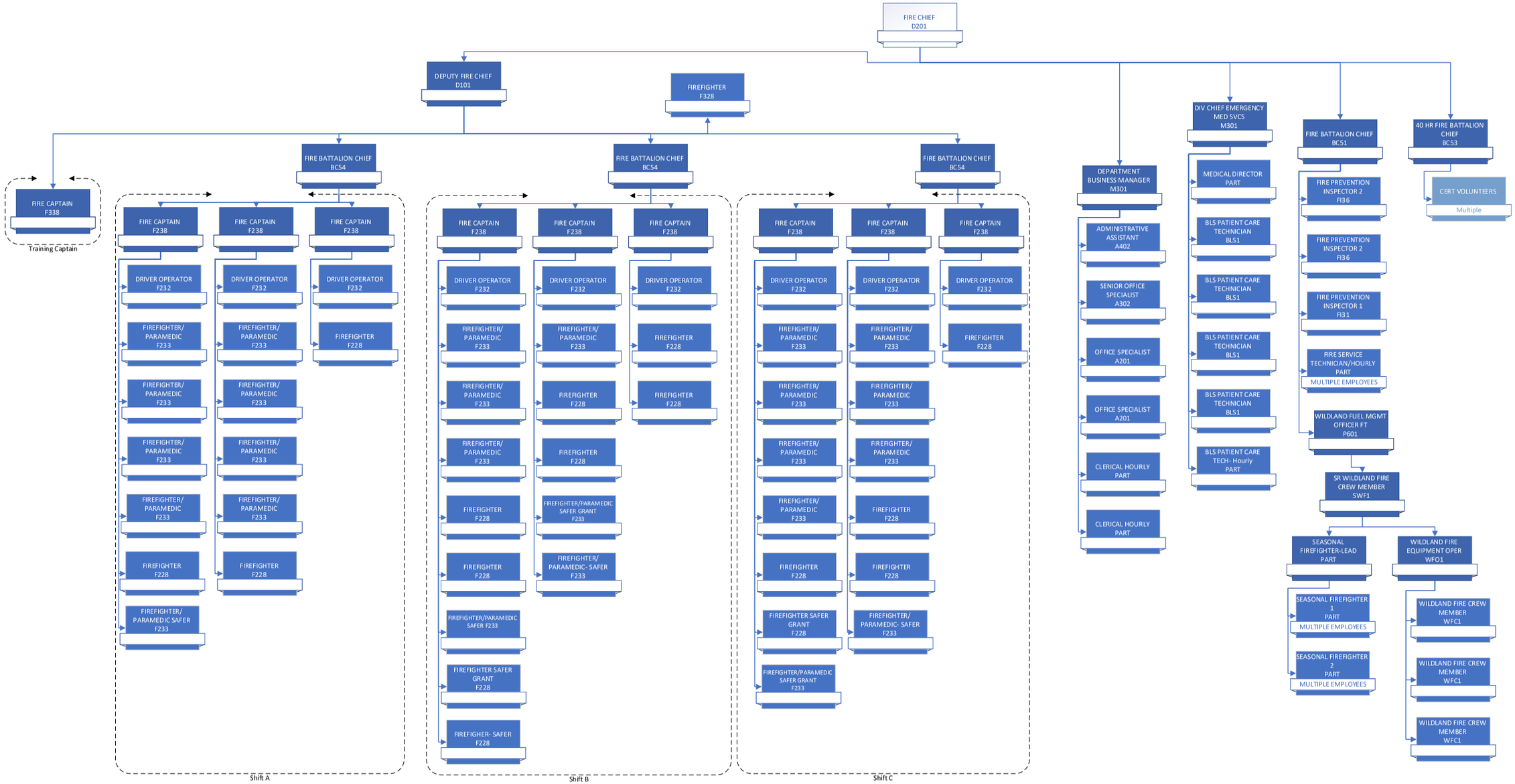
I have read and understand the contents of this Job Description, and I have received a copy of this Job Description for my records.

PRINT NAME: _____

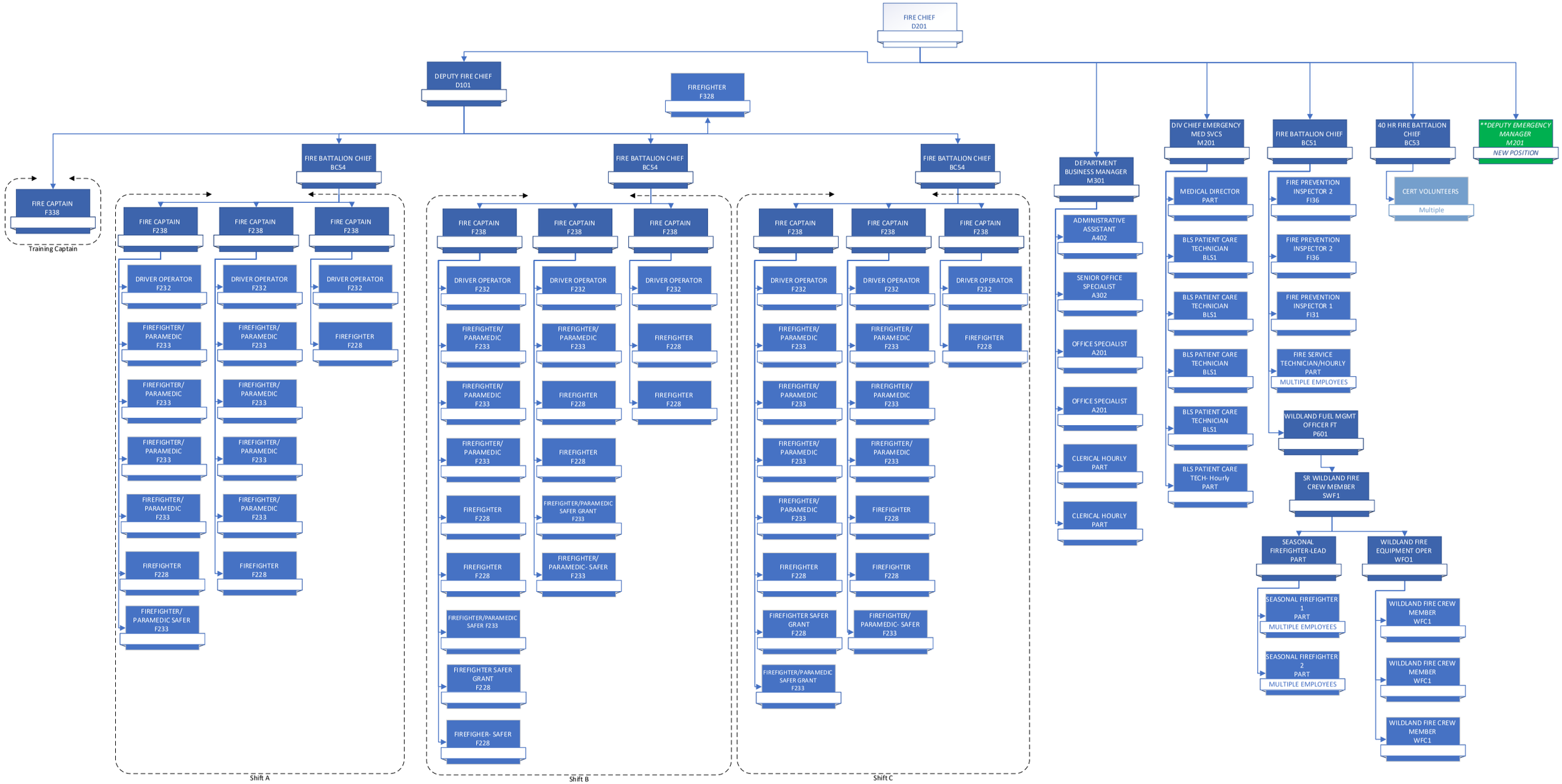
SIGNATURE: _____ **DATE:** _____

"Carson City is an Equal Opportunity Employer"

Carson City Fire Department



Carson City Fire Department



Proposed Change- New Position: Deputy Emergency Manager

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAM E: Carson City Juvenile Services	**DEPARTMENT # (ORG):** 2705 Juvenile Probation

DESCRIPTION OF REQUESTED ITEM: Request to increase the Over-Time-line-item to $28,485.00 from $19,000.00. A total increase of $9,485.00.

JUSTIFICATION OF REQUEST: Carson City Juvenile Probation uses overtime on a regular basis. Juvenile Probation must have one probation officer on-call after hours, on weekends and holidays. In addition, OT is used to transport youth in custody to placements in and out of Nevada, transport youth to medical and therapy appointments. In addition, probation officers are required to respond during emergency situations. Currently this line item is 100% spent. Fiscal year 23 has four months remaining in the budget cycle. Based on overtime used the last four months of last fiscal year we anticipate using an additional $9,485.00. This increase would meet Carson City's strategic goal for community safety.

(1) PERSONNEL SERVICES:		**(2) SERVICES AND SUPPLIES**:**	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	$.00	1012705 500111	$9,485.00
Other Pay*	.00		
Worker's Compensation	.00		
Group Insurance	.00		
Medicare	.00		
Pers	.00		
Total Personnel Costs (1)	$.00	**Total Services and Supplies (2)**	
		GRAND TOTAL:	$9,485.00

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.

** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

SUPPLEMENTAL REQUESTS

(personnel, services and supplies only – DUE MARCH 3 2023)

FY 2023-24

DEPARTMENT NAME: Juvenile Services	**DEPARTMENT # (ORG):** 2705 Juvenile Probation

DESCRIPTION OF REQUESTED ITEM:
To increase funds in the Probation Stand By line item from $17,661.00 to $35,000.00 an increase of $17,339.00.

JUSTIFICATION OF REQUEST: Stand by pay is calculated at 15% of employees pay rate per contract. Standby pay is regularly used for the on-call probation officer. There is an on-call probation officer after hours, weekends, and holidays. The merit increases for fiscal year 23-24 require an additional $17339.00.

(1)PERSONNEL SERVICES:		**(2)SERVICES AND SUPPLIES:**		
	Increase Amount	**Acct# / Description**	**Increase Amount**	
Salary	$.00	1012705 500113	$17,339.00	
Other Pay	.00			
Worker's Compensation	.00			
Group Insurance	.00			
Medicare	.00			
Pers	.00			
Total Personnel Costs (1)	$.00	**Total Services and Supplies (2)**		
			GRAND TOTAL:	$17,339.00

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAM E: Carson City Juvenile Services	**DEPARTMENT # (ORG):** 2705 Juvenile Probation

DESCRIPTION OF REQUESTED ITEM: Request to increase the training line item to $8,000.00 from $6,000.00. A total increase of $2,000.00.

JUSTIFICATION OF REQUEST: Carson City Juvenile Probation has annual mandatory training and specialized training that is essential to meeting Carson City's strategic goal of community safety and efficient government. Juvenile Probation has specialized field training instructors that must maintain certifications in addition to yearly training for all nine officers. In addition to the yearly training required by Nevada Peace Officer Standards of Training, Legislation has passed additional mandated training requirements.

(1) PERSONNEL SERVICES:		**(2) SERVICES AND SUPPLIES**:**	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	$.00	1012705 500330	$2,000.00
Other Pay*	.00		
Worker's Compensation	.00		
Group Insurance	.00		
Medicare	.00		
Pers	.00		
Total Personnel Costs (1)	$.00	**Total Services and Supplies (2)**	
		GRAND TOTAL:	$2,000.00

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.

** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAM E: Carson City Juvenile Services	**DEPARTMENT # (ORG): 2705** Juvenile Probation

DESCRIPTION OF REQUESTED ITEM: Request to increase Travel line item to $6872.00 from $5372.00. A total increase of $1500.00.

JUSTIFICATION OF REQUEST: Carson City Juvenile Probation uses the travel line item for transporting juveniles to placements and travel for training. Juvenile Probation is responsible for transporting youth to various placements in and out of Nevada. These transports are expensive due to hotel fees, plane tickets and travel costs. Further, not all mandatory training is local or on-line.

(1)PERSONNEL SERVICES:		**(2)SERVICES AND SUPPLIES**:**	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	$.00	1012705 500580	$1,500.00
Other Pay*	.00		
Worker's Compensation	.00		
Group Insurance	.00		
Medicare	.00		
Pers	.00		
Total Personnel Costs (1)	$.00	**Total Services and Supplies (2)**	
		GRAND TOTAL:	$1,500.00

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.

** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAME: Carson City Juvenile Services	**DEPARTMENT # (ORG):** 2706 Juvenile Detention

DESCRIPTION OF REQUESTED ITEM: Request to increase training budget from $4,000 to $7,000 an increase of $3,000.

JUSTIFICATION OF REQUEST: The Murphy-Bernardini Regional Juvenile Detention Center is requesting an increase of $3,000 in training funds to stay in compliance with state regulations in regard to Article 2. 1322 (c) and NRS 63.190. Further there is a potential for additional mandated training for detention staff in the current Legislative session related to human sex-trafficking.

The Murphy-Bernardini Regional Juvenile Detention Center operates with 16 full time detention staff. The additional
$3,000 will ensure the facility staff stay in compliance. In addition, the Center will have well trained to staff to ensure the security and safety of the detained juveniles.

The Murphy-Bernardini Regional Juvenile Detention Center wants to be proactive and not reactive; the increase of $3,000 will keep all staff proficient with the proper trainings to succeed. Corrections and detention services have long been fields with high employee turnover. Creating a workforce fortified with high levels of trainings is a proven method to reduce turnover and increase retention.

		(2)SERVICES AND SUPPLIES**:	
(1)PERSONNEL SERVICES	**Increase Amount**	**Acct# / Description**	**Increase Amount**
Salary	$.00	1012706 500330	$3,000.00
Other Pay*			
Worker's Compensation	.00		
Group Insurance	.00		
Medicare	.00		
Pers	.00		
Total Personnel Costs (1)	$.00	**Total Services and Supplies (2)**	
		GRAND TOTAL:	$3,000.00

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.

** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAME: Alternative Sentencing	**DEPARTMENT # (ORG):** 1012800

DESCRIPTION OF REQUESTED ITEM: Reclassification of the DAS Supervisor of Alternative Sentencing from pay grade S301 $51,982.94-77,975.57 to P203 $62,281.13-$93,421.72

JUSTIFICATION OF REQUEST: The DAS supervisor oversees a variety of administrative and programmatic functions to include day to day operations, daily accounting and provides operational and statistical data. This position is equivalent to the Justice Court Supervisor (P203 $62,281.13-$93,421.72) and District Court Supervisor (P203 $62,281.13-$93,421.72). This action would correct some of this inequity if the DAS Supervisor is moved into the same pay grade as other supervisors within the city.

(1)PERSONNEL SERVICES:		**(2)SERVICES AND SUPPLIES**:**	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	$7,326.07	(Includes a 2% COLA)	
Other Pay*	.00		
Worker's Compensation	.00		
Group Insurance			
Medicare	$106.00		
Pers	$2,436.00		
Total Personnel Costs (1)	$9,868.07	**Total Services and Supplies (2)**	
		GRAND TOTAL:	$9,868.07

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.

** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAME: Alternative Sentencing | **DEPARTMENT # (ORG):** 1012800

DESCRIPTION OF REQUESTED ITEM: Approval to create a new full-time position entitled Pre-Trial Services Officer with a pay grade of A402 and to budget for one position within this job classification.

JUSTIFICATION OF REQUEST: Since the implementation of AB424 in July of 2022, bail release and pre-trial cases have increased. Currently our pre-trial and bail caseload for Justice Court averages 647 cases. In addition, the pre-trial and bail caseload for District Court averages 54 cases which have not been supervised/monitored to date. The existing caseload requires compliance monitoring, color code testing, electronic monitoring set up/management, check ins both in person and over the phone, addressing any obey all laws conditions that merit an add book on new charges and/or warrant request or violation report. Last fiscal year, DAS requested two full positions to support the growing caseload and were granted only one full time position. Due to the demands of the increasing caseload and to effectively and efficiently supervise our cases. DAS is respectfully asking for the second position again.

(1)PERSONNEL SERVICES:		(2)SERVICES AND SUPPLIES**:	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	$63,336.74	(Includes 2% COLA)	
Other Pay*	.00		
Worker's Compensation	$818.40		
Group Insurance	$10,629.78		
Medicare	$918.38		
Pers	$19,317.70		
Total Personnel Costs (1)	95,021.00		
		GRAND TOTAL:	$95,021.00

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.

** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

JOB DESCRIPTION

JOB TITLE: Pretrial Services Officer
DEPARTMENT: Alternative Sentencing
REPORTS TO: Chief Alternative Sentencing
DATE: March 2022

FLSA: Non-Exempt
GRADE: A402/A401
PCN:

SUMMARY OF JOB PURPOSE:

Under general supervision, performs duties relating to pretrial activities including case management; provides information and recommendations regarding defendants to judges and other court personnel; supervises and monitors defendants released from custody to ensure compliance with Own Recognizance (O.R.) or bail release conditions; assists the court with pretrial release determinations by collecting, maintaining and reporting information in accordance with prescribed procedures; and assists the court in ensuring defendants' compliance with all conditions of pretrial release.

ESSENTIAL FUNCTIONS:

This class specification lists the major duties and requirements of the job and is not all-inclusive. Incumbent(s) may be expected to perform job-related duties other than those contained in this document and may be required to have specific job-related knowledge and skills.

- Interview incarcerated persons; receive and evaluate written requests from defendants; gather pertinent information and evaluate eligibility for Public Defender services and/or an OR release; provide unbiased reports to the Court; conduct interviews with law enforcement personnel, outside agencies, employers, family members, and friends regarding defendants; perform background criminal history checks; establish and assign conditions of release.
- Conduct investigations collecting, compiling, verifying and evaluating information regarding defendants; assess the level of supervision required for defendants; develop and maintain case files; attend Court hearings; provide on-going case information to the Court; recommend release conditions or impose Court ordered conditions.
- Perform preliminary drug and alcohol testing to confirm compliance with Court ordered release conditions; notify the Court of defendants who fail to comply with release conditions and, in some cases, recommend revocation of the release.
- Coordinate case management for assigned defendants including monitoring and tracking releases until sentencing including progress in a mental health and/or substance abuse treatment program and/or other treatment program ordered by the Court; maintain regular contact with defendants in person and by telephone; supervise and monitor defendants released from custody to ensure compliance with release conditions, Court dates and other related Court orders.

- Confer with attorneys, law enforcement personnel, treatment service providers and human service agencies regarding difficult cases; coordinate placement of defendants into substance abuse, mental health or other court ordered treatment programs.
- Serve as a resource and information source regarding various Court policies, procedures, objectives, and operational functions in the assigned area; respond to inquiries in person and by telephone; provide information utilizing judgment, knowledge, and interpretation; resolve complaints; refer callers to the appropriate resource.
- May provide oral and written translation services for individuals who do not speak English or who have difficulty understanding English; interprets statements made by the Court and attorneys requiring knowledge of legal and technical terminology; explain court proceedings, programs and services to defendants, family members, and interested parties; interpret statements made by defendants or other parties possessing limited language skills.
- Maintains accurate records and files of work performed.
- Prepare, submit and maintain a variety of reports and educational material related to the work of the unit.
- Maintains current knowledge in criminal justice and social work.
- Use standard office equipment, including a computer, in the course of the work; drive a vehicle in the course of the work.
- Contribute to the efficiency and effectiveness of the unit's service to its customers by offering suggestions and directing or participating as an active member of a work team.
- Demonstrate courteous and cooperative behavior when interacting with public and City staff; act in a manner that promotes a harmonious and effective workplace environment.

QUALIFICATIONS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

Education and Experience:

Associates degree in criminal justice, social work, psychology or related field AND two (2) years of experience in court services, law enforcement, social services, case management or related field; OR an equivalent combination of education, training and experience as determined by Human Resources. Preference given to bilingual applicants.

REQUIRED CERTIFICATES, LICENSES, AND REGISTRATIONS:

- Valid Class C driver's license

Required Knowledge and Skills

Knowledge of:

- Drug and alcohol testing procedures and processes.
- Court rules and processes and the procedures and functions of the assigned position.

- Methods and techniques of investigation and case management.
- Data sampling and statistical analysis techniques.
- Principles and techniques used in dealing with the public.
- Principles and procedures of record keeping and reporting.
- Modern office methods, procedures, and equipment including computer software and applications.
- Operations, services, and activities of the assigned program within the Justice and District Court systems.
- Pertinent federal, state, and local laws, codes, and regulations pertaining to assigned programs and functions.
- Computer applications related to the work.
- Standard office practices and procedures, including filing and the operation of standard office equipment.
- Record keeping principles and practices.
- Techniques for dealing with the public, in person and over the telephone, often where relations may be confrontational or strained.

Skill in:

- Conducting drug and alcohol urine testing and recording the data accurately.
- Identifying the use of alcohol and/or drugs.
- Collecting, compiling and analyzing information and data and effectively presenting the information in written and/or oral formats.
- Interpreting, explaining and applying and ensuring compliance with policies, procedures, laws, codes and regulations pertaining to the assigned programs and functions.
- Performing the job duties with accuracy and minimal supervision.
- Analyzing problems, identifying alternative solutions, projecting consequences of proposed actions and implementing recommendations.
- Exercising good judgment, flexibility, and creativity in response to changing situations and needs.
- Interacting effectively and sensitively with individuals from diverse backgrounds.
- Presenting and speaking in public settings.
- Maintaining accurate records of work performed.
- Preparing clear and concise reports, correspondence and other written materials.
- Dealing successfully with the public, in person and over the telephone, often where relations may be confrontational or strained.
- Conducting complex and difficult investigations.
- Using initiative and independent judgment within established procedural guidelines.
- Setting priorities and managing work load with multiple competing priorities.
- Establishing and maintaining working relationships with coworkers and customers.
- Operating office equipment used to perform the work.
- Contributing effectively to the accomplishment of team or work unit's goals, objectives and activities.
- Maintaining confidential and sensitive information.

SUPERVISION RECEIVED AND EXERCISED:

Under General Supervision – Incumbents at this level are given assignments and objectives that are governed by specifically outlined work methods and a sequence of steps, which are explained in general terms. The responsibility for achieving the work objectives, however, rests with a superior. Incumbents are not required to apply theory or to use their own judgment. Immediate supervision is not consistent, but checks are integrated into work processes and/or reviews are frequent enough to ensure compliance with instructions.

PHYSICAL DEMANDS & WORKING ENVIRONMENT:

The physical demands described herein are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Mobility to work in a detention facility and a typical office setting, use standard office equipment and stamina to sit for extended periods of time; agility to traverse rough terrain; strength to lift and carry up to 80 pounds; vision to read printed materials; and hearing and speech to communicate in person or over the telephone; exposure to traffic conditions and adverse weather conditions in execution of field duties. Climbing, lifting, pulling and carrying required in outdoor environments and possibly on uneven surfaces.

CONDITIONS OF EMPLOYMENT:

1. All new employees will serve a probationary period of twelve (12) months. Such employees are not subject to the collective bargaining agreement and may be laid off or discharged during this period for any reason, or no reason.

2. Continued employment is contingent upon all required licenses and certificates being maintained in active status without suspension or revocation.

3. Any City employee may be required to stay at or return to work during emergencies to perform duties specific to this classification or to perform other duties as requested in an assigned response position. This may require working a non-traditional work schedule or working outside normal assigned duties during the incident and/or emergency.

4. Employees shall be required to complete Incident Command System training as a condition of continuing employment.

5. Selected candidates will be required to submit to a drug test, truthfulness verification examination, psychological examination and a background investigation. Candidates invited to submit to each of the above-stated examinations/investigations and who fail any one or all of the examinations/investigations will not be hired and will be removed from the eligibility list. Employment is contingent upon passing each of the investigations/examinations.

6. New employees are required to submit to a fingerprint based background investigation which cost the new employee $52.25 and a drug/alcohol screen which costs $36.50. Employment is contingent upon passing the background and the drug/alcohol screen.

7. Carson City participates in E-Verify and will provide the Social Security Administration (SSA) and, if necessary, the Department of Homeland Security (DHS), with information from each applicant's Form I-9 to confirm work authorization. All candidates who are offered employment with Carson City must complete Section 1 of the Form I-9 along with the required proof of their right to work in the United States and proof of their identity prior to starting employment. Please be prepared to provide required documentation as soon as possible after the job offer is made. For additional information regarding acceptable documents for this purpose, please contact Human Resources at 775.887.2103 or go to the U.S. Citizenship and Immigration Services web page at www.uscis.gov.

8. Carson City is an Equal Opportunity Employer.

I have read and understand the contents of this Job Description, and I have received a copy of this Job Description for my records.

PRINT NAME: _____

SIGNATURE: _____ DATE: _____

"Carson City is an Equal Opportunity Employer"

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAME: Alternative Sentencing | **DEPARTMENT # (ORG):** 1012800

DESCRIPTION OF REQUESTED ITEM: Approval to budget an additional full- time position for an Alternative Sentencing Specialist with a pay grade of A302 $38,228.58-57,344.04.

JUSTIFICATION OF REQUEST: On average the full time Specialist checks in 1,600 defendants at the window per month. This does not include processing warrant requests, entering counseling reports, answering phones, and signing defendants up for alcohol monitoring. These duties have been divided to include an hourly employee to assist. The hourly employee has been placed on marathon now two years in a row due to the demands at our check in counter and increasing caseloads. The salary range for the hourly employee is $14,546-$18,702 and currently, we have spent over $20,000 through Marathon to retain these services. DAS is respectfully requesting that our hourly position be converted into a full -time position to support the needs and growth of DAS with a reduction of hourly and temp services totaling $38,702.

(1)PERSONNEL SERVICES:		**(2)SERVICES AND SUPPLIES**:**	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	$57,832.90	(Includes a 2% Cola)	
Other Pay*	.00		
Worker's Compensation	818.40	Offset with reduction in Hourly	($38,702.00)
Group Insurance	12,222.00		
Medicare	838.57		
Pers	19,374.02		
Total Personnel Costs (1)	$91,085.89	**Total Services and Supplies (2)**	
		GRAND TOTAL:	$52,383.89

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.

** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 10, 2023)

FY 2023-24

DEPARTMENT NAME: Alternative Sentencing	**DEPARTMENT # (ORG):** 1012800

DESCRIPTION OF REQUESTED ITEM: Reclassification of the Alternative Sentencing Lab Technician to an unclassified position-Alternative Sentencing Lab Supervisor. The pay grade would change from A301/A302 $38,228.53-$57,343.94 to P203 $62, 281.13-$93,421.72. (A401 Approved at FC)

JUSTIFICATION OF REQUEST: Currently the oversight and supervision of the drug lab is done through the Chief/DAS Supervisor/Case Manager. Based on the volume of drug testing, supplies and personnel, DAS is respectfully requesting that a dedicated lab supervisor be implemented. This would provide a "one stop shop" in terms of ordering supplies and supervision of the hourly drug testing technicians. In addition, it would provide an opportunity to cross-train the drug testing technicians in lab operations so that DAS has adequate coverage to support daily operations in addition to weekend drug testing. In the last three years, drug testing has increased substantially however staffing and budgeting has not. This year DAS is asking for re-structure with our current staffing and budget.

(1)PERSONNEL SERVICES:		**(2)SERVICES AND SUPPLIES**:**	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	6,813.00		
Other Pay*	.00		
Worker's Compensation	.00		
Group Insurance	.00		
Medicare	$99.00		
Pers	$2,265.00		
Total Personnel Costs (1)	$ 9,177.00	**Total Services and Supplies (2)**	
		GRAND TOTAL:	$9,177.00

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.

** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

JOB DESCRIPTION

JOB TITLE: Laboratory Technician Supervisor
DEPARTMENT: Alternative Sentencing
REPORTS TO: Alternative Sentencing Supervisor

FLSA: Non-exempt
GRADE: A401
DATE: March 2023

SUMMARY OF JOB PURPOSE:

Under general direction, plans, organizes, develops and oversees background screens conducted on offenders placed on probation or granted community service, monitors the collection of urine samples, performs breath test examinations and uses laboratory equipment to test samples.

ESSENTIAL FUNCTIONS:

The class specification lists the major duties and requirements of the job and is not all-inclusive. Incumbent(s) may be expected to perform job-related duties other than those contained in this document and may be required to have specific job-related knowledge and skills.

- Trains and develops staff; implements goals, objectives, policies, procedures and work standards.
- Coordinates and participates in departmental purchasing activities, including the preparation and distribution of request of proposals for professional services; analyzes proposals and negotiates and administers resulting contracts.
- Plans, organizes, assigns, supervises and reviews the work of assigned support staff.
- Recommends selection of staff; trains assigned staff in urine collection, breath tests and chain of custody control records.
- Evaluates employee performance and effectively recommends employee selection, initial disciplinary action and other personnel actions.
- Determines work schedules and authorizes leave, ensuring the effective, efficient and timely completion of work.
- Compile operational and statistical data and information, maintains various records and prepares special and periodic reports.
- Performs office financial accounting, auditing and record keeping as required
- Collects and tests urine of offenders for the presence of controlled substances; conducts breath tests for the presence of alcohol; and maintains chain of custody control records.
- Operates, calibrates and cleans a variety of laboratory equipment; and maintains detailed equipment maintenance, calibration and control logs.
- Orders and stocks necessary laboratory supplies; and processes vendor invoices.
- Monitors and maintains lab machines; ensures proper temperatures are being maintained.

- Participates in the implementation and administration of policies and procedures.
- Prepares and presents staff reports relating to the collection of urine and breath samples to the Courts.
- Maintains accurate records and files; assists in the maintenance of official City records; compiles information and prepares special and periodic reports related to the work performed.
- Creates and maintains case files and reports, presents reports to the Courts; closes and purges files according to State law.
- Contributes to the efficiency and effectiveness of the Department's service to its customers by offering suggestions and directing or participating as an active member of a work team.
- Uses standard office equipment, including a computer, in the course of the work.
- Demonstrates courteous and cooperative behavior when interacting with the public and City staff; acts in a manner that promotes a harmonious and effective workplace environment.

QUALIFICATIONS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

Education and Experience:

High School Diploma or GED AND four (4) years of experience in providing drug/alcohol testing, office assistance in a court or legal office setting; OR an equivalent combination of education, training and experience as determined by Human Resources.

REQUIRED CERTIFICATIONS, LICENSES, AND REGISTRATION:

- Valid Driver's License.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge of:

- Drug and alcohol testing, from collection through processing.
- Laboratory functions and equipment; safety principles and practices; and use and care of laboratory equipment.
- Purchasing and inventory.
- Department policies and procedures; regulations and State/Federal laws; court requirements, and court policies and procedures.
- Computer applications; the creation of databases and spreadsheets; and the creation of reports.
- Business arithmetic.
- Record keeping principles and practices.
- English spelling, grammar and punctuation.
- Techniques for dealing with a variety of individuals from various socio-economic, ethnic and cultural backgrounds, in person and over the phone.

Ability to:

- Communicate in English and preferably Spanish too.

- Use laboratory equipment and chemical substances to perform drug and alcohol testing.
- Implement goals, objectives and practices; and create and maintain accurate records of work performed.
- Analyze problems, identify alternative solutions, project consequences of proposed actions and implement recommendations.
- Research, analyze and evaluate new alternative methods, procedures and techniques.
- Interpret and explain policies, procedures, laws, regulations, and rules.
- Prepare clear and concise reports.
- Communicate effectively both orally and in writing.
- Establish and maintain cooperative working relationships with those contacted in the course of work.
- Contribute effectively to the accomplishment of team or work Department goals, objectives and activities.

SUPERVISION RECEIVED AND EXERCISED:

Under General Supervision – Incumbents at this level are given assignments and objectives that are governed by specifically outlined work methods and a sequence of steps, which are explained in general terms. The responsibility for achieving the work objectives, however, rests with a superior. Immediate supervision is not consistent, but checks are integrated into work processes and/or reviews are frequent enough to ensure compliance with instructions.

PHYSICAL DEMANDS & WORKING ENVIRONMENT:

The physical demands described herein are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Mobility to work in a typical office and laboratory setting, use standard office equipment and stamina to sit for extended periods of time; strength to lift and carry up to 20 pounds; vision to read printed materials; and hearing and speech to communicate in person or over the telephone; and exposure to chemicals; and the ability to maintain and operate laboratory equipment.

CONDITIONS OF EMPLOYMENT:

1. *All new employees will serve a probationary period of twelve (12) months. Such employees are not subject to the collective bargaining agreement and may be laid off or discharged during this period for any reason, or no reason.*

2. *Continued employment is contingent upon all required licenses and certificates being maintained in active status without suspension or revocation.*

3. *Any City employee may be required to stay at or return to work during emergencies to perform duties specific to this classification or to perform other duties as requested in an assigned response position. This may require working a non-traditional work schedule or working outside normal assigned duties during the incident and/or emergency.*

4. *Employees may be required to complete Incident Command System training as a condition of continuing employment.*

5. *New employees are required to submit to a fingerprint-based background investigation which cost the new employee $56.25 and a drug screen which costs $36.50. Employment is contingent upon passing the background and the drug screen.*

6. *Carson City participates in E-Verify and will provide the Social Security Administration (SSA) and, if necessary, the Department of Homeland Security (DHS), with information from each applicant's Form I-9 to confirm work authorization. All candidates who are offered employment with Carson City must complete Section 1 of the Form I-9 along with the required proof of their right to work in the United States and proof of their identity prior to starting employment. Please be prepared to provide required documentation as soon as possible after the job offer is made. For additional information regarding acceptable documents for this purpose, please contact Human Resources at 775.887.2103 or go to the U.S. Citizenship and Immigration Services web page at www.uscis.gov.*

7. *Carson City is an Equal Opportunity Employer.*

I have read and understand the contents of this Job Description, and I have received a copy of this Job Description for my records.

PRINT NAME: _____

SIGNATURE: _____ **DATE:** _____

"Carson City is an Equal Opportunity Employer"

This job description indicates, in general, the nature and levels of work, knowledge, skills, abilities and other essential functions (as covered under the Americans with Disabilities Act) expected of the incumbent. It is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities required of the incumbent. Incumbent may be asked to perform other duties as required.

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAME: Alternative Sentencing | **DEPARTMENT # (ORG):** 1012800

DESCRIPTION OF REQUESTED ITEM:

500550-Electronic Monitoring

JUSTIFICATION OF REQUEST: In 2022, DAS spent $39,354.62 on electronic monitoring. DAS ran into an inventory issue on multiple occasions. As caseloads and demands of electronic monitoring are increasing, DAS is respectfully requesting an additional $5,000.00 to support future growth and needs. In addition, DAS is trying to obtain funding through the legislature to assist with this as well.

(1)PERSONNEL SERVICES:		(2)SERVICES AND SUPPLIES**:	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	$.00	500550-Electronic Monitoring	$5,000.00
Other Pay*	.00		
Worker's Compensation	.00		
Group Insurance	.00		
Medicare	.00		
Pers	.00		
Total Personnel Costs (1)	$.00	**Total Services and Supplies (2)**	
		GRAND TOTAL:	$5,000.00

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.

** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAM E: Alternative Sentencing | **DEPARTMENT # (ORG):** 1012800

DESCRIPTION OF REQUESTED ITEM:

500433-Software Maintenance Cost

JUSTIFICATION OF REQUEST: The current supply of body cameras does not support the number of officers DAS has. Adding additional cameras would not be compatible with the existing technology. DAS reached out to both Axon (our current vendor) and Lenslock (another body cameras and evidence storage company) for quotes. Axon provided a quote for $76,307.00 over a 5-year period, averaging $15,261.46 a year. Lenslock provided a quote that was significantly less expensive at $59,925.00 over a 5-year period, averaging $11,985.00.

(1)PERSONNEL SERVICES:		(2)SERVICES AND SUPPLIES**:	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	$.00	500433-Software Maintenance Cost	$11,985.00
Other Pay*	.00		
Worker's Compensation	.00		
Group Insurance	.00		
Medicare	.00		
Pers	.00		
Total Personnel Costs (1)	$.00	**Total Services and Supplies (2)**	
		GRAND TOTAL:	$11,985.00

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.

** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

LENSLOCK

LensLock Inc.
"Securing Trust - One Incident at a Time"
13125 Danielson St, Suite 112
Poway, CA 92064 - U.S.A.
Toll Free - 888-538-0589
www.LensLock.com

Issued: February 9, 2023
Proposal Valid for 90 Days
Proposal Number: #23-XXX-XX

Services: BWC Service
Payment Terms: Net 30
Length of Service: 60 Months
Start Date: April 1, 2023

ATTENTION:
Nevada Department of Alternative Sentencing
885 East Musser St, Suite 2080
Carson City, NV 89701
Customer ID# XXX-XX

SHIP TO:
Marlina Stone

SALES REPRESENTATIVE:
Sean O'Grady
Regional Manager
Phone: (949) 690-6552
Email: SOG@LensLock.com

Year 1

QTY	DESCRIPTION	UNIT PRICE	YEAR 1 COST
15	Gen 12.5 Body Worn Camera Service - UNLIMITED Data Plan	$799.00	$11,985.00
2	Gen 12.5 Body Worn Camera Service - UNLIMITED Data Plan - Admin	$0.00	INCLUDED
17	60-Month Hardware Guarantee	$0.00	INCLUDED
17	New Body Worn Cameras Every 30 Months	$0.00	INCLUDED
Unlimited	CAD Integration	$0.00	INCLUDED
Unlimited	Migration & Hosting of Legacy Data - Axon	$0.00	INCLUDED
Unlimited	LensLock FBI-CJIS Redaction Services	$0.00	INCLUDED
Unlimited	24/7/365 Premier Customer Support	$0.00	INCLUDED
Unlimited	LensLock Evidence Management Software Access	$0.00	INCLUDED
Unlimited	District Attorney & Defense Based Software Licenses	$0.00	INCLUDED
		SUBTOTAL	$11,985.00
		SALES TAX	EXEMPT
		TOTAL	$11,985.00

Summary of 5-Year Payments

Payment	Amount
Year 1	$11,985.00
Year 2	$11,985.00
Year 3	$11,985.00
Year 4	$11,985.00
Year 5	$11,985.00
Grand Total	*$59,925.00

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 10, 2023)

FY 2023-24

DEPARTMENT NAME: Alternative Sentencing | **DEPARTMENT # (ORG):** 1012800

DESCRIPTION OF REQUESTED ITEM: Lexipol (Policy), Nemo-Q (Kiosk) and Guardian Tracker (web-based performance evaluation tool).

JUSTIFICATION OF REQUEST:

The below items were approved through CIP last year to include the impact it would have on DAS yearly budget. Below is a breakdown of the additional costs needed to sustain these programs.

- Lexipol provides updates on case law, best practices, trends in legislation, training, resources, etc. DAS is respectfully requesting $5,347.35 be added to the operating line item to maintain this service in the yearly budget.
- Nemo-Q is our Kiosk that provides accountability, data analytics and consistency for check-ins. To maintain the service levels that the kiosk provides, DAS needs an additional $3,571.00.
- Guardian Tracker is a web-based performance evaluation tool that provides immediate feedback with both strengths and areas for improvement. DAS is respectfully requesting $1,898.00 to support this program.

(1)PERSONNEL SERVICES:		**(2)SERVICES AND SUPPLIES**:**	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	$.00	500433- Software Maintenance Cost	$5,347.35
Other Pay*	.00	500433- Software Maintenance Cost	$3,571.00
Worker's Compensation	.00	500433-Software Maintenance Cost	$1,898.00
Group Insurance	.00		
Medicare	.00		
Pers	.00		
Total Personnel Costs (1)	$.00	**Total Services and Supplies (2)**	
		GRAND TOTAL:	$10,816.35

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.

** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAME: Alternative Sentencing	**DEPARTMENT # (ORG):** 1012800

DESCRIPTION OF REQUESTED ITEM:
Object-500551-Drug Testing Fee

The amount of drug testing has increased in the last few years. In 2020, DAS collected a total of 6,724 specimens. From 2020-2021, the tests increased by 1,340. In 2021, DAS colleced 8.064 specimens. From 2021 to 2022, the tests increased by 3,569. In 2022, DAS collected a total of 11,633 specimens. The Drug Testing Fee line item has not been adjusted to support the number of tests DAS is processing each year. Currently DAS has $64,000 in Drug Testing Fees, however in 2022, DAS spent $127,087 on drug testing and drug testing supplies alone. DAS is respectfully requesting an increase in this line item to support future growth/needs of the department in the amount of $100,000.00.

(1)PERSONNEL SERVICES:		**(2)SERVICES AND SUPPLIES**:**	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	$.00	500551-Drug Testing Fee	100,000.00
Other Pay*	.00		
Worker's Compensation	.00		
Group Insurance	.00		
Medicare	.00		
Pers	.00		
Total Personnel Costs (1)	$.00	**Total Services and Supplies (2)**	
		GRAND TOTAL:	$100,000.00

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.

** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAME: Alternative Sentencing | **DEPARTMENT # (ORG):** 1012800

DESCRIPTION OF REQUESTED ITEMS:

Object 500580-Travel

Object 500330-Traing

JUSTIFICATION OF REQUEST:

DAS would like to increase our training/travel budget to include instructor development/re-certification for the mandatory yearly Post training. In addition, DAS would like to provide yearly professional development/team building training for our department. DAS is respectfully requesting an increase of $3000.00 for training and $1,000.00 for travel.

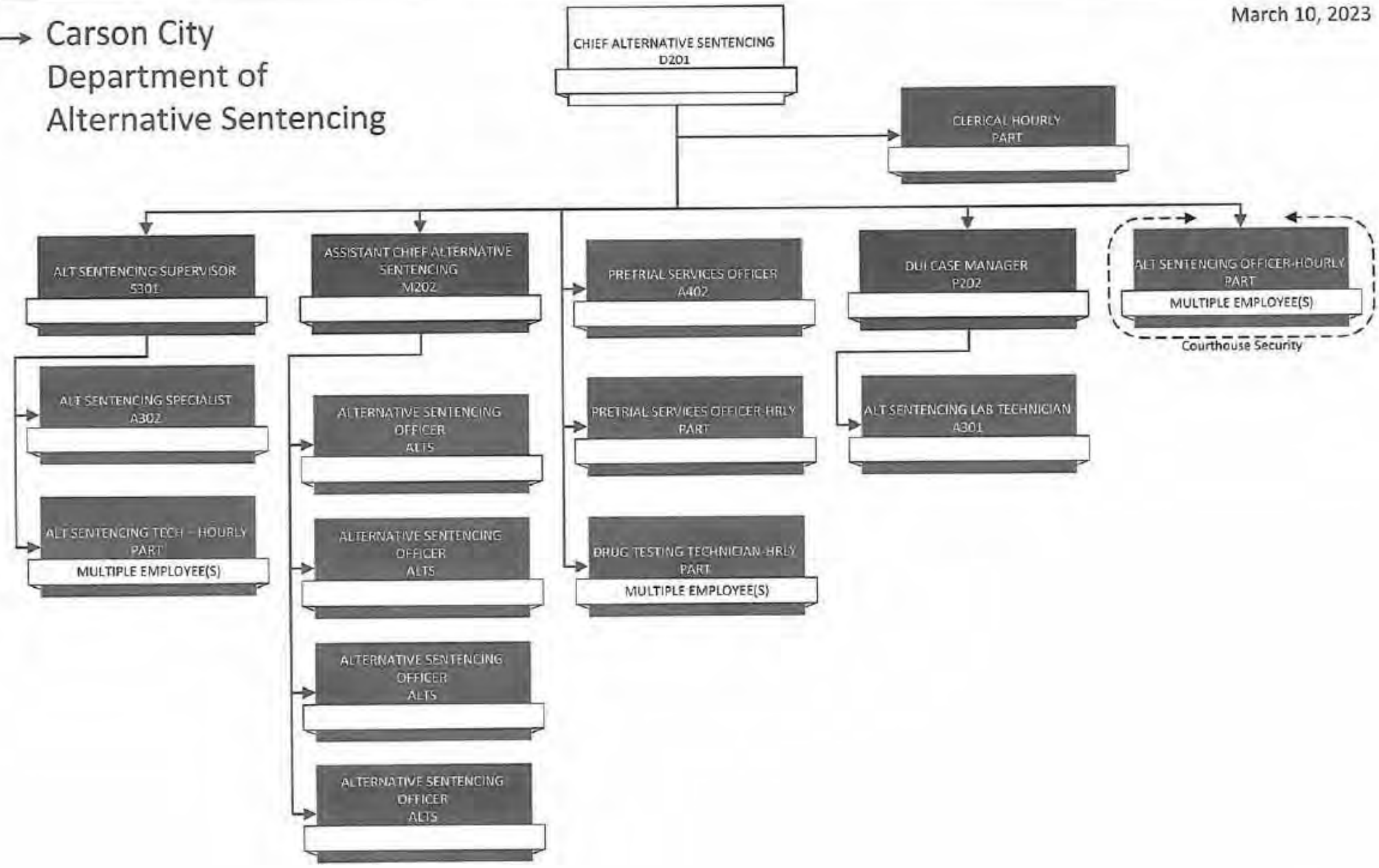
(1)PERSONNEL SERVICES:		(2)SERVICES AND SUPPLIES**:	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	$.00	500580-Travel	$1,000.00
Other Pay*	.00	500330-Training	$3,000.00
Worker's Compensation	.00		
Group Insurance	.00		
Medicare	.00		
Pers	.00		
Total Personnel Costs (1)	$.00	**Total Services and Supplies (2)**	
		GRAND TOTAL:	$4,000.00

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.

** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

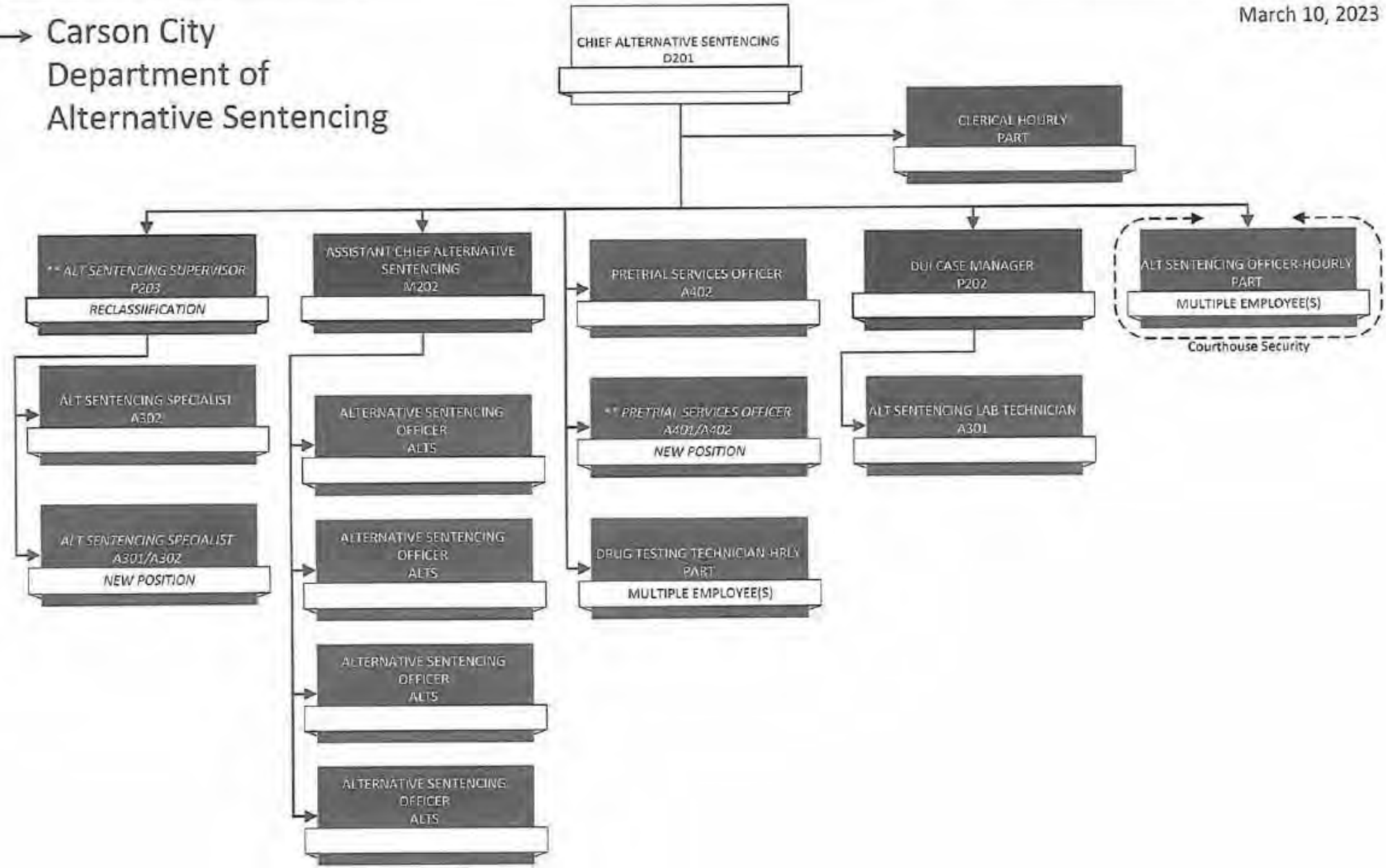
Carson City Department of Alternative Sentencing

March 10, 2023



Carson City Department of Alternative Sentencing

March 10, 2023



**Proposed Changes- Two New Positions: Pretrial Services Officer and Alternative Sentencing Specialist; Reclassification

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAME: Juvenile Court	**DEPARTMENT # (ORG):** 4300

DESCRIPTION OF REQUESTED ITEM: Internal Promotions (2) – Reclass two Judicial Clerk I positions to two Judicial Clerk II positions.

Grade T101 (T1) to T201 (T2)
Grade T102 (T12) to T202 (T22)

JUSTIFICATION OF REQUEST: The Juvenile Court's Office has two Judicial Clerk positions to serve the public, assist the judge in the courtroom, and perform all related clerical duties. Both current Judicial Clerks have met the requirements for promotion to the Judicial Clerk II position. It is imperative to promote employees when they have reached the desired level of positions. Employee retention is critical to continue effective and efficient level of services to the public and to court operations. The Court believes this is a reasonable and necessary request.

(1)PERSONNEL SERVICES:		**(2)SERVICES AND SUPPLIES**:**	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	$11,703		
Other Pay*	.00		
Worker's Compensation	.00		
Group Insurance	.00		
Medicare	170		
Pers	2,588		
Total Personnel Costs (1)	$14,461	**Total Services and Supplies (2)**	
		GRAND TOTAL:	$14,461

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.
** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAME: District/Justice Courts	**DEPARTMENT # (ORG):** 4700

DESCRIPTION OF REQUESTED ITEM: Hourly Clerical Employee
1039 Hours

JUSTIFICATION OF REQUEST: The Justice Court has been funding an hourly clerical employee since FY 23, through court restricted funds. Unfortunately, the court restricted fund account has been experiencing a reduction due to changes in the laws that generate funds for this account. Other court needs are funded with court restricted funds such as: operation supplies, case management license fees, technology needs, training, and other operational needs without needing to request more funding from the General Fund. Due to the shortfall, the Court believes this is reasonable and necessary request to assist the Justice Court to operate efficiently and serve the public.

(1)PERSONNEL SERVICES:		**(2)SERVICES AND SUPPLIES**:**	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	$25,975		
Other Pay*	.00		
Worker's Compensation	692		
Group Insurance	.00		
Medicare	377		
Pers	0.00		
Total Personnel Costs (1)	$27,044	**Total Services and Supplies (2)**	
		GRAND TOTAL:	$27,044

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.

** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAM E: Courts	**DEPARTMENT # (ORG):** 4700

DESCRIPTION OF REQUESTED ITEM: Microfilming/Imaging of sealed records

JUSTIFICATION OF REQUEST: Retention of records in the First Judicial District Court is mandated by the Nevada Supreme Court. The current retention period is forever. Sealing of specific documents in each court case is also mandated by the Supreme Court. The types of documents required to be sealed has increased. The sealed documents are not allowed to be viewed by the public without a court order. Due to the specialization of keeping these records safe and secure, microfilming/imaging has been the effective method. An increase to the court's budget is needed to comply. The Court believes this is a reasonable and necessary request. Special Note: The Court did receive a $230K grant award to microfilm/image non-sealed documents without needing to request additional funding from the City.

(1)PERSONNEL SERVICES:		**(2)SERVICES AND SUPPLIES**:**	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	$.00	1014700-500605	19,300
Other Pay*	.00		
Worker's Compensation	.00		
Group Insurance	.00		
Medicare	.00		
Pers	.00		
Total Personnel Costs (1)	$.00	**Total Services and Supplies (2)**	

GRAND TOTAL:	$19,300.00

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.

** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAME: Justice Court | **DEPARTMENT # (ORG):** 4700

DESCRIPTION OF REQUESTED ITEM: New Position

Marshal/Bailiff – Grade JPOS **Top of Bottom 1/3**

JUSTIFICATION OF REQUEST The two Justice Court Judges are currently scheduled for court five days per week, plus one day on the weekends. Justice Court hires one additional senior judge weekly to preside over four separate calendars: Temporary Protection Orders, Adult and Juvenile Civil Traffic Trials and Small Claims cases. The additional judge is needed as there is not enough court time to hear the three separate calendars. These calendars are held in the Specialty/Small Claims Courtroom on the third floor of the courthouse. In addition, the justice court hires an additional judge when preliminary hearings and jury trials are scheduled. These hearings also take place in the Specialty Small/Claims Courtroom. These hearings require security. For jury trials, a minimum of two officers are needed to assist with courtroom security as well as accompanying the jury. To assist with these additional hearings, the Department of Alternative Sentencing (DAS) has provided hourly officers to assist however, many times, hourly officers are not available. The Justice Court believes that one FTE Marshal is a reasonable and necessary request to meet the demands of the Justice Court's calendars and can also be utilized at the Juvenile Court when second officers are not available to assist. The Juvenile Court is handling juvenile matters as well as adult child support hearings and adult 432B (neglect/abuse) cases which can become volatile. Lastly, an additional Marshal will provide some relief to DAS to allow them to perform their required duties.

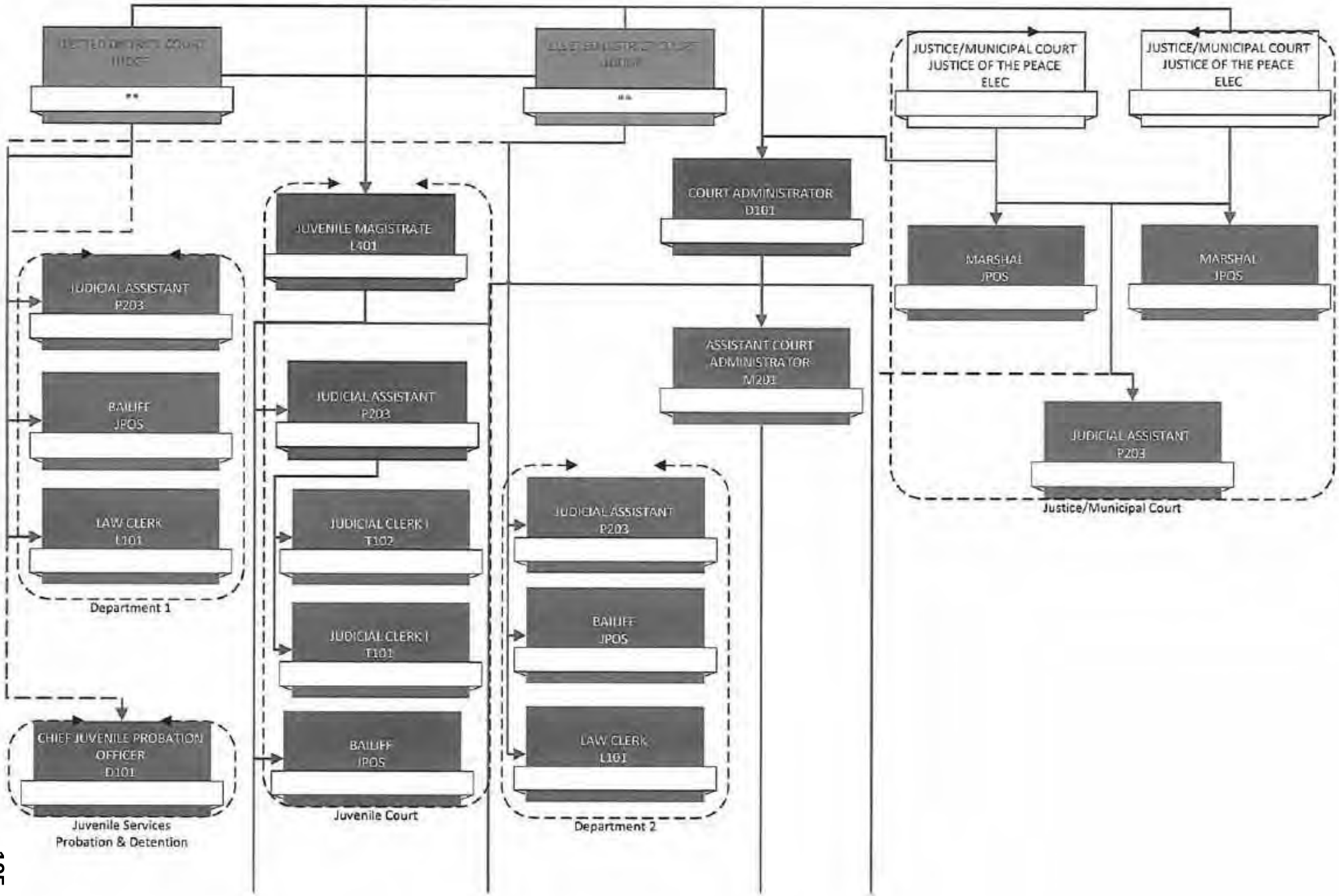
(1)PERSONNEL SERVICES:		**(2)SERVICES AND SUPPLIES**:**	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	$67,462	1014700-500865	800.00
Other Pay*	2,800	(Body Armor)	
Worker's Compensation	744.00		
Work Comp Heart & Lung	1,061		
Group Insurance	16,285		
Medicare	978		
Pers	33,395		
Total Personnel Costs (1)	$122,725	**Total Services and Supplies (2)**	800.00
		GRAND TOTAL:	$123,525

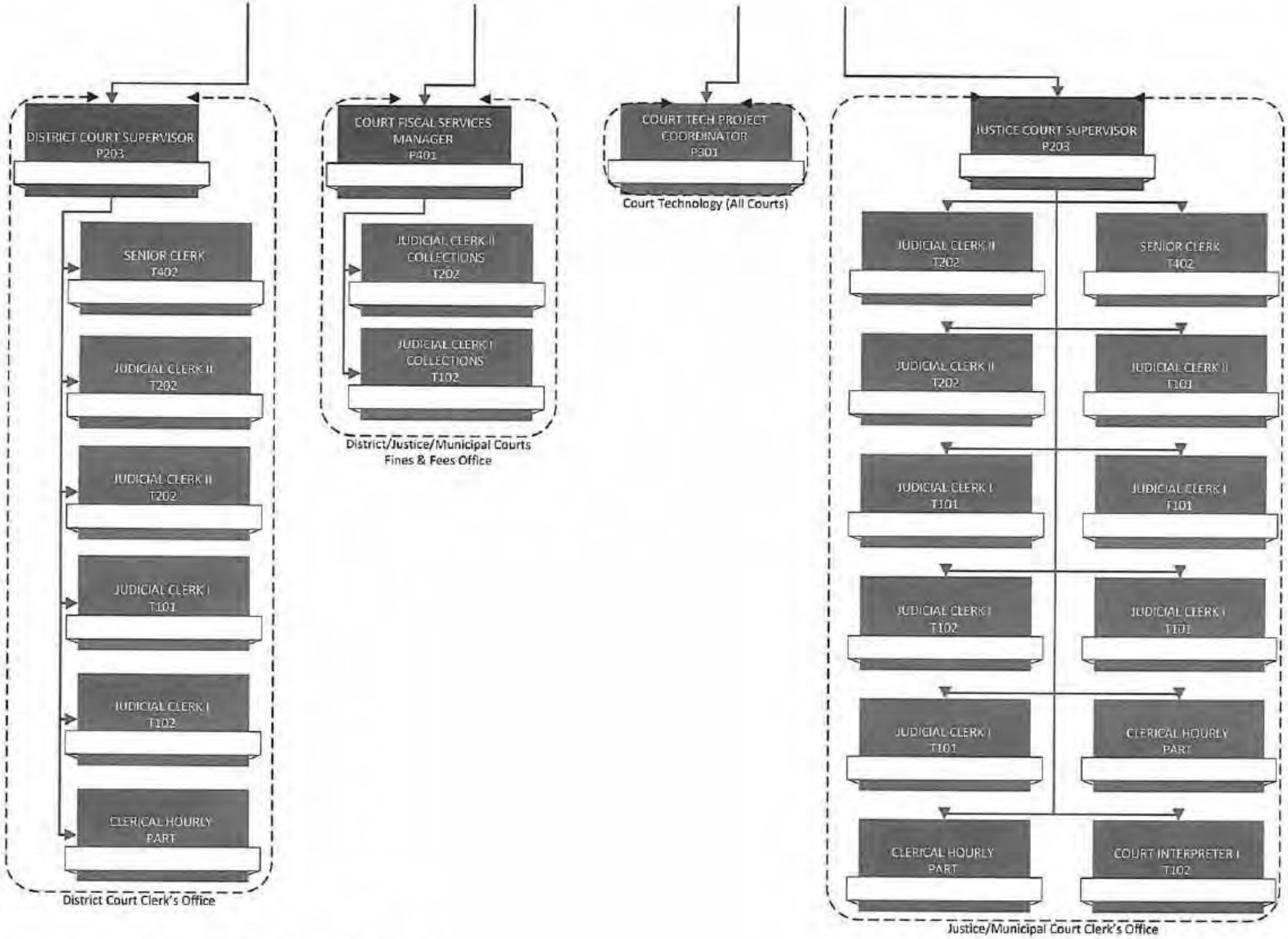
* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.

** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

First Judicial District
Carson City

March 21, 2023

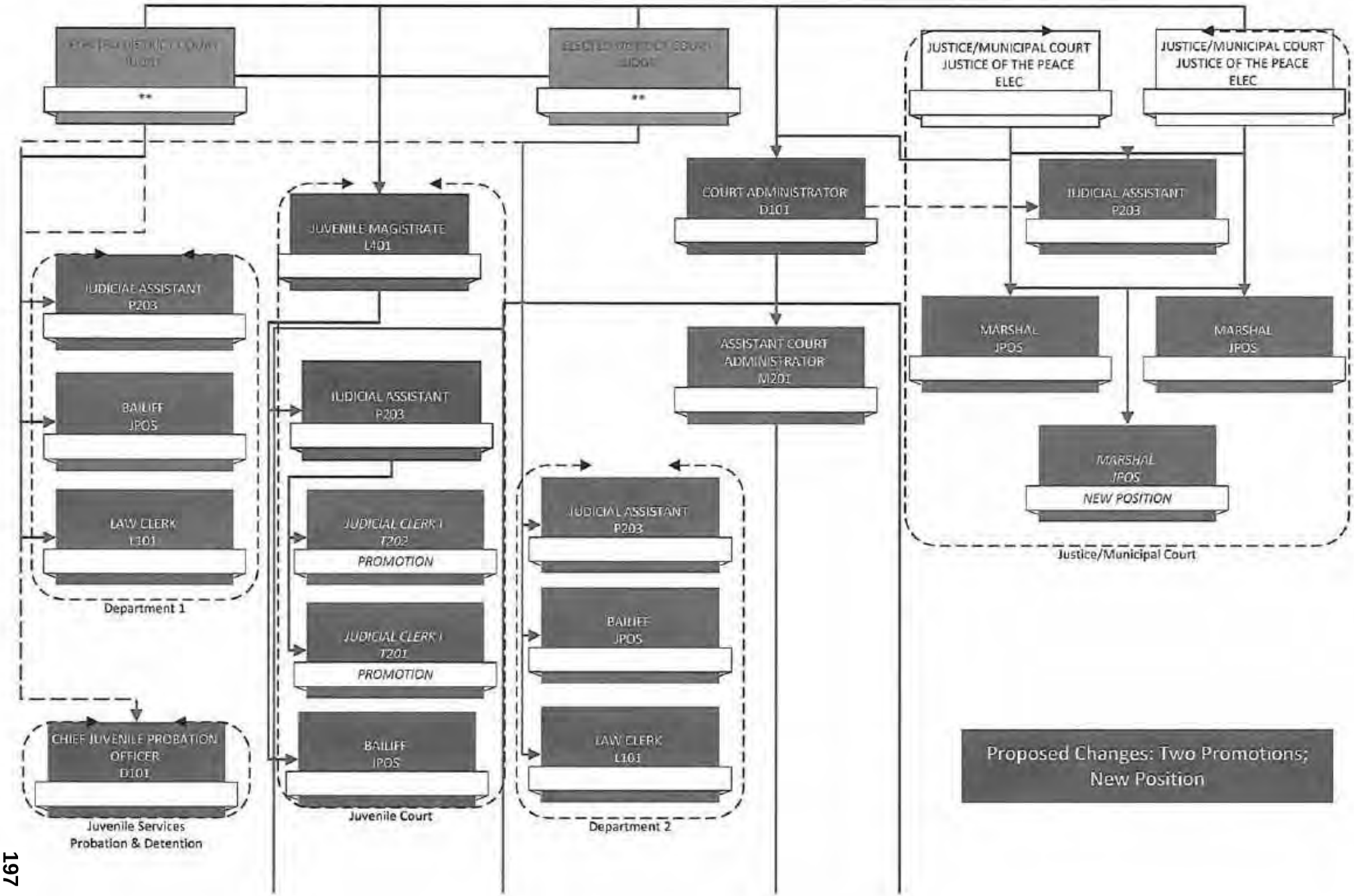


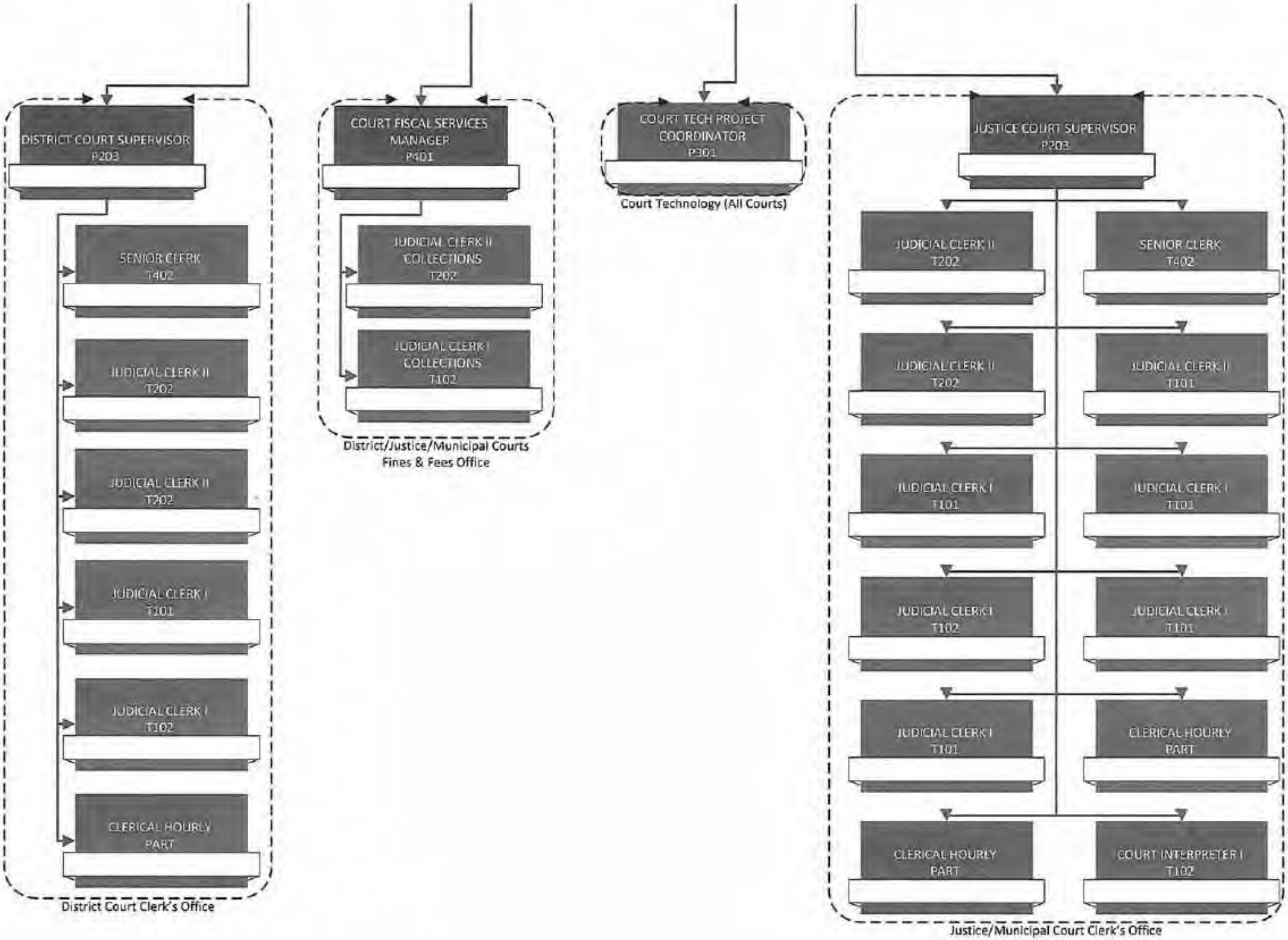


**Please note, District Court Judges are not Carson City employees.

First Judicial District
Carson City

March 21, 2023





**Please note, District Court Judges are not Carson City employees.

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAME: Parks, Rec. & Open Space	**DEPARTMENT # (ORG):** 1015005, 2545012, and 2545047

DESCRIPTION OF REQUESTED ITEM: Reclassification of the Department Office Specialist to Sr. Office Specialist.

JUSTIFICATION OF REQUEST: The Department currently has (1) FTE Sr. Office Specialist, (1) FTE Office Specialist, and (2) .5 FTE part time clerical hourlies as part of its clerical support team, all reporting to the Department Business Manager. With the addition of 10 FTE to the Department since 2016 and 6 FTE added to the team just this past year (44 FTE total), the need for additional clerical support has increased significantly. Clerical needs have grown not only from a staff perspective, but customer support as well due to expanded events and programs offered to the public, including operations of the Rifle and Pistol Range. The clerical team is integral to the Department's operations and are often the public's first impression. They ensure friendly and timely customer service, process accounts payable/incident reporting, procure supplies, public meeting support, Rifle Range insurance/reservations, and so much more.

The Sr. Office Specialist's duties are primarily focused on parks/special event reservations and permits. The current Office Specialist duties have grown to the extent that they no longer match the published classification description, based on the level of service needed from Department staff and the public. The increased duties include programmatic or specialized office support to various local government offices and performs lead duties over other administrative staff (ie. part time clerical hourly), which is the primary justification for this request. If approved, the total anticipated budget increase after the July 1st 2% COLA, would be as follows:

80% 1015005 (General Fund Parks Administration)– $5,176.12

5% 2545012 (Quality of Life Parks Maintenance) - $323.51

15% 2545047 (Quality of Life Open Space) - $970.53

TOTAL - $6,470.14

IFC Approved - 10% of her salary will be allocated to Landscape Maintenance District = reduction in GF of $8,171.00.

All forms required as part of the City's Reclassification Policy were completed and submitted to HR.

(1)PERSONNEL SERVICES:		**(2)SERVICES AND SUPPLIES**:**	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	$5,429.00	n/a	
Other Pay*	.00		
Worker's Compensation	12.34		
Group Insurance	.00		
Medicare	78.72		
Pers	950.08		
Total Personnel Costs (1)	$6,470.14	**Total Services and Supplies (2)**	
		GRAND TOTAL:	$6,470.14

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.

** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

Senior Office Specialist

Class Code: 00863

Bargaining Unit: CARSON CITY EMPLOYEES ASSOCIATION

CONSOLIDATED MUNICIPALITY OF CARSON CITY
Established Date: Jul 1, 2015
Revision Date: Mar 8, 2018

SALARY RANGE

$18.38 - $27.57 Hourly
$3,185.71 - $4,778.66 Monthly
$38,228.53 - $57,343.94 Annually

DESCRIPTION:

Under general supervision, provides difficult, complex, technical, programmatic or specialized office support to various City or local government offices; may perform lead duties over other administrative or operational staff.

EXAMPLE OF DUTIES:

This class specification lists the major duties and requirements of the job and is not all-inclusive. Incumbent(s) may be expected to perform job-related duties other than those contained in this document and may be required to have specific job-related knowledge and skills.

- Performs complex technical, programmatic, and/or specialized office support work, which requires the exercise of independent judgment, the application of technical skills and a knowledge of detailed or specialized activities related to the department to which assigned.
- Provides lead direction, training and work review to other administrative and/or operational staff; organizes and assigns work, sets priorities, and follows-up to ensure coordination and completion of assigned work.
- Uses a computer to develop and manage databases and/or spreadsheet files and to develop special report formats.
- Researches and assembles information from a variety of sources for the completion of forms or the preparation of reports; makes arithmetic or statistical calculations.
- Conducts specific projects related to the department or office to which assigned; may obtain and/or provide information from other organizations, summarize such information and prepare recommendations.

- Provides information to the public or to City staff that requires the use of judgment and the interpretation of policies, rules or procedures.
- Arranges meetings by notifying attendees, reserving rooms and making lodging and/or meal arrangements.
- Organizes, maintains and purges various departmental files.
- Prepares and types correspondence, reports, forms, contracts and specialized documents from drafts, notes, dictated tapes, or brief instructions; may provide secretarial support on a relief basis.
- Proofreads and checks typed and other materials for accuracy, completeness, and compliance with departmental policies and regulations.
- Enters and retrieves data and prepares reports using a computer; reviews such reports for accuracy and makes corrections as required.
- Operates standard office equipment.
- Trains others in work procedures or direct the work of others on a project or relief basis.
- Contributes to the efficiency and effectiveness of the unit's service to its customers by offering suggestions and directing or participating as an active member of a work team.
- Acts as receptionist and receives and screens visitors and telephone calls and directs the caller to the proper person or personally handles the call, provides information which requires the use of judgment and interpretation of policies, rules and procedures.
- May perform technical support work related to the department to which assigned.
- Maintains accurate records and files; assists in the maintenance of official City records; compiles information and prepares special and periodic reports related to the work performed.
- Uses standard office equipment, including a computer, in the course of the work.
- Demonstrates courteous and cooperative behavior when interacting with the public and City staff; acts in a manner that promotes a harmonious and effective workplace environment.

QUALIFICATIONS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

Education and Experience:

Equivalent to a High School Diploma or GED AND three (3) years of clerical experience; OR an equivalent combination of education, training and experience as determined by Human Resources.

REQUIRED CERTIFICATES, LICENSES, AND REGISTRATIONS:

- None

Required Knowledge and Skills

Knowledge of:

- Policies and procedures of the department to which assigned.
- Basic supervisory principles and practices.
- Use of specified computer applications involving word processing, data entry and/or standard report generation.
- Use of specified computer applications involving the design and management of databases or spreadsheet files and the development of special report formats.

- Business arithmetic; applicable regulations, policies and statutes.
- Office administrative practices and procedures.
- Business letter writing and the standard format for typed materials.
- Record keeping principles and practices.
- Correct business English, including spelling, grammar and punctuation.
- Techniques for dealing with a variety of individuals from various socio-economic, ethnic and cultural backgrounds, in person and over the telephone.

Skill in:

- Performing technical, specialized, complex, or difficult technical office support work.
- Planning, directing and reviewing the work of others on a project or day-to-day basis; instructing others in work procedures; performing technical, specialized, complex or difficult office support work.
- Reading, interpreting and explaining rules, policies and procedures.
- Analyzing and resolving varied office administrative problems.
- Organizing, maintaining and researching office files.
- Composing correspondence independently or from brief instructions.
- Compiling and summarizing information and preparing periodic or special reports.
- Using initiative and independent judgment within established procedural guidelines.
- Organizing own work, setting priorities and meeting critical deadlines.
- Contributing effectively to the accomplishment of team or work unit goals, objectives and activities.
- Dealing successfully with commissioners, city staff at various levels, the public, in person and over the telephone.
- Establishing and maintaining effective work relationships with staff, coworkers, contractors and the public.

SUPERVISION RECEIVED AND EXERCISED:

Under General Supervision - Incumbents at this level are given assignments and objectives that are governed by specifically outlined work methods and a sequence of steps, which are explained in general terms. The responsibility for achieving the work objectives, however, rests with a superior. Immediate supervision is not consistent, but checks are integrated into work processes and/or reviews are frequent enough to ensure compliance with instructions.

PHYSICAL DEMANDS & WORKING ENVIRONMENT:

The physical demands described herein are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Mobility to work in a typical office setting, use standard office equipment and stamina to sit for extended periods of time; strength to lift and carry up to 20 pounds; vision to read printed materials; and hearing and speech to communicate in person or over the telephone; exposure to traffic conditions and external environment when traveling from one office to another.

SUPPLEMENTAL INFORMATION:

CONDITIONS OF EMPLOYMENT:

1. All new employees will serve a probationary period of twelve (12) months. Such employees are not subject to the collective bargaining agreement and may be laid off or discharged during this period for any reason.

2. Continued employment is contingent upon all required licenses and certificates being maintained in active status without suspension or revocation.

3. Any City employee may be required to stay at or return to work during emergencies to perform duties specific to this classification or to perform other duties as requested in an assigned response position. This may require working a non-traditional work schedule or working outside normal assigned duties during the incident and/or emergency.

4. Employees may be required to complete Incident Command System training as a condition of continuing employment.

5. New employees are required to submit to a fingerprint based background investigation which cost the new employee $56.25 and a drug screen which costs $36.50. Employment is contingent upon passing the background and the drug screen.

6. Carson City participates in E-Verify and will provide the Social Security Administration (SSA) and, if necessary, the Department of Homeland Security (DHS), with information from each applicant's Form I-9 to confirm work authorization. All candidates who are offered employment with Carson City must complete Section 1 of the Form I-9 along with the required proof of their right to work in the United States and proof of their identity prior to starting employment. Please be prepared to provide required documentation as soon as possible after the job offer is made. For additional information regarding acceptable documents for this purpose, please contact Human Resources at 775.887.2103 or go to the U.S. Citizenship and Immigration Services web page at www.ucis.gov .

7. Carson City is an Equal Opportunity Employer.

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAM E: Parks	**DEPARTMENT # (ORG):** 1015005 - 1015057

DESCRIPTION OF REQUESTED ITEM: Move $15,558.50 of the Part Time Hourly budget from 1015057-500102 (Youth Recreation) to 1015005-500102 (Parks Administration).

JUSTIFICATION OF REQUEST: The budget for the Recreation/Youth part time hourly clerical position was originally budgeted to 1005057-500102 and the staff person was physically located at the Community Center. To better support this staff person and due to site constraints, the position is now located the Park Administration office. Their duties have evolved beyond supporting only the Youth/Recreation programs to now supporting clerical needs for several segments of the Department, well beyond youth. This change improves the level of service to support staff and the public.

There is no increase to the general fund budget, nor a cost to any fund as a result of this modification.

Salary: $15,000
Medicare: $217.50
Workers Comp: $341.00

(1)PERSONNEL SERVICES:		**(2)SERVICES AND SUPPLIES**:**	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	$14,000.00	From 1015057-500102 to 1015005 500102	
Other Pay*	.00		
Worker's Compensation	341.00		
Group Insurance	.00		
Medicare	217..50		
Pers	.00		
Total Personnel Costs (1)	$15,558.50	**Total Services and Supplies (2)**	
		GRAND TOTAL:	$15,558.50

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.
** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAME: Parks, Recreation and Open Space	**DEPARTMENT # (ORG):** 1015012

DESCRIPTION OF REQUESTED ITEM: Authorization to hire 1 FTE Park Maintenance Project Coordinator.

JUSTIFICATION OF REQUEST: This item, if approved, would authorize hiring of 1 FTE Parks Maintenance Project Coordinator (see attached job description, pay, organizational chart) to be added to the Parks Maintenance Division. Currently, there are four coordinator positions in the Park Maintenance Division (Shop Coordinator, Sports Field Coordinator, 2 Park Maintenance Coordinator) that are overseeing turf, landscape and park amenities at 18 park sites, 3 sport complexes, 2 cemeteries and many areas of right of way or street landscapes throughout the city. This new position, if approved, would mainly over see a crew of inmates (seasonal employees and volunteer groups as well) and take care of specific projects such as playground maintenance and repairs, clean ups in landscaped areas, smaller landscape renovation projects and other areas of importance for the Department. Having this position perform those tasks and projects would help decrease the overall workload on the existing team. In addition, it would allow for the current maintenance staff to perform much needed preventative maintenance at park sites and reduce the third-party contractor requests by the department for general maintenance and clean ups. In October of 2022, the Department was able to renew the Nevada Department of Corrections contract to once again use inmates from their work release program to help with the maintenance of facilities. The department has been without this work force since March 2020 and since then have had to contract maintenance and cleanings to third party contractors to keep up with the demands. With a dedicated project crew leader and inmate workforce, the department feels some of the maintenance and cleanings that are being contracted out can either be addressed with this proposed position and a regular crew of inmates. This would allow the current maintenance staff to focus and provide an increased level of service. Unlike the other Coordinator positions, this employee would not be assigned certain areas and/or maintenance tasks but would be used all over the Departments areas of responsibility. The Parks Department is also seeking a crew work trailer that this position would use on a regular basis for assigned tasks or projects.

The Department funding strategy for this position would come from the reallocation of existing funding the department was authorized in FY23 budget to increase its contractual services line item (1015012-500349). The line item was increased to $177,898 from $17,322 to help with acquiring different maintenance contract for maintenance contract work for the department.

Proposed funding for the position would be to reallocate $73,899.85 (***The top of the bottom third of the pay scale***) from the existing General Fund Contractual Services line item (1015012 500349) and redistribute in the salary and wages line item to cover the cost of the new full-time position of Parks Maintenance Project Coordinator position. A vehicle is not needed and can be accommodated within the existing parks fleet.

(1)PERSONNEL SERVICES:		**(2)SERVICES AND SUPPLIES**:**	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	$48,852.09	1015012 500672 Supplied Uniform	$750.00
Other Pay*	.00	Computer	$2,000.00
Worker's Compensation	$818.40	1015012-500349 Contractual Services	-$73,899.85
Group Insurance	$12,222.00		
Medicare	$708.36		

Pers	$8,549.00		
Total Personnel Costs (1)	$71,149.85	**Total Services and Supplies (2)**	-$71,149.85
		GRAND TOTAL:	$.0

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.
** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

JOB DESCRIPTION

JOB TITLE:	**Parks Maintenance Project Coordinator**	**FLSA:**	
DEPARTMENT:	**Parks, Recreation & Open Space**	**GRADE:**	
REPORTS TO:	**Parks Operation Manager**	**DATE:**	

SUMMARY OF JOB PURPOSE:

Under general supervision, plans, directs and reviews the work of a crew of Park Maintenance Workers; performs semi-skilled work in the care and maintenance of parks, cemeteries, sportfields, public buildings and other landscaped and recreation areas.

ESSENTIAL FUNCTIONS:

The class specification lists the major duties and requirements of the job and is not all-inclusive. Incumbent(s) may be expected to perform job-related duties other than those contained in this document and may be required to have specific job-related knowledge and skills.

- Provides lead direction, training and work review to trustee, inmates or crews of employees or others; organizes and assigns work, sets priorities, and follows-up to ensure coordination and completion of assigned work; provides input into performance evaluations.
- Ensures that proper safety precautions are observed, instructs inmates or unskilled workers in proper work procedures.
- Installs, repairs, and maintains irrigation systems; adjusts, repairs and replaces timing mechanisms; reads and interprets plans, specifications, blueprints and schematics; prepares as-built sketches.
- Inspects assigned areas; corrects or reports safety hazards; cleans and maintains park grounds, cemeteries, athletic fields, tennis courts, paved areas, paths and walkways and stairways; picks up trash and litter.
- Mixes and applies herbicides, fungicides, and pesticides.
- Maintains and performs basic repair work on a variety of parks, cemeteries, sport fields, public buildings and other facilities and equipment; may paint facilities, assists with plumbing and carpentry work; builds concrete forms and assists with finishing work.
- Operates and maintains a variety of hand and power landscaping tools and equipment, including hand and power mowers, small tractors, spreaders, edgers, blowers, hedge trimmers, weed eaters, chainsaws, rakes, shovels, hoes, brooms, and other tools; operates trucks, trailer and tractors with attachments and snow removal equipment.
- Performs snow removal activities as required.
- Observes safe work methods and uses safety equipment; secures work sites from safety hazards as necessary; attends safety meetings.
- Responds to questions and complaints from the public; carries out assignments in a non-disruptive manner in areas receiving heavy public use.
- Maintains basic records of work performed and attendance.
- Contributes to the efficiency and effectiveness of the unit's service to its customers by offering suggestions and directing or participating as an active member of a work team.
- Demonstrates courteous and cooperative behavior when interacting with public and staff; acts in a manner that promotes a harmonious and effective workplace environment.

QUALIFICATIONS:
To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

Education and Experience:

Equivalent to High School graduation or GED; AND three (3) years of landscaping maintenance experience; OR an equivalent combination of education, training and experience as determined by Human Resources.

REQUIRED CERTIFICATIONS, LICENSES, AND REGISTRATION:
All required licenses and certificates must be maintained in active status without suspension or revocation throughout employment.

- Valid Driver's License.
- A Valid Class A Commercial Driver's License (CDL) may be required to be obtained within 12 months of hire. The selected candidate will be informed at the time the offer is made if he/she will be required to obtain the license.
- Must obtain 30-hour OSHA certification on construction safety and health within one year of hire.
- Must obtain National Parks and Recreation Association Certified Playground Safety Inspector Certification within one year of hire.

KNOWLEDGE, SKILLS & ABILITIES:
Knowledge of:

- Basic supervisory principles and practices.
- Methods and techniques of planting, transplanting, cultivating, pruning, and maintaining a variety of lawns, ground cover, plants, shrubs, hedges and trees.
- Soil preparation: methods and equipment used in weed, pest and insect control and treating plant diseases.
- Installation, maintenance, and repair of irrigation systems.
- Use and minor maintenance of commonly used hand and power landscaping tools and equipment.
- Safe work methods and safety regulations pertaining to the work.
- Shop mathematics.
- Record keeping practices.
- Painting, plumbing, welding, masonry and carpentry methods, tools and techniques.

Ability to:

- Planning, directing, and reviewing the work of others on a project or day-to-day basis.
- Instructing others in work procedures; maintaining a variety of landscaped areas.
- Using and performing basic maintenance on various hand and power tools and equipment.
- Recognizing common plant diseases and insect pests.
- Using initiative and independent judgment within established procedural guidelines.
- Making accurate arithmetic calculations.
- Reading and interpreting plans, maps, and instructions; preparing records and reports of work performed.
- Contributing effectively to the accomplishment of team or work unit goals, objectives, and activities.

SUPERVISION RECEIVED AND EXERCISED:

Under General Supervision - Incumbents at this level are given assignments and objectives that are governed by specifically outlined work methods and a sequence of steps, which are explained in general terms. The responsibility for achieving the work objectives, however, rests with a superior. Immediate supervision is not consistent, but checks are integrated into work processes and/or reviews are frequent enough to ensure compliance with instructions.

PHYSICAL DEMANDS:

The physical demands described herein are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Strength and mobility to work in a typical park maintenance setting, including operating hand and power tools; stamina to perform sustained physical labor, including standing, walking, climbing, and working in confined or awkward spaces; strength to lift and maneuver materials and equipment weighing up to 50 pounds with proper equipment; vision to read printed materials; and hearing and speech to communicate in person or over a radio or telephone.

Work outdoors, sometimes in adverse weather conditions and extreme temperatures. Work with exposure to potentially hazardous herbicides and pesticides. Work with exposure to animals, insects and/or noxious plants.

SUPPLEMENTAL INFORMATION:

CONDITIONS OF EMPLOYMENT:

1. *All new employees will serve a probationary period of twelve (12) months. Such employees are not subject to the collective bargaining agreement and may be laid off or discharged during this period for any reason, or no reason.*
2. *Continued employment is contingent upon all required licenses and certificates being maintained in active status without suspension or revocation.*
3. *Any City employee may be required to stay at or return to work during emergencies to perform duties specific to this classification or to perform other duties as requested in an assigned response position. This may require working a non-traditional work schedule or working outside normal assigned duties during the incident and/or emergency.*
4. *Employees may be required to complete Incident Command System training as a condition of continuing employment.*
5. *New employees are required to submit to a fingerprint-based background investigation which cost the new employee $56.25 and a drug/alcohol screen which costs $84.00. Employment is contingent upon passing the background and the drug/alcohol screen.*
6. *Carson City participates in E-Verify and will provide the Social Security Administration (SSA) and, if necessary, the Department of Homeland Security (DHS), with information from each applicant's Form I-9 to confirm work authorization. All candidates who are offered employment with Carson City must complete Section 1 of the Form I-9 along with the required proof of their right to work in the United States and proof of their identity prior to starting employment. Please be prepared to provide required documentation as soon as possible after the job offer is made. For additional information regarding acceptable documents for this purpose, please contact Human Resources at 775.887.2103 or go to the U.S. Citizenship and Immigration Services web page at www.ucis.gov.*
7. *All positions of the Parks and Cemetery Divisions of the Parks and Recreation Department will be subjected to working with prison inmate and jail trustee workers in the course of their duties. All employees must be willing to do so and comply with all departmental policies and procedures related to these work programs as a condition of employment.*
8. *This position is covered under the authority of the Federal Motor Carrier Safety Administration (FMCSA) and/or the Federal Transit Administration (FTA).*

All employees covered by this job description are subject to drug and alcohol testing in accordance with the requirements of the FMCSA, as set forth in 49 CFR part 382 as amended; or the FTA, as set forth in 49 CFR part 655 as amended; and the Carson City Anti-Alcohol Misuse Prevention Program; which are hereby referenced and made part of this job description, that mandate urine testing and breath alcohol testing for safety-sensitive positions, as well as those positions that require a commercial driver's license (CDL); requires termination of employment when there is a positive test result.

The US Department of Transportation (DOT) also imposes 49 CFR part 40 as amended, which is hereby referenced and made part of this job description, that establishes standards for collection and testing of urine and breath specimens.

1. *Copies of parts 382, 655 and 40 are available in the Alcohol Program Manager's office and on the internet at the Office of Drug and Alcohol Policy and Compliance website www.dot.gov/ot/dapc/index.html*
2. *Carson City is an Equal Opportunity Employer.*

I have read and understand the contents of this Job Description, and I have received a copy of this Job Description for my records.

PRINT NAME: _____

SIGNATURE: _____ **DATE:** _____

"Carson City is an Equal Opportunity Employer"

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAM E:	**DEPARTMENT # (ORG):**
Parks, Recreation and Open Space	1015012

DESCRIPTION OF REQUESTED ITEM: Increase parks operating supplies account (1015012-500625) by $1,000 for Park Ranger interpretive materials/ supplies. *(matching funds from Quality of Life Open Space by $1,000)*

JUSTIFICATION OF REQUEST: If approved, this item would authorize an increase of $1,000.00 to the parks operating supplies account (1015012-500625), which will be equally matched through Quality of Life (QOL) Open Space. This shared funding strategy is consistent with current Park Ranger staff allocations, equipment and services and supplies funded 50% QOL and 50% General Fund.

If approved, funds would go towards the purchase of interpretive materials/ supplies to support our existing and future programs that the department provides the public. The Department has created a robust Interpretive Program to engage the surrounding community in natural resource and wildlife education, and stewardship of parks, trails and open space in Carson City. Currently, the Department does not have any funds allocated for supplies to support our interpretive programs. As the Interpretive Program has grown in popularity, having over 400 participants and 23 programs in the last fiscal year, so has the need for additional program supplies. A dedicated and sustainable on-going funding source to support the longevity and future of this program is needed.

(1)PERSONNEL SERVICES:		**(2)SERVICES AND SUPPLIES**:**	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	$.00	1015012 500625 Operating Supplies	$1,000.00
Other Pay*	.00		
Worker's Compensation	.00		
Group Insurance	.00		
Medicare	.00		
Pers	.00		
Total Personnel Costs (1)	$.00	**Total Services and Supplies (2)**	$1,000.00
		GRAND TOTAL:	$1,000.00

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.

** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAME: Parks, Recreation & Open Space	**DEPARTMENT # (ORG):** 1015012-500672

DESCRIPTION OF REQUESTED ITEM: Park Maintenance and Park Ranger Uniforms

JUSTIFICATION OF REQUEST:
The Department currently has a budget of $9,000.00 (General Fund) to fund staff uniforms for 16 FTE Park Maintenance staff, which is $562.50 per employee/year. $3,000 (50% General Fund, 50% QOL Open Space) 3FTE Park Ranger staff, which is $1,000 per employee/year. The average dollar amount for similar employees within the Public Works Dept. is approximately $800.00 year.

With staff working in areas around roadways and parking lots, the current uniform allowance doesn't provide adequate funds to properly outfit full time and seasonal Park Maintenance Workers. These staff spend all their time working in public parks, right of ways, trails and open spaces and need to be identifiable to the general public, which makes them more available to address the public's concerns or questions while working in the field. Uniforms create a "professional" appearance, will allow staff to be easily identified for safety purposes, serve as part of their Personal Protective Equipment (PPE), as well as being more visible to citizens and park users. The increase in funding would allow the Department to supply uniforms very similar to the existing Public Works standard. Parks maintenance staff spends most of their work time outside and exposed to the elements. The uniform would provide appropriate clothing to allow staff to work comfortably and safely in all weather conditions. The budget increase would ensure uniforms are readily available for issue to new hires as well as the ability to replace worn items in a quick and efficient manner. The Department is currently working on a uniform policy for employee's that would be put in place to create guidelines for issuing new uniforms as well as policies for replacement of worn out or lost items, which currently doesn't exist. Overall, the increase in funding for uniforms would create a safer and more professional work environment. The uniform will consist of shirts, hooded sweatshirt, baseball hat, sun hat, stocking hat, reflective safety vest, boots and jacket for FT; shirts, reflective safety vest and hats for seasonals; and shirt, pants, boots, jacket, reflective safety vest for the Park Ranger. Park Rangers are also issued tasers, badges, and other safety equipment, which is why their allowance per employee is higher. This request would provide an investment of $750 per Park Maintenance FTE, and $200 per seasonal employee (estimate 5 staff) and an additional $333 per Park Ranger from the General Fund, which would also be matched from QOL Open Space.

(1)PERSONNEL SERVICES:		**(2)SERVICES AND SUPPLIES**:**	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	$.00	1015012 500672 Supplied Uniforms	$5,000.00
Other Pay*	.00		
Worker's Compensation	.00		
Group Insurance	.00		
Medicare	.00		
Pers	.00		
Total Personnel Costs (1)	$.00	**Total Services and Supplies (2)**	$5,000.00
		GRAND TOTAL:	$5,000.00

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.
** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAME: Parks, Recreation & Open Space	**DEPARTMENT # (ORG):** 1015012

DESCRIPTION OF REQUESTED ITEM: Increase to General Fund Fertilizer and Chemical line item.

JUSTIFICATION OF REQUEST:
Recent price increases in the chemical industry for fertilizers and pesticides have impacted the Department's ability to regularly fertilize turf areas, as well as manage weeds and pest infestations. The fertilizer industry has seen at least a 30% cost increase in the last 2 years, and the Department has incurred a 20%-30% increase, depending on the product, specifically in pre and post emergent pesticides, which are critical to maintenance.

Currently the Department is only able to apply 1 fertilizer application annually to all turf areas within the current budget. Weed and pest management requires a diverse approach with a combination of chemical, mechanical, or hand removal treatments where appropriate and based on the species. The available budget does not allow for follow up chemical treatments and often ends up costing more in manual labor for hand or mechanical removal, impacting the labor force and reducing the level of service to the community.

Chemicals may be used to treat broadleaf weeds in grass areas. The available fertilizer only allows for the Department's ability to apply this practice on a reactive basis when problems arise rather than treatment on an annual regular schedule. Removal of these pests in turf areas increase the overall health of the turf which will require less water, less fertilizer and overall decrease chemical usage. If approved, an increase to the budget would allow fertilizer application on a regular schedule, helping manage labor costs and providing more consistent level of service to the community.

(1)PERSONNEL SERVICES:		**(2)SERVICES AND SUPPLIES**:**	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	$.00	1015012 500439 Fertilzer/Chemical	$10,000.00
Other Pay*	.00		
Worker's Compensation	.00		
Group Insurance	.00		
Medicare	.00		
Pers	.00		
Total Personnel Costs (1)	$.00	**Total Services and Supplies (2)**	$10,000.00
		GRAND TOTAL:	$10,000.00

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.
** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAM E: Parks	**DEPARTMENT # (ORG):** 1015012

DESCRIPTION OF REQUESTED ITEM: Increase to the Parks Maintenance General Fund heating budget

JUSTIFICATION OF REQUEST: The heating costs have increased at both the Park Maintenance Shop building and Fuji Hall. Requesting a supplemental to increase the heating line item. The Department will work Facilities to determine the cause and see if there is a way to reduce the amount of heat used.

(1)PERSONNEL SERVICES:		**(2)SERVICES AND SUPPLIES**:**	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	$.00	1015012-500713	$20,000.00
Other Pay*	.00		
Worker's Compensation	.00		
Group Insurance	.00		
Medicare	.00		
Pers	.00		
Total Personnel Costs (1)	$.00	**Total Services and Supplies (2)**	
		GRAND TOTAL:	$20,000.00

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.

** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAME: Parks, Recreation & Open Space	**DEPARTMENT # (ORG):** 1015012-6037510

DESCRIPTION OF REQUESTED ITEM: Authorization to hire 1 FTE, Senior Park Maintenance Coordinator.

JUSTIFICATION OF REQUEST: This item, if approved, would authorize the hiring of 1 FTE Senior Park Maintenance Coordinator (see attached job description, pay, organizational chart) to add to the Parks Maintenance Division. In 2019, the Parks Maintenance Department encountered 120 reservations between Mills Park and Fuji Park facilities. In the next 2 years, the Department's reservations were limited from the pandemic. In 2022, the reservation requests for Mills and Fuji Park ramped back up and with similar numbers to 2019 with 92 total. In 2023, there are already 71 reservations through the month of February. Most of those reservations, required a park maintenance employee to perform an initial walk through to discuss the event and layout with the event organizer/renter. Information from the walk through is shared with the Reservation Coordinator to complete the permit for the event. After the permit is created, there is coordination with staff on the event set up and needs so the facility is ready to go. After these events another walk through does take place to make sure the facility was put back the way it was before it started. Notes from this second walk through is once again relayed to the Reservation Coordinator for completed payment. This process is currently being completed by the Parks Operation Manager. Reservations take several labor hours and often require phone, email and sometimes additional onsite meetings before the events take place. One of the main job responsibilities for this new position, Senior Park Maintenance Coordinator, would be to manage a large portion of reservations to help reduce the current workload on the Parks Operation Manager. In addition, to reservations the Department hosts many events at the sports facilities. These are typically multiple day requests with thousands of participants and spectators. Again, some of this would also be shouldered by the new position of Senior Park Maintenance Coordinator. While supporting the Parks Operation Manager with reservation and special events, other tasks such as employee performance reviews, hiring, corrective communications and overseeing maintenance contracts could be shared with the Parks Operation Manager. This position will be able to supervise the coordinators as well, giving additional support where needed. The new position can take on some of the coordinators administrative work, such as inmate program recruitment, training and payroll. Currently this is being done by a Parks Maintenance Coordinator. This would ease the administrative burden and allow the Parks Maintenance Coordinators to be more in the field help completing projects and maintenance task with their team of Park Maintenance Workers. A new vehicle is not needed with this request and can be accommodated within the existing vehicle fleet.

The Departments funding strategy for the position would be to divide it between General Fund (1015012), Redevelopment (6037510) and Quality of Life Park Maintenance (2545012). This position would be unclassified at a grade S301.

- Hourly rate $24.9918 - $37.4883
- Annual: $51,982.94 - $77,975.57

Proposed funding breakdown would be as followed: (For entry level annual cost of $77,624.11)

- 50% General Fund (1015012): $38,812.05
- 25% Redevelopment (6037510): $19,406.03
- 25% Quality of Life Maintenance (2545012): $19,406.03

(1)PERSONNEL SERVICES:		**(2)SERVICES AND SUPPLIES**:**	
	Increase Amount	**Acct# / Description**	**Increase Amount**

Salary	$51,982.94	1015012 500672 Supplied Uniform	$750.00
Other Pay*	$0.00	Computer	$2,000.00
Worker's Compensation	$818.40		
Group Insurance	$12,222.00		
Medicare	$753.75		
Pers	$9,097.01		
Total Personnel Costs (1)	$74,874.11	**Total Services and Supplies (2)**	$2,750.00
		GRAND TOTAL:	$77,624.11

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.
** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

JOB DESCRIPTION

JOB TITLE: Senior Park Maintenance Coordinator | **FLSA:**
DEPARTMENT: Parks, Recreation & Open Space | **GRADE:**
REPORTS TO: Parks Operation Manager | **DATE:**

SUMMARY OF JOB PURPOSE:
Under general direction, plans, organizes, coordinates, supervises, reviews and evaluates the work of crews performing recreation area, related facilities and related landscape maintenance, repair, construction and renovation work.

ESSENTIAL FUNCTIONS:
The class specification lists the major duties and requirements of the job and is not all-inclusive. Incumbent(s) may be expected to perform job-related duties other than those contained in this document and may be required to have specific job-related knowledge and skills.

- Assists in the development and implementation of goals, objectives, policies, procedures, and work standards for the area of responsibility; provides input into the budget development and administration process.
- Works with Parks Maintenance Manager on planning and coordinating development and maintenance tasks and projects performed by City staff; estimates time, cost, labor, and material needs; assigns personnel and orders necessary equipment and materials; provides technical assistance to staff and discusses job details with subordinate supervisors and staff.
- With Direction from Parks Operation Manager, helps review the work of supervisory and direct report staff; identifies problem areas and directs corrective action; counsels employees and initiates discipline as necessary.
- Uses standard office equipment and drives a personal or City motor vehicle in the course of the work.
- Demonstrates courteous and cooperative behavior when interacting with public and staff; acts in a manner that promotes a harmonious and effective workplace environment.
- With direction from Parks Operation Manager, helps ensure that safe work practices and procedures are followed, and that appropriate safety equipment is utilized; conducts unit safety meetings.
- Under guidance from the Parks Operation Manager, responds to questions and complaints from the public; ensures satisfactory resolution; acts as liaison with other agencies and organizations involved with park maintenance tasks and projects; coordinates activities with those of other City units; provides for emergency repair as required.
- Provides lead direction, training and work review to a work crew of employees or others; organizes and assigns work, sets priorities, and follows-up to ensure coordination and completion of assigned work; provides input into performance evaluations.
- Helps oversee all snow removal operations and activities as required and contractors performing snow removal on Parks, Recreation and Open Space areas.

- Ensures that proper safety precautions are observed, instructs inmates or unskilled workers in proper work procedures.
- Maintains a variety of records; makes periodic and special reports of work.
- Demonstrates courteous and cooperative behavior when interacting with public and staff; acts in a manner that promotes a harmonious and effective workplace environment.

QUALIFICATIONS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

Education and Experience:

Equivalent to two (2) years of college level coursework in ornamental horticulture, park management or a field related to the work; AND four (4) years of experience in park maintenance/construction work, one (1) year of which was in a supervisory role; OR an equivalent combination of education, training and experience as determined by Human Resources.

REQUIRED CERTIFICATIONS, LICENSES, AND REGISTRATION:

All required licenses and certificates must be maintained in active status without suspension or revocation throughout employment.

- Valid Driver's License.
- OSHA 30 Certification.
- May be required to possess and/or maintain additional certification(s) applicable to the position and approved by the Department and Human Resources, such as: ISA Certified Arborist; Certified Sports Turf Manger, Certified Playground Safety Inspector; Backflow Certification; Landscape, irrigation, or turf certification, or other applicable certifications; at time of hire or promotion.

KNOWLEDGE, SKILLS & ABILITIES:

Knowledge of:

- Principles and practices of employee supervision, including selection, work planning, organization, performance review and evaluation, and employee training and discipline.
- Administrative principles and practices including goal setting, program development and budget administration.
- Rules, regulations, and ordinances pertaining to park construction, maintenance, repair, and renovation.
- Methods and techniques of soil preparation and of planting, transplanting, cultivating, pruning, and maintaining a variety of lawns, ground cover, plants, shrubs, hedges and trees found in parks and municipal landscaping.
- Installation, maintenance and repair of irrigation systems and related pumping systems.
- Methods, practices, and equipment used in sports facility management.
- Principles of horticulture related to effective sports turf management.
- Safety practices, safe work methods and safety regulations pertaining to the work.
- Computer applications related to the work.

- Applicable laws, codes and regulations.
- Correct business English, including spelling, grammar and punctuation.
- Financial record keeping practices.
- Basic budgetary practices and terminology.

Ability to:

- Use techniques for dealing with a variety of individuals, at all levels of responsibility, in person and over the telephone.
- Use initiative and independent judgment within general policy guidelines.
- Use knowledge and abilities in negotiating contracts, agreements and compromises with groups and individuals.
- Contribute effectively to the accomplishment of team or work unit goals, objectives and activities.
- Prepare clear, concise and complete reports, correspondence and other written materials.
- Contribute effectively to the accomplishment of team or work unit goals, objectives and activities.
- Establish and maintain effective working relationships with those contacted in the course of the work.
- Use initiative and independent judgment within general policy guidelines.
- Provide instruction to others in work procedures; maintaining a variety of sports facilities.

JOB DESCRIPTION

SUPERVISION RECEIVED AND EXERCISED:

Under General Supervision - Incumbents at this level are given assignments and objectives that are governed by specifically outlined work methods and a sequence of steps, which are explained in general terms. The responsibility for achieving the work objectives, however, rests with a superior. Immediate supervision is not consistent, but checks are integrated into work processes and/or reviews are frequent enough to ensure compliance with instructions.

PHYSICAL DEMANDS:

The physical demands described herein are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Mobility to work in a typical office setting, use standard office equipment and stamina to sit for extended periods of time; strength to lift and carry up to 20 pounds; vision to read printed materials; and hearing and speech to communicate in person or over the telephone; exposure to traffic conditions and external environment when traveling from one office to another.

CONDITIONS OF EMPLOYMENT:

1. *Unclassified employees are "At Will" and as such, may be terminated at any time for any reason, or no reason.*

2. *Continued employment is contingent upon all required licenses and certificates being maintained in active status without suspension or revocation.*

3. *Any City employee may be required to stay at or return to work during emergencies to perform duties specific to this classification or to perform other duties as requested in an assigned response position. This may require working a non-traditional work schedule or working outside normal assigned duties during the incident and/or emergency.*

4. *Employees may be required to complete Incident Command System training as a condition of continuing employment.*

5. *New employees are required to submit to a fingerprint based background investigation which cost the new employee $56.25 and a drug screen which costs $36.50. Employment is contingent upon passing the background and the drug screen.*

6. *Carson City participates in E-Verify and will provide the Social Security Administration (SSA) and, if necessary, the Department of Homeland Security (DHS), with information from each applicant's Form I-9 to confirm work authorization. All candidates who are offered employment with Carson City must complete Section 1 of the Form I-9 along with the required proof of their right to work in the United States and proof of their identity prior to starting employment. Please be prepared to provide required documentation as soon as possible after the job offer is made. For additional information regarding acceptable documents for this purpose, please contact Human Resources at 775.887.2103 or go to the U.S. Citizenship and Immigration Services web page at www.uscis.gov.*

7. *Carson City is an Equal Opportunity Employer.*

I have read and understand the contents of this Job Description, and I have received a copy of this Job Description for my records.

PRINT NAME: _____

SIGNATURE: _____ **DATE:** _____

"Carson City is an Equal Opportunity Employer"

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAME: Parks & Recreation	**DEPARTMENT # (ORG):** 101-5054

DESCRIPTION OF REQUESTED ITEM: Create an Outdoor Program Budget with a part-time/hourly Outdoor Recreation Specialist and supplies to support the program.

JUSTIFICATION OF REQUEST: In 2020, the City received a $17,000 grant from Carson Tahoe Health for the purchasing of outdoor recreation equipment, specifically snowshoeing, kayaking, and backpacking equipment. However, there were no funds available for operations. With approval from finance, staff could run programs as long as they were 100% cost recovery out of the Parks Gifts and Donations so revenues from program registration would cover expenditures of operating the program. This practice was also consistent with the cost recovery goals outlined in the BOS approved Fees and Charges Policy. This has worked well for the past two years and the recreation team has been able to run a successful outdoor program. Outdoor program revenues for last year were $22,910 with expenditures totaling $19,081. Most activities offered have been full, many with a waiting list. There is a demand for more outdoor programming; however, programs have been limited to what full-time staff with other responsibilities have felt they could offer, which is typically 2-3 activities per month maximum.

This request is to create an outdoor program budget that would include operating costs but also a .5 FTE Outdoor Recreation Specialist that would be able to increase the outdoor program offerings. The Outdoor Program Specialist would be based on a current level employee titled Adaptive Recreation Specialist. As more programs are offered, there would be an additional revenue offset as activity costs would be designed to keep the entire outdoor program 100% cost recovered, consistent with the Fees and Charges Policy. Additionally, with a designated staff person, they would be able to explore partnership opportunities with the school district and other similar agencies in an effort to increase health and wellness amongst our community's youth. Additionally, there are grants that this staff person would be able to assist with applications and management of any grant funds.

The preference for this expense is to be added to the MAC (5054) account with a new line item created of $30,000 for Outdoor Program and $20,780 added to the part-time/hourly line. There will also need to be a revenue account created for the offset.

Part-time/hourly: $20,780

Operating: $30,000

(1)PERSONNEL SERVICES:		**(2)SERVICES AND SUPPLIES**:**	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	$20,780	New Account Number	30,000
Other Pay*	.00		
Worker's Compensation	$472.41		
Group Insurance			
Medicare	$301.31		
Pers			
Total Personnel Costs (1)	$21,553.72	**Total Services and Supplies (2)**	
		GRAND TOTAL:	$51,553.72

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.

** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

JOB DESCRIPTION

JOB TITLE:	Outdoor Recreation Specialist	**FLSA:**	Hourly
DEPARTMENT:	Parks, Recreation & Open Space	**GRADE:**	999
REPORTS TO:	Recreation Program Supervisor	**DATE:**	October, 2019

SUMMARY OF JOB PURPOSE:

Under general supervision, the Outdoor Recreation Specialist works independently to provide the Carson City community the opportunity to participate in outoor recreation, education and leisure programs. This position is responsible for planning, grant writing, implementing, facilitating and evaluating year round programs. This position is also responsible for providing assessment, intervention, instruction, supervision and training of staff.

ESSENTIAL FUNCTIONS:

The class specification lists the major duties and requirements of the job and is not all-inclusive. Incumbent(s) may be expected to perform job-related duties other than those contained in this document and may be required to have specific job-related knowledge and skills.

- Provide support to individuals participating in Parks and Recreation programs, activities and events.
- Conduct individual and group staff training on the implementation of inclusion/behavior plans, behavior analysis principles, and disability awareness.
- Plan, implement, facilitate and evaluate year-round outdoor recreation programs for individuals of all ages and abilities; prepare program event and facility marketing material including news releases, flyers, schedules of events, pamphlets, and brochures; resolve complaints and address concerns related to the programs.
- Grant writing to obtain funds for the implementation of outdoor recreation programs.
- Maintain data and track performance measures; create reports for management; complete and maintain required forms and paperwork; maintain participant records.
- Manage Outdoor Equipment Community Rental Program. Work with community partners, school district, non-profit organizations, etc. to increase and enhance opportunities for outdoor education in the community.

Essential Functions (continued):

- Work with the Recreation Superintendent on outdoor program development.
- Maintain yearly calendar of outdoor programs and services; provide information and resources to the public regarding upcoming programs and services.
- Design and implement staff training programs that focus on outdoor education, safety and effective customer service; assist with the creation of staff work schedules and program lessons plans.
- Contributes to the efficiency and effectiveness of the unit's service to its customers by offering suggestions and directing/participating as a member of a work team.
- Demonstrates courteous and cooperative behavior when interacting with the public and City staff; acts in a manner that promotes a harmonious and effective workplace environment.
- Maintain awareness of new trends and developments in the field of outdoor recreation programs and services; incorporate new developments as appropriate into programs.
- Perform related duties as assigned by Program Supervisor.

QUALIFICATIONS:
To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

Education and Experience:
Associates degree with an emphasis in outdoor education or Recreation Management AND two (2) years of experience working in outdoor recreation or related field; OR an equivalent combination of education, training and experience as determined by Human Resources.

SPECIAL NOTE: This position, along with other child-care providers, is one of many groups of professionals required to report known or reasonable suspicion of abuse and/or neglect of children in their care and are considered mandated reporters as outlined in Nevada Revised Statutes.

Required Certificates, Licenses and Registrations: Or ability to obtain

- Current CPR certification.
- Wilderness First Aid
- American Canoe Association: Essentials of Sit on Tope Kayak Trip Leader
- Mandated Reporting: Recognizing Child Abuse and Neglect.
- Valid driver's license.
- Automated External Defibrillator (A.E.D.) certification.

Continued employment is contingent upon acquiring and maintaining the required certifications.

Preferred Certificates:

- Bachelor's degree in Recreation Management or a related field.
- Wilderness First Responder
- Certified Parks & Recreation Professional

Knowledge, Skills and Abilities:

Knowledge of:

- Principles and techniques of the supervision and leadership in remote and/or wilderness settings.
- Operations, services, and activities of outdoor recreation programs and services.
- Methods and techniques of developing outdoor services and programs.
- Applicable policies, procedures and regulations covering specific areas of assignment.
- Personal computers utilizing standard and specialized software applications.
- Standard office practices and procedures, including filing and the operation of office equipment.
- Communicating effectively in oral and written forms.
- Techniques for dealing with a variety of individuals from various socio-economic, ethnic and cultural backgrounds, in person and over the telephone.
- Principles and practices of public relations and customer service.
- Principles and procedures of record keeping.
- Safe work practices.
- Supervisory principles and techniques.
- Grants and grant writing

Skill in:

- Planning, organizing, assigning, directing, reviewing and evaluating the work of assigned staff.
- Selecting, motivating, and evaluating staff and providing for their training and professional development.
- Developing and implementing program and project goals, objectives, procedures and work standards.
- Planning, organizing and implementing multi-faceted outdoor recreation and/or cultural programs and activities with an emphasis on education.
- Exercising sound independent judgment within general procedural guidelines.
- Preparing clear, concise and complete reports, correspondence and other written materials.
- Contributing effectively to the accomplishment of team or work unit goals, objectives and activities.
- Establishing and maintaining effective working relationships with those contacted in the course of the work.
- Using initiative and independent judgment within general policy guidelines
- Recommending and implementing goals, objectives, policies and procedures for providing adaptive recreation programs.
- Eliciting community and organizational support for outdoor programs.
- Planning and organizing work to meet changing priorities and deadlines.
- Reacting immediately, calmly, and effectively to situations and employing established techniques to resolves issues.

SUPERVISION RECEIVED AND EXERCISED:

Under General Supervision - Incumbents at this level are given assignments and objectives that are governed by specifically outlined work methods and a sequence of steps, which are explained in general terms. The responsibility for achieving the work objectives, however, rests with a superior. Immediate supervision is not consistent, but checks are integrated into work processes and/or reviews are frequent enough to ensure compliance with instructions.

PHYSICAL DEMANDS AND WORKING ENVIRONMENT:

The physical demands described herein are representative of those that must be met by an employee to successfully perform the essential functions of the job.
Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Mobility to work in a typical outdoor, wilderness and remote settings, use standard office equipment and stamina to sit for extended periods of time; ability to stoop and climb, strength to lift and carry up to 50 pounds; mobility, strength and endurance to control participants, vision to read printed materials and a computer screen; and hearing and speech to communicate in person or over the telephone. Work is subject to exposure to inclement weather conditions.

CONDITIONS OF EMPLOYMENT:

1. *Continued employment is contingent upon all required licenses and certificates being maintained in active status without suspension or revocation.*
2. *Employees in this position must be willing to work overtime, varying shifts including nights, weekends and holidays*
3. *Any City employee may be required to stay at or return to work during emergencies to perform duties specific to this classification or to perform other duties as requested in an assigned response position. This may require working a non-traditional work schedule or working outside normal assigned duties during the incident and/or emergency.*
4. *Employees may be required to complete Incident Command System training as a condition of continuing employment.*
5. *New employees are required to submit to a fingerprint based background investigation (if 18 years of age or older) which costs the new employee $56.25 and a drug screening which costs $36.50. Employment is contingent upon passing the background and the drug screen.*
6. *This position is required to make a report in accordance with Nevada Revised Statute 432B.220, if, in his or her professional or occupational capacity, he or she knows or has reasonable cause to believe that a child has been abused or neglected.*
7. *Carson City participates in E-Verify and will provide the Social Security Administration (SSA) and, if necessary, the Department of Homeland Security (DHS), with information from each applicant's Form I-9 to confirm work authorization. All candidates who are offered employment with Carson City must complete Section 1 of the Form I-9 along with the required proof of their right to work in the United States and proof of their identity prior to starting employment. Please be prepared to provide required documentation as soon as possible after the job offer is made. For additional information regarding acceptable documents for this purpose, please contact Human Resources at 775.887.2103 or go to the U.S. Citizenship and Immigration Services web page at www.ucis.gov.*
8. *Carson City is an Equal Opportunity Employer.*

I have read and understand the contents of this Job Description, and I have received a copy of this Job Description for my records.

PRINT NAME: _____

SIGNATURE: _____ **DATE:** _____

"Carson City is an Equal Opportunity Employer"

SUPPLEMENTAL REQUESTS
(personnel, services and supplies only)

FY 2023-24

DEPARTMENT NAME:	**DEPARTMENT # (ORG):**
Parks, Recreation and Open Space	1015055

DESCRIPTION OF REQUESTED ITEM:
Provide incentive pay for swim instructors

JUSTIFICATION OF REQUEST:
The swim lesson program at the Aquatic Facility is one of the more beneficial programs offered through the Department as it teaches water safety. According to the CDC, drowning is the number one cause of death in children 1-4 and the second leading cause for children 5-14. However, the Aquatic Facility has only been able to offer 50%-75% of normal scheduled swim lessons due to staff shortages. The majority of swim instructors are pulled from the lifeguard staff. Currently, lifeguards and swim instructors get paid the same rate. It is a common practice in the aquatic industry to have an incentive pay for hours spent teaching swim lessons. Without the incentive, many lifeguards would rather just lifeguard because it is not considered as hard as teaching swim lessons and teaching swim lessons requires extra training on top of lifeguard certification.

By increasing incentives for swim instructors, staff believe this will increase the number of instructors willing to teach swim lessons, which will increase the amount of swim lessons offered at the Aquatic Facility. This will result in a revenue offset. In 2019 (the last year the facility had a full swim lesson program) swim lesson revenue was $55,880 (adjusted for rate increase in 2020 from $32/session to $44/session). In 2022, swim lesson revenue was $33,475. The primary reason for decreased revenues is lack of swim instructors. Swim lesson sessions are capped with many on a waiting list.

Most other aquatic facilities in the area already offer an incentive pay program. Carson Valley Swim Center offers $2.50-$5/hour, City of Reno offers $1.25-$3.25/hour. This request is to offer an incentive pay of $2.00/hour. Incentive pay would only be offered for the hours directly teaching swim lessons.

During a regular operating year, swim instructor hours total 2,720 hours. At $2.00/hour additional incentive pay, a total of $5,440 would need to be added to the budget. This is a minimal amount compared to the potential of $22,000 loss in revenue compared to 2019.

(1)PERSONNEL SERVICES:		**(2)SERVICES AND SUPPLIES**:**	
	Increase Amount	**Acct # / Description**	**Increase Amount**
Salary	$5440.00		
Other Pay*	.00		
Worker's Compensation	$123.67		
Group Insurance	.00		
Medicare	$78.88		
Pers	.00		
Total Personnel Costs (1)	$5,642.55	**Total Services and Supplies (2)**	
		GRAND TOTAL:	$5,642.55

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.
** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

SUPPLEMENTAL REQUESTS

(personnel, services and supplies only – DUE MARCH 3. 2023)

FY 2023-24

DEPARTMENT NAME:	**DEPARTMENT # (ORG):** 101-
Parks, Recreation & Open Space	5054, 5055, 5056, 5057, 5060

DESCRIPTION OF REQUESTED ITEM:
Increase in recreation staff seasonal/hourly rates of pay equity adjustment

JUSTIFICATION OF REQUEST:
The minimum wage in Nevada will be $12.00 per hour starting July 1, 2024. The current base rate for the Department's entry level seasonal positions is currently at $12.00. Like many agencies across Nevada and the country, the Department has struggled to fill seasonal positions at the pool, youth program and in sports. Comparing rates to other parks and recreation agencies in the area, and other industry employers such as retail and food establishments, the average starting wage is more in the range of $13-$14 per hour. In order to offer more competitive wages, the Department is proposing a $2 increase to the base rate for all recreation seasonal/hourly employees. Additionally, due to low staffing numbers, several recreation programs are capped, such as the Capital Kids program and swim lessons. If increasing rates results in additional staff, there will be a revenue offset by being able to increase participation numbers.

Current Salary Range:
Recreation Aide/Lifeguard/Pool Cashier: $12.00/hour - $13.25/hour
Recreation Aide Lead/Lead Lifeguard: $13.50/hour - $15.25/hour
Recreation Aide Supervisor/Lifeguard Supervisor: $15.50/hour - $18.00/hour
Adaptive Recreation Specialist: $16.25/hour - $20.25/hour
Community Center Custodians: $12.25/hour-$14.25/hour
Theater Technician: $12.25/hour-$16.25/hour

Proposed Salary Range:
Recreation Aide/Lifeguard/Pool Cashier: $14.00/hour - $15.25/hour
Recreation Aide Lead/Lead Lifeguard: $15.50/hour - $17.25/hour
Recreation Aide Supervisor/Lifeguard Supervisor: $17.50/hour - $20.00/hour
Recreation Specialist: $18.25/hour - $22.25/hour
Community Center Custodians: $14.25/hour-$16.25/hour
Theater Technician: $14.25/hour-$18.25/hour

While each seasonal/hourly employee is allotted 1039 hours, most employees work significantly less than that throughout the year. Additionally, due to low staffing, most accounts throughout Recreation have available funds that can absorb some of the extra costs for the rate increase. Below is a breakdown of how much would be needed in each account in order to provide a $2 raise to each employee.

	# Employees	Average Annual Hours Worked per employee	Amount Needed for $2 Increase	Amount Available in Budget	**General Fund Supplemental Request**
5054 MAC	5	804.7	$8,047.00	$ 8,047.00	$ -
5055 Aquatics	70	244.02	$34,162.80	$ -	$ **34,162.80**
5056 Community Center	11	352.45	$7,753.90	$ 7,753.90	$ -
5057 Rec Admin (Youth)	48	292	$28,032.00	$ 14,016.00	$ **14,016.00**
5060 Sports	40	300.26	$24,020.80	$ 10,000.00	**$14,020.80**
Total	174		$102,016.50	$ 39,816.90	$ **62,199.60**

(1) PERSONNEL COSTS		(2) SERVICES AND SUPPLIES**:	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	$62,199.60		
Other Pay*	.00		
Worker's Compensation	$1,414.05		
Group Insurance	.00		
Medicare	$901.89		
Pers	.00		
Total Personnel Costs (1)	$64,515.54	**Total Services and Supplies (2)**	
		GRAND TOTAL:	$64,515.54

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.

** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

Industry Wide Hourly Wage Comparisons

Business/Organization Name	Job Title/Position	Pay Rate/hr	Any Incentives/Bonuses?
In N Out	PT Store Associate	$17.00-$20.50	Free Meals, Education Assistance, paid time off
Harbor Freight Tools	Retail Stocking Associate	$15.80	Paid time off, discounts, bonus opportunities
Costco Store Associate	Store Associate	$14.00	
Raley's	Clerk	$14.00	Store discount
Ross	Retail Associate	$13-$14	20% discount
Silver Bear Swim School	Swim Instructor/lifeguards	$14-$17	All training is paid, bonus pay after 6 months
Galaxy Theater	Floor Staff	$13.25	Free movies, unlimited popcorn/soda
Five Guys Reno	Crew Member	$17-$20.25	weekly bonuses and tips, paid time off, free meals
Raley's	Courtesy Clerk	$ 12.00	Discounts to amusement parks, gym memberships, phone plans etc.
Office Depot	Cashier/Stocker	$10.50-$12.50	Employee discount, paid time off
LA Bakery	Prep/Salad Maker/Sandwhich Artist	$13-$15+ tips	Employee discount
Sportsmans Warehouse	Sales Associate	$12.50-$13.50	Employee Discount
Surf Thru Express Car Wash	Car Wash Attendant	$15	
Boys and Girls Club of North Lake Tahoe	Youth Development Professional	$19-$21	
Blue Zones Sports	Retail Sales Associate	$14-$16	Discount
City Of Sparks	Head Lifeguard	$16-$18	
City Of Sparks	Lifeguard (Entry)	$15-$17	Swim Instruction, opening shift and hours worked bonuses
City Of Sparks	Preschool Teacher	$15-$17	
City Of Sparks	Recreation Facility Coordinator	$16-$18	
City Of Sparks	Recreation Leader (Entry)	$15-$17	
City Of Sparks	Sports Official	$17-$22	
City Of Sparks	Sports Program Leader (Entry)	$15-$17	
City Of Sparks	Recreation Leader Senior	$16-$18	
City Of Sparks	Sports Program Leader Senior	$16-$18	
City Of Reno	Adult Athletics - Field Crew/Gym Supervisor	$13.00	
City Of Reno	Aquatics - Cashier	$12	
City Of Reno	Aquatics - Lifeguard	$15	
City Of Reno	Aquatics - Swim Instructor	$12.00	
City Of Reno	Aquatics Instructor - Certified	$18.75	
City Of Reno	Recreation Centers - Facility Attendant II	$12.00	
City Of Reno	Youth - Sierra Kids/Camps - Activity/Site Attendant I	$11.00	
City of Reno	Senior Recreation Leader - Youth Services	$17.25-$21.68	
City Of Reno	Youth - Sierra Kids/Camps - Activity/Site Attendant II	$12.00	
Macy's	PT Sales Associate	$15-18	
Gold Dust West	Snack Bar Attendant	$13	
Bodines	Busser	$11	
Once Upon A Child	PT Sales Associate	$10.50	
CVS	PT Sales Associate	$15-19	
Smiths	Courtesy Clerk	$12-$14	
Dutch Bros	Barrista	Minimum wage + tips	
Galaxy Theater	Floor Staff	$13.25	
Arby's	Cashier	$13	

Jimmy Johns		$14	
Douglas County	Maintenance Assistant	$15.91-$23.87	
Douglas County	Parks/Weeds Maintenance Assistant	$15.91	
Douglas County	Recreation Aide	$12.93+	
Douglas County	Recreation Leader	$15.91+	

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAM E: Parks & Recreation | **DEPARTMENT # (ORG):** 1015055

DESCRIPTION OF REQUESTED ITEM: Increase power budget for the Aquatic Facility

JUSTIFICATION OF REQUEST: Facilities and Recreation staff are trying to be conscientious about reducing power costs by turning down air handling systems in the evenings and weekends, but also protect the building envelope for long term structural integrity. At this budgeted amount, there should be adequate protection of the building envelope with the set points this affords the facility, but at the same time not being wasteful in terms of power.

(1)PERSONNEL SERVICES:		**(2)SERVICES AND SUPPLIES**:**	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	$.00	1015055 500712	$32,906.00
Other Pay*	.00		
Worker's Compensation	.00		
Group Insurance	.00		
Medicare	.00		
Pers	.00		
Total Personnel Costs (1)	$.00	**Total Services and Supplies (2)**	$32,906.00
		GRAND TOTAL:	$32,906.00

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.

** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAME: Parks, Recreation & Open Space	**DEPARTMENT # (ORG):** 1015055

DESCRIPTION OF REQUESTED ITEM: Increase the chemical operating budget to ensure legal compliance as dictated by the State Health Code including; Chlorine, CO2, Granular Chlorine, Sodium Bicarbonate, Calcium carbonate and pool test reagents.

JUSTIFICATION OF REQUEST: Increased charges from chemical venders from fifteen to two-hundred and fifty percent has increased the needs of funding in this account to maintain current operation levels as dictated by the State Health Code.

(1)PERSONNEL SERVICES:		**(2)SERVICES AND SUPPLIES**:**	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	$.00	1015055 500637	$17,190
Other Pay*	.00		
Worker's Compensation	.00		
Group Insurance	.00		
Medicare	.00		
Pers	.00		
Total Personnel Costs (1)	$.00	**Total Services and Supplies (2)**	$17,190.00
		GRAND TOTAL:	$17,190.00

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.

** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAME:	**DEPARTMENT # (ORG):**
Parks, Recreation and Open Space	1015057

DESCRIPTION OF REQUESTED ITEM:
Authorization to hire 1 FTE Recreation Program Coordinator – Youth position

JUSTIFICATION OF REQUEST:
This is a request to authorize hiring 1 FTE Recreation Program Coordinator (Youth) at a salary of $42,130.92 - $63,196.64 annually (top of the bottom 1/3 is $49,153). Due to maximized Recreation Supervisors (Youth) program and administration workload that includes Children's Cabinet, core programing for Camp Carson, ePACT, the administration of adaptive recreation, and now a current lack of hourly staff, the need of this position has become increasingly necessary over the last several years.

The Recreation Program Coordinator would assist in the creation and implementation of core programing such as the CATCH (Coordinated Approach to Child Health) program for the Capital Kids Before and After School program. Current staffing levels do not allow us to implement core programs into Capital Kids. Only in Camp Carson. This position would also oversee, Parent's Night Out, Family Meal Day, and core programming for Camp Carson that includes PBS Summer Adventures, Leave No Trace, NRPA Wildlife Explorers, Exploration Nation, and additional new program suited for the summer day camp. This position would also oversee the Capital Kids Cash and Camp Store which has been a successful new program created this past year but has a large workload that is continuing to increase.

Additionally, the proposed Recreation Program Coordinator would assist the Department with staff scheduling and trainings, Camp Carson calendars, building out youth activities on ActiveNet, registration, ePACT, marketing, and community outreach. The Recreation Program Coordinator would also fill in with staff shortages at sites. This position will also create a much-needed entry-level full-time position in the Youth Programs. Currently, the lowest level full-time position in the program is the Recreation Program Supervisor. This does not provide a good succession for topped out part-time employees to be able move into a full-time position in program as they lack a lot of the experience to become a Recreation Program Supervisor.

To reduce the General Fund request, the youth programs would reduce five part-time positions and reallocate $54,276.00 from 1015057-500102 to the new full-time position.

Reallocation of existing budgets:
- $49,153 to 1015057-500101 (Salaries)
- $5,123 to 1015057-500230 (PERS)

New General Fund Request
- $19,322 for Personnel (Benefits) Costs
- $2,065 for one-time purchase of a computer.

Salary costs are based on hiring at the top of the bottom 1/3, though staff intends to hire at the base rate.

(1)PERSONNEL SERVICES:		**(2)SERVICES AND SUPPLIES**:**	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	$0.00	Computer & Monitor	$2065.00

Other Pay* 1015057-500582 (Fuel Stipend) 1015057-500271(Phone Stipend) 1015057-500672 (Staff Uniform)	$800.00 1,040.00 250.00		
Worker's Compensation	818.00		
Group Insurance	12,222.00		
Medicare	713.00		
Pers	3,479.00		
Total Personnel Costs (1)	$19,322.00	**Total Services and Supplies (2)**	$2,065.00
		GRAND TOTAL:	$21,387.00

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.
** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

JOB DESCRIPTION

JOB TITLE:	Recreation Program Coordinator	**FLSA:**	Non-Exempt
DEPARTMENT:	Parks	**GRADE:**	T101/T102
REPORTS TO:	Recreation Program Supervisor	**DATE:**	Nov. 2022

SUMMARY OF JOB PURPOSE:

Under general supervision, plans, organizes and supervises recreation, youth in a before and after school program and summer day camp program, and related programs and activities.

ESSENTIAL FUNCTIONS:

This class specification lists the major duties and requirements of the job and is not all-inclusive. Incumbent(s) may be expected to perform job-related duties other than those contained in this document and may be required to have specific job-related knowledge and skills.

- Assists in the development and implementation of goals, objectives, policies, procedures and work standards for assigned facility, programs and activities.
- Ensures and enforces safety policies and practices.
- Plans, develops, implements, promotes and directs a broad recreational and/or cultural program of activities and services centered on a community facility.
- Participates in the interview process, makes hiring recommendations, trains and supervises volunteers and part-time staff on required activities/services.
- Assembles/disassembles equipment related to program activities.
- Schedules and coordinates facilities reservations and rentals by private individuals and groups; instructs groups in rental and usage requirements; communicates with outside agencies to secure the use of satellite facilities.
- Oversees the receipt and recording of funds for facility and program participation.
- Assists in the registration of participants through the ActiveNet software program.
- Prepares a variety of periodic and special reports related to facility usage and associated recreation and cultural programs and activities.
- Evaluates the effectiveness of programs and makes recommendations for modifications as required.
- Contributes to the efficiency and effectiveness of the unit's service to its customers by offering suggestions and directing or participating as an active member of a work team.
- Surveys the facility or program area to determine recreation needs, quality, safety, and plans and implements programs to satisfy these needs.
- Uses a variety of standard office equipment in the performance of the work; drives a personal or City vehicle in the performance of the work.
- Promotes good relationships with neighborhood and community groups and other agencies.
- Maintains a variety of records; makes periodic and special reports of work performed.
- Assists in the operation and maintenance of recreation facilities.

Essential Functions (continued):

- Demonstrates courteous and cooperative behavior when interacting with public and staff; acts in a manner that promotes a harmonious and effective workplace environment.
- Communicate with parents, program staff, vendors, renters, and participants to explain programs, policies, respond to inquiries, and address and investigate concerns; resolve problems if possible or refer to appropriate staff.
- Participate in the development of budgets for assigned programs; make recommendations for new equipment and/or supplies.
- Assists in planning and management of City and community special events.
- Operates and maintains trade and technical equipment.

QUALIFICATIONS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

Education and Experience:

High School diploma or GED; AND two (2) years of recreation and/or cultural facility, theater, or community program planning and administration experience; OR an equivalent combination of education, training and experience as determined by Human Resources.

SPECIAL NOTE: This position, along with other childcare providers, are one of many groups of professionals required to report known or reasonable suspicion of abuse and/or neglect of children in their care and are considered mandated reporters as outlined in Nevada Revised Statutes.

REQUIRED CERTIFICATES, LICENSES, AND REGISTRATIONS:

- Valid Driver's License

The following certifications and training are required within 15-days of employment:

- Minimum of 1910 OSHA 10 Certification (If assigned to Theatre)
- Crowd Manager Certification (If assigned to Theatre)

The following certifications and training are required within 6-months of employment:

- Automated External Defibrillator (A.E.D.) certification
- CPR, Blood Born Pathogens, and First Aid certification
- Mandated Reporting: Recognizing Child Abuse and Neglect
- Criminal Justice Information Services Security Awareness Training (If assigned to Theatre)

Required Knowledge and Skills

Knowledge of:

- Principles and practices of recreation/cultural program planning, development, implementation and administration.
- Community recreation/cultural facility management, including scheduling, maintenance and security.

Knowledge of (continued):

- Principles, practices and methods of community recreation needs assessments and program evaluation.
- Public recreation/cultural trends and community needs and resources.
- Rules, regulations and ordinances pertaining to recreation and/or cultural programs and facilities.
- Computer applications related to the work.
- Techniques for dealing with a variety of individuals from various socioeconomic, ethnic and cultural backgrounds.
- Financial record keeping practices including basic cash handling procedures.
- Basic budgetary practices, and terminology.

Skill in:

- Developing and implementing program and project goals, objectives, procedures and work standards.
- Develop and promote recreational activities geared to appropriate age groups.
- Performing technical and trade skills pertinent to assignment; use of required technical, hand and power tools/equipment; safety procedures.
- Planning, organizing and implementing multi-faceted recreation and/or cultural programs and activities.
- Exercising sound independent judgment within general procedural guidelines.
- Preparing clear, concise and complete reports, correspondence and other written materials.
- Contributing effectively to the accomplishment of team or work unit goals, objectives and activities.
- Establishing and maintaining effective working relationships with those contacted in the course of the work.
- Using initiative and independent judgment within general policy guidelines.

SUPERVISION RECEIVED AND EXERCISED:

Under General Supervision - Incumbents at this level are given assignments and objectives that are governed by specifically outlined work methods and a sequence of steps, which are explained in general terms. The responsibility for achieving the work objectives, however, rests with a superior. Immediate supervision is not consistent, but checks are integrated into work processes and/or reviews are frequent enough to ensure compliance with instructions.

PHYSICAL DEMANDS & WORKING ENVIRONMENT:

The physical demands described herein are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Mobility to work in a typical recreation/aquatics/theater setting, use standard office equipment and stamina to sit for extended periods of time; strength to lift and carry up to 50 pounds; vision to read printed materials; and hearing and speech to communicate in person or over the telephone. Work is subject to performance with exposure to inclement weather conditions. Ability and endurance to stand and walk for extended periods of time and on uneven terrain. Mobility and agility to climb ladders and work at heights of up to 30 feet, work in confined spaces, be exposed to chemicals, fumes and electrical shocks.

CONDITIONS OF EMPLOYMENT:

1. All new employees will serve a probationary period of twelve (12) months. Such employees are not subject to the collective bargaining agreement and may be laid off or discharged during this period for any reason, or no reason.
2. Continued employment is contingent upon all required licenses and certificates being maintained in active status without suspension or revocation.
3. Any City employee may be required to stay at or return to work during emergencies to perform duties specific to this classification or to perform other duties as requested in an assigned response position. This may require working a non-traditional work schedule or working outside normal assigned duties during the incident and/or emergency.
4. Employees may be required to complete Incident Command System training as a condition of continuing employment.
5. New employees are required to submit to a fingerprint-based background investigation which cost the new employee $56.25 and a drug screen which costs $36.50. Employment is contingent upon passing the background and the drug screen.
6. This position is required to make a report in accordance with Nevada Revised Statute 432B.220, if, in his or her professional or occupational capacity, he or she knows or has reasonable cause to believe that a child has been abused or neglected.
7. Carson City participates in E-Verify and will provide the Social Security Administration (SSA) and, if necessary, the Department of Homeland Security (DHS), with information from each applicant's Form I-9 to confirm work authorization. All candidates who are offered employment with Carson City must complete Section 1 of the Form I-9 along with the required proof of their right to work in the United States and proof of their identity prior to starting employment. Please be prepared to provide required documentation as soon as possible after the job offer is made. For additional information regarding acceptable documents for this purpose, please contact Human Resources at 775.887.2103 or go to the U.S. Citizenship and Immigration Services web page at www.uscis.gov.
8. Carson City is an Equal Opportunity Employer.

I have read and understand the contents of this Job Description, and I have received a copy of this Job Description for my records.

PRINT NAME: _____

SIGNATURE: _____ **DATE:** _____

"Carson City is an Equal Opportunity Employer"

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAM E:	**DEPARTMENT # (ORG):**
Parks, Recreation & Open Space	Rifle and Pistol Range (1015059)

DESCRIPTION OF REQUESTED ITEM:
Funding for 2 seasonal Range Safety Officer (RSO) positions at the Carson City Rifle and Pistol Range (1015059-500102), increase Operating Supplies (1015059-500625), increase Supplied Uniform (1015059-500672), and increase Training (1015059-500330).

JUSTIFICATION OF REQUEST:
If approved, this item is intended to supplement the Carson City Rifle and Pistol Range budget, seasonal/ hourly account (1015059-500102) by $31,170.00 for 2 seasonal Range Safety Officer (RSO) positions.

The current hourly range for the position is $12.00 - $15.00. Based on a comparison to the rifle and pistol range in Washoe County, their Range Safety Officers are paid $24.37 - $31.69/hr. The Carson City RSO hourly rate is currently at $14.00. If approved, the Department would have the ability to increase their hourly rate to $15.00, providing an incentive for employee retention and consistency. The RSOs provide critical safety support to the Range Coordinator and the public. RSOs provide maintenance of firing lines and targets, restrooms, and oversee reservations. The RSO, in coordination with the Range Coordinator, oversee all operational hours. Current hours of operation for the Range are Tuesdays - Sundays: March 1 – October 31, 7:00 am – 6:00 pm or 11 hours per day for 209 days; November 1 – February 28, 8:00 am – 4:30 pm or 8.5 hours per day for 104 days. The range is operational for a total of 2,299 hours from March 1 – October 31 and 884 hours from Nov 1 – February 28. This equates to the range being operational for 3,183 hours per year. While the city does have volunteers assisting in some capacity as RSO, there are unfortunately not as many or as consistent as was anticipated by the Range Task Force in order to meet the current facility schedule.

The current budget allows for two 1039-hour positions for four RSOs, which equates to 2,078 hours to staff the range. This falls short 1,105 hours that still needs to be covered for the remainder of the year. The current four RSOs work on average 67.5 hours per week collectively to staff the range. If the four RSOs continued to work their current hours, the funding for their positions would run out around the middle of February. This would mean that we would have to only rely on volunteers and other city staff to fill in hours from the middle of February until the end of June. Relying on volunteers to consistently staff the range is not practical. If city staff such as the Range Coordinator or Park Rangers would have to the fill in from February to the end of June, primary duties of both positions would be affected significantly.

This request would enable funding for two positions so that each RSO could be in their own respective 1039-hour position. With the significant increase in visitation to the range, it has become apparent that there is a need for more than just one RSO on-duty at a time or per shift. Visitation numbers averaged 1,593 users between March and July but have since spiked to 2,155 users between August and October. The additional funding would allow for adequate RSO coverage during operational hours and allow for assistance in other areas that are needed from a maintenance perspective on Mondays, without potentially having to shut down the range and negatively impact the public.

The position requires National Rifle Association (NRA) Certifications, so they can provide sufficient oversight and instruction on safe use of firearms, the shooting range, proper target placement and encourage responsible shooting behaviors. In addition, this request includes $200 for training and their NRA RSO certification. Upon guidance and instruction from the Range Coordinator, these seasonal employees provide support with reservations by verifying paperwork, monitor payment systems, work with volunteers, and making sure the site is clean and ready for daily use. This request also includes $300.00 for Supplied Uniforms (500672) as the seasonal RSO's need proper Personal Protective Equipment (PPE) and need to be easily identifiable when working at the Rifle and Pistol Range. Lastly, a $1,000 request to increase Operating Supplies (500625), given the increase in visitation to the facility. The additional funding into operating supplies will go towards procurement of target stands, cardboard, staples, and staple guns.

In 2022, the Rifle and Pistol Range generated $77,003.80 in revenue. The additional staffing is directly correlated to revenue generated given the hours the range can be open and operational, as well as the time used by staff to collect brass. So far in FY 23, the range has generated $3,549.62 from brass recycling. Staff hasn't been able to collect since November due to inclement weather, but additional staffing would provide an opportunity to increase brass collection, resulting in a revenue offset for this request.

(1)PERSONNEL SERVICES:		**(2)SERVICES AND SUPPLIES**:**	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary 1015059 500102	$31,170.00	Supplied Uniform 1015059-500672	$300.00
Other Pay*	.00	Operating Supplies 1015059-500625	$1,000.00
Worker's Compensation	709.00	Training 1015059-500330	$200.00
Group Insurance	.00		
Medicare	452.00		
Pers	.00		
Total Personnel Costs (1)	$32,331.00	**Total Services and Supplies (2)**	$1,500.00
		GRAND TOTAL:	$33,831.00

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.
** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAM E:	DEPARTMENT # (ORG):
Parks, Recreation & Open Space	1015012, 2545047 and 208

DESCRIPTION OF REQUESTED ITEM:
Authorization to add 1 FTE (Park Ranger) to the Parks, Recreation & Open Space budget.

JUSTIFICATION OF REQUEST:
This item, if approved, would authorize 1 full-time equivalent (FTE) Park Ranger for the Parks, Recreation and Open Space Department. It is intended that this would be a field-based position engaging with the public, providing educational programs, conducting maintenance projects, educating the public and enforcing rules and regulations with the ability to issue citations if warranted. The addition of this position would provide more opportunity for public interaction, interpretive programs, and maintenance projects.

Carson City's parks system is comprised of over 8,000 acres of parks, trails and open space. As the population in Carson City has increased, so has the visitation throughout the parks system. With the implementation of defined uses in open space areas; new developments with public parks; the growing popularity of outdoor interpretative programs; and unfortunately, an increase in incidents, additional staff is needed to promote safety, and provide public education and enforcement.

The Park Ranger team not only provides an invaluable presence in the parks system but provides education and enforcement of Carson City's Municipal Codes (issues misdemeanor citations), and works with code enforcement, animal control and the Sheriff's Office on a multitude of tasks to help promote public safety. The Rangers are trained in proper Off Highway Vehicle (OHV) Tech inspections for registration, spark arresters, and sound compliance in an effort to better monitor and manage the 900-acre motorized section of Prison Hill that was accepted by the City from the Bureau of Land Management in 2015. Actively managing an OHV area within an urban setting is challenging and very unusual for a small municipality to have this type of responsibility. With the recent upgrades to the North and South End of Prison Hill, visitation and use has increased substantially.

In addition, the Park Rangers are certified as Range Safety Officers to provide support and guidance when needed at the Carson City Rifle and Pistol Range. Park Rangers are actively showing a presence throughout the city, patrolling not only by vehicle, but also in OHVs, E-Bikes, and on foot. This allows the Rangers to have a presence out on our extensive trail system: responding to incidents, observing illegal camps, and addressing maintenance issues. In the past few years, the interpretative program has grown in popularity, especially with the addition of new programs like full moon hikes, scorpion searches, cemetery historical tours, and jr. ranger events. With over 400 participants each of the past two years, there is a demonstrated desire by the public for more outdoor education opportunities. The increase in use, has also brought more calls for Park Rangers to respond to reports of vandalism, nuisance pets, improper use of facilities, illegal activities (shooting or OHV use not in designated areas, loitering, dog issues, graffiti) and more.

Currently the Park Ranger program is comprised of 2 FTE Park Rangers and 1 FTE Sr. Park Ranger. By adding a third Park Ranger, it would allow for additional presence in city parks and open space areas, preventative enforcement through our interpretive programs, and the ability to address maintenance/ safety concerns in a timely fashion to better serve the public.

While the total cost below is $79,799, the new General Fund ask is $24,314.50. The remaining budget will come from: 50% Quality of Life - Open Space (new), and reallocation of Quality of Life - Maintenance Part Time Hourly budget. There is no need to include a vehicle with the request, as the Department can accommodate with existing vehicle inventory.

Funding Strategy:

1. $39,899.50 (50%) Quality of Life – Open Space (new)
2. $15,585.00 (20%) Quality of Life – Maintenance (reallocation from PT/Hourly Budget 2545012-500102).
3. $24,314.50 (30%) IAF – Indigent Fund (new)

(1)PERSONNEL SERVICES:		(2)SERVICES AND SUPPLIES**:	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	$54,069.00	Supplied Uniform 1015012 500672	$500
Other Pay*	.00	Computer	$2,000
Worker's Compensation	818.00		
Group Insurance	12,166.00		
Medicare	784.00		
Pers	9,462.00		
Total Personnel Costs (1)	$77,299.00	**Total Services and Supplies (2)**	$2,500.00
		GRAND TOTAL:	$79,799.00

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.
** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

Park Ranger

Class Code: 396

Bargaining Unit: CARSON CITY EMPLOYEES ASSOCIATION

CONSOLIDATED MUNICIPALITY OF CARSON CITY
Established Date: Jul 1, 2015
Revision Date: Nov 15, 2019

SALARY RANGE

$19.86 - $29.79 Hourly
$3,442.07 - $5,163.13 Monthly
$41,304.85 - $61,957.58 Annually

DESCRIPTION:

Under general supervision, patrols City parks, trails, open space and other property under City jurisdiction for the purpose of assisting and educating the public, enforces park rules, and performs park maintenance.

EXAMPLE OF DUTIES:

This class specification lists the major duties and requirements of the job and is not all-inclusive. Incumbent(s) may be expected to perform job-related duties other than those contained in this document and may be required to have specific job-related knowledge and skills.

- Provides information and appropriate assistance concerning department programs (parks or open space) and related facilities to include recommending and implementing trail building, and trail maintenance projects; identify natural resource problems; assist with developing solutions and implementing projects for natural resource protection and rehabilitation including noxious weed control; and preparing sites for reserved group activities and events.
- Assists businesses and non-profit organizations with volunteer projects; conducts interpretive education programs to schools, community groups and other visitors on a variety of topics including, but not limited to: park and open space programs; natural, cultural and historic resources; wildlife; and leave no trace ethics.
- Protects parks and open space ecosystems, including vegetation and wildlife.
- Patrols parks, open space and other jurisdictional facilities for the purpose of enforcing park rules, preventing and detecting violations of laws, educating and informing the public; explains and interprets applicable codes and pertinent regulations; objectively handles a wide variety of public contact situations.

- Performs investigations into complaints and incidents in parks and open space properties.
- Addresses difficult or contentious issues in a constructive manner.
- Assists other law enforcement agencies when necessary.
- Provides crowd and traffic control coverage at special events and assigned activities.
- Collects trash and other debris; cleans and maintains buildings, grounds, picnic pavilions and restrooms; prevents or abates graffiti and ensures that parks remain safe and hazard free. Reports maintenance issues as required.
- Conducts a variety of projects in parks and open spaces including, but not limited to: trail building, fence and sign installation/removal, revegetation, restoration, erosion control, and weed abatement.
- Assists and provides appropriate first aid.
- Responds to emergencies and medical situations at parks and open space locations.
- Drives a City motor vehicle, bicycle, or ATV to travel to or patrol parks and open space locations.
- Contributes to the efficiency and effectiveness of the unit's service to its customers by offering suggestions and directing or participating as an active member of a work team.
- Prepares reports, correspondence and a variety of written materials; prepares and maintains accurate records, collects visitor data, and documents parks and open space activities.
- Uses standard office equipment, including a computer, in the course of the work.
- Demonstrates courteous and cooperative behavior when interacting with the public and City staff; acts in a manner that promotes a harmonious and effective workplace environment.
- Schedules, trains, supervises and evaluates the performance of assigned seasonal personnel and volunteers.
- Collects money and fees, makes change, writes receipts and other routine work as required to facilitate park operations.
- Assists as a Range Safety Officer at the City's shooting range to educate users on safety practices and proper firearm use.

QUALIFICATIONS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

Education and Experience:
Equivalent to a High School education or GED; AND two (2) years of experience in customer service, parks operations, natural resource or wildlife management, recreation coordination, or law enforcement; OR an equivalent combination of education, training and experience as determined by Human Resources.

A bachelor's degree in parks and recreation management, natural resources management, forestry, biology, environmental science/education, criminal justice, or a closely related field is preferred.

SPECIAL NOTE: This position, along with other child care providers, are one of many groups of professionals required to report known or reasonable suspicion of abuse and/or neglect of children in their care and are considered mandated reporters as outlined in Nevada Revised Statutes.

REQUIRED CERTIFICATES, LICENSES, AND REGISTRATIONS:

- Must possess a valid driver's license at time of hire.

- Must obtain Taser and Pepper-spray Certification within six months of hire.
- Must obtain National Rifle Association Basic Range Safety Officer Certification within twelve (12) months of hire.
- Must obtain First Aid/ CPR certification within six months of hire.

Required Knowledge and Skills

Knowledge of:

- Principles and techniques of public relations.
- City parks and natural, cultural and historic resources.
- First aid and basic CPR methods.
- City parks, recreation and open space rules, ordinances, state statutes, enforcement of laws.
- Personal computers utilizing standard and specialized software applications.
- Standard office practices and procedures, including filing and the operation of standard office equipment.
- Communicating effectively in oral and written forms.
- Techniques for dealing with a variety of individuals from various socio-economic, ethnic and cultural backgrounds, in person and over the telephone.
- Use and minor maintenance of hand and power tools and equipment.

Skill in:

- Analyzing situations quickly and objectively.
- Determining proper course of action under emergency conditions.
- Coping with adverse situations firmly, courteously and with respect for individual rights.
- Traversing terrain safely, understanding and carrying out oral and written instructions.
- Preparing clear, concise and accurate reports.
- Establishing effective working relationships with departmental personnel, public law enforcement agencies, community groups and general public.

SUPERVISION RECEIVED AND EXERCISED:

Under General Supervision - Incumbents at this level are given assignments and objectives that are governed by specifically outlined work methods and a sequence of steps, which are explained in general terms. The responsibility for achieving the work objectives, however, rests with a superior. Immediate supervision is not consistent, but checks are integrated into work processes and/or reviews are frequent enough to ensure compliance with instructions.

PHYSICAL DEMANDS & WORKING ENVIRONMENT:

The physical demands described herein are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Due to the nature of work, sufficient physical stamina and strength are needed for:

- Frequent sitting to perform designated office tasks and to survey park for hazards and potential problems from a vehicle; constant standing and walking over uneven terrain in

all weather conditions to address hazards and potential park violations with public; occasional running to address emergency situations;
- Frequent squatting, bending, kneeling, reaching overhead and below shoulder, and twisting to perform park maintenance and other related duties; occasional crawling and climbing to perform various park duties;
- Frequent lifting, grasping and manipulating tools and equipment in a safe manner;
- Occasional stepping up and/or down from vehicles and stairs; safely operating vehicles, heavy equipment, bicycles and all-terrain vehicles; vision to observe park for potential hazards and maintenance issues, and hearing to communicate with public, groups, and staff;
- Frequent lifting to move equipment and supplies; to carry up to fifty (50) pounds and to occasionally lift and carry in excess of 50 pounds; and
- Frequent pushing and/or pulling up to fifty (50) pounds and occasionally in excess of fifty (50) pounds.

Employees in this position must submit to a pre-employment physical ability examination, baseline hearing test, and baseline blood lead testing. Employees will have a hearing test and blood lead testing performed once per year during employment.

SUPPLEMENTAL INFORMATION:

CONDITIONS OF EMPLOYMENT:

1. *All new employees will serve a probationary period of twelve (12) months. Such employees are not subject to the collective bargaining agreement and may be laid off or discharged during this period for any reason, or no reason.*
2. *Continued employment is contingent upon all required licenses and certificates being maintained in active status without suspension or revocation.*
3. *Any City employee may be required to stay at or return to work during emergencies to perform duties specific to this classification or to perform other duties as requested in an assigned response position. This may require working a non-traditional work schedule or working outside normal assigned duties during the incident and/or emergency.*
4. *Employees may be required to complete Incident Command System training as a condition of continuing employment.*
5. *New employees are required to submit to a fingerprint based background investigation which cost the new employee $56.25 and a drug screen which costs $36.50. Employment is contingent upon passing the background and the drug screen.*
6. *This position is required to make a report in accordance with Nevada Revised Statute 432B.220, if, in his or her professional or occupational capacity, he or she knows or has reasonable cause to believe that a child has been abused or neglected.*
7. *Carson City participates in E-Verify and will provide the Social Security Administration (SSA) and, if necessary, the Department of Homeland Security (DHS), with information from each applicant's Form I-9 to confirm work authorization. All candidates who are offered employment with Carson City must complete Section 1 of the Form I-9 along with the required proof of their right to work in the United States and proof of their identity prior to starting employment. Please be prepared to provide required documentation as soon as possible after the job offer is made. For additional information regarding acceptable documents for this purpose, please contact Human Resources at 775.887.2103 or go to the U.S. Citizenship and Immigration Services web page at www.ucis.gov.*

8. *Carson City is an Equal Opportunity Employer.*

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAM E: Parks, Recreation & Open Space	**DEPARTMENT # (ORG):** 2545047

DESCRIPTION OF REQUESTED ITEM: Approval to hire 1 FTE Parks Maintenance Worker 1 (CCEA A202) or 2 (CCEA A302) for the Open Space Program.

JUSTIFICATION OF REQUEST: This is a request to approve 1 FTE Maintenance Worker position for the Open Space program. The City is responsible for maintaining over 7,000 acres of open space. Currently, the Open Space program consists of only five full-time, and budget for two part-time staff to assist in management of these acres; one of these positions is a full-time Maintenance Worker. Hiring for the part-time positions has been challenging, so those positions have remained vacant for over a year. In order to effectively manage the natural resources and recreational demands associated with these lands, the Open Space program needs more full-time maintenance staff. Additionally, in recent years the Open Space program has made significant financial and staff time investments in improving open space facilities and areas, including new trail systems and improvements to the Prison Hill OHV Area. Silver Saddle Ranch also requires substantial staff time to maintain the historic structures and manage aging infrastructure such as fences, buildings and gates that have had deferred maintenance since acquiring the property from the BLM in 2015. Adding additional staff to maintain these areas is crucial in ensuring these investments are maintained for the benefit of the public. Furthermore, in addition to assisting with the maintenance and management of open space acres, this position would also provide assistance throughout the Department, including snow removal activities.

(1)PERSONNEL SERVICES:		**(2)SERVICES AND SUPPLIES**:**	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	$57,343.9308	Based on a Grade A302 for a PMW2 with the 2% COLA effective 7-1-22	
Other Pay*	$1,110	$80/month phone allowance; $150/year CCEA uniform allowance	
Worker's Compensation	$818.40		
Group Insurance	$12,222.00	$608.04/month x 12 months	
Medicare	$831.49	1.45% of base salary/year	
Pers	$10,035.19	29.75% of annual base salary	
Total Personnel Costs (1)	$82,361.01	**Total Services and Supplies (2)**	
		GRAND TOTAL:	$82,361.01

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.

** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

Parks Maintenance Worker 1

Class Code: 864

Bargaining Unit: CARSON CITY EMPLOYEES ASSOCIATION

CONSOLIDATED MUNICIPALITY OF CARSON CITY
Established Date: Jan 1, 2022
Revision Date: Jan 5, 2022

SALARY RANGE

$16.63 - $24.94 Hourly
$34,583.95 - $51,876.86 Annually

DESCRIPTION:

Under general supervision, performs semi-skilled and skilled work in the care, maintenance, repair and restoration of city parklands. This includes: playing fields, cemeteries, native and landscaped areas, trails, and recreation amenities. The Parks Maintenance Worker I is an entry level and trainee class within the Parks Maintenance Worker series. This class is distinguished from Parks Maintenance Worker II in that the incumbents receive continual training and education opportunities, while gaining on-the-job experience. Additionally, this position will use and operate a variety of manual and power tools and equipment, respond to requests and inquiries from the public, provide visitor information as necessary and perform related work as required.

EXAMPLE OF DUTIES:

This class specification lists the major duties and requirements of the job and is not all-inclusive. Incumbent(s) may be expected to perform job-related duties other than those contained in this document and may be required to have specific job-related knowledge and skills.

- Performs a variety of semi-skilled and skilled work in the care, maintenance, repair, and restoration of City parklands to ensure safe and efficient access for the public and staff.
- Performs a variety of landscape maintenance tasks including, but not limited to: mowing, trimming, edging, fertilizing, seeding/re-seeding; and aerating turf areas and sports fields; maintains native and landscaped areas; weeds, prunes, mulches; prepares soil for planting; plants trees, and shrubs; installs, repairs, adjusts and maintains irrigation systems.
- Grooms and prepares sports fields for practices, games, tournaments, and public use.
- Cleans and maintains park and recreation facilities; restrooms and picnic shelters; check and replenish tissue, towels, and soap; gather and remove garbage and litter from grounds and facilities.
- Under general supervision, mixes and applies herbicides, fungicides, and pesticides.

- Maintains and performs repair work on a variety of park equipment; may paint facilities, assists with plumbing and carpentry work; maintain or conduct basic repairs on hardscapes (paved trails), builds basic concrete forms and assists with finishing work.
- Operates and maintains a variety of hand and power landscaping tools and equipment, including mowers, tractors, spreaders, edgers, blowers, hedge trimmers, weed eaters, chainsaws, rakes, shovels, brooms, and other tools; operates trucks, small utility vehicles, trailers, and tractors with attachments.
- Performs snow removal activities as required.
- Observes safe work methods and uses appropriate personal protective equipment; secures worksites from safety hazards as necessary; ensures safe storage and disposal of hazardous materials; reports and documents safety concerns and attends safety meetings.
- Responds to questions and complaints from the public; carries out assignments in a non-disruptive manner in areas receiving heavy public use.
- Maintains basic records of work performed and completes work orders as assigned.
- Contributes to the efficiency and effectiveness of the unit's service to its customers by offering suggestions and directing or participating as a member of work team.
- Instructs, trains, and directs the work of seasonal employees, volunteers, inmates, or less experienced staff.
- Demonstrates courteous and cooperative behavior when interacting with the public and City staff; acts in a manner that promotes a harmonious and effective workplace environment.

QUALIFICATIONS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

Education and Experience:
Equivalent to a High School education or GED; AND one (1) year of horticultural or landscape experience; OR an equivalent combination of education, training and experience as determined by Human Resources.

REQUIRED CERTIFICATES, LICENSES, AND REGISTRATIONS:

- Valid driver's license.
- Must obtain an OSHA 10 General Construction certificate within 3 months of employment.

Required Knowledge and Skills
Knowledge of:

- Maintenance principles, practices, tools, and equipment for maintaining and repairing open spaces, parks, and related facilities.
- Use and minor maintenance of commonly used hand and power landscaping tools and equipment.
- Safe work methods and safety regulations pertaining to the work.
- Basic record keeping practices.
- Techniques for maintaining landscaped areas.
- Principles and standard practices of trades as they apply to parks construction and maintenance such as basic painting, plumbing, concrete and carpentry methods, tools, and techniques.
- Methods and techniques of planting, transplanting, cultivating, pruning, and maintaining a variety of lawns, ground cover, plants, shrubs, hedges, and trees.
- Soil preparation and enrichment.
- Basic installation, maintenance, and repair of irrigation systems.
- Communicating effectively in oral and written forms.

- Techniques for dealing with a variety of individuals from various socio-economic, ethnic, and cultural backgrounds, in person and over the telephone.
- Office practices, methods, computer equipment, and basic computer applications.

Skill in:

- Safely using and maintaining hand and power tools related to the work.
- Making accurate arithmetic calculations.
- Maintaining a variety of landscaped areas.
- Recognizing common plant and insect pests.
- Reading and interpreting standard plans, maps, and instructions.
- Understanding and following oral and written directions.
- Preparing basic records and reports of work performed.
- Working without close supervision in standard work situations.
- Contributing effectively to the accomplishment of team or work unit goals, objectives, and activities.

SUPERVISION RECEIVED AND EXERCISED:

Under General Supervision - Incumbents at this level are given assignments and objectives that are governed by specifically outlined work methods and a sequence of steps, which are explained in general terms. The responsibility for achieving the work objectives, however, rests with a superior. Incumbents are not required to apply theory or to use their own judgment. Immediate supervision is not consistent, but checks are integrated into work processes and/or reviews are frequent enough to ensure compliance with instructions.

PHYSICAL DEMANDS & WORKING ENVIRONMENT:

The physical demands described herein are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Strength and mobility to work in a typical park maintenance setting, including ability to safely operate hand and power tools; stamina to perform sustained physical labor, including standing, walking, climbing and working in confined or awkward spaces for extended periods of time; strength to lift and maneuver materials and equipment weighing up to 50 pounds, and in excess of 50 pounds with proper equipment or assistance; vision to read printed materials; and hearing and speech to communicate in person or over a radio or telephone.

Work outdoors, sometimes in adverse weather conditions and extreme temperatures. Work with exposure to potentially hazardous herbicides and pesticides. Work with exposure to animals, insects and/or noxious plants.

SUPPLEMENTAL INFORMATION:

CONDITIONS OF EMPLOYMENT:

1. *All new employees will serve a probationary period of twelve (12) months. Such employees are not subject to the collective bargaining agreement and may be laid off or discharged during this period for any reason, or no reason.*

2. *Continued employment is contingent upon all required licenses and certificates being maintained in active status without suspension or revocation.*

3. *Any City employee may be required to stay at or return to work during emergencies to perform duties specific to this classification or to perform other duties as requested in*

an assigned response position. This may require working a non-traditional work schedule or working outside normal assigned duties during the incident and/or emergency.

4. *Employees may be required to complete Incident Command System training as a condition of continuing employment.*

5. *New employees are required to submit to a fingerprint-based background investigation which cost the new employee $56.25 and a drug screen which costs $36.50. Employment is contingent upon passing the background and the drug screen.*

6. *Carson City participates in E-Verify and will provide the Social Security Administration (SSA) and, if necessary, the Department of Homeland Security (DHS), with information from each applicant's Form I-9 to confirm work authorization. All candidates who are offered employment with Carson City must complete Section 1 of the Form I-9 along with the required proof of their right to work in the United States and proof of their identity prior to starting employment. Please be prepared to provide required documentation as soon as possible after the job offer is made. For additional information regarding acceptable documents for this purpose, please contact Human Resources at 775.887.2103 or go to the U.S. Citizenship and Immigration Services web page at www.ucis.gov.*

7. *All positions of the Parks and Cemetery Divisions of the Parks and Recreation Department will be subjected to working with prison inmate and jail trustee workers in the course of their duties. All employees must be willing to do so and comply with all departmental policies and procedures related to these work programs as a condition of employment.*

8. *Carson City is an Equal Opportunity Employer.*

Parks Maintenance Worker 2

Class Code: 392

Bargaining Unit: CARSON CITY EMPLOYEES ASSOCIATION

CONSOLIDATED MUNICIPALITY OF CARSON CITY
Established Date: Jan 1, 2022
Revision Date: Jan 5, 2022

SALARY RANGE

$18.38 - $27.57 Hourly
$38,228.53 - $57,343.94 Annually

DESCRIPTION:

Under general supervision, performs semi-skilled and skilled work in the care, maintenance, repair and restoration of city parklands. This includes: playing fields, cemeteries, native and landscaped areas, trails, and recreation amenities. The Park Maintenance Worker II is the skilled and experienced level within the Parks Maintenance Worker series and is expected to perform assigned duties with minimal supervision. Additionally, this position will use and operate a variety of manual and power tools and equipment, respond to requests and inquiries from the public, provide visitor information as necessary and perform related work as required.

EXAMPLE OF DUTIES:

This class specification lists the major duties and requirements of the job and is not all-inclusive. Incumbent(s) may be expected to perform job-related duties other than those contained in this document and may be required to have specific job-related knowledge and skills.

- Performs a variety of semi-skilled and skilled work in the care, maintenance, repair, and restoration of City parklands to ensure safe and efficient access for the public and staff.
- Performs a variety of landscape maintenance tasks including, but not limited to: mowing, trimming, edging, fertilizing, seeding/re-seeding; and aerating turf areas and sports fields; maintains native and landscaped areas; weeds, prunes, mulches; prepares soil for planting; plants trees, and shrubs; performs trail maintenance and construction duties, including trail repairs, clearing downed trees, erosion control; maintains and constructs drainage systems, trail bridges, culverts, fences and gates.
- Installs, repairs, adjusts, and maintains irrigation systems.
- Grooms and prepares sports fields for practices, games, tournaments, and public use.
- Cleans and maintains park and recreation facilities; restrooms and picnic shelters; check and replenish tissue, towels, and soap; gather and remove garbage and litter from grounds and facilities.

- Operates a full range of light and heavy maintenance and grounds equipment including tractors, backhoes, skid steers, bobcats, dump trucks, boom trucks, forklifts, riding lawn mowers and snow removal equipment.
- Under general supervision, mixes and applies herbicides, fungicides, and pesticides.
- Maintains and performs repair work on a variety of park equipment; may paint facilities, assists with plumbing and carpentry work; maintain or conduct basic repairs on hardscapes (paved trails), builds basic concrete forms and assists with finishing work.
- Operates and maintains a variety of hand and power landscaping tools and equipment, including mowers, tractors, spreaders, edgers, blowers, hedge trimmers, weed eaters, chainsaws, rakes, shovels, brooms, and other tools; operates trucks, small utility vehicles, trailers, and tractors with attachments.
- Performs snow removal activities as required.
- Observes safe work methods and uses appropriate personal protective equipment; secures worksites from safety hazards as necessary; ensures safe storage and disposal of hazardous materials; reports and documents safety concerns and attends safety meetings.
- Responds to questions and complaints from the public; carries out assignments in a non-disruptive manner in areas receiving heavy public use.
- Maintains basic records of work performed and completes work orders as assigned.
- Contributes to the efficiency and effectiveness of the unit's service to its customers by offering suggestions and directing or participating as a member of work team.
- Instructs, trains, and directs the work of Park Maintenance Worker I, seasonal employees, volunteers, inmates, or less experienced staff.
- Demonstrates courteous and cooperative behavior when interacting with the public and City staff; acts in a manner that promotes a harmonious and effective workplace environment.

QUALIFICATIONS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

Education and Experience:
Equivalent to a High School education or GED; AND three (3) years of park maintenance, horticultural or landscape experience; OR an equivalent combination of education, training and experience as determined by Human Resources.

REQUIRED CERTIFICATES, LICENSES, AND REGISTRATIONS:

- Valid driver's license.
- A valid Class A commercial driver's license (CDL) must be obtained within the first year of employment and maintained through the course of employment for this position.
- Must possess and maintain an OSHA 10 General Construction certificate
- Must possess and maintain a Pesticide Applicator license
- May be required to possess and/or maintain additional certification(s) applicable to the position and approved by the Department and Human Resources, such as: ISA Certified Arborist; Certified Sports Turf Manger, Certified Playground Safety Inspector; Backflow Certification; Landscape, irrigation, or turf certification, or other applicable certifications; at time of hire or promotion.

Required Knowledge and Skills
Knowledge of:

- Maintenance principles, practices, tools, and equipment for maintaining and repairing open spaces, parks, and related facilities.
- Use and minor maintenance of commonly used hand and power landscaping tools and equipment.

- Safe work methods and safety regulations pertaining to the work.
- Basic record keeping practices.
- Techniques for maintaining landscaped areas.
- Principles and standard practices of trades as they apply to parks construction and maintenance such as basic painting, plumbing, concrete and carpentry methods, tools, and techniques.
- Methods and techniques of planting, transplanting, cultivating, pruning, and maintaining a variety of lawns, ground cover, plants, shrubs, hedges, and trees.
- Soil preparation and enrichment.
- Basic installation, maintenance, and repair of irrigation systems.
- Communicating effectively in oral and written forms.
- Techniques for dealing with a variety of individuals from various socio-economic, ethnic, and cultural backgrounds, in person and over the telephone.
- Office practices, methods, computer equipment, and basic computer applications.
- Basic principles and practices of resource management, including weed management and habitat restoration

Skill in:

- Performing a variety of construction, modification, maintenance and repair work with accuracy, speed, and minimal supervision.
- Safely using and maintaining hand and power tools related to the work.
- Making accurate arithmetic calculations.
- Maintaining a variety of landscaped areas.
- Recognizing common plant and insect pests.
- Reading and interpreting standard plans, maps, and instructions.
- Understanding and following oral and written directions.
- Preparing basic records and reports of work performed.
- Working without close supervision in standard work situations.
- Contributing effectively to the accomplishment of team or work unit goals, objectives, and activities.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

SUPERVISION RECEIVED AND EXERCISED:

Under General Supervision - Incumbents at this level are given assignments and objectives that are governed by specifically outlined work methods and a sequence of steps, which are explained in general terms. The responsibility for achieving the work objectives, however, rests with a superior. Incumbents are not required to apply theory or to use their own judgment. Immediate supervision is not consistent, but checks are integrated into work processes and/or reviews are frequent enough to ensure compliance with instructions.

PHYSICAL DEMANDS & WORKING ENVIRONMENT:

The physical demands described herein are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Strength and mobility to work in a typical park maintenance setting, including ability to safely operate hand and power tools; stamina to perform sustained physical labor, including standing, walking, climbing and working in confined or awkward spaces for extended periods of time; strength to lift and maneuver materials and equipment weighing up to 50 pounds, and in excess of 50 pounds with proper equipment or assistance; vision to read printed materials; and hearing and speech to communicate in person or over a radio or telephone.

Work outdoors, sometimes in adverse weather conditions and extreme temperatures. Work with exposure to potentially hazardous herbicides and pesticides. Work with exposure to animals, insects and/or noxious plants.

SUPPLEMENTAL INFORMATION:

CONDITIONS OF EMPLOYMENT:

1. *All new employees will serve a probationary period of twelve (12) months. Such employees are not subject to the collective bargaining agreement and may be laid off or discharged during this period for any reason, or no reason.*
2. *Continued employment is contingent upon all required licenses and certificates being maintained in active status without suspension or revocation.*
3. *Any City employee may be required to stay at or return to work during emergencies to perform duties specific to this classification or to perform other duties as requested in an assigned response position. This may require working a non-traditional work schedule or working outside normal assigned duties during the incident and/or emergency.*
4. *Employees may be required to complete Incident Command System training as a condition of continuing employment.*
5. *New employees are required to submit to a fingerprint-based background investigation which cost the new employee $56.25 and a drug/alcohol screen which costs $84.00. Employment is contingent upon passing the background and the drug/alcohol screen.*
6. *Carson City participates in E-Verify and will provide the Social Security Administration (SSA) and, if necessary, the Department of Homeland Security (DHS), with information from each applicant's Form I-9 to confirm work authorization. All candidates who are offered employment with Carson City must complete Section 1 of the Form I-9 along with the required proof of their right to work in the United States and proof of their identity prior to starting employment. Please be prepared to provide required documentation as soon as possible after the job offer is made. For additional information regarding acceptable documents for this purpose, please contact Human Resources at 775.887.2103 or go to the U.S. Citizenship and Immigration Services web page at www.ucis.gov.*
7. *All positions of the Parks and Cemetery Divisions of the Parks and Recreation Department will be subjected to working with prison inmate and jail trustee workers in the course of their duties. All employees must be willing to do so and comply with all departmental policies and procedures related to these work programs as a condition of employment.*
8. *This position is covered under the authority of the Federal Motor Carrier Safety Administration (FMCSA) and/or the Federal Transit Administration (FTA).*

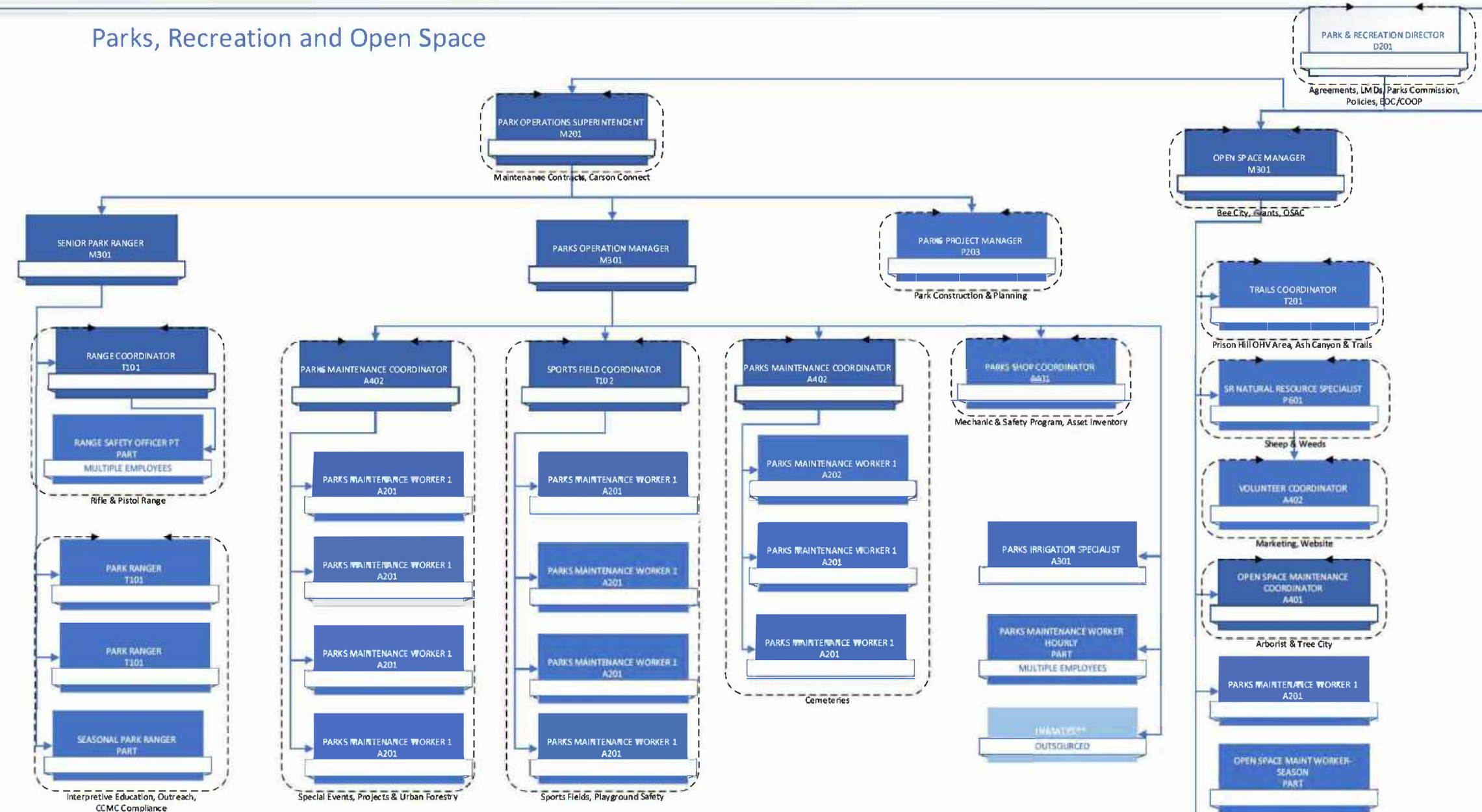
All employees covered by this job description are subject to drug and alcohol testing in accordance with the requirements of the FMCSA, as set forth in 49 CFR part 382 as amended; or the FTA, as set forth in 49 CFR part 655 as amended; and the Carson City Anti-Alcohol Misuse Prevention Program; which are hereby referenced and made part of this job description, that mandate urine testing and breath alcohol testing for safety-sensitive positions, as well as those positions that require a commercial driver's license (CDL); requires termination of employment when there is a positive test result.

The US Department of Transportation (DOT) also imposes 49 CFR part 40 as amended, which is hereby referenced and made part of this job description, that establishes standards for collection and testing of urine and breath specimens.

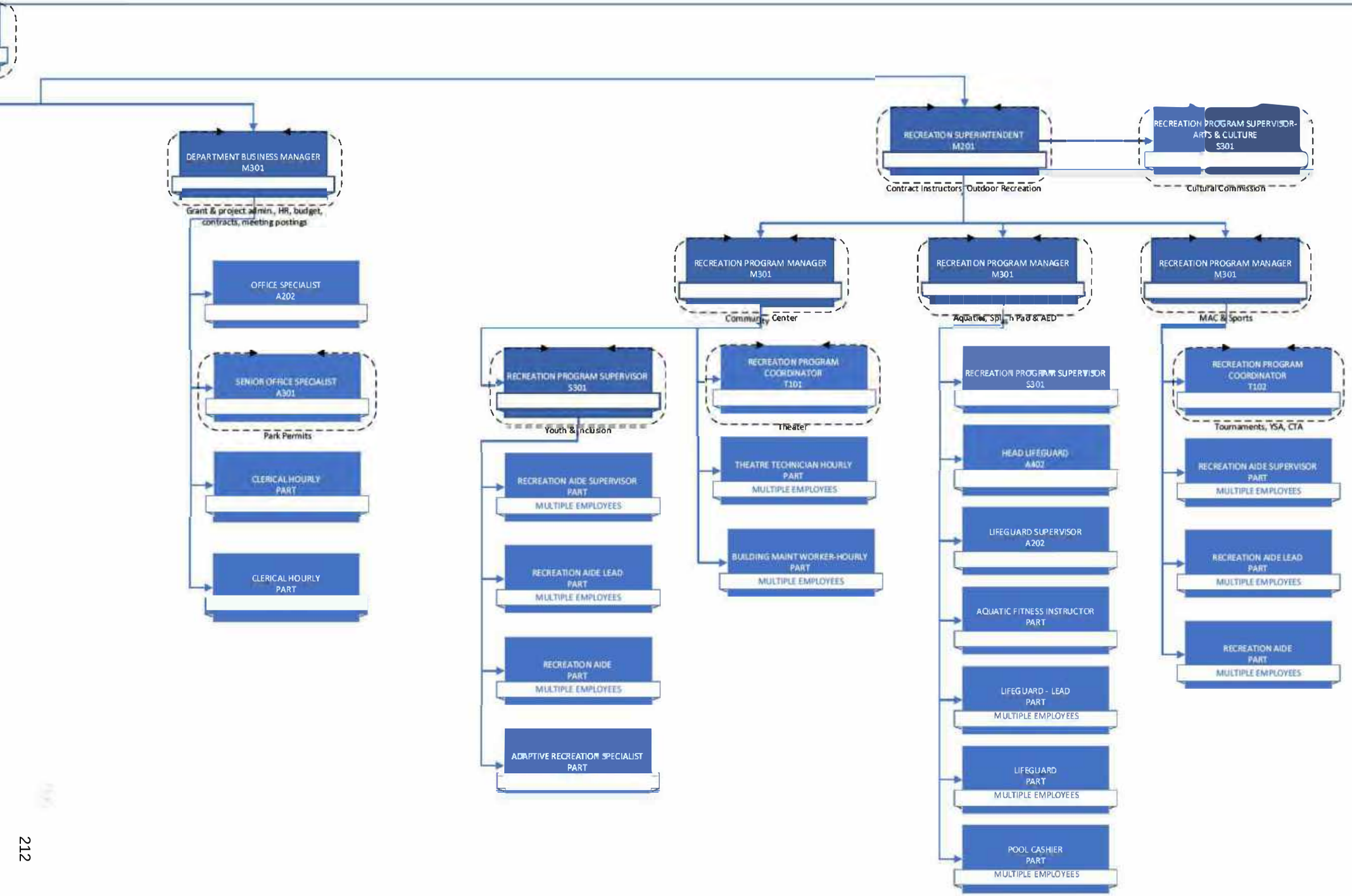
1. *Copies of parts 382, 655 and 40 are available in the Alcohol Program Manager's office and on the internet at the Office of Drug and Alcohol Policy and Compliance website www.dot.gov/ot/dapc/index.html*

2. *Carson City is an Equal Opportunity Employer.*

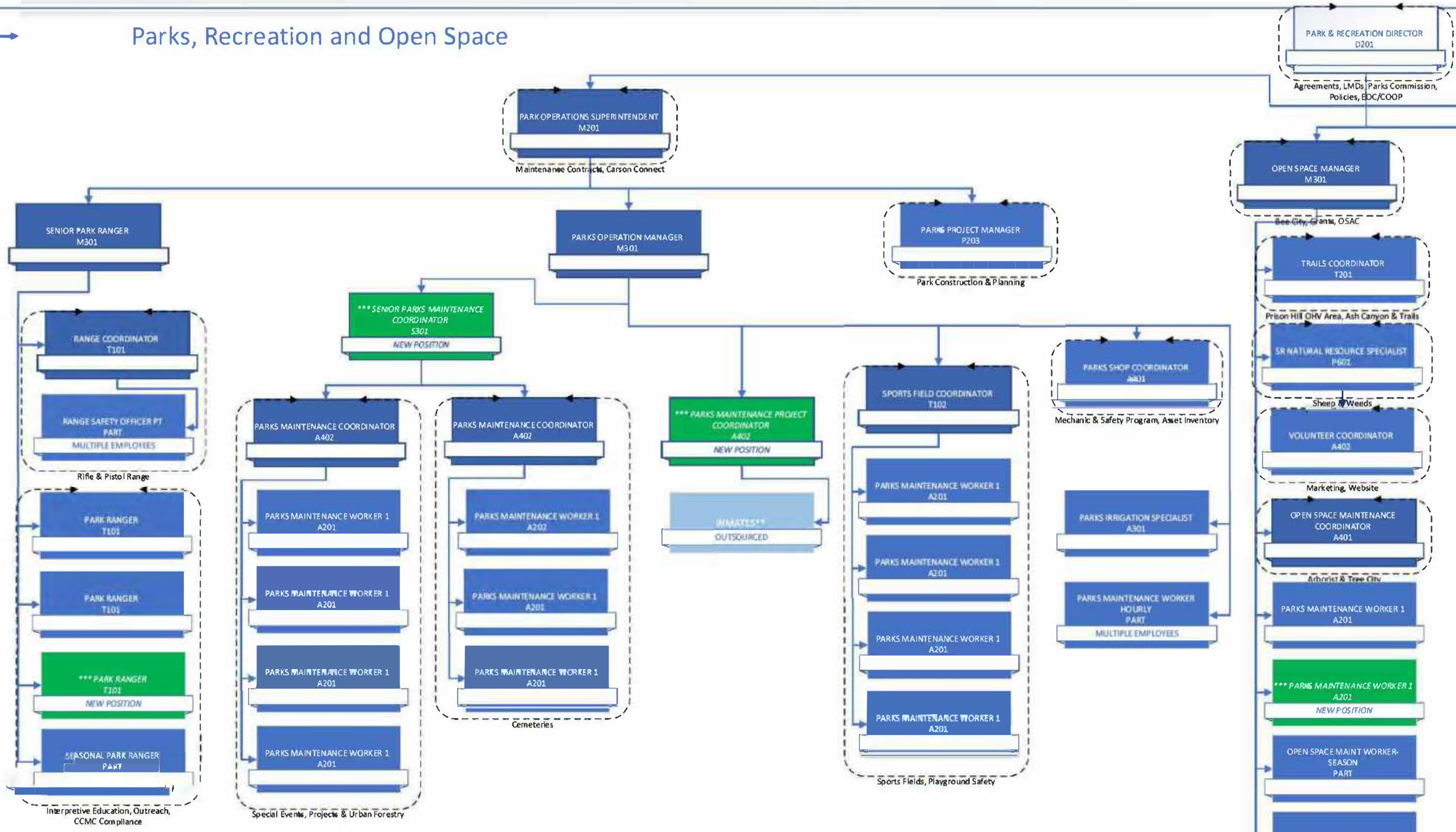
Parks, Recreation and Open Space



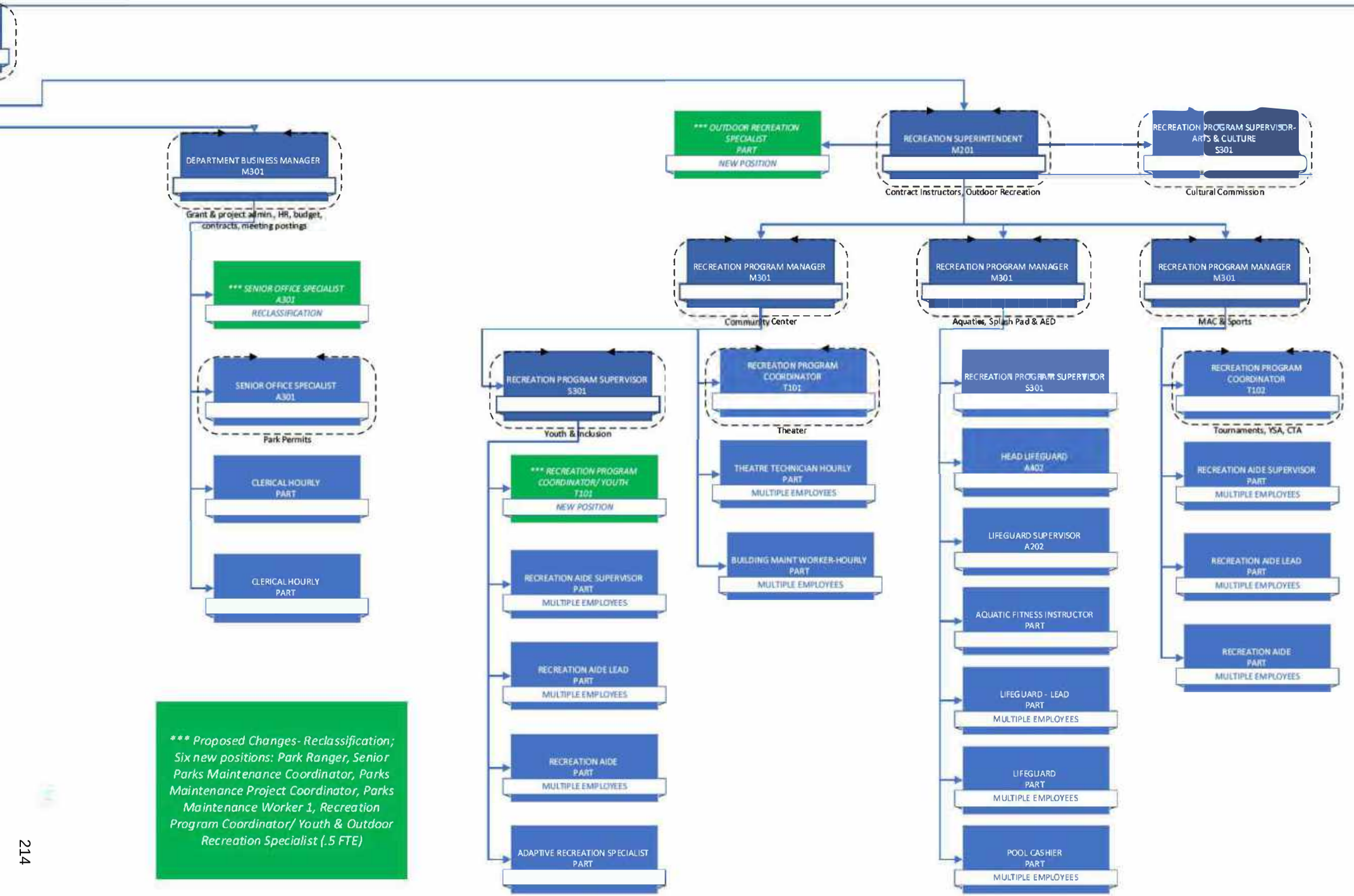
**Please note, the inmates are outsourced and are not Carson City employees.


DEPARTMENT BUSINESS MANAGER
M301
Grant & project admin., HR, budget, contracts, meeting postings
OFFICE SPECIALIST
A202
SENIOR OFFICE SPECIALIST
A301
Park Permits
CLERICAL HOURLY
PART
CLERICAL HOURLY
PART
RECREATION SUPERINTENDENT
M201
Contract Instructors, Outdoor Recreation
RECREATION PROGRAM SUPERVISOR-
ARTS & CULTURE
S301
Cultural Commission
RECREATION PROGRAM MANAGER
M301
Community Center
RECREATION PROGRAM MANAGER
M301
Aquatics, Splash Pad & AED
RECREATION PROGRAM MANAGER
M301
MAC & Sports
RECREATION PROGRAM SUPERVISOR
S301
Youth & Inclusion
RECREATION AIDE SUPERVISOR
PART
MULTIPLE EMPLOYEES
RECREATION AIDE LEAD
PART
MULTIPLE EMPLOYEES
RECREATION AIDE
PART
MULTIPLE EMPLOYEES
ADAPTIVE RECREATION SPECIALIST
PART
RECREATION PROGRAM
COORDINATOR
T101
Theater
THEATRE TECHNICIAN HOURLY
PART
MULTIPLE EMPLOYEES
BUILDING MAINT WORKER-HOURLY
PART
MULTIPLE EMPLOYEES
RECREATION PROGRAM SUPERVISOR
S301
HEAD LIFEGUARD
A402
LIFEGUARD SUPERVISOR
A202
AQUATIC FITNESS INSTRUCTOR
PART
LIFEGUARD - LEAD
PART
MULTIPLE EMPLOYEES
LIFEGUARD
PART
MULTIPLE EMPLOYEES
POOL CASHIER
PART
MULTIPLE EMPLOYEES
RECREATION PROGRAM
COORDINATOR
T102
Tournaments, YSA, CTA
RECREATION AIDE SUPERVISOR
PART
MULTIPLE EMPLOYEES
RECREATION AIDE LEAD
PART
MULTIPLE EMPLOYEES
RECREATION AIDE
PART
MULTIPLE EMPLOYEES

Parks, Recreation and Open Space



**Please note, the inmates are outsourced and are not Carson City employees.



*** Proposed Changes- Reclassification; Six new positions: Park Ranger, Senior Parks Maintenance Coordinator, Parks Maintenance Project Coordinator, Parks Maintenance Worker 1, Recreation Program Coordinator/ Youth & Outdoor Recreation Specialist (.5 FTE)

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAM E:	**DEPARTMENT # (ORG):**
Health & Human Services	1016800

DESCRIPTION OF REQUESTED ITEM: Increase the Travel and Training line items to the budget.

JUSTIFICATION OF REQUEST: 1016800 Travel and Training has not increased in my tenure. There have been more employees hired within this group making it necessary to increase these categories. The positions covered within this group are as follows: Director, Deputy Director, County Health Officer, Grant/Fiscal Analyst x 2, Accounting Technicians x 2, and an Administrative Assistant.

(1)PERSONNEL SERVICES:		**(2)SERVICES AND SUPPLIES**:**	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	$.00	1016800-500330 / Training	$3,000
Medicare	$.00	1016800-500580/ Travel	$6,000
PERS	$.00		
Group Insurance	$.00		
H.SA	$.00		
Workers Comp	$.00		
Other Pay*	$.00		
Total Personnel Costs (1)	$.00	**Total Services and Supplies (2)**	
		GRAND TOTAL:	$9,000.00

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.

** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAM E: Health | **DEPARTMENT # (ORG):** 1016800

DESCRIPTION OF REQUESTED ITEM:

VMSG Dashboard, a Public Health Performance Management System annual license

JUSTIFICATION OF REQUEST: This performance management system will be used to manage our Community Health Improvement Plan (CHIP), Strategic Plan and all other plan's goals and objectives. The management system is a comprehensive, operational, and execution system. It allows for internal and external stakeholders receive communications about assignments and upcoming deadlines. It is a way to collect real-time information and display this information on our website. In addition, this system will assist with all accreditation measures and standards while allowing for automated communication to staff and outside stakeholders. For the most recent re-accreditation, we utilized an Excel spreadsheet and a lot of manpower to remind individuals of their deadlines.

(1)PERSONNEL SERVICES:		**(2)SERVICES AND SUPPLIES**:**	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	$.00	1016800-500433 Software Maintenance	$4,500
Other Pay*	.00	For FY24, PHEP grant will pay for 50%	($2,250)
Worker's Compensation	.00		
Group Insurance	.00		
Medicare	.00		
Pers	.00		
Total Personnel Costs (1)	$.00	**Total Services and Supplies (2)**	
		GRAND TOTAL:	$2,250.00

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.

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SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAM E: Health & Human Serv | **DEPARTMENT # (ORG):** 1016800

DESCRIPTION OF REQUESTED ITEM: HIPAA Compliance Officer – 5% of position qualified to be the HIPAA Compliance Officer. The request is to have the position moved from 1016853 to 1016800. The HIPAA Compliance Officer was a duty under the previous Public Health Investigator who retired.

JUSTIFICATION OF REQUEST: Health had an employee who retired in November 2022 who was charged 95% to various grants and 5% to General Fund, Environmental Health for Carson City. This 5% was for work as the HIPPA Compliance Officer. The Employee retired and was replaced with a 100% grant funded employee. The Health Department is still in need of a HIPPA Compliance Officer and has identified a currently 100% Grant Funded Employee with those skills. As the HIPPA Compliance Officer trains the entire Health Department, the Health Department is asking to move 5% back to the General Fund, Health Administration Department, instead of Environmental Health. FTE count as compared to Fiscal Year 2023 Budget will appear as a transfer from Environmental Health (1016853) to the Health Administration Fund (1016800).

(1) PERSONNEL SERVICES:		**(2) SERVICES AND SUPPLIES**:**	
	Overall Amount	**Acct# / Description**	**Increase Amount**
Salary	$4,072.00	1016800-500101	
Medicare	$68.00	1016800-500225	
PERS	$1,359.00	1016800-500230	
Group Insurance	$570.00	1016800-500240	
H.SA	$171.00	1016800-500241	
Workers Comp	$41.00	1016800-500250	
Other Pay*	48.00	1016800-500271	
Total Personnel Costs (1)	$6,329.00	**Total Services and Supplies (2)**	
		GRAND TOTAL:	$6,329.00

(1) PERSONNEL SERVICES: From 1016853		PERSONNEL SERVICES: To 1016800	
BUDGET TRANSFER	**Decrease Amount**	**Acct# / Description**	**Increase Amount**
Salary	($3,061.00)	500101	$3,061.00
Medicare	($53.00)	500225	$53.00
PERS	($1,026.00)	500230	$1,026.00
Group Insurance	($611.00)	500240	$570.00
H.SA	$0.00	500241	$41.00
Workers Comp	($41.00)	500250	$41.00
Other Pay*	($15.00)	500271	$15.00
Total Personnel Costs (1)	($4,807.00)	**Total Personnel Costs**	$4,807.00

(1) PERSONNEL SERVICES: 1016800			
Additional needed in 1016800	**Increase Amount**	**Acct# / Description**	**Increase Amount**
Salary	$1,011.00	1016800-500101	
Medicare	$15.00	1016800-500225	
PERS	$333.00	1016800-500230	
Group Insurance	$0	1016800-500240	
H.SA	$130.00	1016800-500241	
Workers Comp	$0.00	1016800-500250	
Other Pay*	$33.00	1016800-500271	
Total Personnel Costs (1)	$1,522.00	**Total Services and Supplies (2)**	
		GRAND TOTAL:	$1,522.00

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.
** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAM E:	**DEPARTMENT # (ORG):**
Health & Human Services	1016800 (1016853)

DESCRIPTION OF REQUESTED ITEM:
Overtime for Carson City Environmental Health (EH) Specialist (Inspectors)

JUSTIFICATION OF REQUEST: The inspectors commonly have overtime due to inspecting temporary events after work hours and on the weekends. Within the budget, OT has not been delineated.

(1)PERSONNEL SERVICES:		**(2)SERVICES AND SUPPLIES**:**	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Overtime 1016853-500111	$10,000.00		
Medicare 1016853-500225	$145.00		
PERS	$.00		
Group Insurance	$.00		
H.SA	$.00		
Workers Comp	$.00		
Other Pay*	$.00		
Total Personnel Costs (1)	$10,145.00	**Total Services and Supplies (2)**	
		GRAND TOTAL:	$10,145.00

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.

** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAM E:	**DEPARTMENT # (ORG):**
Health & Human Services	1016800 (1016854)

DESCRIPTION OF REQUESTED ITEM:
Overtime for Douglas County Environmental Health Specialist (Inspectors)

JUSTIFICATION OF REQUEST: The inspectors commonly have overtime due to inspecting temporary events after work hours and on the weekends. Within the budget, OT has not been delineated.

This OT expense will be charged to Douglas County so there is no affect to Carson City's General Fund.

(1)PERSONNEL SERVICES:		**(2)SERVICES AND SUPPLIES**:**	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Overtime 1016854-500111	$10,000.00	To be charged to Douglas County	
Medicare 1016854-500225	$145.00		
PERS	$.00		
Group Insurance	$.00		
H.SA	$.00		
Workers Comp	$.00		
Other Pay*	$.00		
Total Personnel Costs (1)	$10,145.00	**Total Services and Supplies (2)**	
		GRAND TOTAL:	$10,145.00

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.
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SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAM E: Public Works-Engineering | **DEPARTMENT # (ORG):** 1013012

DESCRIPTION OF REQUESTED ITEM: 1 FTE – Unclassified P301 – Project Manager

JUSTIFICATION OF REQUEST:

Public Works is requesting a new project manager to reduce the burden across all project management staff and to relieve some of the built-up pressure shared amongst the group. Project needs have grown in the past 5 years with the large influx of ARPA money, the completion of the Facilities Condition Assessment and associated funding, the heavy load of Development Engineering project review needed, and exciting success we have seen in grant awards. While these are very positive results of proper planning and execution, this has resulted in project managers working longer hours with increased project duties.

All our project managers (PMs) have additional duties to manage outside of their Capital Project duties, as well. Our PMs that are focused on water and wastewater have become well versed in operating the City's water and wastewater modeling software and are often called upon to provide modeling updates and verify project demands can be met. Our PMs focused on stormwater have additional programmatic duties such as flood plain management, FIRM and CRS annual requirements, watershed planning and assessments, and MS4 permit compliance. PMs also help with annual condition assessment contracts, help operations manage the long line and short line contracts, and assist Landfill operations with the updated design of the landfill. Additional review time is often needed to support Development Engineering when additional expertise is warranted; this also puts a demand on the PM's limited availability. Finally, they are also called upon during construction of a project to respond to questions, make design revision decisions and to report back to senior management when problems arise.

Having less projects per manager will also allow PMs to spend slightly more time on construction projects which in-turn will help to relieve the over utilized Construction Management group as well. Having project managers present in all stages of project execution leads to positive results; the City has to own and operate infrastructure that gets built, so quality control is critical.

Currently the PMs are managing and supporting $169,000,000 in Capital across 145 plus active projects in FY23.This new position will help manage longevity and burnout of our staff members.

(1)PERSONNEL SERVICES:		**(2)SERVICES AND SUPPLIES**:**		
	Increase Amount	**Acct# / Description**		**Increase Amount**
Salary	$68,508.79			
Other Pay* phone	960.00			
Worker's Compensation	818.40	Bill directly to Projects	75%	($79,840.00)
Group Insurance	12,222.00			
Medicare	993.38			
Pers	22,950.44			
Total Personnel Costs (1)	$106,453.01	**Total Services and Supplies (2)**		
		GRAND TOTAL:		$26,613.01

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.

** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the reque

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAME: Public Works - Engineering | **DEPARTMENT # (ORG):** 1013012

DESCRIPTION OF REQUESTED ITEM: Reclassification of Document Control Specialist to Senior Document Control Specialist(T301/T302).

JUSTIFICATION OF REQUEST:
Construction Management of the City's numerous capital and community development projects is performed by a team of skilled professional engineers, inspectors, and document control specialists who work as a team to manage the workload. This work consists of any tasks necessary to ensure proper construction oversight of public utilities, roads, facilities, and parks throughout Carson City under the general supervision of the Construction Manager.

It is requested that a Document Control Specialist be reclassified as a Senior Document Control Specialist so that general direction, planning, assignment, and oversight of daily document control protocols would be handled by this position, as directed by the Construction Manager. It is intended that this will be a "working" supervisor type position. The duties of the Senior Document Control Specialist would include, but not be limited to, the following:

- Plan, organize, assign, and oversee work of assigned staff, including training.
- Assist in developing and implementing goals, objectives, policies, procedures and standards for document control protocols.
- Perform skilled document control work in their area of expertise, troubleshoot problems, and provide technical support to staff.
- Execute programmatic planning and identify staff needs to perform work.
- Requisition supplies and maintains inventory of regularly used materials.
- Assist in preparation of annual budgetary needs.
- Review, prioritize, and track RFIs, Submittals, Change Orders, and Payments, including maintaining accurate records of work performed in a computerized maintenance management system.
- Ensures assigned staff follows standard department procedures.
- Responds to and resolves construction contractor's inquires and complaints.
- Prepare a variety of written correspondence and reports regarding work performed.

Having a Senior Document Control Specialist performing these duties daily will ensure that document control is performed in a consistent, prioritized, coordinated, and directed manner.

The current job is classified as T202 with a salary range of $44,544 to $66,817. The reclass would be to T302 with a salary range of $48,999 to $73,498. Reclass to a Senior Document Control Specialist position allows for succession planning within the Department. The position differs from the Document Control Specialist in that it requires four years of professional experience in investigations, auditing and/or compliance rather than two years of experience. A similar position in Reno pays $64,017 to $81,679 annually.

This action would not result in the addition of a new FTE.

(1)PERSONNEL SERVICES:		(2)SERVICES AND SUPPLIES**:	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary**	$ 6,876.00		
Other Pay*	.00		
Worker's Compensation	.00		
Group Insurance	.00		
Medicare	100.00		
Pers	2,303.00		
Total Personnel Costs (1)	$9,279.00	**Total Services and Supplies (2)**	
		GRAND TOTAL:	$9,279.00

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.
** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

JOB DESCRIPTION

JOB TITLE:	Senior Document Control Specialist	**FLSA:**	Non-Exempt
DEPARTMENT:	Public Works	**GRADE:**	T302/T301
REPORTS TO:	Construction Manager	**DATE:**	July 1, 2022

SUMMARY OF JOB PURPOSE:

Under general supervision, performs variety of professional, confidential, and administrative duties in the support of administrative systems, policies, procedures, and practice. To perform an extended role in certified payroll review, including review, investigative, auditing, and compliance determinations. Performs construction management administration for capital projects. Using applied knowledge, skills and abilities gained through experience and training, assists with document control planning functions, provides recommendations to senior staff on document control best practices, and maintains project controls, policies, and procedures for a variety of construction and engineering related tasks. The Senior Document Control Specialist may supervise and train personnel in the Public Works Document Control Specialist category.

ESSENTIAL FUNCTIONS:

This class specification lists the major duties and requirements of the job and is not all-inclusive. Incumbent(s) may be expected to perform job-related duties other than those contained in this document and may be required to have specific job-related knowledge and skills.

- Monitor and track all capital project correspondence, generate progress meeting minutes, manage office communications, compile monthly progress reports, distribute and track RFI's and submittals, create financial tracking spreadsheets, manage document control software.
- Audit subcontractors' certified payroll reports on a monthly basis, create and maintain spreadsheets tracking all payroll records and pertinent information, send violation letters to subcontractors for incorrect reporting, prepare determinations for the Office of Labor Commissioner to assess fines, bi-weekly site visits to interview employees.
- Prepare a variety of management financial reports for Public Works Senior Management.
- Assist in the implementation of goals and objectives for special programs and projects; establish schedules for program operations; implement policies and procedures.
- Conduct surveys, studies and special projects; collect information on operational and administrative problems; assist in preparing reports.
- Participate in the preparation of comprehensive budget documents; assist in preparation revision, and administration of the annual operational and capital improvement.
- Assist in budgets; prepare cost estimates for budget recommendations; monitor and control expenditures.

(continued)

- Coordinate assigned activities and programs with outside agencies, departments, and community groups.
- Participate in the planning, installation, and administration of new or revised programs, procedures, methods, and systems.
- Prepare reports, memoranda, letters and other correspondence in support of higher level management staff; design forms and report formats.
- Compile, prepare, produce, and publish meeting notices and agendas in accordance with applicable laws and regulations.
- Supervise and train persons in the Document Control Specialist category.
- Perform related duties as assigned.

QUALIFICATIONS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

Education and Experience:

Bachelor's degree from an accredited college or university in business or public administration, business management, accounting, or related field, and four (4) years of professional experience in an investigative, auditing, or professional program-related position which requires the application of State and Federal laws, policy and procedure in making program compliance determinations; preparing detailed reports for the purpose of justifying administrative sanctions or penalties or changes in management practices, policy and procedure; or recommending criminal prosecution; OR an equivalent combination of education and training and experience as determined by Human Resources. Demonstrated ability to successfully perform the duties of a Document Control Specialist. Previous supervisory experience is preferred.

REQUIRED CERTIFICATES, LICENSES, AND REGISTRATIONS:

- This position may require specific certificates, licenses, and/or registrations, which will be identified at time of recruitment. All required licenses and certificates must be maintained in active status without suspension or revocation throughout employment.

Required Knowledge and Skills

Knowledge of:

- General accounting procedures and rules.
- Business practices and procedures.
- Investigative principles and practices.
- Office procedures, methods, and equipment.
- Knowledge of NRS 338 and NAC 338 and how it applies to the construction industry.
- Knowledge of construction management administration as it relates to Public Works Capital Projects.

Ability to:

- Analyze statutes, rules, and regulations and apply to investigative or audit finding.
- Make oral group presentations to provide information and explain procedures, policies, and laws pertaining to the program area.
- Read and interpret contracts and legal documents in relation to the program area.
- Organize and assist senior management plan and administer programmatic changes or improvements, based on industry standard practices or local/State/Federal requirements.
- Review and analyze information received from business, complainant, and government agencies.
- Conduct interviews both in person and by phone to ascertain factual information.
- Mediate and negotiate resolution between contending parties.

SUPERVISION RECEIVED AND EXERCISED:

Under General Supervision - Incumbents at this level are given assignments and objectives that are governed by specifically outlined work methods and a sequence of steps, which are explained in general terms. The responsibility for achieving the work objectives, however, rests with a superior. Immediate supervision is not consistent, but checks are integrated into work processes and/or reviews are frequent enough to ensure compliance with instructions.

PHYSICAL DEMANDS & WORKING ENVIRONMENT:

The physical demands described herein are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Duties require sufficient mobility to work in a typical office setting and use standard office equipment including a computer, vision to read printed materials and a VDT screen, and hearing and speech to communicate in person or over the telephone. Will require field work. Some accommodations may be made for some of these physical demands for otherwise qualified individuals who require and request such accommodation.

CONDITIONS OF EMPLOYMENT:

1. *All new employees will serve a probationary period of twelve (12) months. Such employees are not subject to the collective bargaining agreement and may be laid off or discharged during this period for any reason, or no reason.*

2. *Continued employment is contingent upon all required licenses and certificates being maintained in active status without suspension or revocation.*

3. *Any City employee may be required to stay at or return to work during emergencies to perform duties specific to this classification or to perform other duties as requested in an assigned response position. This may require working a non-traditional work schedule or working outside normal assigned duties during the incident and/or emergency.*

4. *Employees shall be required to complete Incident Command System training as a condition of continuing employment.*

5. *New employees are required to submit to a fingerprint-based background investigation which cost the new employee $56.25 and a drug screen which costs $36.50. Employment is contingent upon passing the background and the drug screen.*

6. *Carson City participates in E-Verify and will provide the Social Security Administration (SSA) and, if necessary, the Department of Homeland Security (DHS), with information from each applicant's Form I-9 to confirm work authorization. All candidates who are offered employment with Carson City must complete Section 1 of the Form I-9 along with the required proof of their right to work in the United States and proof of their identity prior to starting employment. Please be prepared to provide required documentation as soon as possible after the job offer is made. For additional information regarding acceptable documents for this purpose, please contact Human Resources at 775.887.2103 or go to the U.S. Citizenship and Immigration Services web page at www.ucis.gov .*

7. *Carson City is an Equal Opportunity Employer.*

I have read and understand the contents of this Job Description, and I have received a copy of this Job Description for my records.

PRINT NAME: _____

SIGNATURE: _____ **DATE:** _____

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAM E: Public Works - Engineering	**DEPARTMENT # (ORG):** 1013012

DESCRIPTION OF REQUESTED ITEM: 10% Allocation change for Grant Analyst

JUSTIFICATION OF REQUEST:
Public Works currently has a Grant Analyst to support the Transportation Division grant management, execution, reimbursement, and oversight of state and federal grants for the division. The position oversees and processes reimbursements of the multiple federal grants and agreements handled by Public Works. With the increase of federal funding through the American Rescue Plan Act (ARPA) and the congressional earmarks, the need for grant support and management has expanded within Public Works to projects outside of the Transportation Division. Support for grant execution tasks and oversight is needed prior to agreements being finalized. The Grant's Analyst position can, and has been, supporting these tasks on projects not related to the RTC and CAMPO. The allocation change proposed is 10% from the Engineering Fund (1013012) and 90% from the RTC Fund (2503035); currently this position is funded through the RTC Fund but the employee charges out to grants/projects when time is spent on said grants/projects.

(1)PERSONNEL SERVICES:		**(2)SERVICES AND SUPPLIES**:**	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	6,980.00		
Other Pay*	.00		
Worker's Compensation	82.00		
Group Insurance	1,095.00		
Medicare	99.00		
Pers	2,338.00		
Total Personnel Costs (1)	$10,594.00	**Total Services and Supplies (2)**	
		GRAND TOTAL:	$10,594.00

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.
** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAM E: Public Works	**DEPARTMENT # (ORG):** 1013012, 2563038, 5103201, 5203502, 5603035

DESCRIPTION OF REQUESTED ITEM:
Requesting an increase to the Software Maintenance line item in the following Divisions of Public Works: Engineering, Streets, Wastewater, Water and Fleet.

The requested increase is to support the annual cost of the Fleet software, GIS's Small Government Enterprise Agreement (SGE), and the new Department wide training software. Fleet services is looking for approval to purchase Fleet Software that would allow our department to:

- Maintain the City's fleet and track data including true cost of ownership and accurate cost per mile or hours of operation.
- To implement a multistage preventive maintenance program.
- Have a customer portal for work request and up to date status of unit.
- Includes vehicle and equipment warranty tracking from initial claims to reimbursement.
- Vehicle lifecycles to accurately predict replacement.
- Maintain complete history of vehicle or equipment.
- The ability to track, order and track warranty of all parts and tires.
- Accurately track employee's productivity on any given task.

Now that we have completed the upgrade to our GIS architecture, we have the bandwidth and capability to support new apps, solutions, and maintain high availability. Public Works is proposing to upgrade our existing GIS licensing platform from a limited user based to enterprise-based configuration. Our servers have lost service multiple times this year, due the lack of available monitoring, which reduced system reliability to our users and took much longer to correct because the system did not report the failure. The SQL server was exceeding available capacity which resulted in numerous down services; this could be corrected preventatively with a monitoring solution and reduce failed backups during system down time. These types of failures leave our users vulnerable to data loss and system access. Our users also experience limitations due to the limited number of available licenses; having transferable licenses will be invaluable to increasing our capacity to collect assets, check asset condition and utilize apps in the office and in the field, ultimately leading to more department accessibility.

The SGEA comes with multiple levels of improvement such as (1) an Image Server; which will increase performance, capacity and availability, (2) ArcGIS Monitor; this is a server monitoring tool that tracks the health of server performance and available capacity saving time and resources from multiple departments, and (3) Unlimited Parcel Fabric, Field/creator, and Parcel Fabric Licenses; this will empower users and increase mobility allowing iPads and personal devices to connect without limitation.

Public Works is invested in the safety, knowledge, skills, and abilities of its team members. Quality training is an effective method to increase safety, improve performance, lower risk, and ensure compliance. The department is in the early stages of enhancing its training program and intends to implement a comprehensive learning management system and training solution. The licensing models for leading solutions are subscription based.

JUSTIFICATION OF REQUEST:			
(1)PERSONNEL SERVICES:		**(2)SERVICES AND SUPPLIES**:**	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	$.00	1013012-500433- SOFTWARE MAINTENANCE	$5,000.00
Other Pay*	.00	2563038-500433- SOFTWARE MAINTENANCE	$6,800.00
Worker's Compensation	.00	5103201-500433- SOFTWARE MAINTENANCE	$10,000.00
Group Insurance	.00	5203502-500433- SOFTWARE MAINTENANCE	$10,000.00
Medicare	.00	5603035-500433- SOFTWARE MAINTENANCE	$10,000.00
Pers	.00		
Total Personnel Costs (1)	$.00	**Total Services and Supplies (2)**	
		GRAND TOTAL:	$41,800.00

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.
** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAM E: Public Works - Facilities | **DEPARTMENT # (ORG):** 1013034

DESCRIPTION OF REQUESTED ITEM: Reclass of Skilled Trades Technician to Skilled Trades Foreman(T501/T502).

JUSTIFICATION OF REQUEST:

Facility maintenance of the City's 90+ buildings is performed by a team of Skilled Trades Technicians who work largely independently. This maintenance work consists of any tasks necessary to ensure continued use and operation of City building systems under the general supervision of the Facilities Maintenance Manager.

It is requested that a Skilled Trades Technician be reclassified as a Skilled Trades Foreman so that general direction, planning, assignment, and oversight of daily facility maintenance and repair duties would be handled by this position, as directed by the Facility Maintenance Manager. It is intended that this will be a "working" supervisor type position. The duties of the Foreman would include, but not be limited to, the following:

- Plan, organize, assign, and oversee work of assigned staff, including training.
- Assist in developing and implementing goals, objectives, policies, procedures and standards for facility maintenance activities.
- Perform skilled facility maintenance work in the area of expertise, troubleshoot problems, and provide technical support to staff.
- Estimate equipment, materials, and staff required to perform work.
- Requisition supplies and equipment and maintains inventory of regularly used materials.
- Assist in preparation of annual budget.
- Prepare, issue, prioritize, and track facility and equipment maintenance and work orders, including maintaining accurate records of work performed in a computerized maintenance management system.
- Inspect the work and ensure quality and conformance to specifications of City crews and contract staff.
- Ensure assigned staff follows safety procedures.
- Respond to and resolves facility maintenance inquires and complaints.
- Prepare a variety of written correspondence and reports regarding work performed.

Having a Foreman performing these duties daily will ensure that maintenance work is performed in a consistent, prioritized, coordinated, and directed manner.

This action would not result in the addition of a new FTE.

(1)PERSONNEL SERVICES:		(2)SERVICES AND SUPPLIES**:	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	$7,295.00		
Other Pay*	.00		
Worker's Compensation	.00		
Group Insurance	.00		
Medicare	106.00		
Pers	2,443.00		
Total Personnel Costs (1)	$9,844.00	**Total Services and Supplies (2)**	
		GRAND TOTAL:	$9,844.00

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.

** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

JOB DESCRIPTION

JOB TITLE: Trades Technician Foreman | **FLSA: Non-Exempt**
DEPARTMENT: Public Works | **GRADE: T501/T502**
REPORTS TO: Facilities Maintenance Manager | **DATE: April 2023**

SUMMARY OF JOB PURPOSE:
Under general direction, plans, assigns, oversees and performs the work of skilled and semi-skilled staff tasked with the maintenance of the City's buildings and facilities.

ESSENTIAL FUNCTIONS:
The class specification lists the major duties and requirements of the job and is not all-inclusive. Incumbent(s) may be expected to perform job-related duties other than those contained in this document and may be required to have specific job-related knowledge and skills.

- Plans, organizes, assigns, and oversees the work of assigned staff
- Recommends selection of staff; trains staff and provides for their professional development; administers discipline as required.
- Coordinates the operation of City's buildings and facilities operations and activities.
- Assists in developing and implementing goals, objectives, policies, procedures, and work standards for building and facility maintenance activities.
- Coordinates and assists in emergency activities as required.
- Performs skilled work in the designated area(s) of expertise, troubleshoots maintenance problems and provides technical advice to assigned staff.
- Estimates equipment, materials and staff required to perform assigned work; requisitions supplies and equipment; maintains an inventory of regularly used materials.
- Assists in preparation of annual budget for assigned work area.
- Prepares, issues, prioritizes and tracks building, facility and equipment maintenance and repair work orders; maintains accurate reports of work performed.
- Responds to and resolves building and facility systems inquires and complaints; provides information regarding projects and schedules.
- Maintains liaison and coordinates activities with those of other City departments and local agencies.
- Interprets blueprints, specifications, manuals and related documentation.
- Participates in and oversees the design, layout and planning of office, public facility, shop, and other remodeling, repair or modification projects affecting City buildings and facilities; takes measurements; prepares working drawings and sketches; assists in preparing project specifications.
- Inspects the work and ensures quality and conformance to specifications of both City crews and contract staff
- Prepares a variety of written correspondence and periodic and special reports regarding work performed.
- Ensures that staff follows safety procedures, and that public safety and security procedures are followed; conducts staff safety meetings.

- Contributes to the efficiency and effectiveness of the unit's service to its customers by offering suggestions and directing or participating as an active member of a team.
- Uses standard office equipment, including a computer, in the course of the work; and drives City vehicles to worksites, transports materials and assists other staff as required.
- Performs additional duties as necessary.
- Demonstrates courteous and cooperative behavior when interacting with the public and City staff; acts in a manner that promotes a harmonious and effective workplace environment

QUALIFICATIONS:
To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

Education and Experience:
High school diploma or GED, successful completion of a recognized apprenticeship in one of the building trades (electrical, HVAC, carpentry, plumbing) or in a related field; AND ten (10) years of skilled experience in the installation, maintenance and repair of building operating systems and facilities, five (5) of which shall be with Carson City ; OR an equivalent combination of education, training and experience as determined by Human Resources.

REQUIRED CERTIFICATIONS, LICENSES, AND REGISTRATION:
All required licenses and certificates must be maintained in active status without suspension or revocation throughout employment.

- Valid Driver's License.
- Must obtain OSHA 30 certification with 15 days of hire or promotion.
- Fork Lift Safety card.
- FREON EPA card.

KNOWLEDGE, SKILLS & ABILITIES:
Knowledge of:

- Principles and practices of employee supervision, including selection, work planning, organization, performance review and evaluation, and employee training.
- Materials, methods, practices and equipment used in building and facility construction, maintenance, and repair.
- Operation, adjustment, preventative maintenance and minor repair of power tools and equipment related to the work.
- Applicable laws, codes and regulations.
- Computer applications related to the work.
- Safety principles, practices and equipment related to the work.
- Record keeping principles and practices.
- Practices and equipment of the plumbing trade.
- Practices and equipment of the welding trade.
- Practices and equipment of the carpentry trade.
- Job estimation.

- Shop mathematics.
- Correct business English, including spelling, grammar and punctuation.
- Techniques for dealing with staff, in person and over the telephone.

Skill in:

- Planning, organizing, supervising, reviewing and evaluating the work of others.
- Training others in policies and procedures related to the work.
- Coordinating the work of multiple crews of semi-skilled and skilled workers performing varied maintenance and modification work.
- Performing skilled and semi-skilled maintenance and repair of a variety of mechanical, electrical, HVAC and other facility operating systems.
- Safely operating, adjusting and performing preventative maintenance and minor repair to power tools and equipment related to the work.
- Interpreting, applying and explaining state and local laws, regulations and policies.
- Making accurate arithmetic calculations.
- Setting priorities, coordinating activities and meeting critical deadlines.
- Maintaining accurate records of work performed.
- Preparing clear and concise reports, correspondence and other written materials.
- Using initiative and independent judgement within established procedural guidelines.
- Contributing effectively to the accomplishment of team or work unit goals, objectives and activities. Speaking effectively to communicate in person or over the telephone.
- Establishing and maintaining effective working relationships with those encountered in the course of the work.

SUPERVISION RECEIVED AND EXERCISED:
Under General Supervision - Incumbents at this level have considerable latitude in the application of departmental policy, and they follow general guidelines or professional and administrative standards in accomplishing assignments. They are responsible for planning and organizing their own workload, but ordinarily cannot change methods of their assigned work unit, establish operations, or departmental policy without supervisor approval. Supervision is minimal, indirect, and usually limited to technical oversight.

PHYSICAL DEMANDS:
The physical demands described herein are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Mobility to work in a typical office setting, use standard office equipment and stamina to stand for extended periods of time; safely operate a motor vehicle; strength to lift and maneuver materials and equipment weighing up to 80 pounds; work at height of up to seventy-five (75) feet; exposure to traffic conditions and external environment when traveling from one office to another; exposure to fumes, cleaning fluids, and electrical shock.

CONDITIONS OF EMPLOYMENT:

1. *All new employees will serve a probationary period of twelve (12) months. Such employees are not subject to the collective bargaining agreement and may be laid off or discharged during this period for any reason, or no reason.*

2. *Continued employment is contingent upon all required licenses and certificates being maintained in active status without suspension or revocation.*

3. *Any City employee may be required to stay at or return to work during emergencies to perform duties specific to this classification or to perform other duties as requested in an assigned response position. This may require working a non-traditional work schedule or working outside normal assigned duties during the incident and/or emergency.*

4. *Employees may be required to complete Incident Command System training as a condition of continuing employment.*

5. *New employees are required to submit to a fingerprint-based background investigation which cost the new employee $56.25 and a drug screen which costs $36.50. Employment is contingent upon passing the background and the drug screen.*

6. *Carson City participates in E-Verify and will provide the Social Security Administration (SSA) and, if necessary, the Department of Homeland Security (DHS), with information from each applicant's Form I-9 to confirm work authorization. All candidates who are offered employment with Carson City must complete Section 1 of the Form I-9 along with the required proof of their right to work in the United States and proof of their identity prior to starting employment. Please be prepared to provide required documentation as soon as possible after the job offer is made. For additional information regarding acceptable documents for this purpose, please contact Human Resources at 775.887.2103 or go to the U.S. Citizenship and Immigration Services web page at www.ucis.gov.*

I have read and understand the contents of this Job Description, and I have received a copy of this Job Description for my records.

PRINT NAME: _____

SIGNATURE: _____ **DATE:** _____

"Carson City is an Equal Opportunity Employer"

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAME: Public Works - Landfill	**DEPARTMENT # (ORG):** 1013904

DESCRIPTION OF REQUESTED ITEM: Increase Service and Supplies Accounts (Page 1 of 2)

JUSTIFICATION OF REQUEST:

Banking Services - Requesting increase to this line item to more closely reflect actual banking service fees realized over the past two fiscal years. With the continuing increase in volume at the landfill, credit card usage and fees have also increased.

Equipment Repair & Maintenance – Requesting increase to this line item to reflect realized repair and maintenance costs over the past two fiscal years. With material increases over the past 12 months, the cost of parts has increased also.

Software Maintenance Cost – Requesting increase to this line item to cover increase in scale house software maintenance and additional software maintenance to two additional equipment GPS systems to be brought online.

Vehicle Repair & Maintenance – Requesting increase to this line item to reflect realized repair and maintenance costs over the past two fiscal years. With material increases over the past 12 months, the cost of part has increased also.

(1)PERSONNEL SERVICES:		**(2)SERVICES AND SUPPLIES**:**	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	$.00	1013904-500317 Banking Services	$ 5,000.00
Other Pay*	.00	1013904-500430 Equipment Repair & Maintenance	$ 25,000.00
Worker's Compensation	.00	1013904-500433 Software Maintenance Cost	$ 5,378.00
Group Insurance	.00	1013904-500435 Vehicle Repair and Maintenance	$ 5,000.00
Medicare	.00		
Pers	.00		
Total Personnel Costs (1)	$.00	**Total Services and Supplies (2)**	
		GRAND TOTAL:	

Continued on next page.

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.

** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAME: Public Works - Landfill	**DEPARTMENT # (ORG):** 1013904

DESCRIPTION OF REQUESTED ITEM: Increase Service and Supplies Accounts (Page 2 of 2)

JUSTIFICATION OF REQUEST:

Maintenance Contract – This line item is used for blasting and rock crushing operations for cover material. Requesting increase to cover costs associated with making cover material at the landfill.

Printing/Advertising – Requesting increase in this line item to more closely reflect actual printing costs realized over the past two fiscal years.

Membership/Publications – Requesting increase in this line items to cover costs associated with adding the Supervisor position in FY23.

Household Haz Disposal- Requesting increase to this line item to cover refrigerant recovery costs associated with scrap metal recycling at the landfill and increase in disposal fees. Projected to spend $45,000 for refrigerant recovery and $30,000 in disposal fees in FY23. Refrigerant costs will be covered by the new recovery fee slated to begin July 1, 2023.

(1)PERSONNEL SERVICES:		**(2)SERVICES AND SUPPLIES**:**	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	$.00	1013904-500460 Maintenance Contract	$ 10,000.00
Other Pay*	.00	1013904-500542 Printing/Advertising	$ 1,000.00
Worker's Compensation	.00	1013904-500545 Membership/Publications	$ 500.00
Group Insurance	.00	1013904-500592 Household Haz Disposal	$ 15,000.00
Medicare	.00		
Pers	.00		
Total Personnel Costs (1)	$.00	**Total Services and Supplies (2)**	
		GRAND TOTAL:	$ 66,878.00

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.

** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

All operating expense increases in landfill will require reduction to the transfer to Capital for Landfill.

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAM E: Public Works - Landfill	**DEPARTMENT # (ORG):** 1013904

DESCRIPTION OF REQUESTED ITEM: Increase to Vehicle Fuel/Oil Account

JUSTIFICATION OF REQUEST:

Vehicle Fuel/Oil- Requesting increase to this line item to reflect the increased operation costs over the last two fiscal years; citywide increased fuel/oil costs throughout the last two fiscal years are the result of disruptions to the global fuel/oil markets.

(1)PERSONNEL SERVICES:		**(2)SERVICES AND SUPPLIES**:**	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	$.00	1013904-500660 Vehicle Fuel/Oil	$100,000.00
Other Pay*	.00		
Worker's Compensation	.00		
Group Insurance	.00		
Medicare	.00		
Pers	.00		
Total Personnel Costs (1)	$.00	**Total Services and Supplies (2)**	
		GRAND TOTAL:	$100,000.00

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.

** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

All operating increases in Landfill will require reduction to the Transfer to Capital for Landfill.

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAM E: Public Works - Transportation	**DEPARTMENT # (ORG):** 2253026

DESCRIPTION OF REQUESTED ITEM: Increase in CC FTA 5307 OPS Match

JUSTIFICATION OF REQUEST: The Federal Transit Administration (FTA) provides annual funding apportionments that are used to fund transit operations and capital purchases for the JAC transit system. These funds are apportioned directly to Carson City and CAMPO based on a predetermined formula from the FTA. A local match is required to utilize the apportioned FTA funding (50% match for fixed route service, and 20% match for paratransit and capital expenses). The match is provided through a transfer from Carson City's General Fund. In fiscal years 2020 and 2021, JAC received $466,300 in General Fund transfers to serve as the required match. JAC received $66,300 in FY 2022 as transit operations were supplemented by the CARES Act, which required no local match. In FY 2023, JAC received $504,800.

The Carson City RTC approved a Transit operating contract with First Transit in August of 2020. The three-year contact included options for three additional years. The cost of the three option years has not been finalized at the time of this supplemental submission; however, the anticipated average contract amount has been included for the purposes of this supplemental request. The final amount of the contract options will be determined and presented for approval to the RTC Board in April 2023. An increase to the contract amount is anticipated as recent driver union negotiations in Reno and Lake Tahoe have resulted in increased driver wages. The starting driver wage is $19.00 per hour in Reno and $22.00 per hour in Lake Tahoe. My Rider to Work pays $20.00 per hour. Starting wages at JAC are currently $16.00 per hour. Contract increases will be a result of driver wage increases.

In addition to driver costs, costs of operating supplies, such as fuel, and maintenance activities, vehicle parts and equipment, are increasing. While the majority (up to 80%) of these costs are funded by the FTA, previous general fund allocations will be insufficient to match the operating contract in addition these basic operating costs.

The JAC Transit Asset Management Plan outlines JAC's vehicle replacement schedule. In FY 2024, two of the larger 35-foot buses are scheduled to be replaced. These buses have some of the highest maintenance costs of the current JAC fleet. Federal funding for these purchases is available. Vehicle purchase generally require a 15% local match. This request includes the purchase of two transit vehicles in accordance with the approved TAM plan.

JAC resumed charging fares for fixed-route and paratransit service in January 2023. Fares help lower the overall cost of operating, but fares cannot be used as match for the federal money. Staff seek other grant opportunities from the state or other medical organizations that can be used as match. These grants, which exceed $100,000 per year greatly support the JAC system. In addition, JAC sells advertising on this buses and shelters which is also used as match for FTA funding. Table 1 below outlines that anticipated revenue and operating expenses averages over a three-year period along with the required levels of the local match. This Table 1 accounts for the differing match rates for the different services offered (50% local match for operating and 20% local match for capital in addition to the 50% match for fixed route service, and 20% match for paratransit service.)

Table 1: Contract Costs and Required Match

				Local Match	
Expense	**Amount**	**Less Projected Fares & Grants**	**Federal Funds**	**50%**	**20% 15% for Vehicles**
Salaries	$107,924.38	$0.00	$53,962.19	$53,962.19	$0.00
Professional Services	$50,000.00	$0.00	$25,000.00	$25,000.00	$0.00
Operating Contract	$1,430,000.00	-$142,456.00	$778,964.12	$418,451.80	$90,128.08
Vehicle repair & Maintenance	$125,000.00	$0.00	$100,000.00	$0.00	$25,000.00
Operating Costs	$471,850.00	$0.00	$295,850.00	$149,000.00	$27,000.00
Vehicle Replacement	$730,000.00	$0.00	$620,500.00	$0.00	$109,500.00
			$1,253,776.31	$646,413.99	$142,128.08
			Projected Total Match Necessary for FY24 (rounded)		$898,000.00
			Match Projected Revenues		-$108,800.00
			Projected CC OPS Match Necessary for FY24		$789,200.00
			FY23 Budget		$504,800.00
			Supplemental Request		**$284,400.00**

The requested increase in transit match to $789,200 to will ensure we are able to leverage our federally apportioned funding allowing us to meet the basic obligations of our operating contract for the next three years without cutting service. Operating costs have increased due to all the things that are currently affecting prices; however, JAC Transit has, and continues to operate as one of the most efficient transit services in the county. JAC's service reported an expense per revenue hour of $85.30 in FY 2021 (latest available data). The National Transit Database shows a national average cost per revenue hour of $157.92. JAC is also lowest amongst our nearby partner agencies in expense per revenue hour; Elko Transit $88.95; RTC Washoe $99.26; TART $129.48; TTD $189.64.

JAC staff continue to pursue additional grants opportunities as they become available cover other ongoing City expenses (vehicle replacement, bus stop maintenance, JAC administration and overhead, facility security, etc.) as required to ensure the continued operation of the transit system.

JAC provides a vital and necessary service to the Carson City Community. It serves seniors, students, veterans, and those who have no other alternatives to get to work. It provides an alternative to those who wish to save on the cost of fuel. It reduces traffic congestion, and it provides transportation options allowing all residents of Carson City to safely travel between school and work. JAC will continue to evolve overtime including the future retirement of high maintenance, fuel consuming buses in favor or cheaper alternative fuels and like electric. JAC is also looking to enhance its service by constructing a new downtown transit hub and evaluating expansion into Lyon County. These enhancements open the door to new funding sources not only from the federal government, but from new local sources as well. With the City's support, JAC has a bright future.

(1)PERSONNEL SERVICES:		**(2)SERVICES AND SUPPLIES**:**	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	$.00	4810133 / CC FTA 5307 OPS Match	$284,400
Other Pay*	.00		
Worker's Compensation	.00		
Group Insurance	.00		
Medicare	.00		
Pers	.00		
Total Personnel Costs (1)	$.00	**Total Services and Supplies (2)**	
		GRAND TOTAL:	$284,400.00

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.

** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAM E: Public Works - Transportation | **DEPARTMENT # (ORG):** 2253026

DESCRIPTION OF REQUESTED ITEM: Reclassification of Transit Coordinator from Grade T201/T202 to Grade P101/P102.

JUSTIFICATION OF REQUEST:

The Transit Coordinator Position serves as the day-to-day operations manager of the Jump Around Carson Transit System. The position is responsible for a significant number of functions including and beyond those listed in the job description. Some of these common duties include:

- Direct day-to-day management of the JAC Transit System. The system operates 6-day a week.
- Direct day-to-day coordination and oversight of the Contact Operator.
- Direct contract with the public.
- Serves as a Transit Planner auditing routes, ridership data and rider surveys.
- Provides annual reporting of costs and ridership data to the FTA, annually.
- Management, tracking, and reporting of FTA, NDOT, and other state/federal grants. There are currently 13 open individual grants administered by this position.
- Oversight and auditing of fare media and cash handling procedures.
- Oversees compliance with all FTA regulations including:
    - Transit Asset Management Plan and annual reporting
    - DBE Program and annual reporting
    - Annual Transit Agency Safety Targets
    - JAC Title VI coordination and three-year plan development
    - Drug and Alcohol Testing annual reports
    - ADA Compliance and audit procedures
    - Language assistance programs (LEP) and outreach to underserved communities
- Maintains rider policies and procedures.
- Manages the JAC advertising program.
- Purchases operations equipment and supplies for the JAC building and 17 vehicles.

The current job is classified as T202 (EPC) with a salary range of $45,435.78 to $68,153.80. Reclassification of this position will include updates to the current job description.

Similar positions and salaries with neighboring agencies are listed below:
TTD, Transit System Manager: $ 113,381.67 (2021)
Eastern Sierra Transit, Administration Manager: $75,212.63 (2021)
DART, Transportation Supervisor: $ 71,323 (2022)
RTC Washoe, Transit Operations Manager: $154,709 (2021)
RTC Washoe, Senior Transit Planner: $105,498 (2021)
RTC Washoe, Senior Technical Transit Planner: $129,658 (2021)
RTC Washoe, Transit Planner/Scheduler: $84,867 (2021)
Current JAC, Transit Coordinator, $60,125 (2022)

The position has been vacant since January 13, 2023 with a limited number of non-qualified applications being submitted. The position is partially funded (50%) through Federal Transit Administration grants. The position also performs functions for the metropolitan planning organization which has a federal reimbursement rate of 95%. With the established federal funding, it is estimated that the cost to the City for the reclassification of the Transit Coordinator position would be less than $10,000 per year. Additional FTA or State grants would lesson this increase to the City.

This action would not result in the addition of a new FTE.

(1)PERSONNEL SERVICES:		(2)SERVICES AND SUPPLIES**:	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	$6,155.00		
Other Pay*	.00		
Worker's Compensation	.00		
Group Insurance	.00		
Medicare	89.00		
Pers	2,062.00		
Total Personnel Costs (1)	$8,306.00	**Total Services and Supplies (2)**	
		GRAND TOTAL:	$8,306.00

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.

** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

JOB DESCRIPTION

JOB TITLE:	Transit Coordinator	**FLSA:**	Non-Exempt
DEPARTMENT:	Public Works	**GRADE:**	P101/P102
REPORTS TO:	Transportation Manager	**DATE:**	April 1, 2023

SUMMARY OF JOB PURPOSE:

Under general supervision, provides support for City transit programs.

ESSENTIAL FUNCTIONS:

This class specification lists the major duties and requirements of the job and is not all-inclusive. Incumbent(s) may be expected to perform job-related duties other than those contained in this document and may be required to have specific job-related knowledge and skills.

- Coordinate and administer all Federal Transit Administration (FTA) grants including those awarded directly to Carson Area Metropolitan Planning Organization (CAMPO) and indirectly through Nevada Department of Transportation (NDOT).
- Prepares grant applications, quarterly reports, budget revisions and amendments.
- Oversees compliance with all FTA regulations and guidance; includes requirements for financial management oversight, transit asset management, transit safety plans, language assistance , procurement, public participation and drug/alcohol testing.
- Is the designated Disadvantaged Business Enterprise (DBE) liaison officer responsible for overseeing the DBE program which includes but is not limited to the following: gathers and reports statistical data and other information, as required; reviews third party contracts and purchase requisitions for compliance with this program; works with all departments to set overall three-year goals; ensures that bid notices and requests for proposals are available to DBEs in a timely manner; identifies contracts and procurements so that DBE goals are included in solicitations (both race-neutral methods and contract specific goals) and monitors results; analyzes CAMPO and RTC progress toward goal attainment and identifies ways to improve progress; participates in pre-bid meetings; advises CAMPO and RTC and the Transportation Manager on DBE matters and achievement; participates with the legal counsel and project director to determine contractor compliance with good faith efforts; provides DBEs with information and assistance in preparing bids, obtaining bonding and insurance; plans and participates in DBE training seminars; provides outreach to DBEs and community organizations to advise them of opportunities; and assures compliance with all aspects of 49 CFR Part 26.
- Assist in planning program funding for capital acquisition, preventative maintenance, and transit system operations.
- Assist in oversight of transit operations; monitor work of contractors, consultants and vendors retained to provide infrastructure and operations services for the transit system.

- Management of the bus and shelter advertising program; coordinates with City's marketing partner to maximize advertising revenues for the City.
- Maintains rider policies and procedures and manages fare media and distribution.
- Coordinates with local and regional agencies on transit-related matters; participates in planning meetings as directed.
- Assists in the maintenance of the transit system website.
- Prepares correspondence, reports and a variety of written materials.
- Contributes to the efficiency and effectiveness of the unit's service to its customers by offering suggestions and directing or participating as an active member of a team.
- Uses standard office equipment, including a computer, in the course of the work; drives City vehicles to work sites, transports materials and assists other staff as required.
- Demonstrates courteous and cooperative behavior when interacting with the public and City staff; acts in a manner that promotes a harmonious and effective workplace environment.

QUALIFICATIONS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

Education and Experience:

Associate's degree to college level coursework in planning, or a closely related field; AND three (3) years of experience in a planning or transit operational support function; OR an equivalent combination of education, training and experience as determined by Human Resources.

REQUIRED CERTIFICATES, LICENSES, AND REGISTRATIONS:

- Valid driver's license.

Required Knowledge and Skills

Knowledge of:

- Principles and practices of transit operations.
- Statistical analysis and mathematical concepts related to the transit process.
- Terminology, symbols, methods, techniques and instruments used in planning graphics and map drafting.
- Applicable Federal and State regulations pertaining to the planning, implementation, management and operations of fixed-route and paratransit transit services, including, but not limited to 49 CFR Part 26, 40, 382 and 655.
- Common industry operating practices and standards.
- Business letter writing and the standard format for typed materials.
- Basic budgetary and financial record keeping practices and terminology.
- Standard office practices and procedures, including filing and the operation of standard office equipment.
- Record keeping principles and practices.
- Safety principles, practices and equipment related to the work.
- Principles and practices of public administration and program evaluation.

Skill in:

- Researching, analyzing, and summarizing transit data both manually and with computer applications.
- Researching, interpreting and following federal regulations and Federal, State and local laws.
- Interpreting maps, site and building plans and specifications, graphs and statistical data.
- Preparing clear, concise and complete technical documents, reports, correspondence and other written materials.
- Making accurate arithmetic calculations.
- Using initiative and independent judgment within established procedural guidelines.
- Contributing effectively to the accomplishment of team or work unit goals, objectives and activities.
- Establishing and maintaining effective working relationships with those contacted in the course of the work.
- Interpreting, explaining and applying requirements, rules and regulations related to various funding sources; interpreting, explaining and applying principles and practices of grant administration.
- Using initiative and independent judgment within established procedural guidelines.

SUPERVISION RECEIVED AND EXERCISED:

Under General Supervision - Incumbents at this level are given assignments and objectives that are governed by specifically outlined work methods and a sequence of steps, which are explained in general terms. The responsibility for achieving the work objectives, however, rests with a superior. Immediate supervision is not consistent, but checks are integrated into work processes and/or reviews are frequent enough to ensure compliance with instructions.

PHYSICAL DEMANDS & WORKING ENVIRONMENT:

The physical demands described herein are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Mobility to work in a typical stores or warehouse setting, including operating standard office equipment; stamina to stand and/or walk for an extended period of time; mobility to drive a motor vehicle and/or operate material handling equipment; strength to lift and maneuver materials and equipment weighing up to 20 pounds with proper equipment; vision to read printed materials including a computer screen; and hearing and speech to communicate in person or over the telephone.

CONDITIONS OF EMPLOYMENT:

1. *All new employees will serve a probationary period of twelve (12) months. Such employees are not subject to the collective bargaining agreement and may be laid off or discharged during this period for any reason, or no reason.*

2. *Continued employment is contingent upon all required licenses and certificates being maintained in active status without suspension or revocation.*

3. *Any City employee may be required to stay at or return to work during emergencies to perform duties specific to this classification or to perform other duties as requested in an assigned response position. This may require working a non-traditional work schedule or working outside normal assigned duties during the incident and/or emergency.*

4. *Employees may be required to complete Incident Command System training as a condition of continuing employment.*

5. *New employees are required to submit to a fingerprint based background investigation which cost the new employee $56.25 and a drug screen which costs $36.50. Employment is contingent upon passing the background and the drug screen.*

6. *Carson City participates in E-Verify and will provide the Social Security Administration (SSA) and, if necessary, the Department of Homeland Security (DHS), with information from each applicant's Form I-9 to confirm work authorization. All candidates who are offered employment with Carson City must complete Section 1 of the Form I-9 along with the required proof of their right to work in the United States and proof of their identity prior to starting employment. Please be prepared to provide required documentation as soon as possible after the job offer is made. For additional information regarding acceptable documents for this purpose, please contact Human Resources at 775.887.2103 or go to the U.S. Citizenship and Immigration Services web page at www.ucis.gov.*

I have read and understand the contents of this Job Description, and I have received a copy of this Job Description for my records.

PRINT NAME: _____

SIGNATURE: _____ **DATE:** _____

"Carson City is an Equal Opportunity Employer"

Transit Coordinator

Class Code: 639

Bargaining Unit: CARSON CITY EMPLOYEES ASSOCIATION

CONSOLIDATED MUNICIPALITY OF CARSON CITY
Established Date: Jul 1, 2015
Revision Date: Mar 12, 2018

SALARY RANGE

~~$21.84~~ - ~~$32.77~~ Hourly
~~$45,435.73~~ - ~~$68,153.70~~ Annually

DESCRIPTION:

Under general supervision, ~~provides technical and administrative~~ support for City transit programs.

EXAMPLE OF DUTIES:

This class specification lists the major duties and requirements of the job and is not all-inclusive. Incumbent(s) may be expected to perform job-related duties other than those contained in this document and may be required to have specific job-related knowledge and skills.

- Coordinate and administer all Federal Transit Administration (FTA) grants including those awarded directly to Carson Area Metropolitan Planning Organization (CAMPO) and indirectly through Nevada Department of Transportation (NDOT).
- Prepares grant applications, quarterly reports, budget revisions and amendments.
- Oversees compliance with all FTA regulations and guidance; includes requirements for financial management oversight, satisfactory continuing control, procurement, public participation and drug/alcohol testing.
- Is the designated Disadvantaged Business Enterprise (DBE) liaison officer responsible for overseeing the DBE program which includes but is not limited to the following: gathers and reports statistical data and other information, as required; reviews third party contracts and purchase requisitions for compliance with this program; works with all departments to set overall three-year goals; ensures that bid notices and requests for proposals are available to DBEs in a timely manner; identifies contracts and procurements so that DBE goals are included in solicitations (both race-neutral methods and contract specific goals) and monitors results; analyzes CAMPO and RTC progress toward goal attainment and identifies ways to improve progress; participates in pre-bid meetings; advises CAMPO and RTC and the Transportation Manager on DBE matters and achievement; participates with the legal counsel and project director to determine contractor compliance with good faith efforts; provides DBEs with information and assistance in preparing bids, obtaining bonding and insurance; plans and participates in DBE training seminars; provides outreach to DBEs and community

organizations to advise them of opportunities; and assures compliance with all aspects of 49 CFR Part 26.
- Assist in planning program funding for capital acquisition, preventative maintenance, and transit system operations.
- Assist in oversight of transit operations; monitor work of contractors, consultants and vendors retained to provide infrastructure and operations services for the transit system.
- Assists in the management of the bus and shelter advertising program; coordinates with City's marketing partner to maximize advertising revenues for the City.
- Coordinates with local and regional agencies on transit-related matters; participates in planning meetings as directed.
- Assists in the maintenance of the transit system website.
- Prepares correspondence, reports and a variety of written materials.
- Contributes to the efficiency and effectiveness of the unit's service to its customers by offering suggestions and directing or participating as an active member of a team.
- Uses standard office equipment, including a computer, in the course of the work; drives City vehicles to work sites, transports materials and assists other staff as required.
- Demonstrates courteous and cooperative behavior when interacting with the public and City staff; acts in a manner that promotes a harmonious and effective workplace environment.

Oversees the transit asset management program including annual reporting to the FTA on the status of vehicles and facilities.

QUALIFICATIONS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

Education and Experience:

Associate's degree to college level coursework in planning, or a closely related field; AND three (3) years of experience in a planning or transit operational support function; OR an equivalent combination of education, training and experience as determined by Human Resources.

REQUIRED CERTIFICATES, LICENSES, AND REGISTRATIONS:

- Valid driver's license

Required Knowledge and Skills

Knowledge of:

- Principles and practices of transit operations.
- Statistical analysis and mathematical concepts related to the transit process.
- Terminology, symbols, methods, techniques and instruments used in planning graphics and map drafting.
- Applicable Federal and State regulations pertaining to the planning, implementation, management and operations of fixed-route and paratransit transit services, including, but not limited to 49 CFR Part 26, 40, 382 and 655.
- Common industry operating practices and standards.
- Business letter writing and the standard format for typed materials.
- Basic budgetary and financial record keeping practices and terminology.

- Standard office practices and procedures, including filing and the operation of standard office equipment.
- Record keeping principles and practices.
- Safety principles, practices and equipment related to the work.
- Principles and practices of public administration and program evaluation.

Skill in:

- Researching, analyzing, and summarizing transit data both manually and with computer applications.
- Researching, interpreting and following federal regulations and Federal, State and local laws.
- Interpreting maps, site and building plans and specifications, graphs and statistical data.
- Preparing clear, concise and complete technical documents, reports, correspondence and other written materials.
- Making accurate arithmetic calculations.
- Using initiative and independent judgment within established procedural guidelines.
- Contributing effectively to the accomplishment of team or work unit goals, objectives and activities.
- Establishing and maintaining effective working relationships with those contacted in the course of the work.
- Interpreting, explaining and applying requirements, rules and regulations related to various funding sources; interpreting, explaining and applying principles and practices of grant administration.
- Using initiative and independent judgment within established procedural guidelines.

SUPERVISION RECEIVED AND EXERCISED:

Under General Supervision - Incumbents at this level are given assignments and objectives that are governed by specifically outlined work methods and a sequence of steps, which are explained in general terms. The responsibility for achieving the work objectives, however, rests with a superior. Immediate supervision is not consistent, but checks are integrated into work processes and/or reviews are frequent enough to ensure compliance with instructions.

PHYSICAL DEMANDS & WORKING ENVIRONMENT:

The physical demands described herein are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Mobility to work in a typical stores or warehouse setting, including operating standard office equipment; stamina to stand and/or walk for an extended period of time; mobility to drive a motor vehicle and/or operate material handling equipment; strength to lift and maneuver materials and equipment weighing up to 20 pounds with proper equipment; vision to read printed materials including a computer screen; and hearing and speech to communicate in person or over the telephone.

SUPPLEMENTAL INFORMATION:

CONDITIONS OF EMPLOYMENT:

1. *All new employees will serve a probationary period of twelve (12) months. Such employees are not subject to the collective bargaining agreement and may be laid off or discharged during this period for any reason, or no reason.*
2. *Continued employment is contingent upon all required licenses and certificates being maintained in active status without suspension or revocation.*
3. *Any City employee may be required to stay at or return to work during emergencies to perform duties specific to this classification or to perform other duties as requested in an assigned response position. This may require working a non-traditional work schedule or working outside normal assigned duties during the incident and/or emergency.*
4. *Employees may be required to complete Incident Command System training as a condition of continuing employment.*
5. *New employees are required to submit to a fingerprint based background investigation which cost the new employee $56.25 and a drug screen which costs $36.50. Employment is contingent upon passing the background and the drug/alcohol screen.*
6. *Carson City participates in E-Verify and will provide the Social Security Administration (SSA) and, if necessary, the Department of Homeland Security (DHS), with information from each applicant's Form I-9 to confirm work authorization. All candidates who are offered employment with Carson City must complete Section 1 of the Form I-9 along with the required proof of their right to work in the United States and proof of their identity prior to starting employment. Please be prepared to provide required documentation as soon as possible after the job offer is made. For additional information regarding acceptable documents for this purpose, please contact Human Resources at 775.887.2103 or go to the U.S. Citizenship and Immigration Services web page at www.ucis.gov*

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAM E: Public Works - Transportation	**DEPARTMENT # (ORG):** 2503035

DESCRIPTION OF REQUESTED ITEM: Promotion of Transportation Planner/Analyst to Senior Transportation Planner (P301)

JUSTIFICATION OF REQUEST:

The position of the Senior Transportation Planner is in part responsible for the day-to-day planning functions of the federally designated Metropolitan Planning Organization (MPO). The Transportation Division and CAMPO have been without a Senior Transportation Planner since late 2021. Over the past year, existing Transportation Planner/Analyst staff has successfully managed updates to three of the four major MPO governing documents (Transportation Improvement Program, Public Participation Plan, and Unified Planning Work Program). Staff has been participating in ongoing conversations with NDOT and other partner agencies and are taking on active roles in committee responsibilities. A requirement of the Senior Transportation Planner position is to have professional certification, and staff currently employed with the division have the required certifications. The promotion from Transportation Planner/Analyst to Senior Transportation Planner during the next fiscal year is expected. Staff has the skills, qualifications, and necessary knowledge to support the Division and the Carson Area Metropolitan Planning Organization.

The promotion would be from a CCEA Grade P201 to an unclassified Grade P301. Along with other benefits related to the promotion, the recommend salary should increase by 10%.

The MPO receives apportioned federal funding through a planning grant that requires a local match of only 5%. The majority of this person's time is spent on MPO functions, and as such, the majority (95%) of the salary is currently covered by the planning grant.

This action would not result in the addition of a new FTE.

(1)PERSONNEL SERVICES:		**(2)SERVICES AND SUPPLIES**:**	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	8,255.00		
Other Pay*	.00		
Worker's Compensation	.00		
Group Insurance	.00		
Medicare	120.00		
Pers	2,756.00		
Total Personnel Costs (1)	$11,131.00	**Total Services and Supplies (2)**	
		GRAND TOTAL:	$11,131.00

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.

** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 3, 2023)

FY 2023-24

DEPARTMENT NAM E: Public Works - Transportation	**DEPARTMENT # (ORG):** 2503035

DESCRIPTION OF REQUESTED ITEM: Increase Professional Services Account

JUSTIFICATION OF REQUEST:

As additional federal funding become available, and as the City looks for ways to increase funding for the preservation/reconstruction of local roads, additional professional services are required to support transportation functions. Staff estimates that the following professional services will continue in FY 2024.

- Local Road Funding Consultant Support
- Right of Way mapping project
- Pavement Asset Management
- Traffic /Safety Analysis On-Call
- Federal grant writing and benefit/cost analysis support

Total estimated = $ 172,000 (this is an increase of 24,000 over the FY 2023 budget)

In addition to our typical functions, this increase in professional services will ensure we can continue to develop solutions to our local road deterioration and allow us to look for new federal opportunities for funding.

(1)PERSONNEL SERVICES:		**(2)SERVICES AND SUPPLIES**:**	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	$.00	2503035-500309 Professional Services	$24,000.00
Other Pay*	.00		
Worker's Compensation	.00		
Group Insurance	.00		
Medicare	.00		
Pers	.00		
Total Personnel Costs (1)	$.00	**Total Services and Supplies (2)**	
		GRAND TOTAL:	$24,000.00

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.

** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 4, 2022)

FY 2022-23

DEPARTMENT NAME: Public Works - Admin	**DEPARTMENT # (ORG):** 2563038, 5053702, 5103201, 5203502

DESCRIPTION OF REQUESTED ITEM: 1 FTE – CCEA A301/A302 Accounting Technician

JUSTIFICATION OF REQUEST:

The Water, Wastewater, Stormwater, and Streets Divisions primary responsibilities are to effectively plan, maintain, and operate their respective utilities/roads/asset systems. Included in the daily operations of each of these divisions is reporting, document control, accounting activities, contract management and other non-operational tasks. There is currently not a dedicated accounting technician or other office staff that directly supports these divisions, thus requiring operations staff, foremen, or supervisors, to take valuable time away from field activities, operational duties, or staff management to instead handle these office activities. As the City continues to grow and these divisions continue to expand their service areas, as well as bolster programs, such as asset management, stormwater maintenance, and preventative maintenance activities across all asset systems, the need for administration support grows.

Additionally,this position will be responsible for administering and tracking the Public Works Departments training requirements for all positions and documenting completed training. For training that is not conducted on-line, this position will be responsible to schedule the specialized trainer as well as the staff that need to be trained. Currently Public Works training is administered by the Fire Department, but this responsibility will be transferred back to Public Works starting in FY24. This transfer from the Fire Department will result in a $70,000/ year credit back* to Public Works to pay for the administration of the training they are no longer able to provide.

The goal of this position is to support all these divisions with these tasks, which will in turn increase operational efficiencies within the respective divisions, while also providing improved quality and handling of administration activities. Specifically, this position's responsibilities would include, but are not limited to, the following: Department wide training data entry and scheduling; data entry, reporting, and processing of work orders in Llumin, the City's asset management system; assist with purchase orders, contract management, and invoice payments; Support Nevada Division of Water Resources (NDWR) data tracking for effluent system, monthly updating of water database, and water rights filing; assist with laboratory and monitoring report data input at Water Resource Recovery Facility (WRRF); help with permit reporting for water, stormwater and wastewater systems, as well as environmental control activities; manage safety training documentation; and support floodplain management tracking and reporting for the Community Rating System (CRS). By supporting four divisions, this position will support and improve these divisions in the most cost-effective manner.

(1)PERSONNEL SERVICES:		**(2)SERVICES AND SUPPLIES**:**	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	$38,228.53	Reduction in Cost Allocation:	
Other Pay*	.00	2563038 500901	(14,000)
Worker's Compensation	818.40	5053705 500901	(14,000)
Group Insurance	12,222.00	5103201 500901	(14,000)
Medicare	554.31	5203505 500901	(28,000)

Pers	12,806.56		
Total Personnel Costs (1)	$64,629.80	**Total Services and Supplies (2)**	
		GRAND TOTAL:	($5,370.20)

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.
** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

CARSON CITY, NV
FULL COST ALLOCATION - LATE MATERIAL
ACTUAL FY2021 (FOR FY2023 BUDGET)

Central Service Departments	Cooperative Extension Fund (202)	Senior Citizens Fund (215)	Carson City Transit Fund (225)	Traffic/ Transportation Fund (240)*	Regional Transportation Fund (250)	Quality of Life Fund (254)	Street Maintenance Fund (256)	Commissary Fund (280)	Ambulance Fund (501)	Stormwater Fund (505)	Wastewater Fund (510)
Building Charge	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Board of Supervisors	868	2,781	6,298	46	3,161	3,673	18,652	1,195	17,401	1,623	21,429
Clerk	-	-	-	-	27,832	55,665	-	-	-	2,319	2,319
Treasurer	-	-	2,385	16,277	2,063	-	-	-	-	99,241	100,136
District Attorney	-	-	-	-	4,405	2,803	-	-	801	3,203	6,007
City Manager	2,141	6,859	15,531	113	7,794	9,056	45,995	2,947	42,910	4,001	52,843
Purchasing	148	263	1,286	1	9,546	3,147	5,838	191	2,166	6,283	11,126
City Hall	-	-	-	-	-	-	-	-	-	-	-
Finance	1,718	3,238	11,793	38	7,468	6,115	25,041	2,136	20,845	(3,584)	22,848
Human Resources	952	533	533	1,768	1,779	2,314	5,234	533	9,609	620	9,574
Information Technology	868	5,782	5,782	-	15,041	17,646	46,938	3,664	86,081	1,911	63,608
Internal Auditor	201	643	1,455	10	730	849	4,310	276	4,021	375	4,951
Dispatch	-	-	-	-	-	-	-	-	182,413	-	-
Public Works	-	-	34,650	-	113,853	33,349	36,996	-	-	222,758	935,320
Geographic Information Systems	-	-	-	-	-	17,947	10,768	-	-	7,179	21,537
Facilities Maintenance	8,010	82,278	2,850	-	251	-	27,079	-	-	7,607	17,730
Proposed Costs (Per Consultant)	14,906	102,377	82,563	18,253	193,923	152,564	226,851	10,942	366,247	353,536	1,269,428
Remove Public Works - FY21	-	-	(34,650)	-	(113,853)	(33,349)	(36,996)	-	-	(222,758)	(935,320)
Totals without Public Works	14,906	102,377	47,913	18,253	80,070	119,215	189,855	10,942	366,247	130,778	334,108
Add 6% for FY22-23 Merits	15,800	108,520	50,788	19,348	84,874	126,368	201,246	11,599	388,222	138,625	354,154
FY23 Adjustments:											
Reduce to 2CFR Plan - Attached**	-	(10,885)	-	-	-	(73,450)	-	-	-	-	-
Add PW Allocation FY23	-	-	-	-	129,671	44,375	50,792	-	-	304,890	1,320,491
Add Funding for Fire Training	-	-	-	-	-	-	14,000	-	-	14,000	14,000
True up from FY21 Estimate (Below)	-	-	13,431	-	(74,395)	(6,211)	(12,655)	-	-	(43,364)	(138,875)
Total to Allocate	$ 15,800	$ 97,634	$ 64,219	$ 19,348	$ 140,150	$ 91,082	$ 253,383	$ 11,599	$ 388,222	$ 414,151	$ 1,549,770
Amount Budgeted in FY22	$ 17,155	$ 101,905	$ 56,515	$ -	$ 185,076	$ 134,638	$ 364,750	$ 9,874	$ 377,963	$ 407,520	$ 1,342,029
Amount Budgeted in FY23	**$ 15,800**	**$ 97,634**	**$ 64,219**	**$ -**	**$ 140,150**	**$ 91,082**	**$ 253,383**	**$ 11,599**	**$ 388,222**	**$ 414,151**	**$ 1,549,770**
Monthly Amount	$ 1,317	$ 8,136	$ 5,352	$ -	$ 11,679	$ 7,590	$ 21,115	$ 967	$ 32,352	$ 34,513	$ 129,148
TRUE UP:											
PW via Consultant FY21 (Above)	$ -	$ -	$ 34,650	$ -	$ 113,853	$ 33,349	$ 36,996	$ -	$ -	$ 222,758	$ 935,320
FY21 Estimated Allocation	-	-	21,219	-	188,248	39,560	49,651	-	-	266,122	1,074,195
True-Up Adjustment	$ -	$ -	$ 13,431	$ -	$ (74,395)	$ (6,211)	$ (12,655)	$ -	$ -	$ (43,364)	$ (138,875)

*General Fund is Subsidizing these funds, therefore we have elected not to charge Cost Allocation to these two funds as it would only increase the amount of the Subsidies.

** The 2CFR Plan is in compliance with Grant Regulations and removes certain costs from the Plan. We have applied reductions from this plan to the Voter Approved Funds which includes Senior Center and Quality of Life.

CARSON CITY, NV
FULL COST ALLOCATION - LATE MATERIAL
ACTUAL FY2021 (FOR FY2023 BUDGET)

Central Service Departments	Water Fund (520)	Building Permits Fund (525)	Cemetery Fund (530)*	Fleet Management Fund (560)	Group Medical Insurance Fund (570)	Workers Compensation Insurance Fund (580)	Insurance Fund (590)	Redevelopment Fund (602)	Redevelopment Revolving Fund (603)	Totals
Building Charge	$ -	$ 7,473	$ -	$ -	$ 613	$ 1,722	$ -	$ -	$ -	$ 9,808
Board of Supervisors	34,540	5,058	227	6,291	9,641	6,837	8,679	1,291	928	150,619
Clerk	2,319	-	-	-	-	-	-	-	30,155	120,609
Treasurer	101,507	27,409	1,370	-	-	-	-	-	-	350,388
District Attorney	3,203	6,007	-	-	-	5,206	7,209	3,203	-	42,047
City Manager	85,175	12,474	557	15,513	23,776	16,859	21,403	3,184	2,288	371,419
Purchasing	20,109	795	24	995	1,721	1,170	2,093	388	13,337	80,627
City Hall	-	-	-	-	333	2,718	-	-	-	3,051
Finance	41,060	8,146	420	8,129	4,440	32,175	31,443	1,907	1,758	227,134
Human Resources	14,885	533	178	4,812	(33,185)	35,826	-	533	-	57,031
Information Technology	53,780	3,664	868	26,985	9,257	5,782	-	5,782	-	353,439
Internal Auditor	7,981	1,169	52	1,454	2,228	1,579	2,005	298	214	34,801
Dispatch	-	-	-	-	-	-	-	-	-	182,413
Public Works	495,798	335,048	-	92,230	-	-	-	-	-	2,300,002
Geographic Information Systems	21,537	-	-	-	-	-	-	-	-	78,968
Facilities Maintenance	19,257	12,148	3,749	29,575	762	2,143	-	-	-	213,439
Proposed Costs (Per Consultant)	901,151	419,924	7,445	185,984	19,586	112,017	72,832	16,586	48,680	4,575,795
Remove Public Works - FY21	(495,798)	(335,048)	-	(92,230)	-	-	-	-	-	(2,300,002)
Totals without Public Works	405,353	84,876	7,445	93,754	19,586	112,017	72,832	16,586	48,680	2,275,793
Add 6% for FY22-23 Merits	429,674	89,969	7,892	99,379	20,761	118,738	77,202	17,581	51,601	2,412,341
FY23 Adjustments:										
Reduce to 2CFR Plan - Attached**	-	-	-	-	-	-	-	-	-	(84,335)
Add PW Allocation FY23	677,492	195,199	-	114,975	-	-	-	-	-	2,837,885
Add funding for Fire Training	28,000	-	-	-	-	-	-	-	-	70,000
True up from FY21 Estimate (Below)	(49,133)	193,812	-	13,859	-	-	-	-	-	(103,531)
Total to Allocate	$ 1,086,033	$ 478,980	$ 7,892	$ 228,213	$ 20,761	$ 118,738	$ 77,202	$ 17,581	$ 51,601	$ 5,132,360
Amount Budgeted in FY22	$ 1,024,321	$ 324,366	$ -	$ 204,270	$ 95,635	$ 46,918	$ 37,016	$ 62,175	$	4,792,128
Amount Budgeted in FY23	**$ 1,086,033**	**$ 478,980**	**$ -**	**$ 228,213**	**$ 20,761**	**$ 118,738**	**$ 77,202**	**$ 69,182**	**$ -**	5,105,119
Monthly Amount	$ 90,503	$ 39,915	$ -	$ 19,018	$ 1,730	$ 9,895	$ 6,434	$ 5,765	$	425,427
TRUE UP:										
PW via Consultant FY21 (Above)	$ 495,798	$ 335,048	$ -	$ 92,230	$ -	$ -	$ -	$ -	$ -	$ 2,300,002
FY21 Estimated Allocation	544,931	141,236	-	78,371	-	-	-	-	-	2,403,533
True-Up Adjustment	$ (49,133)	$ 193,812	$ -	$ 13,859	$ -	$ -	$ -	$ -	$ -	$ (103,531)

CARSON CITY, NV
FULL COST ALLOCATION
ACTUAL FY2022 (FOR FY2024 BUDGET)
DRAFT 1/25/2023

Central Service Departments	202 Coop Ext Fund	215 Senior Citizens Fund	225 Carson City Transit Fund	240 Traffic/Trans Fund*	250 Regional Trans Fund	254 Quality of Life Fund	256 Street Maintenance Fund	280 Commissary Fund	501 Ambulance Fund	505 Stormwater Fund	510 Wastewater Fund
Building Charge	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Board of Supervisors	721	3,374	8,778	60	2,784	5,348	22,375	1,608	18,190	1,831	23,440
Clerk	-	-	-	-	35,670	71,341	-	-	-	2,972	2,972
Treasurer	-	-	2,633	31,360	2,816	-	-	-	-	86,493	93,065
District Attorney	-	-	-	-	8,788	5,273	-	-	-	3,515	7,031
City Manager	1,521	7,114	18,508	126	5,871	11,277	47,181	3,392	38,355	3,861	49,427
Purchasing	110	284	1,380	2	39,399	3,543	8,734	296	2,005	8,226	9,008
City Hall	-	-	-	-	-	-	-	-	-	-	-
Finance	1,405	4,357	16,740	62	8,796	9,225	33,459	2,951	22,937	(1,701)	32,827
Human Resources	-	666	222	1,822	1,997	1,775	6,131	666	8,431	222	11,105
Information Technology	-	8,137	2,713	-	24,410	21,699	73,235	8,137	103,070	2,713	73,235
Internal Auditor	153	716	1,865	13	591	1,136	4,753	341	3,863	388	4,979
Dispatch	-	-	-	-	-	-	-	-	190,611	-	-
Public Works	-	-	-	-	167,805	48,206	70,479	-	-	315,779	886,623
Geographic Information Systems	-	-	-	-	-	15,694	9,417	-	-	6,277	18,832
Facilities Maintenance	8,373	92,686	1,836	-	262	-	29,885	-	-	7,952	24,682
Proposed Costs (per Consultant)	12,283	117,334	54,675	33,445	299,189	194,517	305,649	17,391	387,462	438,528	1,237,226
Remove Public Works - FY22	-	-	-	-	(167,805)	(48,206)	(70,479)	-	-	(315,779)	(886,623)
Totals without Public Works	12,283	117,334	54,675	33,445	131,384	146,311	235,170	17,391	387,462	122,749	350,603
Add 6% for FY23-24 Merits & COLA	13,020	124,374	57,956	35,452	139,267	155,090	249,280	18,434	410,710	130,114	371,639
FY24 Adjustments:											
Reduce to 2CFR Plan - Attached**	-	(11,892)	-	-	-	(94,401)	-	-	-	-	-
Add PW Allocation FY24	-	-	3,805	-	155,084	45,828	55,148	-	-	274,493	1,216,163
True up from FY22 Estimate (Below)	-	-	(17,319)	-	16,934	6,162	11,812	-	-	26,161	(235,466)
Total to Allocate	$ 13,020	$ 112,482	$ 44,442	$ 35,452	$ 311,285	$ 112,679	$ 316,240	$ 18,434	$ 410,710	$ 430,768	$ 1,352,336
Amount Budgeted in FY23	$ 15,800	$ 97,634	$ 64,219	$ -	$ 140,150	$ 91,082	$ 253,383	$ 11,599	$ 388,222	$ 414,151	$ 1,549,770
Amount Budgeted in FY24	$ 13,020	$ 112,482	$ 44,442	$ -	$ 311,285	$ 112,679	$ 316,240	$ 18,434	$ 410,710	$ 430,768	$ 1,352,336
Monthly Amount	$ 1,085	$ 9,374	$ 3,704	$ -	$ 25,940	$ 9,390	$ 26,353	$ 1,536	$ 34,226	$ 35,897	$ 112,695
TRUE UP:											
PW via Consultant FY22 (Above)	$ -	$ -	$ -	$ -	$ 167,805	$ 48,206	$ 70,479	$ -	$ -	$ 315,779	$ 886,623
FY22 Estimated Allocation	-	-	17,319	-	150,871	42,044	58,667	-	-	289,618	1,122,089
True-Up Adjustment	$ -	$ -	$ (17,319)	$ -	$ 16,934	$ 6,162	$ 11,812	$ -	$ -	$ 26,161	$ (235,466)

*General Fund is Subsidizing these funds, therefore we have elected not to charge Cost Allocation to these two funds as it would only increase the amount of the Subsidies.

** The 2CFR Plan is in compliance with Grant Regulations and removes certain costs from the Plan. We have applied reductions from this plan to the Voter Approved Funds which includes Senior Center and Quality of Life.

CARSON CITY, NV
FULL COST ALLOCATION
ACTUAL FY2022 (FOR FY2024 BUDGET)
DRAFT 1/25/2023

Central Service Departments	520 Water Fund	525 Building Permits Fund	530 Cemetery Fund*	560 Fleet Management Fund	570 Group Medical Insurance Fund	580 Workers Compensation Ins Fund	590 Insurance Fund	602 Redevelopment Fund	603 Redev Revolving Fund	Total
Building Charge	$ -	$ 7,727	$ -	$ -	$ 613	$ 1,722	$ -	$ -	$ -	$ 10,062
Board of Supervisors	35,637	7,675	231	6,685	9,888	7,022	8,671	1,292	603	166,213
Clerk	2,972	-	-	-	-	-	-	-	38,646	154,573
Treasurer	93,467	26,808	1,340	-	-	-	-	-	-	337,982
District Attorney	3,515	6,591	-	-	-	7,469	12,743	3,515	-	58,440
City Manager	75,144	16,183	485	14,096	20,849	14,807	18,284	2,724	1,272	350,477
Purchasing	10,815	1,087	61	777	1,455	971	1,452	220	1,205	91,030
City Hall	-	-	-	-	473	1,805	-	-	-	2,278
Finance	50,578	13,824	516	8,896	5,762	18,336	20,783	1,871	1,177	252,801
Human Resources	8,279	666	222	7,158	(21,266)	36,531	-	666	-	65,293
Information Technology	67,810	8,150	2,700	35,262	10,849	2,713	-	8,137	-	452,970
Internal Auditor	7,570	1,630	49	1,420	2,101	1,491	1,842	275	128	35,304
Dispatch	-	-	-	-	-	-	-	-	-	190,611
Public Works	666,950	336,527	-	100,378	-	-	-	-	-	2,592,747
Geographic Information Systems	18,832	-	-	-	-	-	-	-	-	69,052
Facilities Maintenance	8,179	12,353	5,547	28,165	1,101	3,096	-	-	-	224,117
Proposed Costs (per Consultant)	1,049,748	439,221	11,151	202,837	31,825	95,963	63,775	18,700	43,031	5,053,950
Remove Public Works - FY22	(666,950)	(336,527)	-	(100,378)	-	-	-	-	-	(2,592,747)
Totals without Public Works	382,798	102,694	11,151	102,459	31,825	95,963	63,775	18,700	43,031	2,461,203
Add 6% for FY23-24 Merits & COLA	405,766	108,856	11,820	108,607	33,735	101,721	67,602	19,822	45,613	2,608,878
FY24 Adjustments:										
Reduce to 2CFR Plan - Attached**	-	-	-	-	-	-	-	-	-	(106,293)
Add PW Allocation FY24	664,604	-	-	132,472	-	-	-	-	-	2,547,597
True up from FY22 Estimate (Below)	119,322	142,847	-	12,848	-	-	-	-	-	83,301
Total to Allocate	$ 1,189,692	$ 251,703	$ 11,820	$ 253,927	$ 33,735	$ 101,721	$ 67,602	$ 19,822	$ 45,613	$ 5,133,483
Amount Budgeted in FY23	$ 1,086,033	$ 478,980	$ -	$ 228,213	$ 20,761	$ 118,738	$ 77,202	$ 69,182	$ -	$ 5,105,119
Amount Budgeted in FY24	$ 1,189,692	$ 251,703	$ -	$ 253,927	$ 33,735	$ 101,721	$ 67,602	$ 65,435	$ -	$ 5,086,211
Monthly Amount	$ 99,141	$ 20,975	$ -	$ 21,161	$ 2,811	$ 8,477	$ 5,634	$ 5,453	$ -	$ 423,851
TRUE UP:										
PW via Consultant FY22 (Above)	$ 666,950	$ 336,527	$ -	$ 100,378	$ -	$ -	$ -	$ -	$ -	$ 2,592,747
FY22 Estimated Allocation	547,628	193,680	-	87,530	-	-	-	-	-	2,509,446
True-Up Adjustment	$ 119,322	$ 142,847	$ -	$ 12,848	$ -	$ -	$ -	$ -	$ -	$ 83,301

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 4, 2022)

FY 2023-24

DEPARTMENT NAM E: Public Works-Stormwater	**DEPARTMENT # (ORG):** 5053702

DESCRIPTION OF REQUESTED ITEM: 1 FTE – CCEA A301/A302 – Stormwater Technician

JUSTIFICATION OF REQUEST: Creation of new position (Stormwater Technician) as included in the Stormwater Utility Rate Update in FY21. This position will be tasked with ongoing maintenance duties within the stormwater collection and conveyance systems of Carson City. The city's stormwater system consists of over 100 miles of channels, pipes and ditches.

Drainage infrastructure within Carson City, due to funding constraints, previously was only maintained on a deferred or emergency basis. Sufficient capacity exists at the time of construction to meet design standards, however over time sediment and vegetation growth builds up in pipes, ditches, and basins. Capacity is reduced over time, and in some cases completely eliminated. In severe cases, infrastructure replacement is required as cleaning is no longer a feasible option. To maintain and correct capacity impacted by said sedimentation and vegetation growth, routine maintenance is required.

The need to perform routine maintenance has been established in Carson City and was made a priority in the recent Stormwater Utility Rate Update. A total of three new maintenance technician positions were included in the Rate Update to be added during the rate phase-in time period; this position is the third requested.

Request for January 2024 start date.

(1)PERSONNEL SERVICES:		**(2)SERVICES AND SUPPLIES**:**	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	$22,648.00		
Other Pay*	150.00		
Worker's Compensation	514.00		
Group Insurance	4,074.00		
Medicare	330.00		
Pers	3,963.00		
Total Personnel Costs (1)	31,679.00	**Total Services and Supplies (2)**	
		GRAND TOTAL:	$31,679.00

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.

** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 4, 2022)

FY 2023-24

DEPARTMENT NAME: Public Works – Wastewater	**DEPARTMENT # (ORG):** 5103201

DESCRIPTION OF REQ Promotion of a CCEA Grade T201/T202 Environmental Control Officer to Grade T301/T302 Senior Environmental Control Officer

JUSTIFICATION OF REQUEST:

Permitting, management, and inspection of the City's commercial and industrial establishments to ensure compliance with federal, state, and local environmental rules and regulations is performed by a team of skilled environmental control officers. The environmental control officers also maintain the household hazardous waste program and provide sampling and customer service support to the water system. This work includes performing the most difficult and/or complex business inspections and is performed throughout Carson City under the general supervision of the Environmental Control Foreman.

The Senior Environmental Control Officer position currently exists. The position differs from the Environmental Control Officer in that it requires three years of experience in inspecting industrial and commercial wastewater dischargers and enforcing regulations rather than one year of experience inspecting, investigating or enforcing regulations. This is not a request for an additional full-time employee, as the Environmental Control Officer position will not be filled upon the promotion.

(1)PERSONNEL SERVICES:		**(2)SERVICES AND SUPPLIES**:**	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary**	$ 6,379.00		
Other Pay*	.00		
Worker's Compensation	.00		
Group Insurance	.00		
Medicare	92.00		
Pers	2,137.00		
Total Personnel Costs (1)	$8,608.00	**Total Services and Supplies (2)**	
		GRAND TOTAL:	$8,608.00

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.

** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

SUPPLEMENTAL REQUESTS

(Personnel, services and supplies only – DUE MARCH 4, 2022)

FY 2023-24

DEPARTMENT NAM E: Public Works - Wastewater	**DEPARTMENT # (ORG):** 5103201

DESCRIPTION OF REQUESTED ITEM: Reclass of Wastewater Plan Mechanic to Wastewater Plant Mechanic Foreman (T501/T502)

JUSTIFICATION OF REQUEST:

The water resource recovery facility (WRRF) staff operates, repairs, and maintains the complex systems required to treat wastewater for reuse. This staff is separated generally into two teams: Operations and Mechanics. The Operations staff operate, manage, and adjust the individual processes to ensure permit compliance, under the general supervision of the Wastewater Operations Manager. The Mechanics staff perform both on-site and off-site maintenance and repair of pumps, valves, pipelines, and effluent reuse system, often with limited direction due to the nature of the work.

It is requested that a Wastewater Plant Mechanic be reclassified to a Wastewater Plant Mechanic Foreman position so that general direction, planning , assignment, and oversight of daily mechanical repair duties woudl be handled by this position rahter than directed to the individual mechanics by the Wasteater Operations Manager The duties of the Ofreman would include byt not be limited , the following:

- Plan, organize, assign, and oversee work of assigned staff, including training.
- Assist in developing and implementing goals, objectives, policies, procedures, and standards for wastewater maintenance activities.
- Perform skilled wastewater maintenance work in the area of expertise, troubleshoot problems, and provide technical support to staff.
- Estimate equipment, materials, and staff required to perform work.
- Requisition supplies and equipment and maintains inventory of regularly used materials.
- Assist in preparation of annual budget.
- Prepare, issue, prioritize, and track facility and equipment maintenance and work orders, including maintaining accurate records of work performed in a computerized maintenance management system.
- Inspect the work and ensures quality and conformance to specifications of City crews and contract staff.
- Ensure assigned staff follows safety procedures.
- Prepare a variety of written correspondence and reports regarding work performed.

Having a Foreman performing these duties on a daily basis will ensure that the City remains compliant with regulatory requirements and maintenance work is performed in a coordinated and directed manner.

This action would not result in the addition of a new FTE.

(1)PERSONNEL SERVICES:		(2)SERVICES AND SUPPLIES**:	
	Increase Amount	**Acct# / Description**	**Increase Amount**
Salary	$7,563.00		
Other Pay*	.00		
Worker's Compensation	.00		
Group Insurance	.00		
Medicare	110.00		
Pers	2,534.00		
Total Personnel Costs (1)	$10,207.00	**Total Services and Supplies (2)**	
		GRAND TOTAL:	$10,207.00

* Other Pay should include allowances needed for this position, such as phone allowances or other additional pay necessary to bring a new position before the board.

** Services and supplies should include new equipment necessary such as laptops and supplies, so the full costs are included in the request.

Wastewater Plant Mechanic Foreman

Class Title

Wastewater Plant Mechanic Foreman

Class Code

00875

Salary

$60,474.44 - $90,712.44 Annually

- DEFINITION
- BENEFITS

Description

Under general direction, plans, assigns, oversees and performs the work of skilled and semi-skilled staff tasked with the maintenance of the City's wastewater plant infrastructure.

Example of Duties

This class specification lists the major duties and requirements of the job and is not all-inclusive. Incumbent(s) may be expected to perform job-related duties other than those contained in this document and may be required to have specific job-related knowledge and skills.

- Plans, organizes, assigns, and oversees the work of assigned staff
- Recommends selection of staff; trains staff and provides for their professional development; administers discipline as required.
- Coordinates the operation of City's wastewater plant maintenance operations and activities.
- Assists in developing and implementing goals, objectives, policies, procedures, and work standards for wastewater plant maintenance activities.
- Coordinates and assists in emergency activities as required.
- Performs skilled work in the designated area(s) of expertise, troubleshoots maintenance problems and provides technical advice to assigned staff.
- Estimates equipment, materials and staff required to perform assigned work; requisitions supplies and equipment; maintains an inventory of regularly used materials.
- Assists in preparation of annual budget for assigned work area.
- Prepares, issues, prioritizes and tracks wastewater facility and equipment maintenance and repair work orders; maintains accurate reports of work performed.
- Responds to and resolves wastewater plant systems inquires and complaints; provides information regarding projects and schedules.
- Maintains liaison and coordinates activities with those of other City departments and local agencies.
- Interprets blueprints, specifications, manuals and related documentation.
- Inspects the work and ensures quality and conformance to specifications of both City crews and contract staff

- Prepares a variety of written correspondence and periodic and special reports regarding work performed.
- Ensures that staff follows safety procedures, and that public safety and security procedures are followed; conducts staff safety meetings.
- Contributes to the efficiency and effectiveness of the unit's service to its customers by offering suggestions and directing or participating as an active member of a team.
- Uses standard office equipment, including a computer, in the course of the work; and drives City vehicles to worksites, transports materials and assists other staff as required.
- Performs additional duties as necessary.
- Demonstrates courteous and cooperative behavior when interacting with the public and City staff; acts in a manner that promotes a harmonious and effective workplace environment.

Qualifications

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

Education and Experience:

Equivalent to a High School education or GED; AND six (6) years of journey-level experience in the maintenance and repair of pumps, motors and other wastewater equipment; OR an equivalent combination of education, training and experience as determined by Human Resources.

REQUIRED CERTIFICATES, LICENSES, AND REGISTRATIONS:

- A valid Class A Driver's License.
- California Water Environment Association (CWEA) Plant Maintenance Technologist Certificate, or equivalent, is highly desirable.
- Must obtain Confined Space Entry certification within 8 months of hire or promotion.
- Must obtain OSHA 30 certification within 15 days of hire or promotion.
- Must obtain Flagger certification within 8 months of hire or promotion.
- Must take a pre-employment physical examination and Respiratory Fit test.

Required Knowledge and Skills

Knowledge of:

- Principles and practices of employee supervision, including selection, work planning, organization, performance review and evaluation, and employee training.
- Materials, methods, practices and equipment used in wastewater plant construction, maintenance, and repair.
- Operation, adjustment, preventative maintenance and minor repair of power tools and equipment related to the work.
- Applicable laws, codes and regulations.

- Computer applications related to the work.
- Safety principles, practices and equipment related to the work.
- Record keeping principles and practices.
- Shop mathematics.
- Correct business English, including spelling, grammar and punctuation.
- Techniques for dealing with staff, in person and over the telephone.

Skill in:

- Planning, organizing, supervising, reviewing and evaluating the work of others.
- Training others in policies and procedures related to the work.
- Coordinating the work of multiple crews of semi-skilled and skilled workers performing varied maintenance and modification work.
- Safely operating, adjusting and performing preventative maintenance and minor repair to power tools and equipment related to the work.
- Interpreting, applying and explaining state and local laws, regulations and policies.
- Making accurate arithmetic calculations.
- Setting priorities, coordinating activities and meeting critical deadlines.
- Maintaining accurate records of work performed.
- Preparing clear and concise reports, correspondence and other written materials.
- Using initiative and independent judgement within established procedural guidelines.
- Contributing effectively to the accomplishment of team or work unit goals, objectives and activities.
  Speaking effectively to communicate in person or over the telephone.
- Establishing and maintaining effective working relationships with those encountered in the course of the work.

SUPERVISION RECEIVED AND EXERCISED:
Under General Supervision - Incumbents at this level have considerable latitude in the application of departmental policy, and they follow general guidelines or professional and administrative standards in accomplishing assignments. They are responsible for planning and organizing their own workload, but ordinarily cannot change methods of their assigned work unit, establish operations, or departmental policy without supervisor approval. Supervision is minimal, indirect, and usually limited to technical oversight.

PHYSICAL DEMANDS & WORKING ENVIRONMENT:
The physical demands described herein are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Strength and mobility to work in a typical field or shop maintenance setting, including operating hand and power tools; use standard office equipment and stamina to

perform sustained physical labor, including standing, walking, climbing and working in confined or awkward spaces; strength to lift and maneuver materials and equipment weighing up to 40 pounds with proper equipment; vision to read printed materials; and hearing and speech to communicate in person or over a radio or telephone. Work outdoors, sometimes in adverse weather conditions and extreme temperatures. Work involves exposure to potentially hazardous fumes, solvents and liquids.

Employees must maintain an active telephone. Employees must reside within 30 minutes of Carson City. Employees must be willing to work overtime, shifts, weekends and holidays. Required to be on-call.

Supplemental Information

CONDITIONS OF EMPLOYMENT:

1. All new employees will serve a probationary period of twelve (12) months. Such employees are not subject to the collective bargaining agreement and may be laid off or discharged during this period for any reason.

2. Continued employment is contingent upon all required licenses and certificates being maintained in active status without suspension or revocation.

3. Any City employee may be required to stay at or return to work during emergencies to perform duties specific to this classification or to perform other duties as requested in an assigned response position. This may require working a non-traditional work schedule or working outside normal assigned duties during the incident and/or emergency.

4. Employees shall be required to complete Incident Command System training as a condition of continuing employment.

5. New employees are required to submit to a fingerprint based background investigation which cost the new employee $56.25 and a drug screen which costs $84.00. Employment is contingent upon passing the background and the drug/alcohol screen.

6. Carson City participates in E-Verify and will provide the Social Security Administration (SSA) and, if necessary, the Department of Homeland Security (DHS), with information from each applicant's Form I-9 to confirm work authorization. All candidates who are offered employment with Carson City must complete Section 1 of the Form I-9 along with the required proof of their right to work in the United States and proof of their identity prior to starting employment. Please be prepared to provide required documentation as soon as possible after the job offer is made. For additional information regarding acceptable documents for this purpose, please contact Human Resources at 775.887.2103 or go to the U.S. Citizenship and Immigration Services web page at www.ucis.gov

7. This position is covered under the authority of the Federal Motor Carrier Safety Administration Act (FMCSA).

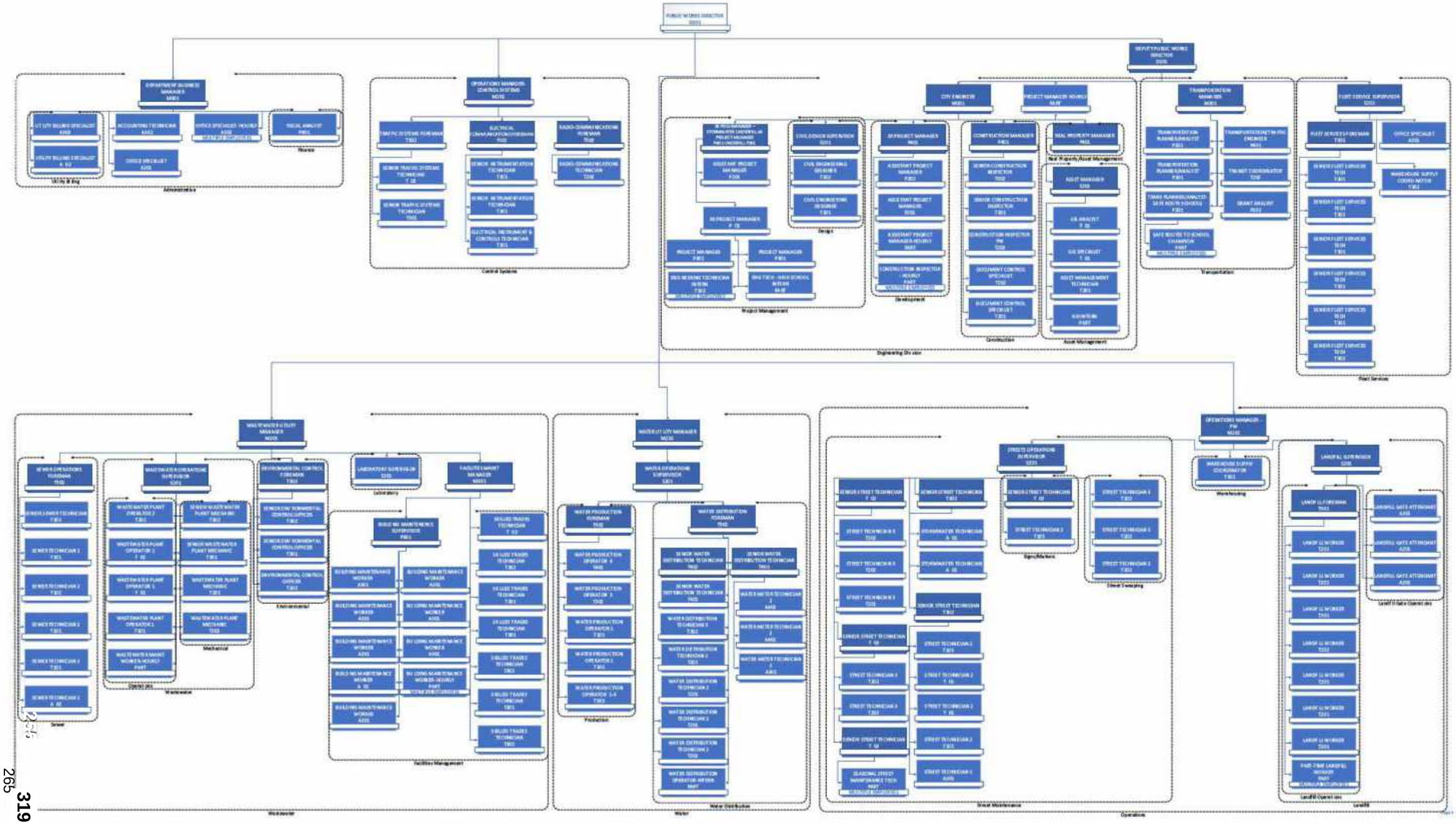
All employees covered by this job description are subject to drug and alcohol testing in accordance with the requirements of the FMCSA, as set forth in 49 CFR part 382 as amended; and the Carson City FMCSA Anti-Drug & Alcohol Misuse Prevention Program; which are hereby referenced and made part of the job description and mandates urine testing and breath alcohol testing for safety-sensitive and commercial driver's license positions. A violation of the policy and/or law may result in immediate termination of employment.

The US Department of Transportation (DOT) also imposes 49 CFR part 40 as amended, which is hereby referenced and made part of this job description, that establishes standards for collection and testing of urine and breath specimens.

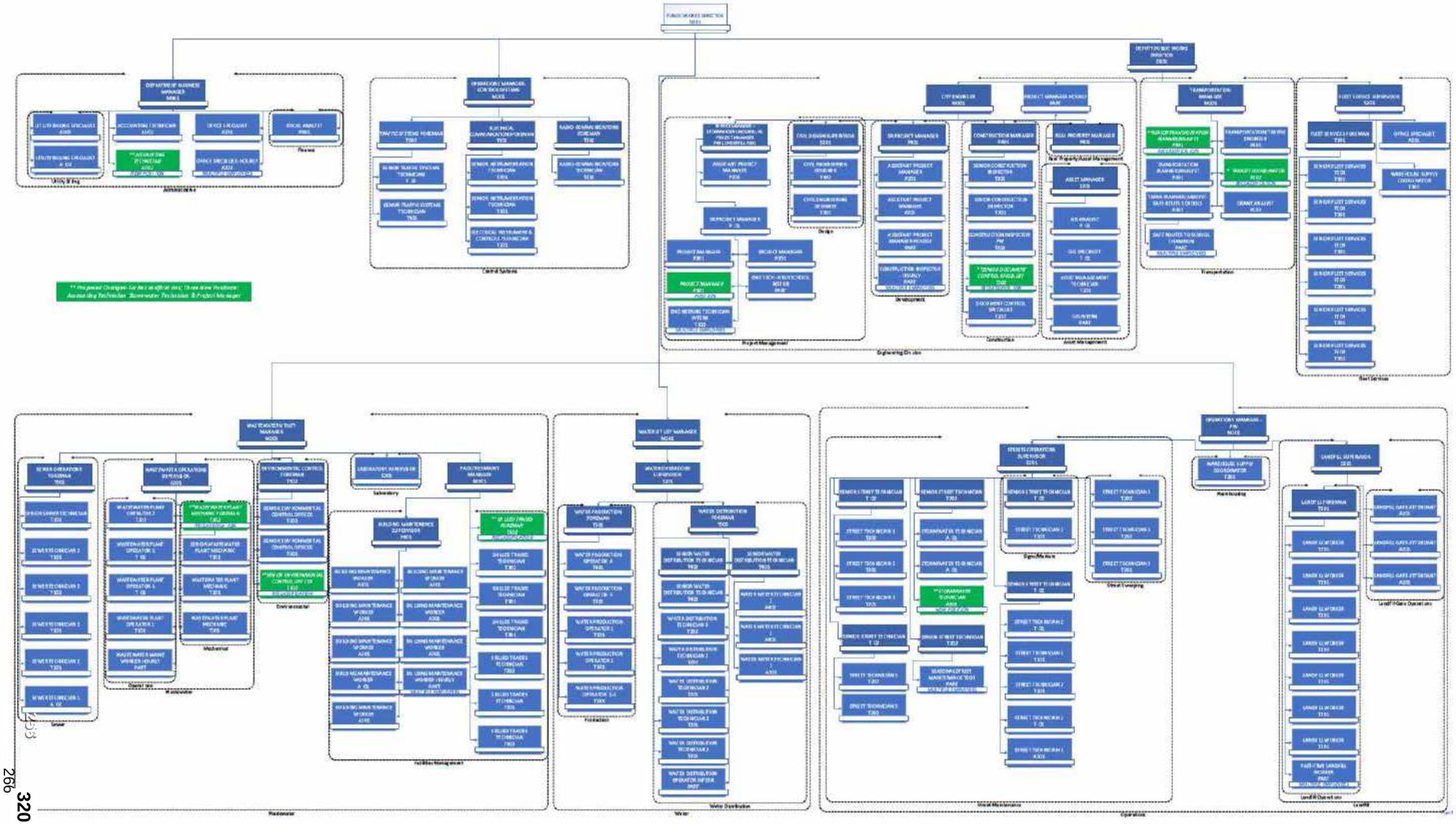
Copies of parts 382 and 40 are available in the Alcohol Program Manager's office and on the internet at the Office of Drug and Alcohol Policy and Compliance website https://www.transportation.gov/odapc

8. Carson City is an Equal Opportunity Employer.

Carson City
Public Works Department



Carson City
Public Works Department



CARSON CITY

Tentative Budget FY 2023-24

CARSON CITY, NEVADA
CONSOLIDATED MUNICIPALITY AND STATE CAPITAL

Nevada Department of Taxation
1550 College Parkway, Suite 115
Carson City, NV 89706-7937

Carson City herewith submits the (TENTATIVE) ~~(FINAL)~~ budget for the fiscal year ending June 30, 2024

This budget contains 5 funds, including Debt Service, requiring property tax revenues totaling $ 35,933,692

The property tax rates computed herein are based on preliminary data. If the final state computed revenue limitation permits, the tax rate will be increased by an amount not to exceed 1 If the final computation requires, the tax rate will be lowered.

This budget contains 24 governmental fund types with estimated expenditures of $ 136,407,131 and 10 proprietary funds with estimated expenses of $ 55,050,687

Copies of this budget have been filed for public record and inspection in the offices enumerated in NRS 354.596 (Local Government Budget and Finance Act).

CERTIFICATION

I Sheri Russell-Benabou
(Printed Name)
Chief Financial Officer
(Title)
certify that all applicable funds and financial operations of this Local Government are listed herein

Signed _____

Dated: _____

APPROVED BY THE GOVERNING BOARD

_____

_____

_____

_____

_____

_____

_____

_____

SCHEDULED PUBLIC HEARING:
(Must be held from May 17, 2022 to May 31, 2022 this year)

Date and Time May 18, 2023, 8:30 am Publication Date May 10, 2023

Place: Carson City Community Center, 851 E. William Street, Robert "Bob" Crowell Board Room, Carson City, Nevada

CARSON CITY
BUDGET
FY 2023-24
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April 15, 2023

Dear Citizens, Mayor, and Board Members:

The Carson City budget includes 24 governmental funds with estimated expenditures of $136.4 million and 10 proprietary funds with expenditures of $55.1 million.

Overview of General Fund Budget for FY 2024

Revenues and Other Sources:

- Total General Fund revenues are projected to increase 3.4% from estimated Fiscal Year (FY) 2023 to $102.1 million in FY 2024. In addition, FY 2023 re-estimate was increased to $98.7 million, from the original budgeted $97.1 million, primarily for projected increases in property tax revenue.

- The General Fund property tax rate remained flat at a rate of $1.9622 for FY 2024. Assessed valuation shows an increase of 9% when compared with prior year estimate and property tax revenues are expected to increase by $1.4 million (4.5%) for FY 2024.

- Intergovernmental revenues (including consolidated tax) are budgeted to increase 2% for FY 2024 when compared to the re-estimated projections for FY 2023. Consolidated tax revenue is the largest source of general fund revenue comprising 41.7% of total estimated revenue. Given the economic uncertainty resulting from inflation rates, the City is budgeting a conservative 2% increase for FY 2024.

- Charges for Services are expected to increase 6.7% for FY 2024. This is due to an increase in landfill fees being implemented July 1, 2023.

Expenditures and Other Uses:

- Total General Fund expenditures are projected to increase by $3 million (3.5%) from estimated FY 2023 to $88.6 million in FY 2024. Salaries and benefits comprise 76% of total general fund expenses; services and supplies make up the remaining 24%.

- Other uses include a budgeted contingency of $1.8 million, a transfer to the Capital Projects Fund of $8.9 million, and a transfer of $825,304 to the Extraordinary Maintenance Fund.

GENERAL FUND Sources and Uses	FY 2024 Budget
Beginning Fund Balance	$ 12,153,436
Revenues and other Sources:	
Property Taxes	32,128,000
Licenses and Permits	8,291,179
Intergovernmental	43,457,178
Charges for Services	16,743,880
Fines and Forfeits	428,000
Miscellaneous	1,035,000
Transfers In	195,792
Total Revenues and other Sources	102,279,029
Total Sources	$ 114,432,465
Expenditures and Other Uses:	
General Government	$ 23,969,337
Judicial	6,025,038
Public Safety	41,454,982
Public Works	2,920,749
Sanitation	2,635,825
Health	3,082,997
Welfare	707,112
Culture and Recreation	7,408,973
Community Support	392,321
Contingency	1,828,526
Transfers Out	14,123,585
Total Expenditures and Other Uses	104,549,445
Ending Fund Balance	9,883,020
Total Uses	$ 114,432,465
Ending Fund Balance as a % of Expenditures	11.2%

Reserves and Capital Projects

The City's current financial policy is to maintain ending fund balance at a minimum of 8.3% of annual expenditures with a goal of 16.7% as an operating reserve in the General Fund. The Board has expressed an interest in increasing ending fund balance in order to stabilize the City's finances in anticipation of the next economic downturn. As identified in the chart above, budgeted ending fund balance for FY 2024 is 11.2% of expenditures. This is an 8.8% increase from the FY 2023 budgeted ending fund balance of 10.3%.

In addition, for the FY 2024 budget cycle, the City made it a priority to fund capital improvements and equipment replacement. Approximately $8.9 million will be allocated from the General Fund to the Capital Projects Fund and $825,304 from the General Fund to the Extraordinary Maintenance Fund. This includes $3.6 million from Landfill revenues that are being set aside for Landfill capital improvements & equipment replacement and $825,000 in extraordinary maintenance that will be spent on facility improvements such as roof and HVAC replacements. The remaining $5.3 million will be set aside for various capital projects throughout the City, including:

- $1 million in information technology improvements to the City's virtual servers,
- $1.3 million in facility improvements, roofing, HVAC, and asphalt replacement,
- $0.8 million for public safety personal protective equipment, security and program enhancements,
- $1 million for multiple city vehicles,
- $0.5 million in park improvements, and
- various equipment and infrastructure needs.

During FY 2021 the City completed the Facility Condition Assessment and Reserve Study for 149 of the City's facilities and parks. After the funding recommended in the FY 2024 budget, the City will still have $21.5 million in deferred maintenance for City facilities. This number increased from the prior year $19.3 million, as the City applies an inflation factor of 3% annually and was only able to fund $2.7 million of the $4.2 million in needed facilities maintenance for FY 2024.

During FY 2022 the City identified several space needs, in which departments are outgrowing their current space. In September 2022, the Board of Supervisors prioritized the expansion of the Carson City Courthouse given the statutory requirement to add an additional Justice of the Peace when the City reaches a population of 60,000 and the critical space needs of departments within the courthouse. City Staff is working diligently through the planning phase with the goal of starting architectural design in FY 2024 and breaking ground on construction of the project in FY 2026.

Lastly, during the fall of calendar year 2023 the City will finalize plans regarding the new Fire Station/Emergency Operation Center/Backup Dispatch Center. This new facility will reduce response times and has been in the City's Strategic Plan for several years. In addition, the Information Technology Department will be moved to the new facility to help alleviate the space needs in just about every department at City Hall. The City has issued debt, received federal appropriations and American Recovery Plan Act (ARPA) funding to offset the costs of this facility.

Enterprise Funds

During FY 2020 the Public Works Department worked with a consultant to finalize the results of a utility rate study and have provided suggestions to the Board of Supervisors on how to stabilize the three utilities (Water, Wastewater and Stormwater) for the long-term. Given the pandemic and economic uncertainty during Calendar Year 2020, the City waited one year to

implement the recommended utility fund rate increases. All rate increases were implemented in the fall of 2021 and are adjusted annually.

The City issued debt and is able to leverage federal appropriations and ARPA funding to move forward with the Quill Water Treatment Plant Rehabilitation Project. This facility has not been upgraded since 1991 and due to changing raw water quality, regulatory requirements, and treatment plant capacity limitations it is time to rehabilitate this facility to maximize the use of available water on the west side of Carson City.

Lastly, federal appropriations and ARPA funding have made it possible to address significant portions of the last three phases of the Southeast Mandatory Sewer Extension Project. This project will eliminate high density individual septic disposal systems which have resulted in groundwater nitrates exceeding the federally mandated levels for drinking water in the project area.

Sincerely,

Nancy Paulson,
City Manager

BUDGET SUMMARY FOR CARSON CITY
SCHEDULE S-1

REVENUES:	GOVERNMENTAL FUND TYPES AND EXPENDABLE TRUST FUNDS (a)				PROPRIETARY FUNDS BUDGET YEAR 06/30/24 (4)		TOTAL (MEMO ONLY) COLUMNS 3+4 (5)
	ACTUAL PRIOR YEAR 06/30/22 (1)	ESTIMATED CURRENT YEAR 06/30/23 (2)	BUDGET YEAR 06/30/2024 (3)				
Property Taxes	33,052,067	34,482,505	35,933,692		-		35,933,692
Other Taxes	17,061,219	17,852,547	17,702,155		-		17,702,155
Licenses and Permits	9,797,992	9,387,331	9,501,179		-		9,501,179
Intergovernmental Resources	59,649,717	102,648,693	53,097,892		-		53,097,892
Charges for Services	16,628,237	16,274,356	17,374,749		59,774,709		77,149,458
Fines and Forfeits	458,340	438,000	438,000		-		438,000
Miscellaneous	300,179	2,448,974	1,491,950		206,634		1,698,584
TOTAL REVENUES	136,947,751	183,532,406	135,539,617		59,981,343		195,520,960
EXPENDITURES/EXPENSES							
General government	26,768,009	73,698,303	31,849,299		17,404,815		49,254,114
Judicial	5,490,808	6,687,722	6,100,038		-		6,100,038
Public Safety	43,011,807	58,409,929	44,750,454		6,744,692		51,495,146
Public Works	12,958,338	27,967,595	13,529,677		-		13,529,677
Sanitation	4,875,822	9,912,259	6,232,577		-		6,232,577
Health	6,496,044	12,884,209	6,263,764		170,136		6,433,900
Welfare	3,080,749	5,040,802	3,069,888		-		3,069,888
Culture and recreation	9,977,450	27,365,873	12,304,045		-		12,304,045
Community support	722,552	19,345,109	1,356,254		-		1,356,254
Economic opportunity	578,161	1,322,314	-		-		-
Contingencies	-	1,986,465	1,842,515		-		1,842,515
Utility enterprises	-	-	-		27,953,325		27,953,325
Transit systems	2,577,395	4,109,903	2,682,522		-		2,682,522
Airports	711,828	619,488	-		-		-
Debt service: Principal	6,376,907	6,055,030	5,899,700		-		5,899,700
Interest cost	2,211,949	2,341,032	2,368,913		2,777,719		5,146,632
TOTAL EXPENDITURES/EXPENSES	125,837,819	257,746,033	138,249,646		55,050,687		193,300,333
Excess of Revenues over (under) Expenditures/Expenses	11,109,932	(74,213,627)	(2,710,029)		4,930,656		2,220,627

(a) Does not include Redevelopment Funds.

BUDGET SUMMARY FOR CARSON CITY
SCHEDULE S-1 (CONTINUED)

	GOVERNMENTAL FUND TYPES AND EXPENDABLE TRUST FUNDS (a)				PROPRIETARY FUNDS BUDGET YEAR 06/30/24 (4)		TOTAL (MEMO ONLY) COLUMNS 3+4 (5)
	ACTUAL PRIOR YEAR 06/30/22 (1)	ESTIMATED CURRENT YEAR 06/30/23 (2)	BUDGET YEAR 06/30/2024 (3)				
OTHER FINANCING SOURCES (USES)							
Proceeds of Long-term Debt	8,100,000	5,550,000	-		-		-
Leases	-	-	-		-		-
Proceeds of Refunding Bond	-	-	-		-		-
Payment to Bond Refunded Escrow	-	-	-		-		-
Sales of General Fixed Assets	101,847	34,770	-		-		-
Bond Premium	678,310	926,050	-		-		-
Capital Contributions	-	-	-		1,291,844		1,291,844
Operating transfers in	31,457,444	24,373,165	19,082,004		10,000		19,092,004
Operating transfers out	(31,467,444)	(24,383,165)	(19,092,004)		-		(19,092,004)
TOTAL OTHER FINANCING SOURCES (USES)	8,870,157	6,500,820	(10,000)		1,301,844		1,291,844
Excess of Revenues & Other Sources over (under) Expenditures and Other Uses **(Net Income)**	19,980,089	(67,712,807)	(2,720,029)		6,232,500		x x x x x x x
FUND BALANCES JULY 1 (BEGINNING OF YEAR)	61,756,610	81,736,699	14,023,892				
Prior Period Adjustments	-	-	-		x x x x x x x		x x x x x x x
Residual Equity Transfers	-	-	-		x x x x x x x		x x x x x x x
FUND BALANCE JUNE 30, END OF YEAR	81,736,699	14,023,892	11,303,863		x x x x x x x		x x x x x x x

FULL TIME EQUIVALENT EMPLOYEES BY FUNCTION

	ACTUAL PRIOR YEAR ENDING 6/30/22	ESTIMATED CURRENT YEAR ENDING 6/30/23	BUDGET YEAR ENDING 6/30/24
General Government	124.80	133.55	133.55
Judicial	37.00	38.00	38.00
Public Safety	280.20	282.20	283.80
Public Works	54.35	57.35	55.35
Sanitation	12.00	13.00	13.00
Health	32.15	37.24	37.24
Welfare	7.76	9.06	9.06
Culture and Recreation	52.68	57.18	57.18
Economic Opportunity	0.00	0.00	0.00
TOTAL GENERAL GOVERNMENT	600.94	627.58	627.18
Utilities	53.75	54.75	55.15
Other	0.00	0.00	0.00
TOTAL	654.69	682.33	682.33
POPULATION (AS OF JULY 1)	56,434	57,073	58,314
Source of Population Estimate	Dept of Taxation	Dept of Taxation	Dept of Taxation
Assessed Valuation (Secured and Unsecured Only)	1,799,198,563	2,075,625,383	2,332,697,425
Net Proceeds of Mines			
Total Assessed Value	1,799,198,563	2,075,625,383	2,332,697,425
OPERATING TAX RATE			
General fund	1.9622	1.9622	1.9622
Special Revenue funds	0.2278	0.2278	0.2278
Capital Projects funds			
Debt Service fund			
Enterprise funds			
TOTAL TAX RATE	2.1900	2.1900	2.1900

*** Use the population certified by the state in March each year. Small districts may use a number developed per the instructions (page 6) or the best information available.**

	(1) ALLOWED TAX RATE	(2) ASSESSED VALUATION	(3) ALLOWED AD VALOREM REVENUE [(1) X (2)/100]	(4) TAX RATE LEVIED	(5) TOTAL AD VALOREM REVENUE WITH NO CAP [(2, Line A) X (4)/100]	(6) AD VALOREM TAX ABATEMENT [(5)-(7)]	(7) AD VALOREM REVENUE WITH CAP
OPERATING RATE: A. PROPERTY TAX Subject to Revenue Limitations	2.8542	2,332,697,425	66,579,850	1.9181	44,743,469	13,356,753	31,386,716
B. PROPERTY TAX Outside Rev Limitations: Net Proceeds of Mines	Same as above	-	-	Same as above	-	-	-
VOTER APPROVED: C. Voter Approved Overrides	0.0500	2,332,697,425	1,166,349	0.0500	1,166,349	329,617	836,732
LEGISLATIVE OVERRIDES D. Accident Indigent (NRS 428.185)	0.0150	"	349,905	0.0150	349,905	118,529	231,376
E. Medical Indigent (NRS 428.285)	0.1000	"	2,332,697	0.1000	2,332,697	650,592	1,682,105
F. Capital Acquisition (NRS 354.59815)	0.0500	"	1,166,349	0.0500	1,166,349	325,796	840,553
G. Youth Services Levy (NRS 62B.150, 62B.160)	0.0569	"	1,327,305	0.0569	1,327,305	371,095	956,210
H. Legislative Overrides		"	-		-	-	-
I. SCCRT Loss (NRS 354.59813)		"	-		-	-	-
J. Other:		"	-		-	-	-
K. Other:		"	-		-	-	-
L. SUBTOTAL LEGISLATIVE OVERRIDES	0.2219	XXXXXXXXXX	5,176,256	0.2219	5,176,256	1,466,012	3,710,244
M. SUBTOTAL A,C,L	3.1261	XXXXXXXXXX	72,922,455	2.1900	51,086,074	15,152,382	35,933,692
N. Debt		XXXXXXXXXX	-		-	-	-
O. TOTAL M AND N	3.1261	XXXXXXXXXX	72,922,455	2.1900	51,086,074	15,152,382	35,933,692

CARSON CITY

SCHEDULE S-3 - PROPERTY TAX RATE AND REVENUE RECONCILIATION

The Allowed Revenue required for column 3 can be obtained from the March 15 Final Revenue Projections or manually calculated. If an entity chooses to budget for an amount in column 5 which is lower or higher than the amount produced by the formula, please attach an explanation.

SCHEDULE A - ESTIMATED REVENUES & OTHER RESOURCES - GOVERNMENTAL FUND TYPES, EXPENDABLE TRUST FUNDS & TAX SUPPORTED PROPRIETARY FUND TYPES

Budget for Fiscal Year Ending June 30, 2024 — Budget Summary for Carson City

GOVERNMENTAL FUNDS AND EXPENDABLE TRUST FUNDS FUND NAME	BEGINNING FUND BALANCES (1)	CONSOLIDATED TAX REVENUE (2)	PROPERTY TAX REQUIRED (3)	TAX RATE (4)	OTHER REVENUE (5)	OTHER FINANCING SOURCES OTHER THAN TRANSFERS IN (6)	OPERATING TRANSFERS IN (7)	TOTAL (8)
GENERAL	12,153,436	42,542,178	32,128,000	1.9622	27,413,059	-	195,792	114,432,465
AIRPORT	-	-	-		-	-	-	-
COOPERATIVE EXTENSION	10,000	-	214,926	0.0128	-	-	-	224,926
SUPPLEMENTAL INDIGENT	265,193	-	1,913,481	0.1150	15,000	-	-	2,193,674
911 SURCHARGE	133,000	-	-		865,000	-	-	998,000
CAPITAL PROJECTS	5,000	-	840,553	0.0500	50,000	-	8,770,267	9,665,820
SENIOR CITIZENS	10,000	-	836,732	0.0500	3,000	-	-	849,732
LIBRARY GIFT	5,000	-	-		7,500	-	-	12,500
LANDSCAPE MAINTENANCE	5,000	-	-		130,605	-	60,899	196,504
ADMIN. ASSESSMENT	5,000	-	-		50,000	-	-	55,000
S. CARSON NID	5,000	-	-		75,930	-	73,970	154,900
TRAF. TRANSPORTATION	5,000	-	-		13,150	-	-	18,150
REG. TRANSPORTATION	100,000	-	-		5,479,477	-	-	5,579,477
QUALITY OF LIFE	250,000	-	-		4,099,107	-	-	4,349,107
GRANT	200,000	-	-		5,533,314	-	455,557	6,188,871
STREETS MAINTENANCE	100,000	-	-		6,129,571	-	-	6,229,571
COMMISSARY	26,755	-	-		222,000	-	-	248,755
V&T SPEC INFRASTRUCTURE	550,000	-	-		2,005,483	-	-	2,555,483
CAMPO	30,012	-	-		635,346	-	21,802	687,160
CARSON CITY TRANSIT	5,000	-	-		2,177,722	-	504,800	2,687,522
RESIDENTIAL CONST.	5,000	-	-		40,000	-	-	45,000
EXTRAORDINARY MAINTENANCE	5,000	-	-		-	-	825,304	830,304
INFRASTRUCTURE TAX	100,000	-	-		2,015,483	-	-	2,115,483
DEBT SERVICE	50,496	-	-		103,000	-	8,173,613	8,327,109
Subtotal Governmental Fund Types, Expendable Trust Funds	14,023,892	42,542,178	35,933,692	2.1900	57,063,747	-	19,082,004	168,645,513
PROPRIETARY FUNDS								
	XXXXXXXX				XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX
Subtotal Propriertary Funds	XXXXXXXX				XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX
TOTAL ALL FUNDS	XXXXXXXX	42,542,178	35,933,692	2.1900	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX

SCHEDULE A-1 ESTIMATED EXPENDITURES AND OTHER FINANCING USES

Budget for Fiscal Year Ending June 30, 2024 — Budget Summary for Carson City

GOVERNMENTAL FUNDS AND EXPENDABLE TRUST FUNDS FUND NAME	*	SALARIES AND WAGES (1)	EMPLOYEE BENEFITS (2)	SERVICES, SUPPLIES AND OTHER CHARGES (3)**	CAPITAL OUTLAY (4)***	CONTINGENCIES AND USES OTHER THAN OPERATING TRANSFERS OUT (5)	OPERATING TRANSFERS OUT (6)	ENDING FUND BALANCES (7)	TOTAL (8)
GENERAL		43,076,520	24,238,631	21,312,861	40,000	1,842,515	14,038,585	9,883,353	114,432,465
AIRPORT	R	-	-	-	-	-	-	-	-
COOPERATIVE EXTENSION	R	-	-	214,926	-	-	-	10,000	224,926
SUPPLEMENTAL INDIGENT	R	304,154	136,354	1,746,164	-	-	-	7,002	2,193,674
911 SURCHARGE	R	-	-	845,305	-	-	102,695	50,000	998,000
CAPITAL PROJECTS	R	-	-	-	9,298,511	-	362,309	5,000	9,665,820
SENIOR CITIZENS	R	321,550	177,458	340,724	-	-	-	10,000	849,732
LIBRARY GIFT	R	-	-	7,500	-	-	-	5,000	12,500
LANDSCAPE MAINTENANCE	R	32,281	13,768	145,455	-	-	-	5,000	196,504
ADMIN. ASSESSMENT	R	1,000	15	48,985	-	-	-	5,000	55,000
S. CARSON NID	R	-	-	149,900	-	-	-	5,000	154,900
TRAF. TRANSPORTATION	R	7,430	277	5,443	-	-	-	5,000	18,150
REG. TRANSPORTATION	R	474,627	260,204	1,015,746	2,076,924	-	1,651,976	100,000	5,579,477
QUALITY OF LIFE	R	848,943	352,429	1,019,068	1,141,070	-	837,597	150,000	4,349,107
GRANT	R	3,327,675	1,860,096	801,100	-	-	-	200,000	6,188,871
STREETS MAINTENANCE	R	1,847,947	921,163	2,539,169	816,000	-	5,292	100,000	6,229,571
COMMISSARY	R	107,490	28,064	103,201	-	-	-	10,000	248,755
V&T SPEC INFRASTRUCTURE	R	-	-	1,250	962,233	-	1,042,000	550,000	2,555,483
CAMPO	R	-	-	657,148	-	-	-	30,012	687,160
CARSON CITY TRANSIT	R	63,091	35,331	1,824,100	760,000	-	-	5,000	2,687,522
RESIDENTIAL CONST.	C	-	-	-	40,000	-	-	5,000	45,000
EXTRAORDINARY MAINTENANCE	C	-	-	-	825,304	-	-	5,000	830,304
INFRASTRUCTURE TAX	C	-	-	300	963,633	-	1,051,550	100,000	2,115,483
DEBT SERVICE	D	-	-	8,268,613	-	-	-	58,496	8,327,109
TOTAL GOVERNMENTAL FUND TYPES AND EXPENDABLE TRUST FUNDS		50,412,708	28,023,790	41,046,958	16,923,675	1,842,515	19,092,004	11,303,863	168,645,513

*FUND TYPES:
R - Special Revenue
C - Capital Projects
D - Debt Service
T - Expendable Trust

** Include Debt Service Requirements in this column.

***** Capital Outlay must agree with CIP.**

SCHEDULE A-2 - PROPRIETARY AND NONEXPENDABLE TRUST FUNDS

Budget for Fiscal Year Ending June 30, 2024 | Budget Summary for Carson City

FUND NAME	*	OPERATING REVENUES (1)	OPERATING EXPENSES** (2)	NONOPERATING REVENUES (3)	NONOPERATING EXPENSES (4)	CAPITAL CONTRIBUTIONS	OPERATING TRANSFERS IN (5)	OPERATING TRANSFERS OUT (6)	NET INCOME (7)
Wastewater	E	17,101,971	(12,878,852)	42,550	(1,052,635)	650,000	-	-	3,863,034
Water	E	18,090,185	(13,514,046)	33,376	(1,550,988)	641,844	-	-	3,700,371
Stormwater	E	2,881,346	(1,556,927)	25,000	(177,596)	-	-	-	1,171,823
Ambulance	E	4,057,010	(4,932,391)	25,000	-	-	-	-	(850,381)
Cemetery	E	132,111	(170,136)	11,508	-	-	10,000	-	(16,517)
Building Permits	E	1,254,106	(1,812,301)	7,000	-	-	-	-	(551,195)
Worker's Comp. Ins.	I	1,424,053	(1,891,560)	30,000	-	-	-	-	(437,507)
Fleet Management	I	2,308,916	(2,824,143)	15,000	-	-	-	-	(500,227)
Group Medical Insurance	I	10,475,011	(10,394,921)	200	-	-	-	-	80,290
Insurance	I	2,050,000	(2,294,191)	17,000	-	-	-	-	(227,191)
TOTAL		59,774,709	(52,269,468)	206,634	(2,781,219)	1,291,844	10,000	-	6,232,500

*FUND TYPES: E - Enterprise
I - Internal Service
N - Nonexpendable Trust

** Including Depreciation

REVENUES	ACTUAL PRIOR YEAR ENDING 6/30/2022	ESTIMATED CURRENT YEAR ENDING 6/30/2023	BUDGET YEAR ENDING 6/30/24	
			TENTATIVE APPROVED	FINAL APPROVED
TAXES				
Property Tax	29,420,517	30,744,440	32,128,000	-
LICENSES AND PERMITS				
Business Licenses & Permits:				
Business Licenses	1,917,587	1,865,505	1,902,815	-
Liquor Licenses	178,676	154,164	157,247	-
City-County Gaming Licenses	557,387	554,611	560,157	-
Franchise Fees:				
Gas	1,424,782	1,377,135	1,418,449	-
Electric	2,495,568	2,193,215	2,259,011	-
Phone	596,045	606,191	600,000	-
Sanitation	578,290	515,151	575,000	-
Cable / Video Service	480,895	612,060	480,000	-
Right of Way Toll	326,547	307,299	326,500	-
Non-Business Licenses & Permits:				
Marriage Licenses	9,891	12,000	12,000	-
Mobile Home Permits	15	-	-	-
SUBTOTAL - LICENSES AND PERMITS	8,565,683	8,197,331	8,291,179	-
INTERGOVERNMENTAL REVENUES				
State Grants				-
Federal Payments in Lieu of Taxes	122,690	115,000	120,000	-
State Shared Revenues:				
Consolidated Tax Revenues	41,708,018	41,708,018	42,542,178	-
State Gaming Licenses	116,752	131,300	115,000	-
Candidate Filing Fees	1,440	-		-
Court Admin. Assessments	129,464	135,000	130,000	-
Establishment Allocation	144,984	155,500	150,000	-
Other Local Government Grants:				
Interlocal Co-op. Agreements	328,577	245,000	330,000	-
Other Local Gov. Shared Revenues:				
Other	72,821	70,000	70,000	-
SUBTOTAL - INTERGOVERNMENTAL	42,624,746	42,559,818	43,457,178	-
CHARGES FOR SERVICES				
General Government:				
Treasurer Fees	17,725	15,000	15,000	-
Clerk Fees	245,847	221,000	246,000	-
Recorder Fees	366,144	370,000	370,000	-
Assessor Commissions	315,279	230,000	230,000	-
Building & Zoning Fees	168,491	130,000	130,000	-
Public Administrator Fees	264,465	200,000	200,000	-
Administration Fees	4,839,053	5,105,119	5,086,211	-
Technology Fees	55,000	50,000	50,000	-
Other	10,905	7,000	7,000	-
Subtotal	6,282,909	6,328,119	6,334,211	-

REVENUES	ACTUAL PRIOR YEAR ENDING 6/30/2022	ESTIMATED CURRENT YEAR ENDING 6/30/2023	BUDGET YEAR ENDING 6/30/24 TENTATIVE APPROVED	BUDGET YEAR ENDING 6/30/24 FINAL APPROVED
CHARGES FOR SERVICES (Continued)				
Judicial:				
Other	659,344	665,000	634,000	-
Public Safety:				
Police:				
Sheriff's Fees	250,268	304,000	275,000	-
Fire	19,696	16,000	16,000	-
Protective Services	139,754	95,000	111,000	-
Subtotal	409,718	415,000	402,000	-
Sanitation:				
Landfill	7,118,894	6,925,353	7,982,577	-
Health & Welfare:				
Health Inspection Fees	271,476	255,000	270,000	-
Culture & Recreation:				
Swimming Pool	235,300	250,000	225,000	-
Youth Programs	366,738	328,610	365,000	-
Sports	180,783	150,000	180,000	-
Other	380,111	370,500	351,092	-
Subtotal	1,162,932	1,099,110	1,121,092	-
SUBTOTAL - CHARGES FOR SERVICES	15,905,273	15,687,582	16,743,880	-
FINES & FORFEITS				
Court	440,885	426,500	426,500	-
Sheriff	7,085	1,500	1,500	
Animal Control	-	-	-	-
SUBTOTAL - FINES & FORFEITS	447,970	428,000	428,000	-
MISCELLANEOUS				
Interest Earnings	(1,107,900)	200,000	200,000	-
Rents & Royalties	142,117	105,000	75,000	-
Contributions and Donations from Private Sources	90,033	-	-	-
Wildland Fire Reimbursements	932,091	280,000	280,000	-
Other Refunds & Reimbursements	272,324	210,000	210,000	-
Penalties & Interest on Delinquent Taxes	297,139	210,000	210,000	-
Other	135,324	60,000	60,000	-
SUBTOTAL - MISCELLANEOUS	761,128	1,065,000	1,035,000	-
SUBTOTAL REVENUE ALL SOURCES	97,725,317	98,682,171	102,083,237	-
OTHER FINANCING SOURCES				
Sale of Assets	66,982	-	-	-
Operating Transfers In (Sched T)				
Quality of Life Fund	140,035	195,111	145,792	-
MAC Maintenance	50,000	50,000	50,000	-
SUBTOTAL OTHER FINANCING SOURCES	257,017	245,111	195,792	-
BEGINNING FUND BALANCE:				
Reserved	1,172,466		-	-
Unreserved	25,216,818	20,398,497	12,153,436	-
TOTAL BEGINNING FUND BALANCE	26,389,284	20,398,497	12,153,436	-
TOTAL AVAILABLE RESOURCES	124,371,618	119,325,779	114,432,465	-

EXPENDITURES BY ACTIVITY AND FUNCTION	ACTUAL PRIOR YEAR ENDING 6/30/2022	ESTIMATED CURRENT YEAR ENDING 6/30/2023	BUDGET YEAR ENDING 6/30/24	
			TENTATIVE APPROVED	FINAL APPROVED
GENERAL GOVERNMENT				
Legislative				
Board of Supervisors				
Salaries & Wages	142,130	143,724	143,858	-
Employee Benefits	76,613	82,706	98,650	-
Services & Supplies	22,192	29,939	1,619,591	-
SUBTOTAL ACTIVITY	240,935	256,369	1,862,099	-
Executive				
Clerk				
Salaries & Wages	299,356	319,062	333,878	-
Employee Benefits	114,944	123,477	137,207	-
Services & Supplies	19,478	23,617	16,736	-
SUBTOTAL	433,778	466,156	487,821	-
Treasurer				
Salaries & Wages	435,931	518,670	440,166	-
Employee Benefits	208,948	203,953	228,309	-
Services & Supplies	84,099	82,635	81,877	-
SUBTOTAL	728,978	805,258	750,352	-
Recorder				
Salaries & Wages	273,824	273,017	277,174	-
Employee Benefits	131,846	128,419	139,477	-
Services & Supplies	39,046	277,420	52,310	-
SUBTOTAL	444,716	678,856	468,961	-
Elections				
Salaries & Wages	174,315	200,648	206,830	-
Employee Benefits	77,181	84,597	91,521	-
Services & Supplies	196,031	274,683	170,683	-
Capital Outlay	5,000	-	-	-
SUBTOTAL	452,527	559,928	469,034	-
Public Guardian				
Salaries & Wages	202,611	224,131	230,112	-
Employee Benefits	84,684	93,848	103,629	-
Services & Supplies	12,529	18,847	14,150	-
SUBTOTAL	299,824	336,826	347,891	-
Assessor				
Salaries & Wages	584,082	598,256	526,397	-
Employee Benefits	272,458	256,565	271,278	-
Services & Supplies	52,841	262,347	110,914	-
Capital Outlay	16,524	-	-	-
SUBTOTAL	925,905	1,117,168	908,589	-
District Attorney				
Salaries & Wages	2,205,605	2,535,226	2,656,910	-
Employee Benefits	967,077	1,100,986	1,255,362	-
Services & Supplies	113,494	340,432	192,657	-
SUBTOTAL	3,286,176	3,976,644	4,104,929	-

EXPENDITURES BY ACTIVITY AND FUNCTION	ACTUAL PRIOR YEAR ENDING 6/30/2022	ESTIMATED CURRENT YEAR ENDING 6/30/2023	BUDGET YEAR ENDING 6/30/24	
			TENTATIVE APPROVED	FINAL APPROVED
City Manager				
Salaries & Wages	629,133	650,823	666,994	-
Employee Benefits	244,441	292,279	325,015	-
Services & Supplies	67,561	113,768	103,996	-
Furniture & Fixtures		-	-	
SUBTOTAL	941,135	1,056,870	1,096,005	-
SUBTOTAL, ACTIVITY	7,513,039	8,997,706	8,633,582	-
Finance				
Finance				
Salaries & Wages	541,885	567,199	617,671	-
Employee Benefits	211,178	239,585	284,192	-
Services & Supplies	86,338	84,616	84,616	-
SUBTOTAL	839,401	891,400	986,479	-
Internal Auditor				
Services & Supplies	108,504	110,250	110,250	-
SUBTOTAL	108,504	110,250	110,250	-
Purchasing				
Salaries & Wages	95,105	75,872	78,525	-
Employee Benefits	38,345	37,144	39,722	-
Services & Supplies	22,215	20,734	20,734	-
SUBTOTAL	155,665	133,750	138,981	-
Human Resources				
Salaries & Wages	213,142	225,994	226,747	-
Employee Benefits	108,902	109,093	117,165	-
Services & Supplies	17,940	35,030	34,030	-
SUBTOTAL	339,984	370,117	377,942	-
SUBTOTAL, ACTIVITY	1,443,554	1,505,517	1,613,652	-
Other				
Community Development				
Planning				
Salaries & Wages	471,834	496,871	521,479	-
Employee Benefits	180,224	200,165	207,177	-
Services & Supplies	40,199	139,635	137,951	-
SUBTOTAL	692,257	836,671	866,607	-
Business License				
Salaries & Wages	55,078	53,675	67,698	-
Employee Benefits	31,798	41,393	51,636	-
Services & Supplies	6,127	11,750	11,750	-
SUBTOTAL	93,003	106,818	131,084	-
Information Technology				
Salaries & Wages	977,314	1,123,968	1,168,628	-
Employee Benefits	417,708	500,376	560,538	-
Services & Supplies	1,585,276	1,868,832	1,774,231	-
Capital Outlay	20,182	-	-	-
SUBTOTAL	3,000,480	3,493,176	3,503,397	-

EXPENDITURES BY ACTIVITY AND FUNCTION	ACTUAL PRIOR YEAR ENDING 6/30/2022	ESTIMATED CURRENT YEAR ENDING 6/30/2023	BUDGET YEAR ENDING 6/30/24	
			TENTATIVE APPROVED	FINAL APPROVED
Geographic Information Systems				
Salaries & Wages	60,149	143,888	159,694	-
Employee Benefits	20,449	47,317	59,015	-
Services & Supplies	214,061	355,750	354,250	-
SUBTOTAL	294,659	546,955	572,959	-
Public Defender				
Services & Supplies	1,895,524	2,010,726	2,010,726	-
SUBTOTAL	1,895,524	2,010,726	2,010,726	-
Public Safety Complex				
Services & Supplies	262,165	266,725	263,725	-
SUBTOTAL	262,165	266,725	263,725	-
Northgate				
Services & Supplies	27,640	34,200	34,200	-
SUBTOTAL	27,640	34,200	34,200	-
City Hall				
Services & Supplies	73,802	89,800	81,300	-
SUBTOTAL	73,802	89,800	81,300	-
Facilities Maintenance				
Salaries & Wages	906,627	1,048,875	1,089,658	-
Employee Benefits	394,043	468,269	513,504	-
Services & Supplies	397,590	469,383	474,309	-
Capital Outlay	7,086	-	-	-
SUBTOTAL	1,705,346	1,986,527	2,077,471	-
Central Services				
Services & Supplies	2,245,912	2,323,247	2,389,213	-
SUBTOTAL	2,245,912	2,323,247	2,389,213	-
SUBTOTAL, ACTIVITY	10,290,788	11,694,845	11,930,682	-
FUNCTION SUBTOTAL	19,488,316	22,454,437	24,040,015	-

CARSON CITY
SCHEDULE B - GENERAL FUND
FUNCTION: GENERAL GOVERNMENT

EXPENDITURES BY ACTIVITY AND FUNCTION	ACTUAL PRIOR YEAR ENDING 6/30/2022	ESTIMATED CURRENT YEAR ENDING 6/30/2023	BUDGET YEAR ENDING 6/30/24	
			TENTATIVE APPROVED	FINAL APPROVED
JUDICIAL				
Courts				
Juvenile Court				
Salaries & Wages	433,908	456,872	463,738	-
Employee Benefits	215,501	229,266	253,163	-
Services & Supplies	87,379	153,397	68,879	-
SUBTOTAL	736,788	839,535	785,780	-
Courts				
Salaries & Wages	2,530,029	2,778,824	2,761,872	-
Employee Benefits	1,189,949	1,289,372	1,412,076	-
Services & Supplies	949,491	1,651,046	1,065,310	-
Capital Outlay	4,426	-	-	-
SUBTOTAL	4,673,895	5,719,242	5,239,258	-
SUBTOTAL, ACTIVITY	5,410,683	6,558,777	6,025,038	-
FUNCTION SUBTOTAL	5,410,683	6,558,777	6,025,038	-

EXPENDITURES BY ACTIVITY AND FUNCTION	ACTUAL PRIOR YEAR ENDING 6/30/2022	ESTIMATED CURRENT YEAR ENDING 6/30/2023	BUDGET YEAR ENDING 6/30/24	
			TENTATIVE APPROVED	FINAL APPROVED
PUBLIC SAFETY				
Sheriff				
Chartered Administration				
Salaries & Wages	675,520	760,530	791,689	-
Employee Benefits	358,763	414,693	480,227	-
SUBTOTAL	1,034,283	1,175,223	1,271,916	-
Administrative Services				
Salaries & Wages	323,854	299,244	300,677	-
Employee Benefits	275,281	185,406	256,605	-
Services & Supplies	750,208	814,759	676,056	-
SUBTOTAL	1,349,343	1,299,409	1,233,338	-
Investigations				
Salaries & Wages	1,835,714	1,637,880	1,785,846	-
Employee Benefits	971,515	911,153	1,108,524	-
Services & Supplies	385,308	530,502	377,635	-
Capital Outlay	1,179	-	-	-
SUBTOTAL	3,193,716	3,079,535	3,272,005	-
Operational Services				
Salaries & Wages	4,167,932	4,313,238	4,374,705	-
Employee Benefits	2,443,520	2,780,281	3,026,579	-
Services & Supplies	899,977	996,842	833,130	-
Capital Outlay	83,349	-	-	-
SUBTOTAL	7,594,778	8,090,361	8,234,414	-
Detention Facility				
Salaries & Wages	3,338,739	3,463,523	3,455,889	-
Employee Benefits	1,924,076	2,130,398	2,324,637	-
Services & Supplies	541,398	532,201	478,553	-
Capital Outlay	5,575	-	-	-
SUBTOTAL	5,809,788	6,126,122	6,259,079	-
General Services				
Salaries & Wages	342,056	376,990	411,345	-
Employee Benefits	157,177	166,591	196,860	-
Services & Supplies	54,567	64,092	57,468	-
SUBTOTAL	553,800	607,673	665,673	-
Federal: Trinet				
Salaries & Wages	66,154	53,359	53,359	-
Employee Benefits	43,372	51,379	50,742	-
Services & Supplies	11,109	11,814	11,696	-
SUBTOTAL	120,635	116,552	115,797	-
Dispatch				
Salaries & Wages	1,314,012	1,401,602	1,569,609	-
Employee Benefits	465,113	529,734	626,261	-
Services & Supplies	80,571	120,046	117,546	-
SUBTOTAL	1,859,696	2,051,382	2,313,416	-
SUBTOTAL ACTIVITY	21,516,039	22,546,257	23,365,638	-

EXPENDITURES BY ACTIVITY AND FUNCTION	ACTUAL PRIOR YEAR ENDING 6/30/2022	ESTIMATED CURRENT YEAR ENDING 6/30/2023	BUDGET YEAR ENDING 6/30/24	
			TENTATIVE APPROVED	FINAL APPROVED
Fire				
Administration				
Salaries & Wages	186,497	236,217	240,309	-
Employee Benefits	81,197	93,115	102,849	-
Services & Supplies	77,141	65,898	40,313	-
SUBTOTAL	344,835	395,230	383,471	-
Operations				
Salaries & Wages	5,399,747	5,095,194	5,594,471	-
Employee Benefits	2,843,363	3,076,992	3,744,217	-
Services & Supplies	700,605	743,306	643,674	-
SUBTOTAL	8,943,715	8,915,492	9,982,362	-
Prevention				
Salaries & Wages	363,512	413,377	389,584	-
Employee Benefits	137,693	146,516	159,568	-
Services & Supplies	74,064	100,050	85,063	-
SUBTOTAL	575,269	659,943	634,215	-
Training				
Salaries & Wages	156,295	180,175	181,484	-
Employee Benefits	83,045	97,036	107,569	-
Services & Supplies	111,848	123,054	108,935	-
SUBTOTAL	351,188	400,265	397,988	-
Emergency Management				
Salaries & Wages	130,842	205,169	195,404	-
Employee Benefits	101,648	115,269	127,306	-
Services & Supplies	16,542	33,980	37,195	-
SUBTOTAL	249,032	354,418	359,905	-
Wildland Fire Management				
Salaries & Wages	82,000	110,628	88,839	-
Employee Benefits	8,484	6,570	2,968	-
Services & Supplies	116,042	196,782	198,896	-
Capital Outlay	8,463	-	-	-
SUBTOTAL	214,989	313,980	290,703	-
				-
SUBTOTAL, ACTIVITY	10,679,028	11,039,328	12,048,644	-

CARSON CITY
SCHEDULE B - GENERAL FUND
FUNCTION: PUBLIC SAFETY

EXPENDITURES BY ACTIVITY AND FUNCTION	ACTUAL PRIOR YEAR ENDING 6/30/2022	ESTIMATED CURRENT YEAR ENDING 6/30/2023	BUDGET YEAR ENDING 6/30/24	
			TENTATIVE APPROVED	FINAL APPROVED
Corrections				
Juvenile Probation				
Salaries & Wages	1,146,871	1,213,857	1,268,066	-
Employee Benefits	690,067	754,497	846,822	-
Services & Supplies	254,935	347,752	289,347	-
SUBTOTAL	2,091,873	2,316,106	2,404,235	-
Juvenile Detention				
Salaries & Wages	1,119,296	1,108,502	1,193,208	-
Employee Benefits	514,963	573,965	645,202	-
Services & Supplies	106,982	120,792	120,792	-
SUBTOTAL	1,741,241	1,803,259	1,959,202	-
SUBTOTAL, ACTIVITY	3,833,114	4,119,365	4,363,437	-
Alternative Sentencing				
Salaries & Wages	876,133	968,894	957,411	-
Employee Benefits	377,116	461,283	545,899	-
Services & Supplies	222,055	246,060	173,953	-
SUBTOTAL, ACTIVITY	1,475,304	1,676,237	1,677,263	-
FUNCTION SUBTOTAL	37,503,485	39,381,187	41,454,982	-

CARSON CITY
SCHEDULE B - GENERAL FUND
FUNCTION: PUBLIC SAFETY

EXPENDITURES BY ACTIVITY AND FUNCTION	ACTUAL PRIOR YEAR ENDING 6/30/2022	ESTIMATED CURRENT YEAR ENDING 6/30/2023	BUDGET YEAR ENDING 6/30/24	
			TENTATIVE APPROVED	FINAL APPROVED
PUBLIC WORKS				
Public Works				
Salaries & Wages	1,722,067	1,889,207	1,636,083	-
Employee Benefits	821,199	1,057,545	1,160,231	-
Services & Supplies	169,415	180,645	124,435	-
SUBTOTAL, ACTIVITY	2,712,681	3,127,397	2,920,749	-
FUNCTION SUBTOTAL	2,712,681	3,127,397	2,920,749	-

CARSON CITY
SCHEDULE B - GENERAL FUND
FUNCTION: PUBLIC WORKS

EXPENDITURES BY ACTIVITY AND FUNCTION	ACTUAL PRIOR YEAR ENDING 6/30/2022	ESTIMATED CURRENT YEAR ENDING 6/30/2023	BUDGET YEAR ENDING 6/30/24	
			TENTATIVE APPROVED	FINAL APPROVED
SANITATION				
Landfill				
Salaries & Wages	759,561	876,912	944,079	-
Employee Benefits	377,745	420,097	448,754	-
Services & Supplies	1,352,634	1,394,309	1,242,992	-
Capital Outlay	12,225	-	-	-
SUBTOTAL, ACTIVITY	2,502,165	2,691,318	2,635,825	-
FUNCTION SUBTOTAL	2,502,165	2,691,318	2,635,825	-

CARSON CITY
SCHEDULE B - GENERAL FUND
FUNCTION: SANITATION

EXPENDITURES BY ACTIVITY AND FUNCTION	ACTUAL PRIOR YEAR ENDING 6/30/2022	ESTIMATED CURRENT YEAR ENDING 6/30/2023	BUDGET YEAR ENDING 6/30/24	
			TENTATIVE APPROVED	FINAL APPROVED
HEALTH				
Public Health Administration				
Health Administration				
Salaries & Wages	295,650	350,881	415,725	-
Employee Benefits	144,503	171,179	213,040	-
Services & Supplies	727,438	959,292	950,792	-
SUBTOTAL	1,167,591	1,481,352	1,579,557	-
Medical				
Salaries & Wages	69,102	79,807	78,041	-
Employee Benefits	31,742	41,355	44,581	-
Services & Supplies	47	5,000	5,000	-
SUBTOTAL	100,891	126,162	127,622	-
Environmental Health				
Salaries & Wages	241,164	262,288	266,568	-
Employee Benefits	104,729	119,601	134,199	-
Services & Supplies	21,530	15,724	15,724	-
SUBTOTAL	367,423	397,613	416,491	-
Douglas County - Environmental Health				
Salaries & Wages	160,719	157,365	168,096	-
Employee Benefits	62,592	57,762	63,613	-
Services & Supplies	25,513	29,472	27,618	-
SUBTOTAL	248,824	244,599	259,327	-
SUBTOTAL, ACTIVITY	1,884,729	2,249,726	2,382,997	-
Animal Control				
Services & Supplies	700,906	936,472	700,000	-
SUBTOTAL, ACTIVITY	700,906	936,472	700,000	-
FUNCTION SUBTOTAL	2,585,635	3,186,198	3,082,997	-

CARSON CITY
SCHEDULE B - GENERAL FUND
FUNCTION: HEALTH

EXPENDITURES BY ACTIVITY AND FUNCTION	ACTUAL PRIOR YEAR ENDING 6/30/2022	ESTIMATED CURRENT YEAR ENDING 6/30/2023	BUDGET YEAR ENDING 6/30/24	
			TENTATIVE APPROVED	FINAL APPROVED
WELFARE				
Welfare Administration				
Salaries & Wages	145,155	154,193	157,760	-
Employee Benefits	81,730	85,386	91,912	-
Services & Supplies	299,665	418,506	434,986	-
SUBTOTAL	526,550	658,085	684,658	-
Sexual Assalt Response Team (SART)				
Salaries & Wages	8,759	16,000	16,000	-
Employee Benefits	374	841	596	-
Services & Supplies	2,202	5,858	5,858	-
SUBTOTAL	11,335	22,699	22,454	-
FUNCTION SUBTOTAL	537,885	680,784	707,112	-

CARSON CITY
SCHEDULE B - GENERAL FUND
FUNCTION: WELFARE

EXPENDITURES BY ACTIVITY AND FUNCTION	ACTUAL PRIOR YEAR ENDING 6/30/2022	ESTIMATED CURRENT YEAR ENDING 6/30/2023	BUDGET YEAR ENDING 6/30/24	
			TENTATIVE APPROVED	FINAL APPROVED
CULTURE AND RECREATION				
Parks				
Park and Recreation Admin.				
Salaries & Wages	345,250	349,349	373,432	-
Employee Benefits	153,694	162,123	186,271	-
Services & Supplies	25,256	31,478	30,301	-
SUBTOTAL	524,200	542,950	590,004	-
Park Maintenance				
Salaries & Wages	783,095	831,260	887,269	-
Employee Benefits	382,383	442,291	489,961	-
Services & Supplies	667,086	748,348	696,306	-
Capital Outlay	47,126	40,000	40,000	-
SUBTOTAL	1,879,690	2,061,899	2,113,536	-
Grants, Gifts, Donations				
Salaries & Wages	-	-	-	-
Employee Benefits	-	-	-	-
Services & Supplies	66,044	11,678	-	-
SUBTOTAL	66,044	11,678	-	-
Youth Sports Association				
Salaries & Wages	-	6,087	11,676	-
Employee Benefits	-	2,487	4,867	-
Services & Supplies	73,805	109,604	26,908	-
Capital Outlay	19,500	-	-	-
SUBTOTAL	93,305	118,178	43,451	-
SUBTOTAL, ACTIVITY	2,563,239	2,734,705	2,746,991	-
Participant Recreation				
Community Center				
Salaries & Wages	155,745	234,864	225,430	-
Employee Benefits	55,602	71,622	73,298	-
Services & Supplies	123,440	141,428	130,428	-
SUBTOTAL	334,787	447,914	429,156	-
Recreation				
Salaries & Wages	293,510	379,597	382,037	-
Employee Benefits	61,813	64,875	67,396	-
Services & Supplies	104,064	96,140	95,480	-
SUBTOTAL	459,387	540,612	544,913	-
Swimming Pool				
Salaries & Wages	395,980	488,273	468,441	-
Employee Benefits	95,683	133,834	135,368	-
Services & Supplies	279,528	297,084	207,714	-
SUBTOTAL	771,191	919,191	811,523	-
Sports				
Salaries & Wages	179,623	203,293	223,390	-
Employee Benefits	64,269	56,188	67,039	-
Services & Supplies	142,705	172,485	172,485	-
SUBTOTAL	386,597	431,966	462,914	-

EXPENDITURES BY ACTIVITY AND FUNCTION	ACTUAL PRIOR YEAR ENDING 6/30/2022	ESTIMATED CURRENT YEAR ENDING 6/30/2023	BUDGET YEAR ENDING 6/30/24	
			TENTATIVE APPROVED	FINAL APPROVED
Rifle Range				
Salaries & Wages	83,115	93,091	98,646	-
Employee Benefits	26,222	26,837	31,493	-
Services & Supplies	20,404	19,030	18,500	-
SUBTOTAL	129,741	138,958	148,639	-
Multi-Purpose Athletic Center				
Salaries & Wages	73,517	146,495	151,066	-
Employee Benefits	3,012	23,983	26,903	-
Services & Supplies	67,065	76,698	53,698	-
SUBTOTAL	143,594	247,176	231,667	-
SUBTOTAL, ACTIVITY	2,225,297	2,725,817	2,628,812	-
Libraries				
Library				
Salaries & Wages	744,398	891,635	1,082,857	-
Employee Benefits	303,822	381,599	497,638	-
Services & Supplies	339,582	453,725	452,675	-
Capital Outlay	7,406	-	-	
SUBTOTAL, ACTIVITY	1,395,208	1,726,959	2,033,170	-
FUNCTION SUBTOTAL	6,183,744	7,187,481	7,408,973	-

CARSON CITY
SCHEDULE B - GENERAL FUND
FUNCTION: CULTURE AND RECREATION

EXPENDITURES BY ACTIVITY AND FUNCTION	ACTUAL PRIOR YEAR ENDING 6/30/2022	ESTIMATED CURRENT YEAR ENDING 6/30/2023	BUDGET YEAR ENDING 6/30/24	
			TENTATIVE APPROVED	FINAL APPROVED
COMMUNITY SUPPORT				
Community Support				
Services & Supplies	342,163	363,089	392,321	-
SUBTOTAL, ACTIVITY	342,163	363,089	392,321	-
FUNCTION SUBTOTAL	342,163	363,089	392,321	-

CARSON CITY
SCHEDULE B - GENERAL FUND
FUNCTION: COMMUNITY SUPPORT

EXPENDITURES BY ACTIVITY AND FUNCTION	ACTUAL PRIOR YEAR ENDING 6/30/2022	ESTIMATED CURRENT YEAR ENDING 6/30/2023	BUDGET YEAR ENDING 6/30/24	
			TENTATIVE APPROVED	FINAL APPROVED
PAGE FUNCTION SUMMARY				
General government				
Salaries & Wages	8,268,121	9,199,899	9,412,419	-
Employee Benefits	3,580,839	4,010,172	4,483,397	-
Services & Supplies	7,590,564	9,244,366	10,144,199	-
Capital Outlay	48,792	-	-	-
14 General government	19,488,316	22,454,437	24,040,015	-
Judicial				
Salaries & Wages	2,963,937	3,235,696	3,225,610	-
Employee Benefits	1,405,450	1,518,638	1,665,239	-
Services & Supplies	1,036,870	1,804,443	1,134,189	-
Capital Outlay	4,426	-	-	-
15 Judicial	5,410,683	6,558,777	6,025,038	-
Public Safety				
Salaries & Wages	21,525,174	21,838,379	22,851,895	-
Employee Benefits	11,476,393	12,494,878	14,352,835	-
Services & Supplies	4,403,352	5,047,930	4,250,252	-
Capital Outlay	98,566	-	-	-
18 Public Safety	37,503,485	39,381,187	41,454,982	-
Public Works				
Salaries & Wages	1,722,067	1,889,207	1,636,083	-
Employee Benefits	821,199	1,057,545	1,160,231	-
Services & Supplies	169,415	180,645	124,435	-
Capital Outlay	-	-	-	-
19 Public Works	2,712,681	3,127,397	2,920,749	-
Sanitation				
Salaries & Wages	759,561	876,912	944,079	-
Employee Benefits	377,745	420,097	448,754	-
Services & Supplies	1,352,634	1,394,309	1,242,992	-
Capital Outlay	12,225	-	-	-
20 Sanitation	2,502,165	2,691,318	2,635,825	-
Health				
Salaries & Wages	766,635	850,341	928,430	-
Employee Benefits	343,566	389,897	455,433	-
Services & Supplies	1,475,434	1,945,960	1,699,134	-
Capital Outlay	-	-	-	-
21 Health	2,585,635	3,186,198	3,082,997	-
Welfare				
Salaries & Wages	153,914	170,193	173,760	-
Employee Benefits	82,104	86,227	92,508	-
Services & Supplies	301,867	424,364	440,844	-
Capital Outlay	-	-	-	-
22 Welfare	537,885	680,784	707,112	-

EXPENDITURES BY ACTIVITY AND FUNCTION	ACTUAL PRIOR YEAR ENDING 6/30/2022	ESTIMATED CURRENT YEAR ENDING 6/30/2023	BUDGET YEAR ENDING 6/30/24 TENTATIVE APPROVED	BUDGET YEAR ENDING 6/30/24 FINAL APPROVED
Culture and Recreation				
Salaries & Wages	3,054,233	3,623,944	3,904,244	-
Employee Benefits	1,146,500	1,365,839	1,580,234	-
Services & Supplies	1,908,979	2,157,698	1,884,495	-
Capital Outlay	74,032	40,000	40,000	-
24 Culture and Recreation	6,183,744	7,187,481	7,408,973	-
Community Support				
Salaries & Wages	-	-	-	-
Employee Benefits	-	-	-	-
Services & Supplies	342,163	363,089	392,321	-
Capital Outlay	-	-	-	-
25 Community Support	342,163	363,089	392,321	-
TOTAL EXPENDITURES - ALL FUNCTIONS	77,266,757	85,630,668	88,668,012	-
OTHER USES:				
DEBT SERVICE - LEASE PRINCIPAL	6,973			
- LEASE INTEREST	284			
BOND DISCOUNT	-			
CONTINGENCY (Not to exceed 3% of Total Expenditures all Functions)	-	1,986,465	1,842,515	-
OPERATING TRANSFERS OUT (Sched T)				
Debt Service	3,526,465	3,384,518	3,393,080	-
Cemetery	10,000	10,000	10,000	-
Capital Projects	11,725,972	11,178,800	8,770,267	-
Regional Transportation Fund	753,000	-	-	-
Landscape Maintenance	55,519	60,899	60,899	-
Extraordinary Maintenance	9,724,525	3,959,831	825,304	-
S. Carson NID	17,440	18,312	18,678	-
Grant	399,886	438,050	455,557	-
Carson City Transit	66,300	504,800	504,800	-
Streets Maintenance	420,000	-	-	-
SUBTOTAL	26,699,107	19,555,210	14,038,585	-
TOTAL EXPENDITURES AND OTHER USES	103,973,121	107,172,343	104,549,112	-
ENDING FUND BALANCE				
Reserved	1,172,466	-	-	-
Unreserved	19,226,031	12,153,436	9,883,353	-
ENDING FUND BALANCE	20,398,497	12,153,436	9,883,353	-
TOTAL GENERAL FUND COMMITMENTS AND FUND BALANCE	124,371,618	119,325,779	114,432,465	-

CARSON CITY

SCHEDULE B SUMMARY - EXPENDITURES, OTHER USES AND FUND BALANCE

GENERAL FUND - ALL FUNCTIONS

REVENUES	ACTUAL PRIOR YEAR ENDING 6/30/2022	ESTIMATED CURRENT YEAR ENDING 6/30/2023	BUDGET YEAR ENDING 6/30/24	
			TENTATIVE APPROVED	FINAL APPROVED
INTERGOVERNMENTAL REVENUES				
Federal Grant: FAA	711,828	619,488	-	-
State Grant	-			-
Other Local Shared Revenues				
CC Airport Authority	-	-	-	-
SUBTOTAL REVENUE ALL SOURCES	711,828	619,488	-	-
OTHER FINANCING SOURCES				
BEGINNING FUND BALANCE				
Prior Period Adjustments	-	-	-	-
Residual Equity Transfers	-	-	-	-
TOTAL BEGINNING FUND BALANCE	-	-	-	-
TOTAL RESOURCES	711,828	619,488	-	-
EXPENDITURES				
Airport				
Salaries & Wages	-	-	-	-
Employee Benefits	-	-	-	-
Services & Supplies	82,450	-	-	-
Capital Outlay	629,378	619,488	-	-
SUBTOTAL EXPENDITURES	711,828	619,488	-	-
OTHER USES:				
CONTINGENCY (Not to exceed 3% of Total Expenditures all Functions)	-	-	-	-
OPERATING TRANSFERS OUT (Sched T)	-	-	-	-
SUBTOTAL OTHER USES	-	-	-	-
ENDING FUND BALANCE	-	-	-	-
TOTAL COMMITMENTS AND FUND BALANCE	711,828	619,488	-	-

CARSON CITY
SCHEDULE B
FUND: AIRPORT

REVENUES	ACTUAL PRIOR YEAR ENDING 6/30/2022	ESTIMATED CURRENT YEAR ENDING 6/30/2023	BUDGET YEAR ENDING 6/30/24	
			TENTATIVE APPROVED	FINAL APPROVED
TAXES				
Property Tax	200,179	206,123	214,926	-
MISCELLANEOUS				
Refunds and Reimbursements	440	-	-	-
Community Garden	-	-	-	-
Subtotal	440	-	-	-
SUBTOTAL REVENUE ALL SOURCES	200,619	206,123	214,926	-
OTHER FINANCING SOURCES:				
BEGINNING FUND BALANCE				
Prior Period Adjustment				
Residual Equity Transfer				
TOTAL BEGINNING FUND BALANCE	143,338	186,105	10,000	-
TOTAL RESOURCES	343,957	392,228	224,926	-
EXPENDITURES				
Culture and Recreation:				
Cooperative Extension:				
Services & Supplies	157,852	382,228	214,926	-
Capital Outlay	-	-	-	
SUBTOTAL EXPENDITURES	157,852	382,228	214,926	-
OTHER USES:				
OPERATING TRANSFERS OUT (Sched T)				
General Fund	-	-	-	-
SUBTOTAL, OTHER USES	-	-	-	-
ENDING FUND BALANCE	186,105	10,000	10,000	-
TOTAL COMMITMENTS AND FUND BALANCE	343,957	392,228	224,926	-

CARSON CITY
SCHEDULE B
FUND: COOPERATIVE EXTENSION

REVENUES	ACTUAL PRIOR YEAR ENDING 6/30/2022	ESTIMATED CURRENT YEAR ENDING 6/30/2023	BUDGET YEAR ENDING 6/30/24	
			TENTATIVE APPROVED	FINAL APPROVED
TAXES				
Property Tax	1,798,520	1,844,706	1,913,481	-
INTERGOVERNMENTAL REVENUES				
State Grants	574,651	124,899	-	-
MISCELLANEOUS				
Interest Earnings	(62,108)	15,000	15,000	-
Other	-	-	-	-
Subtotal	(62,108)	15,000	15,000	-
SUBTOTAL REVENUE ALL SOURCES	2,311,063	1,984,605	1,928,481	-
OTHER FINANCING SOURCES:				
OPERATING TRANSFERS IN (Sched T)				
General Fund	-			
BEGINNING FUND BALANCE				
Reserved	-	-	-	-
Unreserved	1,501,154	1,784,822	265,193	-
Prior Period Adjustment				
Residual Equity Transfer				
TOTAL BEGINNING FUND BALANCE	1,501,154	1,784,822	265,193	-
TOTAL RESOURCES	3,812,217	3,769,427	2,193,674	-
EXPENDITURES				
Welfare				
Institutional Care				
Salaries & Wages	274,269	318,069	304,154	-
Employee Benefits	67,374	99,415	136,354	-
Services & Supplies	1,685,752	3,086,750	1,746,164	-
Subtotal	2,027,395	3,504,234	2,186,672	-
Intergovernmental Expenditures				
Payment to State of Nevada				-
Subtotal	-	-	-	-
TOTAL EXPENDITURES - ALL FUNCTIONS	2,027,395	3,504,234	2,186,672	-
OTHER USES:				
SUBTOTAL, OTHER USES				
ENDING FUND BALANCE	1,784,822	265,193	7,002	-
TOTAL COMMITMENTS AND FUND BALANCE	3,812,217	3,769,427	2,193,674	-

CARSON CITY
SCHEDULE B
FUND: SUPPLEMENTAL INDIGENT

REVENUES	ACTUAL PRIOR YEAR ENDING 6/30/2022	ESTIMATED CURRENT YEAR ENDING 6/30/2023	BUDGET YEAR ENDING 6/30/24	
			TENTATIVE APPROVED	FINAL APPROVED
LICENSES AND PERMITS				
Franchise Fees:				
Telephone	885,335	840,000	860,000	-
Miscellaneous:				
Interest Earnings	(26,895)	5,000	5,000	-
SUBTOTAL, REVENUE ALL SOURCES	858,440	845,000	865,000	-
OTHER FINANCING SOURCES				
OPERATING TRANSFERS IN (Sched T)				
BEGINNING FUND BALANCE				
Prior Period Adjustment	-	-	-	-
Residual Equity Transfer	-	-	-	-
TOTAL BEGINNING FUND BALANCE	1,160,560	1,261,545	133,000	-
TOTAL AVAILABLE RESOURCES	2,019,000	2,106,545	998,000	-
EXPENDITURES				
Public Safety				
Services & Supplies	578,977	1,427,371	845,305	-
Capital Outlay	75,390	443,260	-	-
SUBTOTAL EXPENDITURES	654,367	1,870,631	845,305	-
OTHER USES:				
OPERATING TRANSFERS OUT (Sched T)				
Carson City Debt Service Fund	103,088	102,914	102,695	-
SUBTOTAL OTHER USES	103,088	102,914	102,695	-
ENDING FUND BALANCE	1,261,545	133,000	50,000	-
TOTAL FUND COMMITMENTS AND FUND BALANCE	2,019,000	2,106,545	998,000	-

CARSON CITY
SCHEDULE B
FUND: 911 SURCHARGE

REVENUES	ACTUAL PRIOR YEAR ENDING 6/30/2022	ESTIMATED CURRENT YEAR ENDING 6/30/2023	BUDGET YEAR ENDING 6/30/24	
			TENTATIVE APPROVED	FINAL APPROVED
TAXES				
Property Tax	781,968	808,757	840,553	-
MISCELLANEOUS				
Interest Earnings	(359,275)	50,000	50,000	-
Refunds & Reimbursements	-	640,000	-	-
Donations and Gifts	11,347	70,897	-	-
Subtotal	(347,928)	760,897	50,000	-
SUBTOTAL REVENUE ALL SOURCES	434,040	1,569,654	890,553	-
OTHER FINANCING SOURCES:				
Bonds Issued	8,100,000	-	-	-
Bond Premiums	678,310	-	-	-
Proceeds from Sale of Capital Assets	34,865	22,325	-	-
OPERATING TRANSFERS IN (Sched T)				
General Fund	11,725,972	11,178,800	8,770,267	-
SUBTOTAL OTHER SOURCES	20,539,147	11,201,125	8,770,267	-
TOTAL BEGINNING FUND BALANCE	10,814,404	23,149,500	5,000	-
TOTAL RESOURCES	31,787,591	35,920,279	9,665,820	-
EXPENDITURES				
Services and Supplies				
General Government	1,323,702	4,089,989	-	-
Public Safety	307,602	1,260,587	-	-
Public Works	180	2,281	-	-
Culture and Recreation	47,050	699,840	-	-
SUBTOTAL	1,678,534	6,052,697	-	-
Capital Outlay				
General Government				
Subject to Board Allocation	-	366,659	5,701,759	-
Vehicle Replacement Program	1,969,495	3,593,625	-	-
HVAC/Generator Replacement	445,237	521,610	-	-
Software / Hardware Equipment	186,193	1,119,693	-	-
Asphalt Improvements	225,718	380,633	-	-
Printer/Copier Replacement Program	45,476	74,747	-	-
City Hall Uninterupted Power Source	45,077	19,923	-	-
Boiler Replacement	274,958	113,260	-	-
Equipment	61,839	432,500	-	-
Building Improvements	65,781	1,360,303	-	-
SUBTOTAL	3,319,774	7,982,953	5,701,759	-
Public Safety				
Facility Upgrade	-	150,684	-	-
Sheriff's Equipment	440,121	832,691	-	-
Fire Equipment	18,766	368,867	-	-
Fire Station/EOC/Back-up Dispatch Project	-	10,017,692	-	-
Juvenile Facility Equipment and Furnishings	-	137,900	-	-
Alternative Sentencing Equipment	-	10,447	-	-
SUBTOTAL	458,887	11,518,281	-	-
Public Works				
Corporate Yard Security	11,358	305,041	-	-
Miscellaneous Equipment	-	36,750	-	-
Replace Pumps & Motors	11,430	25,978	-	-
SUBTOTAL	22,788	367,769	-	-
Sanitation				-
Landfill Equipment	143,261	4,034,910	2,560,000	-
Landfill Site Improvements	2,230,396	1,955,891	677,077	-
Landfill Closure Costs	-	1,230,140	359,675	-
SUBTOTAL	2,373,657	7,220,941	3,596,752	-
Culture and Recreation				
Asphalt Replacement	-	229,000	-	-
LMC Irrigation Upgrades	252,100	37,740	-	-
Playgorund Equip Replacement	72,899	69,951	-	-
Equipment Replacement	-	69,780	-	-
Aquatic Facility Improvements	61,586	414,119	-	-
Park Improvements	11,000	773,487	-	-
Rifle/Pitsol Range	21,726	3,675	-	-
Library Improvements	3,093	149,633	-	-
Senior Center Improvements	-	663,000		-
SUBTOTAL	422,404	2,410,385	-	-
TOTAL EXPENDITURES-ALL FUNCTIONS	8,276,044	35,553,026	9,298,511	-
OTHER USES:				
OPERATING TRANSFERS (Schedule T)				
Carson City Debt Service Fund	362,047	362,253	362,309	-
SUBTOTAL OTHER USES	362,047	362,253	362,309	-
ENDING FUND BALANCE	23,149,500	5,000	5,000	-
TOTAL COMMITMENTS AND FUND BALANCE	31,787,591	35,920,279	9,665,820	-

CARSON CITY
SCHEDULE B
FUND: CAPITAL PROJECTS

REVENUES	ACTUAL PRIOR YEAR ENDING 6/30/2022	ESTIMATED CURRENT YEAR ENDING 6/30/2023	BUDGET YEAR ENDING 6/30/24	
			TENTATIVE APPROVED	FINAL APPROVED
TAXES				
Property Tax	781,966	806,165	836,732	-
MISCELLANEOUS				
Interest Earnings	(10,772)	3,000	3,000	-
Contributions and Donations from Private Sources	14,070	15,635	-	-
Other	-	-	-	
SUBTOTAL	3,298	18,635	3,000	-
SUBTOTAL REVENUE ALL SOURCES	785,264	824,800	839,732	-
OTHER FINANCING SOURCES:				
OPERATING TRANSFERS (Schedule T)				
General Fund	-	-	-	-
BEGINNING FUND BALANCE				
Prior Period Adjustment				
Residual Equity Transfer				
TOTAL BEGINNING FUND BALANCE	301,664	314,256	10,000	-
TOTAL RESOURCES	1,086,928	1,139,056	849,732	-
EXPENDITURES				
Culture & Recreation				
Participant Recreation				
Salaries & Wages	299,646	313,493	321,550	-
Employee Benefits	151,409	161,138	177,458	-
Services & Supplies	320,718	654,425	340,724	-
Capital Outlay	-			-
SUBTOTAL EXPENDITURES	771,773	1,129,056	839,732	-
OTHER USES:				
DEBT SERVICE - LEASE PRINCIPAL	813			
- LEASE INTEREST	86			
ENDING FUND BALANCE				
Reserved	-			-
Unreserved	314,256	10,000	10,000	-
ENDING FUND BALANCE	314,256	10,000	10,000	-
TOTAL COMMITMENTS AND FUND BALANCE	1,086,029	1,139,056	849,732	-

CARSON CITY
SCHEDULE B
FUND: SENIOR CITIZENS CENTER

REVENUES	ACTUAL PRIOR YEAR ENDING 6/30/2022	ESTIMATED CURRENT YEAR ENDING 6/30/2023	BUDGET YEAR ENDING 6/30/24	
			TENTATIVE APPROVED	FINAL APPROVED
MISCELLANEOUS				
Interest Earnings	(1,178)	500	500	-
Gifts/Donations	20,834	116,552	7,000	-
Other	-	-	-	-
SUBTOTAL	19,656	117,052	7,500	-
SUBTOTAL, REVENUE ALL SOURCES	19,656	117,052	7,500	-
OTHER FINANCING SOURCES:				
OPERATING TRANSFERS IN (Sched T)				
General Fund	-	-	-	-
BEGINNING FUND BALANCE				
Prior Period Adjustment	-	-	-	-
Residual Equity Transfer	-	-	-	-
TOTAL BEGINNING FUND BALANCE	43,236	43,489	5,000	-
TOTAL AVAILABLE RESOURCES	62,892	160,541	12,500	-
EXPENDITURES				
Culture and Recreation:				
Libraries				
Salaries & Wages	460	-	-	-
Employee Benefits	24	-	-	-
Services & Supplies	12,527	155,541	7,500	-
Capital Outlay	6,392	-	-	-
SUBTOTAL EXPENDITURES	19,403	155,541	7,500	-
OTHER USES:				
CONTINGENCY (not to exceed 3% of Total Expenditures)	-	-	-	-
ENDING FUND BALANCE	43,489	5,000	5,000	-
TOTAL FUND COMMITMENTS AND FUND BALANCE	62,892	160,541	12,500	-

CARSON CITY
SCHEDULE B
FUND: LIBRARY GIFT

REVENUES	ACTUAL PRIOR YEAR ENDING 6/30/2022	ESTIMATED CURRENT YEAR ENDING 6/30/2023	BUDGET YEAR ENDING 6/30/24	
			TENTATIVE APPROVED	FINAL APPROVED
Taxes				
Special Assessments: Current	130,137	129,105	129,105	-
MISCELLANEOUS				
Interest Earnings	(9,950)	1,500	1,500	-
SUBTOTAL, REVENUE ALL SOURCES	120,187	130,605	130,605	-
OTHER FINANCING SOURCES:				
OPERATING TRANSFERS IN (Sched T)				
General Fund	55,519	60,899	60,899	-
BEGINNING FUND BALANCE				
Prior Period Adjustment	-	-	-	-
Residual Equity Transfer	-	-	-	-
TOTAL BEGINNING FUND BALANCE	337,670	469,525	5,000	-
TOTAL RESOURCES	513,376	661,029	196,504	-
EXPENDITURES				
Culture and Recreation				
Landscape Maintenance				
Salaries & Wages	-	30,147	32,281	-
Employee Benefits	-	11,874	13,768	-
Services & Supplies	43,851	614,008	145,455	-
Capital Outlay	-	-	-	-
FUNCTION SUBTOTAL	43,851	656,029	191,504	-
SUBTOTAL EXPENDITURES	43,851	656,029	191,504	-
OTHER USES:				
SUBTOTAL OTHER USES	-	-	-	-
ENDING FUND BALANCE	469,525	5,000	5,000	-
TOTAL COMMITMENTS AND FUND BALANCE	513,376	661,029	196,504	-

CARSON CITY
SCHEDULE B
FUND: LANDSCAPE MAINTENANCE

REVENUES	ACTUAL PRIOR YEAR ENDING 6/30/2022	ESTIMATED CURRENT YEAR ENDING 6/30/2023	BUDGET YEAR ENDING 6/30/24	
			TENTATIVE APPROVED	FINAL APPROVED
INTERGOVERNMENTAL REVENUES				
State Shared Revenues	43,755	50,000	50,000	-
MISCELLANEOUS				
Other	-	-	-	-
SUBTOTAL, REVENUE ALL SOURCES	43,755	50,000	50,000	-
OTHER FINANCING SOURCES:				
OPERATING TRANSFERS IN (Sched T)				
General Fund	-	-	-	-
BEGINNING FUND BALANCE				
Prior Period Adjustment	-	-	-	-
Residual Equity Transfer	-	-	-	-
TOTAL BEGINNING FUND BALANCE	59,071	49,521	5,000	-
TOTAL RESOURCES	102,826	99,521	55,000	-
EXPENDITURES				
Judicial				
Court				
Salaries & Wages	15,493	29,000	1,000	-
Employee Benefits	540	433	15	-
Services & Supplies	37,272	62,827	48,985	-
Capital Outlay	-	2,261	-	-
FUNCTION SUBTOTAL	53,305	94,521	50,000	-
SUBTOTAL EXPENDITURES	53,305	94,521	50,000	-
OTHER USES:				
SUBTOTAL OTHER USES	-	-	-	-
ENDING FUND BALANCE	49,521	5,000	5,000	-
TOTAL COMMITMENTS AND FUND BALANCE	102,826	99,521	55,000	-

CARSON CITY
SCHEDULE B
FUND: ADMINISTRATIVE ASSESSMENT

REVENUES	ACTUAL PRIOR YEAR ENDING 6/30/2022	ESTIMATED CURRENT YEAR ENDING 6/30/2023	BUDGET YEAR ENDING 6/30/24	
			TENTATIVE APPROVED	FINAL APPROVED
Taxes				
Special Assessments: Current	68,917	72,314	75,930	-
MISCELLANEOUS				
Leases	-	-	-	
Interest Earnings	(355)	-	-	-
SUBTOTAL, REVENUE ALL SOURCES	68,562	72,314	75,930	-
OTHER FINANCING SOURCES:				
OPERATING TRANSFERS IN (Sched T)				
General Fund	17,440	18,312	18,678	-
Street Maintenance Fund	4,800	5,040	5,292	
Regional Transportation Fund	50,750	50,000	50,000	
BEGINNING FUND BALANCE				
Prior Period Adjustment	-	-	-	-
Residual Equity Transfer	-	-	-	-
TOTAL BEGINNING FUND BALANCE	-	57,052	5,000	-
TOTAL RESOURCES	141,552	202,718	154,900	-
EXPENDITURES				
Culture and Recreation				
Landscape Maintenance				
Salaries & Wages	-	-	-	-
Employee Benefits	-	-	-	-
Services & Supplies	84,500	197,718	149,900	-
Capital Outlay	-	-	-	-
FUNCTION SUBTOTAL	84,500	197,718	149,900	-
SUBTOTAL EXPENDITURES	84,500	197,718	149,900	-
OTHER USES:				
CONTINGENCY (not to exceed 3% of Total Expenditures)	-	-	-	-
OPERATING TRANSFERS (Schedule T)				
SUBTOTAL OTHER USES	-	-	-	-
ENDING FUND BALANCE	57,052	5,000	5,000	-
TOTAL COMMITMENTS AND FUND BALANCE	141,552	202,718	154,900	-

CARSON CITY
SCHEDULE B
FUND: SOUTH CARSON NEIGHBORHOOD IMPROVEMENT DISTRICT (NID)

REVENUES	ACTUAL PRIOR YEAR ENDING 6/30/2022	ESTIMATED CURRENT YEAR ENDING 6/30/2023	BUDGET YEAR ENDING 6/30/24	
			TENTATIVE APPROVED	FINAL APPROVED
LICENSES AND PERMITS				
Nonbusiness licenses and permits				
Handicapped Permits	-	-	-	-
FINES AND FORFEITS				
Fines				
Court	10,370	10,000	10,000	-
MISCELLANEOUS				
Interest Earnings	(520)	200	200	-
Rent and Royalties	2,895	3,050	2,950	-
Other	32	-	-	-
Subtotal	2,407	3,250	3,150	-
SUBTOTAL, REVENUE ALL SOURCES	12,777	13,250	13,150	-
OTHER FINANCING SOURCES:				
OPERATING TRANSFERS IN (Sched T)				
General Fund	-	-	-	-
BEGINNING FUND BALANCE				
Prior Period Adjustment	-	-	-	-
Residual Equity Transfer	-	-	-	-
TOTAL BEGINNING FUND BALANCE	22,813	20,207	5,000	-
TOTAL RESOURCES	35,590	33,457	18,150	-
EXPENDITURES				
Public Safety				
Police-Parking Enforcement				
Salaries & Wages	9,005	7,430	7,430	-
Employee Benefits	317	262	277	-
Services & Supplies	6,061	20,765	5,443	-
Capital Outlay	-	-	-	-
SUBTOTAL EXPENDITURES	15,383	28,457	13,150	-
OTHER USES:				
OPERATING TRANSFERS OUT (Sched T)	-	-	-	-
ENDING FUND BALANCE	20,207	5,000	5,000	-
TOTAL COMMITMENTS AND FUND BALANCE	35,590	33,457	18,150	-

CARSON CITY
SCHEDULE B
FUND: TRAFFIC/TRANSPORTATION

REVENUES	ACTUAL PRIOR YEAR ENDING 6/30/2022	ESTIMATED CURRENT YEAR ENDING 6/30/2023	BUDGET YEAR ENDING 6/30/24	
			TENTATIVE APPROVED	FINAL APPROVED
TAXES				
County Option Mtr. Veh. Fuel	3,984,482	4,371,589	4,318,271	-
Diesel Tax	517,403	615,205	517,400	-
SUBTOTAL	4,501,885	4,986,794	4,835,671	-
LICENSES AND PERMITS				
Franchise Fees - Sanitation	346,974	350,000	350,000	
INTERGOVERNMENTAL REVENUES				
Federal Grant	1,296,894	5,841,311	213,806	-
State Grants	-	-	-	-
Other Local Government Grants	-	-	-	-
SUBTOTAL	1,296,894	5,841,311	213,806	-
MISCELLANEOUS				
Interest Earnings	(67,616)	20,000	20,000	-
Rents & Royalties	59,900	50,000	50,000	-
Refunds and reimbursements	-	-	-	-
Gifts/Donations	19,226	85,600	10,000	-
Miscellaneous other	-	-	-	-
SUBTOTAL	11,510	155,600	80,000	-
SUBTOTAL REVENUE ALL SOURCES	6,157,263	11,333,705	5,479,477	-
OTHER FINANCING SOURCES:				
Operating Transfers In (Schedule T)				
General Fund	753,000	-	-	-
Infrastructure Tax	-	-	-	-
Bonds Issued	-	-	-	-
BEGINNING FUND BALANCE				
Prior Period Adjustment	-	-	-	-
Residual Equity Transfer	-	-	-	-
TOTAL BEGINNING FUND BALANCE	3,861,679	5,190,757	100,000	-
TOTAL AVAILABLE RESOURCES	10,771,942	16,524,462	5,579,477	-
EXPENDITURES				
Public Works				
Highways and Streets				
Salaries & Wages	231,368	466,887	474,627	-
Employee Benefits	129,933	227,908	260,204	-
Services & Supplies	435,548	1,216,556	1,015,746	-
Capital Outlay	3,140,074	12,863,646	2,076,924	-
SUBTOTAL EXPENDITURES	3,936,923	14,774,997	3,827,501	-
OTHER USES:				
CONTINGENCY (not to exceed 3% of Total Expenditures)	-	-	-	-
OPERATING TRANSFERS OUT(Sched T)				
South Carson NID	50,750	50,000	50,000	-
Debt Service Fund	1,580,472	1,580,055	1,580,174	-
CAMPO Fund	13,040	19,410	21,802	-
SUBTOTAL OTHER USES	1,644,262	1,649,465	1,651,976	-
ENDING FUND BALANCE	5,190,757	100,000	100,000	-
TOTAL FUND COMMITMENTS AND FUND BALANCE	10,771,942	16,524,462	5,579,477	-

CARSON CITY
SCHEDULE B
FUND: REGIONAL TRANSPORTATION

REVENUES	ACTUAL PRIOR YEAR ENDING 6/30/2022	ESTIMATED CURRENT YEAR ENDING 6/30/2023	BUDGET YEAR ENDING 6/30/24	
			TENTATIVE APPROVED	FINAL APPROVED
TAXES				
County Option 1/4 Percent Sales and Use Tax				
Other	3,913,017	4,079,107	4,079,107	-
INTERGOVERNMENTAL REVENUES				
Federal Grant	235,162	4,435,283	-	-
State Grant	747	-	-	-
Other Local Government Grants	15,000	5,500	-	-
SUBTOTAL	250,909	4,440,783	-	-
CHARGES FOR SERVICES	2,728	-	-	-
MISCELLANEOUS				
Interest	(104,668)	20,000	20,000	-
Lease Revenue	13,128	-		
Gifts/Donations	21,768	-		-
Other	-			-
SUBTOTAL	(69,772)	20,000	20,000	-
SUBTOTAL, REVENUE ALL SOURCES	4,096,882	8,539,890	4,099,107	-
OTHER FINANCING SOURCES:				
OPERATING TRANSFERS IN (Sched T)				
General Fund	-	-	-	-
BEGINNING FUND BALANCE				
TOTAL BEGINNING FUND BALANCE	4,861,944	6,005,253	250,000	-
TOTAL AVAILABLE RESOURCES	8,958,826	14,545,143	4,349,107	-
EXPENDITURES				
Culture and Recreation				
Park Maintenance				
Salaries & Wages	43,087	164,162	229,268	-
Employee benefits	22,526	50,629	54,977	-
Services & Supplies	292,782	590,552	439,784	-
Capital Outlay	160,937	198,616	-	-
SUBTOTAL	519,332	1,003,959	724,029	-
Parks Capital				
Salaries & Wages	-	32,719	33,903	-
Employee benefits	-	19,182	21,089	-
Services & Supplies	54,206	80,266	63,905	-
Capital Outlay	325,354	2,820,207	878,941	-
SUBTOTAL	379,560	2,952,374	997,838	-
Open Space				
Salaries & Wages	385,357	547,675	585,772	-
Employee benefits	179,481	238,085	276,363	-
Services & Supplies	361,094	526,802	515,379	-
Capital Outlay	294,709	8,135,765	262,129	-
SUBTOTAL	1,220,641	9,448,327	1,639,643	-
TOTAL EXPENDITURES-ALL FUNCTIONS	2,119,533	13,404,660	3,361,510	-
OTHER USES				
OPERATING TRANSFERS OUT(Sched T)				
Debt Service Fund	644,005	645,372	641,805	-
General Fund	190,035	245,111	195,792	-
ENDING FUND BALANCE	6,005,253	250,000	150,000	-
TOTAL FUND COMMITMENTS AND FUND BALANCE	8,958,826	14,545,143	4,349,107	-

CARSON CITY
SCHEDULE B
FUND: QUALITY OF LIFE

REVENUES	ACTUAL PRIOR YEAR ENDING 6/30/2022	ESTIMATED CURRENT YEAR ENDING 6/30/2023	BUDGET YEAR ENDING 6/30/24	
			TENTATIVE APPROVED	FINAL APPROVED
INTERGOVERNMENTAL REVENUES				
Federal Grants:				
Department of Health and Human Services	3,060,460	8,559,337	2,467,126	-
US Department of Treasury	901,321	19,379,588	419,183	-
Institute of Museum and Library Services	22,094	29,649	-	-
Department of Agriculture	242,660	412,864	210,485	-
Department of Housing and Urban Devel.	820,125	1,664,002	51,623	-
Department of Homeland Security	1,058,437	850,875	363,589	-
Department of Transportation	50,888	58,365	20,537	-
Department of Interior	247,254	366,560	105,693	-
Department of Justice	402,457	570,313	194,651	
National Aeronautics & Space Admin.	-			-
SUBTOTAL	6,805,696	31,891,553	3,832,887	-
State Grants	1,514,831	733,919	534,638	-
Other Local Government Grants	630,148	701,296	654,920	-
CHARGES FOR SERVICES	500,493	446,907	410,869	-
MISCELLANEOUS				
Gifts/Donations	71,931	110,058	100,000	-
Other	-	-	-	-
SUBTOTAL, REVENUE ALL SOURCES	9,523,099	33,883,733	5,533,314	-
OTHER FINANCING SOURCES:				
Operating Transfers In (Schedule T)				
General Fund	399,886	438,050	455,557	-
BEGINNING FUND BALANCE				
Prior Period Adjustment	-	-	-	-
Residual Equity Transfer	-	-	-	-
TOTAL BEGINNING FUND BALANCE	1,415,480	1,500,291	200,000	-
TOTAL RESOURCES	11,338,465	35,822,074	6,188,871	-

CARSON CITY
SCHEDULE B
FUND: GRANT

EXPENDITURES	ACTUAL PRIOR YEAR ENDING 6/30/2022	ESTIMATED CURRENT YEAR ENDING 6/30/2023	BUDGET YEAR ENDING 6/30/24	
			TENTATIVE APPROVED	FINAL APPROVED
General Government				
Salaries & Wages	10,190	224,958	213,434	
Employee benefits	3,943	137,172	105,304	
Services & Supplies	161,439	4,198,698	-	-
Capital Outlay	725,749	14,971,459	-	
SUBTOTAL	901,321	19,532,287	318,738	-
Public Safety				
Salaries & Wages	1,899,968	1,825,603	1,286,740	-
Employee benefits	972,260	1,204,370	869,432	-
Services & Supplies	492,983	820,252	42,090	-
Capital Outlay	384,306	196,586	-	-
SUBTOTAL	3,749,517	4,046,811	2,198,262	-
Judicial				
Salaries & Wages	-	-	-	-
Employee benefits	-	-	-	-
Services & Supplies	26,820	34,424	25,000	-
Capital Outlay	-	-	-	-
SUBTOTAL	26,820	34,424	25,000	-
Welfare				
Salaries & Wages	186,445	399,778	127,803	-
Employee benefits	64,778	116,187	48,301	-
Services & Supplies	264,246	339,819	-	-
SUBTOTAL	515,469	855,784	176,104	-
Culture and Recreation				
Salaries & Wages	21,715	-	-	-
Employee benefits	1,656	-	-	-
Services & Supplies	91,478	129,164	90,000	-
Capital Outlay	7,500	-	-	-
SUBTOTAL	122,349	129,164	90,000	-
Health				
Salaries & Wages	1,955,959	2,178,467	1,699,698	-
Employee benefits	549,162	635,299	837,059	-
Services & Supplies	1,304,579	6,851,745	644,010	-
Capital Outlay	100,709	32,500	-	-
SUBTOTAL	3,910,409	9,698,011	3,180,767	-
Economic Opportunity				
Salaries & Wages	-	-	-	-
Employee benefits	-	-	-	-
Services & Supplies	562,019	526,123	-	-
Capital Outlay	16,142	796,191	-	-
SUBTOTAL	578,161	1,322,314	-	-
TOTAL EXPENDITURES-ALL FUNCTIONS	9,804,046	35,618,795	5,988,871	-
OTHER USES:				
DEBT SERVICE - LEASE PRINCIPAL	31,021	3,230	-	
- LEASE INTEREST	3,107	49	-	
OPERATING TRANSFERS OUT(Sched T)				
General Fund	-	-	-	-
SUBTOTAL OTHER USES	34,128	3,279	-	-
ENDING FUND BALANCE	1,500,291	200,000	200,000	-
TOTAL COMMITMENTS AND FUND BALANCE	11,338,465	35,822,074	6,188,871	-

CARSON CITY
SCHEDULE B
FUND: GRANT

REVENUES	ACTUAL PRIOR YEAR ENDING 6/30/2022	ESTIMATED CURRENT YEAR ENDING 6/30/2023	BUDGET YEAR ENDING 6/30/24	
			TENTATIVE APPROVED	FINAL APPROVED
TAXES				
County Option 1/4 Percent Sales and Use Tax				
Roads	3,913,016	4,079,108	4,079,108	-
County Option Motor Vehicle Fuel Tax	443,677	494,721	482,268	-
SUBTOTAL	4,356,693	4,573,829	4,561,376	-
INTERGOVERNMENTAL REVENUES				
Federal grants	4,331	-	-	-
State Grants	-	-	-	-
Other local govt grants	72,771	65,000	65,000	-
Motor Vehicle Fuel Tax	1,435,252	1,495,487	1,493,395	-
				-
SUBTOTAL	1,512,354	1,560,487	1,558,395	-
CHARGES FOR SERVICES				
Street Repairs	61,038	4,867	-	-
MISCELLANEOUS				
Interest Earnings	(33,190)	9,800	9,800	-
Refunds and Reimbursements	26,746	1,881	-	-
Miscellaneous	-	-		
SUBTOTAL	(6,444)	11,681	9,800	-
SUBTOTAL, REVENUE ALL SOURCES	5,923,641	6,150,864	6,129,571	-
OTHER FINANCING SOURCES:				
OPERATING TRANSFERS IN (Sched T)				
General Fund	420,000	-	-	
SALES OF SURPLUS PROPERTY	-	-	-	-
TOTAL BEGINNING FUND BALANCE	2,003,167	2,685,685	100,000	-
TOTAL RESOURCES	8,346,808	8,836,549	6,229,571	-
EXPENDITURES				
Public Works:				
Highways and Streets				
Salaries & Wages	1,565,498	1,769,062	1,847,947	-
Employee Benefits	769,601	841,225	921,163	-
Services & Supplies	2,835,119	4,752,466	2,539,169	-
Capital Outlay	486,105	1,368,756	816,000	-
SUBTOTAL EXPENDITURES	5,656,323	8,731,509	6,124,279	-
OTHER USES:				
OPERATING TRANSFERS OUT(Sched T)				
S. Carson NID	4,800	5,040	5,292	-
SUBTOTAL OTHER USES	4,800	5,040	5,292	-
ENDING FUND BALANCE	2,685,685	100,000	100,000	-
TOTAL COMMITMENTS AND FUND BALANCE	8,346,808	8,836,549	6,229,571	-

CARSON CITY
SCHEDULE B
FUND: STREETS MAINTENANCE

REVENUES	ACTUAL PRIOR YEAR ENDING 6/30/2022	ESTIMATED CURRENT YEAR ENDING 6/30/2023	BUDGET YEAR ENDING 6/30/24	
			TENTATIVE APPROVED	FINAL APPROVED
CHARGES FOR SERVICES				
Commissary Sales	158,674	100,000	120,000	-
MISCELLANEOUS				
Interest Earnings	(4,214)	2,000	2,000	-
Rents and Royalties	108,148	100,000	100,000	-
Gifts/Donations	156	44	-	-
Other	1,064	1,775	-	-
SUBTOTAL	105,154	103,819	102,000	-
SUBTOTAL, ALL REVENUE SOURCES	263,828	203,819	222,000	-
TOTAL BEGINNING FUND BALANCE	185,649	126,911	26,755	-
TOTAL AVAILABLE RESOURCES	449,477	330,730	248,755	-
EXPENDITURES				
Public Safety				
Salaries & Wages	69,070	68,815	107,490	-
Employee Benefits	24,510	26,563	28,064	-
Services & Supplies	228,986	208,597	103,201	-
Capital Outlay	-	-	-	-
SUBTOTAL EXPENDITURES	322,566	303,975	238,755	-
OTHER USES:				
SUBTOTAL OTHER USES	-	-	-	-
ENDING FUND BALANCE	126,911	26,755	10,000	-
TOTAL COMMITMENTS AND FUND BALANCE	449,477	330,730	248,755	-

CARSON CITY
SCHEDULE B
FUND: COMMISSARY

REVENUES	ACTUAL PRIOR YEAR ENDING 6/30/2022	ESTIMATED CURRENT YEAR ENDING 6/30/2023	BUDGET YEAR ENDING 6/30/24	
			TENTATIVE APPROVED	FINAL APPROVED
TAXES				
County Option 1/8 Percent Sales and Use Tax				
Other	1,956,531	1,956,356	1,995,483	-
INTERGOVERNMENTAL REVENUES				
Federal Grants	-	741,292	-	-
MISCELLANEOUS				
Interest	(56,971)	10,000	10,000	-
SUBTOTAL, REVENUE ALL SOURCES	1,899,560	2,707,648	2,005,483	-
OTHER FINANCING SOURCES:				
Operating Transfers In (Schedule T)				
General Fund	-	-	-	-
TOTAL BEGINNING FUND BALANCE	2,459,587	2,789,531	550,000	-
TOTAL AVAILABLE RESOURCES	4,359,147	5,497,179	2,555,483	-
EXPENDITURES				
General Government				
Services & Supplies	-	1,250	1,250	-
Capital Outlay	524,991	3,904,054	962,233	-
SUBTOTAL EXPENDITURES	524,991	3,905,304	963,483	-
OTHER USES				
OPERATING TRANSFERS OUT(Sched T)				
Debt Service Fund	1,044,625	1,041,875	1,042,000	-
ENDING FUND BALANCE	2,789,531	550,000	550,000	-
TOTAL COMMITMENTS AND FUND BALANCE	4,359,147	5,497,179	2,555,483	-

CARSON CITY
SCHEDULE B
FUND: V & T SPECIAL INFRASTRUCTURE

REVENUES	ACTUAL PRIOR YEAR ENDING 6/30/2022	ESTIMATED CURRENT YEAR ENDING 6/30/2023	BUDGET YEAR ENDING 6/30/24	
			TENTATIVE APPROVED	FINAL APPROVED
INTERGOVERNMENTAL REVENUES				
Federal Grant	610,850	898,448	624,264	-
State Grant	-	-	-	-
Other Local Government Grants	6,628	9,865	11,082	-
SUBTOTAL	617,478	908,313	635,346	-
SUBTOTAL, REVENUE ALL SOURCES	617,478	908,313	635,346	-
OTHER FINANCING SOURCES:				
Operating Transfers In (Schedule T)				
Regional Transportation Fund	13,040	19,410	21,802	-
BEGINNING FUND BALANCE				
Prior Period Adjustment	-	-	-	-
Residual Equity Transfer	-	-	-	-
TOTAL BEGINNING FUND BALANCE	64,856	65,931	30,012	-
TOTAL AVAILABLE RESOURCES	695,374	993,654	687,160	-
EXPENDITURES				
Public Works:				
Metropolitan Planning				
Services & Supplies	629,443	963,642	657,148	-
Capital Outlay	-	-	-	-
SUBTOTAL EXPENDITURES	629,443	963,642	657,148	-
OTHER USES:				
CONTINGENCY (not to exceed 3% of Total Expenditures)	-	-	-	-
OPERATING TRANSFERS OUT(Sched T)	-	-	-	-
SUBTOTAL OTHER USES	-	-	-	-
ENDING FUND BALANCE	65,931	30,012	30,012	-
TOTAL COMMITMENTS AND FUND BALANCE	695,374	993,654	687,160	-

CARSON CITY
SCHEDULE B
FUND: CAMPO

REVENUES	ACTUAL PRIOR YEAR ENDING 6/30/2022	ESTIMATED CURRENT YEAR ENDING 6/30/2023	BUDGET YEAR ENDING 6/30/24 TENTATIVE APPROVED	BUDGET YEAR ENDING 6/30/24 FINAL APPROVED
INTERGOVERNMENTAL REVENUES				
Federal Grant	2,357,247	2,536,457	1,926,516	-
State Grants	107,106	139,206	139,206	-
Other Local Government Grants	-	-	-	-
SUBTOTAL	2,464,353	2,675,663	2,065,722	-
CHARGES FOR SERVICES				
Ticket Sales	31	35,000	100,000	-
Contract Payments	-	-	-	-
SUBTOTAL	31	35,000	100,000	-
MISCELLANEOUS				
Interest Earnings	(12,139)	2,000	2,000	-
Rents and Royalties	6,000	10,000	10,000	-
Refunds and Reimbursements	-	-	-	-
Gifts/Donations	-	-	-	-
SUBTOTAL	(6,139)	12,000	12,000	-
SUBTOTAL, REVENUE ALL SOURCES	2,458,245	2,722,663	2,177,722	-
OTHER FINANCING SOURCES:				
Operating Transfers In (Schedule T)				
General Fund	66,300	504,800	504,800	-
Sale of Capital Assets	-	12,445	-	-
BEGINNING FUND BALANCE				
Prior Period Adjustment	-	-	-	-
Residual Equity Transfer	-	-	-	-
TOTAL BEGINNING FUND BALANCE	927,845	874,995	5,000	-
TOTAL AVAILABLE RESOURCES	3,452,390	4,114,903	2,687,522	-
EXPENDITURES				
Public Works:				
Transit System				
Salaries and Wages	55,886	63,488	63,091	-
Employee Benefits	29,521	36,276	35,331	-
Services & Supplies	1,793,442	2,057,877	1,824,100	-
Capital Outlay	698,546	1,952,262	760,000	-
SUBTOTAL EXPENDITURES	2,577,395	4,109,903	2,682,522	-
OTHER USES:				
OPERATING TRANSFERS OUT(Sched T)				
Group Medical Fund	-	-	-	-
SUBTOTAL OTHER USES	-	-	-	-
ENDING FUND BALANCE	874,995	5,000	5,000	-
TOTAL COMMITMENTS AND FUND BALANCE	3,452,390	4,114,903	2,687,522	-

CARSON CITY
SCHEDULE B
FUND: CARSON CITY TRANSIT

REVENUES	ACTUAL PRIOR YEAR ENDING 6/30/2022	ESTIMATED CURRENT YEAR ENDING 6/30/2023	BUDGET YEAR ENDING 6/30/24	
			TENTATIVE APPROVED	FINAL APPROVED
TAXES				
Residential Park Construction Tax	246,600	171,000	30,000	-
INTERGOVERNMENTAL REVENUES				
Federal Grants	-	-	-	-
MISCELLANEOUS				
Interest Earnings	(19,590)	10,000	10,000	-
SUBTOTAL, REVENUE ALL SOURCES	227,010	181,000	40,000	-
OTHER FINANCING SOURCES:				
BEGINNING FUND BALANCE				
Prior Period Adjustment(s)	-	-	-	-
Residual Equity Transfers	-	-	-	-
TOTAL BEGINNING FUND BALANCE	615,752	837,771	5,000	-
TOTAL AVAILABLE RESOURCES	842,762	1,018,771	45,000	-
EXPENDITURES				
Culture and Recreation				
Parks				
Services & Supplies	-	-	-	-
Capital Outlay	4,991	1,013,771	40,000	-
SUBTOTAL EXPENDITURES	4,991	1,013,771	40,000	-
OTHER USES				
SUBTOTAL OTHER USES	-	-	-	-
ENDING FUND BALANCE	837,771	5,000	5,000	-
TOTAL COMMITMENTS AND FUND BALANCE	842,762	1,018,771	45,000	-

CARSON CITY
SCHEDULE B
FUND: RESIDENTIAL CONSTRUCTION

REVENUES	ACTUAL PRIOR YEAR ENDING 6/30/2022	ESTIMATED CURRENT YEAR ENDING 6/30/2023	BUDGET YEAR ENDING 6/30/24	
			TENTATIVE APPROVED	FINAL APPROVED
SUBTOTAL, REVENUE ALL SOURCES	-	-	-	-
OTHER FINANCING SOURCES				
OPERATING TRANSFERS IN				
General Fund	9,724,525	3,959,831	825,304	-
BEGINNING FUND BALANCE				
Prior Period Adjustment	-	-	-	-
Residual Equity Transfer	-	-	-	-
TOTAL BEGINNING FUND BALANCE	3,263,882	11,778,502	5,000	-
TOTAL RESOURCES	12,988,407	15,738,333	830,304	-
EXPENDITURES				
Services & Supplies	1,016,492	535,450	-	-
Capital Outlay				
General Government				
Roof Replacement	-	973,875	-	-
Asphalt Replacement	89,363	1,947,193	-	-
Generator/HVAC Replacements	14,362	1,528,864	-	.
Elevator Upgrades	89,688	264,271		
Subject to Board Allocation	-	10,483,680	825,304	-
TOTAL EXPENDITURES-ALL FUNCTIONS	1,209,905	15,733,333	825,304	-
OTHER USES				
OPERATING TRANSFERS OUT (SCHED T)	-	-	-	-
ENDING FUND BALANCE	11,778,502	5,000	5,000	-
TOTAL COMMITMENTS AND FUND BALANCE	12,988,407	15,738,333	830,304	-

CARSON CITY
SCHEDULE B
FUND: EXTRAORDINARY MAINTENANCE

REVENUES	ACTUAL PRIOR YEAR ENDING 6/30/2022	ESTIMATED CURRENT YEAR ENDING 6/30/2023	BUDGET YEAR ENDING 6/30/24	
			TENTATIVE APPROVED	FINAL APPROVED
TAXES				
County Option 1/8 Percent Sales and Use Tax				
Other	1,956,356	1,956,356	1,995,483	-
INTERGOVERNMENTAL REVENUES				
Federal Grants	-	9,300,000	-	-
MISCELLANEOUS				
Interest	(38,557)	20,000	20,000	-
Gift/Donations	7,000	1,482	-	-
Other	-	-	-	-
SUBTOTAL	(31,557)	21,482	20,000	-
SUBTOTAL, REVENUE ALL SOURCES	1,924,799	11,277,838	2,015,483	-
OTHER FINANCING SOURCES:				
Operating Transfers In (Schedule T)				
General Fund	-	-	-	-
Regional Transportation Fund	-	-	-	
Bonds Issued	-	5,550,000	-	
Premium on Bonds Issued	-	926,050	-	
SUBTOTAL OTHER SOURCES	-	6,476,050	-	-
TOTAL BEGINNING FUND BALANCE	1,335,122	2,104,057	100,000	-
TOTAL AVAILABLE RESOURCES	3,259,921	19,857,945	2,115,483	-
EXPENDITURES				
Community Support				
Economic Development				
Services & Supplies	2,214	265,717	300	-
Capital Outlay	378,175	18,716,303	963,633	-
SUBTOTAL	380,389	18,982,020	963,933	-
SUBTOTAL EXPENDITURES	380,389	18,982,020	963,933	-
OTHER USES				
OPERATING TRANSFERS OUT(Sched T)				
Debt Service Fund	775,475	775,925	1,051,550	-
Regional Transportation	-	-	-	
Traffic/Transportation	-	-	-	
SUBTOTAL	775,475	775,925	1,051,550	-
ENDING FUND BALANCE	2,104,057	100,000	100,000	-
TOTAL COMMITMENTS AND FUND BALANCE	3,259,921	19,857,945	2,115,483	-

CARSON CITY
SCHEDULE B
FUND: INFRASTRUCTURE TAX

REVENUES	ACTUAL PRIOR YEAR ENDING 6/30/2022	ESTIMATED CURRENT YEAR ENDING 6/30/2023	BUDGET YEAR ENDING 6/30/24	
			TENTATIVE APPROVED	FINAL APPROVED
INTERGOVERNMENTAL REVENUES				
Other Local Government Grants:				
QECB - Energy Efficiency Rebates	193,619	94,996	95,000	-
Culture and Tourism Authority	408,455	404,875	-	-
SUBTOTAL	602,074	499,871	95,000	-
MISCELLANEOUS				
Interest Earnings	(37,636)	8,000	8,000	-
SUBTOTAL	(37,636)	8,000	8,000	-
SUBTOTAL, ALL REVENUE SOURCES	564,438	507,871	103,000	-
OTHER FINANCING SOURCES:				
Operating Transfers In (Schedule T)				
General Fund	3,526,465	3,384,518	3,393,080	-
Senior Citizen Center	-			-
Capital Projects Fund	362,047	362,253	362,309	-
Regional Transportation Fund	1,580,472	1,580,055	1,580,174	-
Infrastructure Tax Fund	775,475	775,925	1,051,550	
Quality of Life Fund	644,005	645,372	641,805	-
V&T Special Revenue Fund	1,044,625	1,041,875	1,042,000	-
911 Surcharge Fund	103,088	102,914	102,695	
Proceeds of refunding bond	-	-	-	-
Premium on Bond Proceeds				-
SUBTOTAL, OTHER FINANCING SOURCES	8,036,177	7,892,912	8,173,613	-
BEGINNING FUND BALANCE				
Prior Period Adjustments				
Transfer to debt repaid by operating resources	-	-	-	-
TOTAL BEGINNING FUND BALANCE	(11,547)	42,496	50,496	-
TOTAL AVAILABLE RESOURCES	8,589,068	8,443,279	8,327,109	-

CARSON CITY
SCHEDULE C - DEBT SERVICE FUND

THE ABOVE DEBT IS REPAID BY OPERATING RESOURCES

EXPENDITURES AND RESERVES	ACTUAL PRIOR YEAR ENDING 6/30/2022	ESTIMATED CURRENT YEAR ENDING 6/30/2023	BUDGET YEAR ENDING 6/30/24	
			TENTATIVE APPROVED	FINAL APPROVED
TYPE: G.O./REVENUE SUPPORTED				
PRINCIPAL	4,270,000	3,905,000	3,685,000	-
INTEREST	1,645,099	1,833,687	1,922,095	-
FISCAL AGENT CHARGES	1,851	2,000	2,000	-
OTHER (SPECIFY)				
PMT TO REFUNDED BOND ESCROW	-	-	-	-
*TOTAL RESERVED AMOUNT (MEMO ONLY)				
TYPE: REVENUE BONDS				
PRINCIPAL	1,247,600	1,286,100	1,328,600	-
INTEREST	332,872	293,955	251,574	-
FISCAL AGENT CHARGES	-	-	-	-
RESERVES-Increase or (decrease)				
OTHER (SPECIFY)				
*TOTAL RESERVED AMOUNT (MEMO ONLY)	-	-	-	-
TYPE: MEDIUM -TERM FINANCING				
PRINCIPAL	820,500	860,700	886,100	-
INTEREST	228,650	211,341	193,244	-
FISCAL AGENT CHARGES	-	-	-	-
RESERVES-Increase or (decrease)	-	-	-	-
OTHER (SPECIFY)	-	-	-	-
*TOTAL RESERVED AMOUNT (MEMO ONLY)	-	-	-	-
OTHER USES				
OPERATING TRANSFERS OUT (SCHED T)				
Capital Facilities Fund	-	-	-	-
ENDING FUND BALANCE	42,496	50,496	58,496	-
TOTAL COMMITMENTS AND FUND BALANCE	8,589,068	8,443,279	8,327,109	-

CARSON CITY
SCHEDULE C - DEBT SERVICE FUND

THE ABOVE DEBT IS REPAID BY OPERATING RESOURCES

PROPRIETARY FUND	ACTUAL PRIOR YEAR ENDING 6/30/2022	ESTIMATED CURRENT YEAR ENDING 6/30/2023	BUDGET YEAR ENDING 6/30/24	
			TENTATIVE APPROVED	FINAL APPROVED
OPERATING REVENUE				
Charges for Services				
Use Fees and Charges	16,450,782	16,592,587	17,101,971	-
Total Operating Revenue	16,450,782	16,592,587	17,101,971	-
OPERATING EXPENSE				
Utility Enterprises				
Salaries & Wages	1,686,438	1,822,841	1,936,386	-
Employee Benefits	264,392	1,025,606	1,123,291	-
Services & Supplies	4,316,372	5,370,071	4,724,175	-
Depreciation/amortization	5,076,443	5,095,000	5,095,000	-
Total Operating Expense	11,343,645	13,313,518	12,878,852	-
Operating Income or (Loss)	5,107,137	3,279,069	4,223,119	-
NONOPERATING REVENUES				
Interest Earned	(540,488)	20,000	20,000	-
Miscellaneous	40,923	31,154	21,000	-
Gain on Sale of Capital Assets	-	-	-	-
Federal Subsidy - BAB Credits	1,064	1,550	1,550	-
Total Nonoperating Revenues	(498,501)	52,704	42,550	-
NONOPERATING EXPENSES				
Interest expense	1,147,015	1,142,163	1,051,135	-
Loss on Disposal of Fixed Asset	-			-
Bond Issue/Fiscal Charges	100,749	1,500	1,500	-
Total Nonoperating Expenses	1,247,764	1,143,663	1,052,635	-
Net Income before Contributions	3,360,872	2,188,110	3,213,034	-
CAPITAL CONTRIBUTIONS				
Capital Assets	-	-	-	-
Capital Grants	-	-	-	-
Developers	786,116	-	-	-
Connection Fees	1,918,238	886,583	650,000	-
Total Capital Contributions	2,704,354	886,583	650,000	-
TRANSERS				
Transfer to Fleet Fund	-	-	-	-
Transfer to Stormwater Drainage	-	-	-	-
Total transfers	-	-	-	-
CHANGE IN NET POSITION	6,065,226	3,074,693	3,863,034	-

CARSON CITY
(Local Government)
SCHEDULE F-1 REVENUES, EXPENSES, AND NET INCOME

FUND: WASTEWATER

PROPRIETARY FUND	ACTUAL PRIOR YEAR ENDING 6/30/2022	ESTIMATED CURRENT YEAR ENDING 6/30/2023	BUDGET YEAR ENDING 6/30/24	
			TENTATIVE APPROVED	FINAL APPROVED
A. CASH FLOWS FROM OPERATING ACTIVITIES:				
Cash received for services	16,028,635	16,592,587	17,101,971	-
Cash payment for personnel costs	(2,435,579)	(2,650,108)	(2,861,338)	-
Cash payment for services & supplies	(4,094,147)	(5,370,071)	(4,724,175)	-
Miscellaneous cash received/(paid)	40,923	31,154	21,000	-
a. Net cash provided by (or used for) operating activities	9,539,832	8,603,562	9,537,458	-
B. CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES:				
Transfer from (to) other Funds	-	-	-	-
b. Net cash provided by (or used for) noncapital financing activities	-	-	-	-
C. CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:				
Bond principal payments	(4,789,112)	(2,849,628)	(3,076,546)	-
Bond interest expense paid	(1,285,573)	(1,142,163)	(1,051,135)	-
Bond proceeds - refunding	1,886,814	-		-
Refunding amounts paid to escrow	-	-		
Bond issuance costs/fiscal charges	(100,749)	(1,500)	(1,500)	-
Federal Subsidy - BAB Credits	1,064	1,550	1,550	-
Grant award	-	-		-
Acquisition of capital assets	(2,251,524)	(20,563,059)	(6,545,000)	-
Cash contributions - sewer connection fees	1,918,238	886,583	650,000	-
c. Net cash provided by (or used for) capital and related financing activities	(4,620,842)	(23,668,217)	(10,022,631)	-
D. CASH FLOWS FROM INVESTING ACTIVITIES:				
Interest received on investments	(540,488)	20,000	20,000	-
d. Net cash provided by (or used in) investing activities	(540,488)	20,000	20,000	-
NET INCREASE (DECREASE) in cash and cash equivalents (a+b+c+d)	4,378,502	(15,044,655)	(465,173)	-
CASH AND CASH EQUIVALENTS AT JULY 1, 20xx	18,236,880	22,615,382	7,570,727	-
CASH AND CASH EQUIVALENTS AT JUNE 30, 20xx	22,615,382	7,570,727	7,105,554	-

CARSON CITY
(Local Government)
SCHEDULE F-2 STATEMENT OF CASH FLOWS

FUND: WASTEWATER

PROPRIETARY FUND	ACTUAL PRIOR YEAR ENDING 6/30/2022	ESTIMATED CURRENT YEAR ENDING 6/30/2023	BUDGET YEAR ENDING 6/30/24	
			TENTATIVE APPROVED	FINAL APPROVED
OPERATING REVENUE				
Charges for Services				
Use Fees and Charges	17,476,941	17,653,314	18,090,185	-
Total Operating Revenue	17,476,941	17,653,314	18,090,185	-
OPERATING EXPENSE				
Utility Enterprises				
Salaries & Wages	2,066,520	2,229,302	2,301,643	-
Employee Benefits	644,966	1,253,162	1,350,446	-
Services & Supplies	5,631,319	6,090,928	6,051,957	-
Depreciation/amortization	3,782,557	3,810,000	3,810,000	-
Total Operating Expense	12,125,362	13,383,392	13,514,046	-
Operating Income or (Loss)	5,351,579	4,269,922	4,576,139	-
NONOPERATING REVENUES				
Interest Earned	(483,074)	30,000	30,000	-
Miscellaneous	6,064	12,982	-	-
Arbitrage Rebate	-	-	-	-
Gain on Disposal of Fixed Asset	17,765	-	-	-
Federal Subsidy - BAB Credits	3,292	3,376	3,376	-
Total Nonoperating Revenues	(455,953)	46,358	33,376	-
NONOPERATING EXPENSES				
Interest expense	1,260,555	1,663,415	1,548,988	-
Loss on Disposal of Fixed Asset	-	-		-
Bond Issuance Costs	299,266	2,000	2,000	-
Total Nonoperating Expenses	1,559,821	1,665,415	1,550,988	-
Net Income before Contributions	3,335,805	2,650,865	3,058,527	-
CAPITAL CONTRIBUTIONS				
Capital Assets	-	-	-	-
Capital Grants	572,247	125,000	125,000	-
Developers	1,110,580			-
Connection Fees	1,313,543	685,133	516,844	-
Total Capital Contributions	2,996,370	810,133	641,844	-
TRANSERS				
Transfer to Fleet Fund	-	-	-	-
Transfer asset from Sewer	-	-	-	-
Total transfers	-	-	-	-
CHANGE IN NET POSITION	6,332,175	3,460,998	3,700,371	-

CARSON CITY
(Local Government)

SCHEDULE F-1 REVENUES, EXPENSES, AND NET INCOME

FUND: WATER

PROPRIETARY FUND	ACTUAL PRIOR YEAR ENDING 6/30/2022	ESTIMATED CURRENT YEAR ENDING 6/30/2023	BUDGET YEAR ENDING 6/30/24	
			TENTATIVE APPROVED	FINAL APPROVED
A. CASH FLOWS FROM OPERATING ACTIVITIES:				
Cash received for services	17,634,264	17,653,314	18,090,185	-
Cash payment for personnel costs	(2,893,831)	(3,196,464)	(3,366,089)	-
Cash payment for services & supplies	(6,117,939)	(6,090,928)	(6,051,957)	-
Miscellaneous cash received/(paid)	6,064	12,982	-	-
a. Net cash provided by (or used for) operating activities	8,628,558	8,378,904	8,672,139	-
B. CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES:				
Transfer from (to) other Funds	-	-	-	-
b. Net cash provided by (or used for) noncapital financing activities	-	-	-	-
C. CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:				
Bond principal payments	(13,571,016)	(3,508,748)	(4,151,541)	-
Bond interest expense paid	(1,423,269)	(1,663,415)	(1,548,988)	-
Bond proceeds	17,306,143	-	-	-
Bond issuance costs	(299,266)	(2,000)	(2,000)	-
Proceeds from sale of assets	17,765	-	-	-
Subsidy from federal grant	572,247	125,000	125,000	-
Acquisition of capital assets	(4,150,247)	(21,152,906)	(5,045,000)	-
Arbitrage paid	-	-	-	-
Federal subsidy - BAB credits	3,292	3,376	3,376	-
Cash contributions - water connection fees	1,313,543	685,133	516,844	-
c. Net cash provided by (or used for) capital and related financing activities	(230,808)	(25,513,560)	(10,102,309)	-
D. CASH FLOWS FROM INVESTING ACTIVITIES:				
Interest received on investments	(483,074)	30,000	30,000	-
d. Net cash provided by (or used in) investing activities	(483,074)	30,000	30,000	-
NET INCREASE (DECREASE) in cash and cash equivalents (a+b+c+d)	7,914,676	(17,104,656)	(1,400,170)	-
CASH AND CASH EQUIVALENTS AT JULY 1, 20xx	15,992,754	23,907,430	6,802,774	-
CASH AND CASH EQUIVALENTS AT JUNE 30, 20xx	23,907,430	6,802,774	5,402,604	-

CARSON CITY
(Local Government)
SCHEDULE F-2 STATEMENT OF CASH FLOWS

FUND: WATER

PROPRIETARY FUND	ACTUAL PRIOR YEAR ENDING 6/30/2022	ESTIMATED CURRENT YEAR ENDING 6/30/2023	BUDGET YEAR ENDING 6/30/24	
			TENTATIVE APPROVED	FINAL APPROVED
OPERATING REVENUE				
Charges for Services				
General Government				
User Fees and Charges	2,095,509	2,618,363	2,881,346	-
Total Operating Revenue	2,095,509	2,618,363	2,881,346	-
OPERATING EXPENSE				
Utility Enterprises				
Salaries & Wages	202,637	233,382	267,224	-
Employee Benefits	57,308	141,719	165,053	-
Services & Supplies	545,082	598,388	639,650	-
Depreciation/amortization	484,598	485,000	485,000	-
Total Operating Expense	1,289,625	1,458,489	1,556,927	-
Operating Income or (Loss)	805,884	1,159,874	1,324,419	-
NONOPERATING REVENUES				
Interest Earned	(54,002)	25,000	25,000	-
Miscellaneous	163	2,708	-	-
Total Nonoperating Revenues	(53,839)	27,708	25,000	-
NONOPERATING EXPENSES				
Interest Expense	211,054	194,715	177,596	-
Loss on Disposal of Fixed Asset	-	-	-	-
Bond Issuance Costs	-	-	-	-
Total Nonoperating Expenses	211,054	194,715	177,596	-
Net Income before Contributions	540,991	992,867	1,171,823	-
CAPITAL CONTRIBUTIONS				
Capital Assets	-	-	-	-
Developers	1,341,510	-	-	-
Total Capital Contributions	1,341,510	-	-	-
TRANSERS				
Transfer from General Fund	-	-	-	-
Total transfers	-	-	-	-
CHANGE IN NET POSITION	1,882,501	992,867	1,171,823	-

CARSON CITY
(Local Government)
SCHEDULE F-1 REVENUES, EXPENSES, AND NET INCOME

FUND: STORMWATER

PROPRIETARY FUND	ACTUAL PRIOR YEAR ENDING 6/30/2022	ESTIMATED CURRENT YEAR ENDING 6/30/2023	BUDGET YEAR ENDING 6/30/24	
			TENTATIVE APPROVED	FINAL APPROVED
A. CASH FLOWS FROM OPERATING ACTIVITIES:				
Cash received for services	2,020,264	2,618,363	2,881,346	-
Cash payment for personnel costs	(290,423)	(365,101)	(422,277)	-
Cash payment for services & supplies	(659,826)	(598,388)	(639,650)	-
Miscellaneous cash received/(paid)	163	-	-	-
a. Net cash provided by (or used for) operating activities	1,070,178	1,654,874	1,819,419	-
B. CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES:				
Transfer from other Funds	-	-	-	-
Transfer to other Funds	-	-	-	-
b. Net cash provided by (or used for) noncapital financing activities	-	-	-	-
C. CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:				
Bond principal payments	(636,207)	(653,617)	(675,067)	-
Bond interest expense paid	(214,179)	(194,715)	(177,596)	-
Bond proceeds	-	-	-	-
Bond issuance costs	-	-	-	-
Subsidy from federal grant	-	-	-	-
Acquisition of capital assets	(957,417)	(1,173,424)	(1,599,000)	-
c. Net cash provided by (or used for) capital and related financing activities	(1,807,803)	(2,021,756)	(2,451,663)	-
D. CASH FLOWS FROM INVESTING ACTIVITIES:				
Interest received on investments	(54,002)	25,000	25,000	-
d. Net cash provided by (or used in) investing activities	(54,002)	25,000	25,000	-
NET INCREASE (DECREASE) in cash and cash equivalents (a+b+c+d)	(791,627)	(341,882)	(607,244)	-
CASH AND CASH EQUIVALENTS AT JULY 1, 20xx	2,370,156	1,578,529	1,236,647	-
CASH AND CASH EQUIVALENTS AT JUNE 30, 20xx	1,578,529	1,236,647	629,403	-

CARSON CITY
(Local Government)
SCHEDULE F-2 STATEMENT OF CASH FLOWS

FUND: STORMWATER

PROPRIETARY FUND	ACTUAL PRIOR YEAR ENDING 6/30/2022	ESTIMATED CURRENT YEAR ENDING 6/30/2023	BUDGET YEAR ENDING 6/30/24	
			TENTATIVE APPROVED	FINAL APPROVED
OPERATING REVENUE				
Charges for Services				
Public Safety				
Ambulance Fees	9,764,067	9,377,075	9,381,203	-
Less Uncollectible Accounts	(5,215,290)	(4,952,425)	(5,324,193)	-
Total Operating Revenue	4,548,777	4,424,650	4,057,010	-
OPERATING EXPENSE				
Public Safety				
Salaries & Wages	2,196,948	1,964,463	2,046,374	-
Employee Benefits	777,430	1,414,568	1,575,203	-
Services & Supplies	1,083,206	1,208,263	1,170,814	-
Depreciation/amortization	135,126	140,000	140,000	-
Total Operating Expense	4,192,710	4,727,294	4,932,391	-
Operating Income or (Loss)	356,067	(302,644)	(875,381)	-
NONOPERATING REVENUES				
Interest Earned	(97,874)	25,000	25,000	-
Operating Grant	-	-	-	
Gain on Disposal of Fixed Asset	-	-	-	-
Miscellaneous	243,821	25,385	-	-
Total Nonoperating Revenues	145,947	50,385	25,000	-
NONOPERATING EXPENSES				
Loss on Disposal of Fixed Asset	-	-	-	-
Total Nonoperating Expenses	-	-	-	-
Net Income before Contributions and Operating Transfers	502,014	(252,259)	(850,381)	-
CAPITAL CONTRIBUTIONS				
Capital Assets	-	-	-	-
Total Capital Contributions	-	-	-	-
OPERATING TRANSFERS (Sch T)				
Transfers from Fleet Management	-	-	-	-
Net Operating Transfers	-	-	-	-
CHANGE IN NET POSITION	502,014	(252,259)	(850,381)	-

CARSON CITY
(Local Government)

SCHEDULE F-1 REVENUES, EXPENSES, AND NET INCOME

FUND: AMBULANCE

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Schedule F-1

PROPRIETARY FUND	ACTUAL PRIOR YEAR ENDING 6/30/2022	ESTIMATED CURRENT YEAR ENDING 6/30/2023	BUDGET YEAR ENDING 6/30/24	
			TENTATIVE APPROVED	FINAL APPROVED
A. CASH FLOWS FROM OPERATING ACTIVITIES:				
Cash received for services	4,904,147	4,450,035	4,057,010	-
Cash payment for personnel costs	(3,395,219)	(3,104,031)	(3,346,577)	-
Cash payment for services & supplies	(1,089,354)	(1,208,263)	(1,170,814)	-
Miscellaneous cash received/(paid)	243,821	-	-	-
a. Net cash provided by (or used for) operating activities	663,395	137,741	(460,381)	-
B. CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES:				
Transfer from Other Funds	-	-	-	-
Subsidy from Operating Grant	-	-	-	-
b. Net cash provided by (or used for) noncapital financing activities	-	-	-	-
C. CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:				
Subidy from grant	-	-	-	-
Capital grant	-	-	-	-
Proceeds from asset sales	-	-	-	-
Acquisition of capital assets	(66,247)	(1,216,950)	(461,802)	-
c. Net cash provided by (or used for) capital and related financing activities	(66,247)	(1,216,950)	(461,802)	-
D. CASH FLOWS FROM INVESTING ACTIVITIES:				
Interest received on investments	(97,874)	25,000	25,000	-
d. Net cash provided by (or used in) investing activities	(97,874)	25,000	25,000	-
NET INCREASE (DECREASE) in cash and cash equivalents (a+b+c+d)	499,274	(1,054,209)	(897,183)	-
CASH AND CASH EQUIVALENTS AT JULY 1, 20xx	3,865,270	4,364,544	3,310,335	-
CASH AND CASH EQUIVALENTS AT JUNE 30, 20xx	4,364,544	3,310,335	2,413,152	-

CARSON CITY
(Local Government)

SCHEDULE F-2 STATEMENT OF CASH FLOWS

FUND: AMBULANCE

PROPRIETARY FUND	ACTUAL PRIOR YEAR ENDING 6/30/2022	ESTIMATED CURRENT YEAR ENDING 6/30/2023	BUDGET YEAR ENDING 6/30/24	
			TENTATIVE APPROVED	FINAL APPROVED
OPERATING REVENUE				
Charges for Services				
Health				
Cemetery Charges	185,497	119,334	132,111	-
Total Operating Revenue	185,497	119,334	132,111	-
OPERATING EXPENSE				
Health				
Salaries & Wages	41,622	62,692	64,529	-
Employee Benefits	(32,685)	43,290	44,989	-
Services & Supplies	50,321	161,134	47,118	-
Depreciation/amortization	12,860	13,500	13,500	-
Total Operating Expense	72,118	280,616	170,136	-
Operating Income or (Loss)	113,379	(161,282)	(38,025)	-
NONOPERATING REVENUES				
Interest Earned	(13,001)	3,000	3,000	-
Miscellaneous	71,836	10,978	8,508	-
Total Nonoperating Revenues	58,835	13,978	11,508	-
NONOPERATING EXPENSES				
Loss on Disposal of Fixed Asset	-	-	-	-
Total Nonoperating Expenses	-	-	-	-
Net Income before Operating Transfers	172,214	(147,304)	(26,517)	-
OPERATING TRANSFERS (Sch T)				
In	10,000	10,000	10,000	-
Out	-	-		-
Net Operating Transfers	10,000	10,000	10,000	-
CHANGE IN NET POSITION	182,214	(137,304)	(16,517)	-

CARSON CITY
(Local Government)

SCHEDULE F-1 REVENUES, EXPENSES, AND NET INCOME

FUND: CEMETERY

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Schedule F-1

PROPRIETARY FUND	ACTUAL PRIOR YEAR ENDING 6/30/2022	ESTIMATED CURRENT YEAR ENDING 6/30/2023	BUDGET YEAR ENDING 6/30/2	
			TENTATIVE APPROVED	FINAL APPROVED
A. CASH FLOWS FROM OPERATING ACTIVITIES:				
Cash received for services	203,315	119,334	132,111	-
Cash payment for personnel costs	(56,788)	(89,371)	(92,907)	-
Cash payment for services & supplies	(33,076)	(161,134)	(47,118)	-
Miscellaneous cash received/(paid)	71,836	10,978	8,508	-
a. Net cash provided by (or used for) operating activities	185,287	(120,193)	594	-
B. CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES:				
Transfer from other Funds	10,000	10,000	10,000	-
b. Net cash provided by (or used for) noncapital financing activities	10,000	10,000	10,000	-
C. CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:				
Acquisition of capital assets	(55,866)	(35,134)	(31,079)	
c. Net cash provided by (or used for) capital and related financing activities	(55,866)	(35,134)	(31,079)	-
D. CASH FLOWS FROM INVESTING ACTIVITIES:				
Interest received on investments	(13,001)	3,000	3,000	-
d. Net cash provided by (or used in) investing activities	(13,001)	3,000	3,000	-
NET INCREASE (DECREASE) in cash and cash equivalents (a+b+c+d)	126,420	(142,327)	(17,485)	-
CASH AND CASH EQUIVALENTS AT JULY 1, 20xx	420,958	547,378	405,051	-
CASH AND CASH EQUIVALENTS AT JUNE 30, 20xx	547,378	405,051	387,566	-

CARSON CITY
(Local Government)

SCHEDULE F-2 STATEMENT OF CASH FLOWS

FUND: CEMETERY

PROPRIETARY FUND	ACTUAL PRIOR YEAR ENDING 6/30/2022	ESTIMATED CURRENT YEAR ENDING 6/30/2023	BUDGET YEAR ENDING 6/30/24	
			TENTATIVE APPROVED	FINAL APPROVED
OPERATING REVENUE				
Charges for Services				
Public Safety				
Building Permit Fees	2,227,516	2,116,426	1,254,106	-
Total Operating Revenue	2,227,516	2,116,426	1,254,106	-
OPERATING EXPENSE				
Public Safety				
Salaries & Wages	241,295	283,101	464,945	-
Employee Benefits	19,244	135,989	244,029	-
Services & Supplies	1,632,547	1,847,497	1,103,327	-
Depreciation/amortization	-	-	-	-
Total Operating Expense	1,893,086	2,266,587	1,812,301	-
Operating Income or (Loss)	334,430	(150,161)	(558,195)	-
NONOPERATING REVENUES				
Interest Earned	(23,847)	7,000	7,000	-
Miscellaneous Expense	350	-	-	
Gain on Disposal of Fixed Asset	-	3,420	-	
Total Nonoperating Revenues	(23,497)	10,420	7,000	-
NONOPERATING EXPENSES				
Loss on Disposal of Fixed Asset	-	-	-	-
Total Nonoperating Expenses	-	-	-	-
Net Income before Operating Transfers	310,933	(139,741)	(551,195)	-
OPERATING TRANSFERS (Sch T)				
In	-	-	-	-
Out	-	-	-	-
Net Operating Transfers	-	-	-	-
CHANGE IN NET POSITION	310,933	(139,741)	(551,195)	-

CARSON CITY
(Local Government)

SCHEDULE F-1 REVENUES, EXPENSES, AND NET INCOME

FUND: BUILDING PERMITS

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Schedule F-1

PROPRIETARY FUND	ACTUAL PRIOR YEAR ENDING 6/30/2022	ESTIMATED CURRENT YEAR ENDING 6/30/2023	BUDGET YEAR ENDING 6/30/24	
			TENTATIVE APPROVED	FINAL APPROVED
A. CASH FLOWS FROM OPERATING ACTIVITIES:				
Cash received for services	2,216,310	2,116,426	1,254,106	-
Cash payment for personnel costs	(329,798)	(385,570)	(675,454)	-
Cash payment for services & supplies	(1,529,464)	(1,847,497)	(1,103,327)	-
Miscellaneous cash received/(paid)	350	-	-	-
a. Net cash provided by (or used for) operating activities	357,398	(116,641)	(524,675)	-
B. CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES:				
Transfers from (to) other Funds	-	-	-	-
b. Net cash provided by (or used for) noncapital financing activities	-	-	-	-
C. CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:				
Proceeds from asset sales	-	3,420	-	
Acquisition of capital assets	-	-	(14,900)	
c. Net cash provided by (or used for) capital and related financing activities	-	3,420	(14,900)	-
D. CASH FLOWS FROM INVESTING ACTIVITIES:				
Interest received on investments	(23,847)	7,000	7,000	-
d. Net cash provided by (or used in) investing activities	(23,847)	7,000	7,000	-
NET INCREASE (DECREASE) in cash and cash equivalents (a+b+c+d)	333,551	(106,221)	(532,575)	-
CASH AND CASH EQUIVALENTS AT JULY 1, 20xx	898,349	1,231,900	1,125,679	-
CASH AND CASH EQUIVALENTS AT JUNE 30, 20xx	1,231,900	1,125,679	593,104	-

CARSON CITY
(Local Government)

SCHEDULE F-2 STATEMENT OF CASH FLOWS

FUND: BUILDING PERMITS

PROPRIETARY FUND	ACTUAL PRIOR YEAR ENDING 6/30/2022	ESTIMATED CURRENT YEAR ENDING 6/30/2023	BUDGET YEAR ENDING 6/30/24	
			TENTATIVE APPROVED	FINAL APPROVED
OPERATING REVENUE				
Charges for Services				
General Government				
Administrative Fees				
Employer Contributions	1,294,594	1,294,594	1,424,053	-
Total Operating Revenue	1,294,594	1,294,594	1,424,053	-
OPERATING EXPENSE				
General Government				
Salaries & Wages	156,187	213,261	304,770	-
Employee Benefits	20,470	148,141	212,820	-
Services & Supplies	1,232,704	1,631,425	1,372,270	-
Depreciation/amortization	6,710	6,800	1,700	-
Total Operating Expense	1,416,071	1,999,627	1,891,560	-
Operating Income or (Loss)	(121,477)	(705,033)	(467,507)	-
NONOPERATING REVENUES				
Interest Earned	(91,391)	30,000	30,000	-
Miscellaneous	13,750	2,887	-	-
Total Nonoperating Revenues	(77,641)	32,887	30,000	-
NONOPERATING EXPENSES				
Total Nonoperating Expenses	-	-	-	-
Net Income before Operating Contributions & Transfers	(199,118)	(672,146)	(437,507)	-
CAPITAL CONTRIBUTIONS				
Capital Grants	-	-	-	-
Total Capital Contributions	-	-	-	-
OPERATING TRANSFERS (Sch T)				
In	-	-	-	-
Out	-	-	-	-
Net Operating Transfers	-	-	-	-
CHANGE IN NET POSITION	(199,118)	(672,146)	(437,507)	-

CARSON CITY
(Local Government)

SCHEDULE F-1 REVENUES, EXPENSES, AND NET INCOME

FUND: WORKERS COMPENSATION INSURANCE

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Schedule F-1

PROPRIETARY FUND	ACTUAL PRIOR YEAR ENDING 6/30/2022	ESTIMATED CURRENT YEAR ENDING 6/30/2023	BUDGET YEAR ENDING 6/30/24	
			TENTATIVE APPROVED	FINAL APPROVED
A. CASH FLOWS FROM OPERATING ACTIVITIES:				
Cash received from other funds	1,293,229	1,294,594	1,424,053	-
Cash payment for personnel costs	(231,640)	(323,524)	(479,712)	-
Cash payment for services & supplies	(1,170,785)	(1,631,425)	(1,372,270)	-
Miscellaneous cash received/(paid)	13,750	2,887	-	-
a. Net cash provided by (or used for) operating activities	(95,446)	(657,468)	(427,929)	-
B. CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES:				
Transfer from (to) other funds	-	-	-	-
b. Net cash provided by (or used for) noncapital financing activities	-	-	-	-
C. CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:				
Acquisition of capital assets	-	-	-	-
Subsidy from state grant	-	-	-	-
c. Net cash provided by (or used for) capital and related financing activities	-	-	-	-
D. CASH FLOWS FROM INVESTING ACTIVITIES:				
Interest received on investments	(91,391)	30,000	30,000	-
d. Net cash provided by (or used in) investing activities	(91,391)	30,000	30,000	-
NET INCREASE (DECREASE) in cash and cash equivalents (a+b+c+d)	(186,837)	(627,468)	(397,929)	-
CASH AND CASH EQUIVALENTS AT JULY 1, 20xx	3,908,693	3,721,856	3,094,388	-
CASH AND CASH EQUIVALENTS AT JUNE 30, 20xx	3,721,856	3,094,388	2,696,459	-

CARSON CITY
(Local Government)

SCHEDULE F-2 STATEMENT OF CASH FLOWS

FUND: WORKERS COMPENSATION INSURANCE

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Schedule F-2

PROPRIETARY FUND	ACTUAL PRIOR YEAR ENDING 6/30/2022	ESTIMATED CURRENT YEAR ENDING 6/30/2023	BUDGET YEAR ENDING 6/30/24	
			TENTATIVE APPROVED	FINAL APPROVED
OPERATING REVENUE				
Charges for Services				
General Government				
Administrative Fees	2,549,494	2,513,744	2,308,916	-
Total Operating Revenue	2,549,494	2,513,744	2,308,916	-
OPERATING EXPENSE				
General Government				
Salaries & Wages	835,612	884,583	888,560	-
Employee Benefits	155,946	551,253	601,979	-
Services & Supplies	753,771	944,890	1,118,604	-
Depreciation/amortization	200,575	215,000	215,000	-
Total Operating Expense	1,945,904	2,595,726	2,824,143	-
Operating Income or (Loss)	603,590	(81,982)	(515,227)	-
NONOPERATING REVENUES				
Interest Earned	(41,090)	15,000	15,000	-
Miscellaneous	1,235	14,169	-	-
Gain on Disposal of Fixed Asset	-	13,870	-	-
Total Nonoperating Revenues	(39,855)	43,039	15,000	-
NONOPERATING EXPENSES				
Interest expense	2,441	-	-	-
Loss on Disposal of Fixed Asset	-	-	-	-
Bond Issuance Costs	-	-	-	-
Total Nonoperating Expenses	2,441	-	-	-
Net Income before Operating Contributions & Transfers	561,294	(38,943)	(500,227)	-
OPERATING TRANSFERS (Sch T)				
Transfers to Ambulance	-	-	-	-
Net Operating Transfers	-	-	-	-
CHANGE IN NET POSITION	561,294	(38,943)	(500,227)	-

CARSON CITY
(Local Government)

SCHEDULE F-1 REVENUES, EXPENSES, AND NET INCOME

FUND: FLEET MANAGEMENT

PROPRIETARY FUND	ACTUAL PRIOR YEAR ENDING 6/30/2022	ESTIMATED CURRENT YEAR ENDING 6/30/2023	BUDGET YEAR ENDING 6/30/24	
			TENTATIVE APPROVED	FINAL APPROVED
A. CASH FLOWS FROM OPERATING ACTIVITIES:				
Cash received from other funds	2,549,524	2,513,714	2,308,916	-
Cash payment for personnel costs	(1,151,285)	(1,271,491)	(1,326,194)	-
Cash payment for services & supplies	(715,764)	(944,860)	(1,118,604)	-
Miscellaneous cash received/(paid)	1,235	14,169	-	
a. Net cash provided by (or used for) operating activities	683,710	311,532	(135,882)	-
B. CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES:				
Transfer from other funds	-	-	-	-
Transfer to other funds	-	-	-	-
b. Net cash provided by (or used for) noncapital financing activities	-	-	-	-
C. CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:				
Proceeds from asset sales	-	13,870	-	-
Bond principal payments	(125,000)	-		-
Bond interest expense paid	(2,663)			-
Bond proceeds	-			-
Bond issue costs	-			-
Acquisition of capital assets	(140,184)	(1,188,649)	(790,000)	-
Subsidy from federal grant	-	-	-	-
c. Net cash provided by (or used for) capital and related financing activities	(267,847)	(1,174,779)	(790,000)	-
D. CASH FLOWS FROM INVESTING ACTIVITIES:				
Interest received on investments	(41,090)	15,000	15,000	-
d. Net cash provided by (or used in) investing activities	(41,090)	15,000	15,000	-
NET INCREASE (DECREASE) in cash and cash equivalents (a+b+c+d)	374,773	(848,247)	(910,882)	-
CASH AND CASH EQUIVALENTS AT JULY 1, 20xx	1,546,979	1,921,752	1,073,505	-
CASH AND CASH EQUIVALENTS AT JUNE 30, 20xx	1,921,752	1,073,505	162,623	-

CARSON CITY
(Local Government)

SCHEDULE F-2 STATEMENT OF CASH FLOWS

FUND: FLEET MANAGEMENT

PROPRIETARY FUND	ACTUAL PRIOR YEAR ENDING 6/30/2022	ESTIMATED CURRENT YEAR ENDING 6/30/2023	BUDGET YEAR ENDING 6/30/24	
			TENTATIVE APPROVED	FINAL APPROVED
OPERATING REVENUE				
Charges for Services				
General Government				
Administrative Fees				
Employee Contributions	1,228,210	1,326,373	1,431,647	-
Employer Contributions	7,611,203	8,373,485	9,043,364	-
Total Operating Revenue	8,839,413	9,699,858	10,475,011	-
OPERATING EXPENSE				
General Government				
Salaries & Wages	228,394	251,534	258,499	-
Employee Benefits	43,391	154,293	165,821	-
Services & Supplies	8,527,644	9,141,791	9,970,601	-
Depreciation/amortization	-	-	-	-
Total Operating Expense	8,799,429	9,547,618	10,394,921	-
Operating Income or (Loss)	39,984	152,240	80,090	-
NONOPERATING REVENUES				
Interest Earned	(3,117)	200	200	-
Miscellaneous	1,869	3,940		-
Total Nonoperating Revenues	(1,248)	4,140	200	-
NONOPERATING EXPENSES				
Loss on Disposal of Fixed Asset	-	-	-	-
Total Nonoperating Expenses	-	-	-	-
Net Income before Operating Transfers	38,736	156,380	80,290	-
OPERATING TRANSFERS (Sch T)				
Net Operating Transfers	-	-	-	-
CHANGE IN NET POSITION	38,736	156,380	80,290	-

CARSON CITY

(Local Government)

SCHEDULE F-1 REVENUES, EXPENSES, AND NET INCOME

FUND: GROUP MEDICAL INSURANCE

PROPRIETARY FUND	ACTUAL PRIOR YEAR ENDING 6/30/2022	ESTIMATED CURRENT YEAR ENDING 6/30/2023	BUDGET YEAR ENDING 6/30/24	
			TENTATIVE APPROVED	FINAL APPROVED
A. CASH FLOWS FROM OPERATING ACTIVITIES:				
Cash received from customers	1,228,210	1,326,373	1,431,647	-
Cash received from other funds	7,545,873	8,373,485	9,043,364	-
Cash payment for personnel costs	(327,551)	(365,022)	(383,515)	-
Cash payment for services & supplies	(8,472,526)	(9,141,791)	(9,970,601)	-
Miscellaneous cash received/(paid)	1,869	3,940	-	-
a. Net cash provided by (or used for) operating activities	(24,125)	196,985	120,895	-
B. CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES:				
Transfers from (to) other funds	-	-	-	-
b. Net cash provided by (or used for) noncapital financing activities	-	-	-	-
C. CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:				
Acquisition of capital assets	-	-	-	-
c. Net cash provided by (or used for) capital and related financing activities	-	-	-	-
D. CASH FLOWS FROM INVESTING ACTIVITIES:				
Interest received on investments	(3,117)	200	200	-
d. Net cash provided by (or used in) investing activities	(3,117)	200	200	-
NET INCREASE (DECREASE) in cash and cash equivalents (a+b+c+d)	(27,242)	197,185	121,095	-
CASH AND CASH EQUIVALENTS AT JULY 1, 20xx	44,343	17,101	214,286	-
CASH AND CASH EQUIVALENTS AT JUNE 30, 20xx	17,101	214,286	335,381	-

CARSON CITY
(Local Government)

SCHEDULE F-2 STATEMENT OF CASH FLOWS

FUND: GROUP MEDICAL INSURANCE

PROPRIETARY FUND	ACTUAL PRIOR YEAR ENDING 6/30/2022	ESTIMATED CURRENT YEAR ENDING 6/30/2023	BUDGET YEAR ENDING 6/30/24	
			TENTATIVE APPROVED	FINAL APPROVED
OPERATING REVENUE				
Charges for Services				
General Government				
Administrative Fees	2,112,866	2,050,000	2,050,000	-
Total Operating Revenue	2,112,866	2,050,000	2,050,000	-
OPERATING EXPENSE				
General Government				
Salaries & Wages	135,922	101,020	104,285	-
Employee Benefits	39,335	55,029	59,289	-
Services & Supplies	1,541,504	2,013,598	2,129,852	-
Depreciation/amortization	11,368	765	765	-
Total Operating Expense	1,728,129	2,170,412	2,294,191	-
Operating Income or (Loss)	384,737	(120,412)	(244,191)	-
NONOPERATING REVENUES				
Interest Earned	(35,827)	7,000	7,000	-
Miscellaneous	94,895	21,183	10,000	-
Total Nonoperating Revenues	59,068	28,183	17,000	-
NONOPERATING EXPENSES				
Loss on Disposal of Fixed Asset	-	-	-	-
Total Nonoperating Expenses	-	-	-	-
Net Income before Operating Transfers	443,805	(92,229)	(227,191)	-
CAPITAL CONTRIBUTIONS				
Capital Grants	15,710		-	-
Total Capital Contributions	15,710	-	-	-
OPERATING TRANSFERS (Sch T)				
General Fund	-	-	-	-
Commisary	-	-	-	-
Net Operating Transfers	-	-	-	-
CHANGE IN NET POSITION	459,515	(92,229)	(227,191)	-

CARSON CITY
(Local Government)

SCHEDULE F-1 REVENUES, EXPENSES, AND NET INCOME

FUND: INSURANCE

PROPRIETARY FUND	ACTUAL PRIOR YEAR ENDING 6/30/2022	ESTIMATED CURRENT YEAR ENDING 6/30/2023	BUDGET YEAR ENDING 6/30/24	
			TENTATIVE APPROVED	FINAL APPROVED
A. CASH FLOWS FROM OPERATING ACTIVITIES:				
Cash received from other funds	2,113,932	2,050,000	2,050,000	-
Cash payment for personnel costs	(194,906)	(145,426)	(152,951)	-
Cash payment for services & supplies	(1,382,852)	(2,013,598)	(2,129,852)	-
Miscellaneous cash received/(paid)	94,895	21,183	10,000	-
a. Net cash provided by (or used for) operating activities	631,069	(87,841)	(222,803)	-
B. CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES:				
Transfers from (to) other Funds	-	-	-	-
b. Net cash provided by (or used for) noncapital financing activities	-	-	-	-
C. CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:				
Acquisition of capital assets	-	-	-	-
Subsidy from state grant	15,710		-	-
c. Net cash provided by (or used for) capital and related financing activities	15,710	-	-	-
D. CASH FLOWS FROM INVESTING ACTIVITIES:				
Interest received on investments	(35,827)	7,000	7,000	-
d. Net cash provided by (or used in) investing activities	(35,827)	7,000	7,000	-
NET INCREASE (DECREASE) in cash and cash equivalents (a+b+c+d)	610,952	(80,841)	(215,803)	-
CASH AND CASH EQUIVALENTS AT JULY 1, 20xx	1,324,148	1,935,100	1,854,259	-
CASH AND CASH EQUIVALENTS AT JUNE 30, 20xx	1,935,100	1,854,259	1,638,456	-

CARSON CITY
(Local Government)

SCHEDULE F-2 STATEMENT OF CASH FLOWS

FUND: INSURANCE

ALL EXISTING OR PROPOSED
GENERAL OBLIGATION BONDS, REVENUE BONDS,
MEDIUM-TERM FINANCING, CAPITAL LEASES AND
SPECIAL ASSESSMENT BONDS

* - Type
1- General Obligation Bonds
2 - G.O. Revenue Supported Bonds
3 - G.O. Special Assessment Bonds
4 - Revenue Bonds
5 - Medium - Term Financing
6 - Medium-Term Financing - Lease Purchase
7 - Capital Leases
8 - Special Assessment Bonds
9 - Mortgages
10 - Other (Specifiy Type)
11 - Proposed (Specify Type)

(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)
FUND: Debt Service								REQUIREMENTS FOR FISCAL YEAR ENDING 6/30/24		
NAME OF BOND OR LOAN	*	TERM	ORIGINAL AMOUNT OF ISSUE	ISSUE DATE	FINAL PAYMENT DATE	INTEREST RATE	BEGINNING OUTSTANDING BALANCE 7/1/2023	INTEREST PAYABLE	PRINCIPAL PAYABLE	(9)+(10) TOTAL
G. O. Bonds Revenue Supported										
2013A Cap Imp Refunding Bonds	2	17	16,520,000	05/13	05/30	3.000	7,045,000	225,888	1,575,000	1,800,888
2013C Parks Refunding Bonds	2	17	6,555,000	05/13	03/30	2.000	4,080,001	142,244	570,000	712,244
2014E V&T Refunding Bonds	2	10	8,400,000	12/14	12/25	2.228	2,900,000	122,000	920,000	1,042,000
2014F Infrastucture Sales Tax Bond	2	30	13,600,000	12/14	9/44	3.689	11,555,000	429,050	345,000	774,050
2015C Capital Improvement Refunding	2	17	15,410,000	08/15	05/33	3.000	9,780,000	432,363	-	432,363
2022C Capital Improvement Bonds	2	20	8,100,000	03/22	05/42	2.734	7,880,000	293,050	275,000	568,050
2023 Infrastructure Sales Tax Bond	2	15	5,550,000	3/23	9/37	2.923	5,550,000	277,500	-	277,500
Sub Total			77,485,000				48,790,001	1,922,095	3,685,000	5,607,095

SCHEDULE C-1 - INDEBTEDNESS

ALL EXISTING OR PROPOSED
GENERAL OBLIGATION BONDS, REVENUE BONDS,
MEDIUM-TERM FINANCING, CAPITAL LEASES AND
SPECIAL ASSESSMENT BONDS

* - Type
1- General Obligation Bonds
2 - G.O. Revenue Supported Bonds
3 - G.O. Special Assessment Bonds
4 - Revenue Bonds
5 - Medium - Term Financing
6 - Medium-Term Financing - Lease Purchase
7 - Capital Leases
8 - Special Assessment Bonds
9 - Mortgages
10 - Other (Specifiy Type)
11 - Proposed (Specify Type)

(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)
FUND: Debt Service								REQUIREMENTS FOR FISCAL YEAR ENDING 6/30/24		
NAME OF BOND OR LOAN	*	TERM	ORIGINAL AMOUNT OF ISSUE	ISSUE DATE	FINAL PAYMENT DATE	INTEREST RATE	BEGINNING OUTSTANDING BALANCE 7/1/2023	INTEREST PAYABLE	PRINCIPAL PAYABLE	(9)+(10) TOTAL
Medium-term Financing & Installment Purchase Agreements										
Landfill Equipment	5	10	1,740,900	06/14	06/24	3.000	191,000	3,200	191,000	194,200
911 Surcharge Equipment	5	10	921,700	06/14	06/24	3.000	101,000	1,695	101,000	102,695
2016A Energy Savings (IPA)^	6	10	1,156,700	12/16	12/25	2.190	433,300	8,536	175,100	183,636
2016B Energy Savings (IPA)^	10	20	3,101,538	12/16	12/36	4.690	3,101,538	145,462	-	145,462
2017 Medium Term Bond - CP	5	10	3,240,000	7/17	6/27	3.250	1,376,000	29,309	333,000	362,309
2020 Refunding MT (BRIC)	5	8	675,000	6/20	11/27	1.270	440,000	5,042	86,000	91,042
Sub Total			10,835,838				5,642,838	193,244	886,100	1,079,344
Special Assessment Bonds										
Revenue Bonds										
2012 Refunded Hwy Rev Imp. Bonds	4	12	3,332,300	09/12	11/23	2.370	398,600	4,724	398,600	403,324
2015 Refunded Hwy Rev Imp. Bonds	4	13	6,170,000	08/15	11/29	3.000	3,540,000	149,175	435,000	584,175
2017 Refunded Hwy Rev Imp. Bonds	4	11	5,951,000	05/17	11/27	2.415	4,292,000	97,675	495,000	592,675
Sub Total			15,453,300				8,230,600	251,574	1,328,600	1,580,174
TOTAL - DEBT SERVICE FUND			103,774,138				62,663,439	2,366,913	5,899,700	8,266,613

SCHEDULE C-1 - INDEBTEDNESS

^ (IPA) = Installment Purchase Agreement

ALL EXISTING OR PROPOSED
GENERAL OBLIGATION BONDS, REVENUE BONDS,
MEDIUM-TERM FINANCING, CAPITAL LEASES AND
SPECIAL ASSESSMENT BONDS

* - Type
1- General Obligation Bonds
2 - G.O. Revenue Supported Bonds
3 - G.O. Special Assessment Bonds
4 - Revenue Bonds
5 - Medium - Term Financing
6 - Medium-Term Financing - Lease Purchase
7 - Capital Leases
8 - Special Assessment Bonds
9 - Mortgages
10 - Other (Specifiy Type)
11 - Proposed (Specify Type)

(1) FUND: Waste Water NAME OF BOND OR LOAN	(2) *	(3) TERM	(4) ORIGINAL AMOUNT OF ISSUE	(5) ISSUE DATE	(6) FINAL PAYMENT DATE	(7) INTEREST RATE	(8) BEGINNING OUTSTANDING BALANCE 7/1/2023	(9) REQUIREMENTS FOR FISCAL YEAR ENDING 6/30/24 INTEREST PAYABLE	(10) PRINCIPAL PAYABLE	(11) (9)+(10) TOTAL
2010F Clean Water State Revolving	2	20	2,800,000	10/10	1/30	2.390	1,289,242	27,970	158,918	186,888
2014 Sewer State Rev Fund Bonds	2	20	23,787,662	04/14	7/34	2.790	16,636,999	436,787	1,311,750	1,748,537
2015 Sewer Bonds	2	20	6,000,000	8/15	11/34	3.000	4,360,000	174,154	280,000	454,154
2015 Sewer State Rev Fund Bonds	2	20	12,000,000	07/15	07/35	2.370	8,847,055	198,750	615,878	814,628
2017B Sewer Bonds	2	20	6,000,000	11/17	11/37	2.635	4,950,000	169,202	245,000	414,202
2020A MT Wastewater Refunding	2	10	714,000	6/20	11/29	1.270	536,000	6,172	75,000	81,172
2022B Sewer Refunding Bonds	2	10	1,780,000	03/22	11/31	2.035	1,530,000	38,100	390,000	428,100
TOTAL - WASTE WATER UTILITY FUND DEBT SERVICE			53,081,662				38,149,296	1,051,135	3,076,546	4,127,681

ALL EXISTING OR PROPOSED
GENERAL OBLIGATION BONDS, REVENUE BONDS,
MEDIUM-TERM FINANCING, CAPITAL LEASES AND
SPECIAL ASSESSMENT BONDS

* - Type
1- General Obligation Bonds
2 - G.O. Revenue Supported Bonds
3 - G.O. Special Assessment Bonds
4 - Revenue Bonds
5 - Medium - Term Financing
6 - Medium-Term Financing - Lease Purchase
7 - Capital Leases
8 - Special Assessment Bonds
9 - Mortgages
10 - Other (Specifiy Type)
11 - Proposed (Specify Type)

(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)
FUND: Water								REQUIREMENTS FOR FISCAL YEAR ENDING 6/30/24		
NAME OF BOND OR LOAN	*	TERM	ORIGINAL AMOUNT OF ISSUE	ISSUE DATE	FINAL PAYMENT DATE	INTEREST RATE	BEGINNING OUTSTANDING BALANCE 7/1/2023	INTEREST PAYABLE	PRINCIPAL PAYABLE	(9)+(10) TOTAL
G.O. Supported Bonds										
2009 Water Bonds	2	20	3,400,000	11/09	7/29	0	1,194,592	-	183,784	183,784
2010E Drinking Water State Revolv	2	20	21,900,000	10/10	01/31	2.53	10,820,893	248,629	1,327,652	1,576,281
2014 Water SRF Bonds	2	20	6,000,000	04/14	01/34	2.790	4,097,955	107,588	323,105	430,693
2018B SRF Water Crossover Refund	2	20	10,198,745	08/18	07/38	2.390	9,919,000	297,395	139,000	436,395
2019 Water Bonds	2	20	7,000,000	01/19	11/38	3.326	7,000,000	289,556	-	289,556
2020A MT Water Refunding	2	5	4,322,000	06/20	11/24	1.270	1,268,000	10,787	628,000	638,787
2022A Water Bonds	2	20	7,000,000	03/22	11/41	2.409	6,815,000	259,533	230,000	489,533
2022A Water Refunding Bonds	2	10	8,365,000	03/22	11/31	1.656	7,590,000	335,500	1,320,000	1,655,500
TOTAL - WATER UTILITY FUND DEBT SERVICE			68,185,745				48,705,440	1,548,988	4,151,541	5,700,529

ALL EXISTING OR PROPOSED
GENERAL OBLIGATION BONDS, REVENUE BONDS,
MEDIUM-TERM FINANCING, CAPITAL LEASES AND
SPECIAL ASSESSMENT BONDS

* - Type
1- General Obligation Bonds
2 - G.O. Revenue Supported Bonds
3 - G.O. Special Assessment Bonds
4 - Revenue Bonds
5 - Medium - Term Financing
6 - Medium-Term Financing - Lease Purchase
7 - Capital Leases
8 - Special Assessment Bonds
9 - Mortgages
10 - Other (Specifiy Type)
11 - Proposed (Specify Type)

(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)
FUND: Storm Water								REQUIREMENTS FOR FISCAL YEAR ENDING 6/30/24		
NAME OF BOND OR LOAN	*	TERM	ORIGINAL AMOUNT OF ISSUE	ISSUE DATE	FINAL PAYMENT DATE	INTEREST RATE	BEGINNING OUTSTANDING BALANCE 7/1/2023	INTEREST PAYABLE	PRINCIPAL PAYABLE	(9)+(10) TOTAL
G.O / REV SUPPORTED BONDS										
2014 Stormwater SRF Bonds	2	20	962,338	04/14	01/34	2.790	673,056	17,670	53,067	70,737
2018 Stormwater Drainage Bonds	2	20	4,875,000	03/18	11/37	3.151	4,300,000	152,971	215,000	367,971
2020A MT Stormwater Refunding	5	5	2,009,000	06/20	11/24	1.270	819,000	6,955	407,000	413,955
TOTAL: STORM WATER UTILITY FUND			7,846,338				5,792,056	177,596	675,067	852,663
TOTAL - ALL DEBT SERVICE			233,487,883				155,310,231	5,144,632	13,802,854	18,947,486

Transfer Schedule for Fiscal Year 2023-2024

	TRANSFERS IN						TRANSFERS OUT				
FUND TYPE	TO FUND	PAGE	FROM FUND	PAGE	AMOUNT		FROM FUND	PAGE	TO FUND	PAGE	AMOUNT
GENERAL FUND	General	11	Quality of Life	39	195,792		General	27	CC Transit	48	504,800
							General	27	Debt Service	52	3,393,080
							General	27	Cemetery	62	10,000
							General	27	Grant	40	455,557
							General	27	Capital Projects	32	8,770,267
							General	27	Extraordinary Mt	50	825,304
							General	27	Landscape Maint	35	60,899
							General	27	S. Carson NID	37	18,678
Subtotal					195,792						14,038,585
SPECIAL REVENUE FUNDS:											
	CC Transit	48	General	27	504,800		Capital Projects	32	Debt Service	52	362,309
	CAMPO	47	Regional Trans.	38	21,802		Regional Trans	38	S. Carson NID	37	50,000
	Grant	40	General	27	455,557		Regional Trans	38	CAMPO	47	21,802
	Capital Projects	32	General	27	8,770,267		Regional Trans	38	Debt Service	52	1,580,174
	Landscape Maint	35	General	27	60,899		Quality of Life	39	General	11	195,792
	S. Carson NID	37	General	27	18,678		Quality of Life	39	Debt Service	52	641,805
	S. Carson NID	37	Street Maint	43	5,292		V&T Sp Infra	44	Debt Service	52	1,042,000
	S. Carson NID	37	Regional Trans.	38	50,000		911 Surcharge	31	Debt Service	52	102,695
							Infrastructure Tax	51	Debt Service	52	1,051,550
							Street Maint	43	S. Carson NID	37	5,292
Subtotal					9,887,295						5,053,419

Transfer Schedule for Fiscal Year 2023-2024

	TRANSFERS IN						TRANSFERS OUT				
FUND TYPE	TO FUND	PAGE	FROM FUND	PAGE	AMOUNT		FROM FUND	PAGE	TO FUND	PAGE	AMOUNT
CAPITAL PROJECTS FUNDS:											
	Extraordinary Mt	50	General	27	825,304						
Subtotal					825,304						0
EXPENDABLE TRUST FUNDS:											
Subtotal											
DEBT SERVICE:	Debt Service	52	General	27	3,393,080						
	Debt Service	52	Capital Projects	32	362,309						
	Debt Service	52	Regional Trans	38	1,580,174						
	Debt Service	52	Quality of Life	39	641,805						
	Debt Service	52	V&T Sp Infra	44	1,042,000						
	Debt Service	52	911 Surcharge	31	102,695						
	Debt Service	52	Infrastructure Tax	51	1,051,550						
Subtotal					8,173,613						

Transfer Schedule for Fiscal Year 2023-2024

	TRANSFERS IN						TRANSFERS OUT				
FUND TYPE	TO FUND	PAGE	FROM FUND	PAGE	AMOUNT		FROM FUND	PAGE	TO FUND	PAGE	AMOUNT
ENTERPRISE FUNDS											
	Cemetery	61	General	27	10,000						
Subtotal					10,000						0
INTERNAL SERVICE											
Subtotal					0						0
RESIDUAL EQUITY TRANSFERS:											
Subtotal					0						0
TOTAL TRANSFERS					19,092,004						19,092,004

CARSON CITY

Schedule T - Transfer Reconciliation

Schedule of Existing Contracts
Budget Year 2023-2024

Local Government: Carson City
Contact: Sheri Russell
E-mail Address: srussell@carson.org
Daytime Telephone: (775) 887-2133

Total Number of Existing Contracts: 93

Line	Vendor	Effective Date of Contract	Termination Date of Contract	Proposed Expenditure FY 2022-23	Proposed Expenditure FY 2023-24	Reason or need for contract:
1	Shaheen Beauchamp	2/28/2023	7/31/2023	106,263	484,090	Senior Center Facilities Remodel
2	TNT Industrial Contractors, Inc.	3/13/2023	7/31/2023	209,215	100,000	Brunswick Effluent Transmission Main Repair
3	Parametrix	1/12/2023	9/30/2023	182,544	182,544	Douglas County Safe Routes to School Master Plan
4	Showcase Contracting LLC	4/1/2023	9/30/2023	100,000	159,127	PSC UPS Replacement Project
5	Herback General Engineering LLC	2/6/2023	10/31/2023	1,474,000	2,211,668	Colorado Street CDBG Pavement Rehabilitation
6	Mission Critical Partners	4/1/2023	10/31/2023		165,191	CAD/RMS/JMS Assessment and Procurement Support
7	Tru-Coverage Painting	3/3/2023	10/31/2023		34,932	Community Center Painitng
8	H+K Architects	5/9/2022	12/1/2023	132,725	31,775	Senior Center Facilities Remodel Project Design and Construction Services
9	SWCA Environmental Consultants	9/26/2022	12/30/2023	10,183	9,494	NEPA Permitting Support for Quill Water Treatment Plant
10	Tru-Coverage Painting	9/1/2022	12/30/2023		30,875	Painting PW Bldgs A & B
11	Artistic Fence	11/28/2022	12/31/2023		94,040	Public Works Yard Gate and Fence Replacement
12	Construction Materials Engineers, Inc.	2/11/2023	12/31/2023	35,000	54,360	Colorado Street Materials Testing
13	CourtSmart Digital System	6/3/2022	12/31/2023		162,359	Courtsmart Digital System Upgrades
14	Design Workshop Inc.	1/2/2023	12/31/2023		25,000	Stewart Street Landscape Conceptual Design Services
15	DOWL, LLC	3/28/2022	12/31/2023	50,000	346,494	Preliminary Design Services for SE Mandatory Sanitary Sewer Extension Project
16	H+K Architects	2/4/2021	12/31/2023	91,750	25,000	Juvenile Services Facility Needs Assessment
17	HDR Engineering, Inc.	12/12/2022	12/31/2023	19,632	20,000	Kings Canyon Stormwater Protection Plan Permit (SWPPP) Monitoring
18	Keller Associates, Inc.	2/1/2023	12/31/2023	14,480	15,000	Dewatering Building - Elevated Slab Design
19	Kimley-Horn & Associates, Inc.	2/20/2023	12/31/2023	7,000	5,000	Fifth Street Roundabout Hydraulic Study
20	LSC Transportation Consultants	7/15/2021	12/31/2023	50,000	10,000	JAC Preliminary Feasibility Study for a Downtown Transit Center
21	Lumos & Associates, Inc.	7/1/2021	12/31/2023	870,731	731,584	Quill Water Treatment Plant Rehabilitation Project-Engineering Design and Construction Support
22	Lumos & Associates, Inc.	1/17/2023	12/31/2023	17,400	15,000	Engineering Services for Motor Control Center Procurement Documents
23	Lumos & Associates, Inc.	2/22/2023	12/31/2023	34,820	50,000	Winnie Lane Reconstruction Design
24	McGinley and Associates	11/19/2022	12/31/2023	27,970	5,000	Environmental Assistance for the Carson City Emergency Operations Facility
25	NCE_Nichols Consulting Engineers	2/22/2022	12/31/2023	10,560	12,000	Phase II Section 106 Status of CC OPLMA Transferred Lands
26	Nichols Consulting Engineers	10/12/2022	12/31/2023	5,350	20,000	Cultural Resource Inventory for Ambrose
	Total Proposed Expenditures			Continued	Continued	

Schedule of Existing Contracts
Budget Year 2023-2024

Local Government: Carson City
Contact: Sheri Russell
E-mail Address: srussell@carson.org
Daytime Telephone: (775) 887-2133

Total Number of Existing Contracts: 93

Line	Vendor	Effective Date of Contract	Termination Date of Contract	Proposed Expenditure FY 2022-23	Proposed Expenditure FY 2023-24	Reason or need for contract:
27	Peri Landscape	2/1/2023	12/31/2023	25,000	51,548	Landfill Landscaping
28	PK Electrical, Inc.	7/1/2022	12/31/2023	18,000	5,000	Public Safety Complex Generator Replacement Design Services
29	Pre-Construction Services Group, LLC	11/1/2022	12/31/2023	14,800	9,000	Independent Cost Estimating William Street Project
30	TRC Solutions, Inc.	1/31/2022	12/31/2023	15,000	2,000	Corporate Yard Securinty Enhancement Project
31	TSK Architects	2/20/2023	12/31/2023	10,000	35,220	Court Space Planning Study Phase 2
32	ACCO Engineered Systems, Inc.	4/1/2023	12/31/2023		288,867	Juvenile Courts HVAC Replacement Project
33	KG Walters	8/9/2021	12/31/2023	2,110,500	500,000	Water Resource Recovery Facility-Electrical Improvements Project
34	Terraphase Engineering Inc.	2/16/2023	3/23/2024	25,000	122,026	Carson City Sutro Basin Scoping Project
35	CORE Construction	6/21/2022	6/30/2024	13,500	40,500	Services
36	Paragon Partners Consultants	2/1/2023	6/30/2024	20,322	200,000	Right of Way Acquisition Services for East William Street
37	Wood Rodgers	1/16/2023	6/30/2024		219,920	CAMPO Travel Demand Model Enhancement and Validation
38	TSK Architects	1/3/2022	6/30/2025	380,000	701,755	CC Fire Station w/Shared Facilities for EO Architectural & Engineeing Design Svcs
39	Eurofins	1/1/2023	12/31/2025	25,886	50,099	Water Quality Testing (ongoing)
40	AT&T	6/1/2023	6/1/2027	175,466	200,000	911 Phone System (ongoing)
41	Atkins North America	7/1/2023	6/30/2024	95,000	95,000	GIS On-call (Annual)
42	Cal-Nevada Prescision Blasting, Inc.	7/1/2022	6/30/2024	49,999	49,999	Landfill Blasting (Annual)
43	Cashman Equipment Company	7/1/2022	6/30/2024	150,000	150,000	Electical Generator PM Services
44	CCMSI Holdings, Inc.	7/1/2022	6/30/2025	60,235	60,235	3rd party adminstrative services/workers comp
45	Community Counseling Center	7/1/2023	6/30/2024	36,800	36,800	Clinical Treatment & Couseling Svcs.
46	Daniel J. Spence	7/1/2023	6/30/2026	187,500	187,500	Conflict Counsel (ongoing)
47	Dr. Colleen Lyons	1/1/2023	12/31/2024	60,000	60,000	Carson City Health Officer (ongoing)
48	DOWL, LLC	1/1/2023	12/31/2024	6,371	6,371	Landfill Aerial Mapping (Annual)
49	First Transit	8/10/2020	8/31/2023	1,167,816	1,219,841	JAC Public Transportation Operation Service
50	HintonBurdick, CPA's & Advisors	4/1/2021	3/31/2024	96,250	96,250	External Audit Services (ongoing)
51	LP Insurance Services, Inc.	1/1/2021	12/31/2025	35,000	35,000	Insurance Broker & Consulting Services
52	Marathon, Manpower, Acro, Talent	7/1/2020	6/30/2023	1,000,000	1,000,000	Temporary Staffing Services (Annual)
53	Maria E. Pence	7/1/2023	6/30/2026	130,017	187,500	Conflict Counsel (ongoing)
54	Mary K. Bryan	7/1/2023	6/30/2024	61,000	61,000	Clinical Treatment & Couseling Svcs.
55	Michael Baker International	7/1/2023	6/30/2024	125,000	125,000	GIS On-call (Annual)
56	NDOT	1/31/2020	6/30/2029	564,000	634,500	Statewide Radio System - NDOT Interlocal Agmt. R148-19-016
57	Nevada Library Cooperative Agreement	7/1/2023	6/30/2026	60,250	62,750	Library Cooperative Agreement
58	Noel S. Waters	7/1/2023	6/30/2026	187,500	187,500	Conflict Counsel (ongoing)
	Total Proposed Expenditures			Continued	Continued	

Schedule of Existing Contracts
Budget Year 2023-2024

Local Government: Carson City
Contact: Sheri Russell
E-mail Address: srussell@carson.org
Daytime Telephone: (775) 887-2133

Total Number of Existing Contracts: 93

Line	Vendor	Effective Date of Contract	Termination Date of Contract	Proposed Expenditure FY 2022-23	Proposed Expenditure FY 2023-24	Reason or need for contract:
59	Pictometry					(ongoing)
60	Porter Group	2/20/2018	2/20/2024	49,680	49,680	Federal Lobbying Services
61	Sierra Psychological Associates LLC	7/1/2019	6/30/2023	22,900	22,900	Licensed Psychologist for the Courts
62	Spirit of Hope	7/1/2022	6/30/2024	48,000	48,000	Sober living housing
63	Washoe County Regional Medical Examiner's	7/1/2023	6/30/2026	148,500	148,500	Forensic Services Agreement with Washoe Co (ongoing)
64	Alpine Helicopter	7/1/2022	6/30/2024	20,000	20,000	On-Call Services
65	American Chiller Services	7/1/2022	6/30/2024	24,999	24,999	On-Call Services
66	Artisic Fence	7/1/2023	6/30/2024	24,999	24,999	On-Call Services
67	B&C Cabinets	7/1/2023	6/30/2024	24,999	24,999	On-Call Services
68	Badger Daylighting Corp.	7/1/2023	6/30/2024	24,999	24,999	On-Call Services
69	BCS	7/1/2023	6/30/2024	24,999	24,999	On-Call Services
70	Brown Heating & AC	7/1/2023	6/30/2024	24,999	24,999	On-Call Services
71	CAD Pest Control	7/1/2023	6/30/2024	24,999	24,999	On-Call Services
72	Capital Glass	7/1/2023	6/30/2024	24,999	24,999	On-Call Services
73	Cinderlite	7/1/2023	6/30/2024	24,999	24,999	On-Call Services
74	Clean Harbors Environmental Svcs.	7/1/2023	6/30/2024	24,999	24,999	On-Call Services
75	Desert Hills Electric	7/1/2023	6/30/2024	24,999	24,999	On-Call Services
76	Edge Communications	7/1/2023	6/30/2024	24,999	24,999	On-Call Services
77	Emcor Services	7/1/2023	6/30/2024	24,999	24,999	On-Call Electrical
78	High Sierra Elevator Inspections	7/1/2023	6/30/2024	24,999	24,999	On-Call Services
79	Integrity Pest	7/1/2023	6/30/2024	24,999	24,999	On-Call Services
80	Koch Elevator	7/1/2023	6/30/2024	24,999	24,999	On-Call Services
81	Lumos & Associates, Inc.	7/1/2023	6/30/2024	24,999	24,999	On-Call Services
82	Nevada Fence	7/1/2023	6/30/2024	24,999	24,999	On-Call Services
83	Nevada Seal & Pump	7/1/2023	6/30/2024	24,999	24,999	On-Call Services
84	Newt Concrete	7/1/2023	6/30/2024	24,999	24,999	On-Call Services
85	Overhead Door	7/1/2023	6/30/2024	24,999	24,999	On-Call Services
86	Overhead Fire Protection	7/1/2023	6/30/2024	24,999	24,999	On-Call Services
87	PAR Electrical Contractors	7/1/2023	6/30/2024	24,999	24,999	On-Call Services
88	Ponderosa Roofing	7/1/2023	6/30/2024	24,999	24,999	On-Call Services
89	QuickSpace	7/1/2023	6/30/2024	24,999	24,999	On-Call Services
90	Sierra Floor Covering	7/1/2023	6/30/2024	24,999	24,999	On-Call Services
91	Summit Fire/ABC Fire Extinguishers	7/1/2023	6/30/2024	24,999	24,999	On-Call Services
92	Summit Plumbing	7/1/2023	6/30/2024	24,999	24,999	On-Call Services
93	United Site Services	7/1/2023	6/30/2024	24,999	24,999	On-Call Services
	Total Proposed Expenditures			11,191,506	12,509,636	

Schedule of Existing Contracts
Budget Year 2023-2024

Local Government: Carson City
Contact: Sheri Russell
E-mail Address: srussell@carson.org
Daytime Telephone: (775) 887-2133

Total Number of Privatization Contracts: 15

Line	Vendor	Effective Date of Contract	Termination Date of Contract	Duration (Months/ Years)	Proposed Expenditure FY 2022-23	Proposed Expenditure FY 2023-24	Position Class or Grade	Number of FTEs employed by Position Class or Grade	Equivalent hourly wage of FTEs by Position Class or Grade	Reason or need for contract:
1	Eide Bailly, LLP	7/1/2022	6/30/25	3-5 years	110,000	110,000	Unclassified	1.00	$40	Internal Audit
2	Charles Abbott Associates, Inc.	8/21/2014	9/1/2024	10 years	700,000	700,000	Classified	2.00	$27	Building Permit Services
							Unclassified	1.00	$50	
3	American Exchange	1/5/2023	12/31/2027	5 years	50,000	50,000	Classified	1.00	$30	CCHHS Billing Services
4	Wittman Enterprises	7/1/2019	6/30/2024	5 years	175,797	175,797	Classified	2.00	$30	Emergency Medical Billing Svcs.
5	Humane Society	10/1/2014	Month to Month	6 years	700,000	700,000	Classified	7.00	$20	Professional Animal Services
							Unclassified	1.00	$33	
6	Schulz Ranch Landscape Maintenance	4/1/2023	3/31/2024	Annually	39,000	39,000	Classified	1.00	$20	Annual Landscape Maintenance
7	Fairview & Spooner Interchange Landscape Maint.	3/2/2021	12/31/2023	Annually	25,980	25,980	Classified	0.50	$20	Annual Landscape Maintenance
8	Snapper Route Weekly Mowing	4/1/2022	Month to Month	Annually	17,000	17,000	Classified	0.50	$20	Annual mowing contract
9	South Carson St. Landscape Maintenance	7/1/2021	6/30/2023	Annually	110,295	110,295	Classified	2.50	$20	Annual Landscape Maintenance
10	Northridge Linear Park Landscape Maintenance	4/1/2022	10/31/2023	Annually	15,000	15,000	Classified	0.25	$20	Annual Landscape Maintenance
11	Long Ranch Landscape Maintenance	4/1/2022	11/30/2023	Annually	18,650	18,650	Classified	0.50	$20	Annual Landscape Maintenance
12	Freeway Interchanges - Landscape Maintenance	3/2/2021	12/31/2023	Annually	30,000	30,000	Classified	0.75	$20	Annual Landscape Maintenance
13	WRRF & Washington Street Landscape Maint.	4/1/2021	12/31/2023	Annually	34,452	34,452	Classified	1.00	$20	Annual Landscape Maintenance
14	Silver Oak & N. Carson St. BiAnnual Cleanup	4/1/2023	10/31/2023	Annually	17,800	17,800	Classified	0.5	$20	Annual Landscape Maintenance
15	Public Safety, Health & Senior Center Landscape Maint.	4/1/2023	3/31/2024	Annually	16,000	16,000	Classified	0.5	$20	Annual Landscape Maintenance
	Total				2,059,974	2,059,974		23.00		

CARSON CITY

Tentative Budget FY 2023-24

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
GENERAL FUND								
REVENUES								
1010083	411100	SECURED TAX ROLL: CURRENT	($25,303,224.31)	($26,537,274.91)	($27,440,200.00)	($27,378,903.38)	($28,365,640.00)	($29,578,000.00)
1010083	411120	SECURED TAX ROLL: DELINQUENT	($309,510.03)	($221,401.02)	($200,000.00)	($35,585.93)	($200,000.00)	($200,000.00)
1010083	411200	PERSONAL PROPERTY TAX	($1,322,153.81)	($2,041,007.99)	($1,678,800.00)	($1,250,654.30)	($1,678,800.00)	($1,850,000.00)
1010083	411220	PERSONAL PROPERTY TAX: DELINQU	($178,924.77)	($72,442.08)	$0.00	($8,019.82)	$0.00	$0.00
1010083	412200	CENTRALLY ASSESSED- STATE	($501,709.07)	($548,390.62)	($500,000.00)	($732,273.87)	($500,000.00)	($500,000.00)
		PROPERTY TAXES TOTAL	($27,615,521.99)	($29,420,516.62)	($29,819,000.00)	($29,405,437.30)	($30,744,440.00)	($32,128,000.00)
1011080	421100	BUSINESS LICENSES	($573,619.83)	($705,937.27)	($645,470.00)	($598,595.85)	($645,470.00)	($658,379.00)
1011080	421102	MARIJUANA BUSINESS LICENSES	($1,219,466.48)	($1,181,649.82)	($1,220,035.00)	($486,776.65)	($1,220,035.00)	($1,244,436.00)
1011080	421200	LIQUOR LICENSES	($159,837.35)	($178,676.00)	($144,164.00)	($29,612.65)	($144,164.00)	($147,247.00)
1011080	421210	LIQUOR LICENSE APPLICATION FEE	$0.00	$0.00	($10,000.00)	$0.00	($10,000.00)	($10,000.00)
1011080	421310	CITY-COUNTY GAMING: CCMC	($553,765.00)	($557,386.79)	($554,611.00)	($403,870.00)	($554,611.00)	($560,157.00)
			($2,506,688.66)	($2,623,649.88)	($2,574,280.00)	($1,518,855.15)	($2,574,280.00)	($2,620,219.00)
1010086	421320	FF: CARSON CITY UTILITIES	($306,600.43)	($326,546.99)	($307,299.00)	($7.06)	($307,299.00)	($326,500.00)
1010086	421401	FF: SOUTHWEST GAS CORP	($1,106,440.57)	($1,413,632.95)	($1,352,135.00)	($685,762.12)	($1,352,135.00)	($1,393,449.00)
1010086	421402	FF: IGI RESOURCES	($13,003.34)	($11,148.86)	($25,000.00)	($5,897.96)	($25,000.00)	($25,000.00)
1010086	421403	FF: NEVADA ENERGY	($2,020,937.23)	($2,495,568.10)	($2,193,215.00)	($1,499,657.57)	($2,193,215.00)	($2,259,011.00)
1010086	421404	FF: AT&T	($144,496.88)	($160,632.31)	($145,000.00)	($81,055.22)	($145,000.00)	($160,000.00)
1010086	421405	FF: OTHER TELECOMMUNICATIONS	($440,886.35)	($435,412.82)	($461,191.00)	($399,898.64)	($461,191.00)	($440,000.00)
1010086	421406	FF: CRICKET COMMUNICATIONS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1010086	421407	FF: CAPITAL SANITATION	($636,074.17)	($578,289.52)	($515,151.00)	($301,601.50)	($515,151.00)	($575,000.00)
1010086	421408	FF: CHARTER	($377,999.23)	($469,150.11)	($590,060.00)	($293,123.85)	($590,060.00)	($458,000.00)
1010086	421409	FF: UVERSE	($15,152.35)	($11,744.90)	($22,000.00)	($2,822.59)	($22,000.00)	($22,000.00)
			($5,061,590.55)	($5,902,126.56)	($5,611,051.00)	($3,269,826.51)	($5,611,051.00)	($5,658,960.00)
1011080	422030	MARRIAGE LICENSES	($11,529.00)	($9,891.00)	($12,000.00)	($7,434.00)	($12,000.00)	($12,000.00)
1011080	422040	ANIMAL LICENSES	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			($11,529.00)	($9,891.00)	($12,000.00)	($7,434.00)	($12,000.00)	($12,000.00)
1010087	418310	IMPACT FEE-LOMPA RANCH	$0.00	($30,000.00)	$0.00	($14,000.00)	$0.00	$0.00
			$0.00	($30,000.00)	$0.00	($14,000.00)	$0.00	$0.00
1010087	422300	TRIP PERMITS	($20.00)	($15.00)	$0.00	($5.00)	$0.00	$0.00
			($20.00)	($15.00)	$0.00	($5.00)	$0.00	$0.00
		LICENSES AND PERMITS TOTAL	($7,579,828.21)	($8,565,682.44)	($8,197,331.00)	($4,810,120.66)	($8,197,331.00)	($8,291,179.00)
1010087	433010	FEDERAL IN LIEU OF TAXES	($119,354.00)	($122,690.00)	($115,000.00)	$0.00	($115,000.00)	($120,000.00)
			($119,354.00)	($122,690.00)	($115,000.00)	$0.00	($115,000.00)	($120,000.00)
1010085	435080	CIGARETTE TAXES	($162,026.55)	($152,059.80)	($158,662.00)	($73,576.11)	($158,662.00)	($161,835.00)
1010085	435090	LIQUOR TAXES	($68,621.04)	($83,838.22)	($78,729.00)	($41,095.53)	($78,729.00)	($80,304.00)
1010085	435150	B C C R T	($7,839,917.61)	($7,969,379.22)	($7,879,482.00)	($4,169,465.85)	($8,455,871.00)	($8,624,988.00)
1010085	435160	S C C R T	($28,923,234.40)	($29,138,122.27)	($28,639,412.00)	($14,872,346.72)	($28,639,412.00)	($29,212,200.00)
1010085	435170	MTR VEH RPIVILEGE TAX	($3,398,754.59)	($3,388,162.02)	($3,348,783.00)	($1,681,113.57)	($3,348,783.00)	($3,415,759.00)
1010085	435180	REAL PROPERTY TRANSFER TX	($895,088.15)	($976,456.80)	($1,026,561.00)	($372,286.20)	($1,026,561.00)	($1,047,092.00)
			($41,287,642.34)	($41,708,018.33)	($41,131,629.00)	($21,209,883.98)	($41,708,018.00)	($42,542,178.00)
1010089	435195	STATE GAMING LICENSES	($114,306.12)	($116,752.38)	($131,300.00)	($116,667.46)	($131,300.00)	($115,000.00)
			($114,306.12)	($116,752.38)	($131,300.00)	($116,667.46)	($131,300.00)	($115,000.00)
1014080	435200	COURT ADMIN ASSEMT: JUVENILE	($60.00)	($2,306.00)	$0.00	$0.00	$0.00	$0.00

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
1014080	435201	JUSTICE COURT $2	($12,834.00)	($12,506.00)	($17,000.00)	($10,344.00)	($17,000.00)	($12,000.00)
1014080	435221	SPECIALTY COURT PROGRAMS	($54,613.86)	($54,096.00)	($55,000.00)	($43,544.09)	($55,000.00)	($55,000.00)
1014080	435222	SPEC COURT JUV DRUG COURT	($9,435.48)	($10,224.60)	($10,000.00)	($6,989.97)	($10,000.00)	($10,000.00)
1014080	435223	FELONY DUI COURT	($27,565.11)	($24,459.45)	($28,000.00)	($20,957.25)	($28,000.00)	($28,000.00)
1014080	435226	MISDEMEANOR TREATMENT CT	($23,665.00)	($23,665.00)	($25,000.00)	($17,748.75)	($25,000.00)	($25,000.00)
1014080	435227	FAMILIES FIRST DEPENDENCY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1014080	435230	COURT ADM ASSMT: DISTRICT COUR	($640.06)	($1,123.93)	$0.00	($619.27)	$0.00	$0.00
			($128,813.51)	($128,380.98)	($135,000.00)	($100,203.33)	($135,000.00)	($130,000.00)
1011080	435280	CANDIDATE FILING FEES	$0.00	($1,440.00)	$0.00	$0.00	$0.00	$0.00
1011080	435290	MARIJUANA ESTABLISH ALLOC	($155,613.99)	($144,983.89)	($155,500.00)	($147,021.07)	($155,500.00)	($150,000.00)
			($155,613.99)	($146,423.89)	($155,500.00)	($147,021.07)	($155,500.00)	($150,000.00)
1016080	435340	STERILIZATION PROGRAM	($1,066.63)	($1,083.30)	$0.00	($631.65)	$0.00	$0.00
1014080	437021	JUDICIAL REIMBURSEMENT	$0.00	$0.00	$0.00	($35,000.00)	$0.00	$0.00
1012080	437022	JUVENILE AGREEMENT	($11,564.97)	$0.00	$0.00	($6,259.30)	$0.00	$0.00
1014080	437023	STORY COUNTY DRUG CRT FEE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1011080	437051	INTERLOCAL ADMIN SVC	($163,156.56)	($194,500.03)	($90,000.00)	$0.00	($90,000.00)	($175,000.00)
1011080	437052	STOREY COUNTY PUBLIC GUARD FEE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012080	437070	JUVENILE DETENTION	$0.00	($700.00)	$0.00	$0.00	$0.00	$0.00
1012080	437071	20% JUV PROGRAMMING FEE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1015080	437120	JR SKI PROGRAM	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1011080	437405	GIS SERVICES	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1011880	437563	ENVIRONMENTAL HEALTH SERVICE	($112,799.51)	($77,563.30)	($85,000.00)	($56,952.60)	($85,000.00)	($85,000.00)
1011880	437582	MICHAEL HOHL INCENTIVE REIM	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012080	437651	TRAINING FACILITY	($55,023.00)	($55,073.54)	($60,000.00)	($55,200.00)	($60,000.00)	($60,000.00)
1012080	437653	FIRE ACADEMY	($17,028.00)	$0.00	($10,000.00)	$0.00	($10,000.00)	($10,000.00)
1012080	437654	TRAINING PROG REIMBURSE	$0.00	($740.60)	$0.00	($650.00)	$0.00	$0.00
1015080	437860	TURF MAINTENANCE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012080	437861	CHS EMT COURSE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1011080	437941	RECORDING SECRETARY SERVICE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1010089	438900	MISC O/GOVTS: REIMB.	($69,476.91)	($72,821.35)	($70,000.00)	($77,382.34)	($70,000.00)	($70,000.00)
			($430,115.58)	($402,482.12)	($315,000.00)	($232,075.89)	($315,000.00)	($400,000.00)
		INTERGOVERNMENTAL TOTAL	($42,235,845.54)	($42,624,747.70)	($41,983,429.00)	($21,805,851.73)	($42,559,818.00)	($43,457,178.00)
1011080	441005	BL APP - TREASURER FEES	($16,045.00)	($17,725.00)	($15,000.00)	($12,428.75)	($15,000.00)	($15,000.00)
1011080	441010	CLERK/ELECTION FEES	($19,205.78)	($17,819.17)	($18,000.00)	($15,265.98)	($18,000.00)	($18,000.00)
1011080	441013	DISTRICT CT TECH ($8 FEE)	($552.00)	($664.00)	($1,000.00)	($240.00)	($1,000.00)	($1,000.00)
1011080	441017	DEBIT / CREDIT CARD FEES	($2,140.42)	($1,970.03)	($2,000.00)	($1,665.97)	($2,000.00)	($2,000.00)
1011080	441050	RECORDER FEES	($410,281.70)	($338,944.50)	($350,000.00)	($159,481.75)	($350,000.00)	($350,000.00)
1011080	441052	ADDIT RPPT 1% FOR COLLECT	($41,679.88)	($23,032.05)	($20,000.00)	($8,799.49)	($20,000.00)	($20,000.00)
1011080	441055	TECH ($5 FEE)-NOTARY BOND	($2,985.00)	($4,002.50)	$0.00	($2,831.82)	$0.00	$0.00
1011080	441056	FORECLOSURE MEDIATION	($63.92)	($71.44)	$0.00	($109.04)	$0.00	$0.00
1011080	441057	NOD $5 INDIGENT LEGAL SER	($83.64)	($93.48)	$0.00	($142.68)	$0.00	$0.00
1011080	441060	PUBLIC GUARDIAN FEES	($67,851.54)	($132,465.47)	($40,000.00)	($64,884.97)	($40,000.00)	($75,000.00)
1011080	441062	INDIGENT LEGAL FEE NRS247	($153,208.00)	($121,000.00)	($115,000.00)	($52,030.00)	($115,000.00)	($115,000.00)
1011080	441064	APPTD GUARDIAN INVESTGTR	($13,928.00)	($11,000.00)	($10,000.00)	($4,730.00)	($10,000.00)	($10,000.00)
1011080	441070	TECHNOLOGY ($5 FEE)	($69,655.00)	($55,000.00)	($50,000.00)	($23,650.00)	($50,000.00)	($50,000.00)

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
1011080	441100	ASSESSOR COMM .06 CENT	($183,261.34)	($236,459.47)	($180,000.00)	($170,349.78)	($180,000.00)	($180,000.00)
			($980,941.22)	($960,247.11)	($801,000.00)	($516,610.23)	($801,000.00)	($836,000.00)
1011081	441100	ASSESSOR COMM .02 CENT	($61,086.40)	($78,819.13)	($50,000.00)	($56,783.08)	($50,000.00)	($50,000.00)
			($61,086.40)	($78,819.13)	($50,000.00)	($56,783.08)	($50,000.00)	($50,000.00)
1011080	441120	ASSESSOR FEES	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1011080	441130	COURT CLERK FEES	($191,608.79)	($225,394.00)	($200,000.00)	($170,481.50)	($200,000.00)	($225,000.00)
1011080	441170	CLCK-2-GOV-CC CONVENIENCE	($25,762.32)	($2,205.00)	($20,000.00)	$0.00	$0.00	$0.00
1011080	441200	PLANNING FEES	($152,074.81)	($165,972.85)	($130,000.00)	($154,048.40)	($165,000.00)	($130,000.00)
1011080	441210	PLANNING NOTICING	($2,544.83)	($2,517.83)	$0.00	($2,469.81)	$0.00	$0.00
			($371,990.75)	($396,089.68)	($350,000.00)	($326,999.71)	($365,000.00)	($355,000.00)
1010091	441503	COOPERATIVE EXTENSION	($13,193.00)	($17,155.00)	($15,800.00)	($10,536.00)	($15,800.00)	($13,020.00)
1010091	441504	SENIOR CITIZENS FUND	($95,941.00)	($101,905.00)	($97,634.00)	($65,088.00)	($97,634.00)	($112,482.00)
1010091	441505	REG. TRANSPORTATION FUND	($290,325.00)	($185,076.00)	($140,150.00)	($93,432.00)	($140,150.00)	($311,285.00)
1010091	441507	STREET MAINTENANCE	($293,100.00)	($364,750.00)	($253,383.00)	($168,920.00)	($253,383.00)	($316,240.00)
1010091	441509	CC TRANSIT FUND	($64,247.00)	($56,515.00)	($64,219.00)	($42,816.00)	($64,219.00)	($44,442.00)
1010091	441520	QUALITY OF LIFE	($129,887.00)	($134,638.00)	($91,082.00)	($60,720.00)	($91,082.00)	($112,679.00)
1010091	441521	COMMISSARY FUND	($9,023.00)	($9,874.00)	($11,599.00)	($7,736.00)	($11,599.00)	($18,434.00)
1010091	441550	AMBULANCE FUND	($375,807.00)	($377,963.00)	($388,222.00)	($258,816.00)	($388,222.00)	($410,710.00)
1010091	441551	BUILDING PERMITS	($290,602.00)	($324,366.00)	($478,980.00)	($319,320.00)	($478,980.00)	($251,703.00)
1010091	441553	STORM DRAINAGE	($395,797.00)	($407,520.00)	($414,151.00)	($276,104.00)	($414,151.00)	($430,768.00)
1010091	441554	SEWER FUND(S)	($1,479,173.00)	($1,342,029.00)	($1,549,770.00)	($1,033,184.00)	($1,549,770.00)	($1,352,336.00)
1010091	441556	WATER FUND	($951,874.00)	($1,024,321.00)	($1,086,033.00)	($724,024.00)	($1,086,033.00)	($1,189,692.00)
1010091	441560	FLEET MANAGEMENT	($220,996.00)	($204,270.00)	($228,213.00)	($152,144.00)	($228,213.00)	($253,927.00)
1010091	441563	INSURANCE FUND	($79,802.00)	($37,016.00)	($77,202.00)	($51,472.00)	($77,202.00)	($67,602.00)
1010091	441566	GROUP MEDICAL ISF	($64,752.00)	($95,635.00)	($20,761.00)	($13,840.00)	($20,761.00)	($33,735.00)
1010091	441567	WORKERS COMP. ISF	($38,648.00)	($46,918.00)	($118,738.00)	($79,160.00)	($118,738.00)	($101,721.00)
1010091	441575	HEALTH GRANT INDIRECT	($19,069.25)	($46,926.54)	$0.00	$0.00	$0.00	$0.00
1010091	441585	REDEVELOPMENT ADMIN	($52,700.00)	($62,175.00)	($69,182.00)	($46,120.00)	($69,182.00)	($65,435.00)
			($4,864,936.25)	($4,839,052.54)	($5,105,119.00)	($3,403,432.00)	($5,105,119.00)	($5,086,211.00)
1014080	441631	DEBIT / CREDIT CARD FEES	($5,719.92)	($8,140.00)	($7,000.00)	($5,377.50)	($7,000.00)	($7,000.00)
1014080	441632	DA - DISCOVERY	$0.00	$0.00	$0.00	($9,000.00)	$0.00	$0.00
			($5,719.92)	($8,140.00)	($7,000.00)	($14,377.50)	($7,000.00)	($7,000.00)
1011080	441635	CHECK RESTITUTION PROGRAM	($89.09)	$0.00	$0.00	$0.00	$0.00	$0.00
			($89.09)	$0.00	$0.00	$0.00	$0.00	$0.00
1014080	441640	VOC- UNCLAIMD RESTITUTION	$0.00	($385.00)	$0.00	($900.00)	$0.00	$0.00
			$0.00	($385.00)	$0.00	($900.00)	$0.00	$0.00
1011080	441645	GIS SALES	$0.00	($175.00)	$0.00	$0.00	$0.00	$0.00
1011080	441648	DRUG COURT	($9,720.00)	($10,005.00)	($10,000.00)	($6,400.00)	($10,000.00)	($10,000.00)
			($9,720.00)	($10,180.00)	($10,000.00)	($6,400.00)	($10,000.00)	($10,000.00)
1014080	441649	COURT FACILITIES	($63,626.68)	($62,450.00)	($70,000.00)	($51,057.00)	($70,000.00)	($65,000.00)
			($63,626.68)	($62,450.00)	($70,000.00)	($51,057.00)	($70,000.00)	($65,000.00)
1012080	441659	BAD DEBTS: WRITE-OFF	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1014080	441695	JUSTICE COURT - GEN GOV	($245,217.25)	($286,649.45)	($250,000.00)	($266,419.77)	($250,000.00)	($275,000.00)
1014080	441697	AB 54 - JUSTICE COURT	($39,145.25)	($31,000.30)	($46,000.00)	($24,232.73)	($46,000.00)	($30,000.00)

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
1014080	441699	DRUG OR ALCOHOL PROGRAMS	($16,430.00)	($13,620.00)	($19,000.00)	($11,070.00)	($19,000.00)	($19,000.00)
1014080	441700	MEDIATION FEES	($9,720.00)	($10,020.00)	($11,000.00)	($6,400.00)	($11,000.00)	($11,000.00)
1014080	441701	JUSTICE COURT- MEDIATION FEES	($6,885.00)	($6,800.00)	($10,000.00)	($5,555.00)	($10,000.00)	($5,000.00)
1014080	441710	SUPERVISION FEES	($87,017.72)	($88,661.28)	($85,000.00)	($69,006.50)	($85,000.00)	($85,000.00)
1014080	441711	DISTRICT COURT	($8,220.50)	($6,708.00)	($10,000.00)	($4,201.00)	($10,000.00)	($5,000.00)
			($412,635.72)	($443,459.03)	($431,000.00)	($386,885.00)	($431,000.00)	($430,000.00)
1011080	441760	ARBITRATION	($4,860.00)	($5,005.00)	($5,000.00)	($3,200.00)	($5,000.00)	($5,000.00)
1011080	441771	STOREY COUNTY (ALT SENT)	($670.00)	($430.00)	$0.00	($330.00)	$0.00	$0.00
			($5,530.00)	($5,435.00)	($5,000.00)	($3,530.00)	($5,000.00)	($5,000.00)
1014080	441781	DISTRICT COURT FEES	($104,819.50)	($113,000.50)	($125,000.00)	($72,816.50)	($125,000.00)	($100,000.00)
1014080	441782	COURT SECURITY FEE	($19,516.00)	($20,066.00)	($20,000.00)	($12,820.00)	($20,000.00)	($20,000.00)
1014080	441783	DISTRICT CT FEES SB 388	($1,218.00)	($1,962.00)	($1,000.00)	($945.00)	($1,000.00)	($1,000.00)
1014080	441791	COMMUNITY COUNSELING CENT	($1,353.30)	($988.87)	($1,000.00)	($833.51)	($1,000.00)	($1,000.00)
1014080	441792	JUSTICE COURT/DRUG COURT	($1,352.88)	($988.59)	($1,000.00)	($833.25)	($1,000.00)	($1,000.00)
1014080	441793	DEPT ALT SENTENCING	($1,352.82)	($988.54)	($1,000.00)	($833.24)	($1,000.00)	($1,000.00)
1014080	441795	COPY / TRANSCRIPT FEES	($50.00)	$0.00	$0.00	$0.00	$0.00	$0.00
			($129,662.50)	($137,994.50)	($149,000.00)	($89,081.50)	($149,000.00)	($124,000.00)
1012080	442010	SHERIFF CIVIL FEES	($199,673.86)	($165,043.04)	($204,000.00)	($136,271.01)	($204,000.00)	($175,000.00)
1012080	442020	SHERIFF ADMINISTRAT. FEES	($122,179.75)	($83,358.50)	($100,000.00)	($81,595.99)	($100,000.00)	($100,000.00)
1012080	442050	FIRE INSPECTION FEES	($13,637.75)	($19,696.15)	($16,000.00)	($35,661.28)	($16,000.00)	($16,000.00)
1012080	442060	SUBSTANCE ABUSE FEES	($13,584.01)	($11,509.26)	($17,000.00)	($10,954.52)	($17,000.00)	($10,000.00)
1012080	442070	JUVENILE COURT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012080	442261	COUNTY CORONER	($23,533.00)	($27,912.69)	$0.00	($16,524.00)	$0.00	$0.00
1012080	442300	JUVENILE PROBATION FEES	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012080	442501	ELECTRONIC MONITORING	($52,744.50)	($70,823.00)	($56,000.00)	($51,947.00)	($56,000.00)	($70,000.00)
1012080	442502	DRUG TESTING FEES	($13,416.00)	($18,106.05)	($12,000.00)	($16,198.50)	($12,000.00)	($20,000.00)
1012080	442503	MENTAL HEALTH COURT FEES	($1,752.00)	($2,242.00)	($2,000.00)	($1,594.00)	($2,000.00)	($2,000.00)
1012080	442504	JP DRUG TESTING	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012080	442506	DEBIT / CREDIT CARD FEES	($1,482.50)	($2,423.50)	($1,000.00)	($1,853.00)	($1,000.00)	($2,000.00)
1012080	442510	COMM. SRV SUPERVISION FEE	($7,400.00)	($6,738.00)	($7,000.00)	($6,313.00)	($7,000.00)	($7,000.00)
			($449,403.37)	($407,852.19)	($415,000.00)	($358,912.30)	($415,000.00)	($402,000.00)
1013080	443100	PW ADMIN CHARGES	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1013980	444010	LANDFILL FEES	($7,059,984.53)	($7,101,390.86)	($6,895,353.00)	($5,319,106.00)	($6,895,353.00)	($7,952,577.00)
1013980	444020	LANDFILL PENALTIES	$0.00	($17,503.36)	($30,000.00)	($13,502.57)	($30,000.00)	($30,000.00)
			($7,059,984.53)	($7,118,894.22)	($6,925,353.00)	($5,332,608.57)	($6,925,353.00)	($7,982,577.00)
1016080	445040	HEALTH INSPECTION FEES	($69,118.13)	($74,827.87)	($70,000.00)	($64,601.56)	($70,000.00)	($70,000.00)
1016080	445041	DOUGLAS COUNTY EH	($174,470.80)	($196,648.47)	($185,000.00)	($198,841.35)	($185,000.00)	($200,000.00)
1016080	445500	CLINIC SERVICES	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1016080	445970	PRIVATE VACCINE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1016080	445980	STATE VACCINE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			($243,588.93)	($271,476.34)	($255,000.00)	($263,442.91)	($255,000.00)	($270,000.00)
1015080	447010	POOL ADMISSIONS	($172,765.75)	($235,300.28)	($225,000.00)	($176,140.36)	($250,000.00)	($225,000.00)
1015080	447015	YOUTH PROGRAMS	($217,190.75)	($366,738.36)	($328,610.00)	($191,233.77)	($328,610.00)	($365,000.00)
1015080	447020	SPORTS	($67,816.33)	($180,783.10)	($150,000.00)	($125,493.11)	($150,000.00)	($180,000.00)

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
1015080	447030	AUDITORIUM USE FEES	($17,886.32)	($94,361.07)	($50,000.00)	($122,604.31)	($120,000.00)	($100,000.00)
1015080	447120	JR SKI PROGRAM	$0.00	$0.00	$0.00	($93.74)	$0.00	$0.00
1015080	447150	OTHER ACTIVITIES	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1015080	447151	VENDING MACHINE	($179.97)	($628.98)	($500.00)	($473.06)	($500.00)	($500.00)
1015080	447152	CREDIT/DEBIT CARD FEES	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1015080	447154	ACTIVE NET SERVICE FEE	$704.71	$4,048.29	$0.00	$5,273.70	$0.00	$0.00
1015080	447155	CONTRACT CLASSES	($47,080.68)	($61,892.91)	($50,000.00)	($41,312.35)	($50,000.00)	($50,000.00)
1015080	447156	AQUATICS CONTRACT CLASSES	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1015080	447200	PARK USE FEES	($3,383.55)	($23,774.78)	($25,000.00)	($11,942.10)	($25,000.00)	($25,000.00)
1015080	447210	RIFLE RANGE FEES	($77,541.09)	($75,579.00)	($75,000.00)	($54,552.50)	($75,000.00)	($75,000.00)
1015080	447241	ARENA RENTAL	$0.00	($825.72)	$0.00	($1,760.00)	$0.00	$0.00
1015080	447270	YOUTH SPORTS ASSN AGRMNT	($41,238.93)	($52,048.32)	($40,000.00)	($4,027.86)	($40,000.00)	($40,000.00)
1015080	447500	NV FAIR	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1015080	447501	ALCOHOL CONCESSIONS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1015080	447541	USE FEES	($37,144.18)	($74,997.66)	($60,000.00)	($62,405.24)	($60,000.00)	($60,592.00)
1015080	447542	BOYS & GIRLS CLUB USE FEE	($4,652.84)	$0.00	$0.00	$0.00	$0.00	$0.00
1015080	447544	MULTIPURPOSE CONTRACT CLASS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1015080	447591	RIFFLE RANGE DONATIONS	($479.69)	($50.00)	$0.00	$0.00	$0.00	$0.00
			($686,655.37)	($1,162,931.89)	($1,004,110.00)	($786,764.70)	($1,099,110.00)	($1,121,092.00)
		CHARGES FOR SERVICES TOTAL	($15,345,570.73)	($15,903,406.63)	($15,577,582.00)	($11,597,784.50)	($15,687,582.00)	($16,743,880.00)
1014080	441605	CIVIL INFRACTION PENALTIES	$0.00	$0.00	$0.00	($31,175.00)	$0.00	$0.00
1014080	441606	JUVENILE CIVIL INFRAC. PENALTY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$0.00	$0.00	$0.00	($31,175.00)	$0.00	$0.00
1011080	451010	DELINQUENT FEES	($18,747.49)	($18,587.75)	($15,000.00)	($13,666.31)	($15,000.00)	($15,000.00)
			($18,747.49)	($18,587.75)	($15,000.00)	($13,666.31)	($15,000.00)	($15,000.00)
1014080	451020	MUNICIPAL COURT FINES	($166,770.59)	($118,511.50)	($150,000.00)	($79,611.40)	($150,000.00)	($120,000.00)
1014080	451040	GENETIC MARKER TESTING	($5,331.00)	($8,693.00)	($6,000.00)	($5,560.87)	($6,000.00)	($6,000.00)
1014080	451050	JUVENILE COURT FINES	($9,091.00)	($4,137.50)	($10,000.00)	($5,227.00)	($10,000.00)	($10,000.00)
1014080	451060	JUVENILE TRUANCY FINES	($700.00)	($300.00)	$0.00	($200.00)	$0.00	$0.00
			($181,892.59)	($131,642.00)	($166,000.00)	($90,599.27)	($166,000.00)	($136,000.00)
1012080	451070	JUVENILE PROBATION FINES	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1014080	451080	JUROR FINES	($800.00)	($900.00)	($500.00)	($300.00)	($500.00)	($500.00)
1014080	451090	DISTRICT COURT CONTEMPT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			($800.00)	($900.00)	($500.00)	($300.00)	($500.00)	($500.00)
1011080	452012	DISTRICT ATTORNEY	($6,391.80)	$0.00	$0.00	($20,000.00)	$0.00	($10,000.00)
			($6,391.80)	$0.00	$0.00	($20,000.00)	$0.00	($10,000.00)
1014080	452030	MUNI/JUSTICE CT FORFEITS	($289,102.00)	($270,508.00)	($230,000.00)	($160,764.00)	($230,000.00)	($250,000.00)
1014080	452100	GMA ADMIN ASSESSMENT DC	($385.04)	($557.89)	$0.00	($343.11)	$0.00	$0.00
1014080	452110	GMA ADMIN ASSESSMENT JC	($19,118.00)	($18,689.00)	($15,000.00)	($15,364.00)	($15,000.00)	($15,000.00)
			($308,605.04)	($289,754.89)	($245,000.00)	($176,471.11)	($245,000.00)	($265,000.00)
1012080	452150	SHERIFF'S DEPT.	($27,672.77)	($7,085.10)	($1,500.00)	$0.00	($1,500.00)	($1,500.00)
			($27,672.77)	($7,085.10)	($1,500.00)	$0.00	($1,500.00)	($1,500.00)
1014080	459999	F&F SUSPENSE ACCT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$0.00	$0.00	$0.00	$0.00	$0.00	$0.00

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
		FINES & FORFIETURES TOTAL	($544,109.69)	($447,969.74)	($428,000.00)	($332,211.69)	($428,000.00)	($428,000.00)
1010088	461010	INTEREST INCOME	($505,969.48)	($390,336.87)	($200,000.00)	($546,066.76)	($200,000.00)	($200,000.00)
1010088	461011	INTEREST PUBLIC ADMIN ACC	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1010088	461030	LEASE INTEREST INCOME	$0.00	($11,524.40)	$0.00	$0.00	$0.00	$0.00
1010088	462020	NET INC IN FAIR VALUE INV	$374,099.60	$1,504,316.54	$0.00	$0.00	$0.00	$0.00
			($131,869.88)	$1,102,455.27	($200,000.00)	($546,066.76)	($200,000.00)	($200,000.00)
1011080	463010	LEASES	($57,068.26)	($17,915.70)	($60,000.00)	($28,641.30)	($60,000.00)	($30,000.00)
1016080	463011	STATE IMMUNIZATION LEASE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1011080	463012	ARROWHEAD RECLAMATION	($80.00)	($80.00)	$0.00	($80.00)	$0.00	$0.00
1012080	463013	NHP AGREEMENT (SHERIFF)	($33,552.00)	($26,396.07)	($35,000.00)	($26,212.50)	($35,000.00)	($35,000.00)
1011080	463030	RENTS	($73,093.00)	($69,531.00)	$0.00	$0.00	$0.00	$0.00
1012080	463030	RENTS	($400.00)	($308.19)	$0.00	$0.00	$0.00	$0.00
1011081	463040	OPIOID SETTLEMENT	$0.00	$0.00	$0.00	($568,816.28)	$0.00	$0.00
1015080	463250	RECREATION EQUIP RENTAL	($1,415.68)	($4,291.51)	($10,000.00)	($7,373.32)	($10,000.00)	($10,000.00)
1011081	465040	CLERKS OFFICE FOR THE ELDERLY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1011081	465050	PUBLIC GUARDIAN DONATIONS	$0.00	($2,935.00)	$0.00	($2,835.00)	$0.00	$0.00
1011081	465070	SESQUICENTENNIAL FAIR	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1011081	465080	CM - EE RECOGNITION	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1011081	465085	HR - EE RECOGNITION	$0.00	($1,000.00)	($1,000.00)	$0.00	$0.00	$0.00
1012081	465200	SHERIFF'S DONATIONS	($99,985.56)	($1,818.30)	$0.00	($370.00)	$0.00	$0.00
1012081	465202	DARE PROGRAM	($1,000.00)	$0.00	$0.00	$0.00	$0.00	$0.00
1012081	465203	TRIAD DONATIONS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012081	465204	VIPS	($100.00)	($100.00)	$0.00	$0.00	$0.00	$0.00
1012081	465205	MOTOR UNIT	($1,483.42)	($5,300.65)	$0.00	($6,354.20)	$0.00	$0.00
1012081	465206	HONOR GUARD	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012081	465207	SHERIFF'S DONATIONS - EXPLORER	($5,492.20)	($474.40)	$0.00	($669.00)	$0.00	$0.00
1012081	465208	NATIONAL NIGHT OUT	$0.00	($1,100.00)	$0.00	($2,000.00)	$0.00	$0.00
1012081	465210	SHERIFF K-9 UNIT	($34,964.29)	($25,219.36)	$0.00	($13,935.53)	$0.00	$0.00
1012081	465220	FIRE DEPARTMENT	($25.00)	($220.00)	$0.00	($1,050.00)	$0.00	$0.00
1012081	465221	FUELS PROGRAM	$0.00	($100.00)	$0.00	($2,000.00)	$0.00	$0.00
1012081	465225	911 MEMORIAL FUND	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1015081	465240	STC-DONATIONS-TREES	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012081	465241	SWAT DONATIONS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012081	465244	TRICOUNTY GANG UNIT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1013981	465390	LANDFILL DONATIONS	$0.00	($176.10)	$0.00	($298.00)	$0.00	$0.00
1012081	465450	JUVENILE PROBATION/DETENT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1015081	465500	RECREATION PROGRAMS	($22,620.59)	($49,186.68)	$0.00	($37,502.32)	$0.00	$0.00
1015081	465507	CC DOWNTOWN CONS- FLOWERS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1015081	465565	YSA DONATIONS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1015081	465570	RECREATION	($13.38)	$0.00	$0.00	($400.00)	$0.00	$0.00
1015081	465572	ACQUATIC FACILITY	($4,282.93)	($2,402.67)	$0.00	($2,684.94)	$0.00	$0.00
1012081	466014	LOMPA RANCH FIRE - RESTRICTED	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1011080	466050	REFUNDS/REIMBURSEMENTS	($240,081.61)	($240,360.88)	($205,000.00)	($40,405.84)	($205,000.00)	($205,000.00)
1012080	466051	FIRE REIMB. - WILDLAND FIRE	($737,753.18)	($932,091.01)	($280,000.00)	($405,807.46)	($280,000.00)	($280,000.00)
1012080	466052	FIRE REIM - NV ENERGY	($40,081.94)	($22,596.44)	$0.00	($14,802.51)	$0.00	$0.00

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
1012080	466056	PCC DRUG TESTING - JUV	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012080	466057	JUVENILE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012080	466058	JUVENILE COUNSELING	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1011080	466059	INDIGENT BURIAL	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1014080	466060	COURT ORDERED REIMBURSMNT	($1,004.00)	($2,116.25)	($1,000.00)	($9,757.41)	($1,000.00)	($1,000.00)
1014080	466061	GRAFFITI ABATEMENT	($1,580.00)	($520.00)	$0.00	$0.00	$0.00	$0.00
1014080	466062	JUVENILE COURT	($450.00)	($950.00)	($500.00)	($210.00)	($500.00)	($500.00)
1011081	466063	CLERK/RECORDER REIMBURSEMENTS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012080	466070	CHINA SPRGS:C.O. REIMB.	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012080	466080	WNRYC-SILVER SPRINGS REIM	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1011080	466085	R&R - SPECIAL EVENTS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1011080	466090	ENERGY REBATES	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1011080	466095	BACKGROUND SCREENING	($6,094.00)	($5,781.00)	($3,500.00)	($4,800.00)	($3,500.00)	($3,500.00)
1010089	466098	PROPERTYROOM.COM	($4,116.53)	($1,866.03)	$0.00	($3,392.89)	$0.00	$0.00
1011080	466100	LICENSE: PENALTIES/INT.	$0.00	$0.00	$0.00	($25.00)	$0.00	$0.00
1011080	466101	LIQUOR LIC-ADMIN CITATION	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1011080	466110	MISC. OTHER INCOME	($8,473.08)	($13,352.00)	($10,000.00)	($25,668.53)	($10,000.00)	($10,000.00)
1013980	466120	METALS RECYCLING	($46,038.53)	($121,971.88)	($50,000.00)	($43,508.45)	($50,000.00)	($50,000.00)
1010083	469110	PENALTIES/INTEREST: REAL PROP	($236,698.93)	($234,034.48)	($200,000.00)	($110,089.18)	($200,000.00)	($200,000.00)
1010083	469111	PENALTIES/INTEREST: WATER DELI	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1010083	469112	PENALTIES/INTEREST: POSTAGE	($2,038.61)	($2,990.88)	$0.00	($540.48)	$0.00	$0.00
1010083	469113	PENALTIES/INTEREST: TITLE SRCH	$0.00	($900.00)	$0.00	($1,009.00)	$0.00	$0.00
1010083	469114	PENALTIES/INTEREST:PUBLICATION	($1,360.52)	($4,829.53)	$0.00	($856.67)	$0.00	$0.00
1010083	469120	PENALTIES/INTEREST: PERSONAL P	($32,259.06)	($53,520.78)	($10,000.00)	($41,761.21)	($10,000.00)	($10,000.00)
1010083	469121	PENALTIES/INTEREST: DELINQUENT	($41.27)	($862.90)	$0.00	($2,247.81)	$0.00	$0.00
			($1,693,647.57)	($1,847,299.69)	($866,000.00)	($1,406,104.83)	($865,000.00)	($835,000.00)
		MISCELLANEOUS TOTAL	($1,825,517.45)	($744,844.42)	($1,066,000.00)	($1,952,171.59)	($1,065,000.00)	($1,035,000.00)
1010091	481520	AMBULANCE FUND	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1010091	481620	REDEV: REVOLVING	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1010091	481880	QUALITY OF LIFE	($139,623.00)	($140,035.00)	($158,418.00)	$0.00	($195,111.00)	($145,792.00)
1010091	481881	MAC MAINTENANCE	($50,000.00)	($50,000.00)	($50,000.00)	$0.00	($50,000.00)	($50,000.00)
1010091	481910	GRANT FUND	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			($189,623.00)	($190,035.00)	($208,418.00)	$0.00	($245,111.00)	($195,792.00)
1010090	482080	SURPLUS SALES	($153,923.50)	($66,981.65)	$0.00	($17,907.50)	$0.00	$0.00
			($153,923.50)	($66,981.65)	$0.00	($17,907.50)	$0.00	$0.00
1010099	483100	CAPITAL LEASES	($19,883.98)	$0.00	$0.00	$0.00	$0.00	$0.00
			($19,883.98)	$0.00	$0.00	$0.00	$0.00	$0.00
1010099	495000	BEGINNING FUND BALANCE	$0.00	$0.00	($20,398,497.00)	$0.00	($20,398,497.00)	($12,153,436.00)
			$0.00	$0.00	($20,398,497.00)	$0.00	($20,398,497.00)	($12,153,436.00)
		TOTAL REVENUES	($95,509,824.09)	($97,964,184.20)	($117,678,257.00)	($69,921,484.97)	($119,325,779.00)	($114,432,465.00)

CARSON CITY TENTATIVE BUDGET

GENERAL FUND INDEX

FY 2024

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0300	TREASURER	G	7
0400	ASSESSOR	G	8
0500	DA	G	9
0600	CITY MANAGER	G	10
0610	PUBLIC DEFENDER	G	11
0615	COMMUNITY SUPPORT	G	12
0616	CENTRAL SERVICES	G	13
0620	PURCHASING	G	14
0630	NEW CITY HALL	G	15
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CARSON CITY TENTATIVE BUDGET

GENERAL FUND INDEX

FY 2024

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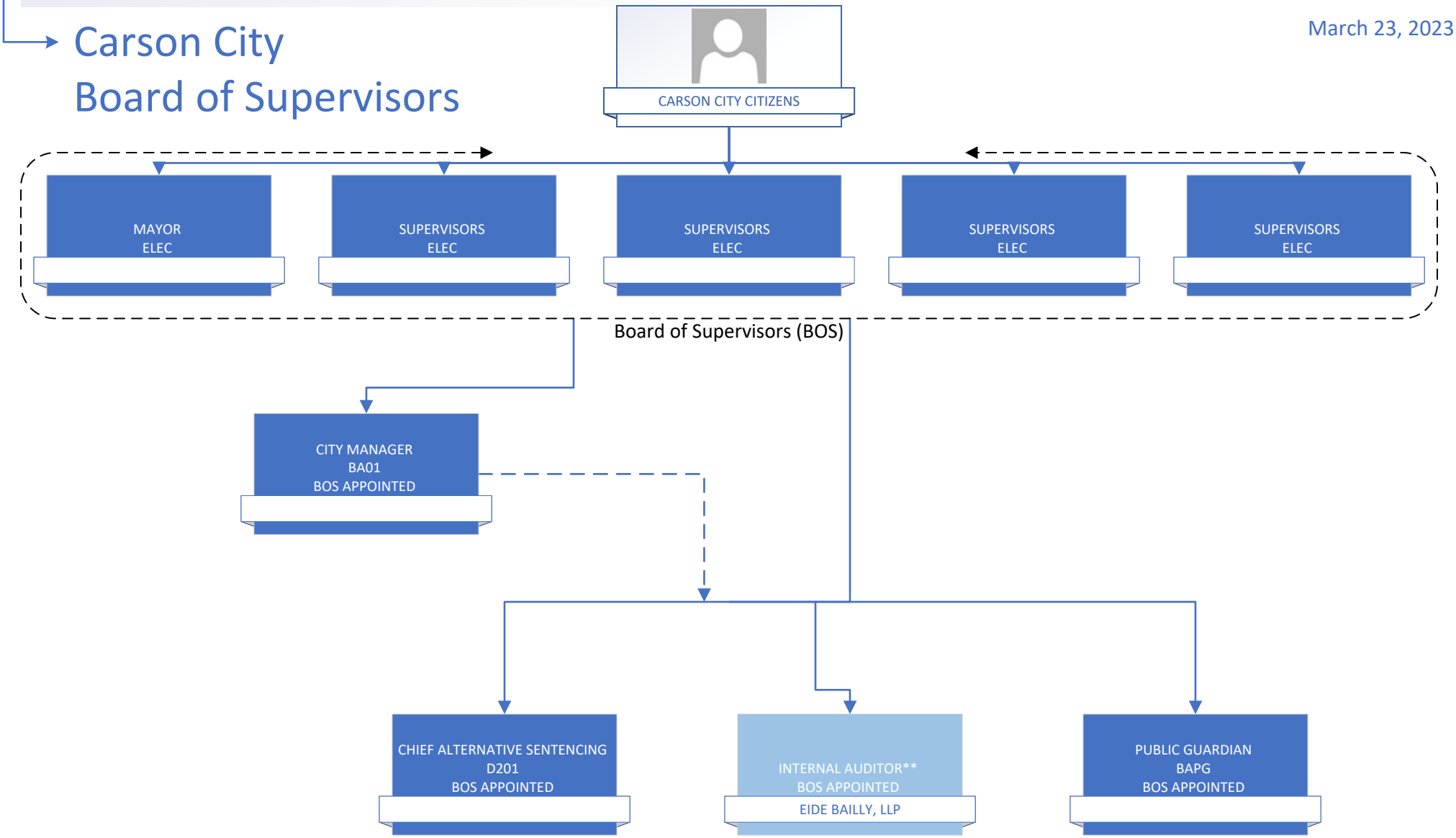
6900	ANIMAL CONTROL	H	63

Carson City
Board of Supervisors

March 23, 2023



**Please note, the Internal Auditor is contracted with Eide Bailly, LLP and are not Carson City employees.

FISCAL SUMMARY FOR GENERAL FUND

Department Name: Board of Supervisors

Department Number: 0100

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
General Fund Support	$ 240,935	$ 256,369	$ 1,862,099	**626.34%**	$ 1,605,730
TOTAL	**$ 240,935**	**$ 256,369**	**$ 1,862,099**	**626.34%**	$ 1,605,730
EXPENDITURE					
Salary	$ 142,130	$ 143,724	$ 143,858	**0.09%**	$ 134
Benefits	76,613	82,706	98,650	**19.28%**	$ 15,944
Service & Supplies	22,192	29,939	1,619,591	**5309.64%**	$ 1,589,652
TOTAL	**$ 240,935**	**$ 256,369**	**$ 1,862,099**	**626.34%**	$ 1,605,730
FTE	**5**	**5**	**5**		

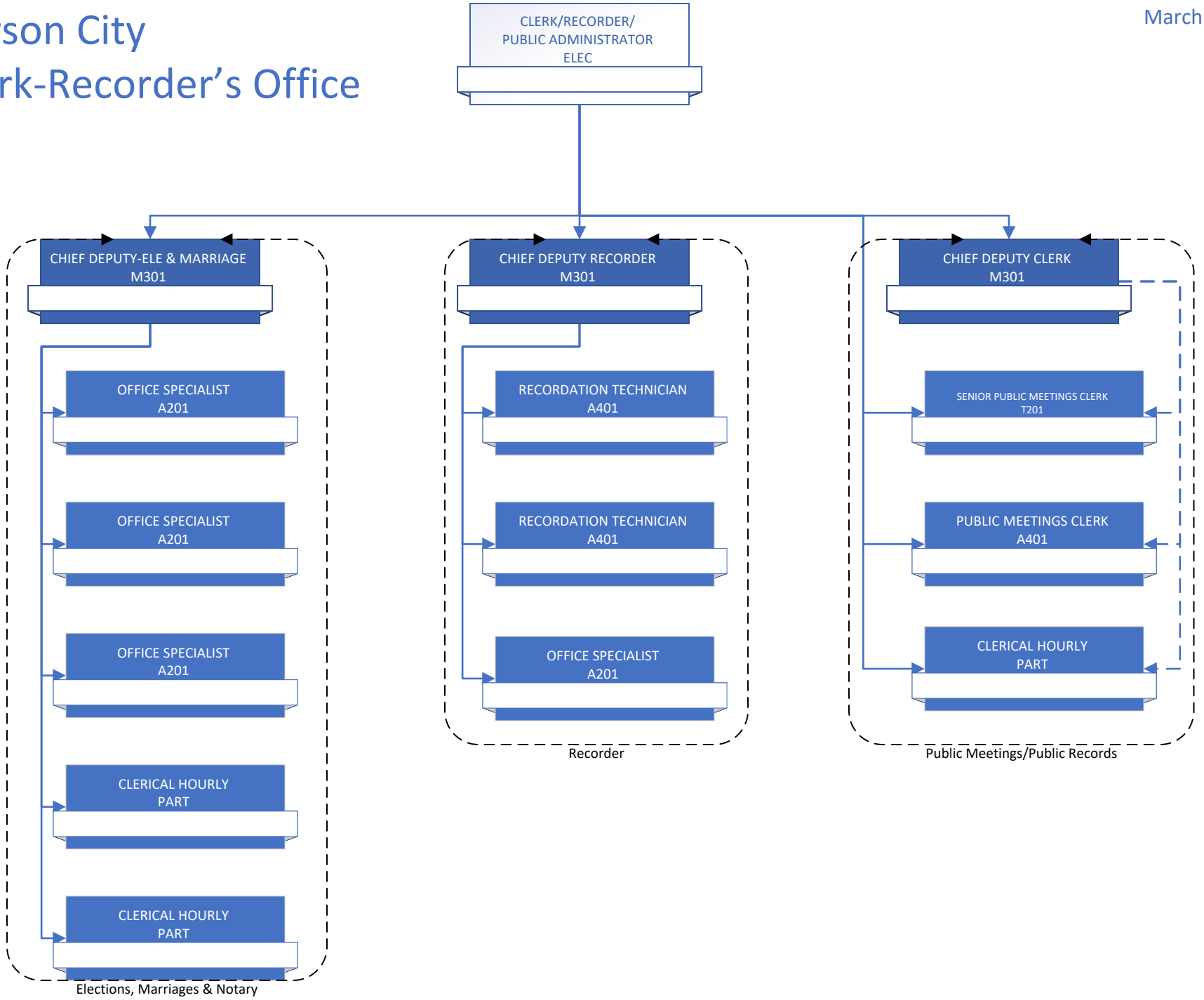
PERSONNEL DETAIL WORKSHEET
FY2023-24

DEPARTMENT: Board of Supervisors		
DEPARTMENT NUMBER: 0100		
POSITION / DESCRIPTION	**# OF POSITIONS**	**PROPOSED BUDGET**
SALARIES AND WAGES:		
Supervisors	4.0	$ 106,141
Mayor	1.0	37,717
SUB-TOTAL SALARY & WAGES	5.0	$ 143,858
BENEFITS:		
Medicare		$ 2,649
Retirement		8,596
Elected Def Comp VS PERS		39,196
Group Insurance		44,019
Workers' Compensation		3,230
Phone Allowance		960
SUB-TOTAL BENEFITS		$ 98,650
GRAND TOTAL		$ 242,508

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
EXPENSE								
BOARD OF SUPERVISORS								
1010100	500101	SALARIES	$130,877.03	$142,130.52	$143,263.00	$103,636.56	$143,724.00	$143,858.00
1010100	500225	MEDICARE	$2,238.16	$2,545.11	$2,567.00	$1,886.40	$2,549.00	$2,649.00
1010100	500230	RETIREMENT	$13,644.23	$7,666.70	$7,633.00	$3,846.03	$7,663.00	$8,596.00
1010100	500231	ELECTED DEF COMP VS PERS	$24,409.39	$33,858.94	$34,273.00	$26,569.31	$34,093.00	$39,196.00
1010100	500240	GROUP INSURANCE	$32,762.78	$24,434.69	$27,306.00	$19,074.00	$29,817.00	$39,331.00
1010100	500241	CITY HSA CONTRIBUTION	$3,969.00	$4,203.94	$4,160.00	$3,320.10	$4,706.00	$4,688.00
1010100	500250	WORKERS' COMPENSATION	$2,714.44	$2,935.37	$2,935.00	$2,119.69	$2,918.00	$3,230.00
1010100	500271	PHONE ALLOWANCE	$728.00	$968.00	$960.00	$800.00	$960.00	$960.00
			$80,466.00	$76,612.75	$79,834.00	$57,615.53	$82,706.00	$98,650.00
1010100	500330	TRAINING	$32.69	$670.00	$500.00	$864.54	$500.00	$500.00
1010100	500433	SOFTWARE MAINTENANCE COST	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1010100	500540	PUBLICITY/SPECIAL EVENTS	$1,350.00	$1,126.48	$500.00	$650.00	$500.00	$500.00
1010100	500541	LEGISLATIVE EXPENSES	$0.00	$1,443.02	$3,639.00	$2,893.77	$3,639.00	$3,639.00
1010100	500545	MEMBERSHIP / PUBLICATIONS	$1,105.00	$1,105.00	$1,500.00	$552.50	$1,500.00	$1,500.00
1010100	500580	TRAVEL	$0.00	$1,023.09	$500.00	$3,540.18	$500.00	$500.00
1010100	500601	OFFICE SUPPLIES	$1,206.10	$46.19	$600.00	$200.67	$600.00	$600.00
1010100	500625	OPERATING SUPPLIES	$5,713.82	$1,706.17	$2,000.00	$1,034.51	$2,000.00	$2,000.00
1010100	500699	UNDESIGNATED AMOUNTS	$0.00	$0.00	$0.00	$0.00	$0.00	$1,592,152.00
1010100	500710	TELEPHONE	$3,569.40	$3,434.47	$3,700.00	$1,459.58	$3,700.00	$1,200.00
1010100	502501	ETHICS COMM UNFUND MAND	$12,370.76	$11,637.15	$17,000.00	$5,757.03	$17,000.00	$17,000.00
			$25,347.77	$22,191.57	$29,939.00	$16,952.78	$29,939.00	$1,619,591.00
		BOARD OF SUPERVISORS	$236,690.80	$240,934.84	$253,036.00	$178,204.87	$256,369.00	$1,862,099.00

Carson City
Clerk-Recorder's Office

March 14, 2023



FISCAL SUMMARY FOR GENERAL FUND

Department Name: Clerk

Department Number: 0212

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
General Fund Support	$ 433,778	$ 466,156	$ 487,821	**4.65%**	$ 21,665
TOTAL	**$ 433,778**	**$ 466,156**	**$ 487,821**	**4.65%**	$ 21,665
EXPENDITURE					
Salary	$ 299,356	$ 319,062	$ 333,878	**4.64%**	$ 14,816
Benefits	114,944	123,477	137,207	**11.12%**	$ 13,730
Service & Supplies	19,478	23,617	16,736	**-29.14%**	$ (6,881)
TOTAL	**$ 433,778**	**$ 466,156**	**$ 487,821**	**4.65%**	$ 21,665
FTE	**5.00**	**5.00**	**5.00**		

PERSONNEL DETAIL WORKSHEET
FY2023-24

DEPARTMENT: Clerk		
DEPARTMENT NUMBER: 1010212		
POSITION / DESCRIPTION	**# OF POSITIONS**	**PROPOSED BUDGET**
SALARIES AND WAGES:		
Chief Deputy Clerk	1.00	$ 73,598
Office Specialist	2.00	107,013
Senior Meetings Clerk	1.00	80,725
Public Meetings Clerk	1.00	55,925
Hourlies		14,917
Overtime		1,700
SUB-TOTAL SALARY & WAGES	5.00	$ 333,878
BENEFITS:		
Medicare		$ 4,760
Retirement		67,086
Group Insurance		60,932
Workers' Compensation		4,429
SUB-TOTAL BENEFITS		$ 137,207
GRAND TOTAL		$ 471,085

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
CLERKS OFFICE								
1010212	500101	SALARIES	$230,154.94	$265,957.71	$283,204.00	$209,094.61	$300,297.00	$317,261.00
1010212	500102	HOURLY/SEASONAL	$29,222.07	$10,342.70	$14,917.00	$5,092.44	$14,917.00	$14,917.00
1010212	500103	ADMINISTRATIVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1010212	500106	MANAGEMENT LEAVE PAY	$0.00	$2,591.61	$0.00	$2,621.94	$1,532.00	$0.00
1010212	500107	ANNUAL LEAVE PAYOFF	$0.00	$9,036.10	$0.00	$3,673.47	$455.00	$0.00
1010212	500108	SICK LEAVE PAY	$0.00	$7,219.85	$0.00	$0.00	$0.00	$0.00
1010212	500111	OVERTIME	$4,078.62	$4,204.01	$1,700.00	$2,372.72	$1,700.00	$1,700.00
1010212	500114	F L S A	$2.74	$3.81	$0.00	$163.99	$161.00	$0.00
1010212	500116	HOLIDAY PAY	$187.07	$0.00	$0.00	$348.53	$0.00	$0.00
			$263,645.44	$299,355.79	$299,821.00	$223,367.70	$319,062.00	$333,878.00
1010212	500225	MEDICARE	$3,821.67	$4,273.30	$4,277.00	$3,184.67	$4,628.00	$4,760.00
1010212	500230	RETIREMENT	$50,768.41	$53,128.12	$53,985.00	$39,984.73	$56,558.00	$67,086.00
1010212	500240	GROUP INSURANCE	$30,855.39	$53,484.84	$58,563.00	$40,290.93	$57,996.00	$60,932.00
1010212	500241	CITY HSA CONTRIBUTION	$0.00	$0.00	$0.00	$195.30	$0.00	$0.00
1010212	500250	WORKERS' COMPENSATION	$3,624.16	$4,058.14	$4,028.00	$2,414.92	$4,295.00	$4,429.00
			$89,069.63	$114,944.40	$120,853.00	$86,070.55	$123,477.00	$137,207.00
1010212	500317	BANKING SERVICES	$2,080.85	$1,851.15	$0.00	$1,655.39	$0.00	$0.00
1010212	500341	CODIFICATION	$3,820.24	$3,065.67	$6,000.00	$2,558.96	$6,000.00	$6,000.00
1010212	500432	MAINTENANCE SVC CONTRACTS	$1,872.75	$3,673.14	$3,100.00	$2,334.24	$3,100.00	$3,100.00
1010212	500542	PRINTING/ADVERTISING	$4,856.42	$6,444.07	$4,986.00	$8,189.22	$4,986.00	$4,986.00
1010212	500582	MILEAGE	$0.00	$0.00	$300.00	$0.00	$300.00	$300.00
1010212	500601	OFFICE SUPPLIES	$512.38	$335.59	$600.00	$234.01	$600.00	$600.00
1010212	500625	OPERATING SUPPLIES	$996.59	$3,677.45	$1,750.00	$1,560.14	$1,750.00	$1,750.00
1010212	500655	TECH $5 NOTARY BOND	$853.33	$430.85	$6,881.00	$2,275.00	$6,881.00	$0.00
1010212	500680	GIFTS & DONATIONS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1010212	502450	CASH SHORT/OVER	$30.90	($0.01)	$0.00	($0.05)	$0.00	$0.00
			$15,023.46	$19,477.91	$23,617.00	$18,806.91	$23,617.00	$16,736.00
1010212	507760	CAP OUTLAY-LEASES	$3,575.42	$0.00	$0.00	$0.00	$0.00	$0.00
			$3,575.42	$0.00	$0.00	$0.00	$0.00	$0.00
		CLERKS OFFICE	$371,313.95	$433,778.10	$444,291.00	$328,245.16	$466,156.00	$487,821.00

FISCAL SUMMARY FOR GENERAL FUND

Department Name: Recorder

Department Number: 0213

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
General Fund Support	$ 444,716	$ 678,856	$ 468,961	**-30.92%**	$ (209,895)
TOTAL	**$ 444,716**	**$ 678,856**	**$ 468,961**	**-30.92%**	$ (209,895)
EXPENDITURE					
Salary	$ 273,824	$ 273,017	$ 277,174	**1.52%**	$ 4,157
Benefits	131,846	128,419	139,477	**8.61%**	$ 11,058
Service & Supplies	39,046	277,420	52,310	**-81.14%**	$ (225,110)
TOTAL	**$ 444,716**	**$ 678,856**	**$ 468,961**	**-30.92%**	$ (209,895)
FTE	**4**	**4**	**4**		

PERSONNEL DETAIL WORKSHEET
FY2023-24

DEPARTMENT: Recorder		
DEPARTMENT NUMBER: 0213		
POSITION / DESCRIPTION	**# OF POSITIONS**	**PROPOSED BUDGET**
SALARIES AND WAGES:		
Chief Deputy Recorder	1.0	$ 72,308
Clerk / Recorder	1.0	85,553
Recordation Technician	2.0	105,163
Hourly		13,900
Overtime		250
SUB-TOTAL SALARY & WAGES	4.0	$ 277,174
BENEFITS:		
Medicare		$ 3,973
Retirement		71,287
Group Insurance		55,769
Workers' Compensation		3,588
Phone Allowance		960
Car Allowance		3,900
SUB-TOTAL BENEFITS		$ 139,477
GRAND TOTAL		$ 416,651

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
RECORDERS OFFICE								
1010213	500101	SALARIES	$248,133.61	$265,154.18	$280,799.00	$184,855.76	$258,867.00	$263,024.00
1010213	500102	HOURLY/SEASONAL	$12,847.57	$6,387.26	$13,900.00	$5,806.33	$13,900.00	$13,900.00
1010213	500103	ADMINISTRATIVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1010213	500106	MANAGEMENT LEAVE PAY	$1,675.37	$2,282.58	$0.00	$802.89	$0.00	$0.00
1010213	500107	ANNUAL LEAVE PAYOFF	$110.87	$0.00	$0.00	$0.00	$0.00	$0.00
1010213	500108	SICK LEAVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1010213	500111	OVERTIME	$0.00	$0.00	$250.00	$0.00	$250.00	$250.00
1010213	500114	F L S A	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$262,767.42	$273,824.02	$294,949.00	$191,464.98	$273,017.00	$277,174.00
1010213	500225	MEDICARE	$3,708.77	$3,895.81	$4,204.00	$2,753.24	$3,938.00	$3,973.00
1010213	500230	RETIREMENT	$60,422.16	$63,073.18	$66,113.00	$44,924.26	$62,318.00	$71,287.00
1010213	500240	GROUP INSURANCE	$58,378.07	$56,670.12	$63,502.00	$31,675.90	$50,052.00	$51,081.00
1010213	500241	CITY HSA CONTRIBUTION	$892.90	$97.65	$2,143.00	$2,441.25	$3,827.00	$4,688.00
1010213	500250	WORKERS' COMPENSATION	$3,334.47	$3,226.32	$3,263.00	$1,970.46	$3,424.00	$3,588.00
1010213	500260	EDUCATION INCENTIVE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1010213	500270	CAR ALLOWANCE	$3,915.00	$3,915.00	$3,900.00	$2,850.00	$3,900.00	$3,900.00
1010213	500271	PHONE ALLOWANCE	$968.00	$968.00	$960.00	$480.00	$960.00	$960.00
			$131,619.37	$131,846.08	$144,085.00	$87,095.11	$128,419.00	$139,477.00
1010213	500317	BANKING SERVICES	$490.34	$476.04	$0.00	$293.67	$0.00	$0.00
1010213	500432	MAINTENANCE SVC CONTRACTS	$8,637.58	$6,456.95	$8,010.00	$16,356.21	$8,010.00	$8,010.00
1010213	500440	BUILDING RENTAL	$4,831.85	$5,787.67	$4,500.00	$3,830.90	$4,500.00	$4,500.00
1010213	500545	MEMBERSHIP / PUBLICATIONS	$588.00	$340.00	$600.00	$120.00	$600.00	$600.00
1010213	500580	TRAVEL	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1010213	500582	MILEAGE	$0.00	$0.00	$100.00	$0.00	$100.00	$100.00
1010213	500601	OFFICE SUPPLIES	$1,311.31	$2,097.16	$2,400.00	$640.18	$2,400.00	$2,400.00
1010213	500605	MICROFILM SUPPLIES	$5,360.11	$4,193.16	$4,200.00	$2,394.75	$4,200.00	$4,200.00
1010213	500620	TECHNOLOGY FEES	$10,828.54	$16,393.21	$255,110.00	$45,520.62	$255,110.00	$30,000.00
1010213	500625	OPERATING SUPPLIES	$1,987.41	$1,974.13	$2,200.00	$3,072.93	$2,200.00	$2,200.00
1010213	500635	NOD $5 INDIGENT LEGAL SERVICE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1010213	500710	TELEPHONE	$1,375.75	$1,218.06	$300.00	$905.40	$300.00	$300.00
1010213	502449	BAD DEBT EXPENSE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1010213	502450	CASH SHORT/OVER	($43.00)	$109.43	$0.00	$0.00	$0.00	$0.00
			$35,367.89	$39,045.81	$277,420.00	$73,134.66	$277,420.00	$52,310.00
1010213	507746	ACQ/IMPROV OF TECHNOLOGY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
		RECORDERS OFFICE	$429,754.68	$444,715.91	$716,454.00	$351,694.75	$678,856.00	$468,961.00

FISCAL SUMMARY FOR GENERAL FUND

Department Name: Public Safety Complex

Department Number: 0215

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
General Fund Support	$ 262,165	$ 266,725	$ 263,725	**-1.12%**	$ (3,000)
TOTAL	**$ 262,165**	**$ 266,725**	**$ 263,725**	**-1.12%**	$ (3,000)
EXPENDITURE					
Salary	$ -	$ -	$ -	**0.00%**	$ -
Benefits	-	-	-	**0.00%**	$ -
Service & Supplies	262,165	266,725	263,725	**-1.12%**	$ (3,000)
TOTAL	**$ 262,165**	**$ 266,725**	**$ 263,725**	**-1.12%**	$ (3,000)
FTE	**0**	**0**	**0**		

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
PUBLIC SAFETY COMPLEX								
1010215	500432	MAINTENANCE SVC CONTRACTS	$597.60	$1,073.65	$6,575.00	$0.00	$6,575.00	$6,575.00
1010215	500434	BUILDING REPAIR & MAINT	$0.00	$0.00	$2,700.00	$1,275.00	$2,700.00	$2,700.00
1010215	500444	OFFICE EQUIPMENT RENTAL	$0.00	$0.00	$1,000.00	$0.00	$1,000.00	$1,000.00
1010215	500601	OFFICE SUPPLIES	$0.00	$145.33	$1,150.00	$674.01	$1,150.00	$1,150.00
1010215	500602	POSTAGE/SHIPPING	$28,247.33	$28,902.38	$22,300.00	$21,379.31	$22,300.00	$19,300.00
1010215	500675	SMALL FURNISHINGS	$527.87	$231.99	$500.00	$0.00	$500.00	$500.00
1010215	500710	TELEPHONE	$7,607.11	$14,505.58	$14,500.00	$15,917.71	$14,500.00	$14,500.00
1010215	500712	POWER	$105,379.81	$142,284.25	$143,000.00	$119,243.47	$143,000.00	$143,000.00
1010215	500713	HEATING	$51,791.34	$75,021.49	$75,000.00	$91,706.66	$75,000.00	$75,000.00
1010215	500799	ENERGY SAVINGS OFFSET	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$194,151.06	$262,164.67	$266,725.00	$250,196.16	$266,725.00	$263,725.00
		PUBLIC SAFETY COMPLEX	$194,151.06	$262,164.67	$266,725.00	$250,196.16	$266,725.00	$263,725.00

FISCAL SUMMARY FOR GENERAL FUND

Department Name: Elections

Department Number: 0216

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
General Fund Support	$ 452,527	$ 559,928	$ 469,034	**-16.23%**	$ (90,894)
TOTAL	**$ 452,527**	**$ 559,928**	**$ 469,034**	**-16.23%**	$ (90,894)
EXPENDITURE					
Salary	$ 174,315	$ 200,648	$ 206,830	**3.08%**	$ 6,182
Benefits	77,181	84,597	91,521	**8.18%**	$ 6,924
Service & Supplies	196,031	274,683	170,683	**-37.86%**	$ (104,000)
Capital Outlay	5,000	-	-	**0.00%**	$ -
TOTAL	**$ 452,527**	**$ 559,928**	**$ 469,034**	**-16.23%**	$ (90,894)
FTE	**3**	**3**	**3**		

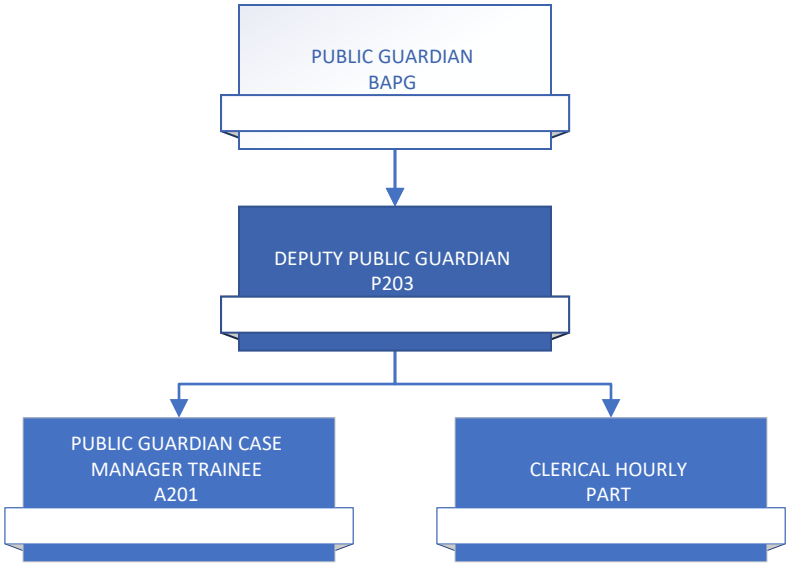
PERSONNEL DETAIL WORKSHEET
FY2023-24

DEPARTMENT: Elections		
DEPARTMENT NUMBER: 0216		
POSITION / DESCRIPTION	**# OF POSITIONS**	**PROPOSED BUDGET**
SALARIES AND WAGES:		
Chief Deputy Elections & Marriage	1.00	$ 72,308
Office Specialist	2.00	96,919
Hourly		35,803
Overtime		1,800
SUB-TOTAL SALARY & WAGES	3.0	$ 206,830
BENEFITS:		
Medicare		$ 2,917
Retirement		41,183
Group Insurance		44,153
Workers' Compensation		3,268
SUB-TOTAL BENEFITS		$ 91,521
GRAND TOTAL		$ 298,351

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
ELECTIONS OFFICE								
1010216	500101	SALARIES	$146,974.02	$153,106.44	$160,758.00	$115,308.10	$160,541.00	$169,227.00
1010216	500102	HOURLY/SEASONAL	$14,788.66	$13,284.78	$35,803.00	$10,012.96	$35,803.00	$35,803.00
1010216	500103	ADMINISTRATIVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1010216	500106	MANAGEMENT LEAVE PAY	$0.00	$509.48	$0.00	$2,676.30	$2,141.00	$0.00
1010216	500107	ANNUAL LEAVE PAYOFF	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1010216	500111	OVERTIME	$7,734.83	$6,888.50	$1,800.00	$7,818.63	$1,800.00	$1,800.00
1010216	500114	F L S A	$59.57	$8.80	$0.00	$363.37	$363.00	$0.00
1010216	500116	HOLIDAY PAY	$318.24	$516.73	$0.00	$1,054.12	$0.00	$0.00
			$169,875.32	$174,314.73	$198,361.00	$137,233.48	$200,648.00	$206,830.00
1010216	500225	MEDICARE	$2,402.92	$2,451.36	$2,800.00	$1,931.86	$3,088.00	$2,917.00
1010216	500230	RETIREMENT	$31,240.73	$33,293.57	$34,828.00	$25,697.05	$35,333.00	$41,183.00
1010216	500240	GROUP INSURANCE	$28,992.95	$34,361.89	$38,421.00	$26,930.38	$38,179.00	$39,310.00
1010216	500241	CITY HSA CONTRIBUTION	$161.16	$4,338.33	$4,298.00	$3,430.77	$4,864.00	$4,843.00
1010216	500250	WORKERS' COMPENSATION	$2,580.53	$2,735.91	$2,972.00	$1,522.49	$3,133.00	$3,268.00
			$65,378.29	$77,181.06	$83,319.00	$59,512.55	$84,597.00	$91,521.00
1010216	500305	ELECTION COSTS	$56,582.18	$102,748.95	$85,000.00	$78,131.67	$85,000.00	$25,000.00
1010216	500432	MAINTENANCE SVC CONTRACTS	$0.00	$376.24	$800.00	$986.84	$800.00	$800.00
1010216	500433	SOFTWARE MAINTENANCE COST	$10,076.61	$21,675.52	$31,858.00	$24,536.34	$31,858.00	$31,858.00
1010216	500542	PRINTING/ADVERTISING	$55,872.46	$10,699.14	$123,000.00	$123,842.71	$123,000.00	$88,000.00
1010216	500545	MEMBERSHIP / PUBLICATIONS	$220.00	$659.00	$500.00	$1,158.07	$500.00	$500.00
1010216	500580	TRAVEL	$0.00	$348.68	$700.00	$789.80	$700.00	$700.00
1010216	500582	MILEAGE	$0.00	$0.00	$325.00	$0.00	$325.00	$325.00
1010216	500601	OFFICE SUPPLIES	$298.79	$663.70	$1,000.00	$589.83	$1,000.00	$1,000.00
1010216	500602	POSTAGE/SHIPPING	$21,919.78	$57,493.04	$30,000.00	$31,314.78	$30,000.00	$21,000.00
1010216	500625	OPERATING SUPPLIES	$1,405.99	$1,367.25	$1,500.00	$1,327.58	$1,500.00	$1,500.00
			$146,375.81	$196,031.52	$274,683.00	$262,677.62	$274,683.00	$170,683.00
1010216	507775	EQUIPMENT	$0.00	$5,000.00	$0.00	$0.00	$0.00	$0.00
			$0.00	$5,000.00	$0.00	$0.00	$0.00	$0.00
		ELECTIONS OFFICE	$381,629.42	$452,527.31	$556,363.00	$459,423.65	$559,928.00	$469,034.00

Carson City
Public Guardian

March 13, 2023



FISCAL SUMMARY FOR GENERAL FUND

Department Name: Public Guardian

Department Number: 0217

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
General Fund Support	$ 299,824	$ 336,826	$ 347,891	**3.29%**	$ 11,065
TOTAL	**$ 299,824**	**$ 336,826**	**$ 347,891**	**3.29%**	$ 11,065
EXPENDITURE					
Salary	$ 202,611	$ 224,131	$ 230,112	**2.67%**	$ 5,981
Benefits	84,684	93,848	103,629	**10.42%**	$ 9,781
Service & Supplies	12,529	18,847	14,150	**-24.92%**	$ (4,697)
TOTAL	**$ 299,824**	**$ 336,826**	**$ 347,891**	**3.29%**	$ 11,065
FTE	**3.00**	**3.00**	**3.00**		

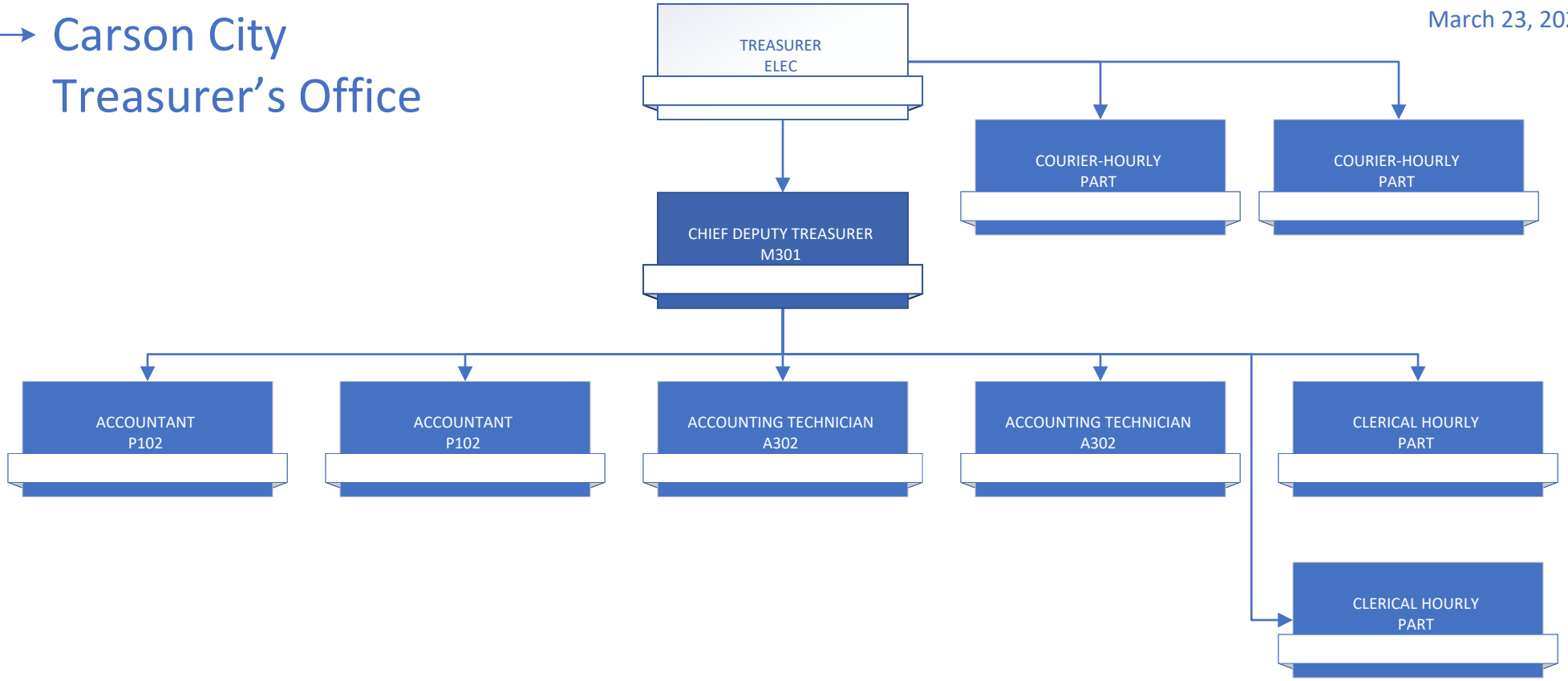
PERSONNEL DETAIL WORKSHEET
FY2023-24

DEPARTMENT: Public Guardian		
DEPARTMENT NUMBER: 1010217		
POSITION / DESCRIPTION	**# OF POSITIONS**	**PROPOSED BUDGET**
SALARIES AND WAGES:		
Public Guardian	1.00	$ 89,872
Deputy Public Guardian	1.00	70,994
Public Guardian Case Manager Trainee	1.00	51,566
Hourly/Seasonal		17,680
SUB-TOTAL SALARY & WAGES	3.00	$ 230,112
BENEFITS:		
Medicare		$ 3,367
Retirement		62,512
Group Insurance		28,771
Workers' Compensation		2,856
Car Allowance		3,900
Phone Allowance		2,223
SUB-TOTAL BENEFITS		$ 103,629
GRAND TOTAL		$ 333,741

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
PUBLIC GUARDIANS OFFICE								
1010217	500101	SALARIES	$167,042.51	$181,773.04	$203,736.00	$145,457.57	$204,080.00	$212,432.00
1010217	500102	HOURLY/SEASONAL	$7,400.05	$15,480.75	$17,680.00	$11,022.80	$17,680.00	$17,680.00
1010217	500103	ADMINISTRATIVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1010217	500106	MANAGEMENT LEAVE PAY	$2,687.04	$3,141.16	$0.00	$3,471.51	$665.00	$0.00
1010217	500107	ANNUAL LEAVE PAYOFF	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1010217	500111	OVERTIME	$4,081.76	$2,095.55	$0.00	$2,059.11	$1,635.00	$0.00
1010217	500114	F L S A	$6.77	$3.62	$0.00	$0.50	$0.00	$0.00
1010217	500116	HOLIDAY PAY	$10.48	$116.85	$0.00	$88.20	$71.00	$0.00
1010217	500125	TEMPORARY STAFFING	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$181,228.61	$202,610.97	$221,416.00	$162,099.69	$224,131.00	$230,112.00
1010217	500225	MEDICARE	$2,676.15	$2,974.26	$3,246.00	$2,372.51	$3,384.00	$3,367.00
1010217	500230	RETIREMENT	$42,828.73	$47,910.73	$53,255.00	$38,974.08	$53,534.00	$62,512.00
1010217	500240	GROUP INSURANCE	$24,481.65	$25,025.17	$27,975.00	$19,709.80	$27,941.00	$28,771.00
1010217	500241	CITY HSA CONTRIBUTION	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1010217	500250	WORKERS' COMPENSATION	$2,589.68	$2,620.58	$2,597.00	$1,718.95	$2,869.00	$2,856.00
1010217	500270	CAR ALLOWANCE	$3,915.00	$3,915.00	$3,900.00	$2,850.00	$3,900.00	$3,900.00
1010217	500271	PHONE ALLOWANCE	$2,342.50	$2,238.50	$2,220.00	$1,480.00	$2,220.00	$2,223.00
			$78,833.71	$84,684.24	$93,193.00	$67,105.34	$93,848.00	$103,629.00
1010217	500545	MEMBERSHIP / PUBLICATIONS	$0.00	$0.00	$1,500.00	$0.00	$1,500.00	$1,500.00
1010217	500580	TRAVEL	$0.00	$419.20	$2,650.00	$3,968.52	$2,650.00	$2,650.00
1010217	500582	MILEAGE	$0.00	$133.73	$4,000.00	$0.00	$4,000.00	$4,000.00
1010217	500601	OFFICE SUPPLIES	$1,406.56	$1,683.59	$2,000.00	$617.79	$2,000.00	$2,000.00
1010217	500625	OPERATING SUPPLIES	$5,850.76	$10,121.28	$4,000.00	$5,087.79	$4,000.00	$4,000.00
1010217	500674	SMALL TOOLS/ EQUIPMENT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1010217	500680	GIFTS & DONATIONS	$0.00	$0.00	$4,697.00	$1,850.00	$4,697.00	$0.00
1010217	500710	TELEPHONE	$251.67	$170.62	$0.00	$100.69	$0.00	$0.00
			$7,508.99	$12,528.42	$18,847.00	$11,624.79	$18,847.00	$14,150.00
		PUBLIC GUARDIANS OFFICE	$267,571.31	$299,823.63	$333,456.00	$240,829.82	$336,826.00	$347,891.00

Carson City
Treasurer's Office

March 23, 2023



FISCAL SUMMARY FOR GENERAL FUND

Department Name: Treasurer

Department Number: 0300

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
General Fund Support	$ 728,978	$ 805,258	$ 750,352	**-6.82%**	$ (54,906)
TOTAL	**$ 728,978**	**$ 805,258**	**$ 750,352**	**-6.82%**	$ (54,906)
EXPENDITURE					
Salary	$ 435,932	$ 518,670	$ 440,166	**-15.14%**	$ (78,504)
Benefits	208,948	203,953	228,309	**11.94%**	$ 24,356
Service & Supplies	84,099	82,635	81,877	**-0.92%**	$ (758)
TOTAL	**$ 728,978**	**$ 805,258**	**$ 750,352**	**-6.82%**	$ (54,906)
FTE	**5**	**6**	**6**		

PERSONNEL DETAIL WORKSHEET
FY2023-24

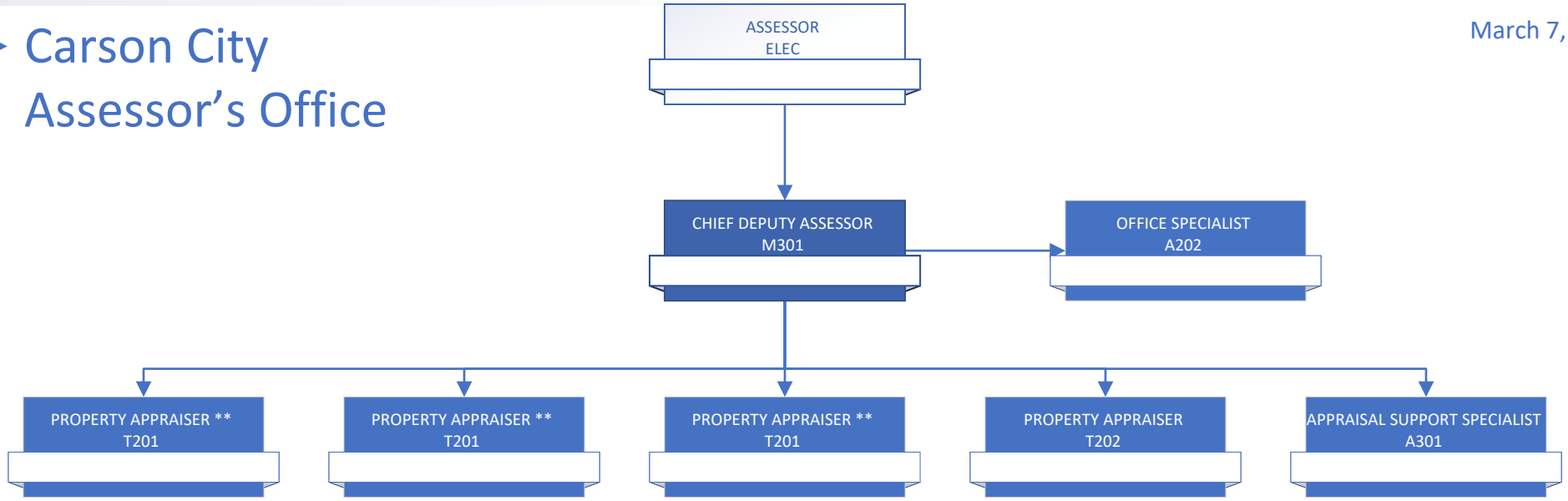
DEPARTMENT: Treasurer		
DEPARTMENT NUMBER: 1010300		
POSITION / DESCRIPTION	**# OF POSITIONS**	**PROPOSED BUDGET**
SALARIES AND WAGES:		
Accountant	2.0	$ 146,221
Accounting Technician	2.0	93,012
Chief Deputy Treasurer	1.0	83,719
Treasurer	1.0	86,753
Annual Leave Payoff		-
Sick Leave Payoff		-
Hourly		24,468
Overtime		5,993
SUB-TOTAL SALARY & WAGES	6.0	$ 440,166
BENEFITS:		
Medicare		$ 6,628
Retirement		97,178
Elected Def Comp VS PERS		28,660
Group Insurance		84,309
Workers' Compensation		5,464
Education Incentive		250
Phone Allowance		1,920
Car Allowance		3,900
SUB-TOTAL BENEFITS		$ 228,309
GRAND TOTAL		$ 668,475

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
TREASURER'S OFFICE								
1010300	500101	SALARIES	$346,105.76	$417,806.65	$435,065.00	$291,966.53	$400,329.00	$409,705.00
1010300	500102	HOURLY/SEASONAL	$4,520.99	$9,278.50	$24,454.00	$17,362.25	$24,454.00	$24,468.00
1010300	500103	ADMINISTRATIVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1010300	500106	MANAGEMENT LEAVE PAY	$3,234.24	$3,685.68	$0.00	$4,696.51	$3,767.00	$0.00
1010300	500107	ANNUAL LEAVE PAYOFF	$0.00	$0.00	$26,045.00	$18,731.51	$18,732.00	$0.00
1010300	500108	SICK LEAVE PAY	$0.00	$0.00	$63,687.00	$65,378.72	$65,379.00	$0.00
1010300	500111	OVERTIME	$680.73	$5,128.90	$5,993.00	$10,244.99	$5,993.00	$5,993.00
1010300	500114	F L S A	$65.95	$31.92	$0.00	$16.06	$16.00	$0.00
1010300	500125	TEMPORARY STAFFING	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1010300	500199	GRANT FUNDED ALLOCATION	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$354,607.67	$435,931.65	$555,244.00	$408,396.57	$518,670.00	$440,166.00
1010300	500225	MEDICARE	$5,056.41	$6,567.87	$8,044.00	$5,853.32	$7,322.00	$6,628.00
1010300	500230	RETIREMENT	$91,753.69	$92,455.38	$96,195.00	$63,098.54	$85,410.00	$97,178.00
1010300	500231	ELECTED DEF COMP VS PERS	$3,657.38	$25,531.72	$25,452.00	$13,647.56	$20,598.00	$28,660.00
1010300	500240	GROUP INSURANCE	$57,819.96	$61,018.55	$68,678.00	$44,841.35	$68,881.00	$73,895.00
1010300	500241	CITY HSA CONTRIBUTION	$10,093.36	$11,208.97	$8,286.00	$7,994.34	$10,881.00	$10,414.00
1010300	500250	WORKERS' COMPENSATION	$4,083.18	$5,014.46	$4,629.00	$3,482.71	$4,791.00	$5,464.00
1010300	500260	EDUCATION INCENTIVE	$1,200.00	$1,300.00	$1,000.00	$0.00	$250.00	$250.00
1010300	500270	CAR ALLOWANCE	$3,465.00	$3,915.00	$3,900.00	$2,850.00	$3,900.00	$3,900.00
1010300	500271	PHONE ALLOWANCE	$1,936.00	$1,936.00	$1,920.00	$1,280.00	$1,920.00	$1,920.00
			$179,064.98	$208,947.95	$218,104.00	$143,047.82	$203,953.00	$228,309.00
1010300	500317	BANKING SERVICES	$16,891.45	$44,069.96	$30,000.00	$6,123.54	$30,000.00	$30,000.00
1010300	500330	TRAINING	$0.00	$975.00	$2,000.00	$441.35	$2,000.00	$2,000.00
1010300	500432	MAINTENANCE SVC CONTRACTS	$336.47	$0.00	$5,000.00	$134.90	$5,000.00	$5,000.00
1010300	500433	SOFTWARE MAINTENANCE COST	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1010300	500444	OFFICE EQUIPMENT RENTAL	$345.40	$444.30	$2,500.00	$269.55	$2,500.00	$2,500.00
1010300	500542	PRINTING/ADVERTISING	$7,030.95	$12,382.87	$6,000.00	$4,679.38	$6,000.00	$6,000.00
1010300	500545	MEMBERSHIP / PUBLICATIONS	$140.00	$110.00	$400.00	$750.00	$400.00	$400.00
1010300	500580	TRAVEL	$0.00	$911.30	$750.00	$749.92	$750.00	$750.00
1010300	500582	MILEAGE	$67.25	$0.00	$200.00	$21.73	$200.00	$200.00
1010300	500587	PAYMENT FEES	$37,753.84	$9,505.84	$10,000.00	$6,643.33	$15,000.00	$10,000.00
1010300	500601	OFFICE SUPPLIES	$1,995.26	$2,551.00	$2,000.00	$1,769.73	$2,000.00	$2,000.00
1010300	500602	POSTAGE/SHIPPING	$7,491.47	$8,488.24	$9,000.00	$8,469.85	$9,000.00	$9,000.00
1010300	500625	OPERATING SUPPLIES	$1,350.75	$4,460.97	$5,272.02	$4,268.24	$500.00	$5,500.00
1010300	500660	VEHICLE FUEL/OIL	$0.00	$0.00	$0.00	$0.00	$1,000.00	$1,000.00
1010300	500675	SMALL FURNISHINGS	$0.00	$261.02	$227.98	$227.98	$0.00	$0.00
1010300	500694	REFUNDS & REIMBURSEMENTS	($1,114.09)	($3,075.16)	$0.00	($11,398.70)	$0.00	$0.00
1010300	500710	TELEPHONE	$2,145.29	$2,647.83	$2,500.00	$1,558.26	$2,500.00	$1,500.00
1010300	500950	ISC: FLEET MANAGEMENT	$0.00	$0.00	$5,785.00	$5,785.00	$5,785.00	$5,490.00
1010300	500955	ISC: RADIOS	$0.00	$0.00	$0.00	$0.00	$0.00	$537.00
1010300	501205	AB233 - EXEMPT PROP TAXES	$60.20	$0.00	$0.00	$0.00	$0.00	$0.00
1010300	502450	CASH SHORT/OVER	$281.57	$365.64	$0.00	($219.59)	$0.00	$0.00

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
			$74,775.81	$84,098.81	$81,635.00	$30,274.47	$82,635.00	$81,877.00
1010300	507743	FURNITURE & FIXTURES	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
		TREASURER'S OFFICE	$608,448.46	$728,978.41	$854,983.00	$581,718.86	$805,258.00	$750,352.00

Carson City
Assessor's Office

March 7, 2023



**Please note, the Assessor's Office currently has one Chief Appraiser position that is currently underfilled with a Property Appraiser position until an employee meets the requirements.

FISCAL SUMMARY FOR GENERAL FUND

Department Name: Assessor

Department Number: 0400

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
General Fund Support	$ 925,905	$ 1,117,168	$ 908,589	**-18.67%**	$ (208,579)
TOTAL	**$ 925,905**	**$ 1,117,168**	**$ 908,589**	**-18.67%**	$ (208,579)
EXPENDITURE					
Salary	$ 584,082	$ 598,256	$ 526,397	**-12.01%**	$ (71,859)
Benefits	272,458	256,565	271,278	**5.73%**	$ 14,713
Service & Supplies	52,841	262,347	110,914	**-57.72%**	$ (151,433)
Capital Outlay	16,524	-	-	**0.00%**	$ -
TOTAL	**$ 925,905**	**$ 1,117,168**	**$ 908,589**	**-18.67%**	$ (208,579)
FTE	**8.00**	**8.00**	**8.00**		

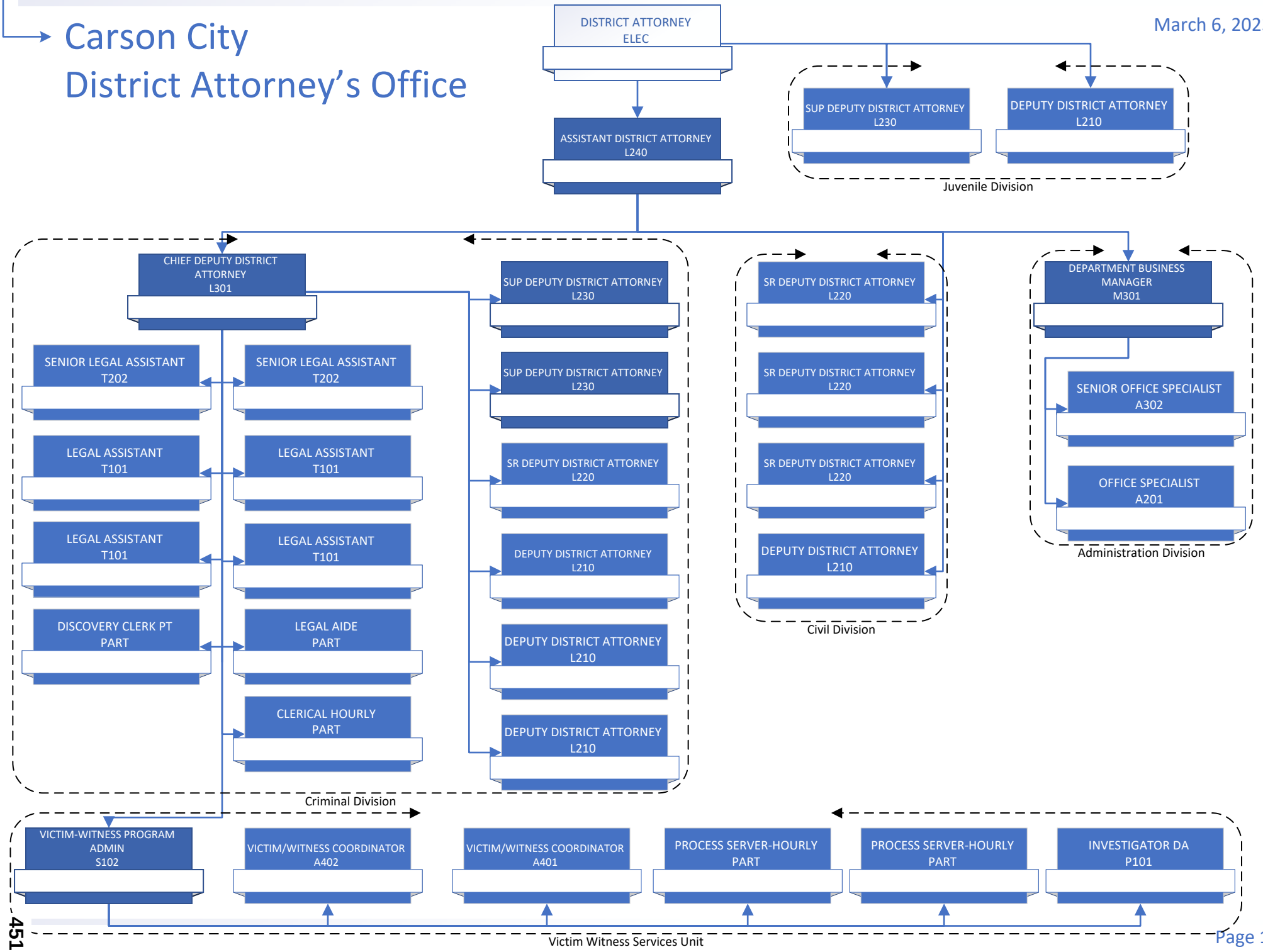
PERSONNEL DETAIL WORKSHEET
FY2023-24

DEPARTMENT: Assessor		
DEPARTMENT NUMBER: 0400		
POSITION / DESCRIPTION	**# OF POSITIONS**	**PROPOSED BUDGET**
SALARIES AND WAGES:		
Assessor	1.0	$ 85,553
Chief Property Appraiser (Underfilled w/Property Appraisor)	1.0	67,067
Chief Deputy Assessor	1.0	85,209
Property Appraisor	3.0	182,656
Office Specialist	1.0	45,710
Appraisal Support Specialist	1.0	49,115
Overtime		11,087
SUB-TOTAL SALARY & WAGES	8.0	$ 526,397
BENEFITS:		
Medicare		$ 7,405
Retirement		154,109
Group Insurance		103,220
Workers' Compensation		6,544
SUB-TOTAL BENEFITS		$ 271,278
GRAND TOTAL		$ 797,675

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
ASSESSORS OFFICE								
1010400	500101	SALARIES	$539,728.33	$580,834.23	$530,612.00	$387,557.75	$514,043.00	$515,310.00
1010400	500102	HOURLY/SEASONAL	$16,271.64	$59.85	$0.00	$0.00	$0.00	$0.00
1010400	500103	ADMINISTRATIVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1010400	500106	MANAGEMENT LEAVE PAY	$0.00	$3,188.10	$0.00	$4,003.80	$4,004.00	$0.00
1010400	500107	ANNUAL LEAVE PAYOFF	$0.00	$0.00	$20,338.00	$11,207.12	$11,207.00	$0.00
1010400	500108	SICK LEAVE PAY	$0.00	$0.00	$57,915.00	$57,078.27	$57,915.00	$0.00
1010400	500111	OVERTIME	$335.77	$0.00	$11,087.00	$106.88	$11,087.00	$11,087.00
1010400	500114	F L S A	$3.51	$0.00	$0.00	$0.00	$0.00	$0.00
1010400	500116	HOLIDAY PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1010400	500199	GRANT FUNDED ALLOCATION	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$556,339.25	$584,082.18	$619,952.00	$459,953.82	$598,256.00	$526,397.00
1010400	500225	MEDICARE	$7,760.92	$8,063.33	$8,696.00	$6,407.02	$7,326.00	$7,405.00
1010400	500230	RETIREMENT	$139,673.78	$148,756.38	$137,875.00	$103,357.14	$137,417.00	$154,109.00
1010400	500240	GROUP INSURANCE	$97,350.68	$98,065.85	$94,288.00	$64,918.00	$92,741.00	$90,269.00
1010400	500241	CITY HSA CONTRIBUTION	$7,825.84	$10,515.83	$10,366.00	$9,173.37	$12,898.00	$12,951.00
1010400	500250	WORKERS' COMPENSATION	$6,358.85	$6,856.70	$5,952.00	$4,718.46	$5,908.00	$6,544.00
1010400	500266	FOUL WEATHER ALLOWANCE	$0.00	$0.00	$0.00	$0.00	$150.00	$0.00
1010400	500271	PHONE ALLOWANCE	$0.00	$200.00	$0.00	$0.00	$125.00	$0.00
			$258,970.07	$272,458.09	$257,177.00	$188,573.99	$256,565.00	$271,278.00
1010400	500309	PROFESSIONAL SERVICES	$2,414.15	$1,128.40	$5,000.00	$1,064.40	$5,000.00	$5,000.00
1010400	500330	TRAINING	$2,333.94	$793.99	$2,435.00	$1,355.00	$2,435.00	$2,435.00
1010400	500340	CONTRACT EMPLOYEES	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1010400	500432	MAINTENANCE SVC CONTRACTS	$497.00	$0.00	$2,550.00	$587.50	$2,550.00	$2,550.00
1010400	500433	SOFTWARE MAINTENANCE COST	$349.94	$1,410.00	$4,000.00	$0.00	$4,000.00	$4,000.00
1010400	500435	VEHICLE REPAIR & MAINT	$77.93	$0.00	$50.00	$0.00	$50.00	$50.00
1010400	500542	PRINTING/ADVERTISING	$6,049.56	$7,450.65	$11,166.00	$4,277.45	$11,166.00	$11,166.00
1010400	500545	MEMBERSHIP / PUBLICATIONS	$630.00	$909.80	$1,020.00	$725.00	$1,020.00	$1,020.00
1010400	500580	TRAVEL	$0.00	$205.80	$2,300.00	$197.00	$2,300.00	$2,300.00
1010400	500582	MILEAGE	$0.00	$0.00	$0.00	$358.09	$0.00	$0.00
1010400	500601	OFFICE SUPPLIES	$363.54	$889.97	$2,705.00	$572.25	$2,705.00	$2,705.00
1010400	500602	POSTAGE/SHIPPING	$1,724.12	$7,613.08	$9,000.00	$0.00	$9,000.00	$9,000.00
1010400	500625	OPERATING SUPPLIES	$2,418.62	$2,435.57	$3,641.00	$4,050.11	$3,641.00	$3,641.00
1010400	500645	BOOKS/ PERIODICALS/ PUBLICATIO	$0.00	$0.00	$105.00	$0.00	$105.00	$105.00
1010400	500646	ACQ/IMPROVE OF TECHNOLOGY	$33,323.67	$22,688.75	$211,011.00	$41,084.56	$211,011.00	$58,500.00
1010400	500660	VEHICLE FUEL/OIL	$520.89	$672.10	$1,400.00	$408.92	$1,400.00	$1,400.00
1010400	500674	SMALL TOOLS/ EQUIPMENT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1010400	500675	SMALL FURNISHINGS	$0.00	$150.39	$0.00	$199.34	$0.00	$0.00
1010400	500710	TELEPHONE	$3,374.12	$3,299.81	$3,650.00	$2,194.47	$3,650.00	$2,650.00
1010400	500950	ISC: FLEET MANAGEMENT	$1,280.00	$2,316.00	$2,314.00	$2,314.00	$2,314.00	$4,392.00
1010400	502450	CASH SHORT/OVER	($534.83)	$876.75	$0.00	$0.00	$0.00	$0.00
			$54,822.65	$52,841.06	$262,347.00	$59,388.09	$262,347.00	$110,914.00
1010400	507746	ACQ/IMPROV OF TECHNOLOGY	$13,350.50	$16,523.50	$0.00	$680.24	$0.00	$0.00
			$13,350.50	$16,523.50	$0.00	$680.24	$0.00	$0.00
		ASSESSORS OFFICE	$883,482.47	$925,904.83	$1,139,476.00	$708,596.14	$1,117,168.00	$908,589.00

Carson City
District Attorney's Office

March 6, 2023



FISCAL SUMMARY FOR GENERAL FUND

Department Name: District Attorney

Department Number: 0500

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
General Fund Support	$ 3,286,176	$ 3,976,644	$ 4,104,929	**3.23%**	$ 128,285
TOTAL	**$ 3,286,176**	**$ 3,976,644**	**$ 4,104,929**	**3.23%**	$ 128,285
EXPENDITURE					
Salary	$ 2,205,605	$ 2,535,226	$ 2,656,910	**4.80%**	$ 121,684
Benefits	967,077	1,100,986	1,255,362	**14.02%**	$ 154,376
Service & Supplies	113,494	340,432	192,657	**-43.41%**	$ (147,775)
TOTAL	**$ 3,286,176**	**$ 3,976,644**	**$ 4,104,929**	**3.23%**	$ 128,285
FTE	**25**	**28**	**28**		

PERSONNEL DETAIL WORKSHEET
FY2023-24

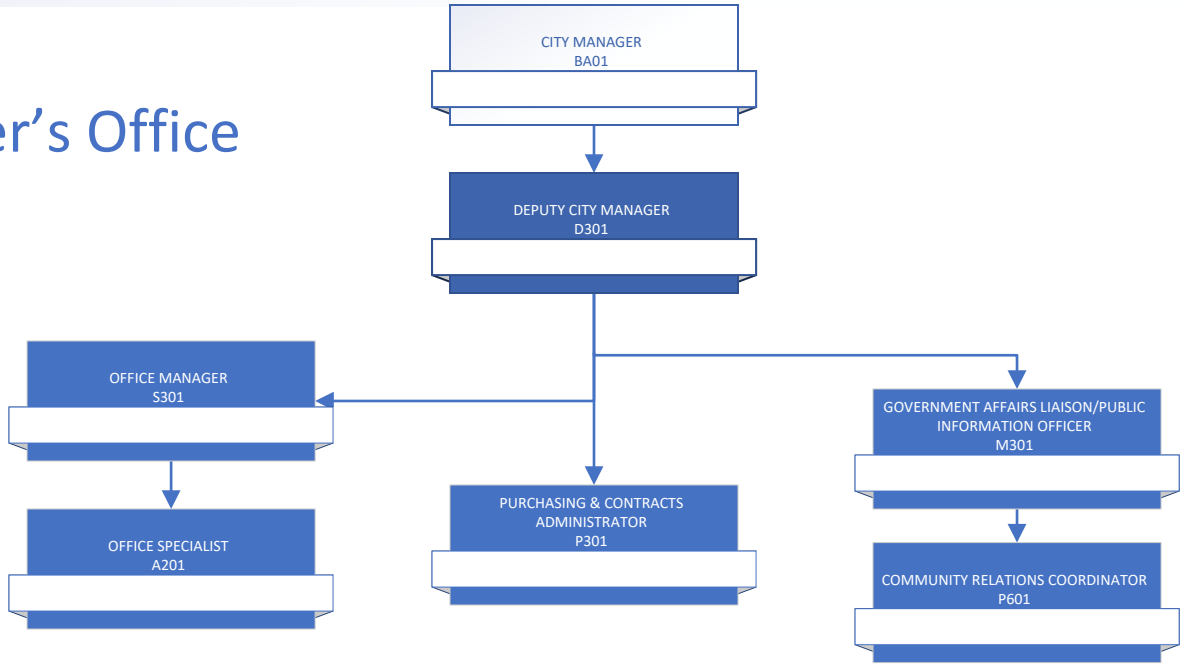
DEPARTMENT: District Attorney		
DEPARTMENT NUMBER: 0500		
POSITION / DESCRIPTION	**# OF POSITIONS**	**PROPOSED BUDGET**
SALARIES AND WAGES:		
Assistant District Attorney	1.0	$ 189,950
Chief Deputy District Attorney	1.0	137,790
Department Business Manager	1.0	98,808
Supervising District Attorney	3.0	343,622
Senior Deputy District Attorney	5.0	544,646
Deputy District Attorney	4.0	351,213
District Attorney	1.0	151,978
DA Investigator	1.0	85,930
Legal Assistant	4.0	211,604
Office Specialist	1.0	53,974
Senior Legal Assistant	2.0	124,228
Senior Office Specialist	1.0	58,890
Victim Witness Program Administrator	1.0	79,404
Victim Witness Coordinator	2.0	101,541
Hourly		98,332
Overtime		25,000
SUB-TOTAL SALARY & WAGES	28.0	$ 2,656,910
BENEFITS:		
Medicare		$ 37,896
Retirement		772,886
Group Insurance		392,651
Workers' Compensation		25,139
Education Incentive		750
Phone Allowance		18,240
Car Allowance		7,800
SUB-TOTAL BENEFITS		$ 1,255,362
GRAND TOTAL		$ 3,912,271

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
DISTRICT ATTORNEY'S OFFICE								
1010500	500101	SALARIES	$1,851,841.18	$2,011,172.38	$2,447,605.00	$1,659,368.13	$2,354,903.00	$2,533,578.00
1010500	500102	HOURLY/SEASONAL	$64,069.90	$81,966.71	$98,332.00	$52,657.76	$98,332.00	$98,332.00
1010500	500103	ADMINISTRATIVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1010500	500106	MANAGEMENT LEAVE PAY	$18,385.96	$57,108.32	$0.00	$49,073.59	$41,939.00	$0.00
1010500	500107	ANNUAL LEAVE PAYOFF	$11,120.30	$22,921.88	$0.00	$16,270.28	$14,995.00	$0.00
1010500	500108	SICK LEAVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1010500	500109	WORKERS' COMPENSATORY LEAVE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1010500	500111	OVERTIME	$26,599.64	$32,352.61	$25,000.00	$16,463.90	$25,000.00	$25,000.00
1010500	500114	F L S A	$63.93	$83.08	$0.00	$60.09	$57.00	$0.00
1010500	500116	HOLIDAY PAY	$0.00	$0.00	$0.00	$467.30	$0.00	$0.00
1010500	500125	TEMPORARY STAFFING	$4,383.27	$0.00	$0.00	$0.00	$0.00	$0.00
			$1,976,464.18	$2,205,604.98	$2,570,937.00	$1,794,361.05	$2,535,226.00	$2,656,910.00
1010500	500225	MEDICARE	$27,949.10	$31,266.40	$36,536.00	$25,542.86	$36,799.00	$37,896.00
1010500	500230	RETIREMENT	$501,366.22	$568,978.76	$676,667.00	$467,398.25	$653,160.00	$772,886.00
1010500	500240	GROUP INSURANCE	$260,164.33	$268,345.88	$356,740.00	$206,283.46	$306,383.00	$337,118.00
1010500	500241	CITY HSA CONTRIBUTION	$41,437.47	$48,572.33	$50,408.00	$36,114.56	$52,793.00	$55,533.00
1010500	500250	WORKERS' COMPENSATION	$20,280.14	$21,494.39	$22,865.00	$17,431.37	$25,291.00	$25,139.00
1010500	500260	EDUCATION INCENTIVE	$675.00	$825.00	$750.00	$0.00	$750.00	$750.00
1010500	500270	CAR ALLOWANCE	$11,745.00	$10,395.00	$11,700.00	$5,700.00	$7,800.00	$7,800.00
1010500	500271	PHONE ALLOWANCE	$12,914.20	$17,198.80	$18,240.00	$12,400.00	$18,010.00	$18,240.00
			$876,531.46	$967,076.56	$1,173,906.00	$770,870.50	$1,100,986.00	$1,255,362.00
1010500	500330	TRAINING	$500.00	$4,571.64	$6,500.00	$15,743.64	$6,500.00	$6,500.00
1010500	500359	ATTORNEYS FEES	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1010500	500360	PUBLIC DEFENDER AGREEMENT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1010500	500430	EQUIPMENT REPAIR & MAINT	$467.90	$2,831.70	$2,400.00	$518.90	$2,400.00	$2,400.00
1010500	500432	MAINTENANCE SVC CONTRACTS	$8,985.53	$7,803.04	$6,500.00	$1,816.68	$6,500.00	$6,500.00
1010500	500433	SOFTWARE MAINTENANCE COST	$2,927.64	$14,508.08	$29,600.00	$30,310.82	$29,600.00	$29,600.00
1010500	500435	VEHICLE REPAIR & MAINT	$548.60	$1,141.95	$0.00	$28.00	$0.00	$0.00
1010500	500444	OFFICE EQUIPMENT RENTAL	$1,912.14	$1,020.00	$5,200.00	$524.68	$5,200.00	$5,200.00
1010500	500502	FORFEITURE FUND SEIZURES	$0.00	$0.00	$11,614.00	$0.00	$11,614.00	$0.00
1010500	500522	INVESTIGATION	$2,645.48	$2,792.26	$1,500.00	$675.08	$1,500.00	$1,500.00
1010500	500545	MEMBERSHIP / PUBLICATIONS	$6,913.00	$7,992.23	$10,020.00	$5,700.00	$10,020.00	$10,020.00
1010500	500575	VICTIM-WITNESS SERVICES	$0.00	$0.00	$2,000.00	$0.00	$2,000.00	$2,000.00
1010500	500576	BAD CHECK RESTITUTION	$0.00	$0.00	$57,191.00	$0.00	$57,191.00	$0.00
1010500	500580	TRAVEL	$0.00	$6,170.26	$12,000.00	$6,755.45	$12,000.00	$12,000.00
1010500	500582	MILEAGE	$0.00	$0.00	$100.00	$0.00	$100.00	$100.00
1010500	500583	WITNESS TRAVEL/LODGING	$32.59	$600.37	$10,000.00	$925.96	$10,000.00	$10,000.00
1010500	500601	OFFICE SUPPLIES	$14,382.15	$9,675.13	$23,940.00	$4,666.07	$23,940.00	$23,940.00
1010500	500602	POSTAGE/SHIPPING	$175.91	$102.45	$1,000.00	$36.50	$1,000.00	$1,000.00
1010500	500625	OPERATING SUPPLIES	$5,321.35	$4,706.49	$8,500.00	$7,637.54	$8,500.00	$8,500.00
1010500	500645	BOOKS/ PERIODICALS/ PUBLICATIO	$1,634.83	$555.19	$7,000.00	$898.80	$7,000.00	$7,000.00
1010500	500660	VEHICLE FUEL/OIL	$2,147.99	$2,385.17	$3,000.00	$952.06	$3,000.00	$3,000.00

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
1010500	500665	COURT DISPLAYS/EXHIBITS	$204.00	$153.00	$2,500.00	$0.00	$2,500.00	$2,500.00
1010500	500674	SMALL TOOLS/ EQUIPMENT	$6,007.92	$7,759.62	$10,775.00	$11,800.85	$10,775.00	$10,775.00
1010500	500675	SMALL FURNISHINGS	$7,173.95	$1,140.70	$500.00	$636.54	$500.00	$500.00
1010500	500710	TELEPHONE	$4,731.55	$4,545.20	$4,800.00	$6,748.72	$4,800.00	$2,800.00
1010500	500804	COURT REPORTER FEES	$846.80	$4,621.00	$1,332.00	$3,185.00	$1,332.00	$1,332.00
1010500	500808	WITNESS FEES/EXPENSES	$4,325.02	$3,925.00	$9,000.00	$2,025.00	$9,000.00	$9,000.00
1010500	500812	INTERPRETER/EXPERT FEES	$7,708.58	$13,451.03	$27,000.00	$4,919.59	$27,000.00	$27,000.00
1010500	500813	MEDIATION FEES	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1010500	500814	PROCESS SERVING COSTS/FEES	$2,780.00	$3,234.04	$0.00	$2,890.00	$0.00	$0.00
1010500	500815	MENTAL EVALUATIONS	$0.00	$0.00	$4,000.00	$0.00	$4,000.00	$4,000.00
1010500	500831	VICTIMS OF CRIME (RESTITUTION)	$474.09	$3,176.82	$389.00	$0.00	$389.00	$0.00
1010500	500868	EXTRAORDINARY COURT CASES	$5,476.47	$0.00	$75,129.00	$0.00	$75,129.00	$0.00
1010500	500950	ISC: FLEET MANAGEMENT	$5,120.00	$4,632.00	$6,942.00	$6,942.00	$6,942.00	$5,490.00
1010500	502450	CASH SHORT/OVER	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$93,443.49	$113,494.37	$340,432.00	$116,337.88	$340,432.00	$192,657.00
		DISTRICT ATTORNEY'S OFFICE	$2,946,439.13	$3,286,175.91	$4,085,275.00	$2,681,569.43	$3,976,644.00	$4,104,929.00

Carson City
City Manager's Office

March 13, 2023



FISCAL SUMMARY FOR GENERAL FUND

Department Name: City Manager

Department Number: 0600

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
General Fund Support	$ 941,135	$ 1,056,870	$ 1,096,005	**3.70%**	$ 39,135
TOTAL	**$ 941,135**	**$ 1,056,870**	**$ 1,096,005**	**3.70%**	$ 39,135
EXPENDITURE					
Salary	$ 629,133	$ 650,823	$ 666,994	**2.48%**	$ 16,171
Benefits	244,441	292,279	325,015	**11.20%**	$ 32,736
Service & Supplies	67,561	113,768	103,996	**-8.59%**	$ (9,772)
TOTAL	**$ 941,135**	**$ 1,056,870**	**$ 1,096,005**	**3.70%**	$ 39,135
FTE	**5.00**	**6.00**	**6.00**		

PERSONNEL DETAIL WORKSHEET
FY2023-24

DEPARTMENT: City Manager		
DEPARTMENT NUMBER: 0600		
POSITION / DESCRIPTION	**# OF POSITIONS**	**PROPOSED BUDGET**
SALARIES AND WAGES:		
City Manager	1.0	$ 218,247
Deputy City Manager	1.0	189,950
Office Manager	1.0	58,623
Digital Media Coordinator	1.0	69,466
Government Affairs Liaison	1.0	76,413
Office Specialist	1.0	49,359
Hourly		4,936
SUB-TOTAL SALARY & WAGES	6.00	$ 666,994
BENEFITS:		
Medicare		$ 9,504
Retirement		213,682
Group Insurance		84,209
Workers' Compensation		5,020
Car Allowance		7,800
Phone Allowance		4,800
SUB-TOTAL BENEFITS		$ 325,015
GRAND TOTAL		$ 992,009

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
CITY MANAGER'S OFFICE								
1010600	500101	SALARIES	$525,409.47	$526,947.12	$632,932.00	$453,395.88	$635,919.00	$662,058.00
1010600	500102	HOURLY/SEASONAL	$10,500.00	$10,706.00	$4,936.00	$1,750.00	$4,936.00	$4,936.00
1010600	500103	ADMINISTRATIVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1010600	500106	MANAGEMENT LEAVE PAY	$13,623.88	$20,153.83	$0.00	$17,620.24	$9,968.00	$0.00
1010600	500107	ANNUAL LEAVE PAYOFF	$0.00	$23,724.48	$0.00	$0.00	$0.00	$0.00
1010600	500108	SICK LEAVE PAY	$0.00	$47,432.52	$0.00	$0.00	$0.00	$0.00
1010600	500111	OVERTIME	$0.00	$169.12	$0.00	$2,000.00	$0.00	$0.00
			$549,533.35	$629,133.07	$637,868.00	$474,766.12	$650,823.00	$666,994.00
1010600	500225	MEDICARE	$7,830.46	$9,049.28	$9,447.00	$6,784.95	$9,311.00	$9,504.00
1010600	500230	RETIREMENT	$156,419.82	$162,458.33	$188,297.00	$134,055.81	$184,180.00	$213,682.00
1010600	500240	GROUP INSURANCE	$54,859.06	$44,353.47	$66,256.00	$43,763.25	$62,334.00	$65,031.00
1010600	500241	CITY HSA CONTRIBUTION	$13,295.71	$12,529.92	$14,492.00	$13,309.78	$18,973.00	$19,178.00
1010600	500250	WORKERS' COMPENSATION	$4,013.41	$4,115.81	$4,979.00	$3,537.64	$4,881.00	$5,020.00
1010600	500270	CAR ALLOWANCE	$7,830.00	$7,830.00	$7,800.00	$5,700.00	$7,800.00	$7,800.00
1010600	500271	PHONE ALLOWANCE	$2,248.00	$4,104.00	$4,800.00	$3,200.00	$4,800.00	$4,800.00
1010600	500272	MOBILE DEVICE ALLOWANCE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$246,496.46	$244,440.81	$296,071.00	$210,351.43	$292,279.00	$325,015.00
1010600	500303	ORGANIZATIONAL DEVELOPMENT	$2,361.13	$3,491.93	$3,000.00	$751.78	$3,000.00	$3,000.00
1010600	500309	PROFESSIONAL SERVICES	$93,390.44	$51,146.79	$82,069.00	$31,868.30	$82,069.00	$82,069.00
1010600	500330	TRAINING	$1,887.38	$1,969.00	$4,000.00	$1,033.00	$4,000.00	$4,000.00
1010600	500430	EQUIPMENT REPAIR & MAINT	$0.00	$0.00	$350.00	$0.00	$350.00	$350.00
1010600	500433	SOFTWARE MAINTENANCE COST	$1,566.01	$0.00	$9,576.00	$8,388.00	$9,576.00	$0.00
1010600	500545	MEMBERSHIP / PUBLICATIONS	$2,167.00	$2,106.00	$3,040.00	$1,435.00	$3,040.00	$3,040.00
1010600	500580	TRAVEL	$0.00	$423.16	$4,000.00	$820.13	$4,000.00	$4,000.00
1010600	500601	OFFICE SUPPLIES	$538.89	$2,588.27	$1,500.00	$758.27	$1,500.00	$1,500.00
1010600	500625	OPERATING SUPPLIES	$3,065.20	$2,459.38	$2,500.00	$3,900.83	$2,500.00	$2,500.00
1010600	500674	SMALL TOOLS/ EQUIPMENT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1010600	500710	TELEPHONE	$1,601.65	$1,567.19	$2,000.00	$1,568.15	$2,000.00	$2,000.00
1010600	500955	ISC: RADIOS	$610.00	$834.00	$733.00	$733.00	$733.00	$537.00
1010600	501422	EMPLOYEE RECOGNITION FUND	$1,185.00	$975.00	$1,000.00	$750.00	$1,000.00	$1,000.00
			$108,372.70	$67,560.72	$113,768.00	$52,006.46	$113,768.00	$103,996.00
1010600	507743	FURNITURE & FIXTURES	$0.00	$0.00	$1,000.00	$0.00	$0.00	$0.00
			$0.00	$0.00	$1,000.00	$0.00	$0.00	$0.00
		CITY MANAGER'S OFFICE	$904,402.51	$941,134.60	$1,048,707.00	$737,124.01	$1,056,870.00	$1,096,005.00

FISCAL SUMMARY FOR GENERAL FUND

Department Name: Public Defender

Department Number: 0610

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
General Fund Support	$ 1,895,524	$ 2,010,726	$ 2,010,726	**0.00%**	$ -
TOTAL	**$ 1,895,524**	**$ 2,010,726**	**$ 2,010,726**	**0.00%**	$ -
EXPENDITURE					
Salary	$ -	$ -	$ -	**0.00%**	$ -
Benefits	-	-	-	**0.00%**	$ -
Service & Supplies	$ 1,895,524	$ 2,010,726	$ 2,010,726	**0.00%**	$ -
TOTAL	**$ 1,895,524**	**$ 2,010,726**	**$ 2,010,726**	**0.00%**	$ -
FTE	**0.00**	**0.00**	**0.00**		

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
PUBLIC DEFENDER								
1010610	500360	PUBIC DEFENDER AGREEMENT	$1,216,000.75	$1,259,723.00	$1,287,376.00	$1,287,376.00	$1,287,376.00	$1,287,376.00
1010610	500361	CONFLICT COUNSEL	$376,275.75	$436,440.28	$525,000.00	$380,412.70	$525,000.00	$525,000.00
1010610	500803	ATTORNEYS FEES	$0.00	$30,240.37	$104,000.00	$36,084.55	$104,000.00	$104,000.00
1010610	500806	NRS 432B & ADULT GUARDIAN	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1010610	500812	INTERPRETER/EXPERT FEES	$0.00	$55,505.12	$42,500.00	$40,241.51	$42,500.00	$42,500.00
1010610	500815	MENTAL EVALUATIONS	$0.00	$113,615.00	$51,850.00	$54,747.50	$51,850.00	$51,850.00
			$1,592,276.50	$1,895,523.77	$2,010,726.00	$1,798,862.26	$2,010,726.00	$2,010,726.00
		PUBLIC DEFENDER	$1,592,276.50	$1,895,523.77	$2,010,726.00	$1,798,862.26	$2,010,726.00	$2,010,726.00

FISCAL SUMMARY FOR GENERAL FUND

Department Name: Community Support Services

Department Number: 0615

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
General Fund Support	$ 342,163	$ 363,089	$ 392,321	**8.05%**	$ 29,232
TOTAL	**$ 342,163**	**$ 363,089**	**$ 392,321**	**8.05%**	$ 29,232
EXPENDITURE					
Salary	$ -	$ -	$ -	**0.00%**	$ -
Benefits	-	-	-	**0.00%**	$ -
Service & Supplies	342,163	363,089	392,321	**8.05%**	$ 29,232
TOTAL	**$ 342,163**	**$ 363,089**	**$ 392,321**	**8.05%**	$ 29,232
FTE	**0.00**	**0.00**	**0.00**		

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
COMMUNITY SUPPORT								
1010615	501401	BOARD DESIGNATED	$0.00	$0.00	$0.00	$0.00	$0.00	$145,976.00
1010615	501402	T R P A / T T D	$12,514.00	$12,514.00	$12,550.00	$0.00	$12,550.00	$12,550.00
1010615	501403	ORMSBY ASSOC OF CC	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1010615	501404	CAMPAGNI INCENTIVE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1010615	501405	UNITED LATINO COMMUNITY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1010615	501406	NV ASSN. OF COUNTIES	$25,432.00	$25,443.00	$25,406.00	$25,483.00	$25,406.00	$25,406.00
1010615	501407	NV LEAGUE OF CITIES	$12,630.16	$0.00	$20,269.00	$20,268.97	$20,269.00	$20,269.00
1010615	501408	NO. NV. DEV. AUTHORITY	$25,000.00	$25,000.00	$25,000.00	$25,000.00	$25,000.00	$25,000.00
1010615	501419	ST VINCENT DE PAUL	$18,000.00	$20,000.00	$30,000.00	$19,431.09	$30,000.00	$0.00
1010615	501421	VOL ATTORNEY FOR RURAL NV	$20,045.35	$21,333.72	$25,000.00	$11,252.73	$25,000.00	$0.00
1010615	501424	O A R C	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1010615	501426	R.S.V.P. PROGRAM	$15,250.00	$14,998.62	$15,000.00	$7,768.93	$15,000.00	$15,000.00
1010615	501427	SENIOR CITIZENS CTR, INC.	$13,000.00	$24,000.00	$24,000.00	$24,000.00	$24,000.00	$24,000.00
1010615	501430	TRAINING	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1010615	501434	ADVOCATES TO END D.V.	$9,000.00	$14,981.03	$15,000.00	$9,821.98	$15,000.00	$15,000.00
1010615	501435	COMMUNITY COUNCIL CENTER	$60,000.00	$18,416.48	$20,000.00	$13,064.04	$20,000.00	$20,000.00
1010615	501437	Western NV Community College	$0.00	$5,000.00	$8,200.00	$5,544.48	$8,200.00	$0.00
1010615	501438	CARSON TAHOE REGIONAL MEDICAL	$0.00	$0.00	$30,000.00	$14,048.61	$30,000.00	$0.00
1010615	501442	MOTOR UNIT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1010615	501467	CASA	$25,000.00	$35,000.00	$35,000.00	$26,818.09	$35,000.00	$35,000.00
1010615	501479	ESL IN HOME LOAN PROGRAM NNV	$10,000.00	$0.00	$0.00	$0.00	$0.00	$0.00
1010615	501482	RON WOOD FAMILY RESOURCE	$0.00	$54,120.00	$54,120.00	$32,382.34	$54,120.00	$54,120.00
1010615	501483	CAPITAL CITY CIRCLES	$9,000.00	$10,062.00	$5,660.00	$5,660.00	$5,660.00	$0.00
1010615	501484	PARTNERSHIP CARSON CITY	$52,650.00	$21,770.00	$10,384.00	$10,384.00	$10,384.00	$0.00
1010615	501486	FISH	$7,500.00	$7,400.00	$7,500.00	$6,430.60	$7,500.00	$0.00
1010615	501487	NV HEALTH CENTERS	$0.00	$32,124.52	$0.00	$0.00	$0.00	$0.00
1010615	501488	FOOD FOR THOUGHT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1010615	501489	SALVATION ARMY -EMER HOUS	$9,000.00	$0.00	$0.00	$0.00	$0.00	$0.00
1010615	501490	N NV DREAM CENTER - DC HIRE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1010615	504600	FISCAL CHARGES	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$324,021.51	$342,163.37	$363,089.00	$257,358.86	$363,089.00	$392,321.00
		COMMUNITY SUPPORT	$324,021.51	$342,163.37	$363,089.00	$257,358.86	$363,089.00	$392,321.00

FISCAL SUMMARY FOR GENERAL FUND

Department Name: Central Services

Department Number: 0616

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
General Fund Support	$ 2,245,912	$ 2,323,247	$ 2,389,213	**2.84%**	$ 65,966
TOTAL	**$ 2,245,912**	**$ 2,323,247**	**$ 2,389,213**	**2.84%**	$ 65,966
EXPENDITURE					
Salary	$ -	$ -	$ -	**0.00%**	$ -
Benefits	-	-	-	**0.00%**	$ -
Service & Supplies	2,245,912	2,323,247	2,389,213	**2.84%**	$ 65,966
TOTAL	**$ 2,245,912**	**$ 2,323,247**	**$ 2,389,213**	**2.84%**	$ 65,966
FTE	**0.00**	**0.00**	**0.00**		

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
CENTRAL SERVICES								
1010616	500366	CHINA SPRINGS CONTRACT	$146,780.00	$147,009.00	$173,557.00	$169,147.00	$173,557.00	$195,592.00
1010616	500369	WESTER NV REG YOUTH CENTER	$582,689.00	$544,971.00	$587,615.00	$587,615.00	$587,615.00	$618,546.00
1010616	500915	ISC: INSURANCE FUND	$890,775.00	$987,075.00	$987,075.00	$987,075.00	$987,075.00	$987,075.00
1010616	501423	EMPLOYEE AMBULANCE PROGRAM	$56,325.00	$57,450.00	$56,000.00	$0.00	$56,000.00	$58,000.00
1010616	501465	SCHOOL CROSSING GUARDS	$160,091.00	$162,407.00	$165,000.00	$0.00	$165,000.00	$165,000.00
1010616	502525	AIRPORT AUTHORITY	$298,324.15	$347,000.45	$325,000.00	$0.00	$354,000.00	$365,000.00
1010616	502530	REAL ROLL: CURRENT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$2,134,984.15	$2,245,912.45	$2,294,247.00	$1,743,837.00	$2,323,247.00	$2,389,213.00
		CENTRAL SERVICES	$2,134,984.15	$2,245,912.45	$2,294,247.00	$1,743,837.00	$2,323,247.00	$2,389,213.00

FISCAL SUMMARY FOR GENERAL FUND

Department Name: Purchasing

Department Number: 0620

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
General Fund Support	$ 155,665	$ 133,750	$ 138,981	**3.91%**	$ 5,231
TOTAL	**$ 155,665**	**$ 133,750**	**$ 138,981**	**3.91%**	$ 5,231
EXPENDITURE					
Salary	$ 95,105	$ 75,872	$ 78,525	**3.50%**	$ 2,653
Benefits	38,345	37,144	39,722	**6.94%**	$ 2,578
Service & Supplies	22,215	20,734	20,734	**0.00%**	$ -
TOTAL	**$ 155,665**	**$ 133,750**	**$ 138,981**	**3.91%**	$ 5,231
FTE	**1.00**	**1.00**	**1.00**		

PERSONNEL DETAIL WORKSHEET
FY2023-24

DEPARTMENT: Purchasing		
DEPARTMENT NUMBER: 0620		
POSITION / DESCRIPTION	**# OF POSITIONS**	**PROPOSED BUDGET**
SALARIES AND WAGES:		
Purchasing & Contracts Administrator	1.00	$ 78,525
SUB-TOTAL SALARY & WAGES	1.00	$ 78,525
BENEFITS:		
Medicare		$ 1,144
Retirement		26,306
Group Insurance		10,494
Workers' Compensation		818
Phone Allowance		960
SUB-TOTAL BENEFITS		$ 39,722
GRAND TOTAL		$ 118,247

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
PURCHASING DEPARTMENT								
1010620	500101	SALARIES	$69,065.12	$71,835.59	$75,524.00	$55,221.61	$75,858.00	$78,525.00
1010620	500102	HOURLY/SEASONAL	$11,323.85	$23,270.00	$14.00	$3,200.00	$14.00	$0.00
1010620	500106	MANAGEMENT LEAVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1010620	500107	ANNUAL LEAVE PAYOFF	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$80,388.97	$95,105.59	$75,538.00	$58,421.61	$75,872.00	$78,525.00
1010620	500225	MEDICARE	$1,136.28	$1,350.39	$1,248.00	$842.63	$1,324.00	$1,144.00
1010620	500230	RETIREMENT	$20,201.48	$21,356.01	$22,469.00	$16,428.36	$22,568.00	$26,306.00
1010620	500240	GROUP INSURANCE	$10,604.48	$10,380.24	$11,610.00	$6,315.96	$8,647.00	$8,150.00
1010620	500241	CITY HSA CONTRIBUTION	$3,137.46	$3,063.26	$3,035.00	$1,884.30	$2,577.00	$2,344.00
1010620	500250	WORKERS' COMPENSATION	$985.13	$1,227.25	$1,002.00	$491.58	$1,068.00	$818.00
1010620	500271	PHONE ALLOWANCE	$968.00	$968.00	$960.00	$640.00	$960.00	$960.00
			$37,032.83	$38,345.15	$40,324.00	$26,602.83	$37,144.00	$39,722.00
1010620	500330	TRAINING	$410.00	$0.00	$1,500.00	$0.00	$1,500.00	$1,500.00
1010620	500430	EQUIPMENT REPAIR & MAINT	$0.00	$0.00	$200.00	$0.00	$200.00	$200.00
1010620	500433	SOFTWARE MAINTENANCE COST	$16,125.03	$16,200.00	$17,000.00	$16,550.00	$17,000.00	$17,000.00
1010620	500435	VEHICLE REPAIR & MAINT	$64.13	$230.00	$0.00	$21.00	$0.00	$0.00
1010620	500444	OFFICE EQUIPMENT RENTAL	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1010620	500545	MEMBERSHIP / PUBLICATIONS	$30.00	$30.00	$450.00	$0.00	$450.00	$450.00
1010620	500580	TRAVEL	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1010620	500601	OFFICE SUPPLIES	$557.43	$348.29	$250.00	$152.85	$250.00	$250.00
1010620	500625	OPERATING SUPPLIES	$0.00	$0.00	$334.00	$0.00	$334.00	$334.00
1010620	500660	VEHICLE FUEL/OIL	$995.52	$571.29	$1,000.00	$392.11	$0.00	$0.00
1010620	500675	SMALL FURNISHINGS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1010620	500710	TELEPHONE	$1,353.71	$1,361.22	$1,000.00	$1,070.18	$1,000.00	$1,000.00
1010620	500950	ISC: FLEET MANAGEMENT	$3,840.00	$3,474.00	$0.00	$0.00	$0.00	$0.00
			$23,375.82	$22,214.80	$21,734.00	$18,186.14	$20,734.00	$20,734.00
		PURCHASING DEPARTMENT	$140,797.62	$155,665.54	$137,596.00	$103,210.58	$133,750.00	$138,981.00

FISCAL SUMMARY FOR GENERAL FUND

Department Name: New City Hall

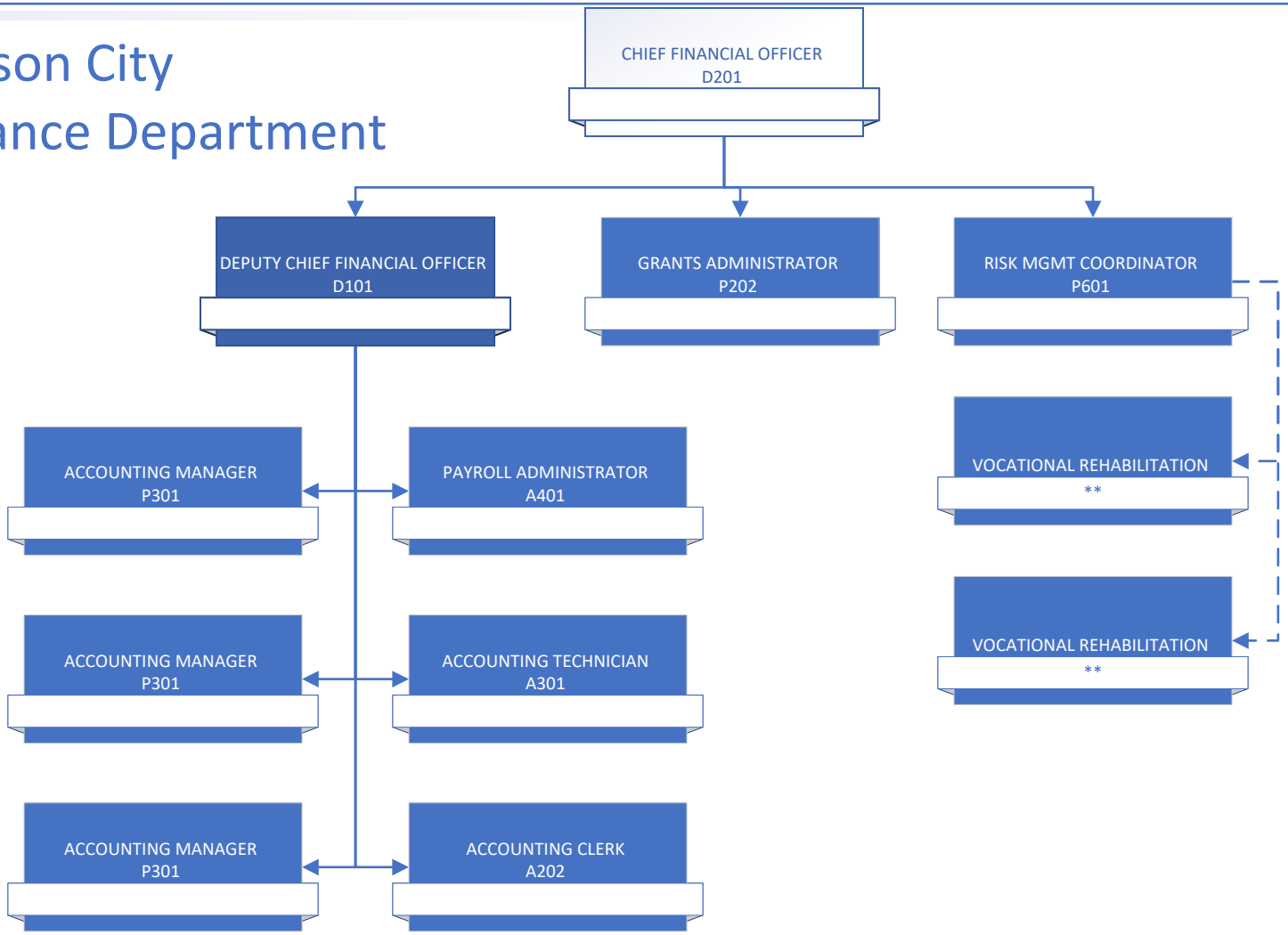
Department Number: 0630

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
General Fund Support	$ 73,802	$ 89,800	$ 81,300	**-9.47%**	$ (8,500)
TOTAL	**$ 73,802**	**$ 89,800**	**$ 81,300**	**-9.47%**	$ (8,500)
EXPENDITURE					
Salary	$ -	$ -	$ -	**0.00%**	$ -
Benefits	-	-	-	**0.00%**	$ -
Service & Supplies	73,802	89,800	81,300	**-9.47%**	$ (8,500)
TOTAL	**$ 73,802**	**$ 89,800**	**$ 81,300**	**-9.47%**	$ (8,500)
FTE	**0.00**	**0.00**	**0.00**		

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
NEW CITY HALL								
1010630	500430	EQUIPMENT REPAIR & MAINT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1010630	500444	OFFICE EQUIPMENT RENTAL	$4,894.46	$2,632.35	$6,000.00	$2,296.54	$6,000.00	$6,000.00
1010630	500601	OFFICE SUPPLIES	$1,988.13	$2,146.20	$4,300.00	$1,942.50	$4,300.00	$4,300.00
1010630	500602	POSTAGE/SHIPPING	$32,822.14	$22,536.49	$32,000.00	$29,740.56	$32,000.00	$32,000.00
1010630	500625	OPERATING SUPPLIES	$5,092.61	$5,761.19	$8,500.00	$1,671.27	$8,500.00	$8,500.00
1010630	500675	SMALL FURNISHINGS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1010630	500712	POWER	$21,420.93	$28,833.53	$29,000.00	$25,368.77	$29,000.00	$22,500.00
1010630	500713	HEATING	$7,268.77	$11,892.01	$10,000.00	$13,499.96	$10,000.00	$8,000.00
			$73,487.04	$73,801.77	$89,800.00	$74,519.60	$89,800.00	$81,300.00
		NEW CITY HALL	$73,487.04	$73,801.77	$89,800.00	$74,519.60	$89,800.00	$81,300.00

Carson City
Finance Department

March 9, 2023



**Position currently assigned under Risk Management

FISCAL SUMMARY FOR GENERAL FUND

Department Name: Finance

Department Number: 0701

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
General Fund Support	$ 839,401	$ 891,400	$ 986,479	**10.67%**	$ 95,079
TOTAL	**$ 839,401**	**$ 891,400**	**$ 986,479**	**10.67%**	$ 95,079
EXPENDITURE					
Salary	$ 541,885	$ 567,199	$ 617,671	**8.90%**	$ 50,472
Benefits	211,178	239,585	284,192	**18.62%**	$ 44,607
Service & Supplies	86,338	84,616	84,616	**0.00%**	$ -
TOTAL	**$ 839,401**	**$ 891,400**	**$ 986,479**	**10.67%**	$ 95,079
FTE	**7.30**	**7.30**	**7.30**		

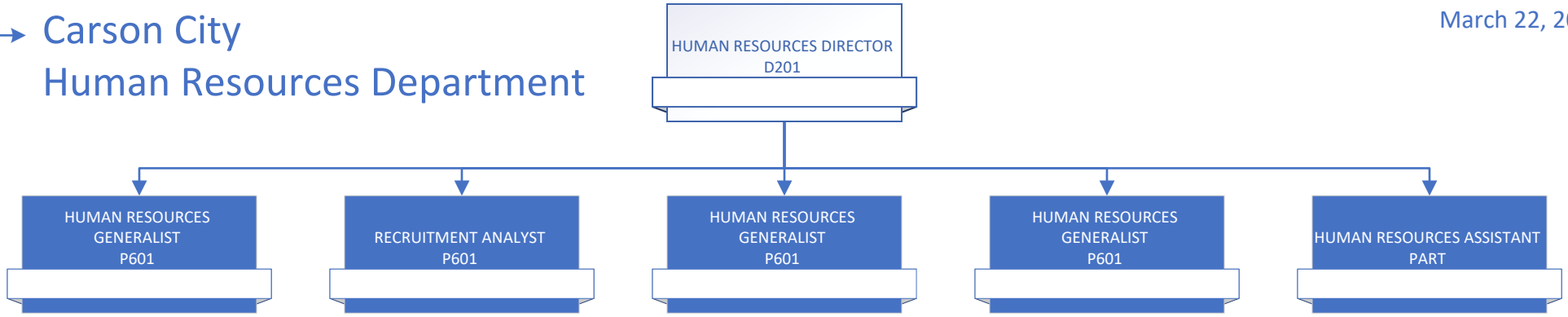
PERSONNEL DETAIL WORKSHEET
FY2023-24

DEPARTMENT: Finance		
DEPARTMENT NUMBER: 0701		
POSITION / DESCRIPTION	**# OF POSITIONS**	**PROPOSED BUDGET**
SALARIES AND WAGES:		
Accounting Clerk	0.7	$ 35,350
Accounting Manager	2.0	151,517
Accounting Technician	1.0	58,559
Chief Financial Officer	0.6	104,805
Deputy Chief Financial Officer	1.0	132,112
Grants Administrator	1.0	92,279
Payroll Administrator	1.0	60,549
Overtime		2,500
Grant Allocations		(20,000)
SUB-TOTAL SALARY & WAGES	7.3	$ 617,671
BENEFITS:		
Medicare		$ 9,199
Retirement		187,580
Group Insurance		75,647
Workers' Compensation		5,970
Car Allowance		2,340
Phone Allowance		3,456
SUB-TOTAL BENEFITS		$ 284,192
GRAND TOTAL		$ 901,863

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
FINANCE DEPARTMENT								
1010701	500101	SALARIES	$437,425.00	$502,815.59	$623,372.00	$373,800.85	$566,228.00	$635,171.00
1010701	500102	HOURLY/SEASONAL	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1010701	500103	ADMINISTRATIVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1010701	500106	MANAGEMENT LEAVE PAY	$6,458.41	$11,506.11	$0.00	$12,475.97	$7,475.00	$0.00
1010701	500107	ANNUAL LEAVE PAYOFF	$0.00	$17,671.26	$0.00	$3,593.32	$996.00	$0.00
1010701	500108	SICK LEAVE PAY	$0.00	$10,705.65	$0.00	$0.00	$0.00	$0.00
1010701	500111	OVERTIME	$2,886.58	$200.20	$2,500.00	$86.57	$2,500.00	$2,500.00
1010701	500114	F L S A	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1010701	500116	HOLIDAY PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1010701	500125	TEMPORARY STAFFING	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1010701	500199	GRANT FUNDED ALLOCATION	($1,248.20)	($1,013.98)	($20,000.00)	$0.00	($10,000.00)	($20,000.00)
			$445,521.79	$541,884.83	$605,872.00	$389,956.71	$567,199.00	$617,671.00
1010701	500225	MEDICARE	$6,495.82	$7,810.79	$9,021.00	$5,613.80	$8,320.00	$9,199.00
1010701	500230	RETIREMENT	$112,464.58	$133,948.97	$164,633.00	$101,812.86	$150,195.00	$187,580.00
1010701	500240	GROUP INSURANCE	$42,952.89	$54,508.37	$76,958.00	$43,987.11	$67,877.00	$74,241.00
1010701	500241	CITY HSA CONTRIBUTION	$5,468.50	$4,235.07	$3,328.00	$1,192.34	$1,606.00	$1,406.00
1010701	500250	WORKERS' COMPENSATION	$4,306.40	$5,160.83	$5,430.00	$3,801.61	$5,951.00	$5,970.00
1010701	500270	CAR ALLOWANCE	$2,349.00	$2,349.00	$2,340.00	$1,710.00	$2,340.00	$2,340.00
1010701	500271	PHONE ALLOWANCE	$2,588.80	$3,164.80	$2,496.00	$2,144.00	$3,296.00	$3,456.00
			$176,625.99	$211,177.83	$264,206.00	$160,261.72	$239,585.00	$284,192.00
1010701	500309	PROFESSIONAL SERVICES	$12,800.00	$13,000.00	$12,500.00	$13,275.00	$12,500.00	$12,500.00
1010701	500312	AUDITING FEES	$48,830.10	$44,249.10	$42,031.00	$42,696.50	$42,031.00	$42,031.00
1010701	500330	TRAINING	$358.00	$2,734.53	$3,300.00	$279.00	$3,300.00	$3,300.00
1010701	500430	EQUIPMENT REPAIR & MAINT	$3,288.96	$3,518.31	$1,075.00	$2,224.84	$1,075.00	$1,075.00
1010701	500433	SOFTWARE MAINTENANCE COST	$524.98	$0.00	$0.00	$6,500.00	$0.00	$0.00
1010701	500444	OFFICE EQUIPMENT RENTAL	$0.00	$0.00	$200.00	$0.00	$200.00	$200.00
1010701	500542	PRINTING/ADVERTISING	$1,318.24	$2,273.25	$4,400.00	$667.26	$4,400.00	$4,400.00
1010701	500545	MEMBERSHIP / PUBLICATIONS	$3,157.00	$7,009.00	$5,500.00	$2,705.00	$5,500.00	$5,500.00
1010701	500580	TRAVEL	$0.00	$1,953.99	$2,550.00	$0.00	$2,550.00	$2,550.00
1010701	500582	MILEAGE	$36.68	$0.00	$200.00	$0.00	$200.00	$200.00
1010701	500601	OFFICE SUPPLIES	$1,990.65	$1,682.41	$2,275.00	$1,239.71	$2,275.00	$2,275.00
1010701	500602	POSTAGE/SHIPPING	$135.84	$35.50	$500.00	$7.85	$500.00	$500.00
1010701	500625	OPERATING SUPPLIES	$3,826.30	$7,623.36	$6,500.00	$2,136.34	$6,500.00	$6,500.00
1010701	500645	BOOKS/ PERIODICALS/ PUBLICATIO	$159.00	$0.00	$335.00	$0.00	$335.00	$335.00
1010701	500674	SMALL TOOLS/ EQUIPMENT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1010701	500710	TELEPHONE	$1,926.35	$2,259.06	$3,250.00	$1,622.36	$3,250.00	$3,250.00
1010701	502450	CASH SHORT/OVER	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$78,352.10	$86,338.51	$84,616.00	$73,353.86	$84,616.00	$84,616.00
		FINANCE DEPARTMENT	$700,499.88	$839,401.17	$954,694.00	$623,572.29	$891,400.00	$986,479.00

Carson City
Human Resources Department

March 22, 2023



FISCAL SUMMARY FOR GENERAL FUND

Department Name: Human Resources

Department Number: 0705

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
General Fund Support	$ 339,984	$ 370,117	$ 377,942	**2.11%**	$ 7,825
TOTAL	**$ 339,984**	**$ 370,117**	**$ 377,942**	**2.11%**	$ 7,825
EXPENDITURE					
Salary	$ 213,142	$ 225,994	$ 226,747	**0.33%**	$ 753
Benefits	108,902	109,093	117,165	**7.40%**	$ 8,072
Service & Supplies	17,940	35,030	34,030	**-2.85%**	$ (1,000)
TOTAL	**$ 339,984**	**$ 370,117**	**$ 377,942**	**2.11%**	$ 7,825
FTE	**2.2**	**2.2**	**2.2**		

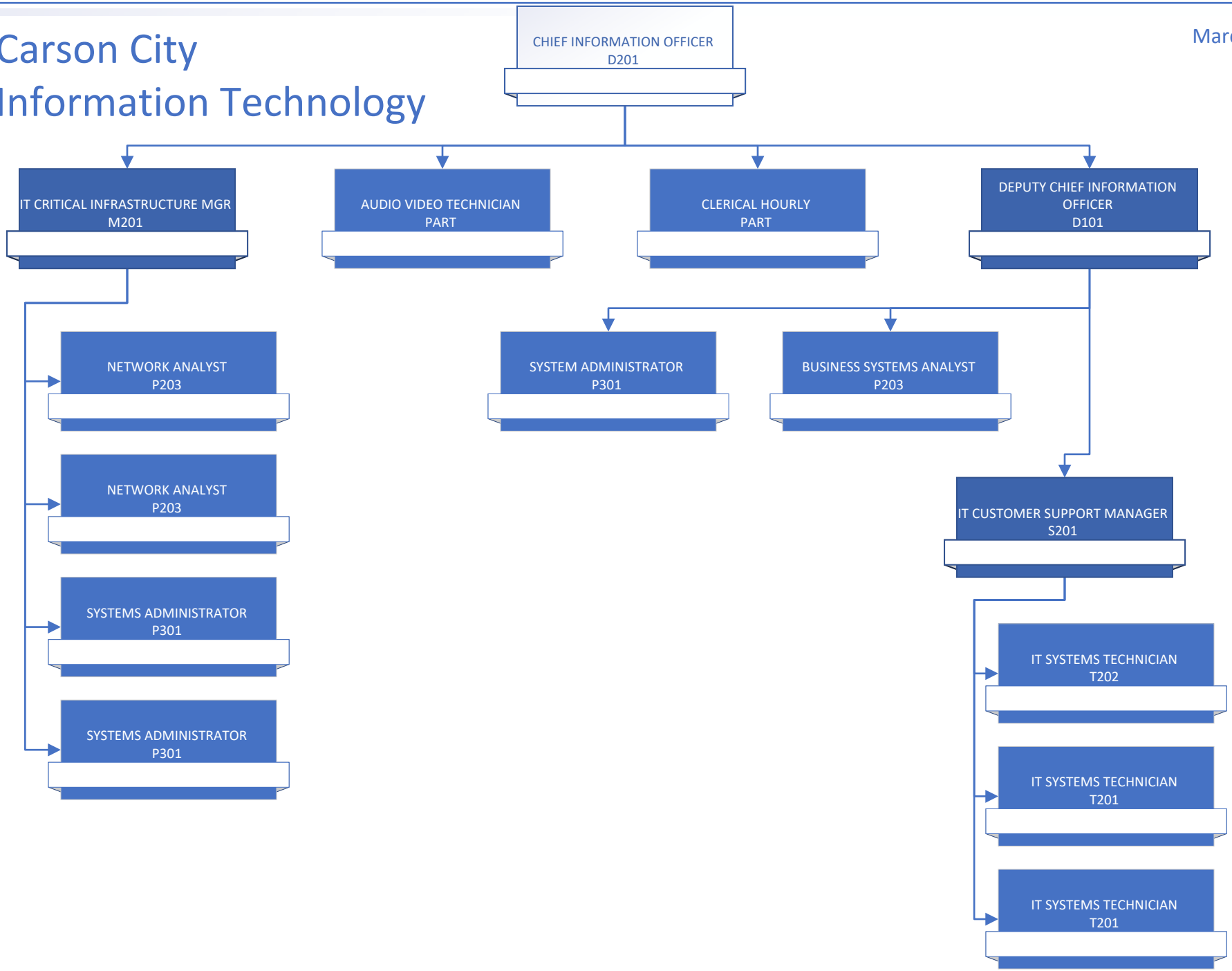
PERSONNEL DETAIL WORKSHEET
FY2023-24

DEPARTMENT: Human Resources		
DEPARTMENT NUMBER: 1010705		
POSITION / DESCRIPTION	**# OF POSITIONS**	**PROPOSED BUDGET**
SALARIES AND WAGES:		
Human Resources Director	0.70	$ 123,797
Human Resources Generalist	0.50	34,309
Recruitment Analyst	1.00	68,641
SUB-TOTAL SALARY & WAGES	2.20	$ 226,747
BENEFITS:		
Medicare		$ 3,232
Retirement		75,960
Group Insurance		32,772
Workers' Compensation		1,799
Car Allowance		2,730
Phone Allowance		672
SUB-TOTAL BENEFITS		$ 117,165
GRAND TOTAL		$ 343,912

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
HUMAN RESOURCES DEPARTMENT								
1010705	500101	SALARIES	$199,525.61	$204,395.31	$220,160.00	$153,648.46	$215,887.00	$226,747.00
1010705	500102	HOURLY/SEASONAL	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1010705	500103	ADMINISTRATIVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1010705	500106	MANAGEMENT LEAVE PAY	$5,521.50	$8,747.03	$0.00	$2,936.32	$1,092.00	$0.00
1010705	500107	ANNUAL LEAVE PAYOFF	$0.00	$0.00	$0.00	$9,014.55	$9,015.00	$0.00
1010705	500111	OVERTIME	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$205,047.11	$213,142.34	$220,160.00	$165,599.33	$225,994.00	$226,747.00
1010705	500225	MEDICARE	$2,856.51	$2,960.61	$3,064.00	$2,325.77	$3,184.00	$3,232.00
1010705	500230	RETIREMENT	$59,976.44	$63,363.77	$65,496.00	$46,583.87	$64,551.00	$75,960.00
1010705	500240	GROUP INSURANCE	$27,883.52	$28,806.54	$32,217.00	$18,319.34	$29,279.00	$27,957.00
1010705	500241	CITY HSA CONTRIBUTION	$8,362.68	$8,651.46	$8,572.00	$5,579.20	$7,057.00	$4,815.00
1010705	500250	WORKERS' COMPENSATION	$1,689.30	$1,701.38	$1,636.00	$1,071.25	$1,620.00	$1,799.00
1010705	500270	CAR ALLOWANCE	$2,740.50	$2,740.50	$2,730.00	$1,995.00	$2,730.00	$2,730.00
1010705	500271	PHONE ALLOWANCE	$677.60	$677.60	$672.00	$448.00	$672.00	$672.00
			$104,186.55	$108,901.86	$114,387.00	$76,322.43	$109,093.00	$117,165.00
1010705	500309	PROFESSIONAL SERVICES	$1,869.31	$479.00	$2,000.00	$0.00	$2,000.00	$2,000.00
1010705	500330	TRAINING	$2,920.00	$249.00	$2,920.00	$1,754.00	$2,920.00	$2,920.00
1010705	500331	OPERATING CONTRACT	$755.79	$1,655.92	$2,000.00	$1,507.92	$2,000.00	$2,000.00
1010705	500354	EMP-MGMT RELATIONS BOARD	$1,584.00	$1,716.00	$3,760.00	$1,740.00	$3,760.00	$3,760.00
1010705	500360	PUBIC DEFENDER AGREEMENT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1010705	500433	SOFTWARE MAINTENANCE COST	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1010705	500542	PRINTING/ADVERTISING	$1,810.86	$1,127.09	$2,000.00	$358.34	$2,000.00	$2,000.00
1010705	500545	MEMBERSHIP / PUBLICATIONS	$2,549.00	$1,412.05	$3,000.00	$1,492.65	$3,000.00	$3,000.00
1010705	500580	TRAVEL	$0.00	$359.14	$6,000.00	$460.96	$6,000.00	$6,000.00
1010705	500582	MILEAGE	$0.00	$76.05	$700.00	$78.60	$700.00	$700.00
1010705	500601	OFFICE SUPPLIES	$2,168.24	$1,522.37	$3,000.00	$443.78	$3,000.00	$3,000.00
1010705	500625	OPERATING SUPPLIES	$1,843.28	$2,181.38	$2,950.00	$2,057.00	$2,950.00	$2,950.00
1010705	500658	BACKGROUND SCREENING	$6,029.50	$5,861.50	$4,000.00	$3,680.50	$4,000.00	$4,000.00
1010705	500675	SMALL FURNISHINGS	$12.37	$325.90	$500.00	$0.00	$500.00	$500.00
1010705	500710	TELEPHONE	$1,000.32	$975.83	$1,200.00	$753.41	$1,200.00	$1,200.00
1010705	501422	EMPLOYEE RECOGNITION FUND	$0.00	$0.00	$1,000.00	$35.65	$1,000.00	$0.00
1010705	502450	CASH SHORT/OVER	$0.00	($1.00)	$0.00	$0.00	$0.00	$0.00
			$22,542.67	$17,940.23	$35,030.00	$14,362.81	$35,030.00	$34,030.00
		HUMAN RESOURCES DEPARTMENT	$331,776.33	$339,984.43	$369,577.00	$256,284.57	$370,117.00	$377,942.00

Carson City
Information Technology

March 9, 2023



FISCAL SUMMARY FOR GENERAL FUND

Department Name: Information Technology

Department Number: 0710

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
General Fund Support	$ 3,000,480	$ 3,493,176	$ 3,503,397	**0.29%**	$ 10,221
TOTAL	**$ 3,000,480**	**$ 3,493,176**	**$ 3,503,397**	**0.29%**	$ 10,221
EXPENDITURE					
Salary	$ 977,314	$ 1,123,968	$ 1,168,628	**3.97%**	$ 44,660
Benefits	417,708	500,376	560,538	**12.02%**	$ 60,162
Service & Supplies	1,585,276	1,868,832	1,774,231	**-5.06%**	$ (94,601)
Capital Outlay	20,182	-	-	**0.00%**	$ -
TOTAL	**$ 3,000,480**	**$ 3,493,176**	**$ 3,503,397**	**0.29%**	$ 10,221
FTE	**12.00**	**13.00**	**13.00**		

PERSONNEL DETAIL WORKSHEET
FY2023-24

DEPARTMENT: Information Technology		
DEPARTMENT NUMBER: 1010710		
POSITION / DESCRIPTION	**# OF POSITIONS**	**PROPOSED BUDGET**
SALARIES AND WAGES:		
Business Systems Analyst	1.0	$ 65,514
Chief Information Officer	1.0	149,823
Deputy Chief Info Officer	1.0	121,290
IT Systems Technician	3.0	197,070
Network Analyst	2.0	141,983
Systems Administrator	3.0	270,174
IT Customer Support Manager	1.0	71,350
IT Critical Infrastrcture Manager	1.0	113,572
Hourly		37,852
SUB-TOTAL SALARY & WAGES	13.00	$ 1,168,628
BENEFITS:		
Medicare		$ 16,950
Retirement		347,278
Group Insurance		165,473
Workers' Compensation		11,494
Car Allowance		7,800
Phone Allowance		11,520
Foul Weather Allowances		23
SUB-TOTAL BENEFITS		$ 560,538
GRAND TOTAL		$ 1,729,166

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
INFORMATION TECHNOLOGY								
1010710	500101	SALARIES	$688,705.00	$890,079.89	$1,088,029.00	$747,837.31	$1,063,364.00	$1,130,776.00
1010710	500102	HOURLY/SEASONAL	$32,452.21	$34,103.39	$37,852.00	$26,900.83	$37,852.00	$37,852.00
1010710	500103	ADMINISTRATIVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1010710	500106	MANAGEMENT LEAVE PAY	$5,762.36	$28,440.47	$0.00	$24,877.21	$16,971.00	$0.00
1010710	500107	ANNUAL LEAVE PAYOFF	$48,235.40	$16,972.91	$0.00	$8,295.15	$4,825.00	$0.00
1010710	500108	SICK LEAVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1010710	500111	OVERTIME	$7,654.88	$7,717.56	$0.00	$1,003.41	$956.00	$0.00
1010710	500112	CALL BACK PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1010710	500113	STAND-BY PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1010710	500114	F L S A	$0.03	$0.01	$0.00	$0.00	$0.00	$0.00
1010710	500116	HOLIDAY PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1010710	500125	TEMPORARY STAFFING	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1010710	500199	GRANT FUNDED ALLOCATION	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$782,809.88	$977,314.23	$1,125,881.00	$808,913.91	$1,123,968.00	$1,168,628.00
1010710	500225	MEDICARE	$11,206.99	$14,190.04	$16,320.00	$11,725.28	$16,474.00	$16,950.00
1010710	500230	RETIREMENT	$184,446.93	$249,394.80	$297,993.00	$212,084.05	$296,063.00	$347,278.00
1010710	500240	GROUP INSURANCE	$93,662.67	$104,155.34	$143,309.00	$95,882.28	$139,799.00	$148,910.00
1010710	500241	CITY HSA CONTRIBUTION	$12,839.10	$17,129.75	$19,948.00	$11,550.49	$16,840.00	$16,563.00
1010710	500250	WORKERS' COMPENSATION	$9,389.54	$14,467.46	$10,437.00	$7,814.95	$11,880.00	$11,494.00
1010710	500260	EDUCATION INCENTIVE	$224.95	$0.00	$0.00	$0.00	$0.00	$0.00
1010710	500266	FOUL WEATHER ALLOWANCE	$0.00	$22.50	$23.00	$0.00	$0.00	$23.00
1010710	500270	CAR ALLOWANCE	$2,850.00	$7,500.00	$7,800.00	$5,700.00	$7,800.00	$7,800.00
1010710	500271	PHONE ALLOWANCE	$7,600.00	$10,848.00	$11,520.00	$7,600.00	$11,520.00	$11,520.00
			$322,220.18	$417,707.89	$507,350.00	$352,357.05	$500,376.00	$560,538.00
1010710	500309	PROFESSIONAL SERVICES	$11,970.00	$32,368.50	$95,000.00	$42,484.04	$95,000.00	$45,000.00
1010710	500330	TRAINING	$9,236.63	$8,168.69	$12,350.00	$12,072.16	$12,350.00	$12,350.00
1010710	500431	VIDEO EQUIPMENT & MAINT	$22,735.47	$0.00	$40,000.00	$22,777.00	$40,000.00	$40,000.00
1010710	500432	MAINTENANCE SVC CONTRACTS	$93,373.40	$177,304.05	$126,682.00	$222,785.94	$126,682.00	$126,682.00
1010710	500433	SOFTWARE MAINTENANCE COST	$1,058,213.56	$1,095,454.96	$1,259,179.00	$1,234,667.23	$1,259,179.00	$1,214,755.00
1010710	500435	VEHICLE REPAIR & MAINT	$123.38	$137.59	$0.00	$2,167.11	$0.00	$0.00
1010710	500545	MEMBERSHIP / PUBLICATIONS	$375.00	$0.00	$575.00	$0.00	$575.00	$575.00
1010710	500580	TRAVEL	$0.00	$0.00	$4,975.00	$0.00	$4,975.00	$4,975.00
1010710	500582	MILEAGE	$37.38	$0.00	$350.00	$0.00	$350.00	$350.00
1010710	500584	WEBSITE EXPENSE	$20.87	$938.56	$8,700.00	$199.98	$8,700.00	$8,700.00
1010710	500601	OFFICE SUPPLIES	$1,202.83	$2,714.64	$4,050.00	$3,330.41	$1,250.00	$1,250.00
1010710	500602	POSTAGE/SHIPPING	$14.60	$221.79	$250.00	$0.00	$250.00	$250.00
1010710	500625	OPERATING SUPPLIES	$5,760.20	$4,707.27	$16,741.00	$4,189.26	$16,741.00	$16,741.00
1010710	500660	VEHICLE FUEL/OIL	$927.86	$1,185.25	$1,235.00	$850.49	$735.00	$735.00
1010710	500675	SMALL FURNISHINGS	$5,669.67	$3,589.87	$3,400.00	$568.99	$6,700.00	$6,700.00
1010710	500680	GIFTS & DONATIONS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1010710	500683	5 YEARS PC REFRESH PROGRAM	$134,757.85	$182,024.39	$130,000.00	$130,941.08	$130,000.00	$130,000.00
1010710	500685	OPERATING HARDWARE/SOFTWARE	$34,247.23	$36,634.96	$97,000.00	$108,828.43	$97,000.00	$97,000.00

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
1010710	500710	TELEPHONE	$27,742.13	$36,351.08	$64,874.00	$61,233.79	$64,874.00	$64,874.00
1010710	500950	ISC: FLEET MANAGEMENT	$3,840.00	$3,474.00	$3,471.00	$3,471.00	$3,471.00	$3,294.00
			$1,410,248.06	$1,585,275.60	$1,868,832.00	$1,850,566.91	$1,868,832.00	$1,774,231.00
1010710	507716	SOFTWARE REPLACEMENT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1010710	507775	EQUIPMENT	$31,467.43	$20,181.70	$0.00	($489.89)	$0.00	$0.00
			$31,467.43	$20,181.70	$0.00	($489.89)	$0.00	$0.00
		INFORMATION TECHNOLOGY	$2,546,745.55	$3,000,479.42	$3,502,063.00	$3,011,347.98	$3,493,176.00	$3,503,397.00

FISCAL SUMMARY FOR GENERAL FUND

Department Name: Northgate

Department Number: 0729

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
General Fund Support	$ 27,640	$ 34,200	$ 34,200	**0.00%**	$ -
TOTAL	**$ 27,640**	**$ 34,200**	**$ 34,200**	**0.00%**	$ -
EXPENDITURE					
Salary	$ -	$ -	$ -	**0.00%**	$ -
Benefits	-	-	-	**0.00%**	$ -
Service & Supplies	27,640	34,200	34,200	**0.00%**	$ -
TOTAL	**$ 27,640**	**$ 34,200**	**$ 34,200**	**0.00%**	$ -
FTE	**0.00**	**0.00**	**0.00**		

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
NORTHGATE BUILDING								
1010729	500712	POWER	$10,916.84	$13,491.66	$13,000.00	$10,843.70	$13,000.00	$13,000.00
1010729	500713	HEATING	$8,778.40	$11,181.18	$12,000.00	$11,603.18	$12,000.00	$12,000.00
1010729	500726	WATER CHARGES	$5,728.12	$0.00	$7,000.00	$0.00	$7,000.00	$7,000.00
1010729	500728	GARBAGE	$2,884.08	$2,967.24	$2,200.00	$2,089.16	$2,200.00	$2,200.00
			$28,307.44	$27,640.08	$34,200.00	$24,536.04	$34,200.00	$34,200.00
		NORTHGATE BUILDING	$28,307.44	$27,640.08	$34,200.00	$24,536.04	$34,200.00	$34,200.00

FISCAL SUMMARY FOR GENERAL FUND

Department Name: Internal Auditor

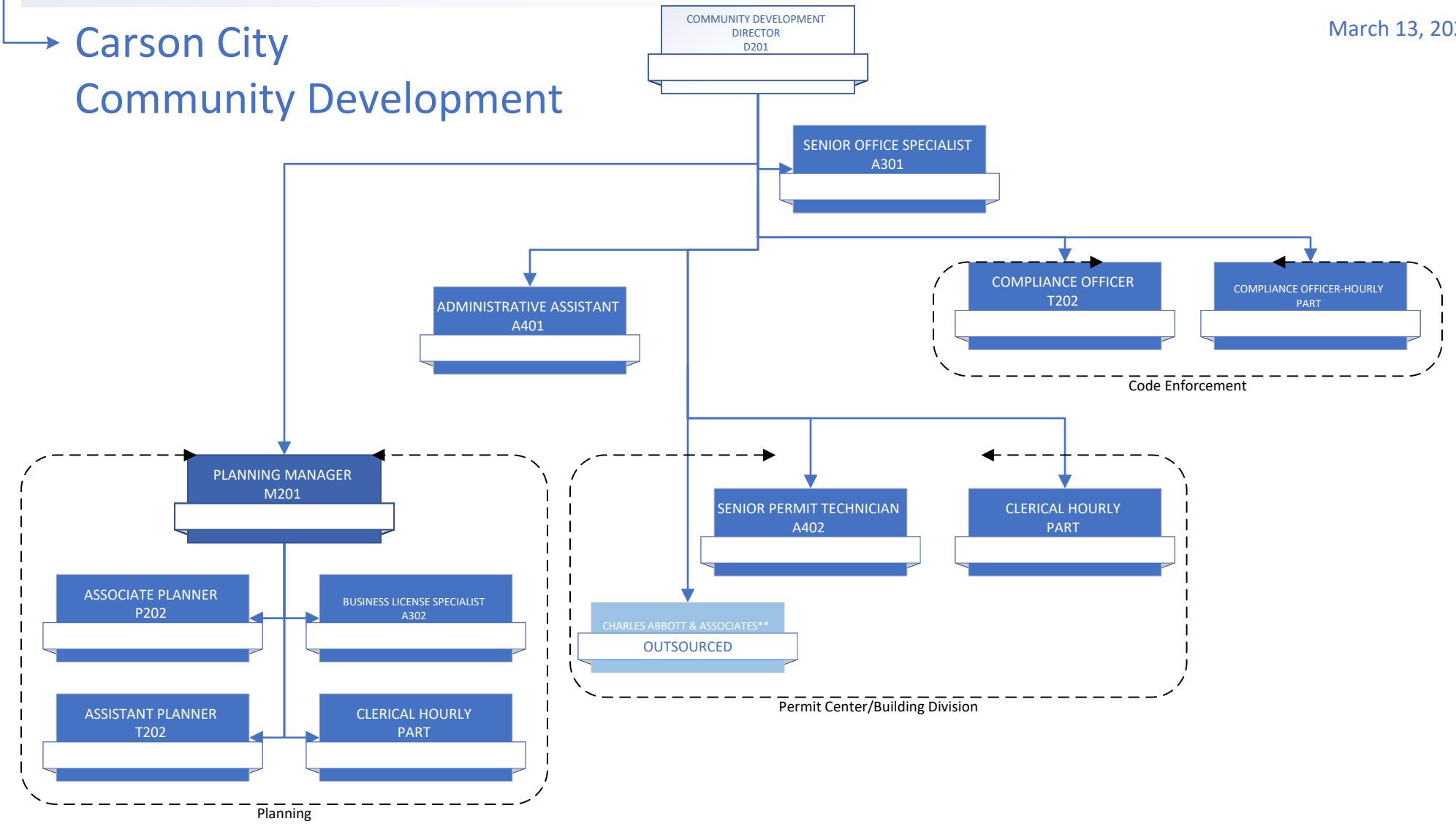
Department Number: 0800

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
General Fund Support	$ 108,504	$ 110,250	$ 110,250	**0.00%**	$ -
TOTAL	**$ 108,504**	**$ 110,250**	**$ 110,250**	**0.00%**	$ -
EXPENDITURE					
Salary	$ -	$ -	$ -	**0.00%**	$ -
Benefits	-	-	-	**0.00%**	$ -
Service & Supplies	$ 108,504	$ 110,250	$ 110,250	**0.00%**	$ -
TOTAL	**$ 108,504**	**$ 110,250**	**$ 110,250**	**0.00%**	$ -
FTE	**0.00**	**0.00**	**0.00**		

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
INTERNAL AUDITOR								
1010800	500309	PROFESSIONAL SERVICES	$104,937.50	$108,290.00	$110,000.00	$82,315.61	$110,000.00	$110,000.00
1010800	500710	TELEPHONE	$213.03	$213.94	$250.00	$169.09	$250.00	$250.00
			$105,150.53	$108,503.94	$110,250.00	$82,484.70	$110,250.00	$110,250.00
		INTERNAL AUDITOR	$105,150.53	$108,503.94	$110,250.00	$82,484.70	$110,250.00	$110,250.00

Carson City
Community Development

March 13, 2023



**Please note, the Building Division function is contracted to Charles Abbott Associates Inc. and are not Carson City employees.

FISCAL SUMMARY FOR GENERAL FUND

Department Name: Community Development

Department Number: 1425

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
General Fund Support	$ 692,257	$ 836,671	$ 866,607	**3.58%**	$ 29,936
TOTAL	**$ 692,257**	**$ 836,671**	**$ 866,607**	**3.58%**	**$ 29,936**
EXPENDITURE					
Salary	$ 471,834	$ 496,871	$ 521,479	**4.95%**	$ 24,608
Benefits	180,224	200,165	207,177	**3.50%**	7,012
Service & Supplies	40,198	139,635	137,951	**-1.21%**	(1,684)
TOTAL	**$ 692,257**	**$ 836,671**	**$ 866,607**	**3.58%**	**$ 29,936**
FTE	**5.65**	**5.40**	**5.40**		

PERSONNEL DETAIL WORKSHEET
FY2023-24

DEPARTMENT: Community Development		
DEPARTMENT NUMBER: 1425		
POSITION / DESCRIPTION	**# OF POSITIONS**	**PROPOSED BUDGET**
SALARIES AND WAGES:		
Community Development Director	0.75	$ 108,541
Planning Manager	0.90	109,674
Assistant Planner	0.75	52,619
Associate Planner	1.00	95,456
Compliance Officer	0.50	34,430
Administrative Assistant	0.75	38,761
Senior Office Specialist	0.75	38,290
Hourly Salary		43,708
SUB-TOTAL SALARY & WAGES	**5.40**	**$ 521,479**
BENEFITS:		
Medicare		$ 7,598
Retirement		153,006
Group Insurance		35,913
Workers' Compensation		5,408
Foul Weather Allowance		75
Education Incentive		188
Car Allowance		2,925
Phone Allowance		2,064
SUB-TOTAL BENEFITS		**$ 207,177**
GRAND TOTAL		**$ 728,656**

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
PLANNING DEPARTMENT								
1011425	500101	SALARIES	$447,920.84	$429,664.17	$477,238.00	$323,523.24	$452,359.00	$477,771.00
1011425	500102	HOURLY/SEASONAL	$16,636.43	$30,011.89	$43,708.00	$19,205.02	$43,708.00	$43,708.00
1011425	500103	ADMINISTRATIVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1011425	500106	MANAGEMENT LEAVE PAY	$7,774.87	$7,706.47	$0.00	$2,813.16	$804.00	$0.00
1011425	500107	ANNUAL LEAVE PAYOFF	$16,752.22	$3,643.01	$0.00	$216.97	$0.00	$0.00
1011425	500108	SICK LEAVE PAY	$44,583.45	$0.00	$0.00	$0.00	$0.00	$0.00
1011425	500109	WORKERS' COMPENSATORY LEAVE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1011425	500111	OVERTIME	$0.00	$808.83	$0.00	$0.00	$0.00	$0.00
1011425	500199	GRANT FUNDED ALLOCATION	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$533,667.81	$471,834.37	$520,946.00	$345,758.39	$496,871.00	$521,479.00
1011425	500225	MEDICARE	$7,665.42	$6,868.73	$7,503.00	$5,035.58	$7,860.00	$7,598.00
1011425	500230	RETIREMENT	$123,073.13	$123,980.56	$139,539.00	$93,890.46	$139,742.00	$153,006.00
1011425	500240	GROUP INSURANCE	$46,038.93	$36,849.49	$41,692.00	$23,397.95	$40,281.00	$34,155.00
1011425	500241	CITY HSA CONTRIBUTION	$4,025.46	$1,574.09	$1,561.00	$1,244.91	$1,766.00	$1,758.00
1011425	500250	WORKERS' COMPENSATION	$4,452.98	$5,164.39	$4,919.00	$3,334.62	$5,264.00	$5,408.00
1011425	500260	EDUCATION INCENTIVE	$168.75	$206.25	$188.00	$0.00	$188.00	$188.00
1011425	500266	FOUL WEATHER ALLOWANCE	$75.00	$75.00	$75.00	$75.00	$75.00	$75.00
1011425	500270	CAR ALLOWANCE	$2,823.75	$2,936.25	$2,925.00	$2,137.50	$2,925.00	$2,925.00
1011425	500271	PHONE ALLOWANCE	$3,121.20	$2,569.20	$2,064.00	$1,376.00	$2,064.00	$2,064.00
			$191,444.62	$180,223.96	$200,466.00	$130,492.02	$200,165.00	$207,177.00
1011425	500330	TRAINING	$321.00	$1,155.10	$3,200.00	$1,044.68	$3,200.00	$3,200.00
1011425	500430	EQUIPMENT REPAIR & MAINT	$0.00	$0.00	$400.00	$0.00	$400.00	$400.00
1011425	500432	MAINTENANCE SVC CONTRACTS	$2,130.71	$1,877.62	$500.00	$338.26	$500.00	$500.00
1011425	500433	SOFTWARE MAINTENANCE COST	$0.00	$0.00	$700.00	$51.12	$700.00	$700.00
1011425	500435	VEHICLE REPAIR & MAINT	$0.00	$1,939.21	$0.00	$266.74	$0.00	$0.00
1011425	500444	OFFICE EQUIPMENT RENTAL	$219.16	$0.00	$1,500.00	$0.00	$1,500.00	$1,500.00
1011425	500460	MAINTENANCE CONTRACT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1011425	500461	PROPERTY CLEAN-UP	$507.68	$559.50	$85,000.00	$2,090.23	$85,000.00	$85,000.00
1011425	500542	PRINTING/ADVERTISING	$7,883.88	$9,505.99	$6,300.00	$9,383.55	$6,300.00	$6,300.00
1011425	500545	MEMBERSHIP / PUBLICATIONS	$2,510.00	$2,518.26	$2,700.00	$694.63	$2,700.00	$2,700.00
1011425	500580	TRAVEL	$0.00	$0.00	$4,000.00	$2,743.93	$4,000.00	$4,000.00
1011425	500582	MILEAGE	$0.00	$29.68	$150.00	$0.00	$150.00	$150.00
1011425	500601	OFFICE SUPPLIES	$1,618.50	$1,838.67	$2,600.00	$2,215.88	$2,600.00	$2,600.00
1011425	500602	POSTAGE/SHIPPING	$3,967.29	$6,950.30	$5,000.00	$5,403.09	$5,000.00	$5,000.00
1011425	500625	OPERATING SUPPLIES	$2,363.51	$1,683.85	$3,000.00	$1,252.90	$3,000.00	$3,000.00
1011425	500645	BOOKS/ PERIODICALS/ PUBLICATIO	$0.00	$0.00	$200.00	$0.00	$200.00	$200.00
1011425	500660	VEHICLE FUEL/OIL	$1,251.22	$1,590.65	$1,425.00	$1,078.96	$1,425.00	$1,425.00
1011425	500674	SMALL TOOLS/ EQUIPMENT	$0.00	$300.00	$0.00	$0.00	$0.00	$0.00
1011425	500675	SMALL FURNISHINGS	$3,000.00	$0.00	$500.00	$0.00	$500.00	$500.00
1011425	500710	TELEPHONE	$3,476.07	$2,954.17	$2,650.00	$2,094.18	$2,650.00	$2,650.00
1011425	500712	POWER	$974.96	$1,198.96	$1,000.00	$1,032.16	$1,000.00	$1,000.00
1011425	500713	HEATING	$287.08	$375.53	$500.00	$478.39	$500.00	$500.00

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
1011425	500950	ISC: FLEET MANAGEMENT	$4,480.00	$4,053.00	$4,050.00	$4,049.50	$4,050.00	$3,294.00
1011425	500955	ISC: RADIOS	$1,524.00	$1,668.00	$1,465.00	$1,465.00	$1,465.00	$537.00
1011425	502448	CREDIT CARD CHARGES	$0.00	$0.00	$12,795.00	$0.00	$12,795.00	$12,795.00
1011425	502450	CASH SHORT/OVER	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$36,515.06	$40,198.49	$139,635.00	$35,683.20	$139,635.00	$137,951.00
		PLANNING DEPARTMENT	$761,627.49	$692,256.82	$861,047.00	$511,933.61	$836,671.00	$866,607.00

FISCAL SUMMARY FOR GENERAL FUND

Department Name: Business License

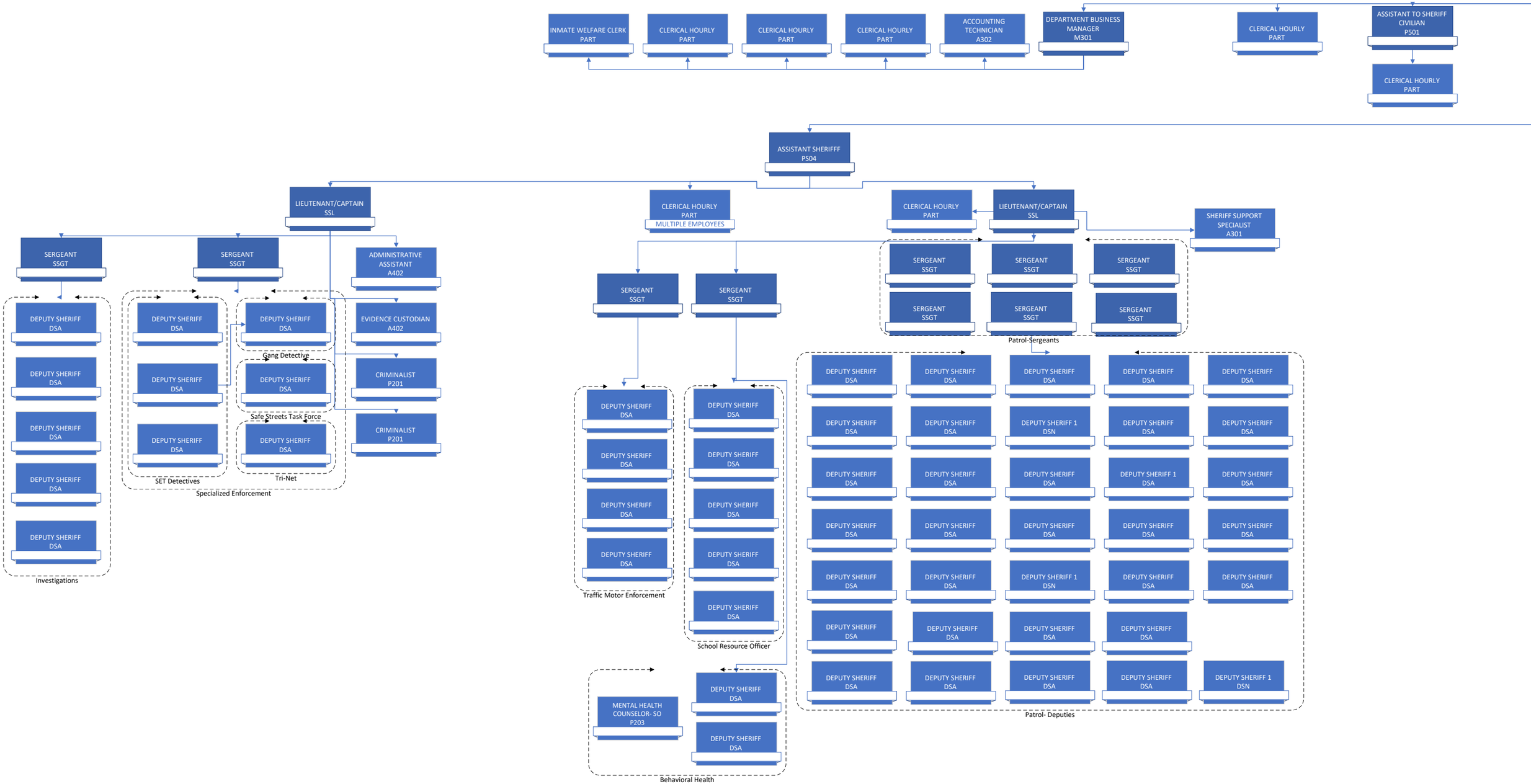
Department Number: 1430

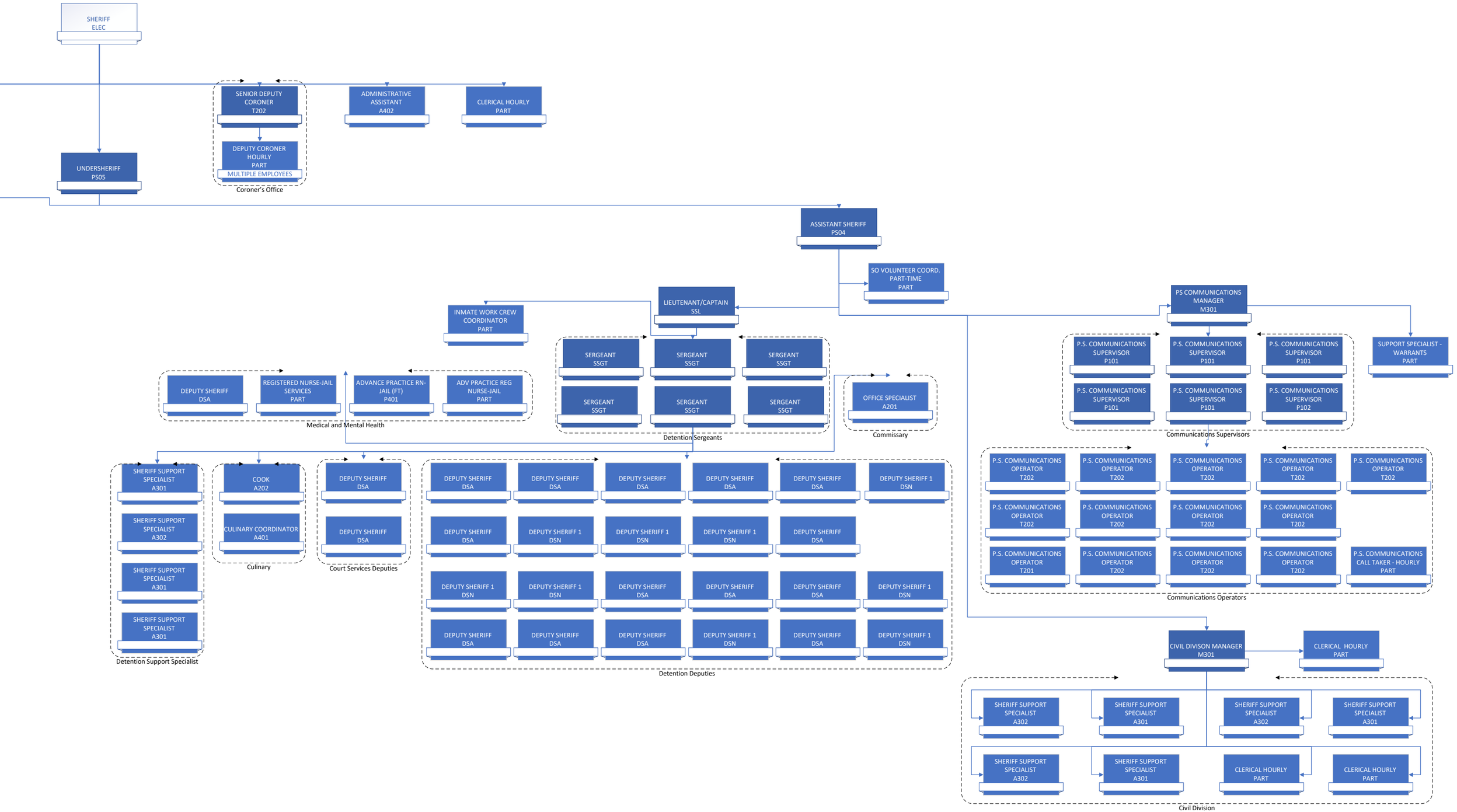
	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
General Fund Support	$ 93,003	$ 106,818	$ 131,084	**22.72%**	$ 24,266
TOTAL	**$ 93,003**	**$ 106,818**	**$ 131,084**	**22.72%**	**$ 24,266**
EXPENDITURE					
Salary	$ 55,078	$ 53,675	$ 67,698	**26.13%**	$ 14,023
Benefits	31,798	41,393	51,636	**24.75%**	10,243
Service & Supplies	6,127	11,750	11,750	**0.00%**	-
TOTAL	**$ 93,003**	**$ 106,818**	**$ 131,084**	**22.72%**	**$ 24,266**
FTE	**1.50**	**1.50**	**1.50**		

PERSONNEL DETAIL WORKSHEET
FY2023-24

DEPARTMENT: Business License		
DEPARTMENT NUMBER: 1430		
POSITION / DESCRIPTION	**# OF POSITIONS**	**PROPOSED BUDGET**
SALARIES AND WAGES:		
Business License Specialist	1.0	$ 42,657
Senior Permit Technician	0.5	25,041
SUB-TOTAL SALARY & WAGES	**1.5**	**$ 67,698**
BENEFITS:		
Medicare		$ 864
Retirement		22,678
Group Insurance		26,867
Workers' Compensation		1,227
SUB-TOTAL BENEFITS		**$ 51,636**
GRAND TOTAL		**$ 119,334**

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
BUSINESS LICENSES DEPARTMENT								
1011430	500101	SALARIES	$40,882.82	$54,921.44	$64,262.00	$29,091.87	$53,675.00	$67,698.00
1011430	500102	HOURLY/SEASONAL	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1011430	500103	ADMINISTRATIVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1011430	500107	ANNUAL LEAVE PAYOFF	$776.19	$151.63	$0.00	$0.00	$0.00	$0.00
1011430	500111	OVERTIME	$63.25	$4.70	$0.00	$0.00	$0.00	$0.00
1011430	500114	F L S A	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$41,722.26	$55,077.77	$64,262.00	$29,091.87	$53,675.00	$67,698.00
1011430	500225	MEDICARE	$602.14	$725.03	$798.00	$338.52	$660.00	$864.00
1011430	500230	RETIREMENT	$10,038.00	$16,017.08	$19,118.00	$8,654.83	$15,968.00	$22,678.00
1011430	500240	GROUP INSURANCE	$1,771.71	$10,735.62	$21,783.00	$11,152.51	$18,843.00	$22,024.00
1011430	500241	CITY HSA CONTRIBUTION	$178.64	$3,235.72	$5,816.00	$3,430.77	$4,864.00	$4,843.00
1011430	500250	WORKERS' COMPENSATION	$861.60	$1,084.70	$1,116.00	$549.95	$1,058.00	$1,227.00
1011430	500260	EDUCATION INCENTIVE	$25.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$13,477.09	$31,798.15	$48,631.00	$24,126.58	$41,393.00	$51,636.00
1011430	500330	TRAINING	$0.00	$0.00	$500.00	$0.00	$500.00	$500.00
1011430	500432	MAINTENANCE SVC CONTRACTS	$47.33	$75.83	$0.00	$0.00	$0.00	$0.00
1011430	500433	SOFTWARE MAINTENANCE COST	$175.03	$0.00	$0.00	$0.00	$0.00	$0.00
1011430	500601	OFFICE SUPPLIES	$215.99	$424.48	$750.00	$359.42	$750.00	$750.00
1011430	500602	POSTAGE/SHIPPING	$928.07	$3,135.21	$7,500.00	$1,017.03	$7,500.00	$7,500.00
1011430	500625	OPERATING SUPPLIES	$1,752.39	$980.56	$3,000.00	$493.67	$3,000.00	$3,000.00
1011430	500674	SMALL TOOLS/ EQUIPMENT	$2,500.00	$1,537.00	$0.00	$0.00	$0.00	$0.00
1011430	500710	TELEPHONE	$75.88	$73.00	$0.00	$48.27	$0.00	$0.00
1011430	502450	CASH SHORT/OVER	$58.23	($98.65)	$0.00	($2.66)	$0.00	$0.00
			$5,752.92	$6,127.43	$11,750.00	$1,915.73	$11,750.00	$11,750.00
		BUSINESS LICENSES DEPARTMENT	$60,952.27	$93,003.35	$124,643.00	$55,134.18	$106,818.00	$131,084.00


INMATE WELFARE CLERK PART
CLERICAL HOURLY PART
CLERICAL HOURLY PART
CLERICAL HOURLY PART
ACCOUNTING TECHNICIAN A302
DEPARTMENT BUSINESS MANAGER M301
CLERICAL HOURLY PART
ASSISTANT TO SHERIFF CIVILIAN P501
CLERICAL HOURLY PART
ASSISTANT SHERIFFF PS04
LIEUTENANT/CAPTAIN SSL
SERGEANT SSGT
SERGEANT SSGT
ADMINISTRATIVE ASSISTANT A402
DEPUTY SHERIFF DSA
DEPUTY SHERIFF DSA
DEPUTY SHERIFF DSA
DEPUTY SHERIFF DSA
DEPUTY SHERIFF DSA
Investigations
DEPUTY SHERIFF DSA
DEPUTY SHERIFF DSA
DEPUTY SHERIFF DSA
SET Detectives
Gang Detective
DEPUTY SHERIFF DSA
Safe Streets Task Force
DEPUTY SHERIFF DSA
Tri-Net
EVIDENCE CUSTODIAN A402
CRIMINALIST P201
CRIMINALIST P201
Specialized Enforcement
CLERICAL HOURLY PART
MULTIPLE EMPLOYEES
SERGEANT SSGT
SERGEANT SSGT
DEPUTY SHERIFF DSA
DEPUTY SHERIFF DSA
DEPUTY SHERIFF DSA
DEPUTY SHERIFF DSA
Traffic Motor Enforcement
DEPUTY SHERIFF DSA
DEPUTY SHERIFF DSA
DEPUTY SHERIFF DSA
DEPUTY SHERIFF DSA
DEPUTY SHERIFF DSA
School Resource Officer
MENTAL HEALTH COUNSELOR- SO P203
DEPUTY SHERIFF DSA
DEPUTY SHERIFF DSA
Behavioral Health
CLERICAL HOURLY PART
LIEUTENANT/CAPTAIN SSL
SHERIFF SUPPORT SPECIALIST A301
SERGEANT SSGT
SERGEANT SSGT
SERGEANT SSGT
SERGEANT SSGT
SERGEANT SSGT
SERGEANT SSGT
Patrol-Sergeants
DEPUTY SHERIFF DSA
DEPUTY SHERIFF 1 DSN
DEPUTY SHERIFF 1 DSA
DEPUTY SHERIFF 1 DSN
DEPUTY SHERIFF 1 DSN
Patrol- Deputies


SHERIFF
ELEC
UNDERSHERIFF
PS05
SENIOR DEPUTY CORONER
T202
DEPUTY CORONER HOURLY PART
MULTIPLE EMPLOYEES
Coroner's Office
ADMINISTRATIVE ASSISTANT
A402
CLERICAL HOURLY
PART
ASSISTANT SHERIFF
PS04
SO VOLUNTEER COORD. PART-TIME
PART
INMATE WORK CREW COORDINATOR
PART
LIEUTENANT/CAPTAIN
SSL
SERGEANT
SSGT
Detention Sergeants
OFFICE SPECIALIST
A201
Commissary
DEPUTY SHERIFF
DSA
REGISTERED NURSE-JAIL SERVICES
PART
ADVANCE PRACTICE RN-JAIL (FT)
P401
ADV PRACTICE REG NURSE-JAIL
PART
Medical and Mental Health
SHERIFF SUPPORT SPECIALIST
A301
SHERIFF SUPPORT SPECIALIST
A302
Detention Support Specialist
COOK
A202
CULINARY COORDINATOR
A401
Culinary
Court Services Deputies
DEPUTY SHERIFF
DSA
DEPUTY SHERIFF 1
DSN
Detention Deputies
PS COMMUNICATIONS MANAGER
M301
P.S. COMMUNICATIONS SUPERVISOR
P101
P102
SUPPORT SPECIALIST - WARRANTS
PART
Communications Supervisors
P.S. COMMUNICATIONS OPERATOR
T202
P.S. COMMUNICATIONS CALL TAKER - HOURLY
PART
T201
Communications Operators
CIVIL DIVISON MANAGER
M301
CLERICAL HOURLY
PART
Civil Division

FISCAL SUMMARY FOR GENERAL FUND

Department Name:	**Sheriff's Office - Chartered Administration**				
Department Number:	**2004**				
	2021-22 Actual	**2022-23 Estimated**	**2023-24 Proposed**	**% Change Budget**	**$ Change Budget**
REVENUE					
General Fund Support	$ 1,034,282	$ 1,175,223	$ 1,271,916	**8.23%**	$ 96,693
TOTAL	**$ 1,034,282**	**$ 1,175,223**	**$ 1,271,916**	**8.23%**	**$ 96,693**
EXPENDITURE					
Salary	$ 675,519	$ 760,530	$ 791,689	**4.10%**	$ 31,159
Benefits	358,763	414,693	480,227	**15.80%**	65,534
TOTAL	**$ 1,034,282**	**$ 1,175,223**	**$ 1,271,916**	**8.23%**	**$ 96,693**
FTE	**5.00**	**5.00**	**5.00**		

PERSONNEL DETAIL WORKSHEET
FY2023-24

DEPARTMENT: Sheriff's Office - Administration		
DEPARTMENT NUMBER: 1012004		
POSITION / DESCRIPTION	**# OF POSITIONS**	**PROPOSED BUDGET**
SALARIES AND WAGES:		
Sheriff	1.00	$ 129,248
Undersheriff	1.00	185,043
Assistant Sheriff Sworn	1.00	164,875
Assistant Sheriff Civilian	2.00	267,523
Hourly		45,000
SUB-TOTAL SALARY & WAGES	5.00	$ 791,689
BENEFITS:		
Medicare		$ 11,460
Retirement		356,018
Group Insurance		71,765
Workers' Compensation		23,904
Uniform Allowance		8,200
Car Allowance		6,000
Phone Allowance		2,880
SUB-TOTAL BENEFITS		$ 480,227
GRAND TOTAL		$ 1,271,916

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
SHERIFF'S CHARTER ADMINISTRATION								
1012004	500101	SALARIES	$600,102.10	$606,960.32	$692,129.00	$495,358.74	$702,186.00	$746,689.00
1012004	500102	HOURLY/SEASONAL	$51,218.23	$48,489.52	$45,000.00	$53,113.00	$45,000.00	$45,000.00
1012004	500106	MANAGEMENT LEAVE PAY	$5,613.56	$19,192.06	$0.00	$14,033.52	$8,798.00	$0.00
1012004	500107	ANNUAL LEAVE PAYOFF	$0.00	$0.00	$0.00	$4,546.34	$4,546.00	$0.00
1012004	500108	SICK LEAVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012004	500111	OVERTIME	$510.00	$877.50	$0.00	$525.00	$0.00	$0.00
			$657,443.89	$675,519.40	$737,129.00	$567,576.60	$760,530.00	$791,689.00
1012004	500225	MEDICARE	$9,513.83	$9,803.15	$10,706.00	$8,243.43	$11,425.00	$11,460.00
1012004	500230	RETIREMENT	$237,619.39	$251,478.97	$286,990.00	$212,551.06	$297,320.00	$356,018.00
1012004	500240	GROUP INSURANCE	$68,363.34	$62,392.41	$80,706.00	$44,570.48	$64,124.00	$68,345.00
1012004	500241	CITY HSA CONTRIBUTION	$1,952.43	$2,099.26	$2,080.00	$1,744.81	$2,757.00	$3,420.00
1012004	500250	WORKERS' COMPENSATION	$14,813.87	$17,251.31	$17,206.00	$18,286.56	$21,707.00	$23,904.00
1012004	500265	UNIFORM ALLOWANCE	$3,800.00	$4,875.00	$6,000.00	$4,000.00	$8,000.00	$8,200.00
1012004	500270	CAR ALLOWANCE	$6,023.09	$6,023.10	$6,000.00	$4,384.63	$6,000.00	$6,000.00
1012004	500271	PHONE ALLOWANCE	$4,840.00	$4,840.00	$3,840.00	$2,640.00	$3,360.00	$2,880.00
1012004	500273	SHERIFF WELLNESS PROGRAM	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$346,925.95	$358,763.20	$413,528.00	$296,420.97	$414,693.00	$480,227.00
		SHERIFF'S CHARTER ADMINISTRATION	$1,004,369.84	$1,034,282.60	$1,150,657.00	$863,997.57	$1,175,223.00	$1,271,916.00

FISCAL SUMMARY FOR GENERAL FUND

Department Name:	**Sheriff's Office - Administration**				
Department Number:	**2005**				
	2021-22 Actual	**2022-23 Estimated**	**2023-24 Proposed**	**% Change Budget**	**$ Change Budget**
REVENUE					
General Fund Support	$ 1,349,343	$ 1,299,409	$ 1,233,338	**-5.08%**	$ (66,071)
TOTAL	**$ 1,349,343**	**$ 1,299,409**	**$ 1,233,338**	**-5.08%**	**$ (66,071)**
EXPENDITURE					
Salary	$ 323,854	$ 299,244	$ 300,677	**0.48%**	$ 1,433
Benefits	275,281	185,406	256,605	**38.40%**	71,199
Service & Supplies	750,208	814,759	676,056	**-17.02%**	(138,703)
TOTAL	**$ 1,349,343**	**$ 1,299,409**	**$ 1,233,338**	**-5.08%**	**$ (66,071)**
FTE	**4.00**	**4.00**	**4.00**		

PERSONNEL DETAIL WORKSHEET
FY2023-24

DEPARTMENT: Sheriff's Office - Administration		
DEPARTMENT NUMBER: 1012005		
POSITION / DESCRIPTION	**# OF POSITIONS**	**PROPOSED BUDGET**
SALARIES AND WAGES:		
Department Business Manager	1.00	$ 81,380
Accounting Technician	1.00	53,360
Administrative Assistant	1.00	49,626
Senior Deputy Coroner	1.00	70,711
Hourly/Seasonal		45,600
SUB-TOTAL SALARY & WAGES	4.00	$ 300,677
BENEFITS:		
Medicare		$ 4,214
Retirement		85,451
Group Insurance		66,718
Workers' Compensation		4,309
Education Incentive		500
Uniform Allowance		94,150
Phone Allowance		1,263
SUB-TOTAL BENEFITS		$ 256,605
GRAND TOTAL		$ 557,282

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
SHERIFF'S ADMINISTRATION								
1012005	500101	SALARIES	$308,634.96	$255,230.08	$248,748.00	$181,231.83	$253,641.00	$255,077.00
1012005	500102	HOURLY/SEASONAL	$0.00	$60,375.00	$45,600.00	$46,500.00	$45,600.00	$45,600.00
1012005	500103	ADMINISTRATIVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012005	500104	SHIFT DIFFERENTIAL	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012005	500106	MANAGEMENT LEAVE PAY	$2,406.12	$2,894.03	$0.00	$0.00	$0.00	$0.00
1012005	500107	ANNUAL LEAVE PAYOFF	$0.00	$0.00	$0.00	$14,851.80	$0.00	$0.00
1012005	500108	SICK LEAVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012005	500111	OVERTIME	$2,449.90	$5,349.05	$0.00	$13,282.72	$0.00	$0.00
1012005	500112	CALL BACK PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012005	500113	STAND-BY PAY	$0.00	$0.00	$0.00	$2,789.26	$0.00	$0.00
1012005	500114	F L S A	$0.00	$5.52	$0.00	$10.61	$3.00	$0.00
1012005	500116	HOLIDAY PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$313,490.98	$323,853.68	$294,348.00	$258,666.22	$299,244.00	$300,677.00
1012005	500225	MEDICARE	$4,406.81	$4,555.40	$4,128.00	$3,641.50	$4,618.00	$4,214.00
1012005	500230	RETIREMENT	$78,397.24	$77,666.72	$74,002.00	$54,703.42	$75,532.00	$85,451.00
1012005	500240	GROUP INSURANCE	$59,678.80	$55,687.00	$60,473.00	$41,839.98	$60,238.00	$62,030.00
1012005	500241	CITY HSA CONTRIBUTION	$4,278.56	$4,198.52	$4,160.00	$3,124.80	$4,706.00	$4,688.00
1012005	500250	WORKERS' COMPENSATION	$4,997.45	$4,812.59	$3,919.00	$3,017.22	$4,307.00	$4,309.00
1012005	500260	EDUCATION INCENTIVE	$10,157.92	$21,101.42	$500.00	$16,681.60	$7,724.00	$500.00
1012005	500265	UNIFORM ALLOWANCE	$119,939.87	$105,923.99	$94,150.00	$40,897.22	$27,021.00	$94,150.00
1012005	500271	PHONE ALLOWANCE	$1,353.77	$1,334.93	$1,262.00	$840.00	$1,260.00	$1,263.00
1012005	500273	SHERIFF WELLNESS PROGRAM	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$283,210.42	$275,280.57	$242,594.00	$164,745.74	$185,406.00	$256,605.00
1012005	500330	TRAINING	$12,118.77	$6,984.28	$20,000.00	$12,167.83	$20,000.00	$20,000.00
1012005	500332	RECRUITMENT	$5,200.00	$4,600.00	$10,000.00	$5,200.00	$10,000.00	$10,000.00
1012005	500335	RTC INTERCITY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012005	500356	EMPLOYEE PHYSICALS	$47,964.00	$50,057.00	$49,000.00	$41,146.00	$49,000.00	$49,000.00
1012005	500430	EQUIPMENT REPAIR & MAINT	$0.00	$0.00	$1,000.00	$0.00	$1,000.00	$1,000.00
1012005	500432	MAINTENANCE SVC CONTRACTS	$33,438.17	$41,796.00	$43,850.00	$40,559.84	$43,850.00	$43,850.00
1012005	500433	SOFTWARE MAINTENANCE COST	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012005	500435	VEHICLE REPAIR & MAINT	$11,324.80	$6,015.37	$0.00	$849.50	$0.00	$0.00
1012005	500444	OFFICE EQUIPMENT RENTAL	$3,942.21	$0.00	$1,698.00	$0.00	$1,698.00	$1,698.00
1012005	500511	BONDS (NOTARY/SURETY)	$53.02	$0.00	$325.00	$0.00	$325.00	$325.00
1012005	500524	AUTOPSIES	$190,643.10	$203,342.65	$193,500.00	$66,055.62	$193,500.00	$193,500.00
1012005	500525	INMATE PAYROLL	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012005	500542	PRINTING/ADVERTISING	$550.00	$378.00	$3,000.00	$133.33	$3,000.00	$2,000.00
1012005	500545	MEMBERSHIP / PUBLICATIONS	$2,692.80	$2,988.89	$3,000.00	$3,059.16	$3,000.00	$4,000.00
1012005	500580	TRAVEL	$921.77	$917.49	$3,000.00	$736.97	$3,000.00	$3,000.00
1012005	500585	REIMBURSABLE EDUCATION	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012005	500591	EXTRADITION TRAVEL	$560.00	$7,405.50	$5,000.00	$15,405.00	$5,000.00	$5,000.00
1012005	500601	OFFICE SUPPLIES	$0.00	$0.00	$1,000.00	$1,170.88	$1,000.00	$1,000.00
1012005	500602	POSTAGE/SHIPPING	$7,717.81	$8,185.77	$8,000.00	$4,765.13	$8,000.00	$8,000.00

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
1012005	500615	PRINTING/DUPLICATING	$0.00	$0.00	$5,000.00	$0.00	$5,000.00	$5,000.00
1012005	500625	OPERATING SUPPLIES	$69,975.74	$69,561.88	$68,150.00	$51,188.58	$68,150.00	$68,150.00
1012005	500627	AMMUNITION	$1,544.91	$27,790.43	$29,285.00	$26,177.64	$29,285.00	$29,285.00
1012005	500642	DOMESTIC SUPPLIES	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012005	500645	BOOKS/ PERIODICALS/ PUBLICATIO	$0.00	$0.00	$1,500.00	$0.00	$1,500.00	$1,500.00
1012005	500660	VEHICLE FUEL/OIL	$6,516.36	$11,938.18	$12,300.00	$6,615.51	$12,300.00	$5,800.00
1012005	500674	SMALL TOOLS/ EQUIPMENT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012005	500675	SMALL FURNISHINGS	$26,406.21	$16,866.48	$21,700.00	$4,644.69	$21,700.00	$21,700.00
1012005	500680	GIFTS & DONATIONS	$3,053.95	$7,409.48	$18,316.00	$4,903.87	$18,316.00	$0.00
1012005	500710	TELEPHONE	$125,906.98	$184,965.62	$200,000.00	$165,667.36	$200,000.00	$100,000.00
1012005	500712	POWER	$45,825.08	$53,103.15	$53,000.00	$45,099.89	$53,000.00	$53,000.00
1012005	500713	HEATING	$22,145.01	$22,384.93	$23,500.00	$24,971.26	$23,500.00	$23,500.00
1012005	500950	ISC: FLEET MANAGEMENT	$21,120.00	$19,107.00	$19,090.00	$19,090.50	$19,090.00	$14,823.00
1012005	501436	DARE	$0.00	$0.00	$7,650.00	$12.07	$7,650.00	$0.00
1012005	501439	TRIAD	$0.00	$0.00	$1,669.00	$0.00	$1,669.00	$0.00
1012005	501465	SCHOOL CROSSING GUARDS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012005	501466	HONOR GUARD	$0.00	$0.00	$93.00	$0.00	$93.00	$0.00
1012005	501468	TRAINING PROGRAM	$0.00	$0.00	$208.00	$0.00	$208.00	$0.00
1012005	501470	DARE PROGRAMS	$2,444.55	$4,410.27	$10,925.00	$1,240.00	$10,925.00	$10,925.00
			$642,065.24	$750,208.37	$814,759.00	$540,860.63	$814,759.00	$676,056.00
		SHERIFF'S ADMINISTRATION	$1,238,766.64	$1,349,342.62	$1,351,701.00	$964,272.59	$1,299,409.00	$1,233,338.00

FISCAL SUMMARY FOR GENERAL FUND

Department Name:	**Sheriff's Office - Investigations**				
Department Number:	**2011**				
	2021-22 Actual	**2022-23 Estimated**	**2023-24 Proposed**	**% Change Budget**	**$ Change Budget**
REVENUE					
General Fund Support	$ 3,193,716	$ 3,079,535	$ 3,272,005	**6.25%**	$ 192,470
TOTAL	**$ 3,193,716**	**$ 3,079,535**	**$ 3,272,005**	**6.25%**	**$ 192,470**
EXPENDITURE					
Salary	$ 1,835,714	$ 1,637,880	$ 1,785,846	**9.03%**	$ 147,966
Benefits	971,515	911,153	1,108,524	**21.66%**	197,371
Service & Supplies	385,308	530,502	377,635	**-28.82%**	(152,867)
Capital Outlay	1,179	-	-	**0.00%**	-
TOTAL	**$ 3,193,716**	**$ 3,079,535**	**$ 3,272,005**	**6.25%**	**$ 192,470**
FTE	**16.00**	**17.00**	**17.00**		

PERSONNEL DETAIL WORKSHEET
FY2023-24

DEPARTMENT: Sheriff's Office - Investigations		
DEPARTMENT NUMBER: 1012011		
POSITION / DESCRIPTION	**# OF POSITIONS**	**PROPOSED BUDGET**
SALARIES AND WAGES:		
Deputy Sheriff	10.00	$ 878,183
Evidence Custodian	1.00	50,081
Criminalist	2.00	184,162
Lieutenant	1.00	139,216
Administrative Assistant	1.00	67,886
Sergeant	2.00	207,016
Shift Differential		11,948
Overtime		184,674
Call Back		36,953
Stand-by Pay		2,708
Holiday		23,019
SUB-TOTAL SALARY & WAGES	17.00	$ 1,785,846
BENEFITS:		
Medicare		$ 25,521
Retirement		696,722
Group Insurance		288,127
Workers' Compensation		63,781
Education Incentive		9,000
Uniform Allowance		23,150
Phone Allowance		2,223
SUB-TOTAL BENEFITS		$ 1,108,524
GRAND TOTAL		$ 2,894,370

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
SHERIFF'S INVESTIGATION								
1012011	500101	SALARIES	$1,261,992.79	$1,519,166.88	$1,515,818.00	$946,725.34	$1,375,761.00	$1,526,544.00
1012011	500103	ADMINISTRATIVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012011	500104	SHIFT DIFFERENTIAL	$5,898.39	$10,311.31	$11,948.00	$4,461.04	$11,948.00	$11,948.00
1012011	500107	ANNUAL LEAVE PAYOFF	$26,364.52	$10,460.65	$0.00	$9,164.93	$2,793.00	$0.00
1012011	500108	SICK LEAVE PAY	$56,658.79	$8,668.86	$0.00	$0.00	$0.00	$0.00
1012011	500111	OVERTIME	$198,515.95	$235,501.94	$184,674.00	$107,338.92	$184,674.00	$184,674.00
1012011	500112	CALL BACK PAY	$36,418.47	$15,388.49	$36,953.00	$8,804.38	$36,953.00	$36,953.00
1012011	500113	STAND-BY PAY	$6,444.36	$12,316.31	$2,708.00	$5,973.42	$2,708.00	$2,708.00
1012011	500114	F L S A	$44.57	$63.04	$0.00	$83.00	$24.00	$0.00
1012011	500116	HOLIDAY PAY	$37,184.70	$23,836.11	$23,019.00	$24,978.27	$23,019.00	$23,019.00
1012011	500199	GRANT FUNDED ALLOCATION	($40,526.06)	$0.00	$0.00	$0.00	$0.00	$0.00
			$1,588,996.48	$1,835,713.59	$1,775,120.00	$1,107,529.30	$1,637,880.00	$1,785,846.00
1012011	500225	MEDICARE	$23,324.74	$26,183.90	$25,622.00	$15,789.01	$25,084.00	$25,521.00
1012011	500230	RETIREMENT	$457,049.09	$576,490.74	$608,487.00	$361,245.40	$553,222.00	$696,722.00
1012011	500240	GROUP INSURANCE	$258,458.16	$262,120.71	$280,745.00	$150,612.09	$230,498.00	$270,835.00
1012011	500241	CITY HSA CONTRIBUTION	$4,812.51	$15,091.99	$11,631.00	$12,058.88	$16,855.00	$17,292.00
1012011	500250	WORKERS' COMPENSATION	$52,258.75	$60,479.41	$53,794.00	$34,442.27	$56,044.00	$63,781.00
1012011	500255	MEALS/EMPLOYEE AWARDS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012011	500260	EDUCATION INCENTIVE	$8,050.00	$8,600.00	$8,250.00	$3,750.00	$8,000.00	$9,000.00
1012011	500265	UNIFORM ALLOWANCE	$13,900.00	$18,950.00	$19,300.00	$7,650.00	$19,150.00	$23,150.00
1012011	500271	PHONE ALLOWANCE	$2,606.50	$3,598.50	$3,181.00	$1,560.00	$2,300.00	$2,223.00
1012011	500273	SHERIFF WELLNESS PROGRAM	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012011	500275	SICK LV CONVERTED TO PERS	$10,813.63	$0.00	$0.00	$0.00	$0.00	$0.00
			$831,273.38	$971,515.25	$1,011,010.00	$587,107.65	$911,153.00	$1,108,524.00
1012011	500309	PROFESSIONAL SERVICES	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012011	500330	TRAINING	$47,636.55	$45,575.92	$36,400.00	$31,919.52	$36,400.00	$36,400.00
1012011	500336	PHYSICALS (EMPLOYEE)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012011	500349	CONTRACTUAL SERVICES	$111,020.00	$136,527.00	$136,527.00	$0.00	$136,527.00	$136,527.00
1012011	500430	EQUIPMENT REPAIR & MAINT	$1,256.50	$1,651.61	$1,000.00	$524.02	$1,000.00	$1,000.00
1012011	500432	MAINTENANCE SVC CONTRACTS	$6,904.36	$20,952.40	$37,358.00	$11,292.99	$37,358.00	$37,358.00
1012011	500435	VEHICLE REPAIR & MAINT	$7,438.00	$13,834.42	$0.00	$3,819.44	$0.00	$0.00
1012011	500444	OFFICE EQUIPMENT RENTAL	$3,301.08	$0.00	$802.00	$0.00	$802.00	$802.00
1012011	500522	INVESTIGATION	$21,176.51	$20,473.06	$20,425.00	$13,030.47	$20,425.00	$20,425.00
1012011	500526	COUNTY CORONER	$2,385.00	$390.19	$67,074.00	$0.00	$67,074.00	$0.00
1012011	500545	MEMBERSHIP / PUBLICATIONS	$663.00	$358.00	$450.00	$415.00	$450.00	$450.00
1012011	500625	OPERATING SUPPLIES	$31,871.87	$25,133.32	$24,000.00	$12,906.14	$24,000.00	$24,000.00
1012011	500636	LABORATORY EXPENSES	$12,155.96	$17,407.68	$15,538.00	$25,106.15	$15,538.00	$15,538.00
1012011	500660	VEHICLE FUEL/OIL	$25,953.75	$38,386.73	$38,000.00	$24,105.11	$38,000.00	$32,000.00
1012011	500674	SMALL TOOLS/ EQUIPMENT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012011	500675	SMALL FURNISHINGS	$56,512.50	$12,723.38	$10,000.00	$6,605.01	$10,000.00	$10,000.00
1012011	500950	ISC: FLEET MANAGEMENT	$56,960.00	$49,215.00	$56,115.00	$56,114.50	$56,115.00	$63,135.00
1012011	501401	BOARD DESIGNATED	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
1012011	501409	PROPERTY ROOM.COM	$2,678.94	$516.01	$3,147.00	$1,608.93	$3,147.00	$0.00
1012011	501444	BOYS AND GIRLS CLUB	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012011	501447	TRI-COUNTY GANG UNIT	$0.00	$0.00	$520.00	$0.00	$520.00	$0.00
1012011	501452	SHERIFF'S OFFICE SEIZURES	$0.00	$2,163.69	$83,146.00	$20,072.21	$83,146.00	$0.00
			$387,914.02	$385,308.41	$530,502.00	$207,519.49	$530,502.00	$377,635.00
1012011	507752	SHERIFF'S OFFICE SEIZURES	$4,500.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012011	507775	EQUIPMENT	$0.00	$1,179.09	$0.00	$0.00	$0.00	$0.00
			$4,500.00	$1,179.09	$0.00	$0.00	$0.00	$0.00
		SHERIFF'S INVESTIGATION	$2,812,683.88	$3,193,716.34	$3,316,632.00	$1,902,156.44	$3,079,535.00	$3,272,005.00

FISCAL SUMMARY FOR GENERAL FUND

Department Name:	**Sheriff's Office - Operations**				
Department Number:	**2012**				
	2021-22 Actual	**2022-23 Estimated**	**2023-24 Proposed**	**% Change Budget**	**$ Change Budget**
REVENUE					
General Fund Support	$ 7,594,778	$ 8,090,361	$ 8,234,414	**1.78%**	$ 144,053
TOTAL	**$ 7,594,778**	**$ 8,090,361**	**$ 8,234,414**	**1.78%**	**$ 144,053**
EXPENDITURE					
Salary	$ 4,167,932	$ 4,313,238	$ 4,374,705	**1.43%**	$ 61,467
Benefits	2,443,520	2,780,281	3,026,579	**8.86%**	246,298
Service & Supplies	899,977	996,842	833,130	**-16.42%**	(163,712)
Capital Outlay	83,349	-	-	**0.00%**	-
TOTAL	**$ 7,594,778**	**$ 8,090,361**	**$ 8,234,414**	**1.78%**	**$ 144,053**
FTE	**47.00**	**48.00**	**47.00**		

PERSONNEL DETAIL WORKSHEET
FY2023-24

DEPARTMENT: Sheriff's Office - Operations		
DEPARTMENT NUMBER: 1012012		
POSITION / DESCRIPTION	**# OF POSITIONS**	**PROPOSED BUDGET**
SALARIES AND WAGES:		
Captain	1.00	$ 149,826
Sergeant	6.00	677,384
Deputy Sheriff	39.00	2,902,697
Sheriff Support Specialist	1.00	51,345
Shift Differential		65,000
Annual Leave Payoff		-
Sick Leave Payoff		-
Overtime		435,275
Holiday Pay		93,178
SUB-TOTAL SALARY & WAGES	47.00	$ 4,374,705
BENEFITS:		
Medicare		$ 63,060
Retirement		1,908,968
Group Insurance		753,139
Workers' Compensation		198,922
Education Incentive		18,000
Uniform Allowance		80,650
Phone Allowance		3,840
SUB-TOTAL BENEFITS		$ 3,026,579
GRAND TOTAL		$ 7,401,284

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
SHERIFF'S OPERATIONS								
1012012	500101	SALARIES	$3,618,426.85	$3,427,600.70	$3,891,491.00	$2,643,366.20	$3,714,080.00	$3,781,252.00
1012012	500103	ADMINISTRATIVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012012	500104	SHIFT DIFFERENTIAL	$66,721.10	$62,454.55	$65,000.00	$44,105.91	$65,000.00	$65,000.00
1012012	500106	MANAGEMENT LEAVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012012	500107	ANNUAL LEAVE PAYOFF	$38,259.49	$38,673.78	$35,314.00	$5,704.28	$5,704.00	$0.00
1012012	500108	SICK LEAVE PAY	$77,830.44	$112,819.03	$30,252.00	$0.00	$0.00	$0.00
1012012	500109	WORKERS' COMPENSATORY LEAVE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012012	500111	OVERTIME	$377,670.28	$452,494.74	$435,275.00	$339,530.90	$435,275.00	$435,275.00
1012012	500112	CALL BACK PAY	$9,031.26	$2,522.62	$0.00	$2,554.26	$0.00	$0.00
1012012	500113	STAND-BY PAY	$7.50	$310.91	$0.00	$0.00	$0.00	$0.00
1012012	500114	F L S A	$0.00	$28.14	$0.00	$0.52	$1.00	$0.00
1012012	500116	HOLIDAY PAY	$95,132.46	$110,741.63	$93,178.00	$92,135.29	$93,178.00	$93,178.00
1012012	500199	GRANT FUNDED ALLOCATION	($177,018.99)	($39,714.06)	$0.00	$0.00	$0.00	$0.00
			$4,106,060.39	$4,167,932.04	$4,550,510.00	$3,127,397.36	$4,313,238.00	$4,374,705.00
1012012	500225	MEDICARE	$62,721.20	$60,707.29	$66,102.00	$44,618.93	$67,156.00	$63,060.00
1012012	500230	RETIREMENT	$1,542,234.67	$1,487,898.63	$1,732,673.00	$1,152,758.31	$1,655,037.00	$1,908,968.00
1012012	500240	GROUP INSURANCE	$634,894.37	$580,223.76	$694,168.00	$478,728.19	$695,430.00	$706,023.00
1012012	500241	CITY HSA CONTRIBUTION	$38,886.94	$39,725.00	$44,847.00	$34,398.00	$46,095.00	$47,116.00
1012012	500250	WORKERS' COMPENSATION	$186,970.80	$178,413.75	$183,712.00	$124,222.73	$190,714.00	$198,922.00
1012012	500255	MEALS/EMPLOYEE AWARDS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012012	500257	DOMESTIC PARTNER INS BENEFIT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012012	500260	EDUCATION INCENTIVE	$22,100.00	$23,550.00	$21,000.00	$10,500.00	$20,000.00	$18,000.00
1012012	500265	UNIFORM ALLOWANCE	$68,800.00	$60,058.99	$82,000.00	$30,050.00	$69,350.00	$80,650.00
1012012	500271	PHONE ALLOWANCE	$4,048.00	$2,912.00	$3,840.00	$3,120.00	$4,160.00	$3,840.00
1012012	500273	SHERIFF WELLNESS PROGRAM	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012012	500275	SICK LV CONVERTED TO PERS	$0.00	$10,030.77	$0.00	$32,338.91	$32,339.00	$0.00
			$2,560,655.98	$2,443,520.19	$2,828,342.00	$1,910,735.07	$2,780,281.00	$3,026,579.00
1012012	500309	PROFESSIONAL SERVICES	$6,000.00	$6,000.00	$6,000.00	$6,000.00	$6,000.00	$6,000.00
1012012	500330	TRAINING	$31,812.24	$42,187.40	$39,200.00	$35,648.11	$39,200.00	$39,200.00
1012012	500430	EQUIPMENT REPAIR & MAINT	$0.00	$374.89	$2,500.00	$1,215.46	$2,500.00	$2,500.00
1012012	500432	MAINTENANCE SVC CONTRACTS	$2,856.26	$3,612.74	$6,447.00	$9,303.26	$6,447.00	$6,447.00
1012012	500433	SOFTWARE MAINTENANCE COST	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012012	500435	VEHICLE REPAIR & MAINT	$76,651.56	$83,033.73	$76,000.00	$74,220.58	$76,000.00	$76,000.00
1012012	500444	OFFICE EQUIPMENT RENTAL	$3,576.17	$0.00	$802.00	$0.00	$802.00	$802.00
1012012	500522	INVESTIGATION	$12,274.72	$1,907.82	$17,775.00	$1,364.84	$17,775.00	$17,775.00
1012012	500625	OPERATING SUPPLIES	$38,785.68	$48,048.37	$35,050.00	$22,488.56	$35,050.00	$35,050.00
1012012	500626	AUXILLARY UNITS	$4,436.82	$1,660.96	$15,450.00	$1,491.85	$15,450.00	$15,450.00
1012012	500660	VEHICLE FUEL/OIL	$127,820.50	$192,831.02	$192,900.00	$140,420.92	$192,900.00	$156,900.00
1012012	500674	SMALL TOOLS/ EQUIPMENT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012012	500675	SMALL FURNISHINGS	$48,914.94	$9,780.54	$45,000.00	$34,380.65	$45,000.00	$45,000.00
1012012	500950	ISC: FLEET MANAGEMENT	$232,320.00	$234,495.00	$261,482.00	$261,482.00	$261,482.00	$256,383.00
1012012	500955	ISC: RADIOS	$233,439.00	$258,128.00	$222,702.00	$222,702.00	$222,702.00	$175,623.00

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
1012012	501420	K-9 UNIT	$10,545.54	$9,634.50	$63,031.00	$15,104.34	$63,031.00	$0.00
1012012	501441	SWAT PROGRAM	$6.60	$0.00	$48.00	$0.00	$48.00	$0.00
1012012	501442	MOTOR UNIT	$898.52	$6,350.15	$8,420.00	$4,261.86	$8,420.00	$0.00
1012012	501457	SHERIFF'S EXPLORERS	$0.00	$1,931.63	$4,035.00	$372.37	$4,035.00	$0.00
			$830,338.55	$899,976.75	$996,842.00	$830,456.80	$996,842.00	$833,130.00
1012012	507705	VEHICLE REPLACEMENT PROGRAM	$0.00	$12,833.59	$0.00	$0.00	$0.00	$0.00
1012012	507743	FURNITURE & FIXTURES	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012012	507755	EQUIPMENT- K-9 DONATIONS	$13,189.00	$70,515.01	$0.00	$0.00	$0.00	$0.00
			$13,189.00	$83,348.60	$0.00	$0.00	$0.00	$0.00
		SHERIFF'S OPERATIONS	$7,510,243.92	$7,594,777.58	$8,375,694.00	$5,868,589.23	$8,090,361.00	$8,234,414.00

FISCAL SUMMARY FOR GENERAL FUND

Department Name:	**Sheriff's Office - Administrative Services**				
Department Number:	**2013**				
	2021-22 Actual	**2022-23 Estimated**	**2023-24 Proposed**	**% Change Budget**	**$ Change Budget**
REVENUE					
General Fund Support	$ 553,800	$ 607,673	$ 665,673	**9.54%**	$ 58,000
TOTAL	**$ 553,800**	**$ 607,673**	**$ 665,673**	**9.54%**	**$ 58,000**
EXPENDITURE					
Salary	$ 342,056	$ 376,990	$ 411,345	**9.11%**	$ 34,355
Benefits	157,177	166,591	196,860	**18.17%**	30,269
Service & Supplies	54,567	64,092	57,468	**-10.34%**	(6,624)
TOTAL	**$ 553,800**	**$ 607,673**	**$ 665,673**	**9.54%**	**$ 58,000**
FTE	**7.00**	**7.00**	**7.00**		

PERSONNEL DETAIL WORKSHEET
FY2023-24

DEPARTMENT: Sheriff's Office - Administrative Services		
DEPARTMENT NUMBER: 1012013		
POSITION / DESCRIPTION	**# OF POSITIONS**	**PROPOSED BUDGET**
SALARIES AND WAGES:		
Civil Division Manager	1.00	$ 72,308
Sheriff's Support Specialist	6.00	280,583
Hourly		50,003
Overtime		8,451
SUB-TOTAL SALARY & WAGES	7.00	$ 411,345
BENEFITS:		
Medicare		$ 5,850
Retirement		86,115
Group Insurance		97,782
Workers' Compensation		6,863
Education Incentive		250
SUB-TOTAL BENEFITS		$ 196,860
GRAND TOTAL		$ 608,205

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
SHERIFF'S GENERAL SERVICES								
1012013	500101	SALARIES	$314,909.56	$299,843.24	$340,285.00	$212,947.66	$315,802.00	$352,891.00
1012013	500102	HOURLY/SEASONAL	$47,937.50	$36,774.50	$50,003.00	$22,560.00	$50,003.00	$50,003.00
1012013	500103	ADMINISTRATIVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012013	500104	SHIFT DIFFERENTIAL	$9.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012013	500106	MANAGEMENT LEAVE PAY	$1,827.67	$2,669.25	$0.00	$1,338.15	$803.00	$0.00
1012013	500107	ANNUAL LEAVE PAYOFF	$54.41	$1,463.67	$0.00	$1,930.88	$1,931.00	$0.00
1012013	500108	SICK LEAVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012013	500111	OVERTIME	$652.74	$1,305.38	$8,451.00	$583.67	$8,451.00	$8,451.00
1012013	500112	CALL BACK PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012013	500114	F L S A	$4.41	$0.00	$0.00	$0.00	$0.00	$0.00
1012013	500116	HOLIDAY PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$365,395.29	$342,056.04	$398,739.00	$239,360.36	$376,990.00	$411,345.00
1012013	500225	MEDICARE	$5,172.28	$4,844.97	$5,673.00	$3,392.90	$5,578.00	$5,850.00
1012013	500230	RETIREMENT	$69,783.86	$70,332.64	$80,404.00	$48,885.52	$70,473.00	$86,115.00
1012013	500240	GROUP INSURANCE	$84,681.15	$69,697.37	$85,925.00	$48,991.01	$78,050.00	$91,864.00
1012013	500241	CITY HSA CONTRIBUTION	$3,589.30	$6,264.61	$6,206.00	$3,545.04	$5,296.00	$5,918.00
1012013	500250	WORKERS' COMPENSATION	$6,162.46	$5,437.05	$6,242.00	$3,991.34	$6,944.00	$6,863.00
1012013	500260	EDUCATION INCENTIVE	$1,150.00	$600.00	$500.00	$0.00	$250.00	$250.00
1012013	500265	UNIFORM ALLOWANCE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012013	500271	PHONE ALLOWANCE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012013	500273	SHERIFF WELLNESS PROGRAM	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$170,539.05	$157,176.64	$184,950.00	$108,805.81	$166,591.00	$196,860.00
1012013	500330	TRAINING	$180.00	$725.00	$2,000.00	$499.00	$2,000.00	$2,000.00
1012013	500430	EQUIPMENT REPAIR & MAINT	$0.00	$0.00	$1,000.00	$0.00	$1,000.00	$1,000.00
1012013	500432	MAINTENANCE SVC CONTRACTS	$7,690.20	$7,808.94	$10,770.00	$6,977.69	$10,770.00	$10,770.00
1012013	500433	SOFTWARE MAINTENANCE COST	$860.21	$0.00	$0.00	$0.00	$0.00	$0.00
1012013	500435	VEHICLE REPAIR & MAINT	$150.00	$4,871.45	$0.00	$0.00	$0.00	$0.00
1012013	500444	OFFICE EQUIPMENT RENTAL	$4,742.34	$0.00	$1,206.00	$0.00	$1,206.00	$1,206.00
1012013	500522	INVESTIGATION	$54,901.00	$32,079.25	$22,000.00	$28,134.75	$22,000.00	$22,000.00
1012013	500625	OPERATING SUPPLIES	$7,740.05	$2,550.47	$9,100.00	$5,899.79	$9,100.00	$9,100.00
1012013	500660	VEHICLE FUEL/OIL	$227.80	$1,771.21	$2,000.00	$1,261.90	$2,000.00	$2,000.00
1012013	500674	SMALL TOOLS/ EQUIPMENT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012013	500675	SMALL FURNISHINGS	$5,021.79	$199.00	$5,000.00	$347.37	$5,000.00	$5,000.00
1012013	500950	ISC: FLEET MANAGEMENT	$5,120.00	$4,632.00	$4,628.00	$4,628.00	$4,628.00	$4,392.00
1012013	501445	INCENTIVE PROGRAM	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012013	501446	NATIONAL NIGHT OUT	$0.00	$0.00	$2,380.00	$0.00	$2,380.00	$0.00
1012013	501448	VIPS	$0.00	$0.00	$4,008.00	$0.00	$4,008.00	$0.00
1012013	502450	CASH SHORT/OVER	($5.00)	($70.25)	$0.00	$0.50	$0.00	$0.00
			$86,628.39	$54,567.07	$64,092.00	$47,749.00	$64,092.00	$57,468.00
		SHERIFF'S GENERAL SERVICES	$622,562.73	$553,799.75	$647,781.00	$395,915.17	$607,673.00	$665,673.00

FISCAL SUMMARY FOR GENERAL FUND

Department Name:	**Sheriff's Office - Detention**				
Department Number:	**2014**				
	2021-22 Actual	**2022-23 Estimated**	**2023-24 Proposed**	**% Change Budget**	**$ Change Budget**
REVENUE					
General Fund Support	$ 5,809,788	$ 6,126,122	$ 6,259,079	**2.17%**	**$ 132,957**
TOTAL	**$ 5,809,788**	**$ 6,126,122**	**$ 6,259,079**	**2.17%**	**$ 132,957**
EXPENDITURE					
Salary	$ 3,338,739	$ 3,463,523	$ 3,455,889	**-0.22%**	**$ (7,634)**
Benefits	1,924,076	2,130,398	2,324,637	**9.12%**	**$ 194,239**
Service & Supplies	541,398	532,201	478,553	**-10.08%**	**$ (53,648)**
Capital Outlay	5,575	-	-	**0.00%**	**$ -**
TOTAL	**$ 5,809,788**	**$ 6,126,122**	**$ 6,259,079**	**2.17%**	**$ 132,957**
FTE	**38.00**	**39.00**	**40.00**		

PERSONNEL DETAIL WORKSHEET
FY2023-24

DEPARTMENT: Sheriff's Office - Detention		
DEPARTMENT NUMBER: 1012014		
POSITION / DESCRIPTION	**# OF POSITIONS**	**PROPOSED BUDGET**
SALARIES AND WAGES:		
Captain	1.0	$ 139,865
Sergeant	7.0	751,846
Deputy Sheriff	26.0	1,893,702
Culinary Coordinator	1.0	44,491
Cook	1.0	48,583
Sheriff Support Specialist	4.0	199,132
Shift Differential		51,800
Overtime		268,976
Holiday Pay		57,494
SUB-TOTAL SALARY & WAGES	40.0	$ 3,455,889
BENEFITS:		
Medicare		$ 49,882
Retirement		1,489,446
Group Insurance		564,340
Workers' Compensation		150,646
Education Incentive		7,500
Uniform Allowance		60,600
Phone Allowance		2,223
SUB-TOTAL BENEFITS		$ 2,324,637
GRAND TOTAL		$ 5,780,526

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
SHERIFF'S DETENTION CENTER								
1012014	500101	SALARIES	$2,587,410.20	$2,861,054.73	$3,017,077.00	$2,346,484.47	$3,050,837.00	$3,077,619.00
1012014	500103	ADMINISTRATIVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012014	500104	SHIFT DIFFERENTIAL	$49,226.60	$56,915.74	$51,800.00	$44,229.90	$51,800.00	$51,800.00
1012014	500107	ANNUAL LEAVE PAYOFF	$3,591.75	$19,880.00	$0.00	$3,215.04	$3,215.00	$0.00
1012014	500108	SICK LEAVE PAY	$0.00	$31,992.65	$0.00	$31,099.74	$31,100.00	$0.00
1012014	500109	WORKERS' COMPENSATORY LEAVE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012014	500111	OVERTIME	$251,912.76	$273,440.39	$268,976.00	$234,942.71	$268,976.00	$268,976.00
1012014	500112	CALL BACK PAY	$3,947.33	$3,894.70	$0.00	$3,569.63	$0.00	$0.00
1012014	500113	STAND-BY PAY	$0.00	$33.28	$0.00	$879.74	$0.00	$0.00
1012014	500114	F L S A	$166.71	$636.34	$0.00	$438.20	$101.00	$0.00
1012014	500116	HOLIDAY PAY	$57,576.24	$90,890.86	$57,494.00	$84,429.65	$57,494.00	$57,494.00
			$2,953,831.59	$3,338,738.69	$3,395,347.00	$2,749,289.08	$3,463,523.00	$3,455,889.00
1012014	500225	MEDICARE	$43,011.62	$48,404.09	$48,950.00	$39,342.39	$53,635.00	$49,882.00
1012014	500230	RETIREMENT	$1,059,524.52	$1,213,548.45	$1,284,339.00	$1,010,955.15	$1,324,115.00	$1,489,446.00
1012014	500240	GROUP INSURANCE	$421,174.41	$424,767.48	$505,924.00	$368,155.88	$511,744.00	$530,368.00
1012014	500241	CITY HSA CONTRIBUTION	$11,635.39	$20,676.54	$24,111.00	$22,287.21	$33,061.00	$33,972.00
1012014	500250	WORKERS' COMPENSATION	$128,297.23	$139,643.39	$131,530.00	$113,138.98	$145,773.00	$150,646.00
1012014	500255	MEALS/EMPLOYEE AWARDS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012014	500260	EDUCATION INCENTIVE	$10,275.00	$8,975.00	$10,000.00	$4,000.00	$7,750.00	$7,500.00
1012014	500265	UNIFORM ALLOWANCE	$41,350.00	$45,575.00	$55,100.00	$21,150.00	$52,100.00	$60,600.00
1012014	500271	PHONE ALLOWANCE	$4,574.50	$3,934.50	$3,180.00	$1,480.00	$2,220.00	$2,223.00
1012014	500273	SHERIFF WELLNESS PROGRAM	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012014	500275	SICK LV CONVERTED TO PERS	$0.00	$18,551.28	$0.00	$0.00	$0.00	$0.00
			$1,719,842.67	$1,924,075.73	$2,063,134.00	$1,580,509.61	$2,130,398.00	$2,324,637.00
1012014	500309	PROFESSIONAL SERVICES	$75,072.00	$75,072.00	$81,072.00	$57,104.00	$81,072.00	$81,072.00
1012014	500325	MEDICAL CARE	$40,813.21	$39,972.23	$10,000.00	$28,730.83	$10,000.00	$10,000.00
1012014	500330	TRAINING	$8,195.32	$14,263.52	$10,000.00	$12,701.51	$10,000.00	$10,000.00
1012014	500430	EQUIPMENT REPAIR & MAINT	$9,045.40	$9,296.22	$7,000.00	$6,266.09	$7,000.00	$7,000.00
1012014	500432	MAINTENANCE SVC CONTRACTS	$17,593.17	$17,888.17	$20,800.00	$22,284.95	$20,800.00	$20,800.00
1012014	500435	VEHICLE REPAIR & MAINT	$173.04	$480.52	$0.00	$0.00	$0.00	$0.00
1012014	500444	OFFICE EQUIPMENT RENTAL	$0.00	$0.00	$202.00	$0.00	$202.00	$202.00
1012014	500625	OPERATING SUPPLIES	$19,267.65	$14,044.88	$20,060.00	$14,845.73	$20,060.00	$20,060.00
1012014	500640	FOOD AND KITCHEN SUPPLIES	$240,827.40	$280,238.22	$300,000.00	$188,542.75	$300,000.00	$250,000.00
1012014	500642	DOMESTIC SUPPLIES	$72,954.16	$65,265.03	$61,125.00	$59,679.47	$61,125.00	$61,125.00
1012014	500660	VEHICLE FUEL/OIL	$1,395.00	$907.02	$4,000.00	$226.57	$4,000.00	$4,000.00
1012014	500674	SMALL TOOLS/ EQUIPMENT	$0.00	$3,596.50	$0.00	$0.00	$0.00	$0.00
1012014	500675	SMALL FURNISHINGS	$13,854.61	$13,426.11	$11,000.00	$11,212.45	$11,000.00	$11,000.00
1012014	500950	ISC: FLEET MANAGEMENT	$7,680.00	$6,948.00	$6,942.00	$6,942.00	$6,942.00	$3,294.00
			$506,870.96	$541,398.42	$532,201.00	$408,536.35	$532,201.00	$478,553.00
1012014	507605	FACILITY IMPROVEMENTS	$0.00	$5,574.75	$0.00	$26,928.00	$0.00	$0.00
			$0.00	$5,574.75	$0.00	$26,928.00	$0.00	$0.00

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
		SHERIFF'S DETENTION CENTER	$5,180,545.22	$5,809,787.59	$5,990,682.00	$4,765,263.04	$6,126,122.00	$6,259,079.00

FISCAL SUMMARY FOR GENERAL FUND

Department Name:	**Sheriff's Office - Public Safety Communications**				
Department Number:	**2017**				
	2021-22 Actual	**2022-23 Estimated**	**2023-24 Proposed**	**% Change Budget**	**$ Change Budget**
REVENUE					
General Fund Support	$ 1,859,696	$ 2,051,382	$ 2,313,416	**12.77%**	$ 262,034
TOTAL	**$ 1,859,696**	**$ 2,051,382**	**$ 2,313,416**	**12.77%**	**$ 262,034**
EXPENDITURE					
Salary	$ 1,314,012	$ 1,401,602	$ 1,569,609	**11.99%**	$ 168,007
Benefits	465,113	529,734	626,261	**18.22%**	96,527
Service & Supplies	80,571	120,046	117,546	**-2.08%**	(2,500)
TOTAL	**$ 1,859,696**	**$ 2,051,382**	**$ 2,313,416**	**12.77%**	**$ 262,034**
FTE	**20.00**	**20.00**	**20.00**		

PERSONNEL DETAIL WORKSHEET
FY2023-24

DEPARTMENT: Sheriff's Office - Public Safety Communications		
DEPARTMENT NUMBER: 1012017		
POSITION / DESCRIPTION	**# OF POSITIONS**	**PROPOSED BUDGET**
SALARIES AND WAGES:		
P.S. Communication Manager	1.00	$ 92,847
P.S. Communication Supervisor	6.00	443,079
P.S. Communication Operator	13.00	743,855
Hourly		65,640
Shift Differential		25,946
Overtime		162,995
Call Back		5,012
Holiday Pay		30,235
SUB-TOTAL SALARY & WAGES	20.00	$ 1,569,609
BENEFITS:		
Medicare		$ 22,436
Retirement		323,203
Group Insurance		262,270
Workers' Compensation		17,852
Education Incentive		500
Phone Allowance		
SUB-TOTAL BENEFITS		$ 626,261
GRAND TOTAL		$ 2,195,870

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
DISPATCH CENTER								
1012017	500101	SALARIES	$1,013,688.35	$1,031,529.19	$1,245,528.00	$743,967.23	$1,106,831.00	$1,279,781.00
1012017	500102	HOURLY/SEASONAL	$11,104.76	$15,686.81	$65,640.00	$11,978.37	$65,640.00	$65,640.00
1012017	500103	ADMINISTRATIVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012017	500104	SHIFT DIFFERENTIAL	$24,576.79	$22,157.05	$25,946.00	$15,194.68	$25,946.00	$25,946.00
1012017	500106	MANAGEMENT LEAVE PAY	$1,851.86	$3,224.34	$0.00	$0.00	$0.00	$0.00
1012017	500107	ANNUAL LEAVE PAYOFF	$6,084.30	$10,006.98	$0.00	$0.00	$0.00	$0.00
1012017	500108	SICK LEAVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012017	500111	OVERTIME	$207,047.03	$181,862.27	$162,995.00	$123,161.71	$162,995.00	$162,995.00
1012017	500112	CALL BACK PAY	$8,307.73	$4,984.51	$5,012.00	$3,783.38	$5,012.00	$5,012.00
1012017	500113	STAND-BY PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012017	500114	F L S A	$4,329.98	$4,106.46	$0.00	$7,469.06	$4,943.00	$0.00
1012017	500116	HOLIDAY PAY	$31,849.94	$40,454.76	$30,235.00	$34,046.61	$30,235.00	$30,235.00
			$1,308,840.74	$1,314,012.37	$1,535,356.00	$939,601.04	$1,401,602.00	$1,569,609.00
1012017	500225	MEDICARE	$18,711.41	$18,762.10	$22,006.00	$13,412.46	$21,858.00	$22,436.00
1012017	500230	RETIREMENT	$229,906.40	$234,684.60	$281,881.00	$175,128.89	$263,337.00	$323,203.00
1012017	500240	GROUP INSURANCE	$191,433.09	$192,892.29	$244,423.00	$139,661.50	$227,094.00	$259,926.00
1012017	500241	CITY HSA CONTRIBUTION	$2,149.52	$3,388.01	$4,160.00	$0.00	$1,279.00	$2,344.00
1012017	500250	WORKERS' COMPENSATION	$15,519.97	$14,610.82	$16,237.00	$8,731.02	$15,666.00	$17,852.00
1012017	500260	EDUCATION INCENTIVE	$375.00	$775.00	$500.00	$0.00	$500.00	$500.00
1012017	500265	UNIFORM ALLOWANCE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012017	500271	PHONE ALLOWANCE	$0.00	$0.00	$0.00	$80.00	$0.00	$0.00
1012017	500273	SHERIFF WELLNESS PROGRAM	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$458,095.39	$465,112.82	$569,207.00	$337,013.87	$529,734.00	$626,261.00
1012017	500330	TRAINING	$11,811.96	$15,123.48	$17,000.00	$5,388.89	$17,000.00	$23,000.00
1012017	500430	EQUIPMENT REPAIR & MAINT	$0.00	$0.00	$1,500.00	$423.75	$1,500.00	$1,500.00
1012017	500432	MAINTENANCE SVC CONTRACTS	$35,701.64	$8,817.25	$29,390.00	$6,664.50	$29,390.00	$23,390.00
1012017	500444	OFFICE EQUIPMENT RENTAL	$3,369.52	$0.00	$676.00	$0.00	$676.00	$676.00
1012017	500545	MEMBERSHIP / PUBLICATIONS	$142.00	$142.00	$3,000.00	$841.00	$3,000.00	$3,000.00
1012017	500625	OPERATING SUPPLIES	$17,712.20	$14,406.31	$21,630.00	$13,047.66	$21,630.00	$21,630.00
1012017	500674	SMALL TOOLS/ EQUIPMENT	$0.00	$229.00	$0.00	$0.00	$0.00	$0.00
1012017	500675	SMALL FURNISHINGS	$4,481.49	$8,155.70	$10,000.00	$1,667.69	$10,000.00	$10,000.00
1012017	500710	TELEPHONE	$18,377.34	$18,989.15	$21,000.00	$13,339.55	$21,000.00	$21,000.00
1012017	500712	POWER	$11,572.19	$14,648.66	$14,500.00	$12,156.96	$14,500.00	$12,000.00
1012017	500713	HEATING	$0.00	$59.44	$1,350.00	$385.19	$1,350.00	$1,350.00
			$103,168.34	$80,570.99	$120,046.00	$53,915.19	$120,046.00	$117,546.00
		DISPATCH CENTER	$1,870,104.47	$1,859,696.18	$2,224,609.00	$1,330,530.10	$2,051,382.00	$2,313,416.00

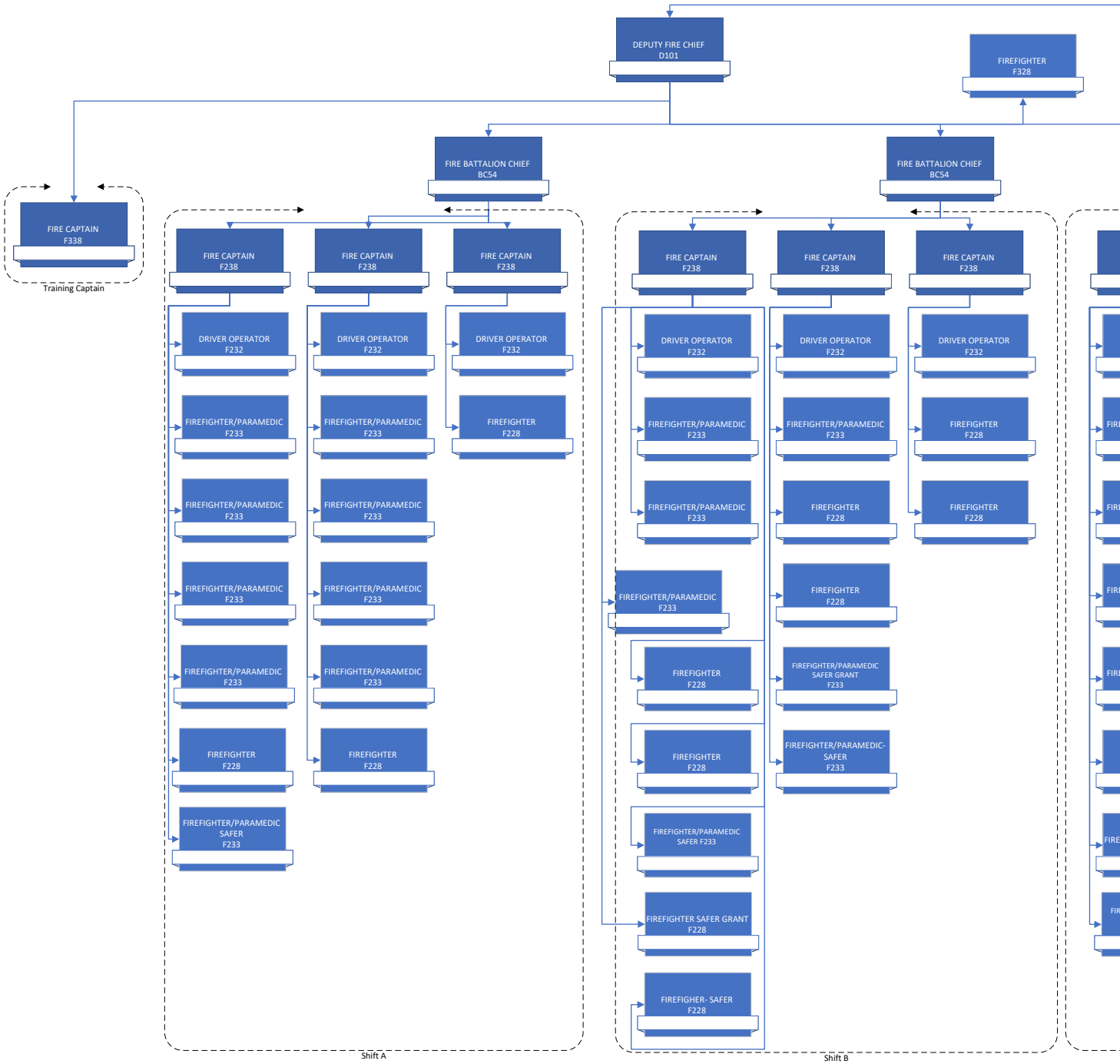
FISCAL SUMMARY FOR GENERAL FUND

Department Name:	**Sheriff's Office - Tri-Net**				
Department Number:	**2018**				
	2021-22 Actual	**2022-23 Estimated**	**2023-24 Proposed**	**% Change Budget**	**$ Change Budget**
REVENUE					
General Fund Support	$ 120,635	$ 116,552	$ 115,797	**-0.65%**	$ (755)
TOTAL	**$ 120,635**	**$ 116,552**	**$ 115,797**	**-0.65%**	**$ (755)**
EXPENDITURE					
Salary	$ 66,154	$ 53,359	$ 53,359	**0.00%**	$ -
Benefits	43,373	51,379	50,742	**-1.24%**	(637)
Service & Supplies	11,108	11,814	11,696	**-1.00%**	(118)
TOTAL	**$ 120,635**	**$ 116,552**	**$ 115,797**	**-0.65%**	**$ (755)**
FTE	**1.00**	**1.00**	**1.00**		

PERSONNEL DETAIL WORKSHEET
FY2023-24

DEPARTMENT: Sheriff' Office - Trinet		
DEPARTMENT NUMBER: 1012018		
POSITION / DESCRIPTION	**# OF POSITIONS**	**PROPOSED BUDGET**
SALARIES AND WAGES:		
Sheriff Deputy	1.0	$ 78,080
Overtime		10,279
Grant Allocation		(35,000)
SUB-TOTAL SALARY & WAGES	1.0	$ 53,359
BENEFITS:		
Medicare		$ 149
Retirement		31,671
Group Insurance		13,112
Workers' Compensation		3,610
Education Incentive		500
Uniform Allowance		1,700
SUB-TOTAL BENEFITS		$ 50,742
GRAND TOTAL		$ 104,101

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
TRI-NET OPERATIONS								
1012018	500101	SALARIES	$71,355.62	$72,043.75	$78,080.00	$0.00	$78,080.00	$78,080.00
1012018	500104	SHIFT DIFFERENTIAL	$0.00	$30.00	$0.00	$0.00	$0.00	$0.00
1012018	500111	OVERTIME	$0.00	$0.00	$10,279.00	$0.00	$10,279.00	$10,279.00
1012018	500112	CALL BACK PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012018	500113	STAND-BY PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012018	500116	HOLIDAY PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012018	500199	GRANT FUNDED ALLOCATION	$0.00	($5,919.78)	($35,000.00)	$0.00	($35,000.00)	($35,000.00)
			$71,355.62	$66,153.97	$53,359.00	$0.00	$53,359.00	$53,359.00
1012018	500225	MEDICARE	$974.02	$976.14	$149.00	$0.00	$149.00	$149.00
1012018	500230	RETIREMENT	$23,942.82	$27,873.46	$31,671.00	$0.00	$31,671.00	$31,671.00
1012018	500240	GROUP INSURANCE	$7,731.18	$7,799.29	$10,621.00	$0.00	$10,621.00	$9,984.00
1012018	500241	CITY HSA CONTRIBUTION	$2,268.31	$2,288.56	$3,128.00	$0.00	$3,128.00	$3,128.00
1012018	500250	WORKERS' COMPENSATION	$2,908.93	$3,035.14	$3,610.00	$0.00	$3,610.00	$3,610.00
1012018	500260	EDUCATION INCENTIVE	$0.00	$550.00	$500.00	$0.00	$500.00	$500.00
1012018	500265	UNIFORM ALLOWANCE	$0.00	$850.00	$1,700.00	$0.00	$1,700.00	$1,700.00
1012018	500271	PHONE ALLOWANCE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012018	500273	SHERIFF WELLNESS PROGRAM	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012018	500299	GRANT ALLOCATED FUNDS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$37,825.26	$43,372.59	$51,379.00	$0.00	$51,379.00	$50,742.00
1012018	500330	TRAINING	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012018	500435	VEHICLE REPAIR & MAINT	$35.09	$3,497.52	$0.00	$135.00	$0.00	$0.00
1012018	500522	INVESTIGATION	$0.00	$0.00	$2,500.00	$0.00	$2,500.00	$2,500.00
1012018	500625	OPERATING SUPPLIES	$12,552.00	$3,876.00	$4,000.00	$46.54	$4,000.00	$4,000.00
1012018	500660	VEHICLE FUEL/OIL	$878.25	$1,419.29	$3,000.00	$1,254.27	$3,000.00	$3,000.00
1012018	500950	ISC: FLEET MANAGEMENT	$2,560.00	$2,316.00	$2,314.00	$2,314.00	$2,314.00	$2,196.00
1012018	501299	GRANT ALLOCATION/DIRECT BILL	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$16,025.34	$11,108.81	$11,814.00	$3,749.81	$11,814.00	$11,696.00
		TRI-NET OPERATIONS	$125,206.22	$120,635.37	$116,552.00	$3,749.81	$116,552.00	$115,797.00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D101
FIREFIGHTER
F328
FIRE BATTALION CHIEF
BC54
FIRE BATTALION CHIEF
BC54
FIRE CAPTAIN
F338
Training Captain
FIRE CAPTAIN
F238
FIRE CAPTAIN
F238
FIRE CAPTAIN
F238
DRIVER OPERATOR
F232
DRIVER OPERATOR
F232
DRIVER OPERATOR
F232
FIREFIGHTER/PARAMEDIC
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F228
FIREFIGHTER
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FIREFIGHTER/PARAMEDIC
SAFER
F233
Shift A
FIRE CAPTAIN
F238
FIRE CAPTAIN
F238
FIRE CAPTAIN
F238
DRIVER OPERATOR
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DRIVER OPERATOR
F232
DRIVER OPERATOR
F232
FIREFIGHTER/PARAMEDIC
F233
FIREFIGHTER/PARAMEDIC
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FIREFIGHTER
F228
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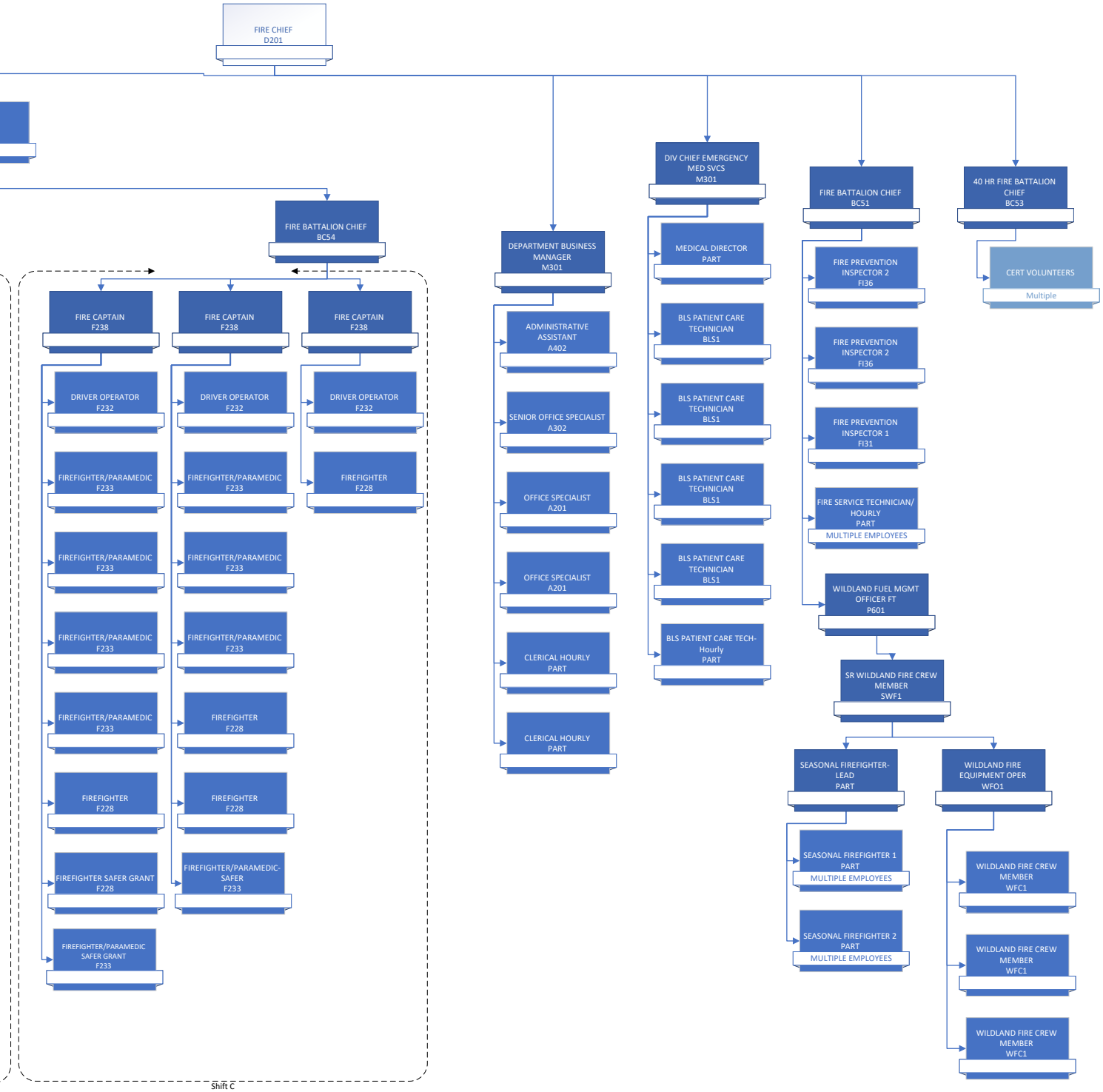
FIREFIGHTER
F228
FIREFIGHTER/PARAMEDIC
F233
FIREFIGHTER
F228
FIREFIGHTER/PARAMEDIC
SAFER GRANT
F233
FIREFIGHTER
F228
FIREFIGHTER/PARAMEDIC-
SAFER
F233
FIREFIGHTER/PARAMEDIC
SAFER F233
FIREFIGHTER SAFER GRANT
F228
FIREFIGHER- SAFER
F228
Shift B


FIRE CHIEF
D201
FIRE BATTALION CHIEF
BC54
FIRE CAPTAIN
F238
FIRE CAPTAIN
F238
FIRE CAPTAIN
F238
DRIVER OPERATOR
F232
DRIVER OPERATOR
F232
DRIVER OPERATOR
F232
FIREFIGHTER/PARAMEDIC
F233
FIREFIGHTER/PARAMEDIC
F233
FIREFIGHTER
F228
FIREFIGHTER/PARAMEDIC
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FIREFIGHTER/PARAMEDIC
F233
FIREFIGHTER
F228
FIREFIGHTER
F228
FIREFIGHTER
F228
FIREFIGHTER SAFER GRANT
F228
FIREFIGHTER/PARAMEDIC-SAFER
F233
FIREFIGHTER/PARAMEDIC SAFER GRANT
F233
Shift C
DEPARTMENT BUSINESS MANAGER
M301
ADMINISTRATIVE ASSISTANT
A402
SENIOR OFFICE SPECIALIST
A302
OFFICE SPECIALIST
A201
OFFICE SPECIALIST
A201
CLERICAL HOURLY
PART
CLERICAL HOURLY
PART
DIV CHIEF EMERGENCY MED SVCS
M301
MEDICAL DIRECTOR
PART
BLS PATIENT CARE TECHNICIAN
BLS1
BLS PATIENT CARE TECHNICIAN
BLS1
BLS PATIENT CARE TECHNICIAN
BLS1
BLS PATIENT CARE TECHNICIAN
BLS1
BLS PATIENT CARE TECH-Hourly
PART
FIRE BATTALION CHIEF
BC51
FIRE PREVENTION INSPECTOR 2
FI36
FIRE PREVENTION INSPECTOR 2
FI36
FIRE PREVENTION INSPECTOR 1
FI31
FIRE SERVICE TECHNICIAN/ HOURLY
PART
MULTIPLE EMPLOYEES
WILDLAND FUEL MGMT OFFICER FT
P601
SR WILDLAND FIRE CREW MEMBER
SWF1
SEASONAL FIREFIGHTER-LEAD
PART
SEASONAL FIREFIGHTER 1
PART
MULTIPLE EMPLOYEES
SEASONAL FIREFIGHTER 2
PART
MULTIPLE EMPLOYEES
WILDLAND FIRE EQUIPMENT OPER
WFO1
WILDLAND FIRE CREW MEMBER
WFC1
WILDLAND FIRE CREW MEMBER
WFC1
WILDLAND FIRE CREW MEMBER
WFC1
40 HR FIRE BATTALION CHIEF
BC53
CERT VOLUNTEERS
Multiple

FISCAL SUMMARY FOR GENERAL FUND

Department Name: Fire Administration

Department Number: 2505

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
General Fund Support	$ 344,835	$ 395,230	$ 383,471	**-2.98%**	$ (11,759)
TOTAL	**$ 344,835**	**$ 395,230**	**$ 383,471**	**-2.98%**	**$ (11,759)**
EXPENDITURE					
Salary	$ 186,497	$ 236,217	$ 240,309	**1.73%**	$ 4,092
Benefits	81,197	93,115	102,849	**10.45%**	9,734
Service & Supplies	77,141	65,898	40,313	**-38.83%**	(25,585)
TOTAL	**$ 344,835**	**$ 395,230**	**$ 383,471**	**-2.98%**	**$ (11,759)**
FTE	**2.5**	**2.5**	**2.5**		

PERSONNEL DETAIL WORKSHEET
FY2023-24

DEPARTMENT: Fire Admin		
DEPARTMENT NUMBER: 1012505		
POSITION / DESCRIPTION	**# OF POSITIONS**	**PROPOSED BUDGET**
SALARIES AND WAGES:		
Fire Chief	0.5	$ 88,427
Fire Dept Business Manager	1.0	87,260
Office Specialist	1.0	49,122
Hourly		15,500
SUB-TOTAL SALARY & WAGES	2.5	$ 240,309
BENEFITS:		
Medicare		$ 3,491
Retirement		67,451
Group Insurance		27,229
Workers' Compensation		3,598
Uniform Allowance		600
Phone Allowance		480
SUB-TOTAL BENEFITS		$ 102,849
GRAND TOTAL		$ 343,158

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
FIRE ADMINISTRATION								
1012505	500101	SALARIES	$182,680.63	$163,145.69	$218,439.00	$155,839.70	$216,633.00	$224,809.00
1012505	500102	HOURLY/SEASONAL	$15,160.07	$16,133.56	$15,500.00	$12,162.57	$15,500.00	$15,500.00
1012505	500106	MANAGEMENT LEAVE PAY	$3,929.34	$5,483.06	$0.00	$3,679.95	$2,697.00	$0.00
1012505	500107	ANNUAL LEAVE PAYOFF	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012505	500108	SICK LEAVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012505	500111	OVERTIME	$706.59	$1,735.38	$0.00	$1,386.50	$1,387.00	$0.00
			$202,476.63	$186,497.69	$233,939.00	$173,068.72	$236,217.00	$240,309.00
1012505	500225	MEDICARE	$2,951.57	$3,087.91	$3,408.00	$2,518.45	$3,545.00	$3,491.00
1012505	500230	RETIREMENT	$50,955.64	$53,522.01	$58,307.00	$42,597.52	$58,546.00	$67,451.00
1012505	500240	GROUP INSURANCE	$15,668.09	$17,301.24	$23,232.00	$16,462.93	$23,246.00	$23,712.00
1012505	500241	CITY HSA CONTRIBUTION	$3,237.99	$3,169.14	$3,120.00	$2,499.12	$3,538.00	$3,517.00
1012505	500250	WORKERS' COMPENSATION	$3,063.19	$3,032.41	$3,271.00	$2,694.12	$3,460.00	$3,598.00
1012505	500265	UNIFORM ALLOWANCE	$600.00	$600.00	$600.00	$300.00	$300.00	$600.00
1012505	500271	PHONE ALLOWANCE	$484.00	$484.00	$480.00	$320.00	$480.00	$480.00
			$76,960.48	$81,196.71	$92,418.00	$67,392.14	$93,115.00	$102,849.00
1012505	500330	TRAINING	$0.00	$1,521.53	$3,343.00	$3,518.40	$3,343.00	$3,343.00
1012505	500356	EMPLOYEE PHYSICALS	$584.00	$525.00	$450.00	$640.00	$450.00	$450.00
1012505	500430	EQUIPMENT REPAIR & MAINT	$371.85	$0.00	$598.00	$0.00	$598.00	$598.00
1012505	500435	VEHICLE REPAIR & MAINT	$10.80	$3,291.34	$0.00	$35.36	$0.00	$0.00
1012505	500444	OFFICE EQUIPMENT RENTAL	$2,904.94	$2,383.43	$4,436.00	$4,406.18	$4,436.00	$4,436.00
1012505	500545	MEMBERSHIP / PUBLICATIONS	$608.44	$745.00	$546.00	$620.00	$546.00	$546.00
1012505	500580	TRAVEL	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012505	500585	REIMBURSABLE EDUCATION	$0.00	$0.00	$245.00	$0.00	$245.00	$245.00
1012505	500590	REIMBURSABLE FIRE	$10,449.28	$25,387.99	$0.00	$12,178.11	$12,200.00	$0.00
1012505	500601	OFFICE SUPPLIES	$1,247.93	$1,748.16	$1,500.00	$1,385.40	$1,500.00	$1,500.00
1012505	500602	POSTAGE/SHIPPING	$497.89	$525.93	$345.00	$325.93	$345.00	$345.00
1012505	500625	OPERATING SUPPLIES	$2,977.24	$3,837.30	$2,333.00	$966.35	$2,333.00	$2,333.00
1012505	500660	VEHICLE FUEL/OIL	$2,713.31	$4,617.71	$4,725.00	$3,425.40	$4,725.00	$1,225.00
1012505	500675	SMALL FURNISHINGS	$2,671.93	$2,549.00	$0.00	$4,912.48	$4,912.00	$0.00
1012505	500680	GIFTS & DONATIONS	$0.00	$554.21	$1,383.00	$153.48	$1,383.00	$0.00
1012505	500682	911 MEMORIAL	$0.00	$0.00	$3,000.00	$0.00	$3,000.00	$0.00
1012505	500710	TELEPHONE	$16,910.34	$21,348.12	$14,312.00	$18,338.32	$14,312.00	$14,312.00
1012505	500950	ISC: FLEET MANAGEMENT	$8,960.00	$8,106.00	$11,570.00	$11,570.00	$11,570.00	$10,980.00
1012505	502450	CASH SHORT/OVER	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$50,907.95	$77,140.72	$48,786.00	$62,475.41	$65,898.00	$40,313.00
1012505	507760	CAP OUTLAY-LEASES	$9,277.88	$0.00	$0.00	$0.00	$0.00	$0.00
			$9,277.88	$0.00	$0.00	$0.00	$0.00	$0.00
		FIRE ADMINISTRATION	$339,622.94	$344,835.12	$375,143.00	$302,936.27	$395,230.00	$383,471.00

FISCAL SUMMARY FOR GENERAL FUND

Department Name: Fire Operations

Department Number: 2512

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
General Fund Support	$ 8,943,715	$ 8,915,492	$ 9,982,362	**11.97%**	$ 1,066,870
Intergovernmental	-	-	-	**0.00%**	-
Charges for Services	-	-	-	**0.00%**	-
TOTAL	**$ 8,943,715**	**$ 8,915,492**	**$ 9,982,362**	**11.97%**	**$ 1,066,870**
EXPENDITURE					
Salary	$ 5,399,747	$ 5,095,194	$ 5,594,471	**9.80%**	$ 499,277
Benefits	2,843,363	3,076,992	3,744,217	**21.68%**	667,225
Service & Supplies	700,605	743,306	643,674	**-13.40%**	(99,632)
TOTAL	**$ 8,943,715**	**$ 8,915,492**	**$ 9,982,362**	**11.97%**	**$ 1,066,870**
FTE	**40**	**40**	**49**		

PERSONNEL DETAIL WORKSHEET
FY2023-24

DEPARTMENT: Fire Operations		
DEPARTMENT NUMBER: 1012512		
POSITION / DESCRIPTION	**# OF POSITIONS**	**PROPOSED BUDGET**
SALARIES AND WAGES:		
Fire Battalion Chief	3.0	$ 465,829
Deputy Fire Chief	1.0	160,776
Fire Captain	9.0	1,102,525
Driver/Operater	9.0	929,637
Firefighters	16.0	1,252,467
Firefighters/Paramedics	11.0	809,802
Acting Pay		55,978
FLSA		35,947
Overtime		678,111
Call Back		103,399
SUB-TOTAL SALARY & WAGES	49.0	$ 5,594,471
BENEFITS:		
Medicare		$ 79,557
Retirement		2,392,531
Group Insurance		968,026
Workers' Compensation		244,583
Uniform Allowance		57,600
Phone Allowance		1,920
SUB-TOTAL BENEFITS		$ 3,744,217
GRAND TOTAL		$ 9,338,688

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
FIRE OPERATIONS								
1012512	500101	SALARIES	$3,723,644.55	$4,027,229.37	$4,204,671.00	$3,121,496.21	$4,213,401.00	$4,721,036.00
1012512	500102	HOURLY/SEASONAL	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012512	500105	ACTING PAY	$20,503.03	$28,365.32	$55,978.00	$19,268.74	$55,978.00	$55,978.00
1012512	500106	MANAGEMENT LEAVE PAY	$5,618.70	$11,532.18	$0.00	$6,930.05	$6,330.00	$0.00
1012512	500107	ANNUAL LEAVE PAYOFF	$14,910.00	$30,096.25	$0.00	$168.60	$169.00	$0.00
1012512	500108	SICK LEAVE PAY	$21,866.15	$72,712.68	$0.00	$1,858.77	$1,859.00	$0.00
1012512	500109	WORKERS' COMPENSATORY LEAVE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012512	500111	OVERTIME	$1,329,432.13	$1,189,264.17	$678,111.00	$543,838.27	$678,111.00	$678,111.00
1012512	500112	CALL BACK PAY	$19,812.39	$0.00	$103,399.00	$28,484.24	$103,399.00	$103,399.00
1012512	500114	F L S A	$38,036.90	$40,547.15	$35,947.00	$27,769.80	$35,947.00	$35,947.00
1012512	500125	TEMPORARY STAFFING	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012512	500199	GRANT FUNDED ALLOCATION	($614,940.99)	$0.00	$0.00	$0.00	$0.00	$0.00
			$4,558,882.86	$5,399,747.12	$5,078,106.00	$3,749,814.68	$5,095,194.00	$5,594,471.00
1012512	500225	MEDICARE	$74,122.45	$76,718.69	$72,257.00	$53,221.83	$79,740.00	$79,557.00
1012512	500230	RETIREMENT	$1,619,062.51	$1,757,978.64	$1,894,399.00	$1,365,563.29	$1,891,237.00	$2,392,531.00
1012512	500240	GROUP INSURANCE	$653,507.10	$694,150.86	$781,819.00	$556,650.21	$786,572.00	$885,761.00
1012512	500241	CITY HSA CONTRIBUTION	$45,317.54	$60,120.46	$59,586.00	$46,570.43	$66,059.00	$82,265.00
1012512	500250	WORKERS' COMPENSATION	$202,623.14	$203,130.50	$193,661.00	$152,364.57	$203,464.00	$244,583.00
1012512	500265	UNIFORM ALLOWANCE	$49,200.00	$48,600.00	$48,000.00	$24,600.00	$48,000.00	$57,600.00
1012512	500271	PHONE ALLOWANCE	$2,072.00	$2,664.00	$2,880.00	$1,280.00	$1,920.00	$1,920.00
			$2,645,904.74	$2,843,363.15	$3,052,602.00	$2,200,250.33	$3,076,992.00	$3,744,217.00
1012512	500330	TRAINING	$10,481.87	$11,073.69	$12,000.00	$1,727.18	$12,000.00	$12,000.00
1012512	500356	EMPLOYEE PHYSICALS	$24,387.30	$26,688.30	$20,051.00	$23,731.69	$20,051.00	$20,051.00
1012512	500424	LAUNDRY SERVICE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012512	500430	EQUIPMENT REPAIR & MAINT	$42,924.54	$31,290.81	$46,660.00	$14,268.83	$46,660.00	$46,660.00
1012512	500433	SOFTWARE MAINTENANCE COST	$670.34	$0.00	$18,750.00	$24,941.04	$18,750.00	$37,650.00
1012512	500434	BUILDING REPAIR & MAINT	$14,137.80	$9,710.97	$15,000.00	$5,556.11	$15,000.00	$15,000.00
1012512	500435	VEHICLE REPAIR & MAINT	$45,705.22	$59,596.31	$51,000.00	$22,877.30	$51,000.00	$51,000.00
1012512	500441	IRRIGATION SUPPLIES	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012512	500542	PRINTING/ADVERTISING	$983.83	$89.97	$0.00	$0.00	$0.00	$0.00
1012512	500545	MEMBERSHIP / PUBLICATIONS	$1,154.32	$1,051.50	$520.00	$1,403.81	$520.00	$520.00
1012512	500580	TRAVEL	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012512	500585	REIMBURSABLE EDUCATION	$3,003.04	$9,774.50	$0.00	$8,000.00	$0.00	$0.00
1012512	500601	OFFICE SUPPLIES	$2,007.79	$2,369.24	$2,507.00	$1,614.30	$2,507.00	$2,507.00
1012512	500602	POSTAGE/SHIPPING	$175.37	$223.33	$800.00	$410.36	$800.00	$800.00
1012512	500625	OPERATING SUPPLIES	$45,067.06	$41,479.57	$32,083.00	$46,792.22	$32,083.00	$32,083.00
1012512	500643	JANITORIAL SUPPLIES	$4,107.72	$4,033.27	$3,000.00	$536.88	$3,000.00	$3,000.00
1012512	500660	VEHICLE FUEL/OIL	$33,034.82	$54,313.32	$54,500.00	$35,150.76	$54,500.00	$35,000.00
1012512	500668	PERSONNEL PROTECTIVE EQ.	$98,542.35	$71,415.97	$92,500.00	$43,081.44	$92,500.00	$92,500.00
1012512	500672	SUPPLIED UNIFORMS	$0.00	$2,946.95	$2,413.00	$3,703.19	$2,413.00	$2,413.00
1012512	500674	SMALL TOOLS/ EQUIPMENT	$20,921.84	$15,362.58	$46,000.00	$22,002.20	$46,000.00	$46,000.00
1012512	500675	SMALL FURNISHINGS	$0.00	$7,014.26	$0.00	$0.00	$0.00	$0.00

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
1012512	500710	TELEPHONE	$17,016.71	$13,085.05	$13,042.00	$5,219.09	$13,042.00	$10,042.00
1012512	500712	POWER	$26,769.19	$35,630.98	$36,346.00	$33,184.50	$36,346.00	$31,846.00
1012512	500713	HEATING	$15,272.73	$17,141.94	$17,496.00	$21,307.48	$17,496.00	$11,496.00
1012512	500950	ISC: FLEET MANAGEMENT	$116,480.00	$111,168.00	$100,659.00	$100,659.00	$100,659.00	$87,840.00
1012512	500955	ISC: RADIOS	$131,348.00	$175,144.00	$147,979.00	$147,979.00	$147,979.00	$105,266.00
1012512	501433	IMPACT FEE-LOMPA RANCH	$0.00	$0.00	$30,000.00	$0.00	$30,000.00	$0.00
			$654,191.84	$700,604.51	$743,306.00	$564,146.38	$743,306.00	$643,674.00
		FIRE OPERATIONS	$7,858,979.44	$8,943,714.78	$8,874,014.00	$6,514,211.39	$8,915,492.00	$9,982,362.00

FISCAL SUMMARY FOR GENERAL FUND

Department Name: Fire Prevention

Department Number: 2515

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
General Fund Support	$ 575,269	$ 659,943	$ 634,215	**-3.90%**	$ (25,728)
TOTAL	**$ 575,269**	**$ 659,943**	**$ 634,215**	**-3.90%**	**$ (25,728)**
EXPENDITURE					
Salary	$ 363,512	$ 413,377	$ 389,584	**-5.76%**	$ (23,793)
Benefits	137,693	146,516	159,568	**8.91%**	13,052
Service & Supplies	74,064	100,050	85,063	**-14.98%**	(14,987)
TOTAL	**$ 575,269**	**$ 659,943**	**$ 634,215**	**-3.90%**	**$ (25,728)**
FTE	**3.56**	**3.56**	**3.56**		

PERSONNEL DETAIL WORKSHEET
FY2023-24

DEPARTMENT: Fire Prevention		
DEPARTMENT NUMBER: 1012515		
POSITION / DESCRIPTION	**# OF POSITIONS**	**PROPOSED BUDGET**
SALARIES AND WAGES:		
Fire Batalion Chief	1.00	$ 141,794
Fire Prevention Inspector	1.56	143,199
Administrative Assistant	1.00	62,099
Hourly		36,000
Overtime		6,492
SUB-TOTAL SALARY & WAGES	3.56	$ 389,584
BENEFITS:		
Medicare		$ 5,709
Retirement		105,937
Group Insurance		27,483
Workers' Compensation		14,909
Uniform Allowance		3,072
Phone Allowance		2,458
SUB-TOTAL BENEFITS		$ 159,568
GRAND TOTAL		$ 549,152

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
FIRE PREVENTION								
1012515	500101	SALARIES	$317,233.49	$322,646.55	$368,453.00	$244,700.99	$337,871.00	$347,092.00
1012515	500102	HOURLY/SEASONAL	$10,785.81	$10,336.64	$36,000.00	$5,263.75	$36,000.00	$36,000.00
1012515	500103	ADMINISTRATIVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012515	500106	MANAGEMENT LEAVE PAY	$265.57	$547.08	$0.00	$2,683.26	$2,683.00	$0.00
1012515	500107	ANNUAL LEAVE PAYOFF	$0.00	$22,725.29	$0.00	$10,528.23	$10,528.00	$0.00
1012515	500108	SICK LEAVE PAY	$0.00	$0.00	$0.00	$19,789.09	$19,789.00	$0.00
1012515	500111	OVERTIME	$4,896.32	$7,256.25	$6,492.00	$6,354.82	$6,492.00	$6,492.00
1012515	500114	F L S A	$5.48	$0.00	$0.00	$14.07	$14.00	$0.00
1012515	500116	HOLIDAY PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012515	500125	TEMPORARY STAFFING	$1,842.29	$0.00	$0.00	$0.00	$0.00	$0.00
1012515	500199	GRANT FUNDED ALLOCATION	($4,970.57)	$0.00	$0.00	$0.00	$0.00	$0.00
			$330,058.39	$363,511.81	$410,945.00	$289,334.21	$413,377.00	$389,584.00
1012515	500225	MEDICARE	$4,839.34	$4,937.73	$5,983.00	$4,227.80	$6,210.00	$5,709.00
1012515	500230	RETIREMENT	$90,060.47	$85,951.39	$102,054.00	$67,954.39	$93,238.00	$105,937.00
1012515	500240	GROUP INSURANCE	$30,343.95	$22,101.60	$35,770.00	$14,302.03	$20,749.00	$22,795.00
1012515	500241	CITY HSA CONTRIBUTION	$5,823.26	$5,332.07	$6,416.00	$3,143.22	$4,531.00	$4,688.00
1012515	500250	WORKERS' COMPENSATION	$12,669.11	$14,370.68	$13,844.00	$12,528.56	$16,258.00	$14,909.00
1012515	500265	UNIFORM ALLOWANCE	$2,736.00	$2,736.00	$3,072.00	$1,536.00	$3,072.00	$3,072.00
1012515	500271	PHONE ALLOWANCE	$2,173.44	$2,263.68	$2,458.00	$1,638.40	$2,458.00	$2,458.00
			$148,645.57	$137,693.15	$169,597.00	$105,330.40	$146,516.00	$159,568.00
1012515	500330	TRAINING	$3,141.82	$7,802.25	$12,516.00	$3,403.00	$12,516.00	$12,516.00
1012515	500356	EMPLOYEE PHYSICALS	$2,229.00	$1,055.00	$1,300.00	$2,017.00	$1,300.00	$1,300.00
1012515	500430	EQUIPMENT REPAIR & MAINT	$3,929.96	$885.21	$2,000.00	$851.88	$2,000.00	$2,000.00
1012515	500542	PRINTING/ADVERTISING	$464.98	$664.97	$500.00	$29.99	$500.00	$500.00
1012515	500545	MEMBERSHIP / PUBLICATIONS	$5,392.12	$3,705.60	$8,177.00	$890.00	$8,177.00	$8,177.00
1012515	500580	TRAVEL	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012515	500585	REIMBURSABLE EDUCATION	$4,000.00	$4,000.00	$0.00	$1,957.00	$0.00	$0.00
1012515	500601	OFFICE SUPPLIES	$488.17	$0.00	$1,500.00	$0.00	$1,500.00	$1,500.00
1012515	500615	PRINTING/DUPLICATING	$0.00	$0.00	$400.00	$0.00	$400.00	$400.00
1012515	500625	OPERATING SUPPLIES	$6,306.98	$4,330.06	$7,834.00	$3,213.22	$7,834.00	$7,834.00
1012515	500660	VEHICLE FUEL/OIL	$9,220.61	$16,901.87	$16,000.00	$12,972.42	$16,000.00	$11,000.00
1012515	500674	SMALL TOOLS/ EQUIPMENT	$1,017.95	$667.59	$3,500.00	$3,056.94	$3,500.00	$3,500.00
1012515	500675	SMALL FURNISHINGS	$3,009.78	$323.07	$0.00	$489.00	$0.00	$0.00
1012515	500710	TELEPHONE	$193.95	$145.99	$1,200.00	$114.54	$1,200.00	$1,200.00
1012515	500950	ISC: FLEET MANAGEMENT	$33,280.00	$33,582.00	$45,123.00	$45,123.00	$45,123.00	$35,136.00
			$72,675.32	$74,063.61	$100,050.00	$74,117.99	$100,050.00	$85,063.00
		FIRE PREVENTION	$551,379.28	$575,268.57	$680,592.00	$468,782.60	$659,943.00	$634,215.00

FISCAL SUMMARY FOR GENERAL FUND

Department Name: Fire Training

Department Number: 2520

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
General Fund Support	$ 351,188	$ 400,265	$ 397,988	**-0.57%**	**$ (2,277)**
TOTAL	**$ 351,188**	**$ 400,265**	**$ 397,988**	**-0.57%**	**$ (2,277)**
EXPENDITURE					
Salary	$ 156,295	$ 180,175	$ 181,484	**0.73%**	**$ 1,309**
Benefits	83,045	97,036	107,569	**10.85%**	**$ 10,533**
Service & Supplies	111,848	123,054	108,935	**-11.47%**	**$ (14,119)**
TOTAL	**$ 351,188**	**$ 400,265**	**$ 397,988**	**-0.57%**	**$ (2,277)**
FTE	**1.50**	**1.50**	**1.50**		

PERSONNEL DETAIL WORKSHEET
FY2023-24

DEPARTMENT: Fire Training		
DEPARTMENT NUMBER: 1012520		
POSITION / DESCRIPTION	**# OF POSITIONS**	**PROPOSED BUDGET**
SALARIES AND WAGES:		
Senior Office Specialist	0.5	$ 23,932
Captain	1.0	126,048
Overtime		30,872
Temporary Staffing		632
SUB-TOTAL SALARY & WAGES	1.5	$ 181,484
BENEFITS:		
Medicare		$ 2,522
Retirement		71,042
Health Insurance		26,974
Workers' Compensation		5,831
Uniform Allowance		1,200
SUB-TOTAL BENEFITS		$ 107,569
GRAND TOTAL		$ 289,053

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
FIRE TRAINING								
1012520	500101	SALARIES	$148,523.13	$153,300.36	$156,498.00	$108,719.59	$148,671.00	$149,980.00
1012520	500107	ANNUAL LEAVE PAYOFF	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012520	500111	OVERTIME	$16,443.84	$2,994.91	$30,872.00	$1,200.54	$30,872.00	$30,872.00
1012520	500112	CALL BACK PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012520	500114	F L S A	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012520	500125	TEMPORARY STAFFING	$0.00	$0.00	$632.00	$0.00	$632.00	$632.00
1012520	500199	GRANT FUNDED ALLOCATION	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$164,966.97	$156,295.27	$188,002.00	$109,920.13	$180,175.00	$181,484.00
1012520	500225	MEDICARE	$2,387.48	$2,259.88	$2,715.00	$1,519.28	$2,519.00	$2,522.00
1012520	500230	RETIREMENT	$56,163.25	$59,766.58	$61,469.00	$45,033.85	$61,714.00	$71,042.00
1012520	500240	GROUP INSURANCE	$12,774.22	$11,164.92	$12,079.00	$14,886.33	$21,298.00	$22,131.00
1012520	500241	CITY HSA CONTRIBUTION	$3,228.51	$3,206.50	$3,120.00	$3,538.59	$4,970.00	$4,843.00
1012520	500250	WORKERS' COMPENSATION	$6,137.07	$5,446.69	$5,372.00	$4,444.79	$5,335.00	$5,831.00
1012520	500265	UNIFORM ALLOWANCE	$1,200.00	$1,200.00	$1,200.00	$600.00	$1,200.00	$1,200.00
1012520	500271	PHONE ALLOWANCE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$81,890.53	$83,044.57	$85,955.00	$70,022.84	$97,036.00	$107,569.00
1012520	500330	TRAINING	$24,301.47	$20,969.09	$63,829.00	$19,357.66	$63,829.00	$63,829.00
1012520	500335	FIRE ACADAMY & RECRUITMENT	$42,123.31	$37,543.41	$14,000.00	$7,238.18	$14,000.00	$14,000.00
1012520	500356	EMPLOYEE PHYSICALS	$0.00	$525.00	$1,250.00	$530.00	$1,250.00	$1,250.00
1012520	500430	EQUIPMENT REPAIR & MAINT	$0.00	$424.02	$2,500.00	$1,185.77	$2,500.00	$2,500.00
1012520	500434	BUILDING REPAIR & MAINT	$7,948.38	$2,696.09	$11,155.00	$820.15	$11,155.00	$11,155.00
1012520	500435	VEHICLE REPAIR & MAINT	$242.91	$7,533.17	$0.00	$0.00	$0.00	$0.00
1012520	500545	MEMBERSHIP / PUBLICATIONS	$258.44	$260.00	$689.00	$147.50	$689.00	$689.00
1012520	500580	TRAVEL	$0.00	$1,180.96	$0.00	$0.00	$0.00	$0.00
1012520	500585	REIMBURSABLE EDUCATION	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012520	500601	OFFICE SUPPLIES	$0.00	$129.95	$0.00	$0.00	$0.00	$0.00
1012520	500602	POSTAGE/SHIPPING	$139.99	$0.00	$544.00	$0.00	$544.00	$544.00
1012520	500625	OPERATING SUPPLIES	$1,426.78	$12,764.79	$4,366.00	$5,096.06	$4,366.00	$4,366.00
1012520	500643	JANITORIAL SUPPLIES	$0.00	$0.00	$236.00	$0.00	$236.00	$236.00
1012520	500660	VEHICLE FUEL/OIL	$5,271.21	$10,113.28	$10,000.00	$6,874.02	$10,000.00	$3,000.00
1012520	500674	SMALL TOOLS/ EQUIPMENT	$1,338.00	$1,859.12	$1,500.00	$7,272.07	$1,500.00	$1,500.00
1012520	500710	TELEPHONE	$75.88	$73.00	$100.00	$48.27	$100.00	$100.00
1012520	500712	POWER	$420.56	$403.22	$300.00	$285.82	$300.00	$300.00
1012520	500713	HEATING	$1,327.10	$1,476.87	$2,172.00	$1,831.49	$2,172.00	$2,172.00
1012520	500950	ISC: FLEET MANAGEMENT	$11,520.00	$13,896.00	$10,413.00	$10,413.00	$10,413.00	$3,294.00
1012520	502450	CASH SHORT/OVER	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$96,394.03	$111,847.97	$123,054.00	$61,099.99	$123,054.00	$108,935.00
		FIRE TRAINING	$343,251.53	$351,187.81	$397,011.00	$241,042.96	$400,265.00	$397,988.00

FISCAL SUMMARY FOR GENERAL FUND

Department Name: Fire Emergency Management

Department Number: 2530

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
General Fund Support	$ 249,032	$ 354,418	$ 359,905	**1.55%**	$ 5,487
TOTAL	**$ 249,032**	**$ 354,418**	**$ 359,905**	**1.55%**	**$ 5,487**
EXPENDITURE					
Salary	$ 130,842	$ 205,169	$ 195,404	**-4.76%**	$ (9,765)
Benefits	101,648	115,269	127,306	**10.44%**	12,037
Service & Supplies	16,542	33,980	37,195	**9.46%**	3,215
TOTAL	**$ 249,032**	**$ 354,418**	**$ 359,905**	**1.55%**	**$ 5,487**
FTE	**1.59**	**1.59**	**1.59**		

PERSONNEL DETAIL WORKSHEET
FY2023-24

DEPARTMENT: Emergency Management		
DEPARTMENT NUMBER: 1012530		
POSITION / DESCRIPTION	**# OF POSITIONS**	**PROPOSED BUDGET**
SALARIES AND WAGES:		
Fire Chief	0.5	$ 88,427
Senior Office Specialist	0.5	23,932
Fire Battalion Chief	0.59	102,766
Overtime		279
Grant Fund Allocation		(20,000)
SUB-TOTAL SALARY & WAGES	1.59	$ 195,404
BENEFITS:		
Medicare		$ 3,106
Retirement		89,024
Group Insurance		28,279
Workers' Compensation		5,709
Uniform Allowance		708
Phone Allowance		480
SUB-TOTAL BENEFITS		$ 127,306
GRAND TOTAL		$ 322,710

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
EMERGENCY MANAGEMENT								
1012530	500101	SALARIES	$200,258.94	$199,087.26	$215,473.00	$151,287.19	$209,255.00	$215,125.00
1012530	500106	MANAGEMENT LEAVE PAY	$5,662.00	$5,822.26	$0.00	$5,660.53	$5,323.00	$0.00
1012530	500107	ANNUAL LEAVE PAYOFF	$20,078.46	$0.00	$0.00	$0.00	$0.00	$0.00
1012530	500108	SICK LEAVE PAY	$50,387.42	$0.00	$0.00	$0.00	$0.00	$0.00
1012530	500111	OVERTIME	$0.00	$7,965.00	$279.00	$10,590.50	$10,591.00	$279.00
1012530	500199	GRANT FUNDED ALLOCATION	($69,819.83)	($82,032.00)	($20,000.00)	$0.00	($20,000.00)	($20,000.00)
			$206,566.99	$130,842.52	$195,752.00	$167,538.22	$205,169.00	$195,404.00
1012530	500225	MEDICARE	$4,013.30	$3,086.34	$3,123.00	$2,418.66	$3,245.00	$3,106.00
1012530	500230	RETIREMENT	$68,220.93	$70,476.55	$74,928.00	$57,137.33	$77,855.00	$89,024.00
1012530	500240	GROUP INSURANCE	$18,466.71	$19,226.81	$24,797.00	$18,175.45	$26,031.00	$27,108.00
1012530	500241	CITY HSA CONTRIBUTION	$2,140.12	$2,090.34	$2,080.00	$925.09	$1,272.00	$1,171.00
1012530	500250	WORKERS' COMPENSATION	$5,900.40	$4,975.67	$5,177.00	$4,822.77	$5,378.00	$5,709.00
1012530	500265	UNIFORM ALLOWANCE	$1,308.00	$1,308.00	$1,308.00	$654.00	$1,008.00	$708.00
1012530	500271	PHONE ALLOWANCE	$635.04	$484.00	$480.00	$320.00	$480.00	$480.00
			$100,684.50	$101,647.71	$111,893.00	$84,453.30	$115,269.00	$127,306.00
1012530	500309	PROFESSIONAL SERVICES	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012530	500330	TRAINING	$0.00	$0.00	$3,000.00	$360.00	$3,000.00	$3,000.00
1012530	500430	EQUIPMENT REPAIR & MAINT	$0.00	$0.00	$100.00	$0.00	$100.00	$100.00
1012530	500433	SOFTWARE MAINTENANCE COST	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012530	500442	REFORESTATION	$6,000.00	$4,372.50	$12,050.00	$6,631.76	$12,050.00	$12,050.00
1012530	500545	MEMBERSHIP / PUBLICATIONS	$726.66	$8,917.75	$750.00	$409.77	$750.00	$750.00
1012530	500580	TRAVEL	$0.00	$0.00	$1,256.00	$0.00	$1,256.00	$1,256.00
1012530	500581	REIMBURSED TRAVEL	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012530	500582	MILEAGE	$0.00	$0.00	$270.00	$0.00	$270.00	$270.00
1012530	500584	WEBSITE EXPENSE	$0.00	$0.00	$484.00	$0.00	$484.00	$484.00
1012530	500601	OFFICE SUPPLIES	$76.90	$0.00	$1,000.00	$160.33	$1,000.00	$1,000.00
1012530	500625	OPERATING SUPPLIES	$4,354.98	$588.58	$8,599.00	$923.41	$8,599.00	$8,599.00
1012530	500675	SMALL FURNISHINGS	$0.00	$0.00	$500.00	$0.00	$500.00	$500.00
1012530	500710	TELEPHONE	$2,639.28	$2,663.15	$2,500.00	$2,115.37	$2,500.00	$1,500.00
1012530	500950	ISC: FLEET MANAGEMENT	$0.00	$0.00	$3,471.00	$3,471.00	$3,471.00	$7,686.00
1012530	501499	GRANT FUND ALLOCATION	($3,000.00)	$0.00	$0.00	$0.00	$0.00	$0.00
			$10,797.82	$16,541.98	$33,980.00	$14,071.64	$33,980.00	$37,195.00
		EMERGENCY MANAGEMENT	$318,049.31	$249,032.21	$341,625.00	$266,063.16	$354,418.00	$359,905.00

FISCAL SUMMARY FOR GENERAL FUND

Department Name: Wildland Fire Management

Department Number: 2545

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
General Fund Support	$ 214,989	$ 313,980	$ 290,703	**-7.41%**	$ (23,277)
TOTAL	**$ 214,989**	**$ 313,980**	**$ 290,703**	**-7.41%**	**$ (23,277)**
EXPENDITURE					
Salary	$ 82,000	$ 110,628	$ 88,839	**-19.70%**	$ (21,789)
Benefits	8,484	6,570	2,968	**-54.82%**	(3,602)
Service & Supplies	116,042	196,782	198,896	**1.07%**	2,114
Capital Outlay	8,463	-	-	**0.00%**	-
TOTAL	**$ 214,989**	**$ 313,980**	**$ 290,703**	**-7.41%**	**$ (23,277)**
FTE	**0**	**0**	**0**		

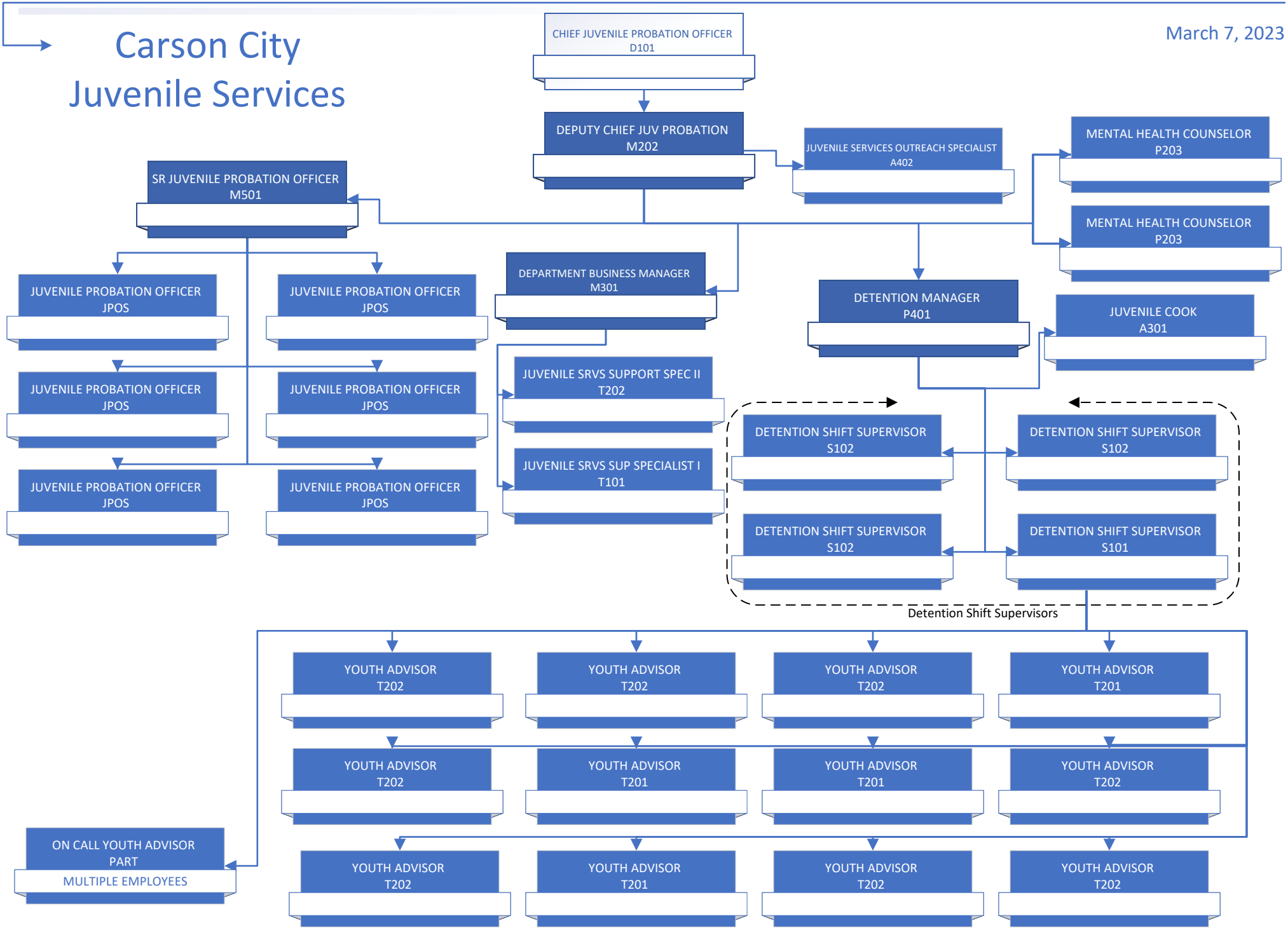
PERSONNEL DETAIL WORKSHEET
FY2023-24

DEPARTMENT: Wildland Fire Management		
DEPARTMENT NUMBER: 1012545		
POSITION / DESCRIPTION	**# OF POSITIONS**	**PROPOSED BUDGET**
SALARIES AND WAGES:		
Hourly / Seasonal		$ 73,839
Overtime		15,000
SUB-TOTAL SALARY & WAGES	0.00	$ 88,839
BENEFITS:		
Medicare		$ 1,289
Workers' Compensation		1,679
SUB-TOTAL BENEFITS		$ 2,968
GRAND TOTAL		$ 91,807

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
WILDLAND MANAGEMENT								
1012545	500102	HOURLY/SEASONAL	$0.00	$0.00	$73,839.00	$0.00	$73,839.00	$73,839.00
1012545	500111	OVERTIME	$12,500.70	$82,000.08	$15,000.00	$36,788.65	$36,789.00	$15,000.00
			$12,500.70	$82,000.08	$88,839.00	$36,788.65	$110,628.00	$88,839.00
1012545	500225	MEDICARE	$202.64	$1,186.37	$1,289.00	$530.42	$1,753.00	$1,289.00
1012545	500240	GROUP INSURANCE	$538.51	$3,161.88	$0.00	$1,690.39	$1,691.00	$0.00
1012545	500241	CITY HSA CONTRIBUTION	$158.71	$936.21	$0.00	$508.07	$508.00	$0.00
1012545	500250	WORKERS' COMPENSATION	$726.91	$3,199.12	$5,610.00	$1,289.07	$2,618.00	$1,679.00
1012545	500271	PHONE ALLOWANCE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$1,626.77	$8,483.58	$6,899.00	$4,017.95	$6,570.00	$2,968.00
1012545	500309	PROFESSIONAL SERVICES	$44,500.00	$28,500.00	$28,042.00	$8,137.00	$28,042.00	$28,042.00
1012545	500330	TRAINING	$30.00	$4,858.28	$3,050.00	$2,680.55	$3,050.00	$3,050.00
1012545	500356	EMPLOYEE PHYSICALS	$9,673.00	$0.00	$2,000.00	$91.00	$2,000.00	$2,000.00
1012545	500361	CONFLICT COUNSEL	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012545	500430	EQUIPMENT REPAIR & MAINT	$0.00	$121.60	$6,500.00	$0.00	$6,500.00	$6,500.00
1012545	500434	BUILDING REPAIR & MAINT	$0.00	$0.00	$6,000.00	$993.41	$6,000.00	$6,000.00
1012545	500435	VEHICLE REPAIR & MAINT	$9,864.30	$19,905.06	$22,000.00	$8,814.55	$22,000.00	$22,000.00
1012545	500444	OFFICE EQUIPMENT RENTAL	$0.00	$0.00	$3,000.00	$1,641.58	$3,000.00	$3,000.00
1012545	500446	FIRE SUPPRESSION	$2,687.50	$2,049.25	$2,688.00	$2,049.25	$2,688.00	$2,688.00
1012545	500542	PRINTING/ADVERTISING	$0.00	$0.00	$1,000.00	$261.51	$1,000.00	$1,000.00
1012545	500545	MEMBERSHIP / PUBLICATIONS	$720.00	$1,744.76	$500.00	$1,415.81	$500.00	$500.00
1012545	500580	TRAVEL	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012545	500601	OFFICE SUPPLIES	$0.00	$0.00	$900.00	$0.00	$900.00	$900.00
1012545	500602	POSTAGE/SHIPPING	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012545	500625	OPERATING SUPPLIES	$11,415.56	$6,159.49	$11,250.00	$2,874.59	$11,250.00	$11,250.00
1012545	500643	JANITORIAL SUPPLIES	$0.00	$0.00	$2,000.00	$0.00	$2,000.00	$2,000.00
1012545	500660	VEHICLE FUEL/OIL	$2,199.54	$7,401.69	$7,500.00	$7,007.53	$5,500.00	$5,500.00
1012545	500668	PERSONNEL PROTECTIVE EQ.	$38,988.00	$16,712.47	$21,000.00	$13,737.87	$21,000.00	$21,000.00
1012545	500672	SUPPLIED UNIFORMS	$629.80	$0.00	$8,900.00	$0.00	$8,900.00	$8,900.00
1012545	500674	SMALL TOOLS/ EQUIPMENT	$15,713.69	$6,523.79	$39,312.00	$2,196.71	$39,312.00	$39,312.00
1012545	500675	SMALL FURNISHINGS	$0.00	$2,729.97	$2,500.00	$1,240.00	$2,500.00	$2,500.00
1012545	500710	TELEPHONE	$879.76	$0.00	$1,000.00	$0.00	$1,000.00	$1,000.00
1012545	500712	POWER	$1,380.03	$1,568.29	$4,000.00	$1,317.41	$4,000.00	$4,000.00
1012545	500713	HEATING	$1,847.97	$2,713.87	$2,500.00	$2,700.32	$2,500.00	$2,500.00
1012545	500950	ISC: FLEET MANAGEMENT	$20,480.00	$15,054.00	$23,140.00	$23,140.00	$23,140.00	$25,254.00
			$161,009.15	$116,042.52	$198,782.00	$80,299.09	$196,782.00	$198,896.00
1012545	507705	VEHICLE REPLACEMENT PROGRAM	$0.00	$8,462.78	$0.00	$8,020.92	$0.00	$0.00
1012545	507743	FURNITURE & FIXTURES	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012545	507775	EQUIPMENT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$0.00	$8,462.78	$0.00	$8,020.92	$0.00	$0.00
		WILDLAND MANAGEMENT	$175,136.62	$214,988.96	$294,520.00	$129,126.61	$313,980.00	$290,703.00

Carson City
Juvenile Services

March 7, 2023



FISCAL SUMMARY FOR GENERAL FUND

Department Name: Juvenile Probation

Department Number: 2705

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
General Fund Support	$ 2,091,873	$ 2,316,106	$ 2,404,235	**3.81%**	$ 88,129
TOTAL	**$ 2,091,873**	**$ 2,316,106**	**$ 2,404,235**	**3.81%**	$ 88,129
EXPENDITURE					
Salary	$ 1,146,871	$ 1,213,857	$ 1,268,066	**4.47%**	$ 54,209
Benefits	690,067	754,497	846,822	**12.24%**	$ 92,325
Service & Supplies	254,935	347,752	289,347	**-16.80%**	$ (58,405)
TOTAL	**$ 2,091,873**	**$ 2,316,106**	**$ 2,404,235**	**3.81%**	$ 88,129
FTE	**13.5**	**14.5**	**14.5**		

PERSONNEL DETAIL WORKSHEET
FY2023-24

DEPARTMENT: Juvenile Probation		
DEPARTMENT NUMBER: 1012705		
POSITION / DESCRIPTION	**# OF POSITIONS**	**PROPOSED BUDGET**
SALARIES AND WAGES:		
Chief Juvenile Probation Officer	1.0	$ 150,881
Deputy Chief Probation Officer	1.0	120,198
Juvenile Probation Officer	6.0	450,079
Juvenile Services Support Specialist T1	1.0	50,056
Juvenile Services Support Specialist T2	1.0	62,356
Juvenile Services Outreach Specialist	1.0	61,570
Mental Health Counselor	1.5	134,169
Department Business Manager	1.0	83,555
Senior Juvenile Probation Officer	1.0	106,439
Hourly		10,000
Call Back		2,102
Overtime		19,000
Stand by		17,661
SUB-TOTAL SALARY & WAGES	14.5	$ 1,268,066
BENEFITS:		
Medicare		$ 18,478
Retirement		547,843
Group Insurance		217,005
Workers' Compensation		28,756
Education Incentive		5,900
Uniform Allowance		9,100
Phone Allowance		11,940
Car Allowance		7,800
SUB-TOTAL BENEFITS		$ 846,822
GRAND TOTAL		$ 2,114,888

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
JUVENILE PROBATION								
1012705	500101	SALARIES	$963,524.32	$1,062,982.40	$1,095,330.00	$820,719.71	$1,155,657.00	$1,219,303.00
1012705	500102	HOURLY/SEASONAL	$126.00	$12,024.00	$10,000.00	$0.00	$10,000.00	$10,000.00
1012705	500103	ADMINISTRATIVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012705	500106	MANAGEMENT LEAVE PAY	$9,516.65	$19,551.08	$0.00	$10,742.99	$9,407.00	$0.00
1012705	500107	ANNUAL LEAVE PAYOFF	$5,554.50	$788.19	$0.00	$0.00	$0.00	$0.00
1012705	500108	SICK LEAVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012705	500111	OVERTIME	$16,420.36	$26,774.20	$19,000.00	$19,579.83	$19,000.00	$19,000.00
1012705	500112	CALL BACK PAY	$3.83	$0.00	$2,102.00	$0.00	$2,102.00	$2,102.00
1012705	500113	STAND-BY PAY	$13,852.99	$24,116.76	$17,661.00	$23,983.94	$17,661.00	$17,661.00
1012705	500114	F L S A	$1.49	$13.42	$0.00	$31.15	$30.00	$0.00
1012705	500116	HOLIDAY PAY	$0.00	$621.09	$0.00	$36.48	$0.00	$0.00
1012705	500125	TEMPORARY STAFFING	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$1,009,000.14	$1,146,871.14	$1,144,093.00	$875,094.10	$1,213,857.00	$1,268,066.00
1012705	500225	MEDICARE	$14,626.07	$16,760.04	$16,601.00	$12,671.85	$18,155.00	$18,478.00
1012705	500230	RETIREMENT	$371,283.94	$428,694.08	$434,787.00	$338,682.70	$468,116.00	$547,843.00
1012705	500240	GROUP INSURANCE	$179,034.41	$180,312.86	$198,659.00	$143,612.81	$204,491.00	$211,241.00
1012705	500241	CITY HSA CONTRIBUTION	$5,752.69	$3,373.75	$3,035.00	$2,910.75	$4,714.00	$5,764.00
1012705	500250	WORKERS' COMPENSATION	$26,231.05	$27,993.64	$25,026.00	$17,556.73	$26,041.00	$28,756.00
1012705	500260	EDUCATION INCENTIVE	$2,765.00	$5,165.00	$4,650.00	$0.00	$5,400.00	$5,900.00
1012705	500265	UNIFORM ALLOWANCE	$4,000.00	$9,100.00	$9,100.00	$4,550.00	$9,100.00	$9,100.00
1012705	500270	CAR ALLOWANCE	$7,830.00	$7,830.00	$7,800.00	$5,700.00	$7,800.00	$7,800.00
1012705	500271	PHONE ALLOWANCE	$10,150.20	$10,837.80	$9,244.00	$7,120.00	$10,680.00	$11,940.00
			$621,673.36	$690,067.17	$708,902.00	$532,804.84	$754,497.00	$846,822.00
1012705	500326	MEDICAL TESTING	$0.00	$7,115.75	$8,160.00	$1,702.00	$8,160.00	$8,160.00
1012705	500330	TRAINING	$3,238.75	$4,442.00	$6,000.00	$5,244.84	$6,000.00	$6,000.00
1012705	500333	OFFICER SAFETY	$6,125.07	$7,679.28	$0.00	$3,292.93	$6,700.00	$6,700.00
1012705	500335	RTC INTERCITY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012705	500356	EMPLOYEE PHYSICALS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012705	500365	COMMITMENT FEES	$0.00	$795.34	$2,320.00	$579.76	$2,320.00	$2,320.00
1012705	500367	HIGH RISK OFFENDER PROGRAM	$84,381.22	$81,077.91	$71,986.00	$37,548.35	$71,986.00	$71,986.00
1012705	500430	EQUIPMENT REPAIR & MAINT	$0.00	$0.00	$1,000.00	$457.48	$1,000.00	$1,000.00
1012705	500433	SOFTWARE MAINTENANCE COST	$0.00	$0.00	$9,168.00	$9,167.91	$9,168.00	$9,168.00
1012705	500434	BUILDING REPAIR & MAINT	$0.00	$0.00	$510.00	$0.00	$510.00	$510.00
1012705	500435	VEHICLE REPAIR & MAINT	$1,311.43	$8,049.34	$5,000.00	$1,604.52	$5,000.00	$5,000.00
1012705	500444	OFFICE EQUIPMENT RENTAL	$2,348.88	$4,921.64	$5,000.00	$2,083.16	$5,000.00	$5,000.00
1012705	500545	MEMBERSHIP / PUBLICATIONS	$975.00	$650.00	$875.00	$725.00	$875.00	$875.00
1012705	500580	TRAVEL	$3,460.81	$3,681.00	$5,372.00	$4,645.70	$5,372.00	$5,372.00
1012705	500582	MILEAGE	$0.00	$0.00	$400.00	$0.00	$400.00	$400.00
1012705	500601	OFFICE SUPPLIES	$1,904.32	$2,886.24	$6,025.00	$2,105.50	$6,025.00	$6,025.00
1012705	500615	PRINTING/DUPLICATING	$0.00	$0.00	$625.00	$384.89	$625.00	$625.00
1012705	500625	OPERATING SUPPLIES	($1,144.22)	$2,248.82	$4,500.00	$2,682.25	$4,500.00	$4,500.00
1012705	500643	JANITORIAL SUPPLIES	$0.00	$0.00	$250.00	$0.00	$250.00	$250.00

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
1012705	500660	VEHICLE FUEL/OIL	$3,445.29	$7,796.81	$8,500.00	$6,304.33	$8,500.00	$6,500.00
1012705	500670	ADMINISTRATIVE ASSESSMENTS	$3,932.00	$5,978.30	$78,704.00	$3,750.00	$78,704.00	$26,000.00
1012705	500674	SMALL TOOLS/ EQUIPMENT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012705	500680	GIFTS & DONATIONS	$2,493.23	$82.00	$0.00	$0.00	$0.00	$0.00
1012705	500710	TELEPHONE	$5,318.74	$8,013.69	$8,500.00	$6,287.28	$8,500.00	$8,500.00
1012705	500712	POWER	$7,347.48	$9,226.40	$13,020.00	$8,100.10	$13,020.00	$13,020.00
1012705	500713	HEATING	$3,975.75	$4,912.26	$6,400.00	$4,995.33	$6,400.00	$6,400.00
1012705	500950	ISC: FLEET MANAGEMENT	$23,040.00	$23,160.00	$23,140.00	$23,165.58	$23,140.00	$25,254.00
1012705	500955	ISC: RADIOS	$18,285.00	$21,684.00	$19,779.00	$19,779.00	$19,779.00	$13,964.00
1012705	501401	BOARD DESIGNATED	$613.52	$0.00	$0.00	$0.00	$0.00	$0.00
1012705	501412	20% JUV PROGRAMMING FEE	$0.00	$539.00	$0.00	$0.00	$0.00	$0.00
1012705	502450	CASH SHORT/OVER	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012705	502501	ETHICS COMM UNFUND MAND	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012705	502504	YOUTH PAROLE SERVICES	$49,190.39	$49,995.33	$55,818.00	$54,482.00	$55,818.00	$55,818.00
			$220,242.66	$254,935.11	$341,052.00	$199,087.91	$347,752.00	$289,347.00
		JUVENILE PROBATION	$1,850,916.16	$2,091,873.42	$2,194,047.00	$1,606,986.85	$2,316,106.00	$2,404,235.00

FISCAL SUMMARY FOR GENERAL FUND

Department Name: Juvenile Detention

Department Number: 2706

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
General Fund Support	$ 1,741,241	$ 1,803,259	$ 1,959,202	**8.65%**	$ 155,943
TOTAL	**$ 1,741,241**	**$ 1,803,259**	**$ 1,959,202**	**8.65%**	$ 155,943
EXPENDITURE					
Salary	$ 1,119,296	$ 1,108,502	$ 1,193,208	**7.64%**	$ 84,706
Benefits	514,963	573,965	645,202	**12.41%**	$ 71,237
Service & Supplies	106,982	120,792	120,792	**0.00%**	$ -
TOTAL	**$ 1,741,241**	**$ 1,803,259**	**$ 1,959,202**	**8.65%**	$ 155,943
FTE	**17**	**18**	**18**		

PERSONNEL DETAIL WORKSHEET
FY2023-24

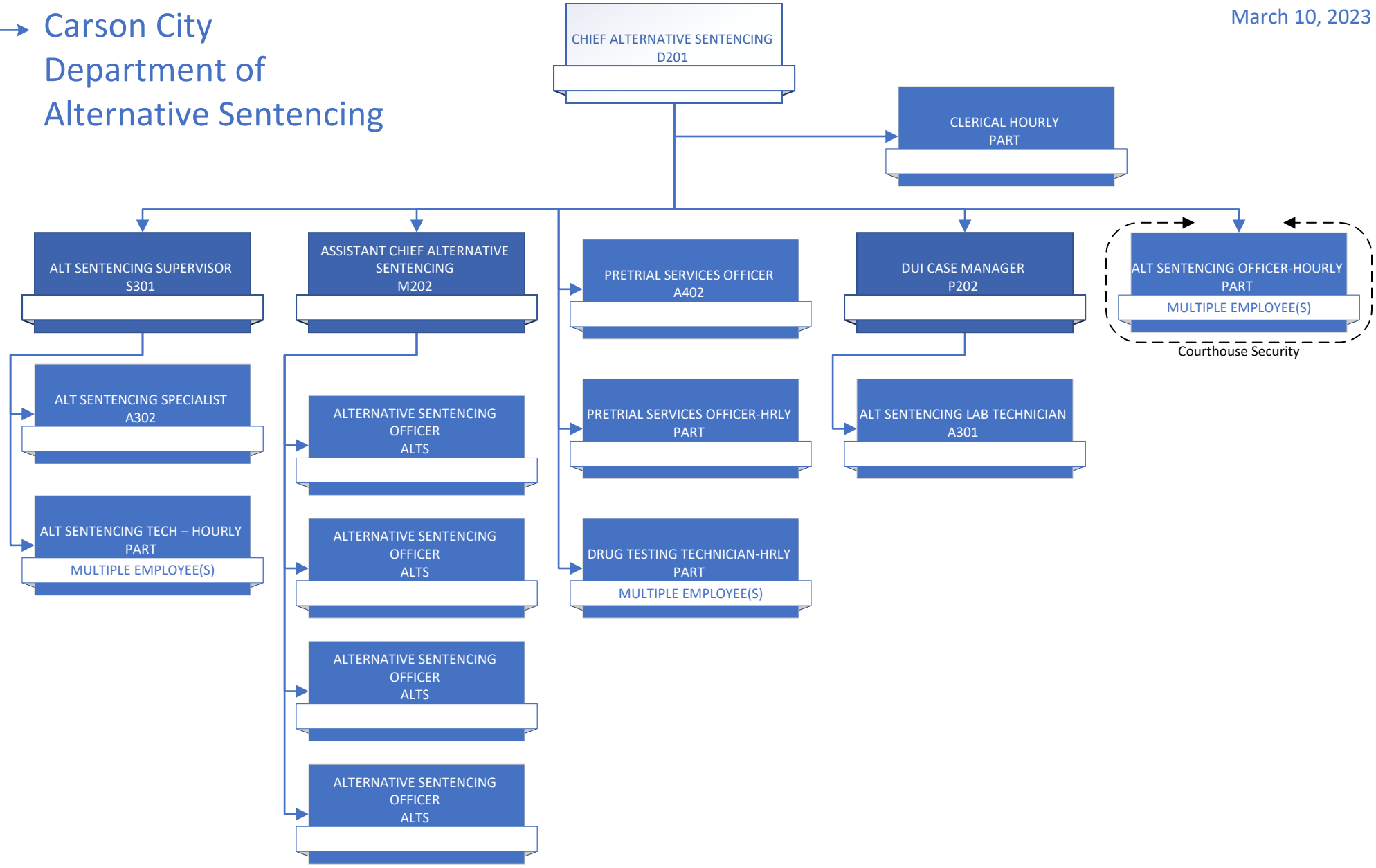
DEPARTMENT: Juvenile Detention		
DEPARTMENT NUMBER: 1012706		
POSITION / DESCRIPTION	**# OF POSITIONS**	**PROPOSED BUDGET**
SALARIES AND WAGES:		
Detention Manager	1.0	$ 92,353
Detention Shift Supervisor	4.0	290,207
Juvenile Cook	1.0	50,701
Youth Advisor	12.0	700,097
FLSA		1,500
Shift Differential		18,350
Overtime		25,000
Holiday Pay		15,000
SUB-TOTAL SALARY & WAGES	18.0	$ 1,193,208
BENEFITS:		
Medicare		$ 16,671
Retirement		353,576
Group Insurance		257,021
Workers' Compensation		14,724
Education Incentive		2,250
Phone Allowance		960
SUB-TOTAL BENEFITS		$ 645,202
GRAND TOTAL		$ 1,838,410

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
JUVENILE DETENTION								
1012706	500101	SALARIES	$979,986.95	$990,847.50	$1,098,571.00	$705,429.39	$1,044,891.00	$1,133,358.00
1012706	500102	HOURLY/SEASONAL	$216.00	$8,744.00	$0.00	$8,120.00	$0.00	$0.00
1012706	500103	ADMINISTRATIVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012706	500104	SHIFT DIFFERENTIAL	$23,643.68	$21,803.80	$18,350.00	$16,036.95	$18,350.00	$18,350.00
1012706	500106	MANAGEMENT LEAVE PAY	$2,684.50	$3,253.60	$0.00	$1,880.02	$0.00	$0.00
1012706	500107	ANNUAL LEAVE PAYOFF	$0.00	$9,201.94	$0.00	$4,259.51	$3,761.00	$0.00
1012706	500108	SICK LEAVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012706	500111	OVERTIME	$34,391.71	$60,993.67	$25,000.00	$62,253.60	$25,000.00	$25,000.00
1012706	500112	CALL BACK PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012706	500113	STAND-BY PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012706	500114	F L S A	$1,312.44	$2,416.24	$1,500.00	$3,037.06	$1,500.00	$1,500.00
1012706	500116	HOLIDAY PAY	$10,872.77	$22,035.32	$15,000.00	$16,551.57	$15,000.00	$15,000.00
1012706	500125	TEMPORARY STAFFING	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$1,053,108.05	$1,119,296.07	$1,158,421.00	$817,568.10	$1,108,502.00	$1,193,208.00
1012706	500225	MEDICARE	$14,874.66	$15,821.18	$16,726.00	$11,413.76	$16,502.00	$16,671.00
1012706	500230	RETIREMENT	$253,443.65	$269,352.88	$304,018.00	$199,357.86	$296,474.00	$353,576.00
1012706	500240	GROUP INSURANCE	$208,507.40	$192,281.49	$238,398.00	$138,360.60	$217,852.00	$230,043.00
1012706	500241	CITY HSA CONTRIBUTION	$15,863.94	$19,620.93	$20,906.00	$18,620.94	$27,091.00	$26,978.00
1012706	500250	WORKERS' COMPENSATION	$13,450.61	$13,443.51	$13,392.00	$7,647.95	$13,336.00	$14,724.00
1012706	500260	EDUCATION INCENTIVE	$2,225.00	$3,475.00	$2,750.00	$0.00	$1,750.00	$2,250.00
1012706	500271	PHONE ALLOWANCE	$968.00	$968.00	$960.00	$640.00	$960.00	$960.00
			$509,333.26	$514,962.99	$597,150.00	$376,041.11	$573,965.00	$645,202.00
1012706	500325	MEDICAL CARE	$500.06	$2,558.17	$2,295.00	$2,399.00	$2,295.00	$2,295.00
1012706	500330	TRAINING	$3,902.71	$3,334.98	$4,000.00	$3,630.22	$4,000.00	$4,000.00
1012706	500356	EMPLOYEE PHYSICALS	$0.00	$0.00	$0.00	$459.00	$0.00	$0.00
1012706	500424	LAUNDRY SERVICE	$852.60	$3,563.50	$4,820.00	$3,836.16	$4,820.00	$4,820.00
1012706	500430	EQUIPMENT REPAIR & MAINT	$6,115.95	$7,275.09	$7,882.00	$7,077.77	$7,882.00	$7,882.00
1012706	500434	BUILDING REPAIR & MAINT	$2,467.15	$3,808.15	$6,000.00	$2,541.00	$6,000.00	$6,000.00
1012706	500545	MEMBERSHIP / PUBLICATIONS	$0.00	$75.00	$100.00	$0.00	$100.00	$100.00
1012706	500580	TRAVEL	$197.00	$456.19	$2,000.00	$51.00	$2,000.00	$2,000.00
1012706	500601	OFFICE SUPPLIES	$1,590.11	$1,586.65	$1,625.00	$2,023.41	$1,625.00	$1,625.00
1012706	500602	POSTAGE/SHIPPING	$0.00	$47.20	$215.00	$0.00	$215.00	$215.00
1012706	500615	PRINTING/DUPLICATING	$0.00	$0.00	$690.00	$0.00	$690.00	$690.00
1012706	500625	OPERATING SUPPLIES	$2,363.87	$3,666.31	$4,560.00	$2,876.38	$4,560.00	$4,560.00
1012706	500640	FOOD AND KITCHEN SUPPLIES	$44,222.97	$48,354.56	$50,000.00	$27,656.53	$50,000.00	$50,000.00
1012706	500642	DOMESTIC SUPPLIES	$1,561.55	$2,437.17	$3,405.00	$3,942.76	$3,405.00	$3,405.00
1012706	500643	JANITORIAL SUPPLIES	$1,335.98	$2,092.01	$3,325.00	$2,642.97	$3,325.00	$3,325.00
1012706	500660	VEHICLE FUEL/OIL	$0.00	$0.00	$0.00	$114.05	$0.00	$0.00
1012706	500674	SMALL TOOLS/ EQUIPMENT	$0.00	$19.50	$0.00	$0.00	$0.00	$0.00
1012706	500675	SMALL FURNISHINGS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012706	500710	TELEPHONE	$1,719.02	$1,690.15	$2,100.00	$1,261.04	$2,100.00	$2,100.00
1012706	500712	POWER	$12,770.33	$16,320.68	$17,775.00	$13,967.01	$17,775.00	$17,775.00
1012706	500713	HEATING	$7,900.99	$9,696.41	$10,000.00	$9,702.33	$10,000.00	$10,000.00
			$87,500.29	$106,981.72	$120,792.00	$84,180.63	$120,792.00	$120,792.00

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
		JUVENILE DETENTION	$1,649,941.60	$1,741,240.78	$1,876,363.00	$1,277,789.84	$1,803,259.00	$1,959,202.00

Carson City Department of Alternative Sentencing

March 10, 2023



FISCAL SUMMARY FOR GENERAL FUND

Department Name: Department of Alternative Sentencing

Department Number: 2800

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
General Fund Support	$ 1,475,304	$ 1,676,237	$ 1,677,263	**0.06%**	$ 1,026
TOTAL	**$ 1,475,304**	**$ 1,676,237**	**$ 1,677,263**	**0.06%**	$ 1,026
EXPENDITURE					
Salary	$ 876,133	$ 968,894	$ 957,411	**-1.19%**	$ (11,483)
Benefits	377,116	461,283	545,899	**18.34%**	$ 84,616
Service & Supplies	222,055	246,060	173,953	**-29.30%**	$ (72,107)
TOTAL	**$ 1,475,304**	**$ 1,676,237**	**$ 1,677,263**	**0.06%**	$ 1,026
FTE	**10.00**	**10.00**	**10.00**		

PERSONNEL DETAIL WORKSHEET
FY2023-24

DEPARTMENT: Alternative Sentencing		
DEPARTMENT NUMBER: 1012800		
POSITION / DESCRIPTION	**# OF POSITIONS**	**PROPOSED BUDGET**
SALARIES AND WAGES:		
Chief Alternative Sentencing	1.0	$ 137,830
Assistant Chief Alternative Sentencing	1.0	109,466
Alternative Sentencing Supervisor	1.0	63,021
Alternative Sentencing Officer	4.0	299,598
Alternative Sentencing Specialist	1.0	53,725
Alternative Sentencing Lab Technician	1.0	57,659
Pretrial Services Officer	1.0	49,601
Hourly Salary		162,511
Overtime		20,000
Shift Differential		2,500
Call Back Pay		1,500
SUB-TOTAL SALARY & WAGES	10.00	$ 957,411
BENEFITS:		
Medicare		$ 13,720
Retirement		339,516
Group Insurance		160,349
Workers' Compensation		11,874
Education Incentive		2,000
Uniform Allowance		6,800
Car Allowance		7,800
Phone Allowance		3,840
SUB-TOTAL BENEFITS		$ 545,899
GRAND TOTAL		$ 1,503,310

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
ALTERNATIVE SENTENCING								
1012800	500101	SALARIES	$619,656.03	$579,251.85	$757,472.00	$464,240.80	$682,285.00	$770,900.00
1012800	500102	HOURLY/SEASONAL	$170,499.36	$167,264.60	$162,511.00	$121,719.73	$162,511.00	$162,511.00
1012800	500103	ADMINISTRATIVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012800	500104	SHIFT DIFFERENTIAL	$105.61	$28.35	$2,500.00	$44.26	$2,500.00	$2,500.00
1012800	500106	MANAGEMENT LEAVE PAY	$6,328.32	$11,174.10	$0.00	$7,937.62	$7,022.00	$0.00
1012800	500107	ANNUAL LEAVE PAYOFF	$17,932.48	$18,540.68	$0.00	$13,051.55	$13,052.00	$0.00
1012800	500108	SICK LEAVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012800	500111	OVERTIME	$24,981.08	$46,210.03	$20,000.00	$14,750.68	$20,000.00	$20,000.00
1012800	500112	CALL BACK PAY	$0.00	$0.00	$1,500.00	$0.00	$1,500.00	$1,500.00
1012800	500114	F L S A	$39.97	$112.96	$0.00	$26.14	$24.00	$0.00
1012800	500116	HOLIDAY PAY	$0.00	$6,782.39	$0.00	$0.00	$0.00	$0.00
1012800	500125	TEMPORARY STAFFING	$3,300.49	$46,767.86	$0.00	$65,980.29	$80,000.00	$0.00
			$842,843.34	$876,132.82	$943,983.00	$687,751.07	$968,894.00	$957,411.00
1012800	500225	MEDICARE	$11,884.01	$11,826.16	$12,049.00	$8,861.74	$13,947.00	$13,720.00
1012800	500230	RETIREMENT	$234,923.05	$224,407.17	$288,541.00	$183,135.96	$268,110.00	$339,516.00
1012800	500240	GROUP INSURANCE	$98,331.27	$93,922.72	$131,347.00	$78,234.95	$121,928.00	$135,368.00
1012800	500241	CITY HSA CONTRIBUTION	$17,737.16	$20,406.82	$18,826.00	$18,071.77	$25,310.00	$24,981.00
1012800	500250	WORKERS' COMPENSATION	$10,567.21	$9,613.79	$11,626.00	$7,215.62	$12,349.00	$11,874.00
1012800	500260	EDUCATION INCENTIVE	$1,425.00	$2,325.00	$2,500.00	$1,500.00	$3,500.00	$2,000.00
1012800	500265	UNIFORM ALLOWANCE	$3,000.00	$4,000.00	$6,000.00	$3,649.23	$4,499.00	$6,800.00
1012800	500270	CAR ALLOWANCE	$2,715.00	$7,215.00	$7,800.00	$5,700.00	$7,800.00	$7,800.00
1012800	500271	PHONE ALLOWANCE	$5,243.20	$3,400.00	$2,880.00	$3,011.35	$3,840.00	$3,840.00
1012800	500275	SICK LV CONVERTED TO PERS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$385,825.90	$377,116.66	$481,569.00	$309,380.62	$461,283.00	$545,899.00
1012800	500317	BANKING SERVICES	$4,885.58	$6,750.99	$3,100.00	$3,098.20	$3,100.00	$3,100.00
1012800	500330	TRAINING	$2,471.56	$1,600.57	$2,400.00	$9,200.64	$9,200.00	$2,400.00
1012800	500356	EMPLOYEE PHYSICALS	$0.00	$1,038.00	$1,000.00	$0.00	$1,000.00	$1,000.00
1012800	500430	EQUIPMENT REPAIR & MAINT	$0.00	$550.00	$550.00	$0.00	$0.00	$550.00
1012800	500432	MAINTENANCE SVC CONTRACTS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012800	500433	SOFTWARE MAINTENANCE COST	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1012800	500435	VEHICLE REPAIR & MAINT	$756.73	$15,304.63	$1,500.00	$118.89	$750.00	$1,500.00
1012800	500444	OFFICE EQUIPMENT RENTAL	$2,409.81	$2,499.80	$2,500.00	$1,341.56	$2,500.00	$2,500.00
1012800	500545	MEMBERSHIP / PUBLICATIONS	$550.00	$1,050.00	$800.00	$704.70	$800.00	$800.00
1012800	500550	ELECTRONIC MONITORING	$30,444.36	$57,063.48	$36,200.00	$28,695.75	$36,200.00	$36,200.00
1012800	500551	DRUG TESTING FEES	$54,633.25	$73,669.93	$64,000.00	$89,702.89	$120,000.00	$64,000.00
1012800	500580	TRAVEL	$435.92	$853.42	$1,365.00	$0.00	$1,365.00	$1,365.00
1012800	500601	OFFICE SUPPLIES	$1,932.12	$2,058.95	$3,000.00	$3,511.44	$3,000.00	$3,000.00
1012800	500625	OPERATING SUPPLIES	$16,749.03	$16,782.62	$14,769.00	$22,519.44	$17,000.00	$14,769.00
1012800	500660	VEHICLE FUEL/OIL	$3,542.02	$3,330.95	$6,255.00	$2,467.46	$6,255.00	$6,255.00
1012800	500675	SMALL FURNISHINGS	$411.56	$410.09	$500.00	$476.82	$500.00	$500.00
1012800	500710	TELEPHONE	$509.06	$1,131.05	$1,200.00	$1,288.08	$1,200.00	$1,200.00
1012800	500820	MENTAL HEALTH COURT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
1012800	500950	ISC: FLEET MANAGEMENT	$23,680.00	$17,949.00	$24,876.00	$24,875.50	$24,876.00	$20,313.00
1012800	500955	ISC: RADIOS	$18,895.00	$20,016.00	$18,314.00	$18,314.00	$18,314.00	$14,501.00
1012800	502450	CASH SHORT/OVER	($13.75)	($4.72)	$0.00	$162.46	$0.00	$0.00
			$162,292.25	$222,054.76	$182,329.00	$206,477.83	$246,060.00	$173,953.00
		ALTERNATIVE SENTENCING	$1,390,961.49	$1,475,304.24	$1,607,881.00	$1,203,609.52	$1,676,237.00	$1,677,263.00

PUBLIC WORKS DIRECTOR D201
DEPUTY PUBLIC WORKS DIRECTOR D101
DEPARTMENT BUSINESS MANAGER M301
UTILITY BILLING SPECIALIST A302
UTILITY BILLING SPECIALIST A302
Utility Billing
ACCOUNTING TECHNICIAN A302
OFFICE SPECIALIST A201
OFFICE SPECIALIST- HOURLY A202 MULTIPLE EMPLOYEES
FISCAL ANALYST P601
Finance
Administrative
OPERATIONS MANAGER- CONTROL SYSTEMS M201
TRAFFIC SYSTEMS FOREMAN T502
SENIOR TRAFFIC SYSTEMS TECHNICIAN T302
SENIOR TRAFFIC SYSTEMS TECHNICIAN T301
ELECTRICAL COMMUNICATIONS FOREMAN T502
SENIOR INSTRUMENTATION TECHNICIAN T301
SENIOR INSTRUMENTATION TECHNICIAN T301
ELECTRICAL INSTRUMENT & CONTROLS TECHNICIAN T201
RADIO-COMMUNICATIONS FOREMAN T502
RADIO-COMMUNICATIONS TECHNICIAN T202
Control Systems
CITY ENGINEER M201
PROJECT MANAGER HOURLY PART
SR PROJ MANAGER – STORMWATER UNDERFILL AS PROJECT MANAGER P401 UNDERFILL P301
ASSISTANT PROJECT MANAGER P201
SR PROJECT MANAGER P301
PROJECT MANAGER P301
PROJECT MANAGER P301
ENGINEERING TECHNICIAN INTERN T102 MULTIPLE EMPLOYEES
ENG TECH - HIGH SCHOOL INTERN PART
Project Management
CIVIL DESIGN SUPERVISOR S201
CIVIL ENGINEERING DESIGNER T302
CIVIL ENGINEERING DESIGNER T301
Design
SR PROJECT MANAGER P401
ASSISTANT PROJECT MANAGER P202
ASSISTANT PROJECT MANAGER P201
ASSISTANT PROJECT MANAGER-HOURLY PART
CONSTRUCTION INSPECTOR - HOURLY PART MULTIPLE EMPLOYEES
Development
CONSTRUCTION MANAGER P401
SENIOR CONSTRUCTION INSPECTOR T302
SENIOR CONSTRUCTION INSPECTOR T301
CONSTRUCTION INSPECTOR, PW T202
DOCUMENT CONTROL SPECIALIST T202
DOCUMENT CONTROL SPECIALIST T202
Construction
REAL PROPERTY MANAGER P401
Real Property/Asset Management
ASSET MANAGER S201
GIS ANALYST P101
GIS SPECIALIST T101
ASSET MANAGEMENT TECHNICIAN T201
GIS INTERN PART
Asset Management
Engineering Division
TRANSPORTATION MANAGER M201
TRANSPORTATION PLANNER/ANALYST P201
TRANSPORTATION PLANNER/ANALYST T202
TRANS PLANNER/ANALYST- SAFE ROUTE SCHOOLS P201
SAFE ROUTES TO SCHOOL CHAMPION PART MULTIPLE EMPLOYEES
TRANSPORTATION/TRAFFIC ENGINEER P401
TRANSIT COORDINATOR T202
GRANT ANALYST P102
Transportation
FLEET SERVICE SUPERVISOR S201
FLEET SERVICES FOREMAN T501
SENIOR FLEET SERVICES TECH T301
SENIOR FLEET SERVICES TECH T302
SENIOR FLEET SERVICES TECH T301
SENIOR FLEET SERVICES TECH T301
SENIOR FLEET SERVICES TECH T302
OFFICE SPECIALIST A201
WAREHOUSE SUPPLY COORDINATOR T302
Fleet Services
WASTEWATER UTILITY MANAGER M201
SEWER OPERATIONS FOREMAN T502
SENIOR SEWER TECHNICIAN T301
SEWER TECHNICIAN 2 T101
SEWER TECHNICIAN 2 T102
SEWER TECHNICIAN 2 T101
SEWER TECHNICIAN 2 T101
SEWER TECHNICIAN 1 A302
Sewer
WASTEWATER OPERATIONS SUPERVISOR S201
WASTEWATER PLANT OPERATOR 2 T201
WASTEWATER PLANT OPERATOR 1 T101
WASTEWATER PLANT OPERATOR 1 T101
WASTEWATER PLANT OPERATOR 1 T101
WASTEWATER MAINT WORKER-HOURLY PART
Operations
SENIOR WASTEWATER PLANT MECHANIC T302
SENIOR WASTEWATER PLANT MECHANIC T301
WASTEWATER PLANT MECHANIC T201
WASTEWATER PLANT MECHANIC T201
Mechanical
Wastewater
ENVIRONMENTAL CONTROL FOREMAN T502
SENIOR ENVIRONMENTAL CONTROL OFFICER T302
SENIOR ENVIRONMENTAL CONTROL OFFICER T301
ENVIRONMENTAL CONTROL OFFICER T202
Environmental
LABORATORY SUPERVISOR S201
Laboratory
FACILITIES MAINT MANAGER M301
BUILDING MAINTENANCE SUPERVISOR P601
BUILDING MAINTENANCE WORKER A301
BUILDING MAINTENANCE WORKER A301
BUILDING MAINTENANCE WORKER A301
BUILDING MAINTENANCE WORKER A301
BUILDING MAINTENANCE WORKER A301
BUILDING MAINTENANCE WORKER A301
BUILDING MAINTENANCE WORKER A301
BUILDING MAINTENANCE WORKER A301
BUILDING MAINTENANCE WORKER-HOURLY PART MULTIPLE EMPLOYEES
SKILLED TRADES TECHNICIAN T302
SKILLED TRADES TECHNICIAN T302
SKILLED TRADES TECHNICIAN T301
SKILLED TRADES TECHNICIAN T301
SKILLED TRADES TECHNICIAN T302
SKILLED TRADES TECHNICIAN T301
SKILLED TRADES TECHNICIAN T302
Facilities Management
WATER UTILITY MANAGER M201
WATER OPERATIONS SUPERVISOR S201
WATER PRODUCTION FOREMAN T502
WATER PRODUCTION OPERATOR 4 T401
WATER PRODUCTION OPERATOR 3 T302
WATER PRODUCTION OPERATOR 1 T101
WATER PRODUCTION OPERATOR 1 T101
WATER PRODUCTION OPERATOR 1-3 TXXX
Production
WATER DISTRIBUTION FOREMAN T502
SENIOR WATER DISTRIBUTION TECHNICIAN T402
SENIOR WATER DISTRIBUTION TECHNICIAN T402
WATER DISTRIBUTION TECHNICIAN 3 T302
WATER DISTRIBUTION TECHNICIAN 2 T202
WATER DISTRIBUTION TECHNICIAN 2 T201
WATER DISTRIBUTION TECHNICIAN 2 T201
WATER DISTRIBUTION TECHNICIAN 2 T201
WATER DISTRIBUTION OPERATOR INTERN PART
SENIOR WATER DISTRIBUTION TECHNICIAN T401
WATER METER TECHNICIAN 2 A402
WATER METER TECHNICIAN 2 A401
WATER METER TECHNICIAN 1 A301
Water Distribution
Water
OPERATIONS MANAGER - PW M201
STREETS OPERATIONS SUPERVISOR S201
SENIOR STREET TECHNICIAN T302
STREET TECHNICIAN 3 T202
STREET TECHNICIAN 3 T201
STREET TECHNICIAN 3 T201
SENIOR STREET TECHNICIAN T302
STREET TECHNICIAN 3 T202
SENIOR STREET TECHNICIAN T302
SEASONAL STREET MAINTENANCE TECH PART MULTIPLE EMPLOYEES
SENIOR STREET TECHNICIAN T302
STORMWATER TECHNICIAN A301
STORMWATER TECHNICIAN A301
SENIOR STREET TECHNICIAN T302
STREET TECHNICIAN 2 T101
STREET TECHNICIAN 2 T101
STREET TECHNICIAN 2 T101
STREET TECHNICIAN 2 T101
STREET TECHNICIAN 1 A301
Street Maintenance
SENIOR STREET TECHNICIAN T302
STREET TECHNICIAN 2 T101
STREET TECHNICIAN 3 T202
STREET TECHNICIAN 3 T202
Signs/Markers
STREET TECHNICIAN 3 T202
STREET TECHNICIAN 3 T202
STREET TECHNICIAN 3 T202
Street Sweeping
WAREHOUSE SUPPLY COORDINATOR T302
Warehousing
LANDFILL SUPERVISOR S201
LANDFILL FOREMAN T501
LANDFILL WORKER T201
LANDFILL WORKER T201
LANDFILL WORKER T201
LANDFILL WORKER T202
LANDFILL WORKER T201
LANDFILL WORKER T201
LANDFILL WORKER T201
PART-TIME LANDFILL WORKER PART MULTIPLE EMPLOYEES
Landfill Operations
Landfill
LANDFILL GATE ATTENDANT A201
LANDFILL GATE ATTENDANT A201
LANDFILL GATE ATTENDANT A201
Landfill Gate Operations
Operations

FISCAL SUMMARY FOR GENERAL FUND

Department Name: Public Works

Department Number: 3012

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
General Fund Support	$ 2,712,681	$ 3,127,397	$ 2,920,749	**-6.61%**	$ (206,648)
TOTAL	**$ 2,712,681**	**$ 3,127,397**	**$ 2,920,749**	**-6.61%**	**$ (206,648)**
EXPENDITURE					
Salary	$ 1,722,067	$ 1,889,207	$ 1,636,083	**-13.40%**	$ (253,124)
Benefits	821,199	1,057,545	1,160,231	**9.71%**	102,686
Service & Supplies	169,415	180,645	124,435	**-31.12%**	(56,210)
TOTAL	**$ 2,712,681**	**$ 3,127,397**	**$ 2,920,749**	**-6.61%**	**$ (206,649)**
FTE	**25.25**	**25.25**	**23.25**		

PERSONNEL DETAIL WORKSHEET
FY2023-24

DEPARTMENT: PUBLIC WORKS		
DEPARTMENT NUMBER: 1013012		
POSITION / DESCRIPTION	**# OF POSITIONS**	**PROPOSED BUDGET**
SALARIES AND WAGES:		
Department Business Manager	1.00	$ 98,808
Project Manager	3.00	278,726
Assistant Project Manager	0.25	19,998
Senior Project Manager	2.00	206,965
Civil Design Supervisor	1.00	100,882
Civil Engineering Designer	2.00	165,772
Construction Manager	1.00	120,000
Public Works Director	1.00	176,854
Deputy Public Works Director	1.00	160,776
Document Control Specialist	2.00	124,139
City Engineer	1.00	129,670
Fiscal Analyst	1.00	73,154
Asset Manager	1.00	79,404
Accounting Technician	1.00	45,875
Office Specialist	2.00	91,537
Senior Construction Inspector	2.00	162,619
Real Property Manager	1.00	113,461
Allocation for Direct Project Costs		(599,767)
Hourly Salary		62,210
Temporary Staffing		15,000
Overtime		10,000
SUB-TOTAL SALARY & WAGES	**23.25**	**$ 1,636,083**
BENEFITS:		
Medicare		$ 31,268
Retirement		681,110
Group Insurance		393,804
Workers' Compensation		20,434
Education Incentive		500
Clothing Allowance		1,000
Foul Weather Allowance		600
Car Allowance		13,800
Phone Allowance		14,640
Mobile Device Allowance		3,075
SUB-TOTAL BENEFITS		**$ 1,160,231**
GRAND TOTAL		**$ 2,796,314**

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
PUBLIC WORKS ENGINEERING								
1013012	500101	SALARIES	$1,432,792.66	$1,595,917.47	$2,286,018.00	$1,261,249.74	$2,040,623.00	$2,148,640.00
1013012	500102	HOURLY/SEASONAL	$67,536.63	$58,057.55	$62,210.00	$39,357.37	$62,210.00	$62,210.00
1013012	500103	ADMINISTRATIVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1013012	500106	MANAGEMENT LEAVE PAY	$14,110.31	$55,529.83	$0.00	$44,095.07	$32,249.00	$0.00
1013012	500107	ANNUAL LEAVE PAYOFF	$11,321.44	$8,854.95	$0.00	$28,862.16	$15,035.00	$0.00
1013012	500108	SICK LEAVE PAY	$7,475.08	$0.00	$0.00	$44,020.26	$44,020.00	$0.00
1013012	500111	OVERTIME	$2,188.53	$1,722.97	$10,000.00	$13,286.00	$10,000.00	$10,000.00
1013012	500112	CALL BACK PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1013012	500113	STAND-BY PAY	$0.00	$0.00	$0.00	$70.61	$0.00	$0.00
1013012	500114	F L S A	$131.20	$72.37	$0.00	$148.61	$70.00	$0.00
1013012	500116	HOLIDAY PAY	$1,664.93	$2,510.03	$0.00	$1,259.15	$0.00	$0.00
1013012	500125	TEMPORARY STAFFING	$123.60	$7,644.10	$15,000.00	$0.00	$15,000.00	$15,000.00
1013012	500198	DIRECT PROJECT COSTS	$0.00	$73.78	($660,000.00)	$0.00	($330,000.00)	($599,767.00)
1013012	500199	GRANT FUNDED ALLOCATION	($6,637.04)	($8,315.78)	$0.00	$0.00	$0.00	$0.00
			$1,530,707.34	$1,722,067.27	$1,713,228.00	$1,432,348.97	$1,889,207.00	$1,636,083.00
1013012	500225	MEDICARE	$21,532.79	$24,433.75	$33,382.00	$20,155.12	$30,660.00	$31,268.00
1013012	500230	RETIREMENT	$399,083.40	$461,156.41	$626,795.00	$368,949.91	$587,283.00	$681,110.00
1013012	500240	GROUP INSURANCE	$221,859.43	$232,511.15	$354,166.00	$193,813.34	$316,147.00	$323,643.00
1013012	500241	CITY HSA CONTRIBUTION	$39,174.95	$48,406.18	$62,119.00	$40,130.08	$65,928.00	$70,161.00
1013012	500250	WORKERS' COMPENSATION	$16,600.05	$16,386.09	$20,072.00	$12,557.50	$20,980.00	$20,434.00
1013012	500260	EDUCATION INCENTIVE	$0.00	$0.00	$500.00	$0.00	$0.00	$500.00
1013012	500265	UNIFORM ALLOWANCE	$898.34	$4,136.48	$1,000.00	$2,903.11	$2,512.00	$1,000.00
1013012	500266	FOUL WEATHER ALLOWANCE	$150.00	$150.00	$600.00	$344.99	$300.00	$600.00
1013012	500270	CAR ALLOWANCE	$13,118.09	$13,853.10	$13,800.00	$10,084.63	$13,800.00	$13,800.00
1013012	500271	PHONE ALLOWANCE	$16,054.00	$16,610.00	$16,560.00	$10,880.00	$16,560.00	$14,640.00
1013012	500272	MOBILE DEVICE ALLOWANCE	$3,661.88	$3,555.62	$3,681.00	$2,250.00	$3,375.00	$3,075.00
			$732,132.93	$821,198.78	$1,132,675.00	$662,068.68	$1,057,545.00	$1,160,231.00
1013012	500309	PROFESSIONAL SERVICES	$15,345.00	$63,792.98	$75,000.00	$60,294.00	$75,000.00	$25,000.00
1013012	500330	TRAINING	$5,616.42	$11,720.47	$14,000.00	$11,044.90	$14,000.00	$14,000.00
1013012	500370	TESTING/SURVEYS	$519.81	$528.71	$0.00	$0.00	$0.00	$0.00
1013012	500430	EQUIPMENT REPAIR & MAINT	$488.17	$0.00	$750.00	$0.00	$750.00	$750.00
1013012	500432	MAINTENANCE SVC CONTRACTS	$0.00	$0.00	$1,000.00	$0.00	$1,000.00	$1,000.00
1013012	500433	SOFTWARE MAINTENANCE COST	$13,126.84	$18,138.34	$22,000.00	$34,018.91	$22,000.00	$22,000.00
1013012	500435	VEHICLE REPAIR & MAINT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1013012	500444	OFFICE EQUIPMENT RENTAL	$2,438.66	$0.00	$4,000.00	$1,256.04	$4,000.00	$4,000.00
1013012	500542	PRINTING/ADVERTISING	$4,770.24	$5,355.53	$3,000.00	$3,949.80	$3,000.00	$3,000.00
1013012	500545	MEMBERSHIP / PUBLICATIONS	$3,786.76	$3,234.45	$4,000.00	$3,883.54	$4,000.00	$4,000.00
1013012	500580	TRAVEL	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1013012	500601	OFFICE SUPPLIES	$2,162.84	$4,387.20	$3,000.00	$833.77	$3,000.00	$3,000.00
1013012	500602	POSTAGE/SHIPPING	$1,162.88	$762.64	$1,000.00	$303.79	$1,000.00	$1,000.00
1013012	500625	OPERATING SUPPLIES	$94,457.59	$11,139.69	$10,000.00	$11,259.61	$10,000.00	$10,000.00
1013012	500645	BOOKS/ PERIODICALS/ PUBLICATIO	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
1013012	500674	SMALL TOOLS/ EQUIPMENT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1013012	500675	SMALL FURNISHINGS	$0.00	$495.00	$0.00	$0.00	$0.00	$0.00
1013012	500710	TELEPHONE	$4,725.98	$8,584.40	$8,500.00	$4,268.79	$8,500.00	$4,000.00
1013012	500920	ISC: SEWER FUND	$12,134.00	$11,840.00	$12,000.00	$0.00	$12,000.00	$12,000.00
1013012	500924	ISC: WATER FUND	$18,200.00	$17,760.00	$18,000.00	$0.00	$18,000.00	$18,000.00
1013012	500955	ISC: RADIOS	$8,838.00	$11,676.00	$4,395.00	$4,395.00	$4,395.00	$2,685.00
1013012	502450	CASH SHORT/OVER	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$187,773.19	$169,415.41	$180,645.00	$135,508.15	$180,645.00	$124,435.00
1013012	507760	CAP OUTLAY-LEASES	$4,413.67	$0.00	$0.00	$1,000.00	$0.00	$0.00
			$4,413.67	$0.00	$0.00	$1,000.00	$0.00	$0.00
		PUBLIC WORKS ENGINEERING	$2,455,027.13	$2,712,681.46	$3,026,548.00	$2,230,925.80	$3,127,397.00	$2,920,749.00

FISCAL SUMMARY FOR GENERAL FUND

Department Name: GIS

Department Number: 3015

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
General Fund Support	$ 294,659	$ 546,955	$ 572,959	**4.75%**	$ 26,004
TOTAL	**$ 294,659**	**$ 546,955**	**$ 572,959**	**4.75%**	$ 26,004
EXPENDITURE					
Salary	$ 60,149	$ 143,888	$ 159,694	**10.98%**	$ 15,806
Benefits	20,449	47,317	59,015	**24.72%**	$ 11,698
Service & Supplies	214,061	355,750	354,250	**-0.42%**	$ (1,500)
TOTAL	**$ 294,659**	**$ 546,955**	**$ 572,959**	**4.75%**	$ 26,004
FTE	**1.15**	**2.15**	**2.15**		

PERSONNEL DETAIL WORKSHEET
FY2023-24

DEPARTMENT: GIS		
DEPARTMENT NUMBER: 1013015		
POSITION / DESCRIPTION	**# OF POSITIONS**	**PROPOSED BUDGET**
SALARIES AND WAGES:		
GIS Specialist	1.00	$ 62,533
Asset Management Technician	0.15	9,574
GIS Analyst	1.00	72,064
Hourly Salary		13,623
Temporary Staffing		1,900
SUB-TOTAL SALARY & WAGES	**2.15**	**$ 159,694**
BENEFITS:		
Medicare		$ 2,251
Retirement		25,231
Group Insurance		25,266
City HSA Contribution		3,574
Workers' Compensation		2,067
Foul Weather Gear Allowance		323
Phone Allowance		303
SUB-TOTAL BENEFITS		**$ 59,015**
GRAND TOTAL		**$ 218,709**

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
GEOGRAPHIC INFORMATION SYSTEMS								
1013015	500101	SALARIES	$62,015.57	$57,587.43	$134,785.00	$86,620.39	$128,214.00	$144,171.00
1013015	500102	HOURLY/SEASONAL	$0.00	$0.00	$13,623.00	$4,930.00	$13,623.00	$13,623.00
1013015	500107	ANNUAL LEAVE PAYOFF	$0.00	$2,324.07	$0.00	$150.87	$151.00	$0.00
1013015	500111	OVERTIME	$0.00	$0.00	$0.00	$2.52	$0.00	$0.00
1013015	500116	HOLIDAY PAY	$0.00	$0.00	$0.00	$831.49	$0.00	$0.00
1013015	500125	TEMPORARY STAFFING	$0.00	$237.31	$1,900.00	$0.00	$1,900.00	$1,900.00
			$62,015.57	$60,148.81	$150,308.00	$92,535.27	$143,888.00	$159,694.00
1013015	500225	MEDICARE	$892.26	$864.24	$2,161.00	$1,330.57	$2,048.00	$2,251.00
1013015	500230	RETIREMENT	$10,456.73	$10,290.97	$20,891.00	$13,426.17	$19,873.00	$25,231.00
1013015	500240	GROUP INSURANCE	$11,973.91	$7,887.05	$23,557.00	$12,338.09	$20,444.00	$25,266.00
1013015	500241	CITY HSA CONTRIBUTION	$530.32	$615.34	$312.00	$1,370.18	$2,428.00	$3,574.00
1013015	500250	WORKERS' COMPENSATION	$930.03	$680.88	$1,882.00	$1,171.78	$2,176.00	$2,067.00
1013015	500266	FOUL WEATHER ALLOWANCE	$0.00	$0.00	$323.00	$322.50	$173.00	$323.00
1013015	500271	PHONE ALLOWANCE	$454.50	$110.50	$302.00	$200.00	$175.00	$303.00
1013015	500272	MOBILE DEVICE ALLOWANCE	$329.99	$0.00	$0.00	$0.00	$0.00	$0.00
			$25,567.74	$20,448.98	$49,428.00	$30,159.29	$47,317.00	$59,015.00
1013015	500309	PROFESSIONAL SERVICES	$216,733.02	$172,054.92	$307,400.00	$138,380.75	$307,400.00	$297,400.00
1013015	500330	TRAINING	$382.24	$2,556.29	$5,000.00	$4,472.36	$5,000.00	$5,000.00
1013015	500433	SOFTWARE MAINTENANCE COST	$32,533.18	$35,610.24	$38,350.00	$37,120.83	$38,350.00	$48,350.00
1013015	500625	OPERATING SUPPLIES	$534.12	$1,964.09	$3,000.00	$1,155.52	$3,000.00	$3,000.00
			$250,182.56	$212,185.54	$353,750.00	$181,129.46	$353,750.00	$353,750.00
1013015	500710	TELEPHONE	$1,460.93	$1,875.30	$2,000.00	$897.00	$2,000.00	$500.00
1013015	507743	FURNITURE & FIXTURES	$0.00	$0.00	$0.00	$1,050.00	$0.00	$0.00
			$1,460.93	$1,875.30	$2,000.00	$1,947.00	$2,000.00	$500.00
		GEOGRAPHIC INFORMATION SYSTEMS	$339,226.80	$294,658.63	$555,486.00	$305,771.02	$546,955.00	$572,959.00

FISCAL SUMMARY FOR GENERAL FUND

Department Name: Facilities Maintenance

Department Number: 1013034

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
General Fund Support	$ 1,705,346	$ 1,986,527	$ 2,077,471	**4.58%**	$ 90,944
TOTAL	**$ 1,705,346**	**$ 1,986,527**	**$ 2,077,471**	**4.58%**	$ 90,944
EXPENDITURE					
Salary	$ 906,627	$ 1,048,875	$ 1,089,658	**3.89%**	$ 40,783
Benefits	394,042	468,269	513,504	**9.66%**	$ 45,235
Service & Supplies	397,590	469,383	474,309	**1.05%**	$ 4,926
Capital Outlay	7,086	-	-	**0.00%**	$ -
TOTAL	**$ 1,705,346**	**$ 1,986,527**	**$ 2,077,471**	**4.58%**	$ 90,944
FTE	**14.00**	**17.00**	**17.00**		

PERSONNEL DETAIL WORKSHEET
FY2023-24

DEPARTMENT: Facilities Maintenance		
DEPARTMENT NUMBER: 1013034		
POSITION / DESCRIPTION	**# OF POSITIONS**	**PROPOSED BUDGET**
SALARIES AND WAGES:		
Building Maintenance Worker	8.0	$ 398,663
Facilities Maintenance Manager	1.0	94,298
Building Maintenance Supervisor	1.0	75,923
Skilled Trades Technician	7.0	464,174
Call Back		4,500
Overtime		14,700
Shift Differential		13,500
Stand by		18,900
Temporary Staffing		5,000
SUB-TOTAL SALARY & WAGES	17.0	$ 1,089,658
BENEFITS:		
Medicare		$ 15,487
Retirement		261,797
Group Insurance		205,754
Workers' Compensation		27,496
Foul Weather Allowance		1,050
Phone Allowance		1,920
SUB-TOTAL BENEFITS		$ 513,504
GRAND TOTAL		$ 1,603,162

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
FACILITIES MAINTENANCE								
1013034	500101	SALARIES	$683,958.52	$849,467.41	$988,321.00	$713,600.90	$988,417.00	$1,033,058.00
1013034	500102	HOURLY/SEASONAL	$7,816.00	$0.00	$0.00	$0.00	$0.00	$0.00
1013034	500103	ADMINISTRATIVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1013034	500104	SHIFT DIFFERENTIAL	$14,332.65	$15,692.40	$13,500.00	$15,909.00	$13,500.00	$13,500.00
1013034	500106	MANAGEMENT LEAVE PAY	$5,150.38	$5,970.45	$0.00	$3,944.42	$3,552.00	$0.00
1013034	500107	ANNUAL LEAVE PAYOFF	$13,387.08	$0.00	$0.00	$0.00	$0.00	$0.00
1013034	500108	SICK LEAVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1013034	500109	WORKERS' COMPENSATORY LEAVE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1013034	500111	OVERTIME	$10,782.87	$10,826.48	$14,700.00	$11,744.57	$14,700.00	$14,700.00
1013034	500112	CALL BACK PAY	$1,904.19	$2,007.86	$4,500.00	$2,301.16	$4,500.00	$4,500.00
1013034	500113	STAND-BY PAY	$17,850.13	$21,788.13	$18,900.00	$19,271.93	$18,900.00	$18,900.00
1013034	500114	F L S A	$634.81	$576.62	$0.00	$410.65	$306.00	$0.00
1013034	500116	HOLIDAY PAY	$163.59	$297.95	$0.00	$1,042.92	$0.00	$0.00
1013034	500125	TEMPORARY STAFFING	$98.88	$0.00	$5,000.00	$0.00	$5,000.00	$5,000.00
1013034	500199	GRANT FUNDED ALLOCATION	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$756,079.10	$906,627.30	$1,044,921.00	$768,225.55	$1,048,875.00	$1,089,658.00
1013034	500225	MEDICARE	$10,753.41	$12,922.83	$14,830.00	$10,937.25	$15,325.00	$15,487.00
1013034	500230	RETIREMENT	$154,479.04	$195,825.86	$228,308.00	$161,624.13	$228,409.00	$261,797.00
1013034	500240	GROUP INSURANCE	$153,495.35	$155,433.73	$212,748.00	$129,986.05	$186,429.00	$196,378.00
1013034	500241	CITY HSA CONTRIBUTION	$775.82	$4,563.30	$4,160.00	$6,104.19	$8,885.00	$9,376.00
1013034	500250	WORKERS' COMPENSATION	$19,531.20	$22,910.75	$24,269.00	$17,545.97	$26,851.00	$27,496.00
1013034	500260	EDUCATION INCENTIVE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1013034	500266	FOUL WEATHER ALLOWANCE	$300.00	$450.00	$1,050.00	$450.00	$450.00	$1,050.00
1013034	500271	PHONE ALLOWANCE	$1,952.00	$1,936.00	$1,920.00	$1,280.00	$1,920.00	$1,920.00
			$341,286.82	$394,042.47	$487,285.00	$327,927.59	$468,269.00	$513,504.00
1013034	500330	TRAINING	$0.00	$0.00	$2,860.00	$135.00	$2,860.00	$2,860.00
1013034	500336	PHYSICALS (EMPLOYEE)	$0.00	$0.00	$700.00	$0.00	$700.00	$700.00
1013034	500349	CONTRACTUAL SERVICES	$118,634.95	$104,217.55	$150,000.00	$90,339.66	$150,000.00	$150,000.00
1013034	500430	EQUIPMENT REPAIR & MAINT	$2,410.92	$228.79	$1,065.00	$3,833.84	$1,065.00	$1,065.00
1013034	500433	SOFTWARE MAINTENANCE COST	$775.87	$261.33	$0.00	$597.94	$0.00	$0.00
1013034	500434	BUILDING REPAIR & MAINT	$140,504.53	$129,809.36	$161,604.00	$86,144.37	$161,604.00	$161,604.00
1013034	500435	VEHICLE REPAIR & MAINT	$3,383.33	$9,380.15	$4,000.00	$2,052.25	$4,000.00	$4,000.00
1013034	500542	PRINTING/ADVERTISING	$248.18	$740.67	$0.00	$179.79	$0.00	$0.00
1013034	500545	MEMBERSHIP / PUBLICATIONS	$0.00	$0.00	$100.00	$0.00	$100.00	$100.00
1013034	500580	TRAVEL	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1013034	500601	OFFICE SUPPLIES	$141.79	$115.51	$300.00	$0.00	$300.00	$300.00
1013034	500602	POSTAGE/SHIPPING	$0.00	$0.00	$75.00	$0.00	$75.00	$75.00
1013034	500625	OPERATING SUPPLIES	$2,509.19	$2,074.75	$0.00	$1,377.96	$0.00	$0.00
1013034	500630	CUSTODIAL SUPPLIES	$44,950.01	$44,882.92	$47,000.00	$39,686.21	$47,000.00	$47,000.00
1013034	500660	VEHICLE FUEL/OIL	$14,286.50	$23,708.68	$13,260.00	$15,928.63	$13,260.00	$13,260.00
1013034	500672	SUPPLIED UNIFORMS	$4,163.38	$8,161.23	$6,000.00	$3,645.69	$6,000.00	$6,000.00
1013034	500674	SMALL TOOLS/ EQUIPMENT	$3,045.01	$2,182.25	$4,031.00	$1,835.25	$4,031.00	$4,031.00

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
1013034	500675	SMALL FURNISHINGS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1013034	500710	TELEPHONE	$4,448.27	$5,262.96	$6,000.00	$6,789.02	$6,000.00	$6,000.00
1013034	500950	ISC: FLEET MANAGEMENT	$40,960.00	$59,058.00	$66,527.00	$66,527.50	$66,527.00	$73,017.00
1013034	500955	ISC: RADIOS	$8,838.00	$7,506.00	$5,861.00	$5,861.00	$5,861.00	$4,297.00
1013034	501299	GRANT ALLOCATION/DIRECT BILL	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$389,299.93	$397,590.15	$469,383.00	$324,934.11	$469,383.00	$474,309.00
1013034	507775	EQUIPMENT	$0.00	$7,086.36	$0.00	$0.00	$0.00	$0.00
			$0.00	$7,086.36	$0.00	$0.00	$0.00	$0.00
		FACILITIES MAINTENANCE	$1,486,665.85	$1,705,346.28	$2,001,589.00	$1,421,087.25	$1,986,527.00	$2,077,471.00

FISCAL SUMMARY FOR GENERAL FUND

Department Name: Landfill

Department Number: 3904

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
General Fund Support	$ (4,616,729)	$ (4,234,035)	$ (5,359,072)	**26.57%**	$ (1,125,037)
Charges for Services	7,118,894	6,925,353	7,994,897	**15.44%**	1,069,544
TOTAL	**$ 2,502,165**	**$ 2,691,318**	**$ 2,635,825**	**-2.06%**	**$ (55,493)**
EXPENDITURE					
Salary	$ 759,561	$ 876,912	$ 944,079	**7.66%**	$ 67,167
Benefits	377,745	420,097	448,754	**6.82%**	28,657
Service & Supplies	1,352,634	1,394,309	1,242,992	**-10.85%**	(151,317)
Capital Outlay	12,225	-	-	**0.00%**	-
TOTAL	**$ 2,502,165**	**$ 2,691,318**	**$ 2,635,825**	**-2.06%**	**$ (55,493)**
FTE	**12.00**	**13.00**	**13.00**		

PERSONNEL DETAIL WORKSHEET
FY2023-24

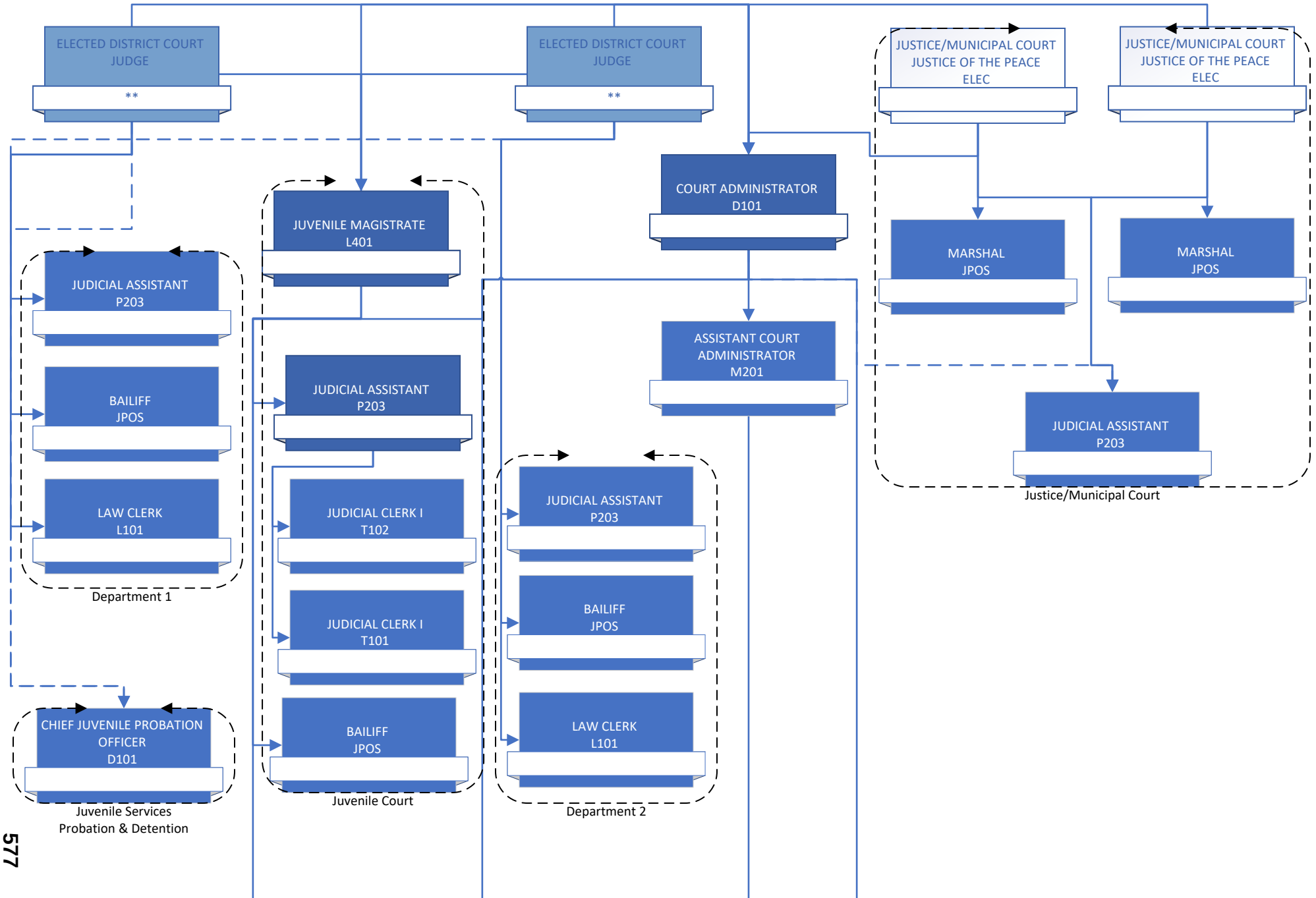
DEPARTMENT: LANDFILL		
DEPARTMENT NUMBER: 1013904		
POSITION / DESCRIPTION	**# OF POSITIONS**	**PROPOSED BUDGET**
SALARIES AND WAGES:		
Operations Manager-PW	0.35	$ 48,604
Senior Environmental Control Officer	0.40	32,078
Environmental Control Officer	0.15	9,689
Environmental Control Foreman	0.10	9,287
Landfill Gate Attendant	3.00	142,903
Landfill Foreman	1.00	62,698
Landfill Supervisor	1.00	93,665
Landfill Worker	7.00	396,055
Holiday Pay		6,000
Overtime		40,000
Call Back		1,000
Stand-by		2,100
Temporary Staffing		100,000
SUB-TOTAL SALARY & WAGES	**13.00**	**$ 944,079**
BENEFITS:		
Medicare		11,750
Retirement		198,572
Group Insurance		204,906
Workers' Compensation		21,867
Educations Incentive		50
Uniform Allowance		7,500
Foul Weather Allowance		1,748
Phone Allowance		2,256
Mobile Device Allowance		105
SUB-TOTAL BENEFITS		**$ 448,754**
GRAND TOTAL		**$ 1,392,833**

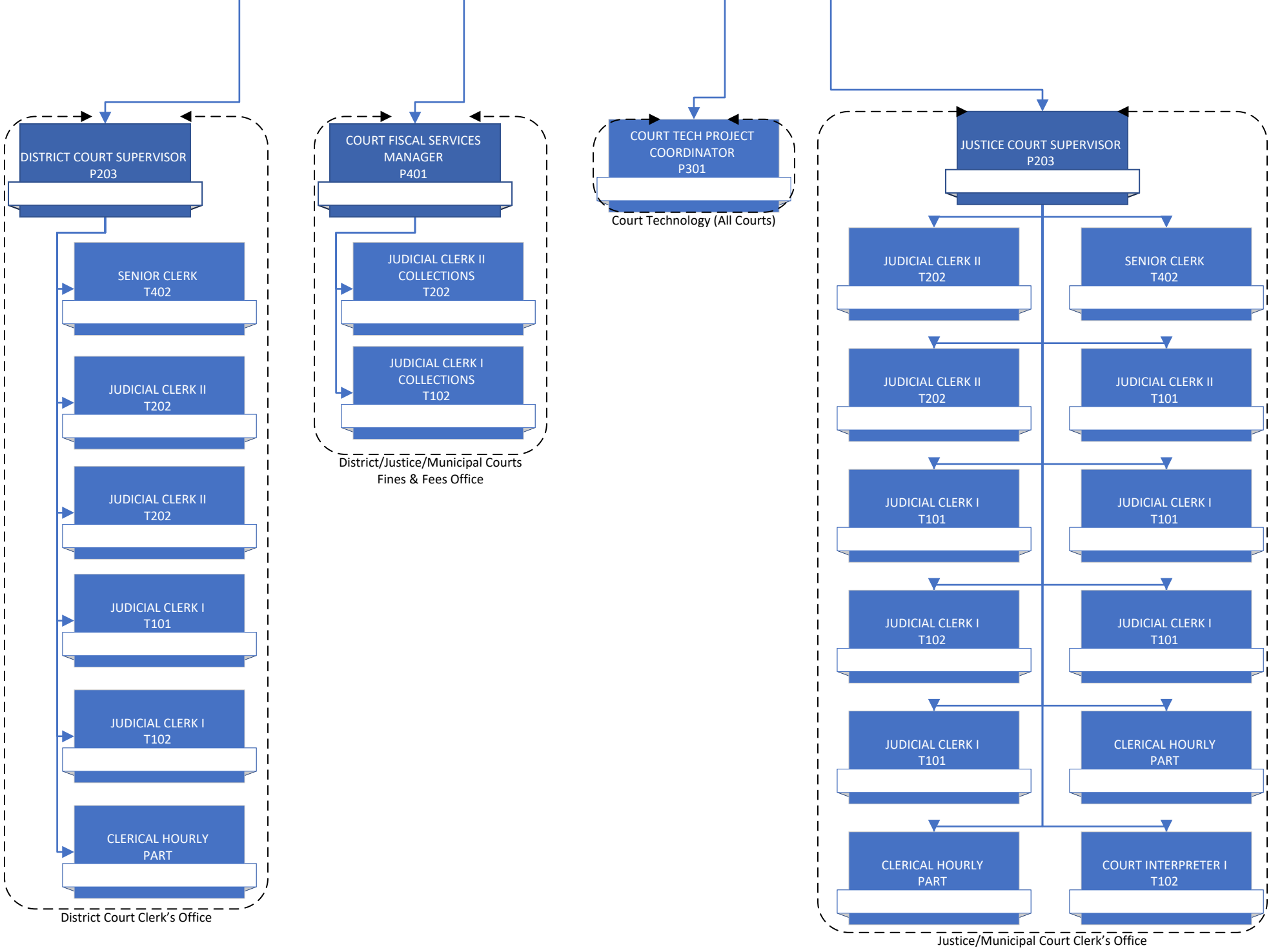
Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
LANDFILL OPERATIONS								
1013904	500101	SALARIES	$575,267.96	$661,976.59	$782,765.00	$513,387.34	$722,960.00	$794,979.00
1013904	500102	HOURLY/SEASONAL	$10,197.00	$7,330.50	$0.00	$11,419.00	$0.00	$0.00
1013904	500103	ADMINISTRATIVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1013904	500106	MANAGEMENT LEAVE PAY	$1,725.67	$1,813.82	$0.00	$4,583.04	$3,803.00	$0.00
1013904	500107	ANNUAL LEAVE PAYOFF	$5,399.83	$2,090.92	$0.00	$0.00	$0.00	$0.00
1013904	500108	SICK LEAVE PAY	$4,506.12	$0.00	$0.00	$0.00	$0.00	$0.00
1013904	500109	WORKERS' COMPENSATORY LEAVE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1013904	500111	OVERTIME	$55,125.87	$30,926.79	$40,000.00	$21,861.60	$40,000.00	$40,000.00
1013904	500112	CALL BACK PAY	$773.04	$79.18	$1,000.00	$155.96	$1,000.00	$1,000.00
1013904	500113	STAND-BY PAY	$227.98	$0.00	$2,100.00	$0.00	$2,100.00	$2,100.00
1013904	500114	F L S A	$445.40	$491.60	$0.00	$1,469.63	$1,049.00	$0.00
1013904	500116	HOLIDAY PAY	$14,027.68	$13,064.18	$6,000.00	$20,657.13	$6,000.00	$6,000.00
1013904	500125	TEMPORARY STAFFING	$55,858.71	$41,787.85	$100,000.00	$15,763.06	$100,000.00	$100,000.00
1013904	500199	GRANT FUNDED ALLOCATION	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$723,555.26	$759,561.43	$931,865.00	$589,296.76	$876,912.00	$944,079.00
1013904	500225	MEDICARE	$9,156.60	$9,904.87	$11,603.00	$7,956.34	$11,829.00	$11,750.00
1013904	500230	RETIREMENT	$128,184.46	$147,739.41	$180,336.00	$118,726.43	$174,681.00	$198,572.00
1013904	500240	GROUP INSURANCE	$168,851.22	$179,157.22	$209,531.00	$131,719.24	$197,708.00	$196,170.00
1013904	500241	CITY HSA CONTRIBUTION	$11,132.59	$11,887.01	$11,742.00	$7,250.90	$9,835.00	$8,736.00
1013904	500250	WORKERS' COMPENSATION	$19,645.98	$20,387.80	$19,884.00	$12,839.82	$20,098.00	$21,867.00
1013904	500260	EDUCATION INCENTIVE	$55.00	$55.00	$50.00	$0.00	$50.00	$50.00
1013904	500265	UNIFORM ALLOWANCE	$3,155.36	$6,053.76	$7,500.00	$5,261.38	$2,547.00	$7,500.00
1013904	500266	FOUL WEATHER ALLOWANCE	$697.50	$1,147.50	$1,898.00	$1,147.50	$1,148.00	$1,748.00
1013904	500270	CAR ALLOWANCE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1013904	500271	PHONE ALLOWANCE	$1,306.80	$1,306.80	$2,256.00	$1,344.00	$2,096.00	$2,256.00
1013904	500272	MOBILE DEVICE ALLOWANCE	$105.88	$105.87	$105.00	$70.00	$105.00	$105.00
			$342,291.39	$377,745.24	$444,905.00	$286,315.61	$420,097.00	$448,754.00
1013904	500309	PROFESSIONAL SERVICES	$4,852.50	$1,517.04	$62,000.00	$62,253.50	$62,000.00	$62,000.00
1013904	500312	AUDITING FEES	$4,214.40	$3,830.40	$3,639.00	$3,696.00	$3,639.00	$3,639.00
1013904	500317	BANKING SERVICES	$33,373.93	$34,579.99	$31,000.00	$29,006.72	$31,000.00	$31,000.00
1013904	500330	TRAINING	$2,308.65	$497.47	$8,000.00	$2,963.34	$8,000.00	$8,000.00
1013904	500430	EQUIPMENT REPAIR & MAINT	$288,461.41	$321,103.08	$250,000.00	$246,101.44	$250,000.00	$250,000.00
1013904	500433	SOFTWARE MAINTENANCE COST	$6,186.82	$8,704.62	$9,622.00	$7,889.13	$9,622.00	$9,622.00
1013904	500434	BUILDING REPAIR & MAINT	$74,621.00	$9,307.75	$5,000.00	$1,960.15	$5,000.00	$5,000.00
1013904	500435	VEHICLE REPAIR & MAINT	$30,903.48	$30,177.27	$15,000.00	$21,167.81	$15,000.00	$15,000.00
1013904	500445	EQUIPMENT RENTAL	$54,384.52	$1,232.93	$16,000.00	$0.00	$16,000.00	$16,000.00
1013904	500460	MAINTENANCE CONTRACT	$0.00	$49,999.00	$50,000.00	$0.00	$50,000.00	$50,000.00
1013904	500490	FEES & PERMITS	$92,300.00	$94,591.00	$100,000.00	$7,721.00	$100,000.00	$100,000.00
1013904	500493	CHIPPING/RECYCLING	$29,760.00	$46,390.00	$43,000.00	$0.00	$43,000.00	$43,000.00
1013904	500512	INSURANCE PREMIUMS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1013904	500542	PRINTING/ADVERTISING	$4,616.53	$7,118.04	$3,000.00	$1,822.53	$3,000.00	$3,000.00
1013904	500545	MEMBERSHIP / PUBLICATIONS	$691.00	$957.00	$1,000.00	$1,296.52	$1,000.00	$1,000.00

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
1013904	500580	TRAVEL	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1013904	500585	REIMBURSABLE EDUCATION	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1013904	500592	HOUSEHOLD HAZ DISPOSAL	$49,868.33	$66,988.78	$60,000.00	$51,330.96	$60,000.00	$60,000.00
1013904	500601	OFFICE SUPPLIES	$2,375.39	$3,835.70	$2,000.00	$1,282.80	$2,000.00	$2,000.00
1013904	500602	POSTAGE/SHIPPING	$0.00	$29.71	$2,000.00	$1,000.00	$2,000.00	$2,000.00
1013904	500625	OPERATING SUPPLIES	$77,079.61	$108,273.82	$120,000.00	$82,193.31	$120,000.00	$120,000.00
1013904	500629	COVER MATERIALS	$0.00	$0.00	$50,000.00	$14,731.99	$50,000.00	$50,000.00
1013904	500636	LABORATORY EXPENSES	$3,677.93	$2,001.40	$5,500.00	$7,517.28	$5,500.00	$5,500.00
1013904	500645	BOOKS/ PERIODICALS/ PUBLICATIO	$0.00	$0.00	$250.00	$0.00	$250.00	$250.00
1013904	500660	VEHICLE FUEL/OIL	$198,386.44	$350,581.64	$351,000.00	$291,241.97	$351,000.00	$205,000.00
1013904	500675	SMALL FURNISHINGS	$0.00	$1,169.99	$1,000.00	$0.00	$1,000.00	$1,000.00
1013904	500680	GIFTS & DONATIONS	$0.00	$31.85	$144.00	$51.01	$144.00	$0.00
1013904	500710	TELEPHONE	$5,320.38	$4,638.30	$4,500.00	$6,074.70	$4,500.00	$2,500.00
1013904	500712	POWER	$6,359.02	$9,053.98	$11,000.00	$11,031.77	$11,000.00	$11,000.00
1013904	500915	ISC: INSURANCE FUND	$55,500.00	$61,500.00	$61,500.00	$61,500.00	$61,500.00	$61,500.00
1013904	500950	ISC: FLEET MANAGEMENT	$129,280.00	$115,800.00	$115,700.00	$115,700.00	$115,700.00	$116,388.00
1013904	500955	ISC: RADIOS	$16,152.00	$18,348.00	$12,454.00	$12,454.00	$12,454.00	$8,593.00
1013904	501299	GRANT ALLOCATION/DIRECT BILL	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1013904	502450	CASH SHORT/OVER	($23,299.24)	$374.89	$0.00	$721.22	$0.00	$0.00
			$1,147,374.10	$1,352,633.65	$1,394,309.00	$1,042,709.15	$1,394,309.00	$1,242,992.00
1013904	507775	EQUIPMENT	$0.00	$12,225.00	$0.00	$1,000.00	$0.00	$0.00
1013904	507850	SITE DEVELOPMENT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$0.00	$12,225.00	$0.00	$1,000.00	$0.00	$0.00
		LANDFILL OPERATIONS	$2,213,220.75	$2,502,165.32	$2,771,079.00	$1,919,321.52	$2,691,318.00	$2,635,825.00

First Judicial District
Carson City

March 21, 2023





**Please note, District Court Judges are not Carson City employees.

FISCAL SUMMARY FOR GENERAL FUND

Department Name: Juvenile Court

Department Number: 4300 & 4310

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
General Fund Support	$ 736,788	$ 839,535	$ 785,780	**-6.40%**	$ (53,755)
TOTAL	**$ 736,788**	**$ 839,535**	**$ 785,780**	**-6.40%**	$ (53,755)
EXPENDITURE					
Salary	$ 433,908	$ 456,872	$ 463,738	**1.50%**	$ 6,866
Benefits	215,501	229,266	253,163	**10.42%**	$ 23,897
Service & Supplies	87,379	153,397	68,879	**-55.10%**	$ (84,518)
TOTAL	**$ 736,788**	**$ 839,535**	**$ 785,780**	**-6.40%**	$ (53,755)
FTE	**5**	**5**	**5**		

PERSONNEL DETAIL WORKSHEET
FY2023-24

DEPARTMENT: Juvenile Court		
DEPARTMENT NUMBER: 4300		
POSITION / DESCRIPTION	**# OF POSITIONS**	**PROPOSED BUDGET**
SALARIES AND WAGES:		
Bailiff	1.0	$ 89,073
Judicial Assistant	1.0	93,172
Judicial Clerk T1	2.0	119,563
Juvenile Magistrate	1.0	161,930
SUB-TOTAL SALARY & WAGES	5.0	$ 463,738
BENEFITS:		
Medicare		$ 6,535
Retirement		159,195
Group Insurance		78,047
Workers' Compensation		5,666
Phone Allowance		1,920
Uniform Allowance		1,300
Education Incentive		500
SUB-TOTAL BENEFITS		$ 253,163
GRAND TOTAL		$ 716,901

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
JUVENILE COURTS								
1014300	500101	SALARIES	$404,721.59	$422,471.96	$449,369.00	$321,798.40	$448,842.00	$463,738.00
1014300	500102	HOURLY/SEASONAL	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1014300	500103	ADMINISTRATIVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1014300	500106	MANAGEMENT LEAVE PAY	$1,494.37	$8,706.05	$0.00	$6,703.90	$6,349.00	$0.00
1014300	500107	ANNUAL LEAVE PAYOFF	$1,485.31	$0.00	$0.00	$0.00	$0.00	$0.00
1014300	500108	SICK LEAVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1014300	500111	OVERTIME	$18,875.47	$2,725.36	$0.00	$1,676.18	$1,676.00	$0.00
1014300	500113	STAND-BY PAY	$7.67	$0.00	$0.00	$0.00	$0.00	$0.00
1014300	500114	F L S A	$3.39	$4.80	$0.00	$8.72	$5.00	$0.00
			$426,587.80	$433,908.17	$449,369.00	$330,187.20	$456,872.00	$463,738.00
1014300	500225	MEDICARE	$5,988.74	$6,110.75	$6,339.00	$4,639.40	$6,409.00	$6,535.00
1014300	500230	RETIREMENT	$121,285.39	$131,807.28	$137,088.00	$100,516.00	$138,477.00	$159,195.00
1014300	500240	GROUP INSURANCE	$58,064.63	$60,114.48	$65,989.00	$48,542.31	$68,816.00	$70,860.00
1014300	500241	CITY HSA CONTRIBUTION	$10,245.63	$8,439.20	$8,458.00	$5,090.82	$7,217.00	$7,187.00
1014300	500250	WORKERS' COMPENSATION	$5,763.06	$5,292.82	$5,145.00	$3,708.21	$5,277.00	$5,666.00
1014300	500260	EDUCATION INCENTIVE	$0.00	$500.00	$500.00	$0.00	$500.00	$500.00
1014300	500265	UNIFORM ALLOWANCE	$500.00	$1,300.00	$1,300.00	$0.00	$650.00	$1,300.00
1014300	500271	PHONE ALLOWANCE	$1,936.00	$1,936.00	$1,920.00	$1,280.00	$1,920.00	$1,920.00
1014300	500275	SICK LV CONVERTED TO PERS	$3,153.63	$0.00	$0.00	$0.00	$0.00	$0.00
			$206,937.08	$215,500.53	$226,739.00	$163,776.74	$229,266.00	$253,163.00
1014300	500317	BANKING SERVICES	$102.04	$528.58	$1,000.00	$560.25	$1,000.00	$1,000.00
1014300	500330	TRAINING	$0.00	$620.00	$1,500.00	$0.00	$1,500.00	$1,500.00
1014300	500335	RTC INTERCITY	$0.00	$0.00	$800.00	$0.00	$800.00	$800.00
1014300	500356	EMPLOYEE PHYSICALS	$0.00	$465.00	$0.00	$565.00	$0.00	$0.00
1014300	500432	MAINTENANCE SVC CONTRACTS	$3,566.27	$2,362.35	$1,900.00	$1,200.95	$1,900.00	$1,900.00
1014300	500433	SOFTWARE MAINTENANCE COST	$349.94	$0.00	$0.00	$0.00	$0.00	$0.00
1014300	500444	OFFICE EQUIPMENT RENTAL	$0.00	$0.00	$100.00	$0.00	$100.00	$100.00
1014300	500545	MEMBERSHIP / PUBLICATIONS	$1,079.71	$674.88	$800.00	$569.92	$800.00	$800.00
1014300	500580	TRAVEL	$0.00	$0.00	$500.00	$0.00	$500.00	$500.00
1014300	500601	OFFICE SUPPLIES	$1,719.56	$2,576.76	$2,000.00	$1,325.32	$2,000.00	$2,000.00
1014300	500602	POSTAGE/SHIPPING	$2,694.50	$3,650.85	$3,255.00	$2,692.74	$3,255.00	$3,255.00
1014300	500615	PRINTING/DUPLICATING	$69.33	$0.00	$300.00	$0.00	$300.00	$300.00
1014300	500625	OPERATING SUPPLIES	$1,591.24	$2,484.52	$1,820.00	$1,687.36	$1,820.00	$1,820.00
1014300	500655	TECH $5 NOTARY BOND	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1014300	500656	NV RURAL CASE MGMT SYSTEM	$3,750.00	$3,750.00	$3,750.00	$3,750.00	$3,750.00	$3,750.00
1014300	500710	TELEPHONE	$1,237.55	$876.46	$654.00	$530.45	$654.00	$654.00
1014300	500803	ATTORNEYS FEES	$20,963.65	$12,929.68	$5,000.00	$11,606.52	$5,000.00	$5,000.00
1014300	500804	COURT REPORTER FEES	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1014300	500807	MEDICAL TESTING	$0.00	$0.00	$1,500.00	$0.00	$1,500.00	$1,500.00
1014300	500812	INTERPRETER/EXPERT FEES	$15,560.59	$10,425.08	$8,500.00	$8,441.81	$8,500.00	$8,500.00
1014300	500813	MEDIATION FEES	$100.00	$300.00	$0.00	$600.00	$0.00	$0.00
1014300	500815	MENTAL EVALUATIONS	$36,325.00	$24,971.18	$0.00	$21,807.59	$36,000.00	$0.00

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
1014300	500822	SPEC COURT JUV DRUG COURT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1014300	500828	PROTEMPORE	$2,700.00	$5,300.00	$4,500.00	$4,000.00	$4,500.00	$4,500.00
1014300	500833	DEPENDENCY DRUG COURT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1014300	500835	FAMILIES FIRST DEPENDENCY	$0.00	$0.00	$1,810.00	$0.00	$1,810.00	$0.00
1014300	502450	CASH SHORT/OVER	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$91,809.38	$71,915.34	$39,689.00	$59,337.91	$75,689.00	$37,879.00
		JUVENILE COURTS	$725,334.26	$721,324.04	$715,797.00	$553,301.85	$761,827.00	$754,780.00
JUVENILE ADMINISTRATIVE ASSESSMENT								
1014310	500813	MEDIATION FEES	$6,940.00	$3,475.00	$29,287.00	$1,237.50	$29,287.00	$11,000.00
1014310	500822	SPEC COURT JUV DRUG COURT	$4,971.15	$11,989.28	$26,421.00	$5,916.49	$26,421.00	$10,000.00
1014310	500833	DEPENDENCY DRUG COURT	$0.00	$0.00	$22,000.00	$0.00	$22,000.00	$10,000.00
			$11,911.15	$15,464.28	$77,708.00	$7,153.99	$77,708.00	$31,000.00
		JUVENILE ADMINISTRATIVE ASSESSMENT	$11,911.15	$15,464.28	$77,708.00	$7,153.99	$77,708.00	$31,000.00

FISCAL SUMMARY FOR GENERAL FUND

Department Name: Courts

Department Number: 4700 & 4710

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
General Fund Support	$ 4,673,895	$ 5,719,242	$ 5,239,258	**-8.39%**	$ (479,984)
TOTAL	**$ 4,673,895**	**$ 5,719,242**	**$ 5,239,258**	**-8.39%**	$ (479,984)
EXPENDITURE					
Salary	$ 2,530,029	$ 2,778,824	$ 2,761,872	**-0.61%**	$ (16,952)
Benefits	1,189,949	1,289,372	1,412,076	**9.52%**	$ 122,704
Service & Supplies	949,491	1,651,046	1,065,310	**-35.48%**	$ (585,736)
Capital Outlay	4,426	-	-	**0.00%**	$ -
TOTAL	**$ 4,673,895**	**$ 5,719,242**	**$ 5,239,258**	**-8.39%**	$ (479,984)
FTE	**32**	**33**	**33**		

PERSONNEL DETAIL WORKSHEET
FY2023-24

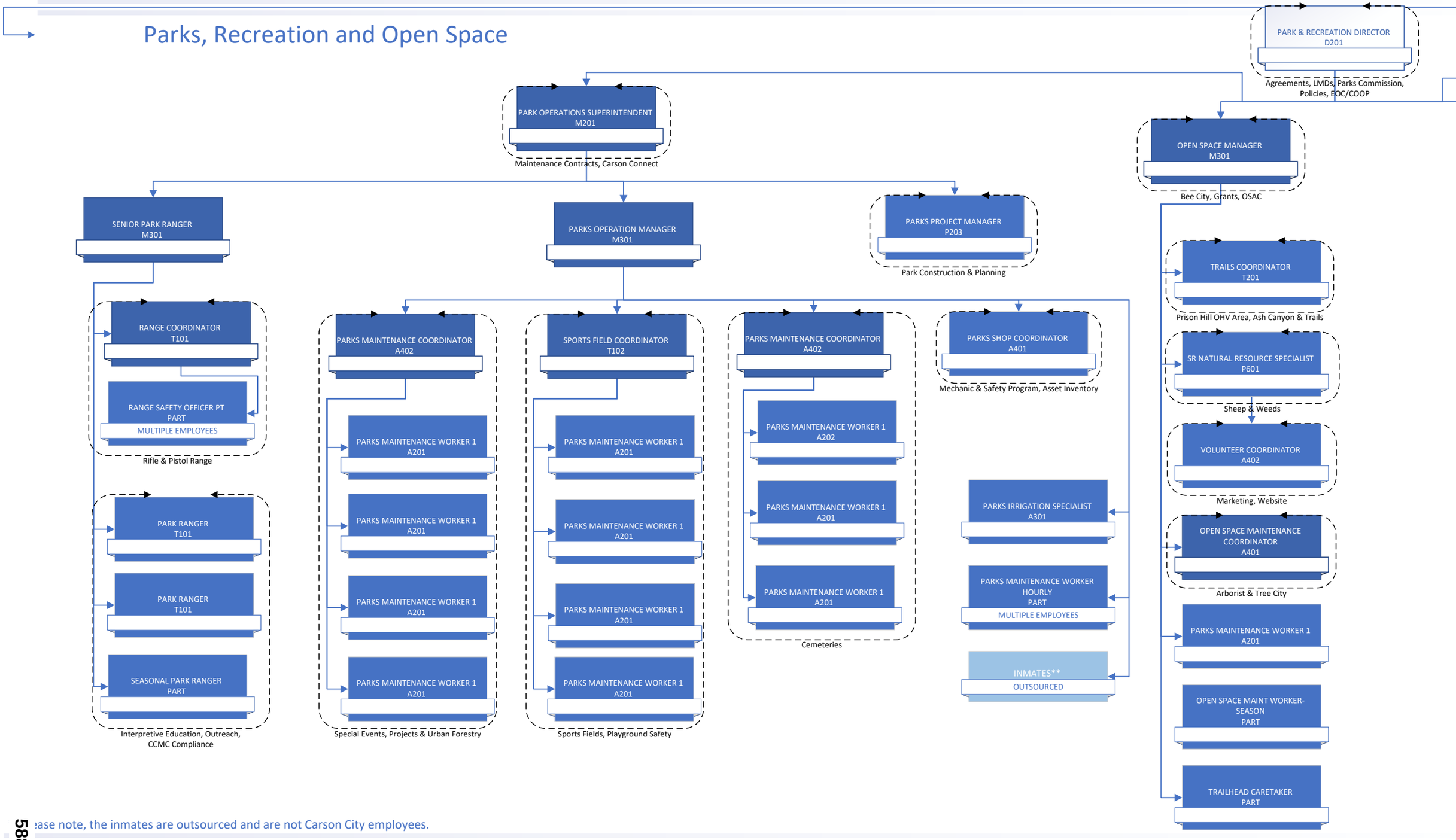
DEPARTMENT: Courts		
DEPARTMENT NUMBER: 1014700		
POSITION / DESCRIPTION	**# OF POSITIONS**	**PROPOSED BUDGET**
SALARIES AND WAGES:		
Court Administrator*	1.00	$ 164,647
Assistant Court Administrator	1.00	95,356
Court Fiscal Services Manager	1.00	114,043
Court Interpreter	1.00	65,122
Court Tech Proj Coordinator	1.00	74,818
District Court Supervisor	1.00	94,251
Judicial Assistant**	3.00	271,803
Judicial Clerk T1	7.00	361,512
Judicial Clerk T1 Collections	1.00	45,910
Judicial Clerk T2	4.00	273,748
Judicial Clerk T2 Collections	1.00	62,896
Justice Court Supervisor	1.00	93,878
Justice of The Peace	2.00	332,050
Law Clerk	2.00	141,308
Senior Clerk	2.00	161,571
Marshal/Bailiff	4.00	329,867
Hourly Salary		39,092
Overtime		40,000
*Includes $5,000 from Storey County		
**Includes $30,000 from Storey County		
SUB-TOTAL SALARY & WAGES	33.00	$ 2,761,872
BENEFITS:		
Medicare		$ 39,272
Retirement		871,965
Group Insurance		441,725
Workers' Compensation		33,717
Phone Allowance		8,640
Education Incentive		3,757
Uniform Allowance		5,200
Car Allowance		7,800
SUB-TOTAL BENEFITS		$ 1,412,076
GRAND TOTAL		$ 4,173,948

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
DISTRICT/JUSTICE COURT								
1014700	500101	SALARIES	$2,325,117.49	$2,414,533.89	$2,713,120.00	$1,875,726.00	$2,595,407.00	$2,682,780.00
1014700	500102	HOURLY/SEASONAL	$26,548.18	$28,744.85	$39,092.00	$19,062.65	$39,092.00	$39,092.00
1014700	500103	ADMINISTRATIVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1014700	500106	MANAGEMENT LEAVE PAY	$15,016.78	$37,424.12	$0.00	$27,892.63	$20,520.00	$0.00
1014700	500107	ANNUAL LEAVE PAYOFF	$11,854.14	$30,667.70	$0.00	$35,156.00	$35,156.00	$0.00
1014700	500108	SICK LEAVE PAY	$0.00	$10,903.76	$0.00	$48,507.44	$48,507.00	$0.00
1014700	500109	WORKERS' COMPENSATORY LEAVE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1014700	500111	OVERTIME	$13,328.51	$17,913.39	$40,000.00	$46,159.09	$40,000.00	$40,000.00
1014700	500112	CALL BACK PAY	$0.00	$0.00	$0.00	$355.37	$0.00	$0.00
1014700	500114	F L S A	$90.34	$149.65	$0.00	$259.30	$142.00	$0.00
1014700	500116	HOLIDAY PAY	$0.00	$0.00	$0.00	$1,888.57	$0.00	$0.00
1014700	500125	TEMPORARY STAFFING	$28,702.48	$1,691.36	$0.00	$0.00	$0.00	$0.00
1014700	500199	GRANT FUNDED ALLOCATION	($10,353.43)	($11,999.83)	$0.00	$0.00	$0.00	$0.00
			$2,410,304.49	$2,530,028.89	$2,792,212.00	$2,055,007.05	$2,778,824.00	$2,761,872.00
1014700	500225	MEDICARE	$33,902.46	$36,070.23	$39,682.00	$29,273.51	$40,182.00	$39,272.00
1014700	500230	RETIREMENT	$655,799.53	$707,442.61	$787,029.00	$551,388.09	$759,018.00	$871,965.00
1014700	500240	GROUP INSURANCE	$360,423.87	$343,295.45	$430,508.00	$264,448.49	$378,485.00	$388,885.00
1014700	500241	CITY HSA CONTRIBUTION	$38,721.55	$48,805.24	$50,095.00	$37,332.09	$52,964.00	$52,840.00
1014700	500250	WORKERS' COMPENSATION	$28,575.74	$31,766.96	$31,696.00	$23,309.88	$33,687.00	$33,717.00
1014700	500257	DOMESTIC PARTNER INS BENEFIT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1014700	500260	EDUCATION INCENTIVE	$2,500.00	$3,500.00	$3,250.00	$2,379.50	$3,750.00	$3,757.00
1014700	500265	UNIFORM ALLOWANCE	$2,915.52	$7,409.46	$5,200.00	$2,615.99	$5,216.00	$5,200.00
1014700	500270	CAR ALLOWANCE	$3,915.00	$3,915.00	$3,900.00	$5,250.00	$7,350.00	$7,800.00
1014700	500271	PHONE ALLOWANCE	$7,744.00	$7,744.00	$7,680.00	$5,840.00	$8,720.00	$8,640.00
			$1,134,497.67	$1,189,948.95	$1,359,040.00	$921,837.55	$1,289,372.00	$1,412,076.00
1014700	500309	PROFESSIONAL SERVICES	$0.00	$0.00	$0.00	$10,000.00	$10,000.00	$0.00
1014700	500317	BANKING SERVICES	$1,373.45	$1,620.68	$6,000.00	$4,140.28	$6,000.00	$6,000.00
1014700	500330	TRAINING	($350.00)	$4,874.18	$3,500.00	$506.25	$3,500.00	$3,500.00
1014700	500335	RTC INTERCITY	$0.00	$0.00	$2,400.00	$0.00	$400.00	$2,400.00
1014700	500347	PROCESS SERVER CONTRACT	$8,755.00	$6,330.00	$16,000.00	$7,340.00	$16,000.00	$16,000.00
1014700	500356	EMPLOYEE PHYSICALS	$3,382.00	$1,385.00	$2,625.00	$1,730.00	$2,625.00	$2,625.00
1014700	500430	EQUIPMENT REPAIR & MAINT	$9,323.08	$2,962.68	$8,010.00	$8,234.70	$8,010.00	$8,010.00
1014700	500432	MAINTENANCE SVC CONTRACTS	$32,973.96	$33,465.06	$28,844.00	$11,588.54	$28,844.00	$28,844.00
1014700	500433	SOFTWARE MAINTENANCE COST	$0.00	$1,945.66	$0.00	$3,484.93	$0.00	$0.00
1014700	500444	OFFICE EQUIPMENT RENTAL	$558.70	$0.00	$375.00	$0.00	$375.00	$375.00
1014700	500542	PRINTING/ADVERTISING	$374.36	$741.09	$1,415.00	$244.67	$1,415.00	$1,415.00
1014700	500545	MEMBERSHIP / PUBLICATIONS	$39,671.34	$40,906.01	$33,091.00	$30,790.06	$33,091.00	$33,091.00
1014700	500580	TRAVEL	$0.00	$476.76	$0.00	$914.00	$0.00	$0.00
1014700	500582	MILEAGE	$0.00	$15.51	$125.00	$0.00	$125.00	$125.00
1014700	500601	OFFICE SUPPLIES	$22,245.63	$24,235.17	$22,160.00	$11,056.65	$22,160.00	$22,160.00
1014700	500605	MICROFILM SUPPLIES	$6,138.96	$10,872.82	$9,192.00	$15,648.26	$9,192.00	$9,192.00
1014700	500625	OPERATING SUPPLIES	$15,606.12	$17,166.23	$18,830.00	$23,328.07	$20,830.00	$18,830.00

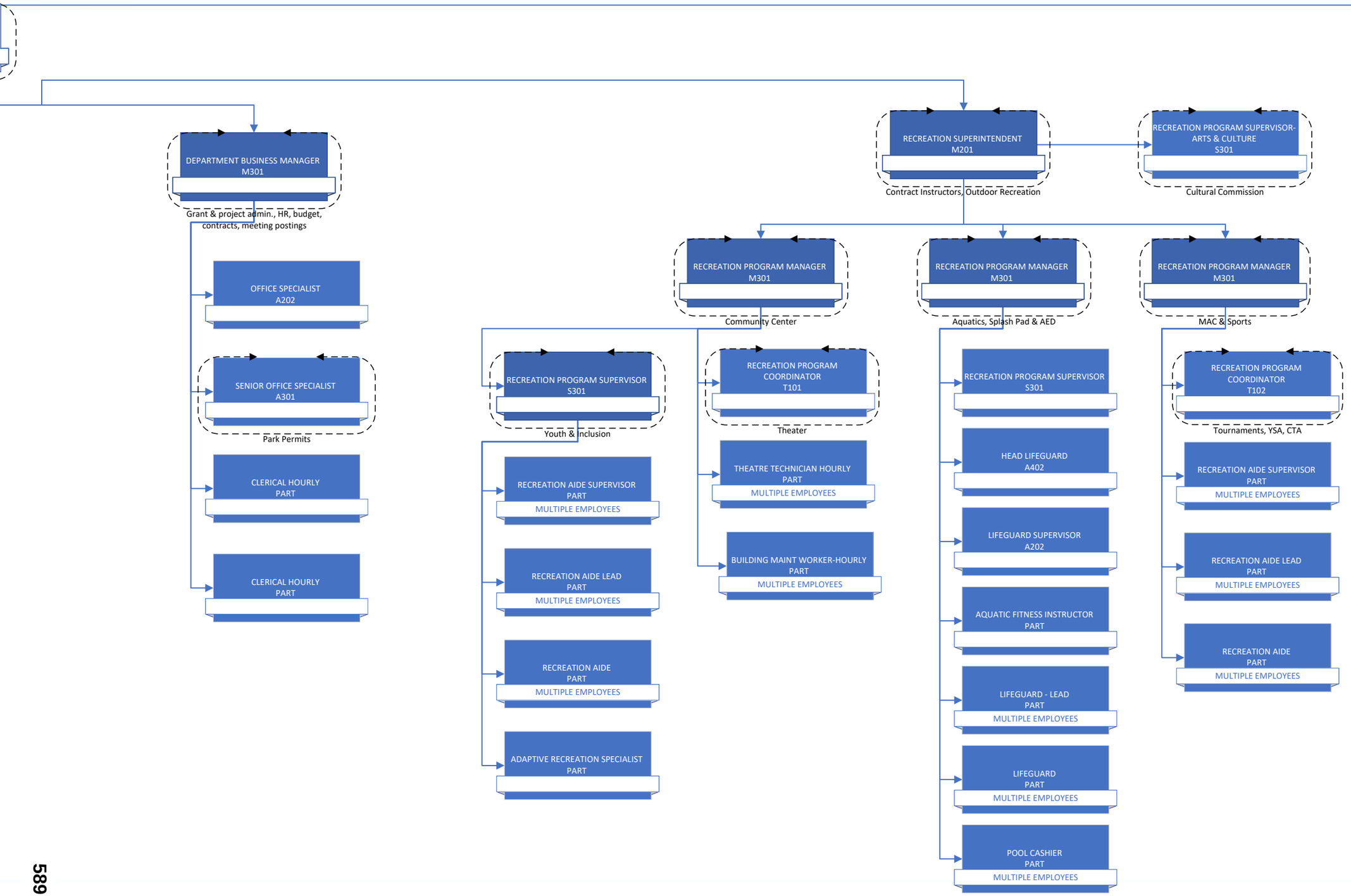
Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
1014700	500645	BOOKS/ PERIODICALS/ PUBLICATIO	$1,240.31	$38.44	$300.00	$345.21	$300.00	$300.00
1014700	500655	TECH $5 NOTARY BOND	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1014700	500656	NV RURAL CASE MGMT SYSTEM	$22,000.00	$22,000.00	$22,000.00	$24,500.00	$22,000.00	$22,000.00
1014700	500675	SMALL FURNISHINGS	$1,011.89	$1,990.98	$1,510.00	$1,253.88	$1,510.00	$1,510.00
1014700	500710	TELEPHONE	$9,655.32	$8,585.59	$7,010.00	$6,420.08	$7,010.00	$7,010.00
1014700	500801	JURY VENIRE	$5,545.26	$5,446.10	$2,655.00	$6,426.08	$12,655.00	$2,655.00
1014700	500802	JURY FEES/EXPENSES	$6,316.70	$10,230.09	$20,840.00	$4,366.81	$10,840.00	$20,840.00
1014700	500803	ATTORNEYS FEES	$45,036.69	$26,272.64	$14,340.00	$26,462.75	$14,340.00	$14,340.00
1014700	500804	COURT REPORTER FEES	$35,838.71	$44,830.34	$50,450.00	$11,647.00	$40,450.00	$50,450.00
1014700	500806	NRS 432B & ADULT GUARDIAN	$117,000.00	$121,000.00	$157,208.00	$60,500.00	$157,208.00	$121,000.00
1014700	500812	INTERPRETER/EXPERT FEES	$69,813.86	$44,104.03	$38,920.00	$29,522.70	$38,920.00	$38,920.00
1014700	500815	MENTAL EVALUATIONS	$70,115.00	$61,450.00	$19,445.00	$54,622.50	$19,445.00	$19,445.00
1014700	500820	MENTAL HEALTH COURT	$45.00	$0.00	$0.00	$0.00	$0.00	$0.00
1014700	500825	GRAND JURY	$0.00	$0.00	$510.00	$0.00	$510.00	$510.00
1014700	500828	PROTEMPORE	$40,959.02	$59,681.18	$93,040.00	$44,018.08	$93,040.00	$93,040.00
1014700	502450	CASH SHORT/OVER	($22.40)	$6,600.65	$0.00	($647.46)	$0.00	$0.00
1014700	502501	ETHICS COMM UNFUND MAND	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1014700	502505	SB443 PSI PRODUCTION	$147,350.62	$111,421.93	$154,123.00	$92,142.72	$154,123.00	$154,123.00
			$711,958.58	$670,648.82	$734,918.00	$490,586.76	$734,918.00	$698,710.00
		DISTRICT/JUSTICE COURT	$4,256,760.74	$4,390,626.66	$4,886,170.00	$3,467,431.36	$4,803,114.00	$4,872,658.00
DC/JC ADMINISTRATIVE ASSESSMENT								
1014710	500225	MEDICARE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1014710	500240	GROUP INSURANCE	($6.20)	$0.00	$0.00	$0.00	$0.00	$0.00
1014710	500241	CITY HSA CONTRIBUTION	$6.20	$0.00	$0.00	$0.00	$0.00	$0.00
1014710	500250	WORKERS' COMPENSATION	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1014710	500433	SOFTWARE MAINTENANCE COST	$504.00	$0.00	$0.00	$0.00	$0.00	$0.00
1014710	500611	DC INTEREST	$0.00	$0.00	$1,045.00	$0.00	$1,045.00	$0.00
1014710	500620	TECHNOLOGY FEES	$349.94	$78.89	$3,898.00	$0.00	$3,898.00	$1,000.00
1014710	500621	ARBITRATION	$0.00	$0.00	$39,886.00	$0.00	$39,886.00	$5,000.00
1014710	500670	ADMINISTRATIVE ASSESSMENTS	$0.00	$0.00	$4,823.00	$0.00	$4,823.00	$600.00
1014710	500674	SMALL TOOLS/ EQUIPMENT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1014710	500811	AB54 - JUSTICE COURT	$37,837.20	$39,473.85	$131,779.00	$33,998.69	$131,779.00	$46,000.00
1014710	500813	MEDIATION FEES	$0.00	$0.00	$59,890.00	$0.00	$59,890.00	$0.00
1014710	500820	MENTAL HEALTH COURT	$49,596.00	$58,040.77	$56,142.00	$46,590.00	$56,142.00	$55,000.00
1014710	500821	DAS MENTAL HEALTH COURT	$889.30	$0.00	$15,703.00	$459.25	$15,703.00	$2,000.00
1014710	500823	FELONY DUI COURT	$24,459.45	$27,943.00	$28,000.00	$0.00	$28,000.00	$28,000.00
1014710	500824	GENETIC MARKER TESTING	$5,749.00	$7,742.03	$8,000.00	$4,857.61	$8,000.00	$8,000.00
1014710	500826	MISDEMEANOR TREATMENT CT	$23,665.00	$23,750.00	$25,000.00	$18,250.00	$25,000.00	$25,000.00
1014710	500827	APPOINTD GUARDIAN INVESTIGATOR	$0.00	$0.00	$56,577.00	$0.00	$56,577.00	$5,000.00
1014710	500852	GMA SB 243	$18,842.00	$18,319.00	$27,000.00	$12,841.00	$27,000.00	$27,000.00
1014710	500865	DRUG OR ALCOHOL PROGRAMS	$6,495.38	$5,690.17	$84,232.00	$5,414.05	$84,232.00	$19,000.00

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
1014710	500868	EXTRAORDINARY COURT CASES	$4,159.09	$0.00	$0.00	$0.00	$0.00	$0.00
1014710	500871	MARIJUANA POSS -CCC	$0.00	$0.00	$9,371.00	$0.00	$9,371.00	$0.00
1014710	500872	MARIJUANA-JC DRUG COURT	$0.00	$0.00	$18,867.00	$0.00	$18,867.00	$0.00
1014710	500873	MARIJUANA POSS DAS	$0.00	$2,500.00	$6,166.00	$0.00	$6,166.00	$0.00
1014710	500876	DAS DRUG TESTING LAB -SC	$0.00	$0.00	$5,203.00	$0.00	$5,203.00	$0.00
1014710	500877	DRUG COURT	$0.00	$125.00	$43,797.00	$0.00	$43,797.00	$0.00
1014710	500878	DISTRICT COURT FEES AB65	$80,767.57	$75,113.18	$263,861.00	$70,257.64	$263,861.00	$125,000.00
1014710	500879	COURT SECURITY FEE AB65	$44,666.13	$20,066.00	$20,000.00	$10,279.50	$20,000.00	$20,000.00
1014710	500880	DISTRICT CT FEES SB388	$0.00	$0.00	$6,888.00	$0.00	$6,888.00	$0.00
			$297,980.06	$278,841.89	$916,128.00	$202,947.74	$916,128.00	$366,600.00
1014710	506565	COURT REMODEL / JAVS SYS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1014710	506578	DISTRICT COURT FEES AB 65	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1014710	507010	CAPITAL IMPROVEMENTS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1014710	507778	DC FEES AB65-CAPITAL EQ	$0.00	$4,425.90	$0.00	$0.00	$0.00	$0.00
1014710	507779	COURT SEC AB65 CAPITAL	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$0.00	$4,425.90	$0.00	$0.00	$0.00	$0.00
		DC/JC ADMINISTRATIVE ASSESSMENT	$297,980.06	$283,267.79	$916,128.00	$202,947.74	$916,128.00	$366,600.00

Parks, Recreation and Open Space



**Please note, the inmates are outsourced and are not Carson City employees.


DEPARTMENT BUSINESS MANAGER
M301
Grant & project admin., HR, budget, contracts, meeting postings
OFFICE SPECIALIST
A202
SENIOR OFFICE SPECIALIST
A301
Park Permits
CLERICAL HOURLY
PART
CLERICAL HOURLY
PART
RECREATION SUPERINTENDENT
M201
Contract Instructors, Outdoor Recreation
RECREATION PROGRAM SUPERVISOR-
ARTS & CULTURE
S301
Cultural Commission
RECREATION PROGRAM MANAGER
M301
Community Center
RECREATION PROGRAM MANAGER
M301
Aquatics, Splash Pad & AED
RECREATION PROGRAM MANAGER
M301
MAC & Sports
RECREATION PROGRAM SUPERVISOR
S301
Youth & Inclusion
RECREATION AIDE SUPERVISOR
PART
MULTIPLE EMPLOYEES
RECREATION AIDE LEAD
PART
MULTIPLE EMPLOYEES
RECREATION AIDE
PART
MULTIPLE EMPLOYEES
ADAPTIVE RECREATION SPECIALIST
PART
RECREATION PROGRAM
COORDINATOR
T101
Theater
THEATRE TECHNICIAN HOURLY
PART
MULTIPLE EMPLOYEES
BUILDING MAINT WORKER-HOURLY
PART
MULTIPLE EMPLOYEES
RECREATION PROGRAM SUPERVISOR
S301
HEAD LIFEGUARD
A402
LIFEGUARD SUPERVISOR
A202
AQUATIC FITNESS INSTRUCTOR
PART
LIFEGUARD - LEAD
PART
MULTIPLE EMPLOYEES
LIFEGUARD
PART
MULTIPLE EMPLOYEES
POOL CASHIER
PART
MULTIPLE EMPLOYEES
RECREATION PROGRAM
COORDINATOR
T102
Tournaments, YSA, CTA
RECREATION AIDE SUPERVISOR
PART
MULTIPLE EMPLOYEES
RECREATION AIDE LEAD
PART
MULTIPLE EMPLOYEES
RECREATION AIDE
PART
MULTIPLE EMPLOYEES

FISCAL SUMMARY FOR GENERAL FUND

Department Name: Parks and Recreation Admin.

Department Number: 5005

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
General Fund Support	$ 524,200	$ 542,950	$ 590,004	**8.67%**	$ 47,054
TOTAL	**$ 524,200**	**$ 542,950**	**$ 590,004**	**8.67%**	$ 47,054
EXPENDITURE					
Salary	$ 345,250	$ 349,349	$ 373,432	**6.89%**	$ 24,083
Benefits	153,694	162,123	186,271	**14.89%**	$ 24,148
Service & Supplies	25,256	31,478	30,301	**-3.74%**	$ (1,177)
TOTAL	**$ 524,200**	**$ 542,950**	**$ 590,004**	**8.67%**	$ 47,054
FTE	**4.55**	**4.44**	**4.44**		

PERSONNEL DETAIL WORKSHEET
FY2023-24

DEPARTMENT: Parks Admin		
DEPARTMENT NUMBER: 1015005		
POSITION / DESCRIPTION	**# OF POSITIONS**	**PROPOSED BUDGET**
SALARIES AND WAGES:		
Department Business Manager	0.65	$ 50,051
Senior Office Specialist	1.00	65,654
Office Specialist	0.80	43,737
Parks Project Manager	0.40	27,123
Park & Recreation Director	0.75	130,056
Trails Coordinator	0.25	17,105
Volunteer Coordinator	0.09	5,934
Rec Prog Sup Arts & Culture	0.50	33,772
SUB-TOTAL SALARY & WAGES	4.44	$ 373,432
BENEFITS:		
Medicare		$ 5,314
Retirement		103,907
Group Insurance		67,902
Workers' Compensation		3,633
Foul Weather Allowance		52
Car Allowance		2,925
Phone Allowance		2,538
SUB-TOTAL BENEFITS		$ 186,271
GRAND TOTAL		$ 559,703

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
PARKS ADMINISTRATION								
1015005	500101	SALARIES	$325,490.60	$324,354.53	$340,170.00	$246,028.24	$346,785.00	$373,432.00
1015005	500102	HOURLY/SEASONAL	$0.00	$11,663.43	$0.00	$8,654.41	$0.00	$0.00
1015005	500103	ADMINISTRATIVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1015005	500104	SHIFT DIFFERENTIAL	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1015005	500106	MANAGEMENT LEAVE PAY	$7,225.92	$9,232.32	$0.00	$5,114.70	$2,564.00	$0.00
1015005	500107	ANNUAL LEAVE PAYOFF	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1015005	500108	SICK LEAVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1015005	500109	WORKERS' COMPENSATORY LEAVE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1015005	500111	OVERTIME	$120.62	$0.00	$0.00	$0.00	$0.00	$0.00
1015005	500112	CALL BACK PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1015005	500113	STAND-BY PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1015005	500114	F L S A	$0.65	$0.00	$0.00	$0.00	$0.00	$0.00
1015005	500116	HOLIDAY PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1015005	500198	DIRECT PROJECT COSTS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1015005	500199	GRANT FUNDED ALLOCATION	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$332,837.79	$345,250.28	$340,170.00	$259,797.35	$349,349.00	$373,432.00
1015005	500225	MEDICARE	$4,732.05	$4,903.26	$4,861.00	$3,696.86	$5,059.00	$5,314.00
1015005	500230	RETIREMENT	$82,377.54	$85,423.86	$89,436.00	$61,986.85	$86,240.00	$103,907.00
1015005	500240	GROUP INSURANCE	$49,992.85	$46,156.35	$50,087.00	$36,406.19	$53,522.00	$59,789.00
1015005	500241	CITY HSA CONTRIBUTION	$7,409.06	$7,814.15	$6,343.00	$5,688.66	$8,090.00	$8,113.00
1015005	500250	WORKERS' COMPENSATION	$3,464.00	$3,565.12	$3,163.00	$2,563.72	$3,776.00	$3,633.00
1015005	500266	FOUL WEATHER ALLOWANCE	$37.50	$37.50	$23.00	$51.60	$52.00	$52.00
1015005	500270	CAR ALLOWANCE	$3,132.00	$3,132.00	$2,925.00	$2,145.00	$2,933.00	$2,925.00
1015005	500271	PHONE ALLOWANCE	$2,662.00	$2,662.00	$2,352.00	$1,604.64	$2,451.00	$2,538.00
			$153,807.00	$153,694.24	$159,190.00	$114,143.52	$162,123.00	$186,271.00
1015005	500309	PROFESSIONAL SERVICES	$0.00	$8,132.96	$0.00	$2,815.00	$0.00	$0.00
1015005	500330	TRAINING	$2,694.96	$0.00	$600.00	$70.00	$600.00	$600.00
1015005	500433	SOFTWARE MAINTENANCE COST	$175.03	$0.00	$0.00	$0.00	$0.00	$0.00
1015005	500435	VEHICLE REPAIR & MAINT	$0.00	$354.00	$1,500.00	$0.00	$1,500.00	$1,500.00
1015005	500444	OFFICE EQUIPMENT RENTAL	$3,688.79	$780.72	$6,000.00	$185.05	$6,000.00	$6,000.00
1015005	500540	PUBLICITY/SPECIAL EVENTS	$0.00	$0.00	$0.00	$25.00	$0.00	$0.00
1015005	500542	PRINTING/ADVERTISING	$0.00	$39.99	$375.00	$88.76	$375.00	$375.00
1015005	500545	MEMBERSHIP / PUBLICATIONS	$628.75	$263.75	$1,500.00	$397.09	$1,500.00	$1,500.00
1015005	500580	TRAVEL	$0.00	$63.00	$705.00	$0.00	$705.00	$705.00
1015005	500582	MILEAGE	$17.25	$0.00	$1,000.00	$0.00	$1,000.00	$1,000.00
1015005	500601	OFFICE SUPPLIES	$2,393.81	$2,263.42	$5,000.00	$1,839.78	$5,000.00	$5,000.00
1015005	500602	POSTAGE/SHIPPING	$496.05	$58.00	$1,500.00	$189.77	$1,500.00	$1,500.00
1015005	500625	OPERATING SUPPLIES	$660.08	$954.25	$0.00	$1,293.11	$0.00	$0.00
1015005	500660	VEHICLE FUEL/OIL	$1,088.75	$172.52	$595.00	$0.00	$595.00	$595.00
1015005	500675	SMALL FURNISHINGS	$44.43	$2,929.00	$500.00	$0.00	$500.00	$500.00
1015005	500710	TELEPHONE	$230.12	$221.43	$500.00	$165.71	$500.00	$500.00
1015005	500712	POWER	$0.00	$0.00	$3,032.00	$0.00	$3,032.00	$3,032.00

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
1015005	500713	HEATING	$4,094.84	$5,558.37	$5,200.00	$1,672.72	$5,200.00	$4,200.00
1015005	500950	ISC: FLEET MANAGEMENT	$7,680.00	$3,474.00	$3,471.00	$3,471.00	$3,471.00	$3,294.00
1015005	501299	GRANT ALLOCATION/DIRECT BILL	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1015005	502450	CASH SHORT/OVER	$0.00	($10.00)	$0.00	($0.75)	$0.00	$0.00
			$23,892.86	$25,255.41	$31,478.00	$12,212.24	$31,478.00	$30,301.00
		PARKS ADMINISTRATION	$510,537.65	$524,199.93	$530,838.00	$386,153.11	$542,950.00	$590,004.00

FISCAL SUMMARY FOR GENERAL FUND

Department Name: Parks and Recreation Maintenance

Department Number: 5012

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
General Fund Support	$ 1,879,690	$ 2,061,899	$ 2,113,536	**2.50%**	$ 51,637
TOTAL	**$ 1,879,690**	**$ 2,061,899**	**$ 2,113,536**	**2.50%**	$ 51,637
EXPENDITURE					
Salary	$ 783,095	$ 831,260	$ 887,269	**6.74%**	$ 56,009
Benefits	382,383	442,291	489,961	**10.78%**	$ 47,670
Service & Supplies	667,086	748,348	696,306	**-6.95%**	$ (52,042)
Capital Outlay	47,126	40,000	40,000	**0.00%**	$ -
TOTAL	**$ 1,879,690**	**$ 2,061,899**	**$ 2,113,536**	**2.50%**	$ 51,637
FTE	**14.71**	**15.34**	**15.34**		

PERSONNEL DETAIL WORKSHEET
FY2023-24

DEPARTMENT: Parks Maintenance		
DEPARTMENT NUMBER: 1015012		
POSITION / DESCRIPTION	**# OF POSITIONS**	**PROPOSED BUDGET**
SALARIES AND WAGES:		
Park Operations Superintendent	0.80	$ 86,602
Park Maintenance Worker	8.24	375,658
Park Maintenance Coordinator	1.41	84,187
Parks Operations Manager	0.80	65,008
Park Ranger	0.90	50,549
Parks Shop Coordinator	0.90	52,447
Senior Park Ranger	0.29	20,615
Sports Field Coordinator	1.00	55,409
Parks Irrigation Specialist	1.00	43,627
Call Back		3,357
Standby Pay		4,410
Holiday Pay		1,000
Overtime		13,500
Shift Differencial		3,132
Hourly/Seasonal/Temp Staffing		27,768
SUB-TOTAL SALARY & WAGES	15.34	$ 887,269
BENEFITS:		
Medicare		$ 12,294
Retirement		225,511
Group Insurance		231,419
Workers' Compensation		12,862
Foul Weather Allowance		2,019
Phone Allowance		5,856
SUB-TOTAL BENEFITS		489,961
GRAND TOTAL		$ 1,377,230

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
PARKS OPERATIONS								
1015012	500101	SALARIES	$631,283.99	$745,121.90	$836,189.00	$568,728.64	$791,209.00	$834,102.00
1015012	500102	HOURLY/SEASONAL	$100.80	$25,290.15	$13,884.00	$4,311.00	$13,884.00	$13,884.00
1015012	500103	ADMINISTRATIVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1015012	500104	SHIFT DIFFERENTIAL	$0.00	$0.00	$3,132.00	$18.00	$3,132.00	$3,132.00
1015012	500106	MANAGEMENT LEAVE PAY	$6,229.40	$6,638.10	$0.00	$2,767.02	$763.00	$0.00
1015012	500107	ANNUAL LEAVE PAYOFF	$7,661.08	$1,114.84	$0.00	$0.00	$0.00	$0.00
1015012	500108	SICK LEAVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1015012	500109	WORKERS' COMPENSATORY LEAVE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1015012	500111	OVERTIME	$17,597.86	$4,324.02	$13,500.00	$14,992.23	$13,500.00	$13,500.00
1015012	500112	CALL BACK PAY	$192.88	$6.46	$3,357.00	$0.00	$3,357.00	$3,357.00
1015012	500113	STAND-BY PAY	$20.80	$233.51	$4,410.00	$6,090.05	$4,410.00	$4,410.00
1015012	500114	F L S A	$4.11	$14.34	$0.00	$64.47	$5.00	$0.00
1015012	500116	HOLIDAY PAY	$332.59	$416.39	$1,000.00	$1,927.39	$1,000.00	$1,000.00
1015012	500125	TEMPORARY STAFFING	$65,884.00	($64.74)	$0.00	$0.00	$0.00	$13,884.00
1015012	500199	GRANT FUNDED ALLOCATION	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$729,307.51	$783,094.97	$875,472.00	$598,898.80	$831,260.00	$887,269.00
1015012	500225	MEDICARE	$9,403.47	$11,128.50	$12,610.00	$8,417.76	$11,787.00	$12,294.00
1015012	500230	RETIREMENT	$142,887.61	$170,439.84	$198,138.00	$136,665.95	$190,415.00	$225,511.00
1015012	500240	GROUP INSURANCE	$165,506.73	$166,339.90	$191,731.00	$139,026.49	$198,719.00	$208,797.00
1015012	500241	CITY HSA CONTRIBUTION	$11,620.75	$14,142.17	$11,637.00	$14,941.78	$21,631.00	$22,622.00
1015012	500250	WORKERS' COMPENSATION	$10,217.52	$12,370.92	$11,564.00	$8,378.87	$12,387.00	$12,862.00
1015012	500260	EDUCATION INCENTIVE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1015012	500266	FOUL WEATHER ALLOWANCE	$871.50	$1,582.50	$2,033.00	$1,567.50	$1,568.00	$2,019.00
1015012	500270	CAR ALLOWANCE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1015012	500271	PHONE ALLOWANCE	$5,703.52	$6,379.36	$5,639.00	$3,832.00	$5,784.00	$5,856.00
			$346,211.10	$382,383.19	$433,352.00	$312,830.35	$442,291.00	$489,961.00
1015012	500330	TRAINING	$1,330.46	$2,212.37	$3,200.00	$2,818.99	$3,200.00	$3,200.00
1015012	500349	CONTRACTUAL SERVICES	$23,818.79	$112,393.80	$177,898.00	$128,262.01	$177,898.00	$177,898.00
1015012	500356	EMPLOYEE PHYSICALS	$1,224.00	$173.50	$200.00	$0.00	$200.00	$200.00
1015012	500430	EQUIPMENT REPAIR & MAINT	$35,639.75	$24,385.26	$37,352.00	$32,724.08	$37,352.00	$37,352.00
1015012	500435	VEHICLE REPAIR & MAINT	$21,884.93	$24,131.18	$18,500.00	$25,281.73	$18,500.00	$18,500.00
1015012	500436	FACILITY REPAIR & MAINT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1015012	500438	PARK/COURSE REPAIR & MAINT	$30,074.53	$35,036.99	$27,517.00	$18,710.40	$27,517.00	$27,517.00
1015012	500439	FERTILIZER/CHEMICALS	$24,760.79	$25,108.60	$22,000.00	$28,542.61	$22,000.00	$22,000.00
1015012	500441	IRRIGATION SUPPLIES	$18,651.24	$21,711.18	$17,100.00	$5,117.31	$17,100.00	$17,100.00
1015012	500442	REFORESTATION	$429.50	$0.00	$1,500.00	$0.00	$1,500.00	$1,500.00
1015012	500443	DOWNTOWN BEAUTIFICATION	$3,725.64	$291.34	$5,500.00	$0.00	$5,500.00	$5,500.00
1015012	500445	EQUIPMENT RENTAL	$0.00	$1,386.44	$2,845.00	$0.00	$2,845.00	$2,845.00
1015012	500446	FIRE SUPPRESSION	$0.00	$0.00	$1,000.00	$0.00	$1,000.00	$1,000.00
1015012	500542	PRINTING/ADVERTISING	$0.00	$367.00	$0.00	$188.31	$0.00	$0.00
1015012	500545	MEMBERSHIP / PUBLICATIONS	$498.75	$368.75	$700.00	$1,926.90	$700.00	$700.00
1015012	500580	TRAVEL	$505.95	$758.45	$2,200.00	$2,204.96	$2,200.00	$2,200.00

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
1015012	500601	OFFICE SUPPLIES	$784.97	$2,320.97	$450.00	$228.89	$450.00	$450.00
1015012	500625	OPERATING SUPPLIES	$38,533.67	$35,647.64	$34,910.00	$33,921.45	$34,910.00	$34,910.00
1015012	500660	VEHICLE FUEL/OIL	$32,499.38	$51,109.31	$52,000.00	$46,729.29	$52,000.00	$42,500.00
1015012	500672	SUPPLIED UNIFORMS	$6,397.71	$4,701.51	$10,500.00	$4,759.35	$10,500.00	$10,500.00
1015012	500674	SMALL TOOLS/ EQUIPMENT	$163.51	$6,862.32	$5,100.00	$2,760.67	$5,100.00	$5,100.00
1015012	500675	SMALL FURNISHINGS	$1,280.45	$1,719.00	$500.00	$670.42	$500.00	$500.00
1015012	500710	TELEPHONE	$18,479.69	$25,385.64	$25,660.00	$21,278.75	$25,660.00	$10,660.00
1015012	500712	POWER	$59,753.65	$66,848.44	$66,675.00	$39,108.49	$66,675.00	$60,675.00
1015012	500713	HEATING	$0.00	$2,768.68	$3,110.00	$18,774.38	$3,110.00	$2,110.00
1015012	500950	ISC: FLEET MANAGEMENT	$190,720.00	$184,701.00	$201,896.00	$201,896.50	$201,896.00	$187,758.00
1015012	500955	ISC: RADIOS	$44,189.00	$36,697.00	$30,035.00	$30,035.00	$30,035.00	$23,631.00
1015012	501299	GRANT ALLOCATION/DIRECT BILL	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$555,346.36	$667,086.37	$748,348.00	$645,940.49	$748,348.00	$696,306.00
1015012	507710	PARK EQUIPMENT REPLACE PROG	$19,463.82	$32,752.64	$40,000.00	$28,104.63	$40,000.00	$40,000.00
1015012	507775	EQUIPMENT	$0.00	$14,373.00	$0.00	$0.00	$0.00	$0.00
			$19,463.82	$47,125.64	$40,000.00	$28,104.63	$40,000.00	$40,000.00
		PARKS OPERATIONS	$1,650,328.79	$1,879,690.17	$2,097,172.00	$1,585,774.27	$2,061,899.00	$2,113,536.00

FISCAL SUMMARY FOR GENERAL FUND

Department Name: Parks and Recreation Gifts and Donations

Department Number: 5017

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
General Fund Support	$ 66,044	$ 11,678	$ -	**-100.00%**	**$ (11,678)**
TOTAL	**$ 66,044**	**$ 11,678**	**$ -**	**-100.00%**	**$ (11,678)**
EXPENDITURE					
Salary	$ -	$ -	$ -	**0.00%**	**$ -**
Benefits	-	-	-	**0.00%**	**-**
Service & Supplies	66,044	11,678	-	**-100.00%**	**(11,678)**
TOTAL	**$ 66,044**	**$ 11,678**	**$ -**	**-100.00%**	**$ (11,678)**
FTE					

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
PARKS GIFTS & DONATIONS								
1015017	500102	HOURLY/SEASONAL	$467.45	$0.00	$0.00	$0.00	$0.00	$0.00
1015017	500125	TEMPORARY STAFFING	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$467.45	$0.00	$0.00	$0.00	$0.00	$0.00
1015017	500225	MEDICARE	$6.79	$0.00	$0.00	$0.00	$0.00	$0.00
1015017	500250	WORKERS' COMPENSATION	$9.67	$0.00	$0.00	$0.00	$0.00	$0.00
			$16.46	$0.00	$0.00	$0.00	$0.00	$0.00
1015017	500506	ARROWHEAD RECLAMATION	$0.00	$0.00	$240.00	$0.00	$240.00	$0.00
1015017	500568	DISC GOLF COURSE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1015017	500570	CC DOWNTOWN FLOWERS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1015017	500659	RECREATION PROGRAMS	$1,159.03	$0.00	$0.00	$0.00	$0.00	$0.00
1015017	500680	GIFTS & DONATIONS	$14,362.46	$66,044.33	$8,229.00	$20,643.78	$8,229.00	$0.00
1015017	500682	911 MEMORIAL	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1015017	500684	RESTRICTED ANIMAL CARE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1015017	501267	PROMOTION GEN FORESTRY	$0.00	$0.00	$3,209.00	$0.00	$3,209.00	$0.00
1015017	501486	FISH	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$15,521.49	$66,044.33	$11,678.00	$20,643.78	$11,678.00	$0.00
1015017	507786	CCSD TURF MAINTENANCE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
		PARKS GIFTS & DONATIONS	$16,005.40	$66,044.33	$11,678.00	$20,643.78	$11,678.00	$0.00

FISCAL SUMMARY FOR GENERAL FUND

Department Name: Youth Sports Association

Department Number: 5018

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
General Fund Support	$ 93,305	$ 118,178	$ 43,451	**-63.23%**	**$ (74,727)**
TOTAL	**$ 93,305**	**$ 118,178**	**$ 43,451**	**-63.23%**	**$ (74,727)**
EXPENDITURE					
Salary	$ -	$ 6,087	$ 11,676	**91.82%**	**$ 5,589**
Benefits		2,487	4,867	**95.70%**	**$ 2,380**
Service & Supplies	73,805	109,604	26,908	**-75.45%**	**$ (82,696)**
Capital Outlay	19,500	-	-	**0.00%**	**-**
TOTAL	**$ 93,305**	**$ 118,178**	**$ 43,451**	**-63.23%**	**$ (74,727)**
FTE					

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
YOUTH SERVICE ADMINISTRATION								
1015018	500101	SALARIES	$0.00	$0.00	$9,638.00	$5,545.85	$6,087.00	$11,676.00
1015018	500102	HOURLY/SEASONAL	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1015018	500111	OVERTIME	$0.00	$0.00	$0.00	$313.64	$0.00	$0.00
1015018	500125	TEMPORARY STAFFING	$31,589.04	$0.00	$0.00	$0.00	$0.00	$0.00
			$31,589.04	$0.00	$9,638.00	$5,859.49	$6,087.00	$11,676.00
1015018	500225	MEDICARE	$0.00	$0.00	$140.00	$86.47	$90.00	$172.00
1015018	500230	RETIREMENT	$0.00	$0.00	$2,867.00	$859.32	$943.00	$2,043.00
1015018	500240	GROUP INSURANCE	$0.00	$0.00	$2,236.00	$775.61	$1,213.00	$2,297.00
1015018	500250	WORKERS' COMPENSATION	$0.00	$0.00	$149.00	$123.08	$129.00	$163.00
1015018	500270	CAR ALLOWANCE	$0.00	$0.00	$360.00	$0.00	$0.00	$0.00
1015018	500271	PHONE ALLOWANCE	$0.00	$0.00	$192.00	$96.00	$112.00	$192.00
			$0.00	$0.00	$5,944.00	$1,940.48	$2,487.00	$4,867.00
1015018	500625	OPERATING SUPPLIES	$6,765.01	$27,462.90	$61,686.00	$17,025.54	$61,686.00	$1,390.00
1015018	500710	TELEPHONE	$8,917.18	$8,248.97	$8,500.00	$3,928.07	$8,500.00	$2,000.00
1015018	500712	POWER	$17,470.43	$29,451.24	$29,918.00	$22,811.51	$29,918.00	$19,418.00
1015018	500713	HEATING	$3,393.83	$3,716.82	$4,000.00	$7,262.03	$4,000.00	$2,000.00
1015018	500714	PROPANE	$4,291.21	$4,925.44	$5,500.00	$3,395.25	$5,500.00	$2,100.00
			$40,837.66	$73,805.37	$109,604.00	$54,422.40	$109,604.00	$26,908.00
1015018	507775	EQUIPMENT	$0.00	$19,500.00	$0.00	$0.00	$0.00	$0.00
			$0.00	$19,500.00	$0.00	$0.00	$0.00	$0.00
		YOUTH SERVICE ADMINISTRATION	$72,426.70	$93,305.37	$125,186.00	$62,222.37	$118,178.00	$43,451.00

FISCAL SUMMARY FOR GENERAL FUND

Department Name: **Parks and Recreation -Multi-Purpose Athletic Center**

Department Number: 5054

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
General Fund Support	$ 143,594	$ 247,176	$ 231,667	**-6.27%**	$ (15,509)
TOTAL	**$ 143,594**	**$ 247,176**	**$ 231,667**	**-6.27%**	$ (15,509)
EXPENDITURE					
Salary	$ 73,517	$ 146,495	$ 151,066	**3.12%**	$ 4,571
Benefits	3,012	23,983	26,903	**12.18%**	2,920
Service & Supplies	67,065	76,698	53,698	**-29.99%**	(23,000)
TOTAL	**$ 143,594**	**$ 247,176**	**$ 231,667**	**-6.27%**	$ (15,509)
FTE	**0.50**	**0.50**	**0.50**		

PERSONNEL DETAIL WORKSHEET
FY2023-24

DEPARTMENT: Multi -Purpose Athletic Facility		
DEPARTMENT NUMBER: 1015054		
POSITION / DESCRIPTION	**# OF POSITIONS**	**PROPOSED BUDGET**
SALARIES AND WAGES:		

Recreation Program Manager	0.50	$	40,458
Hourly			110,608
SUB-TOTAL SALARY & WAGES	0.50	$	151,066
BENEFITS:			
Medicare		$	2,226
Retirement			13,554
Group Insurance			5,771
Workers' Compensation			2,922
Phone Allowance			480
Car Allowance			1,950
SUB-TOTAL BENEFITS		$	26,903
GRAND TOTAL		$	177,969

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
MULTI-PURPOSE ATHLETIC CENTER								
1015054	500101	SALARIES	$0.00	$0.00	$0.00	$25,770.09	$35,438.00	$40,458.00
1015054	500102	HOURLY/SEASONAL	$52,808.02	$72,942.75	$110,608.00	$48,353.58	$110,608.00	$110,608.00
1015054	500104	SHIFT DIFFERENTIAL	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1015054	500106	MANAGEMENT LEAVE PAY	$0.00	$0.00	$0.00	$1,198.00	$449.00	$0.00
1015054	500111	OVERTIME	$211.82	$572.99	$0.00	$623.60	$0.00	$0.00
1015054	500114	F L S A	$0.00	$1.10	$0.00	$0.00	$0.00	$0.00
1015054	500125	TEMPORARY STAFFING	$202.46	$0.00	$0.00	$0.00	$0.00	$0.00
			$53,222.30	$73,516.84	$110,608.00	$75,945.27	$146,495.00	$151,066.00
1015054	500225	MEDICARE	$768.81	$1,066.00	$1,513.00	$1,123.78	$2,626.00	$2,226.00
1015054	500230	RETIREMENT	$0.00	$0.00	$0.00	$8,022.90	$10,904.00	$13,554.00
1015054	500240	GROUP INSURANCE	$0.00	$0.00	$0.00	$3,704.82	$4,892.00	$5,771.00
1015054	500250	WORKERS' COMPENSATION	$1,420.41	$1,945.94	$2,157.00	$1,342.14	$3,321.00	$2,922.00
1015054	500270	CAR ALLOWANCE	$0.00	$0.00	$0.00	$1,275.00	$1,800.00	$1,950.00
1015054	500271	PHONE ALLOWANCE	$0.00	$0.00	$0.00	$280.00	$440.00	$480.00
			$2,189.22	$3,011.94	$3,670.00	$15,748.64	$23,983.00	$26,903.00
1015054	500343	CONTRACT CLASSES	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1015054	500349	CONTRACTUAL SERVICES	$4,301.04	$4,815.15	$6,098.00	$4,954.18	$6,098.00	$6,098.00
1015054	500430	EQUIPMENT REPAIR & MAINT	$1,935.98	$389.59	$1,000.00	$840.00	$1,000.00	$1,000.00
1015054	500601	OFFICE SUPPLIES	$208.95	$1,097.13	$1,000.00	$1,105.23	$1,000.00	$1,000.00
1015054	500625	OPERATING SUPPLIES	$3,821.60	$1,364.01	$8,000.00	$7,405.96	$8,000.00	$8,000.00
1015054	500672	SUPPLIED UNIFORMS	$0.00	$0.00	$600.00	$600.00	$600.00	$600.00
1015054	500674	SMALL TOOLS/ EQUIPMENT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1015054	500675	SMALL FURNISHINGS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1015054	500710	TELEPHONE	$7.91	$8.37	$0.00	$3.02	$0.00	$0.00
1015054	500712	POWER	$34,288.59	$45,908.60	$46,000.00	$31,816.02	$46,000.00	$32,000.00
1015054	500713	HEATING	$4,574.79	$13,481.92	$14,000.00	$14,079.04	$14,000.00	$5,000.00
			$49,138.86	$67,064.77	$76,698.00	$60,803.45	$76,698.00	$53,698.00
		MULTI-PURPOSE ATHLETIC CENTER	$104,550.38	$143,593.55	$190,976.00	$152,497.36	$247,176.00	$231,667.00

FISCAL SUMMARY FOR GENERAL FUND

Department Name: Parks and Recreation Aquatic Facility

Department Number: 5055

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
General Fund Support	$ 771,191	$ 919,191	$ 811,523	**-11.71%**	$ (107,668)
TOTAL	**$ 771,191**	**$ 919,191**	**$ 811,523**	**-11.71%**	$ (107,668)
EXPENDITURE					
Salary	$ 395,980	$ 488,273	$ 468,441	**-4.06%**	$ (19,832)
Benefits	95,683	133,834	135,368	**1.15%**	$ 1,534
Service & Supplies	279,528	297,084	207,714	**-30.08%**	$ (89,370)
TOTAL	**$ 771,191**	**$ 919,191**	**$ 811,523**	**-11.71%**	$ (107,668)
FTE	**2.95**	**3.29**	**3.29**		

PERSONNEL DETAIL WORKSHEET
FY2023-24

DEPARTMENT: Swimming Pool		
DEPARTMENT NUMBER: 1015055		
POSITION / DESCRIPTION	**# OF POSITIONS**	**PROPOSED BUDGET**
SALARIES AND WAGES:		
Recreation Program Manager	0.95	$ 82,897
Recreation Superintendent	0.34	38,673
Recreation Program Supervisor	1.00	78,667
Lifeguard Supervisor	1.00	36,744
Hourly		230,460
Overtime		1,000
SUB-TOTAL SALARY & WAGES	3.29	$ 468,441
BENEFITS:		
Medicare		$ 6,766
Retirement		79,389
Group Insurance		40,056
Workers' Compensation		7,925
Phone Allowance		1,232
SUB-TOTAL BENEFITS		$ 135,368
GRAND TOTAL		$ 603,809

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
POOL FACILITY								
1015055	500101	SALARIES	$194,728.38	$201,438.60	$279,646.00	$195,240.00	$254,530.00	$236,981.00
1015055	500102	HOURLY/SEASONAL	$156,726.60	$186,492.49	$230,460.00	$140,456.01	$230,460.00	$230,460.00
1015055	500103	ADMINISTRATIVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1015055	500106	MANAGEMENT LEAVE PAY	$3,922.81	$5,809.57	$0.00	$3,272.38	$1,431.00	$0.00
1015055	500107	ANNUAL LEAVE PAYOFF	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1015055	500108	SICK LEAVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1015055	500111	OVERTIME	$429.98	$2,239.57	$1,000.00	$1,888.74	$1,852.00	$1,000.00
1015055	500114	F L S A	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1015055	500125	TEMPORARY STAFFING	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$355,807.77	$395,980.23	$511,106.00	$340,857.13	$488,273.00	$468,441.00
1015055	500225	MEDICARE	$5,132.68	$5,693.91	$7,397.00	$4,921.49	$8,438.00	$6,766.00
1015055	500230	RETIREMENT	$50,685.28	$53,772.17	$65,620.00	$55,326.93	$72,419.00	$79,389.00
1015055	500240	GROUP INSURANCE	$29,094.77	$26,875.59	$41,230.00	$28,459.64	$38,516.00	$36,215.00
1015055	500241	CITY HSA CONTRIBUTION	$2,565.77	$1,994.36	$1,976.00	$2,750.48	$3,790.00	$3,841.00
1015055	500250	WORKERS' COMPENSATION	$5,463.74	$6,124.64	$8,245.00	$4,808.26	$9,314.00	$7,925.00
1015055	500265	UNIFORM ALLOWANCE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1015055	500271	PHONE ALLOWANCE	$1,222.10	$1,222.10	$1,212.00	$946.36	$1,357.00	$1,232.00
			$94,164.34	$95,682.77	$125,680.00	$97,213.16	$133,834.00	$135,368.00
1015055	500330	TRAINING	$3,244.50	$2,894.67	$2,800.00	$1,007.00	$2,800.00	$2,800.00
1015055	500340	CONTRACT EMPLOYEES	$0.00	$0.00	$1,000.00	$0.00	$1,000.00	$1,000.00
1015055	500430	EQUIPMENT REPAIR & MAINT	$9,942.54	$4,253.71	$5,000.00	$8,065.10	$5,000.00	$5,000.00
1015055	500580	TRAVEL	$494.00	$0.00	$1,000.00	$0.00	$1,000.00	$1,000.00
1015055	500601	OFFICE SUPPLIES	$286.65	$441.70	$450.00	$111.76	$450.00	$450.00
1015055	500625	OPERATING SUPPLIES	$6,009.80	$8,713.81	$10,800.00	$4,059.93	$10,800.00	$10,800.00
1015055	500637	CHEMICALS	$13,648.40	$17,981.01	$25,020.00	$18,471.32	$25,020.00	$25,020.00
1015055	500672	SUPPLIED UNIFORMS	$3,884.33	$3,837.69	$4,000.00	$330.96	$4,000.00	$4,000.00
1015055	500674	SMALL TOOLS/ EQUIPMENT	$522.80	$498.76	$525.00	$139.00	$525.00	$525.00
1015055	500675	SMALL FURNISHINGS	$4,045.18	$194.12	$4,000.00	$1,416.79	$4,000.00	$4,000.00
1015055	500680	GIFTS & DONATIONS	$2,450.59	$6,842.66	$6,370.00	$1,254.34	$6,370.00	$0.00
1015055	500710	TELEPHONE	$578.39	$571.43	$1,025.00	$465.20	$1,025.00	$1,025.00
1015055	500712	POWER	$76,938.34	$114,234.91	$115,094.00	$89,859.69	$115,094.00	$77,094.00
1015055	500713	HEATING	$76,698.47	$119,063.74	$120,000.00	$25,085.86	$120,000.00	$75,000.00
			$198,743.99	$279,528.21	$297,084.00	$150,266.95	$297,084.00	$207,714.00
		POOL FACILITY	$648,716.10	$771,191.21	$933,870.00	$588,337.24	$919,191.00	$811,523.00

FISCAL SUMMARY FOR GENERAL FUND

Department Name: Parks and Recreation Community Center

Department Number: 5056

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
General Fund Support	$ 334,787	$ 447,914	$ 429,156	**-4.19%**	$ (18,758)
TOTAL	**$ 334,787**	**$ 447,914**	**$ 429,156**	**-4.19%**	$ (18,758)
EXPENDITURE					
Salary	$ 155,745	$ 234,864	$ 225,430	**-4.02%**	$ (9,434)
Benefits	55,602	71,622	73,298	**2.34%**	1,676
Service & Supplies	123,440	141,428	130,428	**-7.78%**	(11,000)
TOTAL	**$ 334,787**	**$ 447,914**	**$ 429,156**	**-4.19%**	$ (18,758)
FTE	**2**	**2**	**2**		

PERSONNEL DETAIL WORKSHEET
FY2023-24

DEPARTMENT: Community Center		
DEPARTMENT NUMBER: 1015056		
POSITION / DESCRIPTION	**# OF POSITIONS**	**PROPOSED BUDGET**
SALARIES AND WAGES:		
Recreation Program Manager	1.0	$ 84,128
Recreation Program Coordinator - Theater	1.0	57,164
Hourly		78,258
Shift Differential		1,400
Overtime		4,480
SUB-TOTAL SALARY & WAGES	2.0	$ 225,430
BENEFITS:		
Medicare		$ 3,184
Retirement		38,656
Group Insurance		26,123
Workers' Compensation		3,415
Phone Allowance		1,920
SUB-TOTAL BENEFITS		$ 73,298
GRAND TOTAL		$ 298,728

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
COMMUNITY CENTER								
1015056	500101	SALARIES	$83,169.08	$104,651.84	$158,052.00	$97,326.18	$150,586.00	$141,292.00
1015056	500102	HOURLY/SEASONAL	$31,550.22	$42,450.59	$78,258.00	$31,165.27	$78,258.00	$78,258.00
1015056	500103	ADMINISTRATIVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1015056	500104	SHIFT DIFFERENTIAL	$3.90	$119.63	$1,400.00	$465.47	$1,400.00	$1,400.00
1015056	500106	MANAGEMENT LEAVE PAY	$2,835.30	$2,963.90	$0.00	$1,556.90	$0.00	$0.00
1015056	500107	ANNUAL LEAVE PAYOFF	$95.80	$0.00	$0.00	$0.00	$0.00	$0.00
1015056	500111	OVERTIME	$260.73	$5,223.94	$4,480.00	$879.18	$4,480.00	$4,480.00
1015056	500114	F L S A	$0.00	$65.58	$0.00	$140.45	$140.00	$0.00
1015056	500116	HOLIDAY PAY	$0.00	$269.37	$0.00	$0.00	$0.00	$0.00
			$117,915.03	$155,744.85	$242,190.00	$131,533.45	$234,864.00	$225,430.00
1015056	500225	MEDICARE	$1,629.09	$2,191.41	$3,377.00	$1,846.92	$3,593.00	$3,184.00
1015056	500230	RETIREMENT	$23,475.69	$31,625.35	$45,954.00	$23,825.85	$34,969.00	$38,656.00
1015056	500240	GROUP INSURANCE	$13,062.51	$13,456.90	$23,091.00	$13,514.87	$20,221.00	$20,205.00
1015056	500241	CITY HSA CONTRIBUTION	$3,922.10	$3,176.57	$3,171.00	$4,094.04	$5,845.00	$5,918.00
1015056	500250	WORKERS' COMPENSATION	$2,569.36	$3,543.24	$3,106.00	$2,971.05	$4,834.00	$3,415.00
1015056	500265	UNIFORM ALLOWANCE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1015056	500271	PHONE ALLOWANCE	$1,224.00	$1,608.00	$1,920.00	$1,280.00	$2,160.00	$1,920.00
			$45,882.75	$55,601.47	$80,619.00	$47,532.73	$71,622.00	$73,298.00
1015056	500330	TRAINING	$1,076.45	$0.00	$1,969.00	$1,740.00	$1,969.00	$1,969.00
1015056	500340	CONTRACT EMPLOYEES	$35,501.30	$46,808.85	$58,196.00	$25,931.05	$58,196.00	$58,196.00
1015056	500430	EQUIPMENT REPAIR & MAINT	$2,207.10	$4,652.27	$5,000.00	$5,159.00	$5,000.00	$5,000.00
1015056	500545	MEMBERSHIP / PUBLICATIONS	$463.78	$413.75	$300.00	$248.75	$300.00	$300.00
1015056	500580	TRAVEL	$745.87	$0.00	$3,000.00	$1,464.49	$3,000.00	$3,000.00
1015056	500610	VENDING MACHINE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1015056	500625	OPERATING SUPPLIES	$10,449.92	$10,471.97	$11,000.00	$9,447.76	$11,000.00	$11,000.00
1015056	500674	SMALL TOOLS/ EQUIPMENT	$657.48	$419.78	$1,000.00	$411.87	$1,000.00	$1,000.00
1015056	500675	SMALL FURNISHINGS	$1,232.33	$285.67	$1,250.00	$1,547.85	$1,250.00	$1,250.00
1015056	500676	TECHNICAL EQUIPMENT	$478.87	$3,866.40	$3,313.00	$5,378.91	$3,313.00	$3,313.00
1015056	500710	TELEPHONE	$314.18	$315.87	$400.00	$233.43	$400.00	$400.00
1015056	500712	POWER	$19,654.92	$30,275.30	$30,000.00	$25,133.82	$30,000.00	$25,000.00
1015056	500713	HEATING	$19,134.09	$25,930.54	$26,000.00	$27,265.97	$26,000.00	$20,000.00
			$91,916.29	$123,440.40	$141,428.00	$103,962.90	$141,428.00	$130,428.00
		COMMUNITY CENTER	$255,714.07	$334,786.72	$464,237.00	$283,029.08	$447,914.00	$429,156.00

FISCAL SUMMARY FOR GENERAL FUND

Department Name: Parks and Recreation

Department Number: 5057

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
General Fund Support	$ 459,387	$ 540,612	$ 544,913	**0.80%**	$ 4,301
TOTAL	**$ 459,387**	**$ 540,612**	**$ 544,913**	**0.80%**	$ 4,301
EXPENDITURE					
Salary	$ 293,510	$ 379,597	$ 382,037	**0.64%**	$ 2,440
Benefits	61,813	64,875	67,396	**3.89%**	2,521
Service & Supplies	104,064	96,140	95,480	**-0.69%**	(660)
TOTAL	**$ 459,387**	**$ 540,612**	**$ 544,913**	**0.80%**	$ 4,301
FTE	**1.50**	**1.33**	**1.33**		

PERSONNEL DETAIL WORKSHEET
FY2023-24

DEPARTMENT: Recreation		
DEPARTMENT NUMBER: 1015057		
POSITION / DESCRIPTION	**# OF POSITIONS**	**PROPOSED BUDGET**
SALARIES AND WAGES:		
Recreation Superintendent	0.33	$ 38,684
Recreation Program Supervisor	1.00	64,530
Hourly		278,823
SUB-TOTAL SALARY & WAGES	1.33	$ 382,037
BENEFITS:		
Medicare		$ 5,506
Retirement		34,577
Group Insurance		18,604
Workers' Compensation		7,429
Phone Allowance		1,280
SUB-TOTAL BENEFITS		$ 67,396
GRAND TOTAL		$ 449,433

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
RECREATION PROGRAM								
1015057	500101	SALARIES	$104,818.68	$107,215.19	$147,893.00	$70,440.73	$98,760.00	$103,214.00
1015057	500102	HOURLY/SEASONAL	$173,140.51	$180,943.27	$278,823.00	$123,551.34	$278,823.00	$278,823.00
1015057	500103	ADMINISTRATIVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1015057	500106	MANAGEMENT LEAVE PAY	$2,026.30	$4,278.78	$0.00	$2,864.84	$1,671.00	$0.00
1015057	500107	ANNUAL LEAVE PAYOFF	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1015057	500108	SICK LEAVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1015057	500111	OVERTIME	$459.40	$1,072.40	$0.00	$348.22	$343.00	$0.00
1015057	500125	TEMPORARY STAFFING	$1,323.10	$0.00	$0.00	$0.00	$0.00	$0.00
			$281,767.99	$293,509.64	$426,716.00	$197,205.13	$379,597.00	$382,037.00
1015057	500225	MEDICARE	$4,087.30	$4,219.89	$5,700.00	$2,833.79	$6,776.00	$5,506.00
1015057	500230	RETIREMENT	$31,270.69	$33,146.02	$35,064.00	$21,808.43	$29,878.00	$34,577.00
1015057	500240	GROUP INSURANCE	$13,910.90	$16,626.46	$20,301.00	$11,748.51	$16,610.00	$16,989.00
1015057	500241	CITY HSA CONTRIBUTION	$1,074.64	$1,458.27	$1,040.00	$1,177.92	$1,655.00	$1,615.00
1015057	500250	WORKERS' COMPENSATION	$4,728.03	$4,910.19	$6,879.00	$3,195.09	$8,676.00	$7,429.00
1015057	500270	CAR ALLOWANCE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1015057	500271	PHONE ALLOWANCE	$1,452.00	$1,452.00	$1,440.00	$853.36	$1,280.00	$1,280.00
			$56,523.56	$61,812.83	$70,424.00	$41,617.10	$64,875.00	$67,396.00
1015057	500306	JR SKI PROGRAM CONTRACT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1015057	500330	TRAINING	$1,875.50	$2,312.00	$3,000.00	$70.00	$3,000.00	$3,000.00
1015057	500346	FACILITY CONTRACT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1015057	500430	EQUIPMENT REPAIR & MAINT	$0.00	$0.00	$1,500.00	$0.00	$1,500.00	$1,500.00
1015057	500435	VEHICLE REPAIR & MAINT	$1,237.86	$3,291.68	$0.00	$1,221.36	$0.00	$0.00
1015057	500444	OFFICE EQUIPMENT RENTAL	$776.00	$0.00	$0.00	$0.00	$0.00	$0.00
1015057	500445	EQUIPMENT RENTAL	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1015057	500447	BUS RENTAL	$2,515.00	$4,887.14	$5,000.00	$0.00	$5,000.00	$5,000.00
1015057	500476	JR SKI PROG BUS RENTAL	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1015057	500540	PUBLICITY/SPECIAL EVENTS	$0.00	$0.00	$450.00	$0.00	$450.00	$450.00
1015057	500542	PRINTING/ADVERTISING	$1,395.96	$14,923.98	$13,575.00	$3,489.11	$13,575.00	$13,575.00
1015057	500545	MEMBERSHIP / PUBLICATIONS	$598.75	$373.75	$400.00	$233.75	$400.00	$400.00
1015057	500580	TRAVEL	$0.00	$1,714.70	$1,150.00	$0.00	$1,150.00	$1,150.00
1015057	500582	MILEAGE	$800.43	$507.86	$3,900.00	$0.00	$3,900.00	$3,900.00
1015057	500601	OFFICE SUPPLIES	$6,058.56	$6,124.59	$4,100.00	$2,422.08	$4,100.00	$4,100.00
1015057	500625	OPERATING SUPPLIES	$27,064.91	$27,219.82	$31,900.00	$33,748.02	$31,900.00	$31,900.00
1015057	500640	FOOD AND KITCHEN SUPPLIES	$4,686.28	$2,733.75	$4,200.00	$1,463.93	$4,200.00	$4,200.00
1015057	500660	VEHICLE FUEL/OIL	$498.70	$1,796.40	$2,625.00	$1,791.82	$2,625.00	$2,625.00
1015057	500672	SUPPLIED UNIFORMS	$5,140.88	$3,606.91	$5,200.00	$3,533.73	$5,200.00	$5,200.00
1015057	500675	SMALL FURNISHINGS	$0.00	$1,228.84	$500.00	$0.00	$500.00	$500.00
1015057	500680	GIFTS & DONATIONS	$90.45	$2,067.90	$70.00	$0.00	$70.00	$0.00
1015057	500710	TELEPHONE	$12,253.32	$16,221.22	$7,000.00	$13,134.50	$7,000.00	$7,000.00
1015057	500950	ISC: FLEET MANAGEMENT	$12,800.00	$15,054.00	$11,570.00	$11,570.00	$11,570.00	$10,980.00
1015057	501263	LATCH KEY SCHOLARSHIPS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1015057	501266	WHAT'S HAPPENING	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$77,792.60	$104,064.54	$96,140.00	$72,678.30	$96,140.00	$95,480.00
		RECREATION PROGRAM	$416,084.15	$459,387.01	$593,280.00	$311,500.53	$540,612.00	$544,913.00

FISCAL SUMMARY FOR GENERAL FUND

Department Name: Parks and Recreation - Rifle Range

Department Number: 5059

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
General Fund Support	$ 129,741	$ 138,958	$ 148,639	**6.97%**	$ 9,681
TOTAL	**$ 129,741**	**$ 138,958**	**$ 148,639**	**6.97%**	$ 9,681
EXPENDITURE					
Salary	$ 83,115	$ 93,091	$ 98,646	**5.97%**	$ 5,555
Benefits	26,222	26,837	31,493	**17.35%**	4,656
Service & Supplies	20,404	19,030	18,500	**-2.79%**	(530)
TOTAL	**$ 129,741**	**$ 138,958**	**$ 148,639**	**6.97%**	$ 9,681
FTE	**1.00**	**1.00**	**1.00**		

PERSONNEL DETAIL WORKSHEET
FY2023-24

DEPARTMENT: Rifle Range		
DEPARTMENT NUMBER: 1015059		
POSITION / DESCRIPTION	**# OF POSITIONS**	**PROPOSED BUDGET**
SALARIES AND WAGES:		
Range Coordinator	1.0	$ 67,546
Shift Differencial		1,700
Hourly		29,400
SUB-TOTAL SALARY & WAGES	1.0	$ 98,646
BENEFITS:		
Medicare		$ 1,354
Retirement		12,390
Group Insurance		15,153
Workers' Compensation		1,486
Foul Weather Allowance		150
Phone Allowance		960
SUB-TOTAL BENEFITS		$ 31,493
GRAND TOTAL		$ 130,139

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
RIFLE RANGE								
1015059	500101	SALARIES	$32,081.45	$39,523.28	$50,942.00	$44,368.60	$61,991.00	$67,546.00
1015059	500102	HOURLY/SEASONAL	$18,168.06	$40,262.27	$29,400.00	$25,713.13	$29,400.00	$29,400.00
1015059	500104	SHIFT DIFFERENTIAL	$0.00	$0.00	$1,700.00	$0.00	$1,700.00	$1,700.00
1015059	500107	ANNUAL LEAVE PAYOFF	$1,288.03	$1,836.26	$0.00	$0.00	$0.00	$0.00
1015059	500111	OVERTIME	$1,485.43	$610.08	$0.00	$372.32	$0.00	$0.00
1015059	500112	CALL BACK PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1015059	500116	HOLIDAY PAY	$440.13	$883.59	$0.00	$0.00	$0.00	$0.00
			$53,463.10	$83,115.48	$82,042.00	$70,454.05	$93,091.00	$98,646.00
1015059	500225	MEDICARE	$772.68	$1,185.67	$1,170.00	$986.74	$1,562.00	$1,354.00
1015059	500230	RETIREMENT	$8,048.77	$11,748.44	$15,661.00	$6,877.05	$10,115.00	$12,390.00
1015059	500240	GROUP INSURANCE	$5,729.71	$10,870.91	$13,147.00	$5,673.75	$9,031.00	$11,733.00
1015059	500241	CITY HSA CONTRIBUTION	$0.00	$0.00	$0.00	$1,710.01	$2,722.00	$3,420.00
1015059	500250	WORKERS' COMPENSATION	$1,095.47	$1,539.13	$1,352.00	$1,472.37	$2,297.00	$1,486.00
1015059	500266	FOUL WEATHER ALLOWANCE	$0.00	$150.00	$150.00	$150.00	$150.00	$150.00
1015059	500271	PHONE ALLOWANCE	$568.00	$728.00	$960.00	$640.00	$960.00	$960.00
			$16,214.63	$26,222.15	$32,440.00	$17,509.92	$26,837.00	$31,493.00
1015059	500330	TRAINING	$41.00	$460.00	$500.00	$417.00	$500.00	$500.00
1015059	500349	CONTRACTUAL SERVICES	$0.00	$3,888.20	$0.00	$0.00	$0.00	$0.00
1015059	500356	EMPLOYEE PHYSICALS	$125.00	$0.00	$600.00	$0.00	$600.00	$600.00
1015059	500430	EQUIPMENT REPAIR & MAINT	$0.00	$0.00	$5,000.00	$1,345.00	$5,000.00	$5,000.00
1015059	500445	EQUIPMENT RENTAL	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1015059	500542	PRINTING/ADVERTISING	$119.97	$1,297.99	$200.00	$647.77	$200.00	$200.00
1015059	500545	MEMBERSHIP / PUBLICATIONS	$0.00	$35.00	$200.00	$45.00	$200.00	$200.00
1015059	500601	OFFICE SUPPLIES	$22.08	$0.00	$0.00	$0.00	$0.00	$0.00
1015059	500625	OPERATING SUPPLIES	$12,924.83	$14,263.85	$10,000.00	$2,389.11	$10,000.00	$10,000.00
1015059	500640	FOOD AND KITCHEN SUPPLIES	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1015059	500672	SUPPLIED UNIFORMS	$413.34	$428.49	$500.00	$709.86	$500.00	$500.00
1015059	500674	SMALL TOOLS/ EQUIPMENT	$608.11	$29.96	$1,500.00	$1,257.20	$1,500.00	$1,500.00
1015059	500680	GIFTS & DONATIONS	$0.00	$0.00	$530.00	$0.00	$530.00	$0.00
1015059	500712	POWER	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$14,254.33	$20,403.49	$19,030.00	$6,810.94	$19,030.00	$18,500.00
		RIFLE RANGE	$83,932.06	$129,741.12	$133,512.00	$94,774.91	$138,958.00	$148,639.00

FISCAL SUMMARY FOR GENERAL FUND

Department Name: Sports

Department Number: 5060

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
General Fund Support	$ 386,597	$ 431,966	$ 462,914	**7.16%**	$ 30,948
TOTAL	**$ 386,597**	**$ 431,966**	**$ 462,914**	**7.16%**	$ 30,948
EXPENDITURE					
Salary	$ 179,623	$ 203,293	$ 223,390	**9.89%**	$ 20,097
Benefits	64,269	56,188	67,039	**19.31%**	10,851
Service & Supplies	142,706	172,485	172,485	**0.00%**	-
TOTAL	**$ 386,597**	**$ 431,966**	**$ 462,914**	**7.16%**	$ 30,948
FTE	**1.5**	**1.6**	**1.6**		

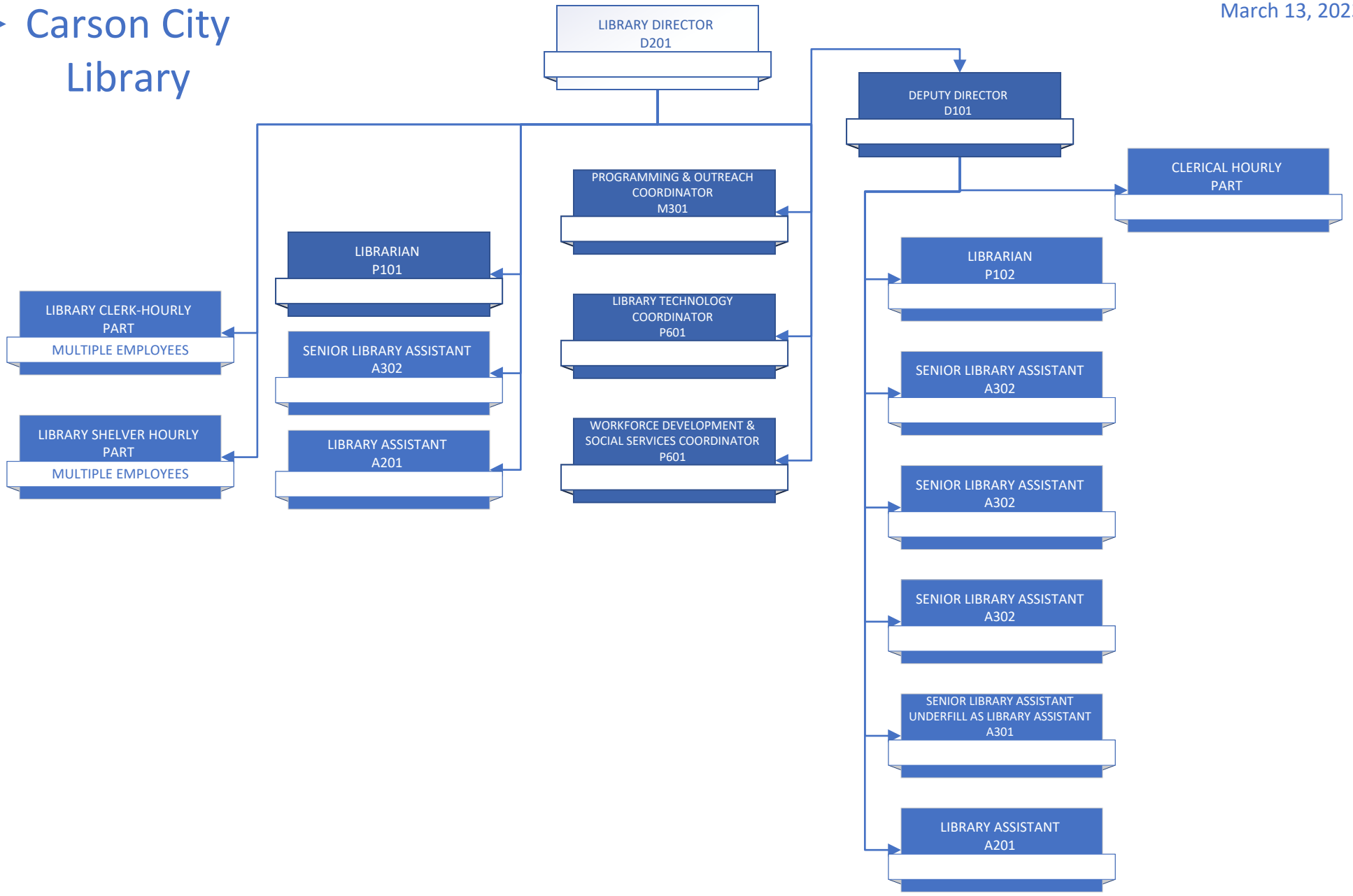
PERSONNEL DETAIL WORKSHEET
FY2023-24

DEPARTMENT: Sports		
DEPARTMENT NUMBER: 1015060		
POSITION / DESCRIPTION	**# OF POSITIONS**	**PROPOSED BUDGET**
SALARIES AND WAGES:		
Recreation Superintendent	0.33	$ 38,673
Recreation Program Manager	0.50	40,458
Recreation Program Coordinator-Sports	0.80	46,704
Hourly		97,555
SUB-TOTAL SALARY & WAGES	1.63	$ 223,390
BENEFITS:		
Medicare		$ 3,263
Retirement		34,681
Group Insurance		22,021
Workers' Compensation		3,556
Car Allowance		1,950
Phone Allowance		1,568
SUB-TOTAL BENEFITS		$ 67,039
GRAND TOTAL		$ 290,429

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
SPORTS PROGRAMS								
1015060	500101	SALARIES	$120,340.24	$124,383.96	$187,729.00	$76,551.67	$101,103.00	$125,835.00
1015060	500102	HOURLY/SEASONAL	$12,754.94	$51,161.25	$97,555.00	$49,571.14	$97,555.00	$97,555.00
1015060	500103	ADMINISTRATIVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1015060	500106	MANAGEMENT LEAVE PAY	$1,156.38	$2,059.81	$0.00	$2,629.32	$1,881.00	$0.00
1015060	500107	ANNUAL LEAVE PAYOFF	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1015060	500108	SICK LEAVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1015060	500111	OVERTIME	$55.84	$2,017.90	$0.00	$2,901.80	$2,754.00	$0.00
			$134,307.40	$179,622.92	$285,284.00	$131,653.93	$203,293.00	$223,390.00
1015060	500225	MEDICARE	$2,025.45	$2,668.23	$3,989.00	$1,925.71	$3,423.00	$3,263.00
1015060	500230	RETIREMENT	$35,518.74	$37,612.43	$51,221.00	$20,515.36	$27,168.00	$34,681.00
1015060	500240	GROUP INSURANCE	$13,939.47	$14,948.96	$24,197.00	$11,569.19	$16,703.00	$20,407.00
1015060	500241	CITY HSA CONTRIBUTION	$1,074.88	$1,458.51	$1,040.00	$1,176.88	$1,654.00	$1,614.00
1015060	500250	WORKERS' COMPENSATION	$1,382.13	$2,213.55	$3,727.00	$1,972.02	$3,852.00	$3,556.00
1015060	500270	CAR ALLOWANCE	$3,915.00	$3,915.00	$5,340.00	$1,575.00	$2,100.00	$1,950.00
1015060	500271	PHONE ALLOWANCE	$1,452.00	$1,452.00	$2,208.00	$957.28	$1,288.00	$1,568.00
			$59,307.67	$64,268.68	$91,722.00	$39,691.44	$56,188.00	$67,039.00
1015060	500349	CONTRACTUAL SERVICES	$8,195.00	$29,078.50	$11,600.00	$21,874.62	$11,600.00	$11,600.00
1015060	500430	EQUIPMENT REPAIR & MAINT	$2,235.01	$3,133.45	$2,000.00	$1,161.00	$2,000.00	$2,000.00
1015060	500512	INSURANCE PREMIUMS	$300.00	$302.50	$1,000.00	$302.50	$1,000.00	$1,000.00
1015060	500542	PRINTING/ADVERTISING	$214.63	$388.99	$1,000.00	$101.32	$1,000.00	$1,000.00
1015060	500545	MEMBERSHIP / PUBLICATIONS	$387.25	$397.25	$300.00	$143.75	$300.00	$300.00
1015060	500582	MILEAGE	$170.24	$0.00	$0.00	$0.00	$0.00	$0.00
1015060	500601	OFFICE SUPPLIES	$809.73	$54.45	$500.00	$2,570.37	$500.00	$500.00
1015060	500625	OPERATING SUPPLIES	$5,665.29	$26,086.81	$24,585.00	$26,277.47	$24,585.00	$24,585.00
1015060	500640	FOOD AND KITCHEN SUPPLIES	$28,338.68	$57,689.85	$98,800.00	$28,003.34	$98,800.00	$98,800.00
1015060	500672	SUPPLIED UNIFORMS	$878.90	$0.00	$1,700.00	$1,700.00	$1,700.00	$1,700.00
1015060	500710	TELEPHONE	$75.88	$73.00	$3,000.00	$334.72	$3,000.00	$3,000.00
1015060	500712	POWER	$16,565.63	$25,500.87	$28,000.00	$13,984.75	$28,000.00	$28,000.00
1015060	501220	YOUTH SPORTS SCHOLORSHIPS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$63,836.24	$142,705.67	$172,485.00	$96,453.84	$172,485.00	$172,485.00
		SPORTS PROGRAMS	$257,451.31	$386,597.27	$549,491.00	$267,799.21	$431,966.00	$462,914.00

Carson City Library

March 13, 2023



FISCAL SUMMARY FOR GENERAL FUND

Department Name: Library

Department Number: 6200

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
General Fund Support	$ 1,395,208	$ 1,726,959	$ 2,033,170	**17.73%**	$ 306,211
TOTAL	**$ 1,395,208**	**$ 1,726,959**	**$ 2,033,170**	**17.73%**	$ 306,211
EXPENDITURE					
Salary	$ 744,398	$ 891,635	$ 1,082,857	**21.45%**	$ 191,222
Benefits	303,822	381,599	497,638	**30.41%**	$ 116,039
Service & Supplies	339,582	453,725	452,675	**-0.23%**	$ (1,050)
Capital Outlay	7,406	-	-	**0.00%**	$ -
TOTAL	**$ 1,395,208**	**$ 1,726,959**	**$ 2,033,170**	**17.73%**	$ 306,211
FTE	**14.00**	**14.00**	**14.00**		

PERSONNEL DETAIL WORKSHEET
FY2023-24

DEPARTMENT: Library		
DEPARTMENT NUMBER: 1016200		
POSITION / DESCRIPTION	**# OF POSITIONS**	**PROPOSED BUDGET**
SALARIES AND WAGES:		
Library Technology Coordinator	1.0	$ 73,314
Workforce Development & Social Services Coordinator	1.0	80,677
Programming and Outreach Coordinator	1.0	72,267
Deputy Library Director	1.0	103,500
Librarian	2.0	153,461
Library Assistant	2.0	99,783
Library Director	1.0	151,778
Senior Library Assistant	5.0	251,077
Hourly Salary		60,000
Temporary Staffing		37,000
SUB-TOTAL SALARY & WAGES	14.0	$ 1,082,857
BENEFITS:		
Medicare		$ 15,031
Retirement		291,648
Group Insurance		162,899
Workers' Compensation		25,140
Education Incentive		1,000
Phone Allowance		1,920
SUB-TOTAL BENEFITS		$ 497,638
GRAND TOTAL		$ 1,580,495

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
LIBRARY								
1016200	500101	SALARIES	$884,404.51	$642,933.21	$970,449.00	$477,471.94	$788,533.00	$985,857.00
1016200	500102	HOURLY/SEASONAL	$55,532.72	$62,835.46	$60,000.00	$34,961.90	$60,000.00	$60,000.00
1016200	500103	ADMINISTRATIVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1016200	500106	MANAGEMENT LEAVE PAY	$6,898.40	$16,158.59	$0.00	$8,710.90	$5,902.00	$0.00
1016200	500107	ANNUAL LEAVE PAYOFF	$18,965.05	$21,236.70	$0.00	$199.93	$200.00	$0.00
1016200	500108	SICK LEAVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1016200	500111	OVERTIME	$279.10	$573.07	$0.00	($26.25)	$0.00	$0.00
1016200	500114	F L S A	$0.00	$0.29	$0.00	$0.00	$0.00	$0.00
1016200	500116	HOLIDAY PAY	$0.00	$0.00	$0.00	$171.54	$0.00	$0.00
1016200	500125	TEMPORARY STAFFING	$14,405.74	$660.98	$37,000.00	$0.00	$37,000.00	$37,000.00
			$980,485.52	$744,398.30	$1,067,449.00	$521,489.96	$891,635.00	$1,082,857.00
1016200	500225	MEDICARE	$13,796.82	$10,573.54	$14,722.00	$7,429.60	$12,539.00	$15,031.00
1016200	500230	RETIREMENT	$221,087.10	$166,329.18	$244,893.00	$122,658.62	$203,672.00	$291,648.00
1016200	500240	GROUP INSURANCE	$123,551.01	$96,348.41	$161,453.00	$72,667.06	$127,697.00	$153,368.00
1016200	500241	CITY HSA CONTRIBUTION	$15,138.56	$12,968.62	$11,629.00	$7,495.47	$10,315.00	$9,531.00
1016200	500250	WORKERS' COMPENSATION	$24,312.70	$15,852.57	$23,737.00	$13,068.67	$25,016.00	$25,140.00
1016200	500260	EDUCATION INCENTIVE	$2,650.00	$1,750.00	$2,000.00	$0.00	$1,000.00	$1,000.00
1016200	500271	PHONE ALLOWANCE	$0.00	$0.00	$0.00	$640.00	$1,360.00	$1,920.00
			$400,536.19	$303,822.32	$458,434.00	$223,959.42	$381,599.00	$497,638.00
1016200	500309	PROFESSIONAL SERVICES	$20,219.84	$5,617.00	$20,000.00	$1,829.00	$20,000.00	$20,000.00
1016200	500330	TRAINING	$1,983.91	$1,915.78	$8,000.00	$442.73	$8,000.00	$8,000.00
1016200	500346	FACILITY CONTRACT	$437.50	$0.00	$950.00	$1,017.28	$1,200.00	$950.00
1016200	500349	CONTRACTUAL SERVICES	$35,950.95	$38,583.27	$77,991.00	$46,074.01	$77,991.00	$77,991.00
1016200	500430	EQUIPMENT REPAIR & MAINT	$670.45	$0.00	$890.00	$0.00	$640.00	$890.00
1016200	500433	SOFTWARE MAINTENANCE COST	$24,822.17	$29,474.08	$36,073.00	$37,258.89	$36,073.00	$36,073.00
1016200	500434	BUILDING REPAIR & MAINT	$736.15	$0.00	$471.00	$448.50	$471.00	$471.00
1016200	500444	OFFICE EQUIPMENT RENTAL	$348.23	$1,027.79	$2,575.00	$0.00	$2,575.00	$2,575.00
1016200	500540	PUBLICITY/SPECIAL EVENTS	$5,387.26	$3,981.77	$5,640.00	$4,267.39	$5,640.00	$5,640.00
1016200	500542	PRINTING/ADVERTISING	$3,169.52	$4,313.33	$5,000.00	$3,789.93	$5,000.00	$5,000.00
1016200	500545	MEMBERSHIP / PUBLICATIONS	$939.10	$0.00	$1,500.00	$0.00	$1,500.00	$1,500.00
1016200	500580	TRAVEL	$375.49	$3,428.91	$3,500.00	$0.00	$3,500.00	$3,500.00
1016200	500601	OFFICE SUPPLIES	$8,276.10	$3,919.49	$8,000.00	$2,993.97	$8,000.00	$8,000.00
1016200	500602	POSTAGE/SHIPPING	$1,487.33	$5,822.08	$12,000.00	$4,959.50	$12,000.00	$12,000.00
1016200	500625	OPERATING SUPPLIES	$19,741.21	$14,554.95	$22,688.00	$14,428.74	$22,688.00	$22,688.00
1016200	500643	JANITORIAL SUPPLIES	$1,448.37	$1,615.13	$4,800.00	$0.00	$4,800.00	$4,800.00
1016200	500645	BOOKS/ PERIODICALS/ PUBLICATIO	$186,079.58	$182,477.77	$183,340.00	$129,925.24	$183,340.00	$183,340.00
1016200	500660	VEHICLE FUEL/OIL	$0.00	$0.00	$420.00	$0.00	$420.00	$420.00
1016200	500675	SMALL FURNISHINGS	$0.00	$0.00	$5,500.00	$1,660.46	$5,500.00	$5,500.00
1016200	500680	GIFTS & DONATIONS	$0.00	$0.00	$932.00	$0.00	$932.00	$0.00
1016200	500710	TELEPHONE	$18,321.55	$13,211.65	$17,411.00	$8,610.29	$17,411.00	$17,411.00
1016200	500712	POWER	$15,146.38	$20,733.26	$23,000.00	$17,409.13	$23,000.00	$23,000.00
1016200	500713	HEATING	$5,627.40	$6,589.40	$10,730.00	$7,343.68	$10,730.00	$10,730.00

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
1016200	500950	ISC: FLEET MANAGEMENT	$2,560.00	$2,316.00	$2,314.00	$2,314.00	$2,314.00	$2,196.00
1016200	502450	CASH SHORT/OVER	($1.30)	$0.30	$0.00	($4.25)	$0.00	$0.00
			$353,727.19	$339,581.96	$453,725.00	$284,768.49	$453,725.00	$452,675.00
1016200	507743	FURNITURE & FIXTURES	$0.00	$7,405.43	$0.00	$0.00	$0.00	$0.00
1016200	507745	POOL SLIDE REFURBISHING	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1016200	507760	CAP OUTLAY-LEASES	$2,617.01	$0.00	$0.00	$0.00	$0.00	$0.00
			$2,617.01	$7,405.43	$0.00	$0.00	$0.00	$0.00
		LIBRARY	$1,737,365.91	$1,395,208.01	$1,979,608.00	$1,030,217.87	$1,726,959.00	$2,033,170.00

FISCAL SUMMARY FOR GENERAL FUND

Department Name: Administrative Services - SART

Department Number: 6566

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
General Fund Support	$ 11,335	$ 22,699	$ 22,454	**-1.08%**	$ (245)
TOTAL	**$ 11,335**	**$ 22,699**	**$ 22,454**	**-1.08%**	$ (245)
EXPENDITURE					
Salary	$ 8,759	$ 16,000	$ 16,000	**0.00%**	$ -
Benefits	374	841	596	**-29.13%**	$ (245)
Service & Supplies	2,202	5,858	5,858	**0.00%**	$ -
TOTAL	**$ 11,335**	**$ 22,699**	**$ 22,454**	**-1.08%**	$ (245)
FTE	**0.00**	**0.00**	**0.00**		

PERSONNEL DETAIL WORKSHEET
FY2023-24

DEPARTMENT: SART		
DEPARTMENT NUMBER: 1016566		
POSITION / DESCRIPTION	**# OF POSITIONS**	**PROPOSED BUDGET**
SALARIES AND WAGES:		
Hourly		$ 16,000
SUB-TOTAL SALARY & WAGES	0.00	$ 16,000
BENEFITS:		
Medicare		$ 232
Workers' Compensation		364
SUB-TOTAL BENEFITS		$ 596
GRAND TOTAL		$ 16,596

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
SART PROGRAM								
1016566	500101	SALARIES	$0.00	$121.56	$0.00	$0.00	$0.00	$0.00
1016566	500102	HOURLY/SEASONAL	$12,995.00	$8,637.50	$16,000.00	$13,950.00	$16,000.00	$16,000.00
1016566	500111	OVERTIME	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$12,995.00	$8,759.06	$16,000.00	$13,950.00	$16,000.00	$16,000.00
1016566	500225	MEDICARE	$188.45	$126.91	$232.00	$202.29	$347.00	$232.00
1016566	500230	RETIREMENT	$0.00	$18.84	$0.00	$0.00	$0.00	$0.00
1016566	500240	GROUP INSURANCE	$0.00	$35.94	$0.00	$0.00	$0.00	$0.00
1016566	500241	CITY HSA CONTRIBUTION	$0.00	$10.83	$0.00	$0.00	$0.00	$0.00
1016566	500250	WORKERS' COMPENSATION	$268.55	$181.01	$331.00	$288.29	$494.00	$364.00
			$457.00	$373.53	$563.00	$490.58	$841.00	$596.00
1016566	500309	PROFESSIONAL SERVICES	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1016566	500330	TRAINING	$0.00	$1,206.08	$0.00	$0.00	$0.00	$0.00
1016566	500512	INSURANCE PREMIUMS	$0.00	$0.00	$3,896.00	$0.00	$3,896.00	$3,896.00
1016566	500580	TRAVEL	$0.00	$572.69	$0.00	$0.00	$0.00	$0.00
1016566	500625	OPERATING SUPPLIES	$1,405.05	$423.19	$1,962.00	$42.47	$1,962.00	$1,962.00
			$1,405.05	$2,201.96	$5,858.00	$42.47	$5,858.00	$5,858.00
		SART PROGRAM	$14,857.05	$11,334.55	$22,421.00	$14,483.05	$22,699.00	$22,454.00

FISCAL SUMMARY FOR GENERAL FUND

Department Name: Administrative Services - Welfare

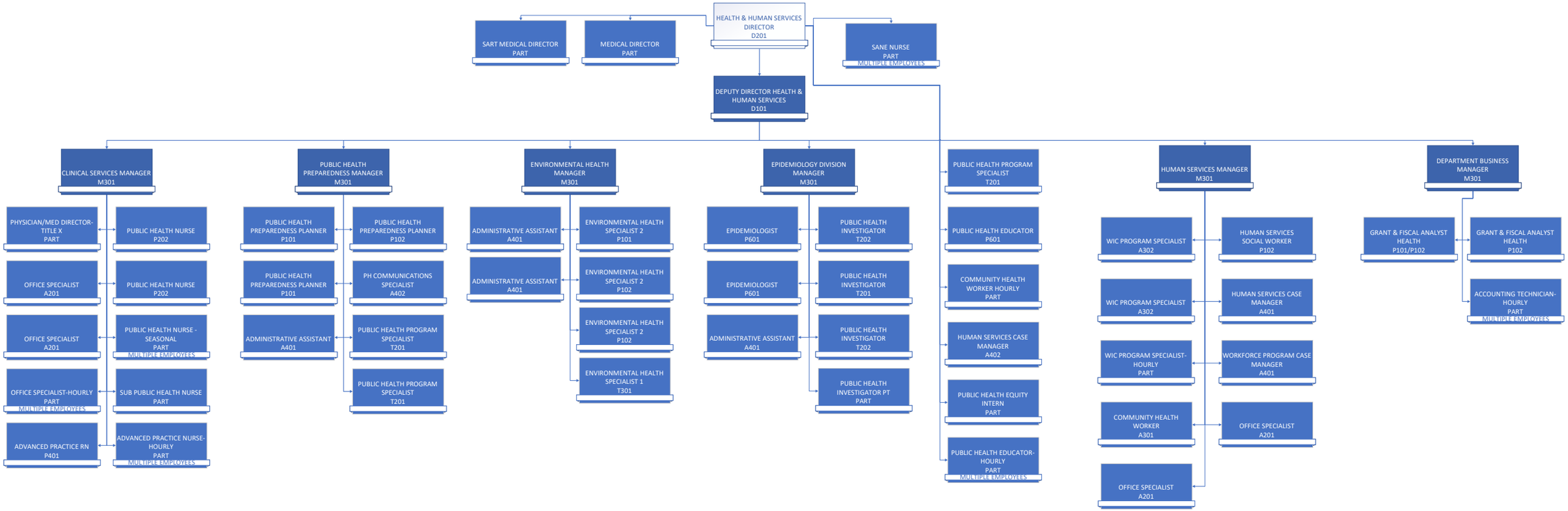
Department Number: 6574

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
General Fund Support	$ 526,550	$ 658,085	$ 684,658	**4.04%**	$ 26,573
TOTAL	**$ 526,550**	**$ 658,085**	**$ 684,658**	**4.04%**	$ 26,573
EXPENDITURE					
Salary	$ 145,155	$ 154,193	$ 157,760	**2.31%**	$ 3,567
Benefits	81,730	85,386	91,912	**7.64%**	$ 6,526
Service & Supplies	299,665	418,506	434,986	**3.94%**	$ 16,480
TOTAL	**$ 526,550**	**$ 658,085**	**$ 684,658**	**4.04%**	$ 26,573
FTE	**2.00**	**2.01**	**2.01**		

PERSONNEL DETAIL WORKSHEET
FY2023-24

DEPARTMENT: Welfare		
DEPARTMENT NUMBER: 1016574		
POSITION / DESCRIPTION	**# OF POSITIONS**	**PROPOSED BUDGET**
SALARIES AND WAGES:		
Human Services Case Manager	0.50	$ 32,013
Human Services Manager	1.00	92,955
Office Specialist	0.38	17,069
Advanced Practitioner	0.13	15,723
SUB-TOTAL SALARY & WAGES	2.01	$ 157,760
BENEFITS:		
Medicare		$ 2,212
Retirement		44,695
Group Insurance		38,225
Workers' Compensation		1,644
Car Allowance		3,900
Phone Allowance		1,236
SUB-TOTAL BENEFITS		$ 91,912
GRAND TOTAL		$ 249,672

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
WELFARE								
1016574	500101	SALARIES	$134,754.96	$140,546.61	$150,114.00	$111,416.27	$153,160.00	$157,760.00
1016574	500102	HOURLY/SEASONAL	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1016574	500103	ADMINISTRATIVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1016574	500106	MANAGEMENT LEAVE PAY	$1,786.93	$3,831.05	$0.00	$1,376.20	$1,032.00	$0.00
1016574	500107	ANNUAL LEAVE PAYOFF	$0.00	$765.84	$0.00	$0.00	$0.00	$0.00
1016574	500111	OVERTIME	$0.00	$9.70	$0.00	$0.00	$0.00	$0.00
1016574	500114	F L S A	$2.25	$1.69	$0.00	$1.17	$1.00	$0.00
			$136,544.14	$145,154.89	$150,114.00	$112,793.64	$154,193.00	$157,760.00
1016574	500225	MEDICARE	$1,896.73	$2,048.09	$2,099.00	$1,580.10	$2,159.00	$2,212.00
1016574	500230	RETIREMENT	$35,769.96	$37,633.44	$40,089.00	$28,043.71	$38,538.00	$44,695.00
1016574	500240	GROUP INSURANCE	$37,698.70	$35,177.60	$41,451.00	$26,366.73	$36,615.00	$36,925.00
1016574	500241	CITY HSA CONTRIBUTION	$0.00	$151.75	$0.00	$933.24	$1,358.00	$1,300.00
1016574	500250	WORKERS' COMPENSATION	$1,502.78	$1,547.54	$1,496.00	$1,087.06	$1,580.00	$1,644.00
1016574	500270	CAR ALLOWANCE	$3,915.00	$3,915.00	$3,900.00	$2,850.00	$3,900.00	$3,900.00
1016574	500271	PHONE ALLOWANCE	$1,193.32	$1,256.34	$1,235.00	$823.20	$1,236.00	$1,236.00
			$81,976.49	$81,729.76	$90,270.00	$61,684.04	$85,386.00	$91,912.00
1016574	500330	TRAINING	$260.00	$540.00	$1,437.00	$725.00	$1,437.00	$1,437.00
1016574	500430	EQUIPMENT REPAIR & MAINT	$0.00	$0.00	$50.00	$0.00	$50.00	$50.00
1016574	500545	MEMBERSHIP / PUBLICATIONS	$700.00	$700.00	$75.00	$100.00	$75.00	$75.00
1016574	500580	TRAVEL	$0.00	$1,066.12	$737.00	$157.96	$737.00	$737.00
1016574	500601	OFFICE SUPPLIES	$130.47	$254.58	$400.00	$16.26	$400.00	$400.00
1016574	500602	POSTAGE/SHIPPING	$55.00	$0.00	$500.00	$0.00	$500.00	$500.00
1016574	500625	OPERATING SUPPLIES	$2,414.49	$1,455.69	$2,500.00	$1,324.60	$2,500.00	$2,500.00
1016574	500710	TELEPHONE	$444.65	$436.82	$200.00	$233.43	$200.00	$200.00
1016574	501005	GENERAL ASSISTANCE	$570.72	$1,762.77	$0.00	$708.13	$0.00	$0.00
1016574	501015	AMBULANCE: TRANSPORTATION	$0.00	$0.00	$600.00	$0.00	$600.00	$600.00
1016574	501019	BURIALS	$38,059.00	$28,700.00	$25,149.00	$19,973.54	$25,149.00	$26,155.00
1016574	501025	INMATE MEDICAL CARE	$137,266.69	$196,708.00	$126,377.00	$102,667.39	$126,377.00	$131,432.00
1016574	501030	HOSPITAL COSTS	$0.00	$0.00	$95,577.00	$0.00	$95,577.00	$99,400.00
1016574	501032	VICTIMS' FUND	$2,905.00	$4,675.47	$18,900.00	$2,502.53	$18,900.00	$19,656.00
1016574	501034	RESIDENT CARE	$0.00	$0.00	$6,529.00	$0.00	$6,529.00	$6,790.00
1016574	501036	REST HOME	$143,617.79	$63,333.11	$123,495.00	$25,542.14	$123,495.00	$128,435.00
1016574	501038	MEDICATION	$749.12	$33.00	$15,980.00	$13.23	$15,980.00	$16,619.00
			$327,172.93	$299,665.56	$418,506.00	$153,964.21	$418,506.00	$434,986.00
		WELFARE	$545,693.56	$526,550.21	$658,890.00	$328,441.89	$658,085.00	$684,658.00


HEALTH & HUMAN SERVICES DIRECTOR
D201
SART MEDICAL DIRECTOR
PART
MEDICAL DIRECTOR
PART
SANE NURSE
PART
MULTIPLE EMPLOYEES
DEPUTY DIRECTOR HEALTH & HUMAN SERVICES
D101
CLINICAL SERVICES MANAGER
M301
PHYSICIAN/MED DIRECTOR-TITLE X
PART
PUBLIC HEALTH NURSE
P202
OFFICE SPECIALIST
A201
PUBLIC HEALTH NURSE
P202
OFFICE SPECIALIST
A201
PUBLIC HEALTH NURSE - SEASONAL
PART
MULTIPLE EMPLOYEES
OFFICE SPECIALIST-HOURLY
PART
MULTIPLE EMPLOYEES
SUB PUBLIC HEALTH NURSE
PART
ADVANCED PRACTICE RN
P401
ADVANCED PRACTICE NURSE-HOURLY
PART
MULTIPLE EMPLOYEES
PUBLIC HEALTH PREPAREDNESS MANAGER
M301
PUBLIC HEALTH PREPAREDNESS PLANNER
P101
PUBLIC HEALTH PREPAREDNESS PLANNER
P102
PUBLIC HEALTH PREPAREDNESS PLANNER
P101
PH COMMUNICATIONS SPECIALIST
A402
ADMINISTRATIVE ASSISTANT
A401
PUBLIC HEALTH PROGRAM SPECIALIST
T201
PUBLIC HEALTH PROGRAM SPECIALIST
T201
ENVIRONMENTAL HEALTH MANAGER
M301
ADMINISTRATIVE ASSISTANT
A401
ENVIRONMENTAL HEALTH SPECIALIST 2
P101
ADMINISTRATIVE ASSISTANT
A401
ENVIRONMENTAL HEALTH SPECIALIST 2
P102
ENVIRONMENTAL HEALTH SPECIALIST 2
P102
ENVIRONMENTAL HEALTH SPECIALIST 1
T301
EPIDEMIOLOGY DIVISION MANAGER
M301
EPIDEMIOLOGIST
P601
PUBLIC HEALTH INVESTIGATOR
T202
EPIDEMIOLOGIST
P601
PUBLIC HEALTH INVESTIGATOR
T201
ADMINISTRATIVE ASSISTANT
A401
PUBLIC HEALTH INVESTIGATOR
T202
PUBLIC HEALTH INVESTIGATOR PT
PART
PUBLIC HEALTH PROGRAM SPECIALIST
T201
PUBLIC HEALTH EDUCATOR
P601
COMMUNITY HEALTH WORKER HOURLY
PART
HUMAN SERVICES CASE MANAGER
A402
PUBLIC HEALTH EQUITY INTERN
PART
PUBLIC HEALTH EDUCATOR-HOURLY
PART
MULTIPLE EMPLOYEES
HUMAN SERVICES MANAGER
M301
WIC PROGRAM SPECIALIST
A302
HUMAN SERVICES SOCIAL WORKER
P102
WIC PROGRAM SPECIALIST
A302
HUMAN SERVICES CASE MANAGER
A401
WIC PROGRAM SPECIALIST-HOURLY
PART
WORKFORCE PROGRAM CASE MANAGER
A401
COMMUNITY HEALTH WORKER
A301
OFFICE SPECIALIST
A201
OFFICE SPECIALIST
A201
DEPARTMENT BUSINESS MANAGER
M301
GRANT & FISCAL ANALYST HEALTH
P101/P102
GRANT & FISCAL ANALYST HEALTH
P102
ACCOUNTING TECHNICIAN-HOURLY
PART
MULTIPLE EMPLOYEES

FISCAL SUMMARY FOR GENERAL FUND

Department Name: Health - Administrative

Department Number: 6800

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
General Fund Support	$ 1,167,591	$ 1,481,352	$ 1,579,557	**6.63%**	$ 98,205
TOTAL	**$ 1,167,591**	**$ 1,481,352**	**$ 1,579,557**	**6.63%**	$ 98,205
EXPENDITURE					
Salary	$ 295,650	$ 350,881	$ 415,725	**18.48%**	$ 64,844
Benefits	144,503	171,179	213,040	**24.45%**	$ 41,861
Service & Supplies	727,438	959,292	950,792	**-0.89%**	$ (8,500)
TOTAL	**$ 1,167,591**	**$ 1,481,352**	**$ 1,579,557**	**6.63%**	$ 98,205
FTE	**4.00**	**4.45**	**4.45**		

PERSONNEL DETAIL WORKSHEET
FY2023-24

DEPARTMENT: Health Admin		
DEPARTMENT NUMBER: 1016800		
POSITION / DESCRIPTION	**# OF POSITIONS**	**PROPOSED BUDGET**
SALARIES AND WAGES:		
Department Business Manager	1.00	$ 84,442
Health & Human Services Director	1.00	171,119
Office Specialist	1.00	45,437
Grant & Fiscal Analyst	0.95	68,678
PH Communications Specialist	0.50	27,171
Temporary Staffing		7,500
Hourly/Seasonal		11,378
SUB-TOTAL SALARY & WAGES	4.45	$ 415,725
BENEFITS:		
Medicare		$ 5,736
Retirement		119,664
Group Insurance		77,877
Workers' Compensation		3,943
Car Allowance		3,900
Phone Allowance		1,920
SUB-TOTAL BENEFITS		$ 213,040
GRAND TOTAL		$ 628,765

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
HEALTH ADMINISTRATION								
1016800	500101	SALARIES	$240,647.91	$282,792.61	$357,680.00	$218,768.71	$332,003.00	$396,847.00
1016800	500102	HOURLY/SEASONAL	$9,936.69	$11,325.01	$11,378.00	$7,008.75	$11,378.00	$11,378.00
1016800	500103	ADMINISTRATIVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1016800	500106	MANAGEMENT LEAVE PAY	$7,665.48	$9,089.63	$0.00	$1,570.98	$0.00	$0.00
1016800	500107	ANNUAL LEAVE PAYOFF	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1016800	500111	OVERTIME	$10.50	$0.00	$0.00	$40.95	$0.00	$0.00
1016800	500114	F L S A	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1016800	500125	TEMPORARY STAFFING	$1,520.59	$2,355.01	$7,500.00	$2,058.17	$7,500.00	$7,500.00
1016800	500199	GRANT FUNDED ALLOCATION	($13,059.74)	($9,911.84)	$0.00	$0.00	$0.00	$0.00
			$246,721.43	$295,650.42	$376,558.00	$229,447.56	$350,881.00	$415,725.00
1016800	500225	MEDICARE	$3,615.94	$4,234.43	$5,185.00	$3,176.28	$4,871.00	$5,736.00
1016800	500230	RETIREMENT	$104,538.98	$78,232.77	$90,465.00	$58,327.86	$87,911.00	$119,664.00
1016800	500240	GROUP INSURANCE	$40,336.84	$50,132.30	$66,792.00	$40,739.55	$65,780.00	$74,303.00
1016800	500241	CITY HSA CONTRIBUTION	$3,026.54	$3,163.49	$3,171.00	$2,378.17	$3,479.00	$3,574.00
1016800	500250	WORKERS' COMPENSATION	$2,406.98	$2,863.54	$3,214.00	$1,956.43	$3,318.00	$3,943.00
1016800	500270	CAR ALLOWANCE	$3,915.00	$3,915.00	$3,900.00	$2,850.00	$3,900.00	$3,900.00
1016800	500271	PHONE ALLOWANCE	$1,936.00	$1,961.00	$1,920.00	$1,280.00	$1,920.00	$1,920.00
			$159,776.28	$144,502.53	$174,647.00	$110,708.29	$171,179.00	$213,040.00
1016800	500309	PROFESSIONAL SERVICES	$23,600.00	$36,696.41	$40,391.00	$25,600.00	$40,391.00	$40,391.00
1016800	500317	BANKING SERVICES	$4,524.54	$3,883.57	$7,000.00	$1,525.48	$7,000.00	$7,000.00
1016800	500330	TRAINING	$2,154.04	$2,230.00	$2,000.00	$1,322.00	$2,000.00	$2,000.00
1016800	500350	CLINIC SERVICES	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1016800	500430	EQUIPMENT REPAIR & MAINT	$0.00	$1,456.80	$1,075.00	$0.00	$1,075.00	$1,075.00
1016800	500433	SOFTWARE MAINTENANCE COST	$451.10	$94.99	$0.00	$0.00	$0.00	$0.00
1016800	500435	VEHICLE REPAIR & MAINT	$2,460.95	$2,324.07	$1,300.00	$1,858.42	$1,300.00	$1,300.00
1016800	500444	OFFICE EQUIPMENT RENTAL	$1,172.08	$1,228.33	$1,140.00	$953.22	$1,140.00	$1,140.00
1016800	500545	MEMBERSHIP / PUBLICATIONS	$1,838.60	$547.32	$2,500.00	$327.70	$2,500.00	$2,500.00
1016800	500580	TRAVEL	$0.00	$1,084.09	$5,000.00	$2,784.58	$5,000.00	$5,000.00
1016800	500601	OFFICE SUPPLIES	$1,540.89	$1,022.89	$4,750.00	$574.86	$4,750.00	$4,750.00
1016800	500602	POSTAGE/SHIPPING	$413.20	$139.35	$500.00	$0.00	$500.00	$500.00
1016800	500625	OPERATING SUPPLIES	$10,875.24	$10,373.66	$8,571.00	$3,918.32	$8,571.00	$8,571.00
1016800	500660	VEHICLE FUEL/OIL	$2,241.25	$1,568.40	$2,500.00	$1,288.60	$2,500.00	$2,500.00
1016800	500674	SMALL TOOLS/ EQUIPMENT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1016800	500709	FAX/DSL 883-4701	$3,696.53	$7,147.22	$1,700.00	$7,700.35	$1,700.00	$1,700.00
1016800	500710	TELEPHONE	$4,640.17	$4,088.53	$4,520.00	$3,045.66	$4,520.00	$4,520.00
1016800	500712	POWER	$46,616.77	$59,233.77	$60,044.00	$45,964.71	$60,044.00	$55,544.00
1016800	500713	HEATING	$19,364.06	$22,673.27	$30,475.00	$18,241.74	$30,475.00	$30,475.00
1016800	500950	ISC: FLEET MANAGEMENT	$12,800.00	$11,580.00	$12,727.00	$12,727.00	$12,727.00	$17,568.00
1016800	500955	ISC: RADIOS	$10,666.00	$13,344.00	$10,989.00	$10,989.00	$10,989.00	$2,148.00
1016800	502450	CASH SHORT/OVER	$3,716.57	$2,258.05	$0.00	($0.01)	$0.00	$0.00
1016800	502501	ETHICS COMM UNFUND MAND	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1016800	502506	CHILD PROTECTIVE SERVICES	$671,821.00	$544,462.72	$730,486.00	$721,914.00	$730,486.00	$730,486.00

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
1016800	502510	NV MENTAL HEALTH & DEVELOPMT	$0.00	$0.00	$31,624.00	$0.00	$31,624.00	$31,624.00
			$824,592.99	$727,437.44	$959,292.00	$860,735.63	$959,292.00	$950,792.00
		HEALTH ADMINISTRATION	$1,231,090.70	$1,167,590.39	$1,510,497.00	$1,200,891.48	$1,481,352.00	$1,579,557.00

FISCAL SUMMARY FOR GENERAL FUND

Department Name: Health - Medical

Department Number: 6852

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
General Fund Support	$ 100,891	$ 126,162	$ 127,622	**1.16%**	$ 1,460
TOTAL	**$ 100,891**	**$ 126,162**	**$ 127,622**	**1.16%**	$ 1,460
EXPENDITURE					
Salary	$ 69,102	$ 79,807	$ 78,041	**-2.21%**	$ (1,766)
Benefits	31,742	41,355	44,581	**7.80%**	$ 3,226
Service & Supplies	47	5,000	5,000	**0.00%**	$ -
TOTAL	**$ 100,891**	**$ 126,162**	**$ 127,622**	**1.16%**	$ 1,460
FTE	**0.96**	**0.96**	**0.96**		

PERSONNEL DETAIL WORKSHEET
FY2023-24

DEPARTMENT: Medical		
DEPARTMENT NUMBER: 1016852		
POSITION / DESCRIPTION	**# OF POSITIONS**	**PROPOSED BUDGET**
SALARIES AND WAGES:		
Clinical Services Manager	0.46	$ 40,565
Office Specialist	0.20	9,035
Public Health Nurse	0.30	28,441
SUB-TOTAL SALARY & WAGES	0.96	$ 78,041
BENEFITS:		
Medicare		$ 1,089
Retirement		24,700
Group Insurance		15,628
Workers' Compensation		787
Education Incentive		50
Car Allowance		1,794
Phone Allowance		533
SUB-TOTAL BENEFITS		$ 44,581
GRAND TOTAL		$ 122,622

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
HEALTH - MEDICAL DEPARTMENT								
1016852	500101	SALARIES	$75,800.53	$68,508.54	$78,253.00	$50,738.24	$79,806.00	$78,041.00
1016852	500102	HOURLY/SEASONAL	$0.00	$0.00	$0.00	$1,027.32	$0.00	$0.00
1016852	500103	ADMINISTRATIVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1016852	500106	MANAGEMENT LEAVE PAY	$1,157.17	$588.80	$0.00	$0.00	$0.00	$0.00
1016852	500107	ANNUAL LEAVE PAYOFF	$0.00	$0.00	$0.00	$40.51	$0.00	$0.00
1016852	500109	WORKERS' COMPENSATORY LEAVE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1016852	500111	OVERTIME	$112.12	$1.10	$0.00	$22.63	$0.00	$0.00
1016852	500114	F L S A	$2.99	$3.15	$0.00	$0.66	$1.00	$0.00
			$77,072.81	$69,101.59	$78,253.00	$51,829.36	$79,807.00	$78,041.00
1016852	500225	MEDICARE	$1,103.92	$983.03	$1,136.00	$708.33	$1,131.00	$1,089.00
1016852	500230	RETIREMENT	$20,671.27	$16,954.59	$23,282.00	$14,174.74	$22,149.00	$24,700.00
1016852	500240	GROUP INSURANCE	$10,255.95	$9,714.52	$12,207.00	$7,893.51	$13,662.00	$12,603.00
1016852	500241	CITY HSA CONTRIBUTION	$3,072.36	$2,136.68	$1,289.00	$1,980.35	$2,996.00	$3,025.00
1016852	500250	WORKERS' COMPENSATION	$705.09	$918.64	$712.00	$468.99	$884.00	$787.00
1016852	500260	EDUCATION INCENTIVE	$10.00	$0.00	$50.00	$0.00	$0.00	$50.00
1016852	500270	CAR ALLOWANCE	$1,738.80	$621.00	$1,794.00	$0.00	$0.00	$1,794.00
1016852	500271	PHONE ALLOWANCE	$496.16	$413.70	$90.00	$354.40	$533.00	$533.00
			$38,053.55	$31,742.16	$40,560.00	$25,580.32	$41,355.00	$44,581.00
1016852	500350	CLINIC SERVICES	$0.00	$0.00	$5,000.00	$2,038.78	$5,000.00	$5,000.00
1016852	500697	PRIVATE VACCINE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1016852	500698	VACCINE INVENTORY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1016852	500710	TELEPHONE	$48.56	$46.70	$0.00	$30.89	$0.00	$0.00
			$48.56	$46.70	$5,000.00	$2,069.67	$5,000.00	$5,000.00
		HEALTH - MEDICAL DEPARTMENT	$115,174.92	$100,890.45	$123,813.00	$79,479.35	$126,162.00	$127,622.00

FISCAL SUMMARY FOR GENERAL FUND

Department Name: Health - Environmental Health

Department Number: 6853

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
General Fund Support	$ 367,423	$ 397,613	$ 416,491	**4.75%**	$ 18,878
TOTAL	**$ 367,423**	**$ 397,613**	**$ 416,491**	**4.75%**	$ 18,878
EXPENDITURE					
Salary	$ 241,164	$ 262,288	$ 266,568	**1.63%**	$ 4,280
Benefits	104,729	119,601	134,199	**12.21%**	$ 14,598
Service & Supplies	21,530	15,724	15,724	**0.00%**	$ -
TOTAL	**$ 367,423**	**$ 397,613**	**$ 416,491**	**4.75%**	$ 18,878
FTE	**4.20**	**4.15**	**4.15**		

PERSONNEL DETAIL WORKSHEET
FY2023-24

DEPARTMENT: Environmental Health		
DEPARTMENT NUMBER: 1016853		
POSITION / DESCRIPTION	**# OF POSITIONS**	**PROPOSED BUDGET**
SALARIES AND WAGES:		
Administrative Assistant	1.70	$ 92,594
Environmental Health Specialist	2.00	138,354
Environmental Health Manager	0.45	35,620
SUB-TOTAL SALARY & WAGES	4.15	$ 266,568
BENEFITS:		
Medicare		$ 3,796
Retirement		74,484
Group Insurance		51,236
Workers' Compensation		3,395
Phone Allowance		1,038
Education Incentive		250
SUB-TOTAL BENEFITS		$ 134,199
GRAND TOTAL		$ 400,767

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
ENVIRONMENTAL HEALTH								
1016853	500101	SALARIES	$260,662.46	$229,731.08	$274,122.00	$181,725.10	$253,504.00	$266,568.00
1016853	500102	HOURLY/SEASONAL	$0.00	$10.00	$0.00	$0.00	$0.00	$0.00
1016853	500103	ADMINISTRATIVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1016853	500106	MANAGEMENT LEAVE PAY	$1,455.48	$1,661.80	$0.00	$791.04	$264.00	$0.00
1016853	500107	ANNUAL LEAVE PAYOFF	$2,439.48	$6,118.71	$0.00	$4,594.18	$4,594.00	$0.00
1016853	500111	OVERTIME	$967.89	$3,641.63	$0.00	$3,925.93	$3,926.00	$0.00
1016853	500112	CALL BACK PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1016853	500114	F L S A	$2.73	$1.01	$0.00	$0.00	$0.00	$0.00
1016853	500116	HOLIDAY PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$265,528.04	$241,164.23	$274,122.00	$191,036.25	$262,288.00	$266,568.00
1016853	500225	MEDICARE	$3,791.41	$3,412.12	$3,879.00	$2,716.67	$3,728.00	$3,796.00
1016853	500230	RETIREMENT	$63,360.81	$58,900.21	$68,606.00	$45,315.04	$63,037.00	$74,484.00
1016853	500240	GROUP INSURANCE	$37,696.62	$31,166.75	$43,120.00	$26,705.49	$38,863.00	$42,292.00
1016853	500241	CITY HSA CONTRIBUTION	$6,185.94	$7,495.66	$9,130.00	$6,562.59	$9,226.00	$8,944.00
1016853	500250	WORKERS' COMPENSATION	$3,058.36	$2,965.55	$3,125.00	$2,078.00	$3,485.00	$3,395.00
1016853	500260	EDUCATION INCENTIVE	$0.00	$0.00	$250.00	$0.00	$250.00	$250.00
1016853	500271	PHONE ALLOWANCE	$648.23	$789.22	$748.00	$668.00	$1,012.00	$1,038.00
			$114,741.37	$104,729.51	$128,858.00	$84,045.79	$119,601.00	$134,199.00
1016853	500330	TRAINING	$278.00	$1,789.30	$4,000.00	$706.50	$4,000.00	$4,000.00
1016853	500372	U.S.G.S. STREAM MONITOR	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1016853	500545	MEMBERSHIP / PUBLICATIONS	$348.15	$631.85	$420.00	$314.26	$420.00	$420.00
1016853	500580	TRAVEL	$0.00	$1,087.54	$2,000.00	$0.00	$2,000.00	$2,000.00
1016853	500601	OFFICE SUPPLIES	$1,115.19	$273.22	$1,254.00	$692.88	$1,254.00	$1,254.00
1016853	500602	POSTAGE/SHIPPING	$55.00	$113.92	$950.00	$15.70	$950.00	$950.00
1016853	500625	OPERATING SUPPLIES	$4,795.11	$16,833.37	$4,100.00	$1,855.63	$4,100.00	$4,100.00
1016853	500660	VEHICLE FUEL/OIL	$0.00	$0.00	$3,000.00	$0.00	$3,000.00	$3,000.00
1016853	500674	SMALL TOOLS/ EQUIPMENT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1016853	500710	TELEPHONE	$196.74	$800.45	$0.00	$1,098.23	$0.00	$0.00
1016853	500950	ISC: FLEET MANAGEMENT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1016853	501425	OPERATING	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1016853	501480	TRAVEL	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$6,788.19	$21,529.65	$15,724.00	$4,683.20	$15,724.00	$15,724.00
		ENVIRONMENTAL HEALTH	$387,057.60	$367,423.39	$418,704.00	$279,765.24	$397,613.00	$416,491.00

FISCAL SUMMARY FOR GENERAL FUND

Department Name: Health - DC Environmental Health

Department Number: 6854

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
General Fund Support	$ 248,824	$ 244,599	$ 259,327	**6.02%**	$ 14,728
TOTAL	**$ 248,824**	**$ 244,599**	**$ 259,327**	**6.02%**	$ 14,728
EXPENDITURE					
Salary	$ 160,719	$ 157,365	$ 168,096	**6.82%**	$ 10,731
Benefits	62,592	57,762	63,613	**10.13%**	$ 5,851
Service & Supplies	25,513	29,472	27,618	**-6.29%**	$ (1,854)
TOTAL	**$ 248,824**	**$ 244,599**	**$ 259,327**	**6.02%**	$ 14,728
FTE	**2.50**	**2.50**	**2.50**		

PERSONNEL DETAIL WORKSHEET
FY2023-24

DEPARTMENT: DC Environmental Health		
DEPARTMENT NUMBER: 1016854		
POSITION / DESCRIPTION	**# OF POSITIONS**	**PROPOSED BUDGET**
SALARIES AND WAGES:		
Administrative Assistant	0.30	$ 15,558
Environmental Health Specialist	2.00	137,553
Grant and Fiscal Analyst	0.05	3,112
Environmental Health Manager	0.15	11,873
SUB-TOTAL SALARY & WAGES	2.50	$ 168,096
BENEFITS:		
Medicare		$ 2,435
Retirement		31,816
Group Insurance		26,870
Workers' Compensation		2,045
Phone Allowance		447
SUB-TOTAL BENEFITS		$ 63,613
GRAND TOTAL		$ 231,709

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
DC - ENVIRONMENTAL HEALTH								
1016854	500101	SALARIES	$151,059.45	$155,352.16	$186,238.00	$109,851.68	$154,822.00	$168,096.00
1016854	500102	HOURLY/SEASONAL	$492.00	$843.25	$0.00	$693.00	$0.00	$0.00
1016854	500103	ADMINISTRATIVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1016854	500106	MANAGEMENT LEAVE PAY	$485.10	$554.00	$0.00	$263.70	$88.00	$0.00
1016854	500107	ANNUAL LEAVE PAYOFF	$0.00	$559.81	$0.00	$0.00	$0.00	$0.00
1016854	500111	OVERTIME	$1,396.68	$3,409.66	$0.00	$2,455.29	$2,455.00	$0.00
1016854	500114	F L S A	$0.00	$0.01	$0.00	$0.00	$0.00	$0.00
			$153,433.23	$160,718.89	$186,238.00	$113,263.67	$157,365.00	$168,096.00
1016854	500225	MEDICARE	$2,215.51	$2,321.89	$2,689.00	$1,641.87	$2,287.00	$2,435.00
1016854	500230	RETIREMENT	$33,412.56	$34,669.83	$41,269.00	$20,927.31	$28,465.00	$31,816.00
1016854	500240	GROUP INSURANCE	$21,557.19	$20,472.66	$25,808.00	$12,842.31	$19,633.00	$20,966.00
1016854	500241	CITY HSA CONTRIBUTION	$2,786.58	$2,821.25	$2,724.00	$2,886.53	$4,828.00	$5,904.00
1016854	500250	WORKERS' COMPENSATION	$1,826.52	$1,846.67	$1,860.00	$1,200.00	$2,030.00	$2,045.00
1016854	500271	PHONE ALLOWANCE	$472.70	$459.70	$445.00	$371.00	$519.00	$447.00
			$62,271.06	$62,592.00	$74,795.00	$39,869.02	$57,762.00	$63,613.00
1016854	500330	TRAINING	$135.00	$1,475.27	$1,500.00	$806.22	$1,500.00	$1,500.00
1016854	500433	SOFTWARE MAINTENANCE COST	$4,688.82	$4,160.52	$0.00	$3,763.62	$0.00	$0.00
1016854	500435	VEHICLE REPAIR & MAINT	$145.78	$3,067.83	$0.00	$14.00	$0.00	$0.00
1016854	500545	MEMBERSHIP / PUBLICATIONS	$1,135.00	$590.00	$400.00	$361.78	$400.00	$400.00
1016854	500580	TRAVEL	$0.00	$495.87	$4,000.00	$0.00	$4,000.00	$4,000.00
1016854	500625	OPERATING SUPPLIES	$4,740.91	$4,545.86	$13,130.00	$2,436.17	$13,130.00	$13,130.00
1016854	500660	VEHICLE FUEL/OIL	$1,877.30	$3,504.58	$3,500.00	$2,105.29	$3,500.00	$2,000.00
1016854	500710	TELEPHONE	$118.86	$725.52	$0.00	$866.31	$0.00	$0.00
1016854	500950	ISC: FLEET MANAGEMENT	$7,680.00	$6,948.00	$6,942.00	$6,942.00	$6,942.00	$6,588.00
			$20,521.67	$25,513.45	$29,472.00	$17,295.39	$29,472.00	$27,618.00
		DC - ENVIRONMENTAL HEALTH	$236,225.96	$248,824.34	$290,505.00	$170,428.08	$244,599.00	$259,327.00

FISCAL SUMMARY FOR GENERAL FUND

Department Name: Animal Services

Department Number: 1016900

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
General Fund Support	$ 700,906	$ 936,472	$ 700,000	**-25.25%**	$ (236,472)
TOTAL	**$ 700,906**	**$ 936,472**	**$ 700,000**	**-25.25%**	$ (236,472)
EXPENDITURE					
Service & Supplies	$ 700,906	$ 936,472	$ 700,000	**-25.25%**	$ (236,472)
TOTAL	**$ 700,906**	**$ 936,472**	**$ 700,000**	**-25.25%**	$ (236,472)
FTE	**0.00**	**0.00**	**0.00**		

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
ANIMAL SERVICES								
1016900	500349	CONTRACTUAL SERVICES	$700,000.00	$700,000.00	$700,000.00	$583,377.70	$700,000.00	$700,000.00
1016900	500680	GIFTS & DONATIONS	$0.00	$0.00	$95,726.00	$0.00	$95,726.00	$0.00
1016900	500681	NEW HOPE	$0.00	$0.00	$116,126.00	$0.00	$116,126.00	$0.00
1016900	500684	RESTRICTED ANIMAL CARE	$0.00	$0.00	$24,620.00	$0.00	$24,620.00	$0.00
1016900	500710	TELEPHONE	$646.21	$648.94	$0.00	$512.81	$0.00	$0.00
1016900	500712	POWER	$226.20	$257.34	$0.00	$254.74	$0.00	$0.00
1016900	500713	HEATING	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$700,872.41	$700,906.28	$936,472.00	$584,145.25	$936,472.00	$700,000.00
		ANIMAL SERVICES	$700,872.41	$700,906.28	$936,472.00	$584,145.25	$936,472.00	$700,000.00

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
TRANSFERS								
1010279	507205	DEBT SERVICE	$3,365,846.00	$3,526,465.00	$3,384,514.00	$2,820,428.30	$3,384,518.00	$3,393,080.00
1010279	507212	CAPITAL PROJECTS FUND	$7,047,785.00	$11,725,972.00	$11,178,800.00	$8,562,042.50	$11,178,800.00	$8,770,267.00
1010279	507225	STREET MAINTENANCE	$0.00	$420,000.00	$0.00	$0.00	$0.00	$0.00
1010279	507235	LANDSCAPE MAINTENANCE	$55,519.00	$55,519.00	$60,899.00	$0.00	$60,899.00	$60,899.00
1010279	507237	S. CARSON NID	$0.00	$17,440.00	$18,312.00	$0.00	$18,312.00	$18,678.00
1010279	507240	EXTRAORDINARY MAINTENANCE	$3,319,372.00	$9,724,525.00	$3,959,831.00	$0.00	$3,953,195.00	$825,304.00
1010279	507250	REGIONAL TRANSPORTATION FUND	$700,000.00	$753,000.00	$0.00	$0.00	$0.00	$0.00
1010279	507252	AMBULANCE: TRANSPORTATION	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1010279	507254	QUALITY OF LIFE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1010279	507272	CEMETERY FUND	$10,000.00	$10,000.00	$10,000.00	$0.00	$10,000.00	$10,000.00
1010279	507273	TRAFFIC/TRANSPORTATION	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1010279	507274	CC TRANSIT FUND	$466,300.00	$66,300.00	$504,800.00	$0.00	$504,800.00	$504,800.00
1010279	507280	INSURANCE FUND	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1010279	507281	STORMWATER	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1010279	507291	GRANT FUND	$290,592.95	$399,885.74	$438,050.00	$0.00	$438,050.00	$455,557.00
1010279	507293	INFRASTRUCTURE TAX FUND	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
1010279	507294	LIBRARY GIFT FUND	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$15,255,414.95	$26,699,106.74	$19,555,206.00	$11,382,470.80	$19,548,574.00	$14,038,585.00
		TRANSFERS	$15,255,414.95	$26,699,106.74	$19,555,206.00	$11,382,470.80	$19,548,574.00	$14,038,585.00
DEBT SERVICE								
1010212	508110	LEASE PRINCIPAL	$1,845.35	$1,730.07	$0.00	$0.00	$0.00	$0.00
1012505	508110	LEASE PRINCIPAL	$2,827.04	$2,915.81	$0.00	$0.00	$0.00	$0.00
1013012	508110	LEASE PRINCIPAL	$1,570.01	$1,606.48	$0.00	$0.00	$0.00	$0.00
1016200	508110	LEASE PRINCIPAL	$1,644.93	$720.28	$0.00	$0.00	$0.00	$0.00
1010212	509110	LEASE INTEREST EXPENSE	$67.57	$23.00	$0.00	$0.00	$0.00	$0.00
1012505	509110	LEASE INTEREST EXPENSE	$270.65	$181.88	$0.00	$0.00	$0.00	$0.00
1013012	509110	LEASE INTEREST EXPENSE	$104.71	$68.24	$0.00	$0.00	$0.00	$0.00
1016200	509110	LEASE INTEREST EXPENSE	$38.19	$10.84	$0.00	$0.00	$0.00	$0.00
		DEBT SERVICE	$8,368.45	$7,256.60	$0.00	$0.00	$0.00	$0.00
GENERAL FUND								
1010200	501000	CONTINGENCY	$0.00	$0.00	$1,986,465.00	$0.00	$1,993,101.00	$1,842,515.00
1010200	593000	UNRESERVED FUND BALANCE	$0.00	$0.00	$9,248,729.00	$0.00	$12,153,436.00	$9,883,353.00
			$0.00	$0.00	$11,235,194.00	$0.00	$14,146,537.00	$11,725,868.00
Grand Total		**GENERAL FUND**	$86,901,226.25	$103,973,120.34	$117,678,257.00	$72,096,703.07	$119,325,779.00	$114,432,465.00

CARSON CITY TENTATIVE BUDGET

OTHER GOVERNMENTAL FUNDS INDEX

FY 2024

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FISCAL SUMMARY FOR SPECIAL REVENUE FUND

Department Name: Airport

Department Number: 201

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
Intergovernmental	$ 711,828	$ 619,488	$ -	**-100.00%**	$ (619,488)
TOTAL	**$ 711,828**	**$ 619,488**	**$ -**	**-100.00%**	**(619,488)**
EXPENDITURE					
Service & Supplies	$ 82,450	$ -	$ -	**0.00%**	-
Capital Outlay	629,378	619,488	-	**-100.00%**	(619,488)
TOTAL	**$ 711,828**	**$ 619,488**	**$ -**	**-100.00%**	**$ (619,488)**
FTE	**0**	**0**	**0**		

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
AIRPORT FUND								
REVENUE								
2011781	431010	FEDERAL GRANTS	($1,398,301.83)	($331,093.00)	$0.00	$0.00	$0.00	$0.00
2011782	431010	FEDERAL GRANTS	$0.00	($380,734.57)	($619,488.00)	($350,714.81)	($619,488.00)	$0.00
2011782	438900	MISC O/GOVTS: REIMB.	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
		INTERGOVERNMENTAL REVENUES	($1,398,301.83)	($711,827.57)	($619,488.00)	($350,714.81)	($619,488.00)	$0.00
EXPENSE								
2017005	502450	CASH SHORT/OVER	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2017005	502501	ETHICS COMM UNFUND MAND	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2017005	502525	AIRPORT AUTHORITY	$181,310.00	$82,450.00	$0.00	$0.00	$0.00	$0.00
			$181,310.00	$82,450.00	$0.00	$0.00	$0.00	$0.00
2017005	507630	REHAB TAXIWAY & APRON	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2017005	507632	REHAB RUNWAYS,/TAXIWAYS	$1,214,891.83	$116,983.17	$0.00	$0.00	$0.00	$0.00
2017005	507775	EQUIPMENT	$2,100.00	$512,394.40	$619,488.00	$350,714.81	$619,488.00	$0.00
			$1,216,991.83	$629,377.57	$619,488.00	$350,714.81	$619,488.00	$0.00
		AIRPORT FUND EXPENSES	$1,398,301.83	$711,827.57	$619,488.00	$350,714.81	$619,488.00	$0.00

FISCAL SUMMARY FOR SPECIAL REVENUE FUND

Department Name: Cooperative Extension

Department Number: 2021000

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
Taxes	$ 200,179	$ 206,123	$ 214,926	**4.27%**	$ 8,803
Miscellaneous	440	-	-	**0.00%**	-
Beginning Fund Balance	143,338	186,105	10,000	**-94.63%**	(176,105)
TOTAL	**$ 343,957**	**$ 392,228**	**$ 224,926**	**-42.65%**	**$ (167,302)**
EXPENDITURE					
Salary	$ -	$ -	$ -	**0.00%**	$ -
Benefits	-	-	-	**0.00%**	-
Service & Supplies	157,852	382,228	214,926	**-43.77%**	(167,302)
Ending Fund Balance	186,105	10,000	10,000	**0.00%**	-
TOTAL	**$ 343,957**	**$ 392,228**	**$ 224,926**	**-42.65%**	**$ (167,302)**
FTE	**0.00**	**0.00**	**0.00**		

PERSONNEL DETAIL WORKSHEET
FY2023-24

Department Number: 2021000

DEPARTMENT: Cooperative Extension		
DEPARTMENT NUMBER: 2021000		
POSITION / DESCRIPTION	**# OF POSITIONS**	**PROPOSED BUDGET**
SALARIES AND WAGES:		
Hourly		$ -
SUB-TOTAL SALARY & WAGES	0.0	$ -
BENEFITS:		
Medicare		$ -
Workers' Compensation		-
SUB-TOTAL BENEFITS		$ -
GRAND TOTAL		$ -

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
COOPERATIVE EXTENSION								
REVENUE								
2020083	411100	SECURED TAX ROLL: CURRENT	($179,006.65)	($186,598.63)	($195,623.00)	($192,229.52)	($195,623.00)	($204,426.00)
2020083	411120	SECURED TAX ROLL: DELINQUENT	($2,134.20)	($1,369.28)	$0.00	($249.49)	$0.00	$0.00
2020083	411200	PERSONAL PROPERTY TAX	($9,138.81)	($8,140.98)	($7,500.00)	($8,240.85)	($7,500.00)	($7,500.00)
2020083	411220	PERSONAL PROPERTY TAX: DELINQU	($1,224.11)	($493.28)	$0.00	($53.79)	$0.00	$0.00
2020083	412200	CENTRALLY ASSESSED- STATE	($3,272.80)	($3,577.32)	($3,000.00)	($4,727.51)	($3,000.00)	($3,000.00)
			($194,776.57)	($200,179.49)	($206,123.00)	($205,501.16)	($206,123.00)	($214,926.00)
2025081	437020	STOREY COUNTY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2025080	447500	NV FAIR	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2025081	466050	REFUNDS/REIMBURSEMENTS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2025081	466054	COMMUNITY GARDEN	($500.00)	($440.00)	$0.00	($180.00)	$0.00	$0.00
2025081	466055	4-H	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2025080	466110	MISC. OTHER INCOME	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2020099	495000	BEGINNING FUND BALANCE	$0.00	$0.00	($186,105.00)	$0.00	($186,105.00)	($10,000.00)
			$0.00	$0.00	($186,105.00)	$0.00	($186,105.00)	($10,000.00)
Grand Total			($195,276.57)	($200,619.49)	($392,228.00)	($205,681.16)	($392,228.00)	($224,926.00)
EXPENSE								
2021000	500102	HOURLY/SEASONAL	$2,635.97	$0.00	$0.00	$0.00	$0.00	$0.00
2021000	500111	OVERTIME	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$2,635.97	$0.00	$0.00	$0.00	$0.00	$0.00
2021000	500225	MEDICARE	$38.23	$0.00	$0.00	$0.00	$0.00	$0.00
2021000	500250	WORKERS' COMPENSATION	$54.47	$0.00	$0.00	$0.00	$0.00	$0.00
			$92.70	$0.00	$0.00	$0.00	$0.00	$0.00
2021000	500330	TRAINING	$79.46	$559.00	$2,000.00	$60.00	$2,000.00	$1,500.00
2021000	500349	CONTRACTUAL SERVICES	$169,167.54	$131,619.17	$137,725.00	$52,317.56	$137,725.00	$141,000.00
2021000	500370	TESTING/SURVEYS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2021000	500430	EQUIPMENT REPAIR & MAINT	$0.00	$10.00	$2,000.00	$40.25	$2,000.00	$1,500.00
2021000	500440	BUILDING RENTAL	$0.00	$0.00	$0.00	$0.00	$0.00	$29,000.00
2021000	500445	EQUIPMENT RENTAL	$2,321.29	$1,938.00	$3,500.00	$807.50	$3,500.00	$2,500.00
2021000	500531	COMMUNITY GARDEN	$715.90	$506.26	$1,309.00	$205.25	$1,309.00	$1,000.00
2021000	500532	4-H	$459.00	$586.95	$2,000.00	$1,620.40	$2,000.00	$5,350.00
2021000	500540	PUBLICITY/SPECIAL EVENTS	$0.00	$0.00	$2,000.00	$151.20	$2,000.00	$0.00
2021000	500541	LEGISLATIVE EXPENSES	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2021000	500545	MEMBERSHIP / PUBLICATIONS	$383.95	$626.77	$1,000.00	$565.29	$1,000.00	$1,000.00
2021000	500580	TRAVEL	($668.80)	$0.00	$5,000.00	$0.00	$5,000.00	$2,881.00
2021000	500582	MILEAGE	$0.00	$127.18	$4,500.00	$553.69	$4,500.00	$1,000.00
2021000	500583	WITNESS TRAVEL/LODGING	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2021000	500586	NEVADA FAIR	$383.23	$0.00	$2,000.00	$0.00	$2,000.00	$0.00

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
2021000	500601	OFFICE SUPPLIES	$1,235.79	$1,839.43	$5,000.00	$1,107.46	$5,000.00	$2,000.00
2021000	500602	POSTAGE/SHIPPING	$427.37	($2,772.89)	$1,150.00	$226.03	$1,150.00	$500.00
2021000	500625	OPERATING SUPPLIES	$1,940.80	($130.75)	$7,500.00	$1,846.58	$7,500.00	$6,650.00
2021000	500670	ADMINISTRATIVE ASSESSMENTS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2021000	500675	SMALL FURNISHINGS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2021000	500699	UNDESIGNATED AMOUNTS	$0.00	$0.00	$178,774.00	$0.00	$178,774.00	$0.00
2021000	500710	TELEPHONE	$4,787.97	$4,763.16	$5,000.00	$5,955.33	$5,000.00	$5,000.00
2021000	500712	POWER	$0.00	$0.00	$2,039.00	$0.00	$2,039.00	$0.00
2021000	500713	HEATING	$0.00	$0.00	$1,806.00	$0.00	$1,806.00	$0.00
2021000	500726	WATER CHARGES	$0.00	$0.00	$1,100.00	$0.00	$1,100.00	$0.00
2021000	500901	ISC: GENERAL FUND	$13,193.00	$17,155.00	$15,800.00	$10,536.00	$15,800.00	$13,020.00
2021000	500915	ISC: INSURANCE FUND	$925.00	$1,025.00	$1,025.00	$1,025.00	$1,025.00	$1,025.00
2021000	502450	CASH SHORT/OVER	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$195,351.50	$157,852.28	$382,228.00	$77,017.54	$382,228.00	$214,926.00
2021000	593000	UNRESERVED FUND BALANCE	$0.00	$0.00	$10,000.00	$0.00	$10,000.00	$10,000.00
			$0.00	$0.00	$10,000.00	$0.00	$10,000.00	$10,000.00
		COOPERATIVE EXTENSION	$198,080.17	$157,852.28	$392,228.00	$77,017.54	$392,228.00	$224,926.00

FISCAL SUMMARY FOR SPECIAL REVENUE FUND

Department Name: Supplemental Indigent

Department Number: 208

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
Taxes	$ 1,798,520	$ 1,844,706	$ 1,913,481	**3.73%**	$ 68,775
Intergovernmental	574,651	124,899	-	**-100.00%**	(124,899)
Miscellaneous	(62,108)	15,000	15,000	**0.00%**	-
Beginning Fund Balance	1,501,154	1,784,822	265,193	**-85.14%**	(1,519,629)
TOTAL	**$ 3,812,217**	**$ 3,769,427**	**$ 2,193,674**	**-41.80%**	**$ (1,575,753)**
EXPENDITURE					
Salary	$ 274,269	$ 318,069	$ 304,154	**-4.37%**	$ (13,915)
Benefits	67,374	99,415	136,354	**37.16%**	$ 36,939
Service & Supplies	1,685,752	3,086,750	1,748,166	**-43.37%**	$ (1,338,584)
Ending Fund Balance	1,784,822	265,193	5,000	**-98.11%**	(260,193)
TOTAL	**$ 3,812,217**	**$ 3,769,427**	**$ 2,193,674**	**-42.41%**	**$ (1,598,777)**
FTE	**2.96**	**3.87**	**3.87**		

PERSONNEL DETAIL WORKSHEET
FY2023-24

DEPARTMENT: Supplemental Indigent		
DEPARTMENT NUMBER: 208		
POSITION / DESCRIPTION	**# OF POSITIONS**	**PROPOSED BUDGET**
SALARIES AND WAGES:		
Advanced Practive RN-JAIL	0.87	$ 105,222
Human Services Social Worker	1.00	67,719
Mental Health Counselor	1.00	75,685
Community Health Worker	1.00	49,028
Overtime		6,500
SUB-TOTAL SALARY & WAGES	3.87	$ 304,154
BENEFITS:		
Medicare		$ 4,399
Retirement		89,858
Group Insurance		31,372
City HSA Contribution		5,764
Workers' Compensation		3,166
Phone Allowance		1,795
SUB-TOTAL BENEFITS		$ 136,354
GRAND TOTAL		$ 440,508

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
SUPPLEMENTAL INDIGENT								
REVENUE								
2080083	411100	SECURED TAX ROLL: CURRENT	($1,398,515.36)	($1,457,810.24)	($1,528,330.00)	($1,501,809.79)	($1,528,330.00)	($1,597,105.00)
2080083	411109	ACCIDENT INDIGENT 428.185	($209,776.35)	($218,670.41)	($219,376.00)	($225,270.38)	($219,376.00)	($219,376.00)
2080083	411120	SECURED TAX ROLL: DELINQUENT	($16,312.17)	($10,808.70)	$0.00	($1,950.02)	$0.00	$0.00
2080083	411129	ACCIDENT INDIGENT 428.185	($2,495.86)	($1,605.45)	$0.00	($292.44)	$0.00	$0.00
2080083	411200	PERSONAL PROPERTY TAX	($71,343.36)	($63,606.32)	($60,000.00)	($64,384.04)	($60,000.00)	($60,000.00)
2080083	411209	ACCIDENT INDIGENT 428.185	($10,701.35)	($9,540.98)	($8,500.00)	($9,657.13)	($8,500.00)	($8,500.00)
2080083	411220	PERSONAL PROPERTY TAX: DELINQU	($9,565.66)	($3,759.45)	$0.00	($515.08)	$0.00	$0.00
2080083	411229	ACCIDENT INDIGENT 428.185	($1,434.68)	($578.38)	$0.00	($63.12)	$0.00	$0.00
2080083	412200	CENTRALLY ASSESSED- STATE	($25,568.70)	($27,947.75)	($25,000.00)	($36,933.61)	($25,000.00)	($25,000.00)
2080083	412209	ACCIDENT INDIGENT 428.185	($3,835.30)	($4,192.16)	($3,500.00)	($5,540.04)	($3,500.00)	($3,500.00)
			($1,749,548.79)	($1,798,519.84)	($1,844,706.00)	($1,846,415.65)	($1,844,706.00)	($1,913,481.00)
2086581	434010	STATE GRANTS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2080088	461010	INTEREST INCOME	($23,884.35)	($25,081.14)	($15,000.00)	($24,591.40)	($15,000.00)	($15,000.00)
2080088	462020	NET INC IN FAIR VALUE INV	$22,570.15	$87,188.90	$0.00	$0.00	$0.00	$0.00
			($1,314.20)	$62,107.76	($15,000.00)	($24,591.40)	($15,000.00)	($15,000.00)
2085081	466050	REFUNDS/REIMBURSEMENTS	($303,601.11)	($574,650.89)	$0.00	($124,899.10)	($124,899.00)	$0.00
			($303,601.11)	($574,650.89)	$0.00	($124,899.10)	($124,899.00)	$0.00
2080099	495000	BEGINNING FUND BALANCE	$0.00	$0.00	($1,784,822.00)	$0.00	($1,784,822.00)	($265,193.00)
			$0.00	$0.00	($1,784,822.00)	$0.00	($1,784,822.00)	($265,193.00)
Grand Total			($2,054,464.10)	($2,311,062.97)	($3,644,528.00)	($1,995,906.15)	($3,769,427.00)	($2,193,674.00)
EXPENSE								
2086550	500101	SALARIES	$96,388.54	$180,241.27	$288,844.00	$156,794.22	$240,569.00	$297,654.00
2086550	500102	HOURLY/SEASONAL	$6,293.37	$62,442.88	$0.00	$44,767.50	$66,000.00	$0.00
2086550	500106	MANAGEMENT LEAVE PAY	$3,572.32	$3,744.38	$0.00	$0.00	$0.00	$0.00
2086550	500111	OVERTIME	$0.00	$0.00	$6,500.00	$0.00	$6,500.00	$6,500.00
2086550	500114	F L S A	$1.00	$0.00	$0.00	$0.00	$0.00	$0.00
2086550	500125	TEMPORARY STAFFING	$22,532.29	$27,840.16	$25,000.00	$2,109.82	$5,000.00	$0.00
			$128,787.52	$274,268.69	$320,344.00	$203,671.54	$318,069.00	$304,154.00
2086550	500225	MEDICARE	$1,549.76	$3,583.24	$4,820.00	$2,923.99	$4,010.00	$4,399.00
2086550	500230	RETIREMENT	$25,496.70	$50,524.21	$83,043.00	$40,211.82	$63,938.00	$89,858.00
2086550	500240	GROUP INSURANCE	$866.14	$6,967.59	$31,948.00	$10,305.50	$22,065.00	$31,372.00
2086550	500241	CITY HSA CONTRIBUTION	$12.10	$1,830.65	$2,080.00	$3,083.27	$4,790.00	$5,764.00
2086550	500250	WORKERS' COMPENSATION	$886.43	$3,604.35	$2,944.00	$2,083.78	$2,897.00	$3,166.00
2086550	500271	PHONE ALLOWANCE	$898.41	$864.16	$835.00	$1,141.80	$1,715.00	$1,795.00
			$29,709.54	$67,374.20	$125,670.00	$59,750.16	$99,415.00	$136,354.00

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
2086550	501005	GENERAL ASSISTANCE	$60.46	$200.31	$893.00	$318.28	$893.00	$2,895.00
2086550	501025	INMATE MEDICAL CARE	$15,000.00	$0.00	$25,000.00	$0.00	$25,000.00	$0.00
2086550	501036	REST HOME	$1,173,048.60	$1,238,013.60	$1,290,664.00	$1,041,877.65	$1,290,664.00	$1,345,684.00
2086550	501230	IAF REFUND 2018	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2086550	501280	STATE INDIGENT REIM EXP	$59,139.57	$59,401.04	$1,484,248.00	$46,600.09	$1,377,484.00	$0.00
2086550	502450	CASH SHORT/OVER	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2086550	502508	INDIGENT MEDICAL 428.285	$146,537.83	$155,255.42	$161,333.00	$80,666.50	$161,333.00	$168,211.00
2086550	502509	ACCIDENT INDIGENT 428.185	$228,284.41	$232,881.07	$231,376.00	$183,475.93	$231,376.00	$231,376.00
			$1,622,070.87	$1,685,751.44	$3,193,514.00	$1,352,938.45	$3,086,750.00	$1,748,166.00
2080200	593000	UNRESERVED FUND BALANCE	$0.00	$0.00	$5,000.00	$0.00	$265,193.00	$5,000.00
			$0.00	$0.00	$5,000.00	$0.00	$265,193.00	$5,000.00
		SUPPLEMENTAL INDIGENT FUND	$1,780,567.93	$2,027,394.33	$3,644,528.00	$1,616,360.15	$3,769,427.00	$2,193,674.00

FISCAL SUMMARY FOR SPECIAL REVENUE FUND

Department Name: Capital Projects Fund

Department Number: 210

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
Taxes	$ 781,968	$ 808,757	$ 840,553	**3.93%**	$ 31,796
Miscellaneous	(347,928)	760,897	50,000	**-93.43%**	(710,897)
Surplus Sales	34,865	22,325	-	**-100.00%**	(22,325)
Transfers In	11,725,972	11,178,800	8,770,267	**-21.55%**	(2,408,533)
Bond Proceeds	8,778,310	-	-	**-100.00%**	-
Beginning Fund Balance	10,814,404	23,149,500	5,000	**-99.98%**	(23,144,500)
TOTAL	**$ 31,787,591**	**$ 35,920,279**	**$ 9,665,820**	**-73.09%**	**$ (26,254,459)**
EXPENDITURE					
Service & Supplies	$ 1,678,534	$ 6,063,144	$ -	**-100.00%**	(6,063,144)
Capital Outlay	6,597,510	29,489,882	9,298,511	**-68.47%**	(20,191,371)
Transfers	362,047	362,253	362,309	**0.02%**	56
Ending Fund Balance	23,149,500	5,000	5,000	**0.00%**	-
TOTAL	**$ 31,787,591**	**$ 35,920,279**	**$ 9,665,820**	**-73.09%**	**$ (26,254,459)**
FTE	**0**	**0**	**0**		

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
CAPITAL PROJECTS FUND								
REVENUE								
2100083	411100	SECURED TAX ROLL: CURRENT	($699,257.26)	($728,907.08)	($764,165.00)	($750,906.76)	($764,165.00)	($798,553.00)
2100083	411120	SECURED TAX ROLL: DELINQUENT	($8,358.09)	($5,356.75)	$0.00	($975.07)	($887.00)	$0.00
2100083	411200	PERSONAL PROPERTY TAX	($35,671.24)	($31,803.16)	($30,000.00)	($32,192.01)	($31,495.00)	($30,000.00)
2100083	411220	PERSONAL PROPERTY TAX: DELINQU	($4,782.65)	($1,926.99)	$0.00	($210.26)	($210.00)	$0.00
2100083	412200	CENTRALLY ASSESSED- STATE	($12,784.35)	($13,973.87)	($12,000.00)	($18,466.79)	($12,000.00)	($12,000.00)
			($760,853.59)	($781,967.85)	($806,165.00)	($802,750.89)	($808,757.00)	($840,553.00)
2101082	434010	STATE GRANTS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2100088	461010	INTEREST INCOME	($101,342.56)	($145,714.61)	($50,000.00)	($206,047.79)	($50,000.00)	($50,000.00)
2100088	462020	NET INC IN FAIR VALUE INV	$89,823.05	$504,989.77	$0.00	$0.00	$0.00	$0.00
			($11,519.51)	$359,275.16	($50,000.00)	($206,047.79)	($50,000.00)	($50,000.00)
2105081	465090	DONATIONS	$0.00	$0.00	$0.00	($5,000.00)	($5,000.00)	$0.00
2105082	465090	DONATIONS	($2,618.75)	($11,347.50)	($65,897.00)	($49,895.00)	($65,897.00)	$0.00
2101082	465861	SENIOR CENTER KETTLE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			($2,618.75)	($11,347.50)	($65,897.00)	($54,895.00)	($70,897.00)	$0.00
2101080	466050	REFUNDS/REIMBURSEMENTS	$0.00	$0.00	($640,000.00)	$0.00	($640,000.00)	$0.00
			$0.00	$0.00	($640,000.00)	$0.00	($640,000.00)	$0.00
2100091	481010	GENERAL FUND	($7,047,785.00)	($11,725,972.00)	($11,178,800.00)	($8,562,042.50)	($11,178,800.00)	($8,770,267.00)
			($7,047,785.00)	($11,725,972.00)	($11,178,800.00)	($8,562,042.50)	($11,178,800.00)	($8,770,267.00)
2100090	482080	SURPLUS SALES	$0.00	($34,865.00)	($22,325.00)	($22,325.00)	($22,325.00)	$0.00
			$0.00	($34,865.00)	($22,325.00)	($22,325.00)	($22,325.00)	$0.00
2100099	483030	BOND PROCEEDS	$0.00	($8,099,999.80)	$0.00	$0.00	$0.00	$0.00
2100099	483031	PREMIUM ON BOND PROCEEDS	$0.00	($678,310.00)	$0.00	$0.00	$0.00	$0.00
2100099	483100	CAPITAL LEASES	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$0.00	($8,778,309.80)	$0.00	$0.00	$0.00	$0.00
2100099	495000	BEGINNING FUND BALANCE	$0.00	$0.00	($23,149,500.00)	$0.00	($23,149,500.00)	($5,000.00)
			$0.00	$0.00	($23,149,500.00)	$0.00	($23,149,500.00)	($5,000.00)
Grand Total			($7,822,776.85)	($20,973,186.99)	($35,912,687.00)	($9,648,061.18)	($35,920,279.00)	($9,665,820.00)
EXPENSE								
2101001	507810	BOARD DESIGNATED	$0.00	$0.00	$359,067.00	$0.00	$366,659.00	$5,701,759.00
2101001 Total			$0.00	$0.00	$359,067.00	$0.00	$366,659.00	$5,701,759.00
2101002	500225	MEDICARE	$0.00	$0.00	$0.00	$3.24	$0.00	$0.00
2101002	500230	RETIREMENT	$0.00	$0.00	$0.00	$69.07	$0.00	$0.00

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
2101002	500240	GROUP INSURANCE	$0.00	$0.00	$0.00	$40.96	$0.00	$0.00
2101002	500241	CITY HSA CONTRIBUTION	$0.00	$0.00	$0.00	$12.34	$0.00	$0.00
2101002	500250	WORKERS' COMPENSATION	$0.00	$0.00	$0.00	$2.28	$0.00	$0.00
			$0.00	$0.00	$0.00	$127.89	$0.00	$0.00
2101002	500309	PROFESSIONAL SERVICES	$0.00	$169.34	$70,000.00	$41,400.00	$70,000.00	$0.00
2101002	500422	ELECTRONIC POLL BOOKS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2101002	500434	BUILDING REPAIR & MAINT	$10,904.00	$0.00	$58,557.00	$0.00	$58,557.00	$0.00
2101002	500436	FACILITY REPAIR & MAINT	$0.00	$170,775.17	$1,001,882.00	$57,673.07	$1,256,882.00	$0.00
2101002	500630	CUSTODIAL SUPPLIES	$14,975.79	$25,189.16	$64,842.00	$10,919.94	$64,842.00	$0.00
2101002	500675	SMALL FURNISHINGS	$9,101.59	$29,202.26	$19,227.00	$6,663.40	$19,227.00	$0.00
2101002	500676	TECHNICAL EQUIPMENT	$5,107.35	$10,298.44	$1,080,671.00	$0.00	$1,080,671.00	$0.00
			$40,088.73	$235,634.37	$2,295,179.00	$116,656.41	$2,550,179.00	$0.00
2101002	506521	BOILER REPLACEMENT	$28,528.14	$274,957.63	$113,260.00	$7,428.75	$113,260.00	$0.00
2101002	506522	COURTS CAPITAL SYSTEMS	$0.00	$0.00	$15,000.00	$0.00	$15,000.00	$0.00
2101002	506523	VOTING EQUIPMENT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2101002	506525	BUILDING SIGN REPAIR/REPLACE	$0.00	$0.00	$32,160.00	$0.00	$32,160.00	$0.00
2101002	507010	CAPITAL IMPROVEMENTS	$0.00	$45,076.71	$19,923.00	$0.00	$19,923.00	$0.00
2101002	507704	CLRK/COURT REPLACE. PRGM	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2101002	507705	VEHICLE REPLACEMENT PROGRAM	$710,403.14	$1,969,494.99	$3,593,625.00	$1,938,050.60	$3,593,625.00	$0.00
2101002	507710	EQUIPMENT REPLACE PROG	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2101002	507717	PRINTER/COPIER REPLACE PROG	$100,416.14	$45,476.12	$74,747.00	$35,596.36	$74,747.00	$0.00
2101002	507760	CAP OUTLAY-LEASES	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2101002	507840	BUILDING IMPROVEMENTS	$12,356.60	$65,781.09	$23,355.00	$0.00	$23,355.00	$0.00
2101002	507847	COURT HOUSE HVAC UNIT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$851,704.02	$2,400,786.54	$3,872,070.00	$1,981,075.71	$3,872,070.00	$0.00
2101002 Total			$891,792.75	$2,636,420.91	$6,167,249.00	$2,097,860.01	$6,422,249.00	$0.00
2101005	500225	MEDICARE	$0.00	$0.00	$0.00	$52.76	$0.00	$0.00
2101005	500230	RETIREMENT	$0.00	$0.00	$0.00	$1,009.96	$0.00	$0.00
2101005	500240	GROUP INSURANCE	$0.00	$0.00	$0.00	$417.95	$0.00	$0.00
2101005	500241	CITY HSA CONTRIBUTION	$0.00	$0.00	$0.00	$119.14	$0.00	$0.00
2101005	500250	WORKERS' COMPENSATION	$0.00	$0.00	$0.00	$38.63	$0.00	$0.00
			$0.00	$0.00	$0.00	$1,585.68	$0.00	$0.00
2101005	500473	PARKING LOT IMPROVEMENTS	$3,487.85	$0.00	$391,512.00	$0.00	$391,512.00	$0.00
2101005	500477	ROOF REFURBISH/REPAIR	$0.00	$0.00	$53,927.00	$75.00	$53,927.00	$0.00
2101005	500651	CARPET RELACEMENT CITYWIDE	$27,724.00	$46,222.00	$533,483.00	$87,750.85	$533,483.00	$0.00
2101005	500652	EXTERIOR PAINTING CITYWIDE	$33,468.75	$24,937.50	$222,024.00	$0.00	$222,024.00	$0.00
2101005	500674	SMALL TOOLS/ EQUIPMENT	$0.00	$512,710.68	$0.00	$0.00	$0.00	$0.00
			$64,680.60	$583,870.18	$1,200,946.00	$87,825.85	$1,200,946.00	$0.00
2101005	506520	HVAC/GENERATOR REPLACEMENT	$0.00	$445,237.14	$358,610.00	$90,236.81	$521,610.00	$0.00
2101005	506540	ASPHALT REPLACEMENT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
2101005	506555	LANDSCAPING FOR REC YARD	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2101005	506556	FIRE STATION 53 -FACILITY IMPV	$0.00	$0.00	$8,338.00	$8,255.42	$8,338.00	$0.00
2101005	506557	FIRE STATION 51 - BOILER/GENER	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2101005	506558	GOLF COURSE IMPROVEMENTS	$379,344.79	$347.50	$380,633.00	$20,271.46	$380,633.00	$0.00
2101005	507010	CAPITAL IMPROVEMENTS	$147,315.55	$225,371.34	$1,714,450.00	$34,065.14	$1,296,450.00	$0.00
2101005	507775	EQUIPMENT	$0.00	$61,839.00	$417,500.00	$122,341.05	$417,500.00	$0.00
			$526,660.34	$732,794.98	$2,879,531.00	$275,169.88	$2,624,531.00	$0.00
2101005 Total			$591,340.94	$1,316,665.16	$4,080,477.00	$364,634.17	$3,825,477.00	$0.00
2101006	500225	MEDICARE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2101006	500230	RETIREMENT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2101006	500240	GROUP INSURANCE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2101006	500241	CITY HSA CONTRIBUTION	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2101006	500250	WORKERS' COMPENSATION	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2101006	500330	TRAINING	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2101006	500433	SOFTWARE MAINTENANCE COST	$0.00	$215,197.89	$0.00	$0.00	$0.00	$0.00
2101006	500483	PERFORMANCE MEASURES	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2101006	500606	IP INFRASTRUCTURE NETWORK	$38,402.39	$8,691.34	$311,713.00	$82,257.64	$311,713.00	$0.00
2101006	500669	SPAN SUPPLIES	$21,273.00	$20,639.18	$27,151.00	$0.00	$27,151.00	$0.00
2101006	500670	ADMINISTRATIVE ASSESSMENTS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$59,675.39	$244,528.41	$338,864.00	$82,257.64	$338,864.00	$0.00
2101006	504846	BOND ISSUANCE COSTS	$0.00	$259,668.83	$0.00	$0.00	$0.00	$0.00
			$0.00	$259,668.83	$0.00	$0.00	$0.00	$0.00
2101006	506505	S P A N (EQUIP/SOFTWARE)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2101006	506506	IP NETWORK INFRASTRUCTURE	$24,200.00	$34,850.95	$428,476.00	$104,224.70	$428,476.00	$0.00
2101006	506508	SOFTWARE REPLACEMENT	$394,592.10	$143,226.07	$446,518.00	$83,896.60	$446,518.00	$0.00
2101006	506509	IT HARDWARE REPLACEMENT	$24,995.00	$8,115.68	$167,492.00	$84,774.40	$167,492.00	$0.00
2101006	506510	WIFI UPGRADE	$0.00	$0.00	$77,207.00	$16,702.30	$77,207.00	$0.00
2101006	506512	STOREFRONT SYSTEM ASSESS/TREAS	$15,005.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$458,792.10	$186,192.70	$1,119,693.00	$289,598.00	$1,119,693.00	$0.00
2101006 Total			$518,467.49	$690,389.94	$1,458,557.00	$371,855.64	$1,458,557.00	$0.00
2102020	500647	SHERIFF EQUIPMENT	$26,451.19	$29,231.10	$0.00	$0.00	$0.00	$0.00
2102020	500654	MISC CAPITAL OPERATING SUPPLIE	$5,125.00	$14,473.90	$21,829.00	$16,666.40	$21,829.00	$0.00
2102020	500661	DIGITAL VIDEO REC/SECUR CAM	$74,836.61	$0.00	$6,891.00	$6,891.00	$6,891.00	$0.00
2102020	500663	TASERS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2102020	500664	CHEMICAL AGENTS & MUNITIONS	$0.00	$34,559.13	$0.00	$0.00	$0.00	$0.00
2102020	500665	COURT DISPLAYS/EXHIBITS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2102020	500666	STAFF LOCKERS & ROOM CK SYSTEM	$0.00	$0.00	$3,700.00	$0.00	$3,700.00	$0.00
2102020	500671	BALLISTIC VESTS & CAMERAS	$48,895.76	$0.00	$5,778.00	$0.00	$5,778.00	$0.00
2102020	500674	SMALL TOOLS/ EQUIPMENT	$7,744.18	$47,465.40	$0.00	$0.00	$0.00	$0.00

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
			$163,052.74	$125,729.53	$38,198.00	$23,557.40	$38,198.00	$0.00
2102020	506512	MISC. EQUIPMENT & FIXTURES	$79,064.74	$271,624.68	$310,930.00	$146,894.48	$310,930.00	$0.00
2102020	506561	SHERIFF'S EQUIPMENT	$31,767.73	$48,139.26	$506,749.00	$76,154.00	$506,749.00	$0.00
2102020	506562	SEARCH & RESCUE EQUIPMENT	$0.00	$40,987.57	$8,012.00	$5,598.59	$8,012.00	$0.00
2102020	506563	JAIL LOCK INTERCOM SYSTEM	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2102020	506564	NICE RECORDER SFTWR MAINT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2102020	506567	INTERVW RECRDING SYS UPG	$0.00	$6,995.00	$7,000.00	$0.00	$7,000.00	$0.00
2102020	507712	FACILITY UPGRADE	$0.00	$62,229.00	$150,684.00	$18,271.08	$150,684.00	$0.00
2102020	507755	EQUIPMENT- K-9	$0.00	$10,145.16	$0.00	$0.00	$0.00	$0.00
			$110,832.47	$440,120.67	$983,375.00	$246,918.15	$983,375.00	$0.00
2102020 Total			$273,885.21	$565,850.20	$1,021,573.00	$270,475.55	$1,021,573.00	$0.00
2102025	500225	MEDICARE	$0.00	$0.00	$0.00	$203.58	$0.00	$0.00
2102025	500230	RETIREMENT	$0.00	$0.00	$0.00	$1,840.01	$0.00	$0.00
2102025	500240	GROUP INSURANCE	$0.00	$0.00	$0.00	$811.56	$0.00	$0.00
2102025	500241	CITY HSA CONTRIBUTION	$0.00	$0.00	$0.00	$248.44	$0.00	$0.00
2102025	500250	WORKERS' COMPENSATION	$0.00	$0.00	$0.00	$144.30	$0.00	$0.00
			$0.00	$0.00	$0.00	$3,247.89	$0.00	$0.00
2102025	500309	PROFESSIONAL SERVICES	$0.00	$99,847.80	$1,050,152.00	$99,238.66	$1,050,152.00	$0.00
2102025	500654	MISC CAPITAL OPERATING SUPPLIE	$0.00	$33,479.33	$29,381.00	$3,877.70	$29,381.00	$0.00
2102025	500689	FIRE STATION 3 ROLLUP DOORS	$0.00	$0.00	$28,500.00	$0.00	$28,500.00	$0.00
2102025	500690	SMOKE REMOVAL FANS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2102025	500691	CO2 & BUTANE DETECTION	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2102025	500692	MOBILE RADIOS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2102025	500693	TRAINING FACILITY REPAIRS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$0.00	$133,327.13	$1,108,033.00	$103,116.36	$1,108,033.00	$0.00
2102025	506512	STOREFRONT SYSTEM ASSESS/TREAS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2102025	506514	FIRE EQUIPMENT	$42,199.06	$0.00	$333,433.00	$39,272.73	$333,433.00	$0.00
2102025	506545	WHEELCHAIR MOBILITY VANS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2102025	506550	DEFIBRILLATORS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2102025	506552	FIRE STATION ENCODING	$0.00	$18,766.19	$35,434.00	$0.00	$0.00	$0.00
2102025	506591	STATION 52 AIR COMPRESSOR	$0.00	$0.00	$0.00	$0.00	$35,434.00	$0.00
2102025	507010	CAPITAL IMPROVEMENTS	$0.00	$0.00	$10,017,692.00	$160,640.00	$10,017,692.00	$0.00
			$42,199.06	$18,766.19	$10,386,559.00	$199,912.73	$10,386,559.00	$0.00
2102025 Total			$42,199.06	$152,093.32	$11,494,592.00	$306,276.98	$11,494,592.00	$0.00
2102027	500225	MEDICARE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2102027	500230	RETIREMENT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2102027	500240	GROUP INSURANCE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2102027	500241	CITY HSA CONTRIBUTION	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2102027	500250	WORKERS' COMPENSATION	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$0.00	$0.00	$0.00	$0.00	$0.00	$0.00

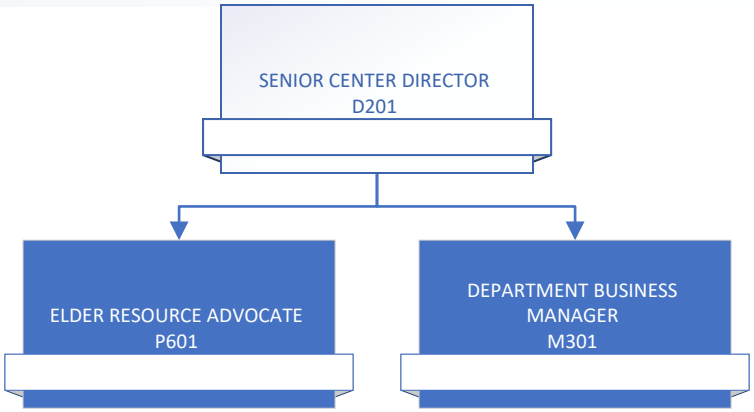
Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
2102027	500309	PROFESSIONAL SERVICES	$31,935.84	$18,064.16	$40,000.00	$10,187.50	$40,000.00	$0.00
2102027	500663	TASERS	$7,691.75	$0.00	$0.00	$0.00	$0.00	$0.00
2102027	500665	COURT DISPLAYS/EXHIBITS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2102027	500666	STAFF LOCKERS & ROOM CK SYSTEM	$0.00	$0.00	$6,985.00	$5,000.00	$6,985.00	$0.00
2102027	500671	BALLISTIC VESTS & CAMERAS	$3,614.00	$20,781.80	$4,078.00	$3,045.00	$4,078.00	$0.00
2102027	500672	SUPPLIED UNIFORMS	$10,471.90	($811.90)	$3,139.00	$0.00	$3,139.00	$0.00
2102027	500674	SMALL TOOLS/ EQUIPMENT	$2,715.00	$3,184.31	$5,065.00	$1,085.00	$5,065.00	$0.00
2102027	500675	SMALL FURNISHINGS	$1,645.00	$0.00	$41,259.00	$23,553.96	$41,259.00	$0.00
			$58,073.49	$41,218.37	$100,526.00	$42,871.46	$100,526.00	$0.00
2102027	506524	SECURITY JUV DETENT	$0.00	$0.00	$102,493.00	$37,078.70	$102,493.00	$0.00
2102027	506553	DETENTION CONTROL PANEL	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2102027	506554	LIVESCAN FINGERPRINTING	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2102027	506555	JUVENILE FACILITY REMODEL	$0.00	$0.00	$29,848.00	$29,848.00	$29,848.00	$0.00
2102027	507775	EQUIPMENT	$0.00	$0.00	$5,559.00	$5,559.00	$5,559.00	$0.00
			$0.00	$0.00	$137,900.00	$72,485.70	$137,900.00	$0.00
2102027 Total			$58,073.49	$41,218.37	$238,426.00	$115,357.16	$238,426.00	$0.00
2102028	500664	CHEMICAL AGENTS & MUNITIONS	$0.00	$0.00	$5,154.00	$5,154.00	$5,154.00	$0.00
2102028	500671	BALLISTIC VESTS & CAMERAS	$0.00	$6,885.63	$0.00	$0.00	$0.00	$0.00
2102028	500674	SMALL TOOLS/ EQUIPMENT	$0.00	$0.00	$8,676.00	$8,346.00	$8,676.00	$0.00
			$0.00	$6,885.63	$13,830.00	$13,500.00	$13,830.00	$0.00
2102028	506512	MISC. EQUIPMENT/FIXTURES	$0.00	$0.00	$10,447.00	$10,447.00	$10,447.00	$0.00
			$0.00	$0.00	$10,447.00	$10,447.00	$10,447.00	$0.00
2102028 Total			$0.00	$6,885.63	$24,277.00	$23,947.00	$24,277.00	$0.00
2103030	500225	MEDICARE	$0.00	$0.00	$0.00	$48.67	$0.00	$0.00
2103030	500230	RETIREMENT	$0.00	$0.00	$0.00	$1,017.50	$0.00	$0.00
2103030	500240	GROUP INSURANCE	$0.00	$0.00	$0.00	$460.32	$0.00	$0.00
2103030	500241	CITY HSA CONTRIBUTION	$0.00	$0.00	$0.00	$100.35	$0.00	$0.00
2103030	500250	WORKERS' COMPENSATION	$0.00	$0.00	$0.00	$46.09	$0.00	$0.00
			$0.00	$0.00	$0.00	$1,672.93	$0.00	$0.00
2103030	500302	ENERGY PERFORMACE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2103030	500309	PROFESSIONAL SERVICES	$2,316.00	$180.00	$2,281.00	$0.00	$2,281.00	$0.00
			$2,316.00	$180.00	$2,281.00	$0.00	$2,281.00	$0.00
2103030	506512	MISC. EQUIPMENT/FIXTURES	$0.00	$0.00	$36,750.00	$18,643.00	$36,750.00	$0.00
2103030	507010	CAPITAL IMPROVEMENTS	$4,300.00	$11,358.71	$305,041.00	$78,263.94	$305,041.00	$0.00
2103030	507395	REPLACE PUMPS/MOTOR	$0.00	$11,429.86	$25,978.00	$0.00	$25,978.00	$0.00
			$4,300.00	$22,788.57	$367,769.00	$96,906.94	$367,769.00	$0.00
2103030 Total			$6,616.00	$22,968.57	$370,050.00	$98,579.87	$370,050.00	$0.00

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
2103939	500225	MEDICARE	$0.00	$0.00	$0.00	$94.03	$0.00	$0.00
2103939	500230	RETIREMENT	$0.00	$0.00	$0.00	$1,626.22	$0.00	$0.00
2103939	500240	GROUP INSURANCE	$0.00	$0.00	$0.00	$735.53	$0.00	$0.00
2103939	500241	CITY HSA CONTRIBUTION	$0.00	$0.00	$0.00	$171.98	$0.00	$0.00
2103939	500250	WORKERS' COMPENSATION	$0.00	$0.00	$0.00	$27.01	$0.00	$0.00
			$0.00	$0.00	$0.00	$2,654.77	$0.00	$0.00
2103939	500402	LANDFILL SMALL EQUIPMENT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2103939	500435	VEHICLE REPAIR & MAINT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2103939	500490	FEES & PERMITS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2103939	500491	LANDFILL ALT DAILY COVER	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2103939	506501	LANDFILL CLOSURE COSTS	$0.00	$0.00	$1,230,139.90	$0.00	$1,230,140.00	$359,675.00
2103939	506502	LANDFILL EQUIPMENT	$879,606.10	$143,260.88	$4,034,910.00	$56,731.07	$4,034,910.00	$2,560,000.00
2103939	506503	SITE IMPROVEMENTS	$638,355.32	$2,230,395.94	$1,955,891.10	$166,280.78	$1,955,891.00	$677,077.00
			$1,517,961.42	$2,373,656.82	$7,220,941.00	$223,011.85	$7,220,941.00	$3,596,752.00
2103939 Total			$1,517,961.42	$2,373,656.82	$7,220,941.00	$225,666.62	$7,220,941.00	$3,596,752.00
2105050	500225	MEDICARE	$0.00	$0.00	$0.00	$15.46	$0.00	$0.00
2105050	500230	RETIREMENT	$0.00	$0.00	$0.00	$323.81	$0.00	$0.00
2105050	500240	GROUP INSURANCE	$0.00	$0.00	$0.00	$72.29	$0.00	$0.00
2105050	500241	CITY HSA CONTRIBUTION	$0.00	$0.00	$0.00	$15.37	$0.00	$0.00
2105050	500250	WORKERS' COMPENSATION	$0.00	$0.00	$0.00	$14.90	$0.00	$0.00
			$0.00	$0.00	$0.00	$441.83	$0.00	$0.00
2105050	500638	AQUATIC FACILITY DECK SUPPLIES	$7,244.98	$7,885.78	$1,834.00	$0.00	$1,834.00	$0.00
2105050	500654	MISC CAPITAL OPERATING SUPPLIE	$31,132.33	$0.00	$41,213.00	$32,999.87	$41,213.00	$0.00
2105050	500657	SENIOR CENTER LANDSCAPING	$0.00	$0.00	$21,146.00	$0.00	$21,146.00	$0.00
2105050	500668	PERSONNEL PROTECTIVE EQ.	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2105050	500674	SMALL TOOLS/ EQUIPMENT	$15,318.66	$32,690.71	$54,875.00	$32,697.23	$54,875.00	$0.00
2105050	500695	TRAIL REPAIRS	$8,634.74	$6,473.26	$575,472.00	$196,021.95	$575,472.00	$0.00
			$62,330.71	$47,049.75	$694,540.00	$261,719.05	$694,540.00	$0.00
2105050	506515	EQUIPMENT REPLACEMENT PARKS	$153,095.83	$68,193.22	$69,780.00	$63,808.16	$69,780.00	$0.00
2105050	506538	AQUATIC FACILITY IMPROVMN	$1,044.63	$61,586.09	$414,119.00	$226,607.34	$414,119.00	$0.00
2105050	506539	SENIOR CENTER - KETTLE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2105050	506540	ASPHALT REPLACEMENT	$0.00	$0.00	$229,000.00	$78,700.85	$229,000.00	$0.00
2105050	506541	PLAYGROUND EQUIP REPLACE	$7,129.70	$4,706.25	$69,951.00	$0.00	$69,951.00	$0.00
2105050	506554	LIVESCAN FINGERPRINTING	$1,098.85	$0.00	$0.00	$0.00	$0.00	$0.00
2105050	506558	PARK IMPROVEMENTS	$0.00	$0.00	$97,904.00	$0.00	$97,904.00	$0.00
2105050	506559	LIBRARY IMPROVEMENTS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2105050	507010	CAPITAL IMPROVEMENTS	$332,645.54	$284,825.00	$1,356,998.00	$258,671.78	$1,356,998.00	$0.00
2105050	507153	RIFLE/PISTOL RANGE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2105050	507775	SENIOR CENTER EQUIPMENT	$0.00	$0.00	$23,000.00	$0.00	$23,000.00	$0.00

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
			$495,014.55	$419,310.56	$2,260,752.00	$627,788.13	$2,260,752.00	$0.00
2105050 Total			$557,345.26	$466,360.31	$2,955,292.00	$889,949.01	$2,955,292.00	$0.00
2105062	500661	DIGITAL VIDEO REC/SECUR CAM	$0.00	$0.00	$5,300.00	$0.00	$5,300.00	$0.00
2105062	500674	SMALL TOOLS/ EQUIPMENT	$3,515.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$3,515.00	$0.00	$5,300.00	$0.00	$5,300.00	$0.00
2105062	506559	LIBRARY IMPROVEMENTS	$3,093.17	$3,093.17	$149,633.00	$0.00	$149,633.00	$0.00
			$3,093.17	$3,093.17	$149,633.00	$0.00	$149,633.00	$0.00
2105062 Total			$6,608.17	$3,093.17	$154,933.00	$0.00	$154,933.00	$0.00
2100279	507205	DEBT SERVICE	$362,714.00	$362,047.00	$362,253.00	$301,877.50	$362,253.00	$362,309.00
2100279 Total			$362,714.00	$362,047.00	$362,253.00	$301,877.50	$362,253.00	$362,309.00
2100200	593000	UNRESERVED FUND BALANCE	$0.00	$0.00	$5,000.00	$0.00	$5,000.00	$5,000.00
2100200 Total			$0.00	$0.00	$5,000.00	$0.00	$5,000.00	$5,000.00
Grand Total		**CAPITAL PROJECTS FUND**	$4,827,003.79	$8,637,649.40	$35,912,687.00	$5,066,479.51	$35,920,279.00	$9,665,820.00

Carson City
Senior Center

April 5, 2022



FISCAL SUMMARY FOR SPECIAL REVENUE FUND

Department Name: Senior Citizens Fund

Department Number: 215

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
Taxes	$ 781,966	$ 806,165	$ 836,732	**3.79%**	$ 30,567
Miscellaneous	3,298	18,635	3,000	**-83.90%**	(15,635)
Beginning Fund Balance	301,664	314,256	10,000	**-96.82%**	(304,256)
TOTAL	**$ 1,086,928**	**$ 1,139,056**	**$ 849,732**	**-25.40%**	**$ (289,324)**
EXPENDITURE					
Salary	$ 299,646	$ 313,493	$ 321,550	**2.57%**	$ 8,057
Benefits	151,409	161,138	177,458	**10.13%**	16,320
Service & Supplies	320,718	654,425	340,724	**-47.94%**	(313,701)
Debt Service	899	-	-	**0.00%**	-
Ending Fund Balance	314,256	10,000	10,000	**0.00%**	-
TOTAL	**$ 1,086,928**	**$ 1,139,056**	**$ 849,732**	**-25.40%**	**$ (289,324)**
FTE	**3.00**	**3.00**	**3.00**		

PERSONNEL DETAIL WORKSHEET
FY2023-24

DEPARTMENT: Senior Center		
DEPARTMENT NUMBER: 215		
POSITION / DESCRIPTION	**# OF POSITIONS**	**PROPOSED BUDGET**
SALARIES AND WAGES:		
Business Manager	1.0	$ 98,808
Elder Resources Advocate	1.0	81,130
Director	1.0	141,612
SUB-TOTAL SALARY & WAGES	3.0	$ 321,550
BENEFITS:		
Medicare		$ 4,521
Retirement		107,720
Group Insurance		47,827
City HSA Contribution		7,187
Workers' Compensation		4,383
Car Allowance		3,900
Phone Allowance		1,920
SUB-TOTAL BENEFITS		$ 177,458
GRAND TOTAL		$ 499,008

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
SENIOR CENTER FUND								
REVENUE								
2150083	411100	SECURED TAX ROLL: CURRENT	($699,257.26)	($728,907.08)	($764,165.00)	($750,906.67)	($764,165.00)	($794,732.00)
2150083	411120	SECURED TAX ROLL: DELINQUENT	($8,354.49)	($5,355.22)	$0.00	($975.06)	$0.00	$0.00
2150083	411200	PERSONAL PROPERTY TAX	($35,671.24)	($31,803.14)	($30,000.00)	($50,658.80)	($30,000.00)	($30,000.00)
2150083	411220	PERSONAL PROPERTY TAX: DELINQU	($4,782.64)	($1,926.95)	$0.00	($210.26)	$0.00	$0.00
2150083	412200	CENTRALLY ASSESSED- STATE	($12,784.35)	($13,973.87)	($12,000.00)	$0.00	($12,000.00)	($12,000.00)
			($760,849.98)	($781,966.26)	($806,165.00)	($802,750.79)	($806,165.00)	($836,732.00)
2150088	461010	INTEREST INCOME	($6,197.46)	($3,452.67)	($3,000.00)	($4,113.00)	($3,000.00)	($3,000.00)
2150088	462020	NET INC IN FAIR VALUE INV	$4,986.86	$14,224.86	$0.00	$0.00	$0.00	$0.00
			($1,210.60)	$10,772.19	($3,000.00)	($4,113.00)	($3,000.00)	($3,000.00)
2155081	465860	SENIOR CENTER DONATIONS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2155081	466010	HISTORICAL PRESERVATION FEE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2155080	466050	REFUNDS/REIMBURSEMENTS	($13,154.00)	($14,070.00)	$0.00	($15,635.00)	($15,635.00)	$0.00
			($13,154.00)	($14,070.00)	$0.00	($15,635.00)	($15,635.00)	$0.00
2150099	483100	OTHER FIN SOURCE-LEASE PROCEED	($3,546.63)	$0.00	$0.00	$0.00	$0.00	$0.00
			($3,546.63)	$0.00	$0.00	$0.00	$0.00	$0.00
2150099	495000	BEGINNING FUND BALANCE	$0.00	$0.00	($314,256.00)	$0.00	($314,256.00)	($10,000.00)
			$0.00	$0.00	($314,256.00)	$0.00	($314,256.00)	($10,000.00)
Grand Total			($778,761.21)	($785,264.07)	($1,123,421.00)	($822,498.79)	($1,139,056.00)	($849,732.00)
EXPENSE								
2151500	500101	SALARIES	$272,316.66	$288,936.66	$312,169.00	$218,756.65	$310,872.00	$321,550.00
2151500	500103	ADMINISTRATIVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2151500	500106	MANAGEMENT LEAVE PAY	$10,024.62	$10,709.62	$0.00	$9,456.14	$2,621.00	$0.00
			$282,341.28	$299,646.28	$312,169.00	$228,212.79	$313,493.00	$321,550.00
2151500	500225	MEDICARE	$3,962.69	$4,219.98	$4,403.00	$3,209.56	$4,404.00	$4,521.00
2151500	500230	RETIREMENT	$82,563.31	$89,082.23	$92,870.00	$67,893.27	$93,264.00	$107,720.00
2151500	500240	GROUP INSURANCE	$42,501.76	$41,832.12	$46,776.00	$32,764.61	$46,449.00	$47,827.00
2151500	500241	CITY HSA CONTRIBUTION	$6,514.24	$6,437.59	$6,378.00	$5,090.82	$7,217.00	$7,187.00
2151500	500250	WORKERS' COMPENSATION	$3,930.33	$3,985.98	$3,984.00	$3,085.20	$3,984.00	$4,383.00
2151500	500270	CAR ALLOWANCE	$3,915.00	$3,915.00	$3,900.00	$2,850.00	$3,900.00	$3,900.00
2151500	500271	PHONE ALLOWANCE	$1,936.00	$1,936.00	$1,920.00	$1,280.00	$1,920.00	$1,920.00
			$145,323.33	$151,408.90	$160,231.00	$116,173.46	$161,138.00	$177,458.00
2151500	500309	PROFESSIONAL SERVICES	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2151500	500330	TRAINING	$571.00	$999.00	$1,500.00	$0.00	$1,500.00	$1,500.00
2151500	500426	FIRE SYSTEM SERVICE	$1,248.00	$2,034.05	$3,188.00	$704.50	$3,188.00	$3,188.00

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
2151500	500430	EQUIPMENT REPAIR & MAINT	$2,659.28	$1,330.08	$10,000.00	$11,902.88	$10,000.00	$10,000.00
2151500	500434	BUILDING REPAIR & MAINT	$1,925.00	$3,800.00	$9,345.00	$835.99	$9,345.00	$9,345.00
2151500	500580	TRAVEL	$0.00	$1,271.70	$1,500.00	$2,575.72	$1,500.00	$1,500.00
2151500	500601	OFFICE SUPPLIES	$2,163.86	$2,013.77	$6,000.00	$1,451.58	$6,000.00	$6,000.00
2151500	500625	OPERATING SUPPLIES	$69,054.90	$60,462.41	$81,907.00	$68,096.29	$81,907.00	$60,407.00
2151500	500675	SMALL FURNISHINGS	$2,395.34	$0.00	$1,000.00	$0.00	$1,000.00	$1,000.00
2151500	500699	UNDESIGNATED AMOUNTS	$0.00	$0.00	$243,572.00	$0.00	$278,976.00	$22,927.00
2151500	500710	TELEPHONE	$44,307.83	$79,752.57	$90,000.00	$52,349.87	$90,000.00	$44,000.00
2151500	500712	POWER	$22,885.40	$33,056.85	$40,000.00	$25,993.88	$40,000.00	$35,000.00
2151500	500713	HEATING	$11,385.51	$16,535.55	$16,000.00	$16,495.26	$16,000.00	$16,000.00
2151500	500734	CABLE TV CHARGES	$2,127.12	$2,181.50	$2,000.00	$1,262.68	$2,000.00	$2,000.00
2151500	500901	ISC: GENERAL FUND	$95,941.00	$101,905.00	$97,634.00	$65,088.00	$97,634.00	$112,482.00
2151500	500915	ISC: INSURANCE FUND	$13,875.00	$15,375.00	$15,375.00	$15,375.00	$15,375.00	$15,375.00
2151500	501411	SENIOR CENTER NON-PROFIT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2151500	502450	CASH SHORT/OVER	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2151500	504600	FISCAL CHARGES	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2151500	504846	BOND ISSUANCE COSTS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$270,539.24	$320,717.48	$619,021.00	$262,131.65	$654,425.00	$340,724.00
2151500	507715	COMPUTER EQUIPMENT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2151500	507743	FURNITURE & FIXTURES	$0.00	$0.00	$22,000.00	$0.00	$0.00	$0.00
2151500	507760	CAP OUTLAY-LEASES	$3,546.63	$0.00	$0.00	$0.00	$0.00	$0.00
			$3,546.63	$0.00	$22,000.00	$0.00	$0.00	$0.00
2150279	507205	DEBT SERVICE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2151500	508110	LEASE PRINCIPAL	$796.18	$813.38	$0.00	$0.00	$0.00	$0.00
2151500	509110	LEASE INTEREST EXPENSE	$102.90	$85.70	$0.00	$0.00	$0.00	$0.00
			$899.08	$899.08	$0.00	$0.00	$0.00	$0.00
2150200	593000	UNRESERVED FUND BALANCE	$0.00	$0.00	$10,000.00	$0.00	$10,000.00	$10,000.00
			$0.00	$0.00	$10,000.00	$0.00	$10,000.00	$10,000.00
Grand Total		**SENIOR CENTER FUND**	$702,649.56	$772,671.74	$1,123,421.00	$606,517.90	$1,139,056.00	$849,732.00

FISCAL SUMMARY FOR SPECIAL REVENUE FUND

Department Name: Carson City Transit

Department Number: 2253026

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
Intergovernmental	$ 2,464,353	$ 2,675,663	$ 2,065,722	**-22.80%**	$ (609,941)
Charges for Services	31	35,000	100,000	**185.71%**	65,000
Miscellaneous	(6,139)	24,445	12,000	**-50.91%**	(12,445)
Operating Transfers In	66,300	504,800	504,800	**0.00%**	-
Beginning Balance	927,845	874,995	5,000	**-99.43%**	(869,995)
TOTAL	**$ 3,452,390**	**$ 4,114,903**	**$ 2,687,522**	**-34.69%**	**$ (1,427,381)**
EXPENDITURE					
Salary	$ 55,886	$ 63,488	$ 63,091	**-0.63%**	$ (397)
Benefits	29,521	36,276	35,331	**-2.61%**	(945)
Service & Supplies	1,793,442	2,057,877	1,824,100	**-11.36%**	(233,777)
Capital Outlay	698,546	1,952,262	760,000	**-61.07%**	(1,192,262)
Ending Fund Balance	874,995	5,000	5,000	**0.00%**	-
TOTAL	**$ 3,452,390**	**$ 4,114,903**	**$ 2,687,522**	**-34.69%**	**$ (1,427,381)**
FTE	**1.00**	**1.00**	**1.00**		

PERSONNEL DETAIL WORKSHEET
FY2023-24

DEPARTMENT: Carson City Transit		
DEPARTMENT NUMBER: 2253026		
POSITION / DESCRIPTION	**# OF POSITIONS**	**PROPOSED BUDGET**
SALARIES AND WAGES:		
Transit Coordinator	1.00	$ 63,091
Grant Allocations		-
SUB-TOTAL SALARY & WAGES	**1.00**	**$ 63,091**
BENEFITS:		
Medicare		$ 929
Retirement		21,135
Group Insurance		11,489
Workers' Compensation		818
Phone Allowance		960
SUB-TOTAL BENEFITS		**$ 35,331**
GRAND TOTAL		**$ 98,422**

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
CARSON CITY TRANSIT								
REVENUE								
2253081	431010	FEDERAL GRANTS	($1,817,167.97)	($2,357,247.58)	($3,353,628.00)	($302,348.72)	($2,536,457.00)	$0.00
2253082	431010	FEDERAL GRANTS	$12,580.97	$0.00	$0.00	$0.00	$0.00	($1,926,516.00)
2253081	434010	STATE GRANTS	($95,960.03)	($107,105.62)	($139,206.00)	($44,323.51)	($139,206.00)	($139,206.00)
			($1,900,547.03)	($2,464,353.20)	($3,492,834.00)	($346,672.23)	($2,675,663.00)	($2,065,722.00)
2253080	443251	JAC 10 RIDE PASS: ADULT	($320.00)	($28.70)	$0.00	($1,080.00)	$0.00	$0.00
2253080	443252	JAC 10 RIDE PASS: SENIOR	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2253080	443253	JAC 10 RIDE PASS: DISABLED	$0.00	($2.00)	$0.00	$0.00	$0.00	$0.00
2253080	443254	JAC 10 RIDE PASS: YOUTH	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2253080	443264	JAC SUMMER PASS: YOUTH	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2253080	443281	JAC ASSIST TICKET	$0.00	$0.00	$0.00	($39.00)	$0.00	$0.00
2253080	443282	JAC ASSIST MONTHLY	$0.00	$0.00	$0.00	($4,020.00)	$0.00	$0.00
2253080	443283	JAC ASSIST CONTACTLESS	$0.00	$0.00	$0.00	($1,768.50)	$0.00	$0.00
2253080	443284	JAC MONTH RIDE PASS: YOUTH	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2253080	443291	JAC FIXED ROUTE CONTACTLESS	$0.00	$0.00	$0.00	($2,919.41)	$0.00	$0.00
2253080	443292	JAC FIXED ROUTE FARE BOX	$0.00	$0.00	$0.00	($13,999.84)	$0.00	$0.00
2253080	443293	JAC TICKET: DISABLED CASH	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2253080	443300	JAC FIXED ROUTE TICKET-REDUCED	($9.51)	$0.00	$0.00	$0.00	$0.00	$0.00
2253080	443310	JAC FIXED ROUTE TICKET - ADULT	$0.00	$0.00	($100,000.00)	($82.50)	($35,000.00)	($100,000.00)
2253080	443320	JAC FIXED ROUTE MONTHLY-REDUCD	$0.00	$0.00	$0.00	($1,580.00)	$0.00	$0.00
2253080	443330	JAC FIXED ROUTE MONTHLY-ADULT	$0.00	$0.00	$0.00	($4,407.00)	$0.00	$0.00
			($329.51)	($30.70)	($100,000.00)	($29,896.25)	($35,000.00)	($100,000.00)
2250088	461010	INTEREST INCOME	($4,178.40)	($3,232.10)	($2,000.00)	($1,949.01)	($2,000.00)	($2,000.00)
2250088	462020	NET INC IN FAIR VALUE INV	$2,463.39	$15,371.03	$0.00	$0.00	$0.00	$0.00
			($1,715.01)	$12,138.93	($2,000.00)	($1,949.01)	($2,000.00)	($2,000.00)
2253080	463150	ADVERTISING REVENUE	($50,448.00)	($6,000.00)	($10,000.00)	($26,442.00)	($10,000.00)	($10,000.00)
2253080	466050	REFUNDS/REIMBURSEMENTS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2253080	466110	MISC. OTHER INCOME	($1,600.00)	$0.00	$0.00	$0.00	$0.00	$0.00
			($52,048.00)	($6,000.00)	($10,000.00)	($26,442.00)	($10,000.00)	($10,000.00)
2250091	481013	CC FTA 5307 OPS MATCH	($466,300.00)	($66,300.00)	($504,800.00)	$0.00	($504,800.00)	($504,800.00)
			($466,300.00)	($66,300.00)	($504,800.00)	$0.00	($504,800.00)	($504,800.00)
2250090	482100	VEHICLE SALES	$0.00	$0.00	$0.00	($12,445.00)	($12,445.00)	$0.00
			$0.00	$0.00	$0.00	($12,445.00)	($12,445.00)	$0.00
2250099	495000	BEGINNING FUND BALANCE	$0.00	$0.00	($874,995.00)	$0.00	($874,995.00)	($5,000.00)
Grand Total			($2,420,939.55)	($2,524,544.97)	($4,984,629.00)	($417,404.49)	($4,114,903.00)	($2,687,522.00)
EXPENSE								
2253026	500101	SALARIES	$48,078.14	$55,414.39	$60,722.00	$39,944.58	$61,680.00	$63,091.00
2253026	500102	HOURLY/SEASONAL	$0.00	$43.00	$0.00	$0.00	$0.00	$0.00
2253026	500107	ANNUAL LEAVE PAYOFF	$0.00	$0.00	$0.00	$1,303.40	$1,303.00	$0.00
2253026	500111	OVERTIME	$0.00	$407.86	$0.00	$504.94	$505.00	$0.00
2253026	500114	F L S A	$0.00	$0.00	$0.00	$0.01	$0.00	$0.00
2253026	500199	GRANT FUNDED ALLOCATION	$0.00	$20.40	$0.00	$0.00	$0.00	$0.00
			$48,078.14	$55,885.65	$60,722.00	$41,752.93	$63,488.00	$63,091.00

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
2253026	500225	MEDICARE	$710.77	$826.51	$894.00	$653.96	$1,028.00	$929.00
2253026	500230	RETIREMENT	$14,062.86	$16,541.05	$18,065.00	$12,784.11	$20,772.00	$21,135.00
2253026	500240	GROUP INSURANCE	$10,239.75	$10,233.86	$11,180.00	$6,959.82	$12,440.00	$11,489.00
2253026	500241	CITY HSA CONTRIBUTION	$14.66	$68.41	$0.00	$284.01	$268.00	$0.00
2253026	500250	WORKERS' COMPENSATION	$960.46	$883.39	$744.00	$418.56	$808.00	$818.00
2253026	500271	PHONE ALLOWANCE	$968.00	$968.00	$960.00	$480.00	$960.00	$960.00
			$26,956.50	$29,521.22	$31,843.00	$21,580.46	$36,276.00	$35,331.00
2253026	500309	PROFESSIONAL SERVICES	$243.00	$49,314.16	$80,216.00	$5,647.50	$80,216.00	$50,000.00
2253026	500331	OPERATING CONTRACT	$989,977.76	$1,124,379.75	$1,258,500.00	$777,534.81	$1,258,500.00	$1,258,500.00
2253026	500335	RTC INTERCITY	$50,601.36	$69,154.06	$70,000.00	$37,642.25	$70,000.00	$35,000.00
2253026	500349	CONTRACTUAL SERVICES	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2253026	500432	MAINTENANCE SVC CONTRACTS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2253026	500433	SOFTWARE MAINTENANCE COST	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2253026	500435	VEHICLE REPAIR & MAINT	$70,547.86	$137,753.58	$210,000.00	$65,401.42	$210,000.00	$110,000.00
2253026	500580	TRAVEL	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2253026	500601	OFFICE SUPPLIES	$71.69	$0.00	$0.00	$101.29	$0.00	$0.00
2253026	500625	OPERATING SUPPLIES	$34,294.16	$30,538.71	$20,000.00	$12,941.89	$20,000.00	$20,000.00
2253026	500660	VEHICLE FUEL/OIL	$99,299.92	$174,687.00	$180,000.00	$123,106.38	$180,000.00	$130,000.00
2253026	500675	SMALL FURNISHINGS	$661.16	$0.00	$9,000.00	$0.00	$9,000.00	$0.00
2253026	500676	TECHNICAL EQUIPMENT	$7,231.09	$19,513.87	$35,300.00	$6,659.24	$35,300.00	$35,300.00
2253026	500710	TELEPHONE	$2,823.15	$5,520.74	$4,000.00	$3,540.29	$4,000.00	$4,000.00
2253026	500712	POWER	$2,548.67	$2,775.09	$2,500.00	$2,026.42	$2,500.00	$2,500.00
2253026	500713	HEATING	$1,096.60	$1,387.40	$1,500.00	$1,204.49	$1,500.00	$1,500.00
2253026	500901	ISC: GENERAL FUND	$64,247.00	$56,515.00	$64,219.00	$42,816.00	$64,219.00	$44,442.00
2253026	500950	ISC: FLEET MANAGEMENT	$139,520.00	$119,274.00	$122,642.00	$122,642.00	$122,642.00	$132,858.00
2253026	501299	GRANT ALLOCATION/DIRECT BILL	$3,919.49	$2,628.54	$0.00	$0.00	$0.00	$0.00
2253026	502450	CASH SHORT/OVER	$0.00	$0.00	$0.00	($13.60)	$0.00	$0.00
			$1,467,082.91	$1,793,441.90	$2,057,877.00	$1,201,250.38	$2,057,877.00	$1,824,100.00
2253026	507199	UNDESIGNATED PROJECTS	$0.00	$0.00	$1,184,747.00	$0.00	$307,822.00	$0.00
2253026	507705	VEHICLE REPLACEMENT PROGRAM	$350,621.75	$687,744.00	$712,256.00	$44,716.90	$712,256.00	$730,000.00
2253026	507710	PARK EQUIPMENT REPLACE PROG	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2253026	507712	FACILITY UPGRADE	$39,805.35	$1,250.00	$581,236.00	$0.00	$581,236.00	$30,000.00
2253026	507743	FURNITURE & FIXTURES	$0.00	$0.00	$40,500.00	$0.00	$40,500.00	$0.00
2253026	507775	EQUIPMENT	$0.00	$9,551.90	$310,448.00	$0.00	$310,448.00	$0.00
			$390,427.10	$698,545.90	$2,829,187.00	$44,716.90	$1,952,262.00	$760,000.00
2253026	593000	UNRESERVED FUND BALANCE	$0.00	$0.00	$5,000.00	$0.00	$5,000.00	$5,000.00
			$0.00	$0.00	$5,000.00	$0.00	$5,000.00	$5,000.00
Grand Total		**CARSON CITY TRANSIT**	$1,932,544.65	$2,577,394.67	$4,984,629.00	$1,309,300.67	$4,114,903.00	$2,687,522.00

FISCAL SUMMARY FOR SPECIAL REVENUE FUND

Department Name: Library Gift

Department Number: 230

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
Miscellaneous	$ 19,656	$ 117,052	$ 7,500	**-93.59%**	(109,552)
Beginning Fund Balance	43,236	43,489	5,000	**-88.50%**	(38,489)
TOTAL	**$ 62,892**	**$ 160,541**	**$ 12,500**	**-92.21%**	**$ (148,041)**
EXPENDITURE					
Salary	$ 460	$ -	$ -	**0.00%**	$ -
Benefits	24	-	-	**0.00%**	-
Services and Supplies	12,527	155,541	7,500	**-95.18%**	(148,041)
Capital Outlay	6,392	-	-	**0.00%**	-
Ending Fund Balance	43,489	5,000	5,000	**0.00%**	-
TOTAL	**$ 62,892**	**$ 160,541**	**$ 12,500**	**-92.21%**	**$ (148,041)**
FTE	**0**	**0**	**0**		

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
LIBRARY GIFT FUND								
REVENUE								
2300088	461010	INTEREST INCOME	($788.31)	($365.40)	($500.00)	($974.22)	($500.00)	($500.00)
2300088	462020	NET INC IN FAIR VALUE INV	$685.14	$1,543.53	$0.00	$0.00	$0.00	$0.00
			($103.17)	$1,178.13	($500.00)	($974.22)	($500.00)	($500.00)
2305081	465470	MEMORIALS	($200.00)	($10,375.90)	$0.00	($1,147.33)	($1,047.00)	$0.00
2305081	465700	LIBRARY	($32,436.98)	($10,458.60)	($63,624.00)	($116,807.23)	($115,505.00)	($7,000.00)
			($32,636.98)	($20,834.50)	($63,624.00)	($117,954.56)	($116,552.00)	($7,000.00)
2300091	481010	GENERAL FUND	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2300099	495000	BEGINNING FUND BALANCE	$0.00	$0.00	($43,489.00)	$0.00	($43,489.00)	($5,000.00)
			$0.00	$0.00	($43,489.00)	$0.00	($43,489.00)	($5,000.00)
Grand Total			($32,740.15)	($19,656.37)	($107,613.00)	($118,928.78)	($160,541.00)	($12,500.00)
EXPENSE								
2306200	500102	HOURLY/SEASONAL	$2,895.60	$459.63	$0.00	$0.00	$0.00	$0.00
2306200	500111	OVERTIME	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2306200	500125	TEMPORARY STAFFING	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$2,895.60	$459.63	$0.00	$0.00	$0.00	$0.00
2306200	500225	MEDICARE	$41.99	$6.63	$0.00	$0.00	$0.00	$0.00
2306200	500250	WORKERS' COMPENSATION	$130.91	$18.02	$0.00	$0.00	$0.00	$0.00
			$172.90	$24.65	$0.00	$0.00	$0.00	$0.00
2306200	500309	PROFESSIONAL SERVICES	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2306200	500570	CC DOWNTOWN FLOWERS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2306200	500571	FACILITY FFE NON-CAPITAL	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2306200	500573	FACILITY FF FRIENDS NON-CAP	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2306200	500580	TRAVEL	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2306200	500618	COMMUNITY PROGRAMMING	$2,684.43	$1,361.63	$1,000.00	$751.92	$2,000.00	$1,000.00
2306200	500623	COLLECTION - FOL	$13,000.00	$0.00	$1,000.00	$12,750.00	$13,000.00	$1,000.00
2306200	500625	OPERATING SUPPLIES	$7,221.34	$4,214.53	$3,000.00	$1,241.86	$3,000.00	$1,000.00
2306200	500630	CUSTODIAL SUPPLIES	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2306200	500631	YOUTH PROGRAMMING	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2306200	500632	NATIONAL LIBRARY WEEK	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2306200	500635	NOD $5 INDIGENT LEGAL SERVICE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2306200	500636	LABORATORY EXPENSES	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2306200	500639	MOBILE MAKERSPACE - MATCH	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2306200	500645	BOOKS/ PERIODICALS/ PUBLICATIO	$5,756.44	$4,787.42	$2,500.00	$3,842.24	$6,000.00	$2,500.00
2306200	500685	OPERATING HARDWARE/SOFTWARE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2306200	500699	UNDESIGNATED AMOUNTS	$0.00	$0.00	$94,113.00	$0.00	$126,541.00	$0.00
2306200	501225	GRANT - OPERATING SUPPLIES	$2,338.74	$0.00	$0.00	$0.00	$0.00	$0.00

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
2306200	501240	MAKEIT@TWO	$0.00	$0.00	$0.00	$1,340.00	$0.00	$500.00
2306200	501241	PLAYAWAY AUDIO COLLECTION	$0.00	$0.00	$0.00	$13,926.06	$0.00	$250.00
2306200	501242	ITS PI TIME	$0.00	$0.00	$0.00	$0.00	$0.00	$250.00
2306200	501475	SUMMER LEARNING PROGRAM	$3,603.12	$2,163.34	$5,000.00	$1,397.27	$5,000.00	$1,000.00
2306200	502450	CASH SHORT/OVER	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$34,604.07	$12,526.92	$106,613.00	$35,249.35	$155,541.00	$7,500.00
2306200	507743	FURNITURE & FIXTURES	$0.00	$6,392.00	$0.00	$0.00	$0.00	$0.00
			$0.00	$6,392.00	$0.00	$0.00	$0.00	$0.00
2306200	593000	UNRESERVED FUND BALANCE	$0.00	$0.00	$1,000.00	$0.00	$5,000.00	$5,000.00
			$0.00	$0.00	$1,000.00	$0.00	$5,000.00	$5,000.00
Grand Total		**LIBRARY GIFT FUND**	$37,672.57	$19,403.20	$107,613.00	$35,249.35	$160,541.00	$12,500.00

FISCAL SUMMARY FOR SPECIAL REVENUE FUND

Department Name: Landscape Maintenance Fund

Department Number: 235

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
Special Assessments	$ 130,137	$ 129,105	$ 129,105	**0.00%**	$ -
Miscellaneous Income	(9,951)	1,500	1,500	**0.00%**	-
Operating Transfers In	55,520	60,899	60,899	**0.00%**	-
Beginning Balance	337,670	469,525	5,000	**-98.94%**	(464,525)
TOTAL	**$ 513,376**	**$ 661,029**	**$ 196,504**	**-70.27%**	**$ (464,525)**
EXPENDITURE					
Salary	$ -	$ 30,147	$ 32,281	**7.08%**	$ 2,134
Benefits	-	11,874	13,768	**15.95%**	1,894
Service & Supplies	43,851	614,008	145,455	**-76.31%**	(468,553)
Ending Fund Balance	469,525	5,000	5,000	**0.00%**	-
TOTAL	**$ 513,376**	**$ 661,029**	**$ 196,504**	**-70.88%**	**$ (468,553)**
FTE	**0**	**0.3**	**0.3**		

PERSONNEL DETAIL WORKSHEET
FY2023-24

DEPARTMENT: Landscape Maintenance Fund		
DEPARTMENT NUMBER: 235		
POSITION / DESCRIPTION	**# OF POSITIONS**	**PROPOSED BUDGET**
SALARIES AND WAGES:		
Park & Recreation Director	0.05	$ 8,670
Park Operations Superintendent	0.10	10,825
Deaprtment Business Manager	0.05	3,850
Park Ranger	0.10	5,616
Hourly		3,320
SUB-TOTAL SALARY & WAGES	0.30	$ 32,281
BENEFITS:		
Medicare		$ 469
Retirement		8,804
Group Insurance		3,675
Workers' Compensation		321
Foul Weather Allowance		16
Car Allowance		195
Phone Allowance		288
SUB-TOTAL BENEFITS		$ 13,768
GRAND TOTAL		$ 46,049

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
LANDSCAPE MAINTENANCE FUND								
REVENUE								
2350083	415100	CURRENT SPECIAL ASSESSMENT	($119,403.35)	($130,137.20)	($129,105.00)	($128,803.33)	($129,105.00)	($129,105.00)
2350083	415120	DELINQUENT SPECIAL ASSESSMT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			($119,403.35)	($130,137.20)	($129,105.00)	($128,803.33)	($129,105.00)	($129,105.00)
2350088	461010	INTEREST INCOME	($4,093.39)	($3,434.61)	($1,500.00)	($4,346.35)	($1,500.00)	($1,500.00)
2350088	462020	NET INC IN FAIR VALUE INV	$3,276.59	$13,385.41	$0.00	$0.00	$0.00	$0.00
			($816.80)	$9,950.80	($1,500.00)	($4,346.35)	($1,500.00)	($1,500.00)
2350091	481010	GENERAL FUND	($55,519.00)	($55,519.00)	($60,899.00)	$0.00	($60,899.00)	($60,899.00)
			($55,519.00)	($55,519.00)	($60,899.00)	$0.00	($60,899.00)	($60,899.00)
2350099	495000	BEGINNING FUND BALANCE	$0.00	$0.00	($469,525.00)	$0.00	($469,525.00)	($5,000.00)
Grand Total			($175,739.15)	($175,705.40)	($661,029.00)	($133,149.68)	($661,029.00)	($196,504.00)
EXPENSE								
2355015	500101	SALARIES	$0.00	$0.00	$27,868.00	$18,825.71	$26,731.00	$28,961.00
2355015	500102	HOURLY/SEASONAL	$0.00	$0.00	$3,320.00	$0.00	$3,320.00	$3,320.00
2355015	500106	MANAGEMENT LEAVE PAY	$0.00	$0.00	$0.00	$384.91	$96.00	$0.00
2355015	500111	OVERTIME	$0.00	$0.00	$0.00	$52.29	$0.00	$0.00
2355015	500116	HOLIDAY PAY	$0.00	$0.00	$0.00	$2.70	$0.00	$0.00
			$0.00	$0.00	$31,188.00	$19,265.61	$30,147.00	$32,281.00
2355015	500225	MEDICARE	$0.00	$0.00	$452.00	$279.69	$437.00	$469.00
2355015	500230	RETIREMENT	$0.00	$0.00	$7,519.00	$5,251.77	$7,307.00	$8,804.00
2355015	500240	GROUP INSURANCE	$0.00	$0.00	$2,965.00	$1,754.69	$2,572.00	$2,848.00
2355015	500241	CITY HSA CONTRIBUTION	$0.00	$0.00	$631.00	$527.42	$772.00	$827.00
2355015	500250	WORKERS' COMPENSATION	$0.00	$0.00	$292.00	$169.18	$303.00	$321.00
2355015	500266	FOUL WEATHER ALLOWANCE	$0.00	$0.00	$15.00	$15.00	$15.00	$16.00
2355015	500270	CAR ALLOWANCE	$0.00	$0.00	$195.00	$135.00	$188.00	$195.00
2355015	500271	PHONE ALLOWANCE	$0.00	$0.00	$288.00	$184.00	$280.00	$288.00
			$0.00	$0.00	$12,357.00	$8,316.75	$11,874.00	$13,768.00
2355015	500438	PARK/COURSE REPAIR & MAINT	$30,873.28	$41,752.00	$101,747.00	$24,761.94	$101,747.00	$101,747.00
2355015	500699	UNDESIGNATED AMOUNTS	$0.00	$0.00	$505,312.00	$0.00	$506,836.00	$38,783.00
2355015	500710	TELEPHONE	$743.12	$625.43	$725.00	$679.96	$725.00	$525.00
2355015	500712	POWER	$978.16	$1,473.68	$1,500.00	$1,368.51	$1,500.00	$1,200.00
2355015	500726	WATER CHARGES	$0.00	$0.00	$3,100.00	$0.00	$3,100.00	$3,100.00
2355015	500727	STORM DRAIN CHARGES	$0.00	$0.00	$100.00	$0.00	$100.00	$100.00
2355015	502450	CASH SHORT/OVER	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$32,594.56	$43,851.11	$612,484.00	$26,810.41	$614,008.00	$145,455.00
2355015	593000	UNRESERVED FUND BALANCE	$0.00	$0.00	$5,000.00	$0.00	$5,000.00	$5,000.00
			$0.00	$0.00	$5,000.00	$0.00	$5,000.00	$5,000.00
Grand Total		**LANDSCAPE MAINTENANCE FUND**	$32,594.56	$43,851.11	$661,029.00	$54,392.77	$661,029.00	$196,504.00

FISCAL SUMMARY FOR SPECIAL REVENUE FUND

Department Name: Administrative Assessment

Department Number: 236

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
Intergovernmental	$ 43,755	$ 50,000	$ 50,000	**0.00%**	$ -
Beginning Fund Balance	59,071	49,521	5,000	**-89.90%**	(44,521)
TOTAL	**$ 102,826**	**$ 99,521**	**$ 55,000**	**-44.74%**	**$ (44,521)**
EXPENDITURE					
Salary	$ 15,493	$ 29,000	$ 1,000	**-96.55%**	$ (28,000)
Benefits	539	433	15	**-96.54%**	(418)
Services and Supplies	37,273	62,827	48,985	**-22.03%**	(13,842)
Capital Outlay	-	2,261	-	**-100.00%**	(2,261)
Ending Fund Balance	49,521	5,000	5,000	**0.00%**	-
TOTAL	**$ 102,826**	**$ 99,521**	**$ 55,000**	**-44.74%**	**$ (44,521)**
FTE	**0**	**0**	**0**		

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
ADMINISTRATIVE ASSESSMENTS								
REVENUE								
2364080	435210	COURT ADMIN ASSESS: JUSTICE	($44,892.00)	($43,755.00)	($50,000.00)	($36,204.00)	($50,000.00)	($50,000.00)
			($44,892.00)	($43,755.00)	($50,000.00)	($36,204.00)	($50,000.00)	($50,000.00)
2360099	495000	BEGINNING FUND BALANCE	$0.00	$0.00	($49,521.00)	$0.00	($49,521.00)	($5,000.00)
			$0.00	$0.00	($49,521.00)	$0.00	($49,521.00)	($5,000.00)
Grand Total			($44,892.00)	($43,755.00)	($99,521.00)	($36,204.00)	($99,521.00)	($55,000.00)
2364700	500102	HOURLY/SEASONAL	$403.20	$15,025.95	$3,000.00	$1,999.20	$3,000.00	$0.00
2364700	500111	OVERTIME	$0.00	$467.11	$2,000.00	$876.29	$2,000.00	$1,000.00
2364700	500125	TEMPORARY STAFFING	$0.00	$0.00	$24,000.00	$5,396.40	$24,000.00	$0.00
			$403.20	$15,493.06	$29,000.00	$8,271.89	$29,000.00	$1,000.00
2364700	500225	MEDICARE	$5.85	$224.44	$150.00	$26.93	$69.00	$15.00
2364700	500230	RETIREMENT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2364700	500240	GROUP INSURANCE	$0.00	$0.00	$0.00	$0.00	$308.00	$0.00
2364700	500241	CITY HSA CONTRIBUTION	$0.00	$0.00	$0.00	$0.00	$14.00	$0.00
2364700	500250	WORKERS' COMPENSATION	$8.33	$314.99	$125.00	$20.98	$42.00	$0.00
			$14.18	$539.43	$275.00	$47.91	$433.00	$15.00
2364700	500309	PROFESSIONAL SERVICES	$0.00	$0.00	$0.00	$7,500.00	$0.00	$0.00
2364700	500330	TRAINING	$0.00	$3,976.50	$10,000.00	$997.50	$10,000.00	$10,000.00
2364700	500433	SOFTWARE MAINTENANCE COST	$1,028.40	$0.00	$0.00	$0.00	$0.00	$0.00
2364700	500580	TRAVEL	$0.00	$369.39	$5,000.00	$718.89	$5,000.00	$5,000.00
2364700	500625	OPERATING SUPPLIES	$4,285.79	$3,615.27	$20,000.00	$14,868.53	$20,000.00	$10,000.00
2364700	500655	TECH $5 NOTARY BOND	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2364700	500656	NV RURAL CASE MGMT SYSTEM	$22,000.00	$22,000.00	$24,500.00	$24,500.00	$24,500.00	$22,000.00
2364700	500675	SMALL FURNISHINGS	$0.00	$7,310.91	$3,485.00	$0.00	$3,327.00	$1,985.00
2364710	500879	COURT SECURITY FEE AB65	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2364080	502450	CASH SHORT/OVER	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2364700	502450	CASH SHORT/OVER	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$27,314.19	$37,272.07	$62,985.00	$48,584.92	$62,827.00	$48,985.00
2364700	507010	CAPITAL IMPROVEMENTS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2364700	507743	FURNITURE & FIXTURES	$0.00	$0.00	$2,261.00	$0.00	$2,261.00	$0.00
2364700	507754	CAPITAL OUTLAY: ADMIN ASSESS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$0.00	$0.00	$2,261.00	$0.00	$2,261.00	$0.00
2364700	593000	UNRESERVED FUND BALANCE	$0.00	$0.00	$5,000.00	$0.00	$5,000.00	$5,000.00
			$0.00	$0.00	$5,000.00	$0.00	$5,000.00	$5,000.00
Grand Total		**ADMINISTRATIVE ASSESSMENTS**	$27,731.57	$53,304.56	$99,521.00	$56,904.72	$99,521.00	$55,000.00

FISCAL SUMMARY FOR SPECIAL REVENUE FUND

Department Name: S. Carson Neighborhood Improvement District

Department Number: 237

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
Special Assessments	$ 68,917	$ 72,314	$ 75,930	**5.00%**	$ 3,616
Miscellaneous Income	(355)	-	-	**0.00%**	-
Operating Transfers In	72,990	73,352	73,970	**0.84%**	618
Beginning Balance	-	57,052	5,000	**-91.24%**	(52,052)
TOTAL	**$ 141,552**	**$ 202,718**	**$ 154,900**	**-23.59%**	**$ (47,818)**
EXPENDITURE					
Service & Supplies	$ 84,500	$ 197,718	$ 149,900	**-24.18%**	(47,818)
Ending Fund Balance	57,052	5,000	5,000	**0.00%**	-
TOTAL	**$ 141,552**	**$ 202,718**	**$ 154,900**	**-23.59%**	**$ (47,818)**
FTE	**0**	**0**	**0**		

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
S. CARSON NEIGHBORHOOD IMPROVEMENT DISTRICT (NID)								
REVENUE								
2370083	415100	CURRENT SPECIAL ASSESSMENT	$0.00	($68,917.00)	($72,314.00)	($70,372.09)	($72,314.00)	($75,930.00)
2370083	415120	DELINQUENT SPECIAL ASSESSMT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$0.00	($68,917.00)	($72,314.00)	($70,372.09)	($72,314.00)	($75,930.00)
2370088	461010	INTEREST INCOME	$0.00	($163.94)	$0.00	($568.88)	$0.00	$0.00
2370088	462020	NET INC IN FAIR VALUE INV	$0.00	$519.15	$0.00	$0.00	$0.00	$0.00
			$0.00	$355.21	$0.00	($568.88)	$0.00	$0.00
2373080	463010	LEASES	$0.00	$0.00	($50,000.00)	$0.00	$0.00	$0.00
2373080	466050	REFUNDS/REIMBURSEMENTS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2373080	466150	CC NID FUNDING	$0.00	$0.00	($23,352.00)	$0.00	$0.00	$0.00
2370091	481150	REG. TRANSPORTATION FUND	$0.00	($50,750.00)	$0.00	$0.00	($50,000.00)	($50,000.00)
2370091	481237	S. CARSON NID	$0.00	($22,240.00)	$0.00	$0.00	($23,352.00)	($23,970.00)
			$0.00	($72,990.00)	($73,352.00)	$0.00	($73,352.00)	($73,970.00)
2370099	495000	BEGINNING FUND BALANCE	$0.00	$0.00	($57,052.00)	$0.00	($57,052.00)	($5,000.00)
			$0.00	$0.00	($57,052.00)	$0.00	($57,052.00)	($5,000.00)
Grand Total			$0.00	($141,551.79)	($202,718.00)	($70,940.97)	($202,718.00)	($154,900.00)
EXPENSE								
2373050	500349	CONTRACTUAL SERVICES	$0.00	$84,499.59	$145,666.00	$56,906.00	$145,666.00	$149,900.00
2373050	500699	UNDESIGNATED AMOUNTS	$0.00	$0.00	$52,052.00	$0.00	$52,052.00	$0.00
2373050	502450	CASH SHORT/OVER	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$0.00	$84,499.59	$197,718.00	$56,906.00	$197,718.00	$149,900.00
2373050	593000	UNRESERVED FUND BALANCE	$0.00	$0.00	$5,000.00	$0.00	$5,000.00	$5,000.00
			$0.00	$0.00	$5,000.00	$0.00	$5,000.00	$5,000.00
Grand Total		**S. CARSON NID**	$0.00	$84,499.59	$202,718.00	$56,906.00	$202,718.00	$154,900.00

FISCAL SUMMARY FOR SPECIAL REVENUE FUND

Department Name: Parking Enforcement

Department Number: 240

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
Fines	$ 10,370	$ 10,000	$ 10,000	**0.00%**	$ -
Miscellaneous	2,407	3,250	3,150	**-3.08%**	(100)
Beginning Balance	22,813	20,207	5,000	**-75.26%**	(15,207)
TOTAL	**$ 35,590**	**$ 33,457**	**$ 18,150**	**-45.75%**	**$ (15,307)**
EXPENDITURE					
Salary	$ 9,005	$ 7,430	$ 7,430	**0.00%**	$ -
Benefits	317	262	277	**5.73%**	15
Service & Supplies	6,060	20,765	5,443	**-73.79%**	(15,322)
Ending Fund Balance	20,207	5,000	5,000	**0.00%**	-
TOTAL	**$ 35,590**	**$ 33,457**	**$ 18,150**	**-45.75%**	**$ (15,307)**
FTE	**0.00**	**0.00**	**0.00**		

PERSONNEL DETAIL WORKSHEET
FY2023-24

DEPARTMENT: Traffic Transportation		
DEPARTMENT NUMBER: 2401424		
POSITION / DESCRIPTION	**# OF POSITIONS**	**PROPOSED BUDGET**
SALARIES AND WAGES:		
Hourly/seasonal		$ 7,430
SUB-TOTAL SALARY & WAGES	**0.00**	**$ 7,430**
BENEFITS:		
Medicare		$ 108
Workers' Compensation		169
SUB-TOTAL BENEFITS		**$ 277**
GRAND TOTAL		**$ 7,707**

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
TRAFFIC/TRASPORTATION FUND								
REVENUE								
2404080	422420	HANDICAPPED PERMITS	$0.00	($25.00)	$0.00	$0.00	$0.00	$0.00
2404080	451200	PARKING METER FINES	($8,490.00)	($10,370.00)	($10,000.00)	($6,010.00)	($10,000.00)	($10,000.00)
			($8,490.00)	($10,370.00)	($10,000.00)	($6,010.00)	($10,000.00)	($10,000.00)
2400088	461010	INTEREST INCOME	($320.45)	($152.79)	($200.00)	($167.52)	($200.00)	($200.00)
2400088	462020	NET INC IN FAIR VALUE INV	$280.35	$673.15	$0.00	$0.00	$0.00	$0.00
			($40.10)	$520.36	($200.00)	($167.52)	($200.00)	($200.00)
2404080	463070	SPECIAL LOAD ZONE RENTAL	($200.00)	($200.00)	$0.00	($100.00)	($100.00)	$0.00
2404080	463080	TAXI ZONE RENTAL	($900.00)	($750.00)	($450.00)	($450.00)	($450.00)	($450.00)
2404080	463090	BUS LOADING ZONE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2404080	463100	CURB RENTAL	($2,165.00)	($1,920.00)	($2,500.00)	($1,592.00)	($2,500.00)	($2,500.00)
2404080	466050	REFUNDS/REIMBURSEMENTS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2404080	466110	MISC. OTHER INCOME	($5.00)	($32.05)	$0.00	$0.00	$0.00	$0.00
			($3,270.00)	($2,902.05)	($2,950.00)	($2,142.00)	($3,050.00)	($2,950.00)
2400091	481010	GENERAL FUND	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2400099	495000	BEGINNING FUND BALANCE	$0.00	$0.00	($20,207.00)	$0.00	($20,207.00)	($5,000.00)
			$0.00	$0.00	($20,207.00)	$0.00	($20,207.00)	($5,000.00)
Grand Total			($11,800.10)	($12,751.69)	($33,357.00)	($8,319.52)	($33,457.00)	($18,150.00)
EXPENSE								
2401424	500101	SALARIES	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2401424	500102	HOURLY/SEASONAL	$8,668.00	$9,005.00	$7,430.00	$3,410.00	$7,430.00	$7,430.00
2401424	500103	ADMINISTRATIVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2401424	500107	ANNUAL LEAVE PAYOFF	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2401424	500109	WORKERS' COMPENSATORY LEAVE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2401424	500111	OVERTIME	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$8,668.00	$9,005.00	$7,430.00	$3,410.00	$7,430.00	$7,430.00
2401424	500225	MEDICARE	$125.67	$130.53	$174.00	$49.39	$108.00	$108.00
2401424	500230	RETIREMENT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2401424	500240	GROUP INSURANCE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2401424	500241	CITY HSA CONTRIBUTION	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2401424	500250	WORKERS' COMPENSATION	$179.03	$186.00	$248.00	$70.42	$154.00	$169.00
2401424	500266	FOUL WEATHER ALLOWANCE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2401424	500271	PHONE ALLOWANCE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$304.70	$316.53	$422.00	$119.81	$262.00	$277.00
2401424	500309	PROFESSIONAL SERVICES	$0.00	$0.00	$200.00	$0.00	$200.00	$200.00
2401424	500351	COLLECTION DELINQUENT FINES	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
2401424	500430	EQUIPMENT REPAIR & MAINT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2401424	500435	VEHICLE REPAIR & MAINT	$99.82	$156.31	$0.00	$0.00	$0.00	$0.00
2401424	500601	OFFICE SUPPLIES	$0.00	$1,188.38	$51.00	$0.00	$51.00	$51.00
2401424	500625	OPERATING SUPPLIES	$0.00	$150.00	$4,000.00	$53.98	$4,000.00	$0.00
2401424	500660	VEHICLE FUEL/OIL	$406.83	$506.34	$900.00	$0.00	$900.00	$900.00
2401424	500694	REFUNDS & REIMBURSEMENTS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2401424	500699	UNDESIGNATED AMOUNTS	$0.00	$0.00	$11,207.00	$0.00	$11,467.00	$595.00
2401424	500710	TELEPHONE	$213.03	$213.94	$500.00	$169.09	$500.00	$500.00
2401424	500915	ISC: INSURANCE FUND	$925.00	$1,025.00	$1,025.00	$1,025.00	$1,025.00	$1,025.00
2401424	500950	ISC: FLEET MANAGEMENT	$1,280.00	$1,158.00	$1,157.00	$1,157.00	$1,157.00	$1,098.00
2401424	500955	ISC: RADIOS	$1,524.00	$1,668.00	$1,465.00	$1,465.00	$1,465.00	$1,074.00
2401424	502450	CASH SHORT/OVER	($5.00)	($5.00)	$0.00	($25.00)	$0.00	$0.00
			$4,443.68	$6,060.97	$20,505.00	$3,845.07	$20,765.00	$5,443.00
2401424	593000	UNRESERVED FUND BALANCE	$0.00	$0.00	$5,000.00	$0.00	$5,000.00	$5,000.00
			$0.00	$0.00	$5,000.00	$0.00	$5,000.00	$5,000.00
Grand Total		**TRAFFIC/TRASPORTATION FUND**	$13,416.38	$15,382.50	$33,357.00	$7,374.88	$33,457.00	$18,150.00

FISCAL SUMMARY FOR SPECIAL REVENUE FUND

Department Name: CAMPO

Department Number: 2453028

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
Intergovernmental	$ 617,478	$ 908,313	$ 635,346	**-30.05%**	$ (272,967)
Operating Transfers In	13,040	19,410	21,802	**12.32%**	2,392
Beginning Balance	64,856	65,931	30,012	**-54.48%**	(35,919)
TOTAL	**$ 695,374**	**$ 993,654**	**$ 687,160**	**-30.85%**	**$ (306,494)**
EXPENDITURE					
Service & Supplies	$ 629,443	$ 963,642	$ 657,148	**-31.81%**	$ (306,494)
Ending Fund Balance	65,931	30,012	30,012	**0.00%**	-
TOTAL	**$ 695,374**	**$ 993,654**	**$ 687,160**	**-30.85%**	**$ (306,494)**
FTE	**0**	**0**	**0**		

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
CAMPO FUND								
REVENUE								
2453081	431010	FEDERAL GRANTS	($423,272.49)	($610,849.74)	($898,448.00)	($191,706.01)	($898,448.00)	($624,264.00)
2453081	437560	DOUGLAS COUNTY	($3,390.00)	($3,029.00)	($4,594.00)	($4,508.00)	($4,508.00)	($5,064.00)
2453081	437561	LYON COUNTY	($4,029.00)	($3,599.00)	($5,459.00)	($5,357.00)	($5,357.00)	($6,018.00)
			($430,691.49)	($617,477.74)	($908,501.00)	($201,571.01)	($908,313.00)	($635,346.00)
2450091	481150	REG. TRANSPORTATION FUND	($14,596.00)	($13,040.00)	($19,778.00)	($19,410.00)	($19,410.00)	($21,802.00)
			($14,596.00)	($13,040.00)	($19,778.00)	($19,410.00)	($19,410.00)	($21,802.00)
2450099	495000	BEGINNING FUND BALANCE	$0.00	$0.00	($65,931.00)	$0.00	($65,931.00)	($30,012.00)
			$0.00	$0.00	($65,931.00)	$0.00	($65,931.00)	($30,012.00)
Grand Total			($445,287.49)	($630,517.74)	($994,210.00)	($220,981.01)	($993,654.00)	($687,160.00)
EXPENSE								
2453028	500101	SALARIES	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2453028	500225	MEDICARE	$0.00	$0.00	$0.00	$1,472.72	$0.00	$0.00
2453028	500230	RETIREMENT	$0.00	$0.00	$0.00	$20,130.72	$0.00	$0.00
2453028	500240	GROUP INSURANCE	$0.00	$0.00	$0.00	$12,555.67	$0.00	$0.00
2453028	500241	CITY HSA CONTRIBUTION	$0.00	$0.00	$0.00	$1,490.35	$0.00	$0.00
2453028	500250	WORKERS' COMPENSATION	$0.00	$0.00	$0.00	$649.76	$0.00	$0.00
			$0.00	$0.00	$0.00	$36,299.22	$0.00	$0.00
2453028	501203	FTA 5307	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2453028	501210	CAMPO GRANTS	$421,240.95	$629,442.86	$964,198.00	$192,434.41	$963,642.00	$657,148.00
2453028	501225	GRANT - OPERATING SUPPLIES	$0.00	$0.00	$0.00	$22.00	$0.00	$0.00
2453028	502450	CASH SHORT/OVER	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$421,240.95	$629,442.86	$964,198.00	$192,456.41	$963,642.00	$657,148.00
2453028	593000	UNRESERVED FUND BALANCE	$0.00	$0.00	$30,012.00	$0.00	$30,012.00	$30,012.00
			$0.00	$0.00	$30,012.00	$0.00	$30,012.00	$30,012.00
Grand Total		**CAMPO FUND**	$421,240.95	$629,442.86	$994,210.00	$228,755.63	$993,654.00	$687,160.00

FISCAL SUMMARY FOR SPECIAL REVENUE FUND

Department Name: Regional Transportation Commission

Department Number: 250

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
County Option Fuel Tax	$ 4,501,885	$ 4,986,794	$ 4,835,671	**-3.03%**	$ (151,123)
Licenses and Permits	346,974	350,000	350,000	**0.00%**	-
Intergovernmental	1,296,894	5,841,311	213,806	**-96.34%**	(5,627,505)
Miscellaneous	11,510	155,600	80,000	**-48.59%**	(75,600)
Op Trans - Infrastructure	753,000	-	-	**0.00%**	-
Beginning Balance	3,861,679	5,190,757	100,000	**-98.07%**	(5,090,757)
TOTAL	**$ 10,771,942**	**$ 16,524,462**	**$ 5,579,477**	**-66.24%**	**$ (10,944,985)**
EXPENDITURE					
Salary	$ 231,368	$ 466,887	$ 474,627	**1.66%**	$ 7,740
Benefits	129,933	227,908	260,204	**14.17%**	32,296
Service & Supplies	435,548	1,216,556	1,015,746	**-16.51%**	(200,810)
Capital Outlay	3,140,074	12,863,646	2,076,924	**-83.85%**	(10,786,722)
Op Trans - Debt Service	1,580,472	1,580,055	1,580,174	**0.008%**	119
Op Trans - CAMPO Fund	13,040	19,410	21,802	**12.32%**	2,392
Op Trans - SCNID	50,750	50,000	50,000	**0.00%**	-
Ending Fund Balance	5,190,757	100,000	100,000	**0.00%**	-
TOTAL	**$ 10,771,942**	**$ 16,524,462**	**$ 5,579,477**	**-66.24%**	**$ (10,944,985)**
FTE	**5.25**	**6.25**	**6.25**		

PERSONNEL DETAIL WORKSHEET
FY2023-24

DEPARTMENT: RTC		
DEPARTMENT NUMBER: 250		
POSITION / DESCRIPTION	**# OF POSITIONS**	**PROPOSED BUDGET**
SALARIES AND WAGES:		
Operations Manager-PW	0.40	$ 55,548
Transportation Manager	0.85	106,377
Transportation Planner/Analyst (1 Grant Funded)	2.00	180,804
Sr Transportation Planner (underfilled w/ Trans Planner)	1.00	96,126
Trans/Traffic Engineer	1.00	97,513
Grant Analyst	1.00	69,802
Hourly Salaries (Grant Funded)		43,457
Grant Allocations		(175,000)
SUB-TOTAL SALARY & WAGES	**6.25**	**$ 474,627**
BENEFITS:		
Medicare		$ 9,459
Retirement		158,758
Group Insurance		69,110
City HSA Contribution		8,047
Workers' Compensation		6,100
Car Allowance		3,315
Phone Allowance		5,040
Mobile Device		375
SUB-TOTAL BENEFITS		**$ 260,204**
GRAND TOTAL		**$ 734,831**

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
REGIONAL TRANSPORTATION FUND								
REVENUE								
2500084	414100	COUNTY OPTION FUEL TAX	($3,744,016.71)	($3,984,482.17)	($3,968,908.00)	($2,407,096.09)	($4,371,589.00)	($4,318,271.00)
2500087	435010	DIESEL 5 CENT TAX	($482,871.96)	($517,403.26)	($441,583.00)	($314,694.13)	($615,205.00)	($517,400.00)
			($4,226,888.67)	($4,501,885.43)	($4,410,491.00)	($2,721,790.22)	($4,986,794.00)	($4,835,671.00)
2500086	421407	FF: CAPITAL SANITATION	($381,644.53)	($346,973.70)	($350,000.00)	($180,960.89)	($350,000.00)	($350,000.00)
			($381,644.53)	($346,973.70)	($350,000.00)	($180,960.89)	($350,000.00)	($350,000.00)
2503082	431010	FEDERAL GRANTS	($7,893,843.18)	($1,296,894.37)	($5,831,311.00)	($942,192.97)	($5,841,311.00)	($213,806.00)
2503082	434010	STATE GRANTS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2503081	437560	DOUGLAS COUNTY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			($7,893,843.18)	($1,296,894.37)	($5,831,311.00)	($942,192.97)	($5,841,311.00)	($213,806.00)
2500088	461010	INTEREST INCOME	($9,792.46)	($29,910.96)	($20,000.00)	($35,023.06)	($20,000.00)	($20,000.00)
2503080	461030	LEASE INTEREST INCOME	($1,228.88)	($1,210.43)	$0.00	$0.00	$0.00	$0.00
2500088	462020	NET INC IN FAIR VALUE INV	$17,755.09	$98,736.94	$0.00	$0.00	$0.00	$0.00
			$6,733.75	$67,615.55	($20,000.00)	($35,023.06)	($20,000.00)	($20,000.00)
2503080	463010	LEASES	($32,241.12)	($59,899.57)	$0.00	($5,857.00)	($50,000.00)	($50,000.00)
			($32,241.12)	($59,899.57)	$0.00	($5,857.00)	($50,000.00)	($50,000.00)
2503081	465350	COMPLETE STREETS	($13,030.38)	($12,289.86)	($10,000.00)	($8,727.84)	($10,000.00)	($10,000.00)
			($13,030.38)	($12,289.86)	($10,000.00)	($8,727.84)	($10,000.00)	($10,000.00)
2503082	466525	CINDERLITE - GONI ROAD	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2503082	475100	DEVELOPER CONTRIBUTIONS	($163,410.91)	($6,936.23)	$0.00	($75,600.00)	($75,600.00)	$0.00
			($163,410.91)	($6,936.23)	$0.00	($75,600.00)	($75,600.00)	$0.00
2500091	481010	GENERAL FUND	($700,000.00)	($753,000.00)	$0.00	$0.00	$0.00	$0.00
2500091	481370	INFRASTRUCTURE TAX FUND	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2503091	481370	INFRASTRUCTURE TAX FUND	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			($700,000.00)	($753,000.00)	$0.00	$0.00	$0.00	$0.00
2500099	495000	BEGINNING FUND BALANCE	$0.00	$0.00	($5,190,757.00)	$0.00	($5,190,757.00)	($100,000.00)
			$0.00	$0.00	($5,190,757.00)	$0.00	($5,190,757.00)	($100,000.00)
Grand Total			($13,404,325.04)	($6,910,263.61)	($15,812,559.00)	($3,970,151.98)	($16,524,462.00)	($5,579,477.00)
EXPENSE								
2503035	500101	SALARIES	$233,902.02	$246,419.89	$491,303.00	$223,621.61	$418,904.00	$517,519.00
2503035	500103	ADMINISTRATIVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2503035	500106	MANAGEMENT LEAVE PAY	$7,946.39	$14,196.66	$0.00	$7,449.50	$6,203.00	$0.00
2503035	500107	ANNUAL LEAVE PAYOFF	$801.78	$12,541.74	$0.00	$1,381.28	$0.00	$0.00
2503035	500108	SICK LEAVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2503035	500111	OVERTIME	$100.77	$0.00	$0.00	$0.00	$0.00	$0.00
2503035	500113	STAND-BY PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2503035	500114	F L S A	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2503035	500116	HOLIDAY PAY	$0.00	$0.00	$0.00	$250.69	$0.00	$0.00
2503035	500198	DIRECT PROJECT COSTS	($3,919.49)	($2,628.54)	$0.00	$0.00	$0.00	$0.00
2503035	500199	GRANT FUNDED ALLOCATION	($65,298.54)	($99,586.24)	($175,000.00)	$0.00	($87,500.00)	($175,000.00)
			$173,532.93	$170,943.51	$316,303.00	$232,703.08	$337,607.00	$342,519.00
2503035	500225	MEDICARE	$3,505.69	$3,985.66	$7,147.00	$4,639.46	$6,965.00	$7,530.00

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
2503035	500230	RETIREMENT	$69,061.02	$71,673.01	$120,445.00	$81,102.43	$118,966.00	$143,244.00
2503035	500240	GROUP INSURANCE	$24,068.83	$21,851.34	$56,406.00	$32,828.86	$52,287.00	$57,621.00
2503035	500241	CITY HSA CONTRIBUTION	$7,175.55	$4,875.44	$7,142.00	$5,759.24	$8,251.00	$8,047.00
2503035	500250	WORKERS' COMPENSATION	$1,883.67	$2,438.86	$3,907.00	$2,607.12	$4,118.00	$4,294.00
2503035	500270	CAR ALLOWANCE	$3,327.75	$2,607.75	$3,315.00	$2,422.50	$3,315.00	$3,315.00
2503035	500271	PHONE ALLOWANCE	$2,625.00	$3,354.00	$3,592.00	$2,560.00	$4,080.00	$4,080.00
2503035	500272	MOBILE DEVICE ALLOWANCE	$423.50	$363.50	$523.00	$250.00	$375.00	$375.00
2503035	500299	GRANT ALLOCATED FUNDS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$112,071.01	$111,149.56	$202,477.00	$132,169.61	$198,357.00	$228,506.00
2503035	500309	PROFESSIONAL SERVICES	$183,834.43	$107,822.03	$251,178.00	$92,820.77	$198,000.00	$148,000.00
2503035	500330	TRAINING	$919.00	$2,094.98	$6,000.00	$1,180.00	$6,000.00	$6,000.00
2503035	500428	FREEWAY LANDSCAPING MAINT	$52,455.00	$56,980.00	$85,000.00	$44,740.00	$85,000.00	$85,000.00
2503035	500433	SOFTWARE MAINTENANCE COST	$349.94	$0.00	$0.00	$0.00	$0.00	$0.00
2503035	500435	VEHICLE REPAIR & MAINT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2503035	500480	STREET REPAIRS	$0.00	($15,443.50)	$350,000.00	$0.00	$350,000.00	$350,000.00
2503035	500487	STREET SEALING	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2503035	500542	PRINTING/ADVERTISING	$1,449.50	$619.72	$1,200.00	$84.01	$1,200.00	$1,200.00
2503035	500545	MEMBERSHIP / PUBLICATIONS	$307.04	$707.00	$1,300.00	$574.94	$1,300.00	$1,300.00
2503035	500580	TRAVEL	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2503035	500601	OFFICE SUPPLIES	$512.12	$656.33	$3,000.00	$0.00	$3,000.00	$3,000.00
2503035	500625	OPERATING SUPPLIES	$1,649.02	$3,725.98	$6,211.00	$1,419.53	$6,211.00	$6,211.00
2503035	500675	SMALL FURNISHINGS	$0.00	$1,000.00	$1,000.00	$0.00	$1,000.00	$1,000.00
2503035	500710	TELEPHONE	$1,608.81	$1,588.86	$4,000.00	$2,369.87	$4,000.00	$4,000.00
2503035	500901	ISC: GENERAL FUND	$290,325.00	$185,076.00	$140,150.00	$93,432.00	$140,150.00	$311,285.00
2503035	500915	ISC: INSURANCE FUND	$27,750.00	$30,750.00	$30,750.00	$30,750.00	$30,750.00	$30,750.00
2503035	500920	ISC: SEWER FUND	$3,434.00	$4,038.00	$3,000.00	$0.00	$3,000.00	$3,000.00
2503035	500924	ISC: WATER FUND	$5,150.00	$6,056.00	$4,500.00	$0.00	$4,500.00	$4,500.00
2503035	500955	ISC: RADIOS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2503035	501235	COMPLETE STREETS	$0.00	$31,558.65	$36,984.00	$0.00	$36,984.00	$10,000.00
2503035	501281	SAFE ROUTES TO SCHOOL	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2503035	501299	GRANT ALLOCATION/DIRECT BILL	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2503035	502450	CASH SHORT/OVER	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2503035	504600	FISCAL CHARGES	$0.00	$0.00	$500.00	$0.00	$500.00	$500.00
			$569,743.86	$417,230.05	$924,773.00	$267,371.12	$871,595.00	$965,746.00
2503035	507010	CAPITAL IMPROVEMENTS	$13,089,434.00	$3,140,074.17	$9,090,707.00	$1,317,335.95	$7,909,613.00	$1,905,000.00
2503035	507102	INFRASTRUCTURE CAPITAL	$0.00	$0.00	$3,059,126.86	$0.00	$4,954,033.00	$171,924.00
2503035	507199	UNDESIGNATED PROJECTS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2503035	507775	EQUIPMENT	$0.00	$0.00	$0.00	$1,000.00	$0.00	$0.00
2503035	507865	DEVELOPER CONTRIB EXPENSES	$0.00	$0.00	$15,547.14	$0.00	$0.00	$0.00
			$13,089,434.00	$3,140,074.17	$12,165,381.00	$1,318,335.95	$12,863,646.00	$2,076,924.00
2503040	500101	SALARIES	$73,882.28	$58,627.99	$83,780.00	$63,004.00	$85,823.00	$88,651.00
2503040	500102	HOURLY/SEASONAL	$982.50	$76.00	$43,457.00	$8,749.75	$43,457.00	$43,457.00

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
2503040	500106	MANAGEMENT LEAVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2503040	500107	ANNUAL LEAVE PAYOFF	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2503040	500111	OVERTIME	$404.10	$1,085.98	$0.00	$271.43	$0.00	$0.00
2503040	500199	GRANT FUNDED ALLOCATION	($1,162.14)	$634.80	$0.00	$0.00	$0.00	$0.00
			$74,106.74	$60,424.77	$127,237.00	$72,025.18	$129,280.00	$132,108.00
2503040	500225	MEDICARE	$1,071.10	$864.28	$1,845.00	$1,053.37	$1,968.00	$1,929.00
2503040	500230	RETIREMENT	$12,380.01	$9,294.59	$12,986.00	$10,011.70	$13,448.00	$15,514.00
2503040	500240	GROUP INSURANCE	$15,247.88	$6,742.17	$11,180.00	$8,105.13	$11,337.00	$11,489.00
2503040	500241	CITY HSA CONTRIBUTION	$273.83	$358.25	$0.00	$31.96	$19.00	$0.00
2503040	500250	WORKERS' COMPENSATION	$762.95	$716.27	$1,642.00	$740.75	$1,819.00	$1,806.00
2503040	500271	PHONE ALLOWANCE	$968.00	$808.00	$960.00	$640.00	$960.00	$960.00
			$30,703.77	$18,783.56	$28,613.00	$20,582.91	$29,551.00	$31,698.00
2503040	500625	OPERATING SUPPLIES	$36,121.96	$18,318.57	$347,942.00	$29,794.43	$344,961.00	$50,000.00
2503040	500950	ISC: FLEET MANAGEMENT	$640.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$36,761.96	$18,318.57	$347,942.00	$29,794.43	$344,961.00	$50,000.00
2500279	507205	DEBT SERVICE	$1,579,634.00	$1,580,472.00	$1,580,055.00	$1,316,712.50	$1,580,055.00	$1,580,174.00
2500279	507225	STREET MAINTENANCE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2500279	507237	S. CARSON NID	$0.00	$50,750.00	$0.00	$0.00	$50,000.00	$50,000.00
2500279	507267	CAMPO FUND	$14,596.00	$13,040.00	$19,778.00	$19,410.00	$19,410.00	$21,802.00
2500279	507293	INFRASTRUCTURE TAX FUND	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$1,594,230.00	$1,644,262.00	$1,599,833.00	$1,336,122.50	$1,649,465.00	$1,651,976.00
2500200	593000	UNRESERVED FUND BALANCE	$0.00	$0.00	$100,000.00	$0.00	$100,000.00	$100,000.00
			$0.00	$0.00	$100,000.00	$0.00	$100,000.00	$100,000.00
Grand Total		**REGIONAL TRANSPORTATION FUND**	$15,680,584.27	$5,581,186.19	$15,812,559.00	$3,409,104.78	$16,524,462.00	$5,579,477.00

FISCAL SUMMARY FOR SPECIAL REVENUE FUND

Department Name: V&T Special Infrastructure Fund

Department Number: 253

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
Sales Tax	$ 1,956,531	$ 1,956,356	$ 1,995,483	**2.00%**	$ 39,127
Miscellaneous	(56,971)	10,000	10,000	**0.00%**	-
Intergovernmental	-	741,292	-	**-100.00%**	$ (741,292)
Beginning Balance	2,459,587	2,789,531	550,000	**-80.28%**	(2,239,531)
TOTAL	**$ 4,359,147**	**$ 5,497,179**	**$ 2,555,483**	**-53.51%**	**$ (2,941,696)**
EXPENDITURE					
Service & Supplies	$ -	$ 1,250	$ 1,250	**0.00%**	$ -
Capital Outlay	524,991	3,904,054	962,233	**-75.35%**	(2,941,821)
Debt Service	1,044,625	1,041,875	1,042,000	**0.01%**	125
Ending Fund Balance	2,789,531	550,000	550,000	**0.00%**	-
TOTAL	**$ 4,359,147**	**$ 5,497,179**	**$ 2,555,483**	**-53.51%**	**$ (2,941,696)**
FTE	**0**	**0**	**0**		

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
V&T INFRASTRUCTURE FUND								
REVENUE								
2530084	414250	COUNTY OPTION BCCRT	($1,905,989.54)	($1,956,530.87)	($1,943,894.00)	($1,002,220.63)	($1,956,356.00)	($1,995,483.00)
			($1,905,989.54)	($1,956,530.87)	($1,943,894.00)	($1,002,220.63)	($1,956,356.00)	($1,995,483.00)
2533082	431010	FEDERAL GRANTS	$0.00	$0.00	($741,292.00)	($7,589.20)	($741,292.00)	$0.00
2535081	437050	CCTA	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$0.00	$0.00	($741,292.00)	($7,589.20)	($741,292.00)	$0.00
2530088	461010	INTEREST INCOME	($25,843.07)	($18,403.65)	($10,000.00)	($23,791.99)	($10,000.00)	($10,000.00)
2530088	462020	NET INC IN FAIR VALUE INV	$21,151.67	$75,374.33	$0.00	$0.00	$0.00	$0.00
			($4,691.40)	$56,970.68	($10,000.00)	($23,791.99)	($10,000.00)	($10,000.00)
2530099	495000	BEGINNING FUND BALANCE	$0.00	$0.00	($2,789,531.00)	$0.00	($2,789,531.00)	($550,000.00)
			$0.00	$0.00	($2,789,531.00)	$0.00	($2,789,531.00)	($550,000.00)
Grand Total			($1,910,680.94)	($1,899,560.19)	($5,484,717.00)	($1,033,601.82)	($5,497,179.00)	($2,555,483.00)
EXPENSE								
2535005	500225	MEDICARE	$0.00	$0.00	$0.00	$81.81	$0.00	$0.00
2535005	500230	RETIREMENT	$0.00	$0.00	$0.00	$1,650.51	$0.00	$0.00
2535005	500240	GROUP INSURANCE	$0.00	$0.00	$0.00	$939.89	$0.00	$0.00
2535005	500241	CITY HSA CONTRIBUTION	$0.00	$0.00	$0.00	$256.40	$0.00	$0.00
2535005	500250	WORKERS' COMPENSATION	$0.00	$0.00	$0.00	$62.25	$0.00	$0.00
			$0.00	$0.00	$0.00	$2,990.86	$0.00	$0.00
2535005	500309	PROFESSIONAL SERVICES	$0.00	$0.00	$1,250.00	$0.00	$1,250.00	$1,250.00
			$0.00	$0.00	$1,250.00	$0.00	$1,250.00	$1,250.00
2535005	507010	CAPITAL IMPROVEMENTS	$59,004.43	$524,991.66	$2,560,592.56	$25,541.24	$2,560,593.00	$0.00
2535005	507102	INFRASTRUCTURE CAPITAL	$0.00	$0.00	$1,330,999.44	$0.00	$1,343,461.00	$962,233.00
			$59,004.43	$524,991.66	$3,891,592.00	$25,541.24	$3,904,054.00	$962,233.00
2530279	507205	DEBT SERVICE	$1,042,500.00	$1,044,625.00	$1,041,875.00	$868,229.20	$1,041,875.00	$1,042,000.00
			$1,042,500.00	$1,044,625.00	$1,041,875.00	$868,229.20	$1,041,875.00	$1,042,000.00
2530200	593000	UNRESERVED FUND BALANCE	$0.00	$0.00	$550,000.00	$0.00	$550,000.00	$550,000.00
			$0.00	$0.00	$550,000.00	$0.00	$550,000.00	$550,000.00
Grand Total		**V&T INFRASTRUCTURE FUND**	$1,101,504.43	$1,569,616.66	$5,484,717.00	$896,761.30	$5,497,179.00	$2,555,483.00

FISCAL SUMMARY FOR SPECIAL REVENUE FUND

Department Name: Quality of Life Fund

Department Number: 254

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
County Option BCCRT	$ 3,913,017	$ 4,079,107	$ 4,079,107	**0.00%**	$ -
Intergovernmental Revenue	250,909	4,440,783	-	**-100.00%**	$ (4,440,783)
Charges for Services	2,728	-	-	**0.00%**	$ -
Miscellaneous Income	(69,772)	20,000	20,000	**0.00%**	-
Beginning Fund Balance	4,861,944	6,005,253	250,000	**-95.84%**	(5,755,253)
TOTAL	**$ 8,958,826**	**$ 14,545,143**	**$ 4,349,107**	**-70.10%**	**$ (10,196,036)**
EXPENDITURE					
Salary	$ 428,444	$ 744,556	$ 848,943	**14.02%**	$ 104,387
Benefits	202,007	307,896	352,429	**14.46%**	44,533
Service & Supplies	708,082	1,197,620	1,019,068	**-14.91%**	(178,552)
Capital Outlay	781,000	11,154,588	1,141,070	**-89.77%**	(10,013,518)
Operating Transfer Out	834,040	890,483	837,597	**-5.94%**	(52,886)
Ending Fund Balance	6,005,253	250,000	150,000	**-40.00%**	(100,000)
TOTAL	**$ 8,958,826**	**$ 14,545,143**	**$ 4,349,107**	**-70.10%**	**$ (10,196,036)**
FTE	**6.97**	**10.38**	**10.38**		

PERSONNEL DETAIL WORKSHEET
FY2023-24

DEPARTMENT: Quality of Life - Parks Maintenance		
DEPARTMENT NUMBER: 2545012		
POSITION / DESCRIPTION	**# OF POSITIONS**	**PROPOSED BUDGET**
SALARIES AND WAGES:		
Department Business Manager	0.05	$ 3,850
Park Operations Superintendent	0.10	10,825
Office Specialist	0.05	2,734
Park & Recreation Director	0.05	8,670
Park Maintenance Worker	1.56	71,452
Recreation Program Manager	0.05	4,363
Overtime		5,852
Temporary Staffing		60,761
Hourly/Seasonal		60,761
SUB-TOTAL SALARY & WAGES	1.86	$ 229,268
BENEFITS:		
Medicare		$ 2,424
Retirement		22,265
Group Insurance		23,888
Workers' Compensation		5,231
Foul Weather Allowance		234
Car Allowance		195
Phone Allowance		240
Uniform Allowance		500
SUB-TOTAL BENEFITS		$ 54,977
GRAND TOTAL		$ 284,245

PERSONNEL DETAIL WORKSHEET
FY2023-24

DEPARTMENT: Quality of Life - Parks Maintenance		
DEPARTMENT NUMBER: 2545046		
POSITION / DESCRIPTION	**# OF POSITIONS**	**PROPOSED BUDGET**
SALARIES AND WAGES:		
Parks Project Manager	0.50	$ 33,903
Overtime		-
Temporary Staffing		-
Hourly/Seasonal		-
SUB-TOTAL SALARY & WAGES	0.50	$ 33,903
BENEFITS:		
Medicare		$ 473
Retirement		11,358
Group Insurance		8,369
Workers' Compensation		409
Phone Allowance		480
Uniform Allowance		-
SUB-TOTAL BENEFITS		$ 21,089
GRAND TOTAL		$ 54,992

PERSONNEL DETAIL WORKSHEET
FY2023-24

DEPARTMENT: Quality of Life - Open Space		
DEPARTMENT NUMBER: 2545047		
POSITION / DESCRIPTION	**# OF POSITIONS**	**PROPOSED BUDGET**
SALARIES AND WAGES:		
Department Business Manager	0.15	$ 11,550
Office Specialist	0.15	8,201
Sr. Natural Resource Specialist	1.00	61,124
Park & Recreation Director	0.15	26,011
Sr. Park Ranger	0.71	50,471
Park Ranger	1.00	56,166
Open Space Maintenance Coordinator	1.00	65,155
Open Space Manager	1.00	72,116
Parks Project Manager	0.10	6,781
Trails Coordinator	0.75	51,315
Parks Shop Coordinator	0.10	5,828
Parks Maintenance Worker	1.00	38,857
Volunteer Coordinator	0.91	57,197
Hourlies		75,000
SUB-TOTAL SALARY & WAGES	8.02	$ 585,772
BENEFITS:		
Medicare		$ 8,396
Retirement		133,024
Group Insurance		118,288
Workers' Compensation		8,264
Foul Weather Allowance		714
Car Allowance		585
Phone Allowance		6,592
Uniform Allowance		500
SUB-TOTAL BENEFITS		$ 276,363
GRAND TOTAL		$ 862,135

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
QUALITY OF LIFE								
REVENUE								
2540084	414250	COUNTY OPTION BCCRT	($3,811,924.78)	($3,913,017.09)	($3,811,925.00)	($2,004,422.59)	($4,079,107.00)	($4,079,107.00)
			($3,811,924.78)	($3,913,017.09)	($3,811,925.00)	($2,004,422.59)	($4,079,107.00)	($4,079,107.00)
2545081	431010	FEDERAL GRANTS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2545082	431010	FEDERAL GRANTS	($1,594,937.97)	($235,162.13)	($4,435,283.00)	($31,016.70)	($4,435,283.00)	$0.00
2545082	434010	STATE GRANTS	($1,762.49)	($746.58)	$0.00	$0.00	$0.00	$0.00
2545081	437100	OTHER LOCAL GRANTS	$0.00	($15,000.00)	($5,500.00)	$0.00	($5,500.00)	$0.00
			($1,596,700.46)	($250,908.71)	($4,440,783.00)	($31,016.70)	($4,440,783.00)	$0.00
2545082	447201	SILVER SADDLE RANCH	($1,504.25)	($2,727.71)	$0.00	($2,874.62)	$0.00	$0.00
			($1,504.25)	($2,727.71)	$0.00	($2,874.62)	$0.00	$0.00
2540088	461010	INTEREST INCOME	($46,512.74)	($37,062.38)	($20,000.00)	($45,902.64)	($20,000.00)	($20,000.00)
2545080	461030	LEASE INTEREST INCOME	($6,350.99)	($6,671.89)	$0.00	$0.00	$0.00	$0.00
2540088	462020	NET INC IN FAIR VALUE INV	$37,157.09	$148,402.11	$0.00	$0.00	$0.00	$0.00
2545080	463010	LEASES	($13,449.01)	($13,128.11)	$0.00	($16,830.00)	$0.00	$0.00
2545081	465550	RIFLE-PISTOL RANGE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2545082	465555	DONATIONS - THEATER	($7,367.98)	$0.00	$0.00	$0.00	$0.00	$0.00
2545081	465560	RIVER CLEAN-UP	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2545081	465881	TRAILS DONATIONS	$0.00	($21,768.58)	$0.00	($5,376.37)	$0.00	$0.00
2545081	465883	MAINTENANCE DONATIONS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2545080	466050	REFUNDS/REIMBURSEMENTS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2545080	466110	MISC. OTHER INCOME	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2540090	482080	SURPLUS SALES	$0.00	$0.00	$0.00	($5,700.00)	$0.00	$0.00
			($36,523.63)	$69,771.15	($20,000.00)	($73,809.01)	($20,000.00)	($20,000.00)
2540091	481010	GENERAL FUND	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2540099	495000	BEGINNING FUND BALANCE	$0.00	$0.00	($6,005,253.00)	$0.00	($6,005,253.00)	($250,000.00)
			$0.00	$0.00	($6,005,253.00)	$0.00	($6,005,253.00)	($250,000.00)
Grand Total			($5,446,653.12)	($4,096,882.36)	($14,277,961.00)	($2,112,122.92)	($14,545,143.00)	($4,349,107.00)
EXPENSE								
2545012	500101	SALARIES	$38,229.93	$42,100.47	$115,388.00	$62,295.66	$97,453.00	$101,894.00
2545012	500102	HOURLY/SEASONAL	$14,336.00	$0.00	$60,761.00	$64.12	$60,761.00	$60,761.00
2545012	500103	ADMINISTRATIVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2545012	500106	MANAGEMENT LEAVE PAY	$831.43	$976.09	$0.00	$481.81	$96.00	$0.00
2545012	500107	ANNUAL LEAVE PAYOFF	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2545012	500108	SICK LEAVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2545012	500111	OVERTIME	$0.00	$0.00	$5,852.00	$1,128.46	$5,852.00	$5,852.00
2545012	500112	CALL BACK PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2545012	500113	STAND-BY PAY	$0.00	$10.16	$0.00	$723.98	$0.00	$0.00

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
2545012	500114	F L S A	$0.01	$0.01	$0.00	$0.00	$0.00	$0.00
2545012	500125	TEMPORARY STAFFING	$29,034.98	$0.00	$0.00	$0.00	$0.00	$60,761.00
2545012	500199	GRANT FUNDED ALLOCATION	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$82,432.35	$43,086.73	$182,001.00	$64,694.03	$164,162.00	$229,268.00
2545012	500225	MEDICARE	$539.28	$600.24	$1,716.00	$925.48	$2,370.00	$2,424.00
2545012	500230	RETIREMENT	$9,313.08	$10,247.50	$30,239.00	$12,629.85	$18,935.00	$22,265.00
2545012	500240	GROUP INSURANCE	$10,465.66	$9,757.02	$28,737.00	$12,720.21	$20,437.00	$21,092.00
2545012	500241	CITY HSA CONTRIBUTION	$678.52	$896.69	$631.00	$1,986.29	$2,808.00	$2,796.00
2545012	500250	WORKERS' COMPENSATION	$472.12	$503.12	$1,383.00	$1,878.76	$4,910.00	$5,231.00
2545012	500265	UNIFORM ALLOWANCE	$0.00	$0.00	$500.00	$0.00	$500.00	$500.00
2545012	500266	FOUL WEATHER ALLOWANCE	$0.00	$84.00	$234.00	$234.00	$234.00	$234.00
2545012	500270	CAR ALLOWANCE	$195.75	$195.75	$195.00	$142.50	$195.00	$195.00
2545012	500271	PHONE ALLOWANCE	$242.00	$242.00	$240.00	$160.00	$240.00	$240.00
			$21,906.41	$22,526.32	$63,875.00	$30,677.09	$50,629.00	$54,977.00
2545012	500309	PROFESSIONAL SERVICES	$5,765.00	$0.00	$6,400.00	$1,500.00	$6,400.00	$6,400.00
2545012	500330	TRAINING	$385.00	$0.00	$1,500.00	$272.00	$1,500.00	$1,500.00
2545012	500362	UNEMPLOYMENT COMPENSATION	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2545012	500430	EQUIPMENT REPAIR & MAINT	$15.00	$58,509.75	$0.00	$5,398.50	$0.00	$0.00
2545012	500438	PARK/COURSE REPAIR & MAINT	$31,213.42	$27,519.35	$40,000.00	$30,107.22	$40,000.00	$40,000.00
2545012	500439	FERTILIZER/CHEMICALS	$0.00	$5,112.00	$9,000.00	$4,730.00	$9,000.00	$9,000.00
2545012	500441	IRRIGATION SUPPLIES	$520.72	$9,985.38	$10,000.00	$1,802.81	$10,000.00	$10,000.00
2545012	500445	EQUIPMENT RENTAL	$0.00	$0.00	$500.00	$0.00	$500.00	$500.00
2545012	500525	INMATE PAYROLL	$9,960.00	$19,920.00	$30,000.00	$5,166.72	$30,000.00	$30,000.00
2545012	500580	TRAVEL	$0.00	$730.45	$3,000.00	$0.00	$3,000.00	$3,000.00
2545012	500601	OFFICE SUPPLIES	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2545012	500608	OUTDOOR POOL TILE/COPING	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2545012	500625	OPERATING SUPPLIES	$7,272.67	$6,995.43	$19,000.00	$5,952.96	$9,000.00	$9,000.00
2545012	500674	SMALL TOOLS/ EQUIPMENT	$0.00	$797.99	$1,000.00	$0.00	$1,000.00	$1,000.00
2545012	500680	GIFTS & DONATIONS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2545012	500699	UNDESIGNATED AMOUNTS	$0.00	$0.00	$367,856.00	$0.00	$325,684.00	$167,756.00
2545012	500710	TELEPHONE	$790.82	$909.21	$877.00	$755.18	$877.00	$877.00
2545012	500901	ISC: GENERAL FUND	$25,977.00	$26,928.00	$18,216.00	$12,144.00	$18,216.00	$18,216.00
2545012	500915	ISC: INSURANCE FUND	$13,875.00	$15,375.00	$15,375.00	$15,375.00	$15,375.00	$22,535.00
2545012	501444	BOYS AND GIRLS CLUB	$120,000.00	$120,000.00	$120,000.00	$120,000.00	$120,000.00	$120,000.00
2545012	502450	CASH SHORT/OVER	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$215,774.63	$292,782.56	$642,724.00	$203,204.39	$590,552.00	$439,784.00
2545012	507010	CAPITAL IMPROVEMENTS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2545012	507743	FURNITURE & FIXTURES	$0.00	$0.00	$15,000.00	$0.00	$15,000.00	$0.00
2545012	507745	POOL SLIDE REFURBISHING	$0.00	$0.00	$50,000.00	$0.00	$50,000.00	$0.00
2545012	507746	ACQ/IMPROV OF TECHNOLOGY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2545012	507775	EQUIPMENT	$0.00	$160,936.74	$133,616.00	$114,339.40	$133,616.00	$0.00
			$0.00	$160,936.74	$198,616.00	$114,339.40	$198,616.00	$0.00

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
2545046	500101	SALARIES	$0.00	$0.00	$33,208.00	$22,502.45	$31,475.00	$33,903.00
2545046	500102	HOURLY/SEASONAL	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2545046	500106	MANAGEMENT LEAVE PAY	$0.00	$0.00	$0.00	$1,243.92	$1,244.00	$0.00
2545046	500125	TEMPORARY STAFFING	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$0.00	$0.00	$33,208.00	$23,746.37	$32,719.00	$33,903.00
2545046	500225	MEDICARE	$0.00	$0.00	$456.00	$330.59	$456.00	$473.00
2545046	500230	RETIREMENT	$0.00	$0.00	$9,701.00	$7,064.66	$9,734.00	$11,358.00
2545046	500240	GROUP INSURANCE	$0.00	$0.00	$8,142.00	$5,707.49	$8,119.00	$8,369.00
2545046	500241	CITY HSA CONTRIBUTION	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2545046	500250	WORKERS' COMPENSATION	$0.00	$0.00	$372.00	$203.62	$393.00	$409.00
2545046	500271	PHONE ALLOWANCE	$0.00	$0.00	$480.00	$320.00	$480.00	$480.00
			$0.00	$0.00	$19,151.00	$13,626.36	$19,182.00	$21,089.00
2545046	500309	PROFESSIONAL SERVICES	$7,600.00	$0.00	$25,000.00	$24,575.00	$25,000.00	$0.00
2545046	500330	TRAINING	$0.00	$0.00	$3,000.00	$0.00	$3,000.00	$3,000.00
2545046	500438	PARK/COURSE REPAIR & MAINT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2545046	500580	TRAVEL	$0.00	$0.00	$3,000.00	$0.00	$3,000.00	$3,000.00
2545046	500619	TENNIS COURTS PREV MAINT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2545046	500625	OPERATING SUPPLIES	$0.00	$246.90	$0.00	$0.00	$0.00	$0.00
2545046	500633	TRAILS, PATHS, BIKE PATHS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2545046	500648	BEAUTIFICATION SUPPLIES	$0.00	$0.00	$7,397.00	$0.00	$7,397.00	$7,397.00
2545046	500675	SMALL FURNISHINGS	$0.00	$0.00	$4,886.00	$0.00	$4,886.00	$4,886.00
2545046	500901	ISC: GENERAL FUND	$51,955.00	$53,855.00	$36,433.00	$24,288.00	$36,433.00	$45,072.00
2545046	501299	GRANT ALLOCATION/DIRECT BILL	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2545046	504600	FISCAL CHARGES	$145.83	$104.17	$550.00	$0.00	$550.00	$550.00
			$59,700.83	$54,206.07	$80,266.00	$48,863.00	$80,266.00	$63,905.00
2545046	507010	CAPITAL IMPROVEMENTS	$292,068.94	$178,187.55	$1,961,111.00	$555,646.46	$1,882,751.00	$0.00
2545046	507134	PARK/TRAIL IMPROVEMENTS	$0.00	$0.00	$175,000.00	$0.00	$175,000.00	$0.00
2545046	507147	POOL IMPROVEMENTS	$0.00	$0.00	$75,000.00	$18,481.00	$75,000.00	$0.00
2545046	507148	MAC IMPROVEMENTS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2545046	507153	RIFLE/PISTOL RANGE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2545046	507160	CARSON RIVER	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2545046	507161	CC THEATER IMPROVEMENTS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2545046	507168	DISC GOLF COURSE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2545046	507199	UNDESIGNATED PROEJCTS	$0.00	$0.00	$219,679.00	$0.00	$430,370.00	$878,941.00
2545046	507775	EQUIPMENT	$13,221.20	$147,166.10	$282,086.00	$164,205.32	$257,086.00	$0.00
			$305,290.14	$325,353.65	$2,712,876.00	$738,332.78	$2,820,207.00	$878,941.00
2545047	500101	SALARIES	$281,916.18	$365,471.46	$514,296.00	$313,921.18	$461,048.00	$510,772.00
2545047	500102	HOURLY/SEASONAL	$15,130.93	$9,196.50	$75,000.00	$3,928.13	$75,000.00	$75,000.00
2545047	500103	ADMINISTRATIVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2545047	500104	SHIFT DIFFERENTIAL	$0.00	$0.00	$0.00	$6.00	$0.00	$0.00

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
2545047	500106	MANAGEMENT LEAVE PAY	$3,421.98	$8,123.39	$0.00	$10,054.76	$9,403.00	$0.00
2545047	500107	ANNUAL LEAVE PAYOFF	$0.00	$390.46	$0.00	$2,398.06	$2,224.00	$0.00
2545047	500108	SICK LEAVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2545047	500111	OVERTIME	$3,362.39	$1,719.47	$0.00	$1,415.04	$0.00	$0.00
2545047	500112	CALL BACK PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2545047	500113	STAND-BY PAY	$15.52	$22.79	$0.00	$878.59	$0.00	$0.00
2545047	500114	F L S A	$1.69	$12.42	$0.00	$0.00	$0.00	$0.00
2545047	500116	HOLIDAY PAY	$3,127.01	$420.43	$0.00	$51.20	$0.00	$0.00
2545047	500199	GRANT FUNDED ALLOCATION	($13,267.48)	$0.00	$0.00	$0.00	$0.00	$0.00
			$293,708.22	$385,356.92	$589,296.00	$332,652.96	$547,675.00	$585,772.00
2545047	500225	MEDICARE	$4,325.54	$5,540.31	$8,504.00	$4,759.97	$7,903.00	$8,396.00
2545047	500230	RETIREMENT	$63,669.18	$88,641.18	$129,373.00	$75,345.25	$109,771.00	$133,024.00
2545047	500240	GROUP INSURANCE	$55,204.93	$63,360.41	$93,865.00	$59,966.03	$91,829.00	$104,849.00
2545047	500241	CITY HSA CONTRIBUTION	$8,208.25	$9,882.97	$9,851.00	$8,575.69	$12,552.00	$13,439.00
2545047	500250	WORKERS' COMPENSATION	$3,964.69	$5,505.70	$7,509.00	$4,105.32	$8,443.00	$8,264.00
2545047	500260	EDUCATION INCENTIVE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2545047	500265	UNIFORM ALLOWANCE	$0.00	$0.00	$500.00	$0.00	$0.00	$500.00
2545047	500266	FOUL WEATHER ALLOWANCE	$187.50	$277.50	$578.00	$563.40	$563.00	$714.00
2545047	500270	CAR ALLOWANCE	$587.25	$587.25	$585.00	$427.50	$585.00	$585.00
2545047	500271	PHONE ALLOWANCE	$4,551.92	$5,685.68	$6,586.00	$4,081.76	$6,439.00	$6,592.00
			$140,699.26	$179,481.00	$257,351.00	$157,824.92	$238,085.00	$276,363.00
2545047	500309	PROFESSIONAL SERVICES	$69,214.28	$126,575.60	$209,336.00	$64,993.08	$209,336.00	$209,336.00
2545047	500330	TRAINING	$1,223.20	$2,552.00	$5,000.00	$4,394.09	$5,000.00	$5,000.00
2545047	500349	CONTRACTUAL SERVICES	$505.41	$0.00	$0.00	$0.00	$0.00	$0.00
2545047	500356	EMPLOYEE PHYSICALS	$235.00	$0.00	$200.00	$0.00	$200.00	$200.00
2545047	500362	UNEMPLOYMENT COMPENSATION	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2545047	500410	SILVER SADDLE TELEPHONE	$0.00	$0.00	$1,200.00	$0.00	$1,200.00	$1,200.00
2545047	500412	SILVER SADDLE POWER	$2,005.27	$1,445.82	$3,000.00	$1,443.04	$3,000.00	$3,000.00
2545047	500413	SILVER SADDLE HEATING	$1,496.00	$1,584.12	$4,000.00	$3,300.09	$4,000.00	$4,000.00
2545047	500433	SOFTWARE MAINTENANCE COST	$175.03	$0.00	$0.00	$0.00	$0.00	$0.00
2545047	500435	VEHICLE REPAIR & MAINT	$4,020.35	$4,499.84	$7,972.00	$4,282.56	$7,972.00	$7,972.00
2545047	500444	OFFICE EQUIPMENT RENTAL	$4,125.90	$1,287.52	$6,000.00	$456.97	$6,000.00	$6,000.00
2545047	500446	FIRE SUPPRESSION	$2,687.50	$2,049.25	$10,750.00	$2,049.25	$10,750.00	$10,750.00
2545047	500458	HOURSECREEK STEWARD/MGMT	$0.00	$0.00	$47,375.00	$0.00	$47,375.00	$47,375.00
2545047	500460	MAINTENANCE CONTRACT	$81,241.18	$87,129.51	$125,960.00	$48,067.42	$125,960.00	$125,960.00
2545047	500525	INMATE PAYROLL	$0.00	$0.00	$2,000.00	$0.00	$2,000.00	$2,000.00
2545047	500542	PRINTING/ADVERTISING	$39.99	$167.00	$2,000.00	$185.82	$2,000.00	$2,000.00
2545047	500545	MEMBERSHIP / PUBLICATIONS	$243.75	$669.95	$1,500.00	$433.32	$1,500.00	$1,500.00
2545047	500580	TRAVEL	$523.19	$73.71	$8,000.00	$453.85	$8,000.00	$8,000.00
2545047	500601	OFFICE SUPPLIES	$2,090.18	$9,610.71	$4,000.00	$2,695.79	$4,000.00	$4,000.00
2545047	500602	POSTAGE/SHIPPING	$0.00	$116.00	$500.00	$18.47	$500.00	$500.00
2545047	500625	OPERATING SUPPLIES	$422.26	$3,376.66	$2,000.00	$3,097.65	$2,000.00	$2,000.00
2545047	500645	BOOKS/ PERIODICALS/ PUBLICATIO	$0.00	$17.24	$250.00	$0.00	$250.00	$250.00

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
2545047	500660	VEHICLE FUEL/OIL	$4,423.52	$6,884.27	$7,000.00	$5,760.60	$7,000.00	$7,000.00
2545047	500672	SUPPLIED UNIFORMS	$870.83	$3,865.74	$1,000.00	$276.85	$1,000.00	$1,000.00
2545047	500674	SMALL TOOLS/ EQUIPMENT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2545047	500675	SMALL FURNISHINGS	$0.00	$519.79	$8,000.00	$7,139.39	$8,000.00	$0.00
2545047	500680	GIFTS & DONATIONS	$0.00	$22,072.98	$0.00	$3,253.00	$0.00	$0.00
2545047	500710	TELEPHONE	$230.12	$371.13	$1,500.00	$795.85	$1,500.00	$1,500.00
2545047	500901	ISC: GENERAL FUND	$51,955.00	$53,855.00	$36,433.00	$24,288.00	$36,433.00	$45,072.00
2545047	500950	ISC: FLEET MANAGEMENT	$15,360.00	$17,370.00	$20,826.00	$20,826.00	$20,826.00	$19,764.00
2545047	501224	USDA-NDF NOXIOUS WEED	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2545047	501226	NOXIOUS WEED ABATE PH2	$0.00	$15,000.00	$0.00	$0.00	$0.00	$0.00
2545047	501227	CLEARING & SNAGGING	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2545047	501228	WEED COALITION	$0.00	$0.00	$11,000.00	$0.00	$11,000.00	$0.00
2545047	501260	CARSON RIVER THISTLE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2545047	501274	ASH CANYON EROSION & SEDI	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2545047	501295	BLM CHALLENGE COST SHARE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2545047	501299	GRANT ALLOCATION/DIRECT BILL	($280.00)	$0.00	$0.00	$0.00	$0.00	$0.00
2545047	502450	CASH SHORT/OVER	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$242,807.96	$361,093.84	$526,802.00	$198,211.09	$526,802.00	$515,379.00
2545047	507010	CAPITAL IMPROVEMENTS	$1,388,767.81	$204,354.10	$4,388,775.00	$2,183.93	$4,380,236.00	$0.00
2545047	507116	HAMM PROPERTY ACQUISITION	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2545047	507199	UNDESIGNATED PROEJCTS	$0.00	$0.00	$3,431,313.00	$0.00	$3,607,612.00	$262,129.00
2545047	507401	LAND ACQUISITION	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2545047	507775	EQUIPMENT	$30,190.47	$90,355.12	$147,917.00	$60,578.52	$147,917.00	$0.00
			$1,418,958.28	$294,709.22	$7,968,005.00	$62,762.45	$8,135,765.00	$262,129.00
2540279	507201	GENERAL FUND	$189,623.00	$190,035.00	$208,418.00	$0.00	$245,111.00	$195,792.00
2540279	507205	DEBT SERVICE	$642,686.00	$644,005.00	$645,372.00	$537,810.00	$645,372.00	$641,805.00
			$832,309.00	$834,040.00	$853,790.00	$537,810.00	$890,483.00	$837,597.00
2540200	593000	UNRESERVED FUND BALANCE	$0.00	$0.00	$150,000.00	$0.00	$250,000.00	$150,000.00
			$0.00	$0.00	$150,000.00	$0.00	$250,000.00	$150,000.00
Grand Total		**QUALITY OF LIFE**	$3,613,587.08	$2,953,573.05	$14,277,961.00	$2,526,744.84	$14,545,143.00	$4,349,107.00

FISCAL SUMMARY FOR SPECIAL REVENUE FUND

Department Name: Street Maintenance

Department Number: 256

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
Sales / Fuel Tax	$ 4,356,693	$ 4,573,829	$ 4,561,376	**-0.27%**	$ (12,453)
Federal Grants	4,331	-	-	**0.00%**	-
State Shared Revenues	1,435,252	1,495,487	1,493,395	**-0.14%**	(2,092)
Other Local Governments	72,771	65,000	65,000	**0.00%**	-
Charges for Services	61,038	4,867	-	**-100.00%**	(4,867)
Miscellaneous Revenue	(6,444)	11,681	9,800	**-16.10%**	(1,881)
Transfers In	420,000	-	-	**0.00%**	-
Beginning Balance	2,003,167	2,685,685	100,000	**-96.28%**	(2,585,685)
TOTAL	**$ 8,346,808**	**$ 8,836,549**	**$ 6,229,571**	**-29.50%**	**$ (2,606,978)**
EXPENDITURE					
Salary	$ 1,565,498	$ 1,769,062	$ 1,847,947	**4.46%**	$ 78,885
Benefits	769,601	841,225	921,163	**9.50%**	79,938
Service & Supplies	2,835,119	4,752,466	2,539,169	**-46.57%**	(2,213,297)
Capital Outlay	486,106	1,368,756	816,000	**-40.38%**	(552,756)
Transfers Out	4,800	5,040	5,292	**5.00%**	252
Ending Fund Balance	2,685,685	100,000	100,000	**0.00%**	-
TOTAL	**$ 8,346,808**	**$ 8,836,549**	**$ 6,229,571**	**-29.50%**	**$ (2,606,978)**
FTE	**21.70**	**22.70**	**22.70**		

PERSONNEL DETAIL WORKSHEET
FY2023-24

DEPARTMENT: STREETS		
DEPARTMENT NUMBER: 2563038		
POSITION / DESCRIPTION	**# OF POSITIONS**	**PROPOSED BUDGET**
SALARIES AND WAGES:		
Operations Manager - Control Systems	0.30	$ 41,543
Senior Traffic Systems Tech	2.00	140,943
Operations Manager - Public Works	0.15	20,830
Asset Management Technician	0.05	3,191
Senior Street Technician	6.00	449,158
Streets Operations Supervisor	1.00	100,882
Street Technician 1	1.50	89,239
Street Technician 2	2.00	125,962
Street Technician 3	8.50	546,774
Warehouse Supply Coordinator	0.20	10,863
Traffic Systems Foreman	1.00	81,961
Call Back		15,000
Holiday Pay		1,020
Overtime		100,000
Stand By		42,081
Temporary Staffing		78,500
SUB-TOTAL SALARY & WAGES	**22.70**	**$ 1,847,947**
BENEFITS:		
Medicare		$ 24,998
Retirement		487,687
Group Insurance		365,147
Workers' Compensation		21,256
Education Incentive		250
Uniform Allowance		10,000
Foul Weather Allowance		3,188
Tool Allowance		1,800
Car Allowance		1,170
Phone Allowance		5,232
Mobile Device Allowance		435
SUB-TOTAL BENEFITS		**$ 921,163**
GRAND TOTAL		**$ 2,769,110**

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
STREET MAINTENANCE FUND								
REVENUE								
2560087	414100	COUNTY OPTION FUEL TAX	($417,040.18)	($443,676.41)	($441,818.00)	($268,459.71)	($494,721.00)	($482,268.00)
2560084	414250	COUNTY OPTION BCCRT	($3,811,924.41)	($3,913,016.23)	($3,978,096.00)	($2,004,422.65)	($4,079,108.00)	($4,079,108.00)
			($4,228,964.59)	($4,356,692.64)	($4,419,914.00)	($2,272,882.36)	($4,573,829.00)	($4,561,376.00)
2563081	431010	FEDERAL GRANTS	($3,559.34)	($4,330.81)	$0.00	$0.00	$0.00	$0.00
2563082	434010	STATE GRANTS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			($3,559.34)	($4,330.81)	$0.00	$0.00	$0.00	$0.00
2560087	435020	MTR VEH FUEL TAX: 3 CENTS	($947,566.12)	($1,001,318.81)	($1,012,208.00)	($599,580.10)	($1,072,532.00)	($1,070,440.00)
2560087	435040	MRT VEH FUEL TAX: 2.35 CENTS	($420,918.19)	($433,933.25)	($458,141.00)	($250,999.78)	($422,955.00)	($422,955.00)
			($1,368,484.31)	($1,435,252.06)	($1,470,349.00)	($850,579.88)	($1,495,487.00)	($1,493,395.00)
2563081	437100	OTHER LOCAL GRANTS	($4,572.03)	$0.00	($5,000.00)	$0.00	($5,000.00)	($5,000.00)
2563081	437560	DOUGLAS COUNTY	($72,613.16)	($62,188.47)	($50,000.00)	($61,499.02)	($50,000.00)	($50,000.00)
2563081	437561	LYON COUNTY	($5,555.28)	($9,490.84)	($8,000.00)	($5,529.96)	($8,000.00)	($8,000.00)
2563081	437562	STOREY COUNTY	($605.23)	($1,091.66)	($2,000.00)	$0.00	($2,000.00)	($2,000.00)
			($83,345.70)	($72,770.97)	($65,000.00)	($67,028.98)	($65,000.00)	($65,000.00)
2563080	443060	DEPARTMENT CHARGES	$0.00	($61,038.01)	$0.00	($29,866.95)	($4,867.00)	$0.00
			$0.00	($61,038.01)	$0.00	($29,866.95)	($4,867.00)	$0.00
2560088	461010	INTEREST INCOME	($12,720.10)	($10,601.57)	($9,800.00)	($13,329.19)	($9,800.00)	($9,800.00)
2560088	462020	NET INC IN FAIR VALUE INV	$9,547.72	$43,791.22	$0.00	$0.00	$0.00	$0.00
			($3,172.38)	$33,189.65	($9,800.00)	($13,329.19)	($9,800.00)	($9,800.00)
2563080	466050	REFUNDS/REIMBURSEMENTS	($636.10)	($26,745.97)	$0.00	($1,881.12)	($1,881.00)	$0.00
2563080	466110	MISC. OTHER INCOME	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			($636.10)	($26,745.97)	$0.00	($1,881.12)	($1,881.00)	$0.00
2560090	482080	SURPLUS SALES	($35,810.00)	$0.00	$0.00	$0.00	$0.00	$0.00
2560091	481010	GENERAL FUND	$0.00	($420,000.00)	$0.00	$0.00	$0.00	$0.00
2560091	481150	REG. TRANSPORTATION FUND	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			($35,810.00)	($420,000.00)	$0.00	$0.00	$0.00	$0.00
2560099	495000	BEGINNING FUND BALANCE	$0.00	$0.00	($2,685,685.00)	$0.00	($2,685,685.00)	($100,000.00)
Grand Total			($5,723,972.42)	($6,343,640.81)	($8,650,748.00)	($3,235,568.48)	($8,836,549.00)	($6,229,571.00)
EXPENSE								
2563038	500101	SALARIES	$1,381,993.87	$1,379,129.36	$1,524,638.00	$1,083,009.55	$1,517,581.00	$1,611,346.00
2563038	500102	HOURLY/SEASONAL	$8,638.80	$38,521.95	$0.00	$20,539.50	$0.00	$0.00
2563038	500103	ADMINISTRATIVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2563038	500106	MANAGEMENT LEAVE PAY	$5,773.13	$6,027.01	$0.00	$2,812.55	$794.00	$0.00
2563038	500107	ANNUAL LEAVE PAYOFF	$14,190.30	$11,393.02	$0.00	$584.75	$350.00	$0.00
2563038	500108	SICK LEAVE PAY	$50,754.99	$18,015.20	$0.00	$0.00	$0.00	$0.00
2563038	500109	WORKERS' COMPENSATORY LEAVE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2563038	500111	OVERTIME	$54,421.56	$48,007.95	$100,000.00	$101,256.35	$100,000.00	$100,000.00
2563038	500112	CALL BACK PAY	$15,587.59	$13,683.57	$15,000.00	$13,689.88	$15,000.00	$15,000.00

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
2563038	500113	STAND-BY PAY	$15,052.46	$46,570.74	$42,081.00	$49,071.39	$42,081.00	$42,081.00
2563038	500114	F L S A	$633.75	$1,096.28	$0.00	$706.48	$236.00	$0.00
2563038	500116	HOLIDAY PAY	$8,332.32	$12,804.15	$1,020.00	$8,381.08	$1,020.00	$1,020.00
2563038	500125	TEMPORARY STAFFING	$104,668.18	$51,064.22	$92,000.00	$31,397.35	$92,000.00	$78,500.00
2563038	500198	DIRECT PROJECT COSTS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2563038	500199	GRANT FUNDED ALLOCATION	($54,474.98)	($60,815.93)	$0.00	$0.00	$0.00	$0.00
			$1,605,571.97	$1,565,497.52	$1,774,739.00	$1,311,448.88	$1,769,062.00	$1,847,947.00
2563038	500225	MEDICARE	$21,729.85	$22,143.73	$23,791.00	$17,989.24	$24,908.00	$24,998.00
2563038	500230	RETIREMENT	$361,818.15	$382,749.47	$422,444.00	$301,328.74	$425,085.00	$487,687.00
2563038	500240	GROUP INSURANCE	$312,375.89	$299,565.79	$341,002.00	$222,381.35	$324,129.00	$336,032.00
2563038	500241	CITY HSA CONTRIBUTION	$15,918.23	$20,793.43	$18,576.00	$19,864.08	$28,263.00	$29,115.00
2563038	500250	WORKERS' COMPENSATION	$17,616.76	$19,109.41	$17,739.00	$15,164.28	$21,345.00	$21,256.00
2563038	500257	DOMESTIC PARTNER INS BENEFIT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2563038	500260	EDUCATION INCENTIVE	$0.00	$0.00	$250.00	$0.00	$0.00	$250.00
2563038	500265	UNIFORM ALLOWANCE	$5,870.50	$16,201.29	$10,000.00	$10,647.10	$8,140.00	$10,000.00
2563038	500266	FOUL WEATHER ALLOWANCE	$337.50	$1,387.50	$3,188.00	$1,237.50	$1,238.00	$3,188.00
2563038	500268	TOOL ALLOWANCE	$819.47	$1,729.98	$1,200.00	$1,000.00	$1,600.00	$1,800.00
2563038	500270	CAR ALLOWANCE	$1,174.50	$1,174.50	$1,170.00	$855.00	$1,170.00	$1,170.00
2563038	500271	PHONE ALLOWANCE	$2,565.40	$4,307.60	$5,232.00	$3,168.00	$4,912.00	$5,232.00
2563038	500272	MOBILE DEVICE ALLOWANCE	$446.38	$438.62	$435.00	$290.00	$435.00	$435.00
			$740,672.63	$769,601.32	$845,027.00	$593,925.29	$841,225.00	$921,163.00
2563038	500309	PROFESSIONAL SERVICES	$374.00	$0.00	$10,000.00	$0.00	$10,000.00	$10,000.00
2563038	500330	TRAINING	$4,184.11	$12,423.59	$17,000.00	$20,712.77	$17,000.00	$18,000.00
2563038	500349	CONTRACTUAL SERVICES	$0.00	$0.00	$28,000.00	$0.00	$28,000.00	$0.00
2563038	500362	UNEMPLOYMENT COMPENSATION	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2563038	500428	FREEWAY LANDSCAPING MAINT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2563038	500430	EQUIPMENT REPAIR & MAINT	$14,789.65	$32,446.68	$50,000.00	$11,450.57	$50,000.00	$50,000.00
2563038	500433	SOFTWARE MAINTENANCE COST	$5,468.27	$19,583.01	$8,200.00	$5,379.20	$8,200.00	$8,200.00
2563038	500434	BUILDING REPAIR & MAINT	$22,241.84	$11,944.92	$100,000.00	$12,278.95	$100,000.00	$100,000.00
2563038	500435	VEHICLE REPAIR & MAINT	$195,008.01	$204,387.78	$200,000.00	$106,579.36	$200,000.00	$200,000.00
2563038	500437	RADIO MAINTENANCE	$94,504.31	$194,290.85	$200,000.00	$220,183.11	$200,000.00	$200,000.00
2563038	500444	OFFICE EQUIPMENT RENTAL	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2563038	500445	EQUIPMENT RENTAL	$420.08	$0.00	$5,000.00	$0.00	$5,000.00	$5,000.00
2563038	500459	TREE CARE & LOT CLEANING	$14,782.64	$28,758.69	$50,000.00	$8,413.18	$50,000.00	$50,000.00
2563038	500470	INFRASTRUCTURE REPAIR & MAINT	$177,701.71	$110,291.60	$250,000.00	$185,022.89	$250,000.00	$130,000.00
2563038	500479	CTX STREET REPAIRS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2563038	500480	STREET REPAIRS	$396,192.35	$108,045.35	$1,178,359.00	$170,009.96	$1,421,514.00	$53,786.00
2563038	500481	SALT & SAND	$10,597.48	$17,453.84	$29,000.00	$13,468.01	$29,000.00	$29,000.00
2563038	500487	STREET SEALING	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2563038	500488	LONG LINE STRIPING	$98,578.45	$605,555.89	$1,060,000.00	$396,977.03	$1,060,000.00	$405,000.00
2563038	500542	PRINTING/ADVERTISING	$3,986.52	$2,778.88	$4,500.00	$3,936.64	$4,500.00	$4,500.00
2563038	500545	MEMBERSHIP / PUBLICATIONS	$2,142.00	$2,320.00	$1,500.00	$1,529.86	$1,500.00	$2,000.00
2563038	500580	TRAVEL	$0.00	$294.91	$0.00	$706.28	$0.00	$0.00

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
2563038	500601	OFFICE SUPPLIES	$990.92	$964.50	$1,000.00	$987.62	$1,000.00	$1,000.00
2563038	500602	POSTAGE/SHIPPING	$0.00	$0.00	$800.00	$0.00	$800.00	$800.00
2563038	500624	STREET SIGNS & PAINT	$52,581.33	$9,829.63	$75,000.00	$50,074.61	$75,000.00	$75,000.00
2563038	500625	OPERATING SUPPLIES	$38,514.44	$41,331.06	$35,000.00	$35,746.38	$35,000.00	$40,000.00
2563038	500630	CUSTODIAL SUPPLIES	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2563038	500645	BOOKS/ PERIODICALS/ PUBLICATIO	$0.00	$0.00	$100.00	$0.00	$100.00	$100.00
2563038	500660	VEHICLE FUEL/OIL	$108,149.80	$198,912.80	$190,000.00	$180,188.57	$140,000.00	$140,000.00
2563038	500675	SMALL FURNISHINGS	$0.00	$2,365.39	$2,000.00	$81.60	$2,000.00	$2,000.00
2563038	500710	TELEPHONE	$9,394.07	$11,541.23	$5,000.00	$7,088.61	$5,000.00	$5,000.00
2563038	500712	POWER	$14,305.18	$17,691.94	$17,000.00	$15,484.95	$17,000.00	$17,000.00
2563038	500713	HEATING	$5,161.60	$7,114.91	$8,000.00	$7,302.03	$8,000.00	$8,000.00
2563038	500716	STREET LIGHTS	$34,792.45	$23,539.13	$40,000.00	$19,099.78	$40,000.00	$40,000.00
2563038	500717	STREET SIGNALS	$300,826.21	$335,683.32	$295,000.00	$241,437.33	$295,000.00	$195,000.00
2563038	500901	ISC: GENERAL FUND	$293,100.00	$364,750.00	$253,383.00	$168,920.00	$253,383.00	$316,240.00
2563038	500915	ISC: INSURANCE FUND	$55,500.00	$61,500.00	$61,500.00	$61,500.00	$61,500.00	$61,500.00
2563038	500920	ISC: SEWER FUND	$1,731.00	$1,766.00	$1,700.00	$0.00	$1,700.00	$1,700.00
2563038	500924	ISC: WATER FUND	$2,597.00	$2,648.00	$2,500.00	$0.00	$2,500.00	$2,500.00
2563038	500950	ISC: FLEET MANAGEMENT	$346,240.00	$332,346.00	$319,332.00	$319,332.00	$319,332.00	$318,969.00
2563038	500955	ISC: RADIOS	$66,741.00	$72,559.00	$60,437.00	$60,437.00	$60,437.00	$48,874.00
2563038	501299	GRANT ALLOCATION/DIRECT BILL	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2563038	502450	CASH SHORT/OVER	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$2,371,596.42	$2,835,118.90	$4,559,311.00	$2,324,328.29	$4,752,466.00	$2,539,169.00
2563038	507010	CAPITAL IMPROVEMENTS	$118,450.67	$0.00	$0.00	$463.54	$0.00	$26,000.00
2563038	507199	UNDESIGNATED PROEJCTS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2563038	507237	S. CARSON NID	$0.00	$4,800.00	$5,040.00	$0.00	$5,040.00	$5,292.00
2563038	507705	VEHICLE REPLACEMENT PROGRAM	$286,511.67	$401,587.13	$1,076,369.00	$434,804.10	$1,076,369.00	$770,000.00
2563038	507774	TRAFFIC SIGNAL/ST LIGHT	$117,083.29	$59,738.16	$290,262.00	$103,038.50	$290,262.00	$0.00
2563038	507775	EQUIPMENT	$5,016.00	$24,780.21	$0.00	$3,125.00	$2,125.00	$20,000.00
			$527,061.63	$490,905.50	$1,371,671.00	$541,431.14	$1,373,796.00	$821,292.00
2560200	593000	UNRESERVED FUND BALANCE	$0.00	$0.00	$100,000.00	$0.00	$100,000.00	$100,000.00
			$0.00	$0.00	$100,000.00	$0.00	$100,000.00	$100,000.00
Grand Total		**STREET MAINTENANCE FUND**	$5,244,902.65	$5,661,123.24	$8,650,748.00	$4,771,133.60	$8,836,549.00	$6,229,571.00

FISCAL SUMMARY FOR SPECIAL REVENUE FUND

Department Name: Grant

Department Number: 275 Fund

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
Intergovernmental	$ 8,950,675	$ 33,326,768	$ 5,022,445	**-84.93%**	$ (28,304,323)
Charges for Services	500,493	446,907	410,869	**-8.06%**	(36,038)
Miscellaneous	71,931	110,058	100,000	**-9.14%**	(10,058)
Transfers In	399,886	438,050	455,557	**4.00%**	17,507
Beginning Balance	1,415,480	1,500,291	200,000	**-86.67%**	(1,300,291)
TOTAL	**$ 11,338,465**	**$ 35,822,074**	**$ 6,188,871**	**-82.72%**	**$ (29,633,203)**
EXPENDITURE					
Grant Expenditures	9,838,174	35,469,375	5,988,871	**-83.12%**	$ (29,480,504)
Transfers Out	-	152,699	-	**-100.00%**	(152,699)
Ending Fund Balance	1,500,291	200,000	200,000	**0.00%**	-
TOTAL	**$ 11,338,465**	**$ 35,822,074**	**$ 6,188,871**	**-82.72%**	**$ (29,633,203)**
FTE	**45.58**	**52.06**	**43.06**		

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
GRANT FUND								
REVENUE								
2751081	431010	GG FEDERAL GRANTS	($8,411,853.52)	($901,321.11)	($19,800,558.00)	$0.00	($19,379,588.00)	($419,183.00)
2752081	431010	FEDERAL GRANTS	($1,353,549.26)	($1,724,876.80)	($2,421,802.00)	($890,148.18)	($2,058,213.00)	($684,470.00)
2753081	431010	FEDERAL GRANTS	$0.00	$0.00	$0.00	($14,914.28)	$0.00	$0.00
2753082	431010	FEDERAL GRANTS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2754081	431010	FEDERAL GRANTS	($16,259.21)	($10,111.00)	$0.00	($1,528.00)	$0.00	$0.00
2755081	431010	FEDERAL GRANTS	($27,855.27)	($22,624.92)	($29,649.00)	$0.00	($29,649.00)	$0.00
2756081	431010	FEDERAL GRANTS	($3,085,542.84)	($3,162,958.22)	($9,084,323.00)	($1,376,409.10)	($8,391,286.00)	($2,553,999.00)
2756581	431010	FEDERAL GRANTS	($584,281.65)	($970,578.59)	($1,566,626.00)	($643,019.35)	($1,566,626.00)	($175,235.00)
2756582	431010	FEDERAL GRANTS	($333,164.25)	($13,224.94)	($466,191.00)	$0.00	($466,191.00)	$0.00
2752081	434010	STATE GRANTS	($559,233.60)	($946,350.31)	($404,195.00)	($378,647.61)	($404,195.00)	($305,607.00)
2752082	434010	STATE GRANTS	$0.00	($39,579.68)	($23,074.00)	$0.00	($23,074.00)	$0.00
2754081	434010	STATE GRANTS	($17,256.43)	($16,708.83)	($34,424.00)	($12,083.22)	($34,424.00)	($25,000.00)
2754082	434010	STATE GRANTS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2755081	434010	STATE GRANTS	($6,143.00)	($7,858.00)	($9,515.00)	($24,515.00)	($9,515.00)	$0.00
2756081	434010	STATE GRANTS	($393,132.58)	($410,380.03)	($152,728.00)	($143,900.75)	($152,728.00)	($203,162.00)
2756581	434010	STATE GRANTS	($80,195.52)	($93,954.45)	($109,983.00)	($69,547.52)	($109,983.00)	($869.00)
2752081	437100	OTHER LOCAL GRANTS	($511,456.45)	($527,017.63)	($575,998.00)	$0.00	($575,998.00)	($564,920.00)
2755081	437100	OTHER LOCAL GRANTS	($81,860.69)	($91,866.38)	($90,000.00)	$0.00	($90,000.00)	($90,000.00)
2756081	437100	OTHER LOCAL GRANTS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2756581	437100	OTHER LOCAL GRANTS	($7,531.69)	($11,263.80)	($35,298.00)	$0.00	($35,298.00)	$0.00
		GRANTS	($15,469,315.96)	($8,950,674.69)	($34,804,364.00)	($3,554,713.01)	($33,326,768.00)	($5,022,445.00)
2752080	445183	MEDICAID SERVICES	($107,056.14)	($140,046.27)	($105,000.00)	($65,251.50)	($105,000.00)	($87,263.00)
2756580	445183	MEDICAID SERVICES	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2756080	445500	CLINIC SERVICES	($156,788.59)	($154,753.05)	($130,000.00)	($97,598.09)	($130,000.00)	($130,000.00)
2756080	445503	DC COMMUNITY HEALTH FEES	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2756080	445600	NV CANCER COALITION MOU	$0.00	($3,092.51)	($26,907.00)	($2,352.50)	($26,907.00)	($8,606.00)
2756080	445970	PRIVATE VACCINE	($168,419.52)	($174,034.97)	($150,000.00)	($124,975.08)	($150,000.00)	($150,000.00)
2756080	445971	DC CLINIC PRIVATE VACCINE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2756080	445980	STATE VACCINE	($21,979.68)	($28,566.68)	($35,000.00)	($27,733.87)	($35,000.00)	($35,000.00)
2756080	445981	DC CLINIC - STATE VACCINE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2752080	446052	FOSTER CARE ROOM & BOARD	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
		CHARGES FOR SERVICES	($454,243.93)	($500,493.48)	($446,907.00)	($317,911.04)	($446,907.00)	($410,869.00)
2750088	461010	INTEREST INCOME	$0.08	$2.00	$0.00	$3.50	$0.00	$0.00
2755081	465090	DONATIONS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2756081	465160	NEEDY MEDS CAMP PROGRAM	($55.48)	($104.34)	$0.00	$0.00	$0.00	$0.00
2756080	465164	COMMUNITY VACCINE - STATE	($2,768.71)	($4,441.36)	$0.00	($2,533.67)	$0.00	$0.00
2756081	465164	COMMUNITY VACCINE - STATE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2756080	465166	COMMUNITY VACCINE PRIVATE	($117,248.46)	($67,254.61)	($100,000.00)	($62,545.43)	($100,000.00)	($100,000.00)
2756081	465166	COMMUNITY VACCINE PRIVATE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2756081	465168	DC-SHARED SERVICES LEARN	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2756081	465170	DIGNITY HEALTH - DIABETES OUTR	($3,207.31)	($132.44)	($10,058.00)	$0.00	($10,058.00)	$0.00

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
2755081	465894	HISTORICAL STRUCTURES NV PRISO	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2756080	466012	VFC VACCINE (SLV GRANT)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2756080	466013	SCHOOL VACCINE PROG INC	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2752080	466050	PS REFUNDS/REIMBURSEMENTS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2755082	466050	REFUNDS/REIMBURSEMENTS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2756080	466050	HEALTH REFUNDS/REIMBURSEMENTS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2756580	466053	SSI DISABILITY RENT ASSISTANCE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2756080	466970	IMMUNIZATION NV REIMBURSEMENT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
		MISCELLANEOUS	($123,279.88)	($71,930.75)	($110,058.00)	($65,075.60)	($110,058.00)	($100,000.00)
2750099	483100	OTHER FIN SOURCE-LEASE PROCEED	($141,535.98)	$0.00	$0.00	$0.00	$0.00	$0.00
2750091	481010	GENERAL FUND	($290,592.92)	($399,885.74)	($438,050.00)	$0.00	($438,050.00)	($455,557.00)
		TRANSFERS & OTHER FINANCING SOURCES	($432,128.90)	($399,885.74)	($438,050.00)	$0.00	($438,050.00)	($455,557.00)
2750099	495000	BEGINNING FUND BALANCE	$0.00	$0.00	($1,500,291.00)	$0.00	($1,500,291.00)	($200,000.00)
		TOTAL	($16,478,968.67)	($9,922,984.66)	($37,299,670.00)	($3,937,699.65)	($35,822,074.00)	($6,188,871.00)
EXPENSE								
DISTRICT ATTORNEY GRANTS								
2750500	501225	GRANT - OPERATING SUPPLIES	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
		DISTRICT ATTORNEY GRANTS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
CITY GRANTS								
2750600	500101	SALARIES	$1,176,777.52	$10,189.66	$645,928.00	$107,301.10	$224,958.00	$213,434.00
2750600	501201	GRANT - SALARIES	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2750600	500102	HOURLY/SEASONAL	$16,325.61	$0.00	$0.00	$0.00	$0.00	$0.00
2750600	500106	MANAGEMENT LEAVE PAY	$0.00	$0.00	$0.00	$2,383.62	$0.00	$0.00
2750600	500111	OVERTIME	$533.80	$0.00	$0.00	$0.00	$0.00	$0.00
2750600	500125	TEMPORARY STAFFING	$24,190.40	$0.00	$0.00	$0.00	$0.00	$0.00
			$1,217,827.33	$10,189.66	$645,928.00	$109,684.72	$224,958.00	$213,434.00
2750600	500225	MEDICARE	$3,405.66	$149.13	$4,457.00	$1,658.61	$4,457.00	$3,034.00
2750600	500230	RETIREMENT	$44,613.22	$3,012.26	$89,040.00	$32,907.31	$89,040.00	$62,285.00
2750600	500240	GROUP INSURANCE	$34,744.04	$538.43	$33,454.00	$11,741.96	$29,166.00	$27,990.00
2750600	500241	CITY HSA CONTRIBUTION	$3,091.67	$0.00	$0.00	$2,931.89	$4,288.00	$4,788.00
2750600	500250	WORKERS' COMPENSATION	$2,571.06	$147.29	$2,931.00	$1,393.00	$2,931.00	$1,963.00
2750600	500270	CAR ALLOWANCE	$0.00	$0.00	$5,910.00	$0.00	$5,910.00	$3,900.00
2750600	500271	PHONE ALLOWANCE	$0.00	$96.00	$1,380.00	$736.00	$1,380.00	$1,344.00
			$88,425.65	$3,943.11	$137,172.00	$51,368.77	$137,172.00	$105,304.00
2750600	500699	UNDESIGNATED AMOUNTS	$0.00	$0.00	$3,091,601.00	$0.00	$3,341,601.00	$0.00
2750600	501225	GRANT - OPERATING SUPPLIES	$6,299,561.19	$161,439.24	$704,398.00	$165,223.31	$704,398.00	$0.00
2750600	501275	GRANT EQUIPMENT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$6,299,561.19	$161,439.24	$3,795,999.00	$165,223.31	$4,045,999.00	$0.00
2750600	507010	CAPITAL IMPROVEMENTS	$0.00	$548,905.38	$14,972,412.00	$769,096.30	$14,722,412.00	$0.00
2750600	507775	EQUIPMENT	$806,039.35	$176,843.72	$249,047.00	$16,195.00	$249,047.00	$0.00
			$806,039.35	$725,749.10	$15,221,459.00	$785,291.30	$14,971,459.00	$0.00
		CITY GRANTS	$8,411,853.52	$901,321.11	$19,800,558.00	$1,111,568.10	$19,379,588.00	$318,738.00

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
CSBG PROGRAM								
2750620	500101	SALARIES	$37,050.12	$41,292.23	$63,258.00	$14,908.67	$63,258.00	$0.00
			$37,050.12	$41,292.23	$63,258.00	$14,908.67	$63,258.00	$0.00
2750620	500225	MEDICARE	$521.10	$584.05	$0.00	$484.79	$0.00	$0.00
2750620	500230	RETIREMENT	$10,415.88	$11,973.42	$0.00	$9,782.72	$0.00	$0.00
2750620	500240	GROUP INSURANCE	$5,125.31	$5,104.87	$0.00	$4,467.20	$0.00	$0.00
2750620	500241	CITY HSA CONTRIBUTION	$0.00	$0.00	$0.00	$454.15	$0.00	$0.00
2750620	500250	WORKERS' COMPENSATION	$391.44	$351.64	$0.00	$236.51	$0.00	$0.00
			$16,453.73	$18,013.98	$0.00	$15,425.37	$0.00	$0.00
2750620	501225	GRANT - OPERATING SUPPLIES	$257,246.85	$562,018.55	$526,123.00	$347,631.09	$526,123.00	$0.00
			$257,246.85	$562,018.55	$526,123.00	$347,631.09	$526,123.00	$0.00
2750620	507010	CAPITAL IMPROVEMENTS	$333,080.22	$16,142.44	$796,191.00	$19,177.66	$796,191.00	$0.00
2750620	507775	EQUIPMENT	$35,677.00	$0.00	$0.00	$0.00	$0.00	$0.00
2750620	507799	UNDESIGNATED PROJECTS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$368,757.22	$16,142.44	$796,191.00	$19,177.66	$796,191.00	$0.00
		CSBG PROGRAM	$679,507.92	$637,467.20	$1,385,572.00	$397,142.79	$1,385,572.00	$0.00
SHERIFF'S DEPARTMENT GRANTS								
2752005	500101	SALARIES	$491,880.87	$433,420.21	$383,974.00	$429,079.86	$640,802.00	$638,175.00
2752005	501201	GRANT - SALARIES	$106,848.66	$192,221.80	$351,928.00	$25,720.46	$95,100.00	$0.00
2752005	500104	SHIFT DIFFERENTIAL	$327.30	$101.85	$0.00	$0.00	$0.00	$0.00
2752005	500107	ANNUAL LEAVE PAYOFF	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2752005	500108	SICK LEAVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2752005	500111	OVERTIME	$67,966.90	$25,685.67	$5,375.00	$4,977.97	$5,375.00	$0.00
2752005	500112	CALL BACK PAY	$509.53	$253.91	$0.00	$0.00	$0.00	$0.00
2752005	500113	STAND-BY PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2752005	500114	F L S A	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2752005	500116	HOLIDAY PAY	$2,502.66	$1,515.44	$0.00	$10,191.70	$0.00	$0.00
			$670,035.92	$653,198.88	$741,277.00	$469,969.99	$741,277.00	$638,175.00
2752005	500225	MEDICARE	$7,010.73	$8,556.71	$9,327.00	$6,554.40	$9,327.00	$9,535.00
2752005	500230	RETIREMENT	$176,305.66	$227,908.51	$277,271.00	$171,170.71	$277,271.00	$311,403.00
2752005	500240	GROUP INSURANCE	$73,259.94	$87,926.22	$135,742.00	$48,070.88	$135,742.00	$81,421.00
2752005	500241	CITY HSA CONTRIBUTION	$869.15	$189.51	$18,035.00	$2,280.00	$18,035.00	$3,420.00
2752005	500250	WORKERS' COMPENSATION	$24,025.12	$24,809.31	$32,399.00	$17,078.39	$32,399.00	$30,133.00
2752005	500260	EDUCATION INCENTIVE	$5,400.00	$5,250.00	$11,000.00	$2,500.00	$11,000.00	$6,000.00
2752005	500265	UNIFORM ALLOWANCE	$8,600.00	$9,565.49	$17,200.00	$5,250.00	$17,200.00	$12,250.00
2752005	500271	PHONE ALLOWANCE	$2,524.73	$2,912.00	$2,880.00	$2,560.00	$2,880.00	$4,800.00
2752005	501202	GRANT - BENEFITS	($10,028.62)	($6,651.18)	$0.00	$0.00	$0.00	$0.00
			$287,966.71	$360,466.57	$503,854.00	$255,464.38	$503,854.00	$458,962.00
2752005	501225	GRANT - OPERATING SUPPLIES	$77,480.89	$232,706.17	$131,251.00	$59,523.44	$131,251.00	$0.00
2752005	502450	CASH SHORT/OVER	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$77,480.89	$232,706.17	$131,251.00	$59,523.44	$131,251.00	$0.00
2752005	507010	CAPITAL IMPROVEMENTS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2752005	507775	EQUIPMENT	$43,924.10	$76,378.44	$55,074.00	$45,138.39	$55,074.00	$0.00
			$43,924.10	$76,378.44	$55,074.00	$45,138.39	$55,074.00	$0.00
		SHERIFF'S DEPARTMENT GRANTS	$1,079,407.62	$1,322,750.06	$1,431,456.00	$830,096.20	$1,431,456.00	$1,097,137.00

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
FIRE DEPARTMENT GRANTS								
2752505	500101	SALARIES	$76,303.54	$1,638.41	$240,740.00	$2,522.39	$240,740.00	$68,641.00
2752505	501201	GRANT - SALARIES	$650,986.76	$1,070,886.14	$1,002,546.00	$707,627.19	$638,957.00	$441,918.00
2752505	500102	HOURLY/SEASONAL	$24,896.00	$825.00	$0.00	$0.00	$0.00	$0.00
2752505	500105	ACTING PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2752505	500107	ANNUAL LEAVE PAYOFF	$0.00	$0.00	$0.00	$6,799.42	$0.00	$0.00
2752505	500111	OVERTIME	$13,240.34	$51,102.15	$0.00	$2,153.50	$0.00	$0.00
2752505	500112	CALL BACK PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2752505	500114	F L S A	$833.70	$214.29	$0.00	$2,028.12	$0.00	$0.00
2752505	500116	HOLIDAY PAY	$0.00	$440.60	$0.00	$0.00	$0.00	$0.00
			$766,260.34	$1,125,106.59	$1,243,286.00	$721,130.62	$879,697.00	$510,559.00
2752505	500225	MEDICARE	$9,800.33	$14,677.92	$15,141.00	$10,248.69	$15,141.00	$7,157.00
2752505	500230	RETIREMENT	$176,075.27	$292,777.23	$370,562.00	$225,553.14	$370,562.00	$165,105.00
2752505	500240	GROUP INSURANCE	$55,757.29	$119,766.75	$178,436.00	$90,206.59	$178,436.00	$94,945.00
2752505	500241	CITY HSA CONTRIBUTION	$8,483.52	$21,881.20	$46,312.00	$20,306.05	$23,156.00	$21,734.00
2752505	500250	WORKERS' COMPENSATION	$46,655.06	$63,333.70	$66,140.00	$36,895.62	$47,398.00	$22,224.00
2752505	500265	UNIFORM ALLOWANCE	$2,400.00	$3,600.00	($20,298.00)	$3,000.00	$10,800.00	$10,800.00
2752505	500271	PHONE ALLOWANCE	$1,088.00	$968.00	($9,840.00)	$160.00	$960.00	$960.00
2752505	501202	GRANT - BENEFITS	$0.00	$46,511.13	$0.00	$0.00	$0.00	$0.00
			$300,259.47	$563,515.93	$646,453.00	$386,370.09	$646,453.00	$322,925.00
2752505	501225	GRANT - OPERATING SUPPLIES	$200,368.98	$185,121.67	$237,740.00	$92,465.80	$237,740.00	$0.00
			$200,368.98	$185,121.67	$237,740.00	$92,465.80	$237,740.00	$0.00
2752505	507010	CAPITAL IMPROVEMENTS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2752505	507775	EQUIPMENT	$199,810.32	$307,927.38	$46,512.00	$30,768.15	$46,512.00	$0.00
			$199,810.32	$307,927.38	$46,512.00	$30,768.15	$46,512.00	$0.00
		FIRE DEPARTMENT GRANTS	$1,466,699.11	$2,181,671.57	$2,173,991.00	$1,230,734.66	$1,810,402.00	$833,484.00
JUVENILE GRANTS								
2752705	500101	SALARIES	$0.00	$35,924.85	$0.00	$29,790.45	$43,014.00	$44,723.00
2752705	501201	GRANT - SALARIES	$0.00	$0.00	$89,414.00	$0.00	$72,801.00	$0.00
2752705	500106	MANAGEMENT LEAVE PAY	$0.00	$1,560.00	$0.00	$1,655.36	$0.00	$0.00
			$0.00	$37,484.85	$89,414.00	$31,445.81	$115,815.00	$44,723.00
2752705	500225	MEDICARE	$0.00	$550.77	$0.00	$460.56	$0.00	$656.00
2752705	500230	RETIREMENT	$0.00	$11,151.50	$0.00	$9,355.14	$0.00	$14,982.00
2752705	500240	GROUP INSURANCE	$0.00	$3,967.54	$0.00	$3,952.88	$0.00	$5,773.00
2752705	500250	WORKERS' COMPENSATION	$0.00	$695.31	$0.00	$241.96	$0.00	$409.00
2752705	500271	PHONE ALLOWANCE	$0.00	$480.00	$0.00	$320.00	$0.00	$480.00
2752705	501202	GRANT - BENEFITS	$0.00	$0.00	$46,297.00	$0.00	$19,896.00	$20,000.00
			$0.00	$16,845.12	$46,297.00	$14,330.54	$19,896.00	$42,300.00
2752705	501225	GRANT - OPERATING SUPPLIES	$91,215.70	$75,155.26	$443,761.00	$40,825.90	$443,761.00	$42,090.00
2752705	502450	CASH SHORT/OVER	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$91,215.70	$75,155.26	$443,761.00	$40,825.90	$443,761.00	$42,090.00
2752705	507775	EQUIPMENT	$0.00	$0.00	$95,000.00	$34,802.00	$95,000.00	$0.00
			$0.00	$0.00	$95,000.00	$34,802.00	$95,000.00	$0.00
		JUVENILE GRANTS	$91,215.70	$129,485.23	$674,472.00	$121,404.25	$674,472.00	$129,113.00
ALTERNATIVE SENTENCING GRANTS								

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
2752800	500101	SALARIES	$79,764.38	$84,177.87	$88,814.00	$56,292.64	$88,814.00	$93,283.00
2752800	500111	OVERTIME	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2752800	500116	HOLIDAY PAY	$0.00	$0.00	$0.00	$428.63	$0.00	$0.00
			$79,764.38	$84,177.87	$88,814.00	$56,721.27	$88,814.00	$93,283.00
2752800	500225	MEDICARE	$1,120.13	$1,183.66	$1,251.00	$802.04	$1,251.00	$1,270.00
2752800	500230	RETIREMENT	$12,078.71	$13,039.16	$13,766.00	$10,295.59	$13,766.00	$16,325.00
2752800	500240	GROUP INSURANCE	$16,836.20	$16,465.63	$18,406.00	$15,900.85	$18,406.00	$26,832.00
2752800	500241	CITY HSA CONTRIBUTION	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2752800	500250	WORKERS' COMPENSATION	$744.00	$744.00	$744.00	$526.79	$744.00	$818.00
2752800	500271	PHONE ALLOWANCE	$96.00	$0.00	$0.00	$0.00	$0.00	$0.00
2752800	501202	GRANT - BENEFITS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$30,875.04	$31,432.45	$34,167.00	$27,525.27	$34,167.00	$45,245.00
2752800	501225	GRANT - OPERATING SUPPLIES	$0.00	$0.00	$7,500.00	$4,165.34	$7,500.00	$0.00
			$0.00	$0.00	$7,500.00	$4,165.34	$7,500.00	$0.00
		ALTERNATIVE SENTENCING GRANTS	$110,639.42	$115,610.32	$130,481.00	$88,411.88	$130,481.00	$138,528.00
COURTS GRANTS								
2754700	500101	SALARIES	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2754700	501201	GRANT - SALARIES	$12,823.43	$0.00	$0.00	$0.00	$0.00	$0.00
			$12,823.43	$0.00	$0.00	$0.00	$0.00	$0.00
2754700	500225	MEDICARE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2754700	500230	RETIREMENT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2754700	500240	GROUP INSURANCE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2754700	500241	CITY HSA CONTRIBUTION	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2754700	500250	WORKERS' COMPENSATION	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2754700	500271	PHONE ALLOWANCE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2754700	501202	GRANT - BENEFITS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2754700	501225	GRANT - OPERATING SUPPLIES	$20,513.64	$26,819.83	$34,424.00	$11,408.00	$34,424.00	$25,000.00
			$20,513.64	$26,819.83	$34,424.00	$11,408.00	$34,424.00	$25,000.00
2754700	507010	CAPITAL IMPROVEMENTS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
		COURTS GRANTS	$33,337.07	$26,819.83	$34,424.00	$11,408.00	$34,424.00	$25,000.00
PARKS GRANTS								
2755017	500101	SALARIES	$10,014.54	$3,081.77	$0.00	$1,807.81	$0.00	$0.00
2755017	501201	GRANT - SALARIES	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2755017	500102	HOURLY/SEASONAL	$6,892.46	$18,633.30	$0.00	$13,520.66	$0.00	$0.00
2755017	500111	OVERTIME	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$16,907.00	$21,715.07	$0.00	$15,328.47	$0.00	$0.00
2755017	500225	MEDICARE	$244.81	$313.58	$0.00	$220.89	$0.00	$0.00
2755017	500230	RETIREMENT	$38.12	$310.07	$0.00	$267.97	$0.00	$0.00
2755017	500240	GROUP INSURANCE	$184.15	$582.84	$0.00	$465.90	$0.00	$0.00
2755017	500241	CITY HSA CONTRIBUTION	$12.28	$8.05	$0.00	$1.78	$0.00	$0.00
2755017	500250	WORKERS' COMPENSATION	$349.42	$441.53	$0.00	$307.69	$0.00	$0.00
2755017	501202	GRANT - BENEFITS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$828.78	$1,656.07	$0.00	$1,264.23	$0.00	$0.00

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
2755017	501225	GRANT - OPERATING SUPPLIES	$53,571.95	$60,995.24	$90,000.00	$21,376.99	$90,000.00	$90,000.00
			$53,571.95	$60,995.24	$90,000.00	$21,376.99	$90,000.00	$90,000.00
2755017	507010	CAPITAL IMPROVEMENTS	$10,552.96	$0.00	$0.00	$0.00	$0.00	$0.00
2755017	507775	EQUIPMENT	$0.00	$7,500.00	$0.00	$0.00	$0.00	$0.00
			$10,552.96	$7,500.00	$0.00	$0.00	$0.00	$0.00
		PARKS GRANTS	$81,860.69	$91,866.38	$90,000.00	$37,969.69	$90,000.00	$90,000.00
LIBRARY GRANTS								
2756200	500101	SALARIES	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2756200	501201	GRANT - SALARIES	$2,799.52	$0.00	$0.00	$0.00	$0.00	$0.00
2756200	500102	HOURLY/SEASONAL	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2756200	500111	OVERTIME	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$2,799.52	$0.00	$0.00	$0.00	$0.00	$0.00
2756200	500225	MEDICARE	$54.19	$0.00	$0.00	$0.00	$0.00	$0.00
2756200	500230	RETIREMENT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2756200	500240	GROUP INSURANCE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2756200	500250	WORKERS' COMPENSATION	$168.90	$0.00	$0.00	$0.00	$0.00	$0.00
2756200	501202	GRANT - BENEFITS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$223.09	$0.00	$0.00	$0.00	$0.00	$0.00
2756200	501225	GRANT - OPERATING SUPPLIES	$30,975.66	$30,482.92	$39,164.00	$47,015.00	$39,164.00	$0.00
			$30,975.66	$30,482.92	$39,164.00	$47,015.00	$39,164.00	$0.00
2756200	507010	CAPITAL IMPROVEMENTS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
		LIBRARY GRANTS	$33,998.27	$30,482.92	$39,164.00	$47,015.00	$39,164.00	$0.00
WELFARE GRANTS								
2756566	500101	SALARIES	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2756566	501201	GRANT - SALARIES	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2756566	501202	GRANT - BENEFITS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2756566	501225	GRANT - OPERATING SUPPLIES	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2756566	507010	CAPITAL IMPROVEMENTS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2756567	500101	SALARIES	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2756567	501201	GRANT - SALARIES	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2756567	501202	GRANT - BENEFITS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2756567	501225	GRANT - OPERATING SUPPLIES	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2756574	500101	SALARIES	$121,473.99	$126,105.82	$321,583.00	$90,409.12	$321,583.00	$127,803.00
2756574	501201	GRANT - SALARIES	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2756574	500102	HOURLY/SEASONAL	$4,834.73	$8,135.75	$14,937.00	$6,840.00	$14,937.00	$0.00
2756574	500107	ANNUAL LEAVE PAYOFF	$0.00	$1,249.53	$0.00	$319.54	$0.00	$0.00
2756574	500111	OVERTIME	$0.00	$15.83	$0.00	$52.13	$0.00	$0.00

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
2756574	500114	F L S A	$1.13	$1.71	$0.00	$1.14	$0.00	$0.00
2756574	500116	HOLIDAY PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2756574	500125	TEMPORARY STAFFING	$9,880.74	$9,643.78	$0.00	$2,876.70	$0.00	$0.00
			$136,190.59	$145,152.42	$336,520.00	$100,498.63	$336,520.00	$127,803.00
2756574	500225	MEDICARE	$1,751.30	$1,910.17	$3,267.00	$1,393.19	$3,267.00	$1,864.00
2756574	500230	RETIREMENT	$21,244.89	$20,854.61	$53,339.00	$13,715.12	$53,339.00	$24,195.00
2756574	500240	GROUP INSURANCE	$30,265.62	$20,961.42	$51,432.00	$12,270.05	$51,432.00	$17,832.00
2756574	500241	CITY HSA CONTRIBUTION	$0.00	$480.26	$0.00	$1,497.48	$0.00	$2,120.00
2756574	500250	WORKERS' COMPENSATION	$2,056.03	$2,136.99	$2,227.00	$1,352.67	$2,227.00	$1,835.00
2756574	500271	PHONE ALLOWANCE	$289.28	$420.49	$525.00	$300.00	$525.00	$455.00
2756574	501202	GRANT - BENEFITS	$0.00	$0.00	$5,397.00	$0.00	$5,397.00	$0.00
			$55,607.12	$46,763.94	$116,187.00	$30,528.51	$116,187.00	$48,301.00
2756574	501225	GRANT - OPERATING SUPPLIES	$132,928.45	$264,245.92	$339,819.00	$240,544.85	$339,819.00	$0.00
			$132,928.45	$264,245.92	$339,819.00	$240,544.85	$339,819.00	$0.00
		WELFARE GRANTS	$324,726.16	$456,162.28	$792,526.00	$371,571.99	$792,526.00	$176,104.00
HEALTH DEPT GRANTS								
2756800	500101	SALARIES	$1,160,341.81	$1,178,086.17	$2,440,123.00	$939,390.49	$2,440,123.00	$1,652,280.00
2756800	501201	GRANT - SALARIES	$0.00	$789.07	$0.00	$0.00	$0.00	$0.00
2756800	500102	HOURLY/SEASONAL	$296,925.72	$182,950.81	$186,320.00	$105,109.24	$186,320.00	$27,418.00
2756800	500106	MANAGEMENT LEAVE PAY	$7,301.46	$6,301.19	$0.00	$6,472.05	$0.00	$0.00
2756800	500107	ANNUAL LEAVE PAYOFF	$8,298.33	$49.29	$0.00	$1,652.60	$0.00	$0.00
2756800	500111	OVERTIME	$8,706.28	$5,789.18	$0.00	$1,273.66	$0.00	$0.00
2756800	500114	F L S A	$159.51	$29.66	$0.00	$49.59	$0.00	$0.00
2756800	500116	HOLIDAY PAY	$0.00	$0.00	$0.00	$153.21	$0.00	$0.00
2756800	500125	TEMPORARY STAFFING	$557,919.43	$581,964.12	$245,061.00	$218,331.05	$245,061.00	$20,000.00
			$2,039,652.54	$1,955,959.49	$2,871,504.00	$1,272,431.89	$2,871,504.00	$1,699,698.00
2756800	500225	MEDICARE	$21,038.30	$19,275.68	$16,893.00	$14,792.61	$16,893.00	$22,899.00
2756800	500230	RETIREMENT	$262,562.28	$280,231.59	$269,215.00	$229,183.09	$269,215.00	$466,026.00
2756800	500240	GROUP INSURANCE	$188,595.02	$190,668.94	$197,774.00	$157,237.73	$197,774.00	$280,944.00
2756800	500241	CITY HSA CONTRIBUTION	$29,957.23	$31,225.67	$51,929.00	$27,655.80	$51,929.00	$37,251.00
2756800	500250	WORKERS' COMPENSATION	$20,350.03	$18,249.97	$14,541.00	$11,416.47	$14,541.00	$20,530.00
2756800	500260	EDUCATION INCENTIVE	$815.00	$1,075.00	$150.00	$0.00	$150.00	$1,000.00
2756800	500270	CAR ALLOWANCE	$2,176.21	$743.99	$390.00	$0.00	$390.00	$0.00
2756800	500271	PHONE ALLOWANCE	$6,447.43	$7,690.86	$11,201.00	$5,220.60	$11,201.00	$8,409.00
2756800	501202	GRANT - BENEFITS	$0.00	$0.00	$73,206.00	$0.00	$73,206.00	$0.00
			$531,941.50	$549,161.70	$635,299.00	$445,506.30	$635,299.00	$837,059.00
2756800	500674	SMALL TOOLS/ EQUIPMENT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2756800	501225	GRANT - OPERATING SUPPLIES	$1,454,497.57	$1,271,933.72	$6,851,745.00	$619,298.12	$6,158,708.00	$644,010.00
2756800	502450	CASH SHORT/OVER	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$1,454,497.57	$1,271,933.72	$6,851,745.00	$619,298.12	$6,158,708.00	$644,010.00
2756800	507010	CAPITAL IMPROVEMENTS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2756800	507760	CAP OUTLAY-LEASES	$141,535.98	$0.00	$0.00	$0.00	$0.00	$0.00
2756800	507775	EQUIPMENT	$7,500.00	$100,709.01	$32,500.00	$31,380.50	$32,500.00	$0.00
			$149,035.98	$100,709.01	$32,500.00	$31,380.50	$32,500.00	$0.00
2756800	508110	LEASE PRINCIPAL	$29,125.35	$31,020.67	$3,230.00	$19,199.77	$3,230.00	$0.00

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
2756800	509110	LEASE INTEREST EXPENSE	$3,519.65	$3,107.33	$49.00	$1,324.23	$49.00	$0.00
			$32,645.00	$34,128.00	$3,279.00	$20,524.00	$3,279.00	$0.00
		HEALTH DEPT GRANTS	$4,207,772.59	$3,911,891.92	$10,394,327.00	$2,389,140.81	$9,701,290.00	$3,180,767.00
2750079	507201	GENERAL FUND	$0.00	$0.00	$152,699.00	$0.00	$152,699.00	$0.00
			$0.00	$0.00	$152,699.00	$0.00	$152,699.00	$0.00
2750200	593000	UNRESERVED FUND BALANCE	$0.00	$0.00	$200,000.00	$0.00	$200,000.00	$200,000.00
		GRANT FUND	$16,521,018.07	$9,805,528.82	$37,299,670.00	$6,636,463.37	$35,822,074.00	$6,188,871.00

FISCAL SUMMARY FOR SPECIAL REVENUE FUND

Department Name: Commissary

Department Number: 280

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
Charges for Services	$ 158,674	$ 100,000	$ 120,000	**20.00%**	$ 20,000
Miscellaneous	105,154	103,819	102,000	**-1.75%**	(1,819)
Beginning Balance	185,649	126,911	26,755	**-78.92%**	(100,156)
TOTAL	**$ 449,477**	**$ 330,730**	**$ 248,755**	**-24.79%**	**$ (81,975)**
EXPENDITURE					
Salary	$ 69,070	$ 68,815	$ 107,490	**56.20%**	$ 38,675
Benefits	24,510	26,563	28,064	**5.65%**	1,501
Service & Supplies	228,986	208,597	103,201	**-50.53%**	(105,396)
Ending Fund Balance	126,911	26,755	10,000	**-62.62%**	(16,755)
TOTAL	**$ 449,477**	**$ 330,730**	**$ 248,755**	**-24.79%**	**$ (81,975)**
FTE	**1.00**	**1.00**	**1.00**		

PERSONNEL DETAIL WORKSHEET
FY2023-24

DEPARTMENT: Sheriff's Office - Commissary		
DEPARTMENT NUMBER: 280		
POSITION/DESCRIPTION	**# OF POSITIONS**	**PROPOSED BUDGET**
SALARY & WAGES:		
Office Specialist	1.00	$ 45,735
Inmate Welfare Clerk Hourly		46,755
Temporary Staffing		15,000
SUB-TOTAL SALARY & WAGES	1.00	$ 107,490
BENEFITS:		
Medicare		$ 772
Retirement		8,004
Group Insurance		18,243
Workers' Compensation		1,045
SUB-TOTAL BENEFITS		$ 28,064
GRAND TOTAL		$ 135,554

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
COMMISSARY FUND								
REVENUE								
2802080	442800	COMMISSARY SALES	($135,081.04)	($158,674.26)	($100,000.00)	($109,156.51)	($100,000.00)	($120,000.00)
2800088	461010	INTEREST INCOME	($2,956.99)	($1,118.57)	($2,000.00)	($996.68)	($2,000.00)	($2,000.00)
2800088	462020	NET INC IN FAIR VALUE INV	$2,609.89	$5,332.41	$0.00	$0.00	$0.00	$0.00
2802080	463200	TELEPHONE COMMISSIONS	($85,368.00)	($108,148.28)	($100,000.00)	($60,424.22)	($100,000.00)	($100,000.00)
2802081	465010	COMMISSARY DONATIONS	($66.17)	($156.34)	$0.00	($44.27)	($44.00)	$0.00
2802080	466110	MISC. OTHER INCOME	($991.65)	($1,063.70)	$0.00	($1,775.04)	($1,775.00)	$0.00
			($991.65)	($1,063.70)	$0.00	($1,775.04)	($1,775.00)	$0.00
2800099	495000	BEGINNING FUND BALANCE	$0.00	$0.00	($126,911.00)	$0.00	($126,911.00)	($26,755.00)
Grand Total			($221,853.96)	($263,828.74)	($328,911.00)	($172,396.72)	($330,730.00)	($248,755.00)
EXPENSE								
2802020	500101	SALARIES	$39,020.21	$41,089.01	$43,643.00	$31,657.15	$43,815.00	$45,735.00
2802020	500102	HOURLY/SEASONAL	$2,510.25	$26,731.25	$10,000.00	$16,425.00	$10,000.00	$46,755.00
2802020	500103	ADMINISTRATIVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2802020	500107	ANNUAL LEAVE PAYOFF	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2802020	500111	OVERTIME	$0.00	$29.24	$0.00	$0.00	$0.00	$0.00
2802020	500116	HOLIDAY PAY	$17.33	$1.92	$0.00	$0.00	$0.00	$0.00
2802020	500125	TEMPORARY STAFFING	$8,244.56	$1,218.72	$15,000.00	$0.00	$15,000.00	$15,000.00
			$49,792.35	$69,070.14	$68,643.00	$48,082.15	$68,815.00	$107,490.00
2802020	500225	MEDICARE	$568.15	$950.28	$745.00	$671.44	$881.00	$772.00
2802020	500230	RETIREMENT	$5,953.22	$6,364.80	$6,765.00	$4,906.90	$6,791.00	$8,004.00
2802020	500240	GROUP INSURANCE	$16,221.96	$15,870.45	$17,741.00	$12,496.70	$17,715.00	$18,243.00
2802020	500241	CITY HSA CONTRIBUTION	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2802020	500250	WORKERS' COMPENSATION	$858.78	$1,324.96	$951.00	$861.69	$1,176.00	$1,045.00
2802020	500265	UNIFORM ALLOWANCE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$23,602.11	$24,510.49	$26,202.00	$18,936.73	$26,563.00	$28,064.00
2802020	500309	PROFESSIONAL SERVICES	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2802020	500625	OPERATING SUPPLIES	$0.00	$0.00	$2,000.00	$0.00	$2,000.00	$2,000.00
2802020	500650	COMMISSARY ORDERS	$122,284.05	$143,816.32	$139,342.00	$82,192.74	$123,873.00	$26,642.00
2802020	500675	SMALL FURNISHINGS	$11,285.65	$12,697.47	$2,000.00	$40.00	$2,000.00	$2,000.00
2802020	500710	TELEPHONE	$50.57	$48.66	$100.00	$32.19	$100.00	$100.00
2802020	500901	ISC: GENERAL FUND	$9,023.00	$9,874.00	$11,599.00	$7,736.00	$11,599.00	$18,434.00
2802020	500915	ISC: INSURANCE FUND	$925.00	$1,025.00	$1,025.00	$1,025.00	$1,025.00	$1,025.00
2802020	501025	INMATE MEDICAL CARE	$44,533.91	$60,023.24	$65,000.00	$34,693.25	$65,000.00	$50,000.00
2802020	501042	RECREATION	$1,631.50	$1,500.95	$3,000.00	$1,114.35	$3,000.00	$3,000.00
2802020	502450	CASH SHORT/OVER	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$189,733.68	$228,985.64	$224,066.00	$126,833.53	$208,597.00	$103,201.00
2802020	593000	UNRESERVED FUND BALANCE	$0.00	$0.00	$10,000.00	$0.00	$26,755.00	$10,000.00
		COMMISSARY FUND	$263,128.14	$322,566.27	$328,911.00	$193,852.41	$330,730.00	$248,755.00

FISCAL SUMMARY FOR SPECIAL REVENUE FUND

Department Name: 911 Surcharge Fund

Department Number: 287

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
Licenses and Permits	$ 885,335	$ 840,000	$ 860,000	**2.38%**	$ 20,000
Miscellaneous	(26,895)	5,000	5,000	**0.00%**	-
Beginning Balance	1,160,560	1,261,545	133,000	**-89.46%**	(1,128,545)
TOTAL	**$ 2,019,000**	**$ 2,106,545**	**$ 998,000**	**-52.62%**	**$ (1,108,545)**
EXPENDITURE					
Service & Supplies	$ 578,977	$ 1,427,371	$ 845,305	**-40.78%**	$ (582,066)
Capital Outlay	75,390	443,260	-	**-100.00%**	(443,260)
Debt Service	103,088	102,914	102,695	**-0.21%**	(219)
Ending Fund Balance	1,261,545	133,000	50,000	**-62.41%**	(83,000)
TOTAL	**$ 2,019,000**	**$ 2,106,545**	**$ 998,000**	**-52.62%**	**$ (1,108,545)**
FTE	**0**	**0**	**0**		

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
911 SURCHARGE								
REVENUE								
2872080	421405	FF: OTHER TELECOMMUNICATIONS	($867,547.90)	($885,334.85)	($840,000.00)	($595,186.61)	($840,000.00)	($860,000.00)
2870088	461010	INTEREST INCOME	($14,344.08)	($9,027.46)	($5,000.00)	($8,521.05)	($5,000.00)	($5,000.00)
2870088	462020	NET INC IN FAIR VALUE INV	$12,473.24	$35,922.58	$0.00	$0.00	$0.00	$0.00
2870099	483100	CAPITAL LEASES	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			($869,418.74)	($858,439.73)	($845,000.00)	($603,707.66)	($845,000.00)	($865,000.00)
2870099	495000	BEGINNING FUND BALANCE	$0.00	$0.00	($1,261,545.00)	$0.00	($1,261,545.00)	($133,000.00)
			$0.00	$0.00	($1,261,545.00)	$0.00	($1,261,545.00)	($133,000.00)
Grand Total			($869,418.74)	($858,439.73)	($2,106,545.00)	($603,707.66)	($2,106,545.00)	($998,000.00)
EXPENSE								
2872040	500225	MEDICARE	$0.00	$0.00	$0.00	$35.18	$0.00	$0.00
2872040	500230	RETIREMENT	$0.00	$0.00	$0.00	$769.23	$0.00	$0.00
2872040	500240	GROUP INSURANCE	$0.00	$0.00	$0.00	$384.04	$0.00	$0.00
2872040	500241	CITY HSA CONTRIBUTION	$0.00	$0.00	$0.00	$92.51	$0.00	$0.00
2872040	500250	WORKERS' COMPENSATION	$0.00	$0.00	$0.00	$26.98	$0.00	$0.00
			$0.00	$0.00	$0.00	$1,307.94	$0.00	$0.00
2872040	500309	PROFESSIONAL SERVICES	$60,382.00	$26,458.00	$184,450.00	$1,089.00	$184,450.00	$0.00
2872040	500431	VIDEO EQUIPMENT & MAINT	$206,126.43	$205,929.04	$211,500.00	$154,268.47	$211,500.00	$222,000.00
2872040	500432	MAINTENANCE SVC CONTRACTS	$250,857.40	$110,464.55	$341,481.00	$351,903.21	$341,481.00	$352,575.00
2872040	500433	SOFTWARE MAINTENANCE COST	$34,456.26	$138,334.00	$189,741.00	$120,217.25	$189,741.00	$185,078.00
2872040	500444	OFFICE EQUIPMENT RENTAL	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2872040	500625	OPERATING SUPPLIES	$2,700.00	$0.00	$5,000.00	$0.00	$5,000.00	$5,000.00
2872040	500627	AMMUNITION	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2872040	500674	SMALL TOOLS/ EQUIPMENT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2872040	500675	SMALL FURNISHINGS	$3,939.98	$97,791.00	$17,348.00	$12,288.00	$17,348.00	$5,000.00
2872040	500699	UNDESIGNATED AMOUNTS	$0.00	$0.00	$560,851.00	$0.00	$477,851.00	$75,652.00
2872040	502450	CASH SHORT/OVER	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$558,462.07	$578,976.59	$1,510,371.00	$639,765.93	$1,427,371.00	$845,305.00
2872040	507010	CAPITAL IMPROVEMENTS	$13,746.47	$75,390.23	$334,660.00	$62,397.56	$334,660.00	$0.00
2872040	507205	DEBT SERVICE	$103,218.00	$103,088.00	$102,914.00	$85,761.70	$102,914.00	$102,695.00
2872040	507727	TIBURON PROJECT	$0.00	$0.00	$108,600.00	$81,000.00	$108,600.00	$0.00
2872040	507743	FURNITURE & FIXTURES	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2872040	507775	EQUIPMENT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$116,964.47	$178,478.23	$546,174.00	$229,159.26	$546,174.00	$102,695.00
2872040	593000	UNRESERVED FUND BALANCE	$0.00	$0.00	$50,000.00	$0.00	$133,000.00	$50,000.00
			$0.00	$0.00	$50,000.00	$0.00	$133,000.00	$50,000.00
		911 SURCHARGE	$675,426.54	$757,454.82	$2,106,545.00	$870,233.13	$2,106,545.00	$998,000.00

FISCAL SUMMARY FOR SPECIAL REVENUE FUND

Department Name: Infrastructure Tax Fund

Department Number: 310

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
Sales Tax	$ 1,956,356	$ 1,956,356	$ 1,995,483	**2.00%**	$ 39,127
Miscellaneous	(31,557)	21,482	20,000	**-6.90%**	(1,482)
Intergovernmental	-	9,300,000	-	**-100.00%**	(9,300,000)
Bond Proceeds	-	6,476,050	-	**-100.00%**	$ (6,476,050)
Beginning Balance	1,335,122	2,104,057	100,000	**-95.25%**	(2,004,057)
TOTAL	**$ 3,259,921**	**$ 19,857,945**	**$ 2,115,483**	**-89.35%**	**$ (17,742,462)**
EXPENDITURE					
Service & Supplies	$ 2,214	$ 265,717	$ 300	**-99.89%**	$ (265,417)
Capital Outlay	378,175	18,716,303	963,633	**-94.85%**	$ (17,752,670)
Debt Service	775,475	775,925	1,051,550	**35.52%**	275,625
Ending Fund Balance	2,104,057	100,000	100,000	**0.00%**	-
TOTAL	**$ 3,259,921**	**$ 19,857,945**	**$ 2,115,483**	**-89.35%**	**$ (17,742,462)**
FTE	**0**	**0**	**0**		

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
INFRASTRUCTURE SALES TAX FUND								
REVENUE								
3100084	414250	COUNTY OPTION BCCRT	($1,905,779.03)	($1,956,356.48)	($1,943,894.00)	($1,002,198.37)	($1,956,356.00)	($1,995,483.00)
			($1,905,779.03)	($1,956,356.48)	($1,943,894.00)	($1,002,198.37)	($1,956,356.00)	($1,995,483.00)
3103082	431010	FEDERAL GRANTS	$0.00	$0.00	($9,300,000.00)	$0.00	($9,300,000.00)	$0.00
			$0.00	$0.00	($9,300,000.00)	$0.00	($9,300,000.00)	$0.00
3100088	461010	INTEREST INCOME	($17,420.74)	($12,734.46)	($20,000.00)	($15,941.22)	($20,000.00)	($20,000.00)
3100088	462020	NET INC IN FAIR VALUE INV	$15,179.90	$51,291.80	$0.00	$0.00	$0.00	$0.00
			($2,240.84)	$38,557.34	($20,000.00)	($15,941.22)	($20,000.00)	($20,000.00)
3106082	465167	CASI - ANIMAL SHELTER	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
3106081	465169	PETSMART AMINAL SHELTER	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
3106081	465540	DOWNTOWN ART	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
3106081	465660	DOWNTOWN BENCHES	($12,600.00)	($7,000.00)	$0.00	($2,481.90)	($1,482.00)	$0.00
3106081	465670	BIKE RACKS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
3103082	466050	REFUNDS/REIMBURSEMENTS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			($12,600.00)	($7,000.00)	$0.00	($2,481.90)	($1,482.00)	$0.00
3100091	481010	GENERAL FUND	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
3100091	481150	REG. TRANSPORTATION FUND	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
3100099	483030	BOND PROCEEDS	$0.00	$0.00	$0.00	$0.00	($6,476,050.00)	$0.00
			$0.00	$0.00	$0.00	$0.00	($6,476,050.00)	$0.00
3100099	495000	BEGINNING FUND BALANCE	$0.00	$0.00	($2,104,057.00)	$0.00	($2,104,057.00)	($100,000.00)
Grand Total			($1,920,619.87)	($1,924,799.14)	($13,367,951.00)	($1,020,621.49)	($19,857,945.00)	($2,115,483.00)
EXPENSE								
3100615	500225	MEDICARE	$0.00	$0.00	$0.00	$276.10	$0.00	$0.00
3100615	500230	RETIREMENT	$0.00	$0.00	$0.00	$6,010.71	$0.00	$0.00
3100615	500240	GROUP INSURANCE	$0.00	$0.00	$0.00	$2,572.55	$0.00	$0.00
3100615	500241	CITY HSA CONTRIBUTION	$0.00	$0.00	$0.00	$749.22	$0.00	$0.00
3100615	500250	WORKERS' COMPENSATION	$0.00	$0.00	$0.00	$151.38	$0.00	$0.00
			$0.00	$0.00	$0.00	$9,759.96	$0.00	$0.00
3100615	500309	PROFESSIONAL SERVICES	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
3100615	500653	BENCH PLAQ/DOWNTOWN ART	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
3100615	500675	SMALL FURNISHINGS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
3105046	500675	SMALL FURNISHINGS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
3106900	500675	SMALL FURNISHINGS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
3100615	500677	DOWNTOWN BENCHES	$1,208.28	$2,039.20	$32,803.00	$567.70	$32,803.00	$0.00
3100615	502450	CASH SHORT/OVER	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
3100615	504600	FISCAL CHARGES	$0.00	$175.00	$300.00	$299.00	$300.00	$300.00
3100615	504846	BOND ISSUANCE COSTS	$0.00	$0.00	$0.00	$0.00	$232,614.00	$0.00
			$1,208.28	$2,214.20	$33,103.00	$866.70	$265,717.00	$300.00
3100615	507010	CAPITAL IMPROVEMENTS	$1,592,002.13	$378,174.56	$11,271,254.00	$975,227.14	$17,514,690.00	$0.00
3103030	507010	CAPITAL IMPROVEMENTS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
3105046	507010	CAPITAL IMPROVEMENTS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
3106900	507010	CAPITAL IMPROVEMENTS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
3100615	507102	INFRASTRUCTURE CAPITAL	$0.00	$0.00	$1,187,669.00	$0.00	$1,201,613.00	$963,633.00
3105046	507775	EQUIPMENT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$1,592,002.13	$378,174.56	$12,458,923.00	$975,227.14	$18,716,303.00	$963,633.00
3100079	507205	DEBT SERVICE	$772,775.00	$775,475.00	$775,925.00	$646,604.20	$775,925.00	$1,051,550.00
3100079	507273	TRAFFIC/TRANSPORTATION	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$772,775.00	$775,475.00	$775,925.00	$646,604.20	$775,925.00	$1,051,550.00
3100200	593000	UNRESERVED FUND BALANCE	$0.00	$0.00	$100,000.00	$0.00	$100,000.00	$100,000.00
			$0.00	$0.00	$100,000.00	$0.00	$100,000.00	$100,000.00
		INFRASTRUCTURE SALES TAX FUND	$2,365,985.41	$1,155,863.76	$13,367,951.00	$1,632,458.00	$19,857,945.00	$2,115,483.00

FISCAL SUMMARY FOR CAPITAL PROJECTS FUND

Department Name: Extraordinary Maintenance

Department Number: 340 Fund

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
Transfers In	$ 9,724,525	$ 3,953,195	$ 825,304	**-79.12%**	(3,127,891)
Beginning Fund Balance	3,263,882	11,778,502	5,000	**-99.96%**	(11,773,502)
TOTAL	**$ 12,988,407**	**$ 15,731,697**	**$ 830,304**	**-94.72%**	**$ (14,901,393)**
EXPENDITURE					
Transfers Out	$ -	$ -	$ -	**0.00%**	$ -
Service & Supplies	1,016,492	535,450	-	**-100.00%**	(535,450)
Capital Outlay	193,413	15,191,247	825,304	**-94.57%**	(14,365,943)
Ending Fund Balance	11,778,502	5,000	5,000	**0.00%**	-
TOTAL	**$ 12,988,407**	**$ 15,731,697**	**$ 830,304**	**-94.72%**	**$ (14,901,393)**
FTE	**0**	**0**	**0**		

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
EXTRAORDINARY MAINTENANCE FUND								
REVENUE								
3400091	481010	GENERAL FUND	($3,319,372.00)	($9,724,525.00)	($3,953,195.00)	$0.00	($3,953,195.00)	($825,304.00)
			($3,319,372.00)	($9,724,525.00)	($3,953,195.00)	$0.00	($3,953,195.00)	($825,304.00)
3400099	495000	BEGINNING FUND BALANCE	$0.00	$0.00	($11,778,502.00)	$0.00	($11,778,502.00)	($5,000.00)
Grand Total			($3,319,372.00)	($9,724,525.00)	($15,731,697.00)	$0.00	($15,731,697.00)	($830,304.00)
EXPENSE								
3403034	500225	MEDICARE	$0.00	$0.00	$0.00	$145.73	$0.00	$0.00
3403034	500230	RETIREMENT	$0.00	$0.00	$0.00	$3,117.88	$0.00	$0.00
3403034	500240	GROUP INSURANCE	$0.00	$0.00	$0.00	$1,400.00	$0.00	$0.00
3403034	500241	CITY HSA CONTRIBUTION	$0.00	$0.00	$0.00	$383.83	$0.00	$0.00
3403034	500250	WORKERS' COMPENSATION	$0.00	$0.00	$0.00	$44.48	$0.00	$0.00
			$0.00	$0.00	$0.00	$5,091.92	$0.00	$0.00
3403034	500309	PROFESSIONAL SERVICES	$0.00	$12,472.00	$0.00	$24,723.00	$0.00	$0.00
3403034	500434	BUILDING REPAIR & MAINT	$320,556.65	$1,004,019.89	$535,450.00	$43,631.64	$535,450.00	$0.00
3403034	504600	FISCAL CHARGES	$0.08	$0.00	$0.00	$0.00	$0.00	$0.00
			$320,556.73	$1,016,491.89	$535,450.00	$68,354.64	$535,450.00	$0.00
3403034	506520	ROOF REPLACEMENT - VARIOUS	$0.00	$0.00	$973,875.00	$880.88	$973,875.00	$0.00
3403034	506540	ASPHALT REPLACEMENT	$176,865.97	$89,362.87	$1,947,193.00	$645,629.06	$1,947,193.00	$0.00
3403034	506556	FIRE STATION 53 - EXT WALL	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
3403034	507010	CAPITAL IMPROVEMENTS	$56,008.33	$104,050.20	$1,793,135.00	$88,898.14	$1,793,135.00	$0.00
3403034	507810	BOARD DESIGNATED	$0.00	$0.00	$10,477,044.00	$0.00	$10,477,044.00	$825,304.00
			$232,874.30	$193,413.07	$15,191,247.00	$735,408.08	$15,191,247.00	$825,304.00
3403034	593000	UNRESERVED FUND BALANCE	$0.00	$0.00	$5,000.00	$0.00	$5,000.00	$5,000.00
			$0.00	$0.00	$5,000.00	$0.00	$5,000.00	$5,000.00
		EXTRAORDINARY MAINTENANCE FUND	$553,431.03	$1,209,904.96	$15,731,697.00	$808,854.64	$15,731,697.00	$830,304.00

FISCAL SUMMARY FOR CAPITAL PROJECTS FUND

Department Name: Parks and Recreation RCT

Department Number: 350

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
Park Construction Tax	$246,600	$ 171,000	$ 30,000	**-82.46%**	$ (141,000)
Miscellaneous	(19,590)	10,000	10,000	**0.00%**	-
Beginning Fund Balance	615,752	837,771	5,000	**-99.40%**	(832,771)
TOTAL	**$ 842,762**	**$ 1,018,771**	**$ 45,000**	**-95.58%**	**$ (973,771)**
EXPENDITURE					
Capital Outlay	$ 4,991	$ 1,013,771	$ 40,000	**-96.05%**	(973,771)
Ending Fund Balance	837,771	5,000	5,000	**0.00%**	-
TOTAL	**$ 842,762**	**$ 1,018,771**	**$ 45,000**	**-95.58%**	**$ (973,771)**
FTE	**0**	**0**	**0**		

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
RESIDENTIAL CONSTRUCTION TAX FUND								
REVENUE								
3500087	418300	RESIDENTIAL PARK CONSTRUCTION	($74,081.90)	($246,600.00)	($30,000.00)	($210,000.00)	($171,000.00)	($30,000.00)
3500087	418301	SILVER OAKS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
3500087	418308	SCHULZ RANCH	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			($74,081.90)	($246,600.00)	($30,000.00)	($210,000.00)	($171,000.00)	($30,000.00)
3505082	431010	FEDERAL GRANTS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
3500088	461010	INTEREST INCOME	($11,020.44)	($6,817.52)	($10,000.00)	($8,630.17)	($10,000.00)	($10,000.00)
3500088	462020	NET INC IN FAIR VALUE INV	$9,870.09	$26,407.13	$0.00	$0.00	$0.00	$0.00
			($1,150.35)	$19,589.61	($10,000.00)	($8,630.17)	($10,000.00)	($10,000.00)
3500099	495000	BEGINNING FUND BALANCE	$0.00	$0.00	($837,771.00)	$0.00	($837,771.00)	($5,000.00)
			$0.00	$0.00	($837,771.00)	$0.00	($837,771.00)	($5,000.00)
Grand Total			($75,232.25)	($227,010.39)	($877,771.00)	($218,630.17)	($1,018,771.00)	($45,000.00)
EXPENSE								
3505000	500225	MEDICARE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
3505000	500230	RETIREMENT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
3505000	500240	GROUP INSURANCE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
3505000	500241	CITY HSA CONTRIBUTION	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
3505000	500250	WORKERS' COMPENSATION	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
3505000	500675	SMALL FURNISHINGS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
3505000	502450	CASH SHORT/OVER	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
3505000	507010	CAPITAL IMPROVEMENTS	$359,512.16	$4,990.68	$809,054.12	$148,300.00	$671,001.00	$0.00
3505000	507101	SILVER OAKS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
3505000	507108	SCHULZ RANCH	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
3505000	507199	UNDESIGNATED PROJECTS	$0.00	$0.00	$63,716.88	$0.00	$342,770.00	$40,000.00
			$359,512.16	$4,990.68	$872,771.00	$148,300.00	$1,013,771.00	$40,000.00
3505000	593000	UNRESERVED FUND BALANCE	$0.00	$0.00	$5,000.00	$0.00	$5,000.00	$5,000.00
			$0.00	$0.00	$5,000.00	$0.00	$5,000.00	$5,000.00
		RESIDENTIAL CONSTRUCTION TAX FUND	$359,512.16	$4,990.68	$877,771.00	$148,300.00	$1,018,771.00	$45,000.00

FISCAL SUMMARY FOR OTHER GOVERNMENTAL FUNDS

Department Name: Debt Service Fund

Department Number: 410

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
Intergovernmental	$ 602,074	$ 499,871	$ 95,000	**-81.00%**	$ (404,871)
Miscellaneous	(37,636)	8,000	8,000	**0.00%**	-
Operating Transfers In	8,036,177	7,892,912	8,173,613	**3.56%**	280,701
Beginning Balance	(11,547)	42,496	50,496	**18.83%**	8,000
TOTAL	**$ 8,589,068**	**$ 8,443,279**	**$ 8,327,109**	**-1.38%**	**$ (116,170)**
EXPENDITURE					
Principal	$ 6,338,100	$ 6,051,800	$ 5,899,700	**-2.51%**	$ (152,100)
Interest	2,206,620	2,338,983	2,366,913	**1.19%**	27,930
Service & Supplies	1,852	2,000	2,000	**0.00%**	-
Ending Fund Balance	42,496	50,496	58,496	**15.84%**	8,000
TOTAL	**$ 8,589,068**	**$ 8,443,279**	**$ 8,327,109**	**-1.38%**	**$ (116,170)**
FTE	**0**	**0**	**0**		

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
DEBT SERVICE FUND								
REVENUE								
4103082	432020	ENERGY EFFICIENCY SUBSIDY	$0.00	($193,618.53)	($95,000.00)	($47,497.95)	($94,996.00)	($95,000.00)
4103082	437050	CCTA	($406,055.00)	($408,455.00)	($404,875.00)	($4,937.50)	($404,875.00)	$0.00
			($406,055.00)	($602,073.53)	($499,875.00)	($52,435.45)	($499,871.00)	($95,000.00)
4100088	461010	INTEREST INCOME	($15,154.13)	($11,363.14)	($56,957.00)	($8,959.27)	($8,000.00)	($8,000.00)
4100088	462020	NET INC IN FAIR VALUE INV	$15,396.82	$48,999.05	$0.00	$0.00	$0.00	$0.00
			$242.69	$37,635.91	($56,957.00)	($8,959.27)	($8,000.00)	($8,000.00)
4103082	463010	EAGLE VALLEY AGREEMENT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4101080	466050	REFUNDS/REIMBURSEMENTS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4100091	481010	GENERAL FUND	($3,365,846.00)	($3,526,465.00)	($3,384,514.00)	($2,820,428.30)	($3,384,518.00)	($3,393,080.00)
4100091	481100	SENIOR CITIZENS' FUND	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4100091	481150	REG. TRANSPORTATION FUND	($1,579,634.00)	($1,580,472.00)	($1,580,055.00)	($1,316,712.50)	($1,580,055.00)	($1,580,174.00)
4100091	481360	CAPITAL PROJECTS FUND	($362,714.00)	($362,047.00)	($362,253.00)	($301,877.50)	($362,253.00)	($362,309.00)
4100091	481370	INFRASTRUCTURE TAX FUND	($772,775.00)	($775,475.00)	($775,925.00)	($646,604.20)	($775,925.00)	($1,051,550.00)
4100091	481500	QUALITY OF LIFE	($642,686.00)	($644,005.00)	($645,372.00)	($537,810.00)	($645,372.00)	($641,805.00)
4100091	481510	V&T SPECIAL REV FUND	($1,042,500.00)	($1,044,625.00)	($1,041,875.00)	($868,229.20)	($1,041,875.00)	($1,042,000.00)
4100091	481930	911 SURCHARGE	($103,218.00)	($103,088.00)	($102,914.00)	($85,761.70)	($102,914.00)	($102,695.00)
			($7,869,373.00)	($8,036,177.00)	($7,892,908.00)	($6,577,423.40)	($7,892,912.00)	($8,173,613.00)
4100099	483031	PREMIUM ON BOND PROCEEDS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4100099	483039	PROCEEDS OF REFUNDING BONDS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4100099	495000	BEGINNING FUND BALANCE	$0.00	$0.00	($42,496.00)	$0.00	($42,496.00)	($50,496.00)
Grand Total			($8,275,185.31)	($8,600,614.62)	($8,492,236.00)	($6,638,818.12)	($8,443,279.00)	($8,327,109.00)
EXPENSE								
4107001	504600	FISCAL CHARGES	$1,800.00	$1,852.07	$2,000.00	$2,099.00	$2,000.00	$2,000.00
4107001	504846	BOND ISSUANCE COSTS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$1,800.00	$1,852.07	$2,000.00	$2,099.00	$2,000.00	$2,000.00
4107000	508279	2022C CIP BONDS	$0.00	$0.00	$220,000.00	$0.00	$220,000.00	$275,000.00
4107000	508303	2014F INFRASTRUCTURE ST B	$300,000.00	$315,000.00	$330,000.00	$330,000.00	$330,000.00	$345,000.00
4107000	508304	2015 HIGHWAY REV REFUNDIN	$380,000.00	$395,000.00	$415,000.00	$415,000.00	$415,000.00	$435,000.00
4107000	508305	2015 REFUNDING (2005A)	$935,000.00	$1,040,000.00	$0.00	$0.00	$0.00	$0.00
4107000	508306	2023 INFRASTRUCTURE SALES TAX	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4107000	508308	2017 HIGHWAY REFUNDING	$462,000.00	$476,000.00	$483,000.00	$483,000.00	$483,000.00	$495,000.00
4107000	508317	2013C PARKS REFUNDING(05)	$62,196.22	$61,994.00	$66,287.00	$66,286.79	$66,287.00	$65,042.00
4107000	508319	2013C QOL REFUNDING(05)	$462,803.78	$478,006.00	$493,713.00	$493,713.21	$493,713.00	$504,958.00
4107000	508329	2013A CIP SHERIFF REF(05)	$705,331.79	$736,232.82	$1,100,409.00	$0.00	$1,100,409.00	$1,140,987.00

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
4107000	508336	2012 Refunded Hwy (2003)	$369,100.00	$376,600.00	$388,100.00	$388,100.00	$388,100.00	$398,600.00
4107000	508337	2013A CIP REFUNDING(2005)	$399,668.21	$413,767.18	$424,591.00	$0.00	$424,591.00	$434,013.00
4107000	508338	2013B V&T REFUNDING(03)	$380,000.00	$390,000.00	$395,000.00	$0.00	$395,000.00	$0.00
4107000	508347	2005 PARKS BONDS (GEN FD)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4107000	508348	2005 PARKS BDS (Q OF LF)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4107000	508352	2014E V&T REFUNDING BD	$800,000.00	$835,000.00	$875,000.00	$875,000.00	$875,000.00	$920,000.00
4107000	508354	2005 V & T HISTORICAL	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4107000	508358	2008 RTC BONDS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4107000	508362	2010 RTC BONDS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4107000	508363	2010 VARIOUS REF (1998B)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4107000	508364	2010 VARIOUS REF(1999A)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4107000	508365	2010 VARIOUS REF -SEN CTR	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4107000	508366	2010 PARK REFUNDING	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4107000	508367	2013 CAPITAL PROJECTS MT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4107000	508401	RDA BUILDING	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4107000	508402	2016A ENERGY SAVINGS	$129,700.00	$138,500.00	$164,700.00	$81,900.00	$164,700.00	$175,100.00
4107000	508403	2016B ENERGY SAVINGS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4107001	508404	2020A REFUNDING - MEDIUM TERM	$68,000.00	$83,000.00	$84,000.00	$84,000.00	$84,000.00	$86,000.00
4107000	508617	2014 LANDFILL CAPITAL MT	$179,000.00	$183,000.00	$187,000.00	$93,000.00	$187,000.00	$191,000.00
4107000	508618	2014 911 SURCHARGE CAP MT	$95,000.00	$97,000.00	$99,000.00	$49,000.00	$99,000.00	$101,000.00
4107000	508619	2017 CAPITAL PROJECTS MT	$313,000.00	$319,000.00	$326,000.00	$0.00	$326,000.00	$333,000.00
			$6,040,800.00	$6,338,100.00	$6,051,800.00	$3,359,000.00	$6,051,800.00	$5,899,700.00
4107000	509279	2022C CIP BOND INT	$0.00	$0.00	$347,968.00	$195,943.33	$347,968.00	$293,050.00
4107000	509303	2014F INFRASTRUCTURE ST B	$472,775.00	$460,475.00	$445,925.00	$445,925.00	$445,925.00	$429,050.00
4107000	509304	2015 HIGHWAY REV REFUNDIN	$204,200.00	$188,700.00	$170,425.00	$90,400.00	$170,425.00	$149,175.00
4107000	509305	2015 REFUNDING (2005A)	$531,112.50	$484,362.50	$432,363.00	$216,181.25	$432,363.00	$432,363.00
4107000	509306	2023 INFRASTRUCTURE SALES TAX	$0.00	$0.00	$0.00	$0.00	$0.00	$277,500.00
4107000	509308	2017 HIGHWAY REFUNDING	$132,390.31	$121,063.96	$109,484.00	$57,658.13	$109,484.00	$97,675.00
4107000	509317	2013C PARKS REFUNDING(05)	$11,110.94	$9,245.06	$7,385.00	$7,385.24	$7,385.00	$5,397.00
4107000	509319	2013C QOL REFUNDING(05)	$179,882.82	$165,998.70	$151,659.00	$151,658.52	$151,659.00	$136,847.00
4107000	509329	2013A CIP SHERIFF REF(05)	$233,827.26	$212,667.30	$196,470.00	$98,235.09	$196,470.00	$163,458.00
4107000	509336	2012 Refunded Hwy (2003)	$31,944.05	$23,107.51	$14,046.00	$9,322.40	$14,046.00	$4,724.00
4107000	509337	2013A CIP REFUNDING(2005)	$96,260.24	$84,270.20	$75,167.00	$37,583.66	$75,167.00	$62,430.00
4107000	509338	2013B V&T REFUNDING(03)	$26,055.00	$18,455.00	$9,875.00	$4,937.50	$9,875.00	$0.00
4107000	509347	2005 PARKS BONDS (GEN FD)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4107000	509348	2005 PKS BDS (Q OF LF)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4107000	509352	2014E V&T REFUNDING BD	$242,500.00	$209,625.00	$166,875.00	$94,375.00	$166,875.00	$122,000.00
4107000	509354	2005 V & T HISTORICAL BDS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4107000	509358	2008 RTC BONDS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4107000	509362	2010 RTC BONDS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4107000	509363	2010 VARIOUS REF (1998B)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4107000	509364	2010 VARIOUS REF (1999A)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4107000	509365	2010 VARIOUS REF -SR CTR	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4107000	509366	2010 PARK REFUNDING	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
4107000	509367	2013 CAPITAL PROJECTS MT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4107001	509401	RDA BUILDING	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4107001	509402	2016A ENERGY SAVINGS	$18,263.51	$15,374.90	$12,199.00	$6,548.10	$12,199.00	$8,536.00
4107001	509403	2016B ENERGY SAVINGS	$145,462.14	$145,462.14	$145,462.00	$72,731.07	$145,462.00	$145,462.00
4107001	509404	2020A REFUNDING MEDIUM TERM	$7,235.83	$7,181.85	$6,121.00	$3,327.40	$6,121.00	$5,042.00
4107001	509617	2014 LANDFILL CAPITAL MT	$15,509.65	$11,495.65	$7,392.00	$4,214.70	$7,392.00	$3,200.00
4107001	509618	2014 911 SURCHARGE CAP MT	$8,217.55	$6,087.90	$3,914.00	$2,230.00	$3,914.00	$1,695.00
4107001	509619	2017 CAPITAL PROJECTS MT	$49,714.20	$43,047.30	$36,253.00	$18,126.30	$36,253.00	$29,309.00
			$2,406,461.00	$2,206,619.97	$2,338,983.00	$1,516,782.69	$2,338,983.00	$2,366,913.00
4107001	509001	PAYMENT TO ESCROW REFUND	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4100099	502804	RESERVED DEBT SERVICE	$0.00	$0.00	$99,453.00	$0.00	$50,496.00	$58,496.00
			$0.00	$0.00	$99,453.00	$0.00	$50,496.00	$58,496.00
		DEBT SERVICE FUND	$8,449,061.00	$8,546,572.04	$8,492,236.00	$4,877,881.69	$8,443,279.00	$8,327,109.00

CARSON CITY TENTATIVE BUDGET

PROPRIETARY FUNDS INDEX

FY 2024

FUND	DESCRIPTION	TAB #
ENTERPRISE FUNDS:		
501	AMBULANCE	87
505	STORMWATER UTILITY FUND	88
510	WASTEWATER UTILITY FUND	89
520	WATER UTILITY FUND	90
525	BUILDING PERMITS	91
530	CEMETERY	92
INTERNAL SERVICE FUNDS:		
560	FLEET	93
570	GROUP MEDICAL	94
580	WORKERS COMP	95
590	INSURANCE	96

FISCAL SUMMARY FOR ENTERPRISE FUNDS

Department Name: Ambulance

Department Number: 501

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
Charges for Services	$ 4,548,777	$ 4,424,650	$ 4,057,010	**-8.31%**	$ (367,640)
Non-Operating Income	145,947	50,385	25,000	**-50.38%**	(25,385)
TOTAL	**$ 4,694,723**	**$ 4,475,035**	**$ 4,082,010**	**-8.78%**	**$ (393,025)**
EXPENDITURE					
Salary	$ 2,196,948	$ 1,964,463	$ 2,046,374	**4.17%**	$ 81,911
Benefits	777,430	1,414,568	1,575,203	**11.36%**	160,635
Service & Supplies	1,083,206	1,208,263	1,170,814	**-3.10%**	(37,449)
Depreciation	135,126	140,000	140,000	**0.00%**	-
TOTAL	**$ 4,192,710**	**$ 4,727,294**	**$ 4,932,391**	**4.34%**	**$ 205,097**
NET INCOME (LOSS)	**$ 502,014**	**$ (252,259)**	**$ (850,381)**	**237.11%**	**$ (598,122)**
Capital Outlay	**$ 66,247**	**$ 1,216,950**	**$ 461,802**	**-62.05%**	**$ (755,148)**
Cash Balance - June 30	**$ 4,364,544**	**$ 3,310,335**	**$ 2,413,152**		
FTE	**24.41**	**21.41**	**21.41**		

PERSONNEL DETAIL WORKSHEET
FY2023-24

DEPARTMENT: AMBULANCE		
DEPARTMENT NUMBER: 501		
POSITION / DESCRIPTION	**# OF POSITIONS**	**PROPOSED BUDGET**
SALARIES AND WAGES:		
Fire Battalion Chief	0.41	$ 71,414
Firefighter/Paramedic	15.00	1,401,166
Office Specialist	1.00	55,042
Patient Care Technicians - BLS program	4.00	187,010
Division Chief Emergency Med Services	1.00	115,308
FLSA		13,349
Hourly Salary		25,476
Overtime		158,436
Preceptor Pay		4,173
Temporary Staffing		15,000
SUB-TOTAL SALARY & WAGES	**21.41**	**$ 2,046,374**
BENEFITS:		
Medicare		$ 28,912
Retirement		825,596
Group Insurance		339,720
Workers' Compensation		83,523
Uniform Allowance		21,492
Phone Allowance		960
OPEB Costs		200,000
GASB 68 Pension Expense		75,000
SUB-TOTAL BENEFITS		**$ 1,575,203**
GRAND TOTAL		**$ 3,621,577**

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
AMBULANCE FUND								
REVENUE								
5017081	431010	FEDERAL GRANTS	($97,663.39)	$0.00	$0.00	$0.00	$0.00	$0.00
5017081	437100	OTHER LOCAL GRANTS	($654,580.00)	($286,323.00)	($654,580.00)	($888,701.26)	($654,580.00)	($654,580.00)
			($752,243.39)	($286,323.00)	($654,580.00)	($888,701.26)	($654,580.00)	($654,580.00)
5010091	441560	FLEET MANAGEMENT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5017080	441650	AMBULANCE CHARGES	($7,397,866.60)	($7,562,184.30)	($7,548,650.00)	($5,026,576.00)	($7,345,520.00)	($7,375,929.00)
5017080	441651	SUBSCRIPTION FEES	($111,419.00)	($129,411.50)	($115,000.00)	($13,173.00)	($115,000.00)	($115,000.00)
5017080	441653	CPR/ FIRST AID CLASSES	$0.00	($70.00)	$0.00	$0.00	$0.00	$0.00
5017080	441658	UNCOLLECTIBLE	$3,317,155.88	$3,487,731.34	$3,924,717.00	$2,303,092.13	$3,349,570.00	$3,797,682.00
5017080	441659	BAD DEBTS: WRITE-OFF	$562,551.29	$965,628.44	$869,319.00	$449,345.22	$882,472.00	$903,845.00
5017080	441660	PAYMENTS FROM RMC	($339,639.50)	($291,266.00)	($330,000.00)	($26,280.50)	($26,281.00)	$0.00
5017080	441661	PATIENT DIRECT PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5017080	441662	CITY-MED TRANS 2	($1,701,648.00)	($1,494,811.60)	($1,459,286.00)	($830,029.50)	($1,235,694.00)	($1,235,694.00)
5017080	441990	CONTRACTUAL ALLOWANCE	$937,220.61	$761,930.11	$751,211.00	$480,922.64	$720,383.00	$622,666.00
			($4,733,645.32)	($4,262,453.51)	($3,907,689.00)	($2,662,699.01)	($3,770,070.00)	($3,402,430.00)
5010088	461010	INTEREST INCOME	($52,160.09)	($31,154.39)	($25,000.00)	($36,890.00)	($25,000.00)	($25,000.00)
5010088	462020	NET INC IN FAIR VALUE INV	$44,544.85	$129,028.11	$0.00	$0.00	$0.00	$0.00
			($7,615.24)	$97,873.72	($25,000.00)	($36,890.00)	($25,000.00)	($25,000.00)
5017080	466050	REFUNDS/REIMBURSEMENTS	($468.02)	($205,079.43)	$0.00	$0.00	$0.00	$0.00
5017080	466180	COLLECT ON W/OFF ACCTS	($50,364.57)	($38,741.35)	$0.00	($29,688.20)	($25,385.00)	$0.00
			($50,832.59)	($243,820.78)	$0.00	($29,688.20)	($25,385.00)	$0.00
5010091	481010	GENERAL FUND	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5010090	482100	VEHICLE SALES	($41,325.00)	$0.00	$0.00	$0.00	$0.00	$0.00
			($41,325.00)	$0.00	$0.00	$0.00	$0.00	$0.00
Grand Total			($5,585,661.54)	($4,694,723.57)	($4,587,269.00)	($3,617,978.47)	($4,475,035.00)	($4,082,010.00)
EXPENSE								
5012525	500101	SALARIES	$1,468,898.44	$1,495,789.37	$1,594,461.00	$1,098,878.21	$1,557,100.00	$1,642,930.00
5012525	500102	HOURLY/SEASONAL	$16,747.79	$33,693.37	$25,476.00	$23,584.17	$25,476.00	$25,476.00
5012525	500103	ADMINISTRATIVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5012525	500105	ACTING PAY	$6,243.33	$18,781.50	$0.00	$12,629.57	$9,888.00	$0.00
5012525	500106	MANAGEMENT LEAVE PAY	$5,720.12	$5,942.17	$0.00	$2,678.76	$1,304.00	$0.00
5012525	500107	ANNUAL LEAVE PAYOFF	($8,253.70)	$3,838.77	$0.00	$6,634.95	$0.00	$0.00
5012525	500108	SICK LEAVE PAY	$55,377.01	$15,536.88	$0.00	$0.00	$0.00	$0.00
5012525	500109	WORKERS' COMPENSATORY LEAVE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5012525	500111	OVERTIME	$111,825.66	$240,513.27	$133,436.00	$118,690.50	$133,436.00	$133,436.00

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
5012525	500112	CALL BACK PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5012525	500113	STAND-BY PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5012525	500114	F L S A	$16,466.39	$14,119.04	$13,349.00	$10,223.52	$13,349.00	$13,349.00
5012525	500117	PRECEPTOR PAY	$2,400.00	$1,560.00	$4,173.00	$560.00	$4,173.00	$4,173.00
5012525	500125	TEMPORARY STAFFING	$3,568.95	$0.00	$15,000.00	$9,325.36	$15,000.00	$15,000.00
5012525	500199	GRANT FUNDED ALLOCATION	($159,836.60)	$0.00	$0.00	$0.00	$0.00	$0.00
			$1,519,157.39	$1,829,774.37	$1,785,895.00	$1,283,205.04	$1,759,726.00	$1,834,364.00
5012525	500225	MEDICARE	$23,857.58	$26,887.73	$25,278.00	$18,064.26	$26,485.00	$25,884.00
5012525	500230	RETIREMENT	$596,168.24	$633,445.30	$681,509.00	$460,040.14	$655,433.00	$786,638.00
5012525	500240	GROUP INSURANCE	$234,031.48	$232,298.75	$254,482.00	$167,217.78	$239,878.00	$250,645.00
5012525	500241	CITY HSA CONTRIBUTION	$27,994.72	$31,864.48	$32,843.00	$27,328.45	$39,086.00	$39,509.00
5012525	500250	WORKERS' COMPENSATION	$73,693.93	$73,483.69	$72,456.00	$52,909.80	$73,773.00	$80,251.00
5012525	500265	UNIFORM ALLOWANCE	$17,892.00	$16,692.00	$18,492.00	$9,246.00	$18,492.00	$18,492.00
5012525	500271	PHONE ALLOWANCE	$1,072.96	$968.00	$960.00	$640.00	$960.00	$960.00
5012525	500286	OPEB COST	$155,620.00	$61,201.00	$200,000.00	$0.00	$200,000.00	$200,000.00
5012525	500287	PENSION COST	$8,662.00	($349,024.00)	$75,000.00	$0.00	$75,000.00	$75,000.00
			$1,138,992.91	$727,816.95	$1,361,020.00	$735,446.43	$1,329,107.00	$1,477,379.00
5012525	500303	ORGANIZATIONAL DEVELOPMENT	$0.00	$0.00	$14,250.00	$0.00	$14,250.00	$14,250.00
5012525	500309	PROFESSIONAL SERVICES	$21,879.85	$15,038.67	$79,250.00	$55,133.79	$79,250.00	$14,250.00
5012525	500312	AUDITING FEES	$16,780.88	$14,318.38	$17,502.00	$8,810.00	$17,502.00	$17,502.00
5012525	500330	TRAINING	$7,089.96	$13,305.82	$23,351.00	$8,679.00	$23,351.00	$23,351.00
5012525	500356	EMPLOYEE PHYSICALS	$5,832.46	$7,628.69	$8,400.00	$5,622.23	$8,400.00	$8,400.00
5012525	500430	EQUIPMENT REPAIR & MAINT	$17,307.86	$21,058.75	$27,000.00	$16,785.60	$27,000.00	$27,000.00
5012525	500433	SOFTWARE MAINTENANCE COST	$0.00	$0.00	$5,250.00	$4,156.00	$5,250.00	$24,150.00
5012525	500435	VEHICLE REPAIR & MAINT	$27,616.77	$19,833.08	$15,000.00	$28,909.30	$15,000.00	$15,000.00
5012525	500444	OFFICE EQUIPMENT RENTAL	$1,965.99	$3,024.10	$4,500.00	$2,800.46	$4,500.00	$4,500.00
5012525	500503	CPR / FIRST AID CLASSES	$4,984.00	$3,570.00	$5,000.00	$440.00	$5,000.00	$5,000.00
5012525	500513	CLAIM PAYMENTS	$0.00	$0.00	$3,000.00	$0.00	$3,000.00	$3,000.00
5012525	500542	PRINTING/ADVERTISING	$0.00	$0.00	$5,100.00	$0.00	$5,100.00	$5,100.00
5012525	500545	MEMBERSHIP / PUBLICATIONS	$353.42	$942.00	$2,200.00	$537.43	$2,200.00	$2,200.00
5012525	500585	REIMBURSABLE EDUCATION	$0.00	$2,863.05	$0.00	$3,610.25	$0.00	$0.00
5012525	500601	OFFICE SUPPLIES	$0.00	$68.78	$1,000.00	$128.69	$1,000.00	$1,000.00
5012525	500602	POSTAGE/SHIPPING	$0.00	$228.85	$800.00	$0.00	$800.00	$800.00
5012525	500621	ARBITRATION	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5012525	500625	OPERATING SUPPLIES	$11,790.09	$12,964.60	$20,000.00	$14,804.31	$20,000.00	$20,000.00
5012525	500660	VEHICLE FUEL/OIL	$35,457.78	$56,771.16	$35,000.00	$41,162.32	$35,000.00	$35,000.00
5012525	500674	SMALL TOOLS/ EQUIPMENT	$32,321.18	$34,106.41	$35,000.00	$37,267.35	$35,000.00	$35,000.00
5012525	500676	TECHNICAL EQUIPMENT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5012525	500679	MEDICAL SUPPLIES	$165,821.46	$146,717.82	$165,000.00	$95,790.22	$165,000.00	$165,000.00
5012525	500710	TELEPHONE	$11,269.37	$11,897.38	$8,000.00	$10,119.64	$8,000.00	$8,000.00
5012525	500901	ISC: GENERAL FUND	$375,807.00	$377,963.00	$388,222.00	$258,816.00	$388,222.00	$410,710.00
5012525	500915	ISC: INSURANCE FUND	$55,500.00	$61,500.00	$61,500.00	$61,500.00	$61,500.00	$61,500.00
5012525	500950	ISC: FLEET MANAGEMENT	$61,440.00	$55,584.00	$52,065.00	$67,684.50	$83,304.00	$62,586.00

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
5012525	500955	ISC: RADIOS	$8,228.00	$7,506.00	$18,314.00	$18,314.00	$18,314.00	$15,844.00
5012525	502448	CREDIT CARD CHARGES	$3,701.67	$3,794.34	$5,000.00	$2,883.68	$5,000.00	$5,000.00
5012525	502450	CASH SHORT/OVER	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5012525	502451	BILLING CHARGES	$148,887.55	$155,805.18	$156,696.00	$96,356.25	$149,320.00	$158,671.00
			$1,014,035.29	$1,026,490.06	$1,156,400.00	$840,311.02	$1,180,263.00	$1,142,814.00
5012525	504465	DEPRECIATION EXPENSE	$117,942.66	$135,126.24	$140,000.00	$0.00	$140,000.00	$140,000.00
5012525	504875	LOSS ON DISPOSAL F.A.	$27,267.76	$0.00	$0.00	$0.00	$0.00	$0.00
5012525	505000	CAPITALIZED ASSETS	($882,219.92)	($66,247.40)	$0.00	$0.00	$0.00	$0.00
			($737,009.50)	$68,878.84	$140,000.00	$0.00	$140,000.00	$140,000.00
5012525	507201	GENERAL FUND	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5012525	507775	EQUIPMENT	$882,219.92	$66,247.40	$1,216,950.00	$70,925.60	$1,216,950.00	$461,802.00
			$882,219.92	$66,247.40	$1,216,950.00	$70,925.60	$1,216,950.00	$461,802.00
5012535	500101	SALARIES	$112,977.57	$120,312.25	$129,303.00	$0.00	$0.00	$0.00
5012535	500102	HOURLY/SEASONAL	$43,756.50	$31,721.50	$37,000.00	$0.00	$0.00	$0.00
5012535	500103	ADMINISTRATIVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5012535	500107	ANNUAL LEAVE PAYOFF	($866.97)	$1,923.91	$0.00	$0.00	$0.00	$0.00
5012535	500111	OVERTIME	$8,236.05	$13,160.39	$1,000.00	$0.00	$0.00	$0.00
5012535	500113	STAND-BY PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5012535	500114	F L S A	$0.00	$52.53	$0.00	$0.00	$0.00	$0.00
5012535	500116	HOLIDAY PAY	$527.48	$156.93	$0.00	$0.00	$0.00	$0.00
5012535	500125	TEMPORARY STAFFING	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$164,630.63	$167,327.51	$167,303.00	$0.00	$0.00	$0.00
5012535	500225	MEDICARE	$2,320.86	$2,386.15	$2,393.00	$0.00	$0.00	$0.00
5012535	500230	RETIREMENT	$17,047.80	$19,302.54	$20,041.00	$0.00	$0.00	$0.00
5012535	500240	GROUP INSURANCE	$27,709.39	$23,494.49	$36,898.00	$0.00	$0.00	$0.00
5012535	500241	CITY HSA CONTRIBUTION	$3,972.68	$575.78	$0.00	$0.00	$0.00	$0.00
5012535	500250	WORKERS' COMPENSATION	$3,255.27	$3,083.86	$2,997.00	$0.00	$0.00	$0.00
5012535	500287	PENSION COST	($5.00)	($35,148.00)	$0.00	$0.00	$0.00	$0.00
			$54,301.00	$13,694.82	$62,329.00	$0.00	$0.00	$0.00
5012535	500430	EQUIPMENT REPAIR & MAINT	$79.92	$0.00	$1,500.00	$0.00	$0.00	$0.00
5012535	500435	VEHICLE REPAIR & MAINT	$3,953.16	$4,201.22	$3,000.00	$0.00	$0.00	$0.00
5012535	500601	OFFICE SUPPLIES	$0.00	$0.00	$500.00	$0.00	$0.00	$0.00
5012535	500625	OPERATING SUPPLIES	$3,823.60	$2,395.90	$6,500.00	$0.00	$0.00	$0.00
5012535	500626	AUXILLARY UNITS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5012535	500660	VEHICLE FUEL/OIL	$11,788.09	$17,037.34	$14,000.00	$0.00	$0.00	$0.00
5012535	500710	TELEPHONE	$0.00	$0.00	$1,000.00	$0.00	$0.00	$0.00
5012535	500950	ISC: FLEET MANAGEMENT	$30,720.00	$31,266.00	$31,239.00	$15,619.50	$0.00	$0.00
			$50,364.77	$54,900.46	$57,739.00	$15,619.50	$0.00	$0.00
5012535	507275	FLEET MANAGEMENT FUND	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
5012535	507705	VEHICLE REPLACEMENT PROGRAM	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5012537	500101	SALARIES	$173,864.86	$168,000.82	$175,784.00	$123,836.24	$175,156.00	$187,010.00
5012537	500102	HOURLY/SEASONAL	$0.00	$0.00	$0.00	$5,797.40	$3,425.00	$0.00
5012537	500107	ANNUAL LEAVE PAYOFF	$4,219.28	$7,240.72	$0.00	$5,204.83	$1,128.00	$0.00
5012537	500111	OVERTIME	$26,338.41	$24,584.97	$25,000.00	$31,710.63	$25,000.00	$25,000.00
5012537	500114	F L S A	$0.01	$0.01	$0.00	$28.18	$28.00	$0.00
5012537	500116	HOLIDAY PAY	($240.21)	$19.78	$0.00	$0.00	$0.00	$0.00
5012537	500199	GRANT FUNDED ALLOCATION	($18,017.92)	$0.00	$0.00	$0.00	$0.00	$0.00
			$186,164.43	$199,846.30	$200,784.00	$166,577.28	$204,737.00	$212,010.00
5012537	500225	MEDICARE	$2,742.53	$2,767.24	$2,440.00	$2,380.56	$3,178.00	$3,028.00
5012537	500230	RETIREMENT	$25,848.07	$29,572.74	$32,701.00	$22,399.52	$32,367.00	$38,958.00
5012537	500240	GROUP INSURANCE	$46,621.75	$50,166.03	$59,750.00	$27,220.38	$39,951.00	$42,534.00
5012537	500241	CITY HSA CONTRIBUTION	$6,245.08	$5,462.59	$4,160.00	$4,345.17	$6,608.00	$7,032.00
5012537	500250	WORKERS' COMPENSATION	$4,487.84	$3,547.43	$2,976.00	$3,337.30	$3,357.00	$3,272.00
5012537	500265	UNIFORM ALLOWANCE	$0.00	$0.00	$3,000.00	$0.00	$0.00	$3,000.00
5012537	500287	PENSION COST	$1,369.00	($55,598.00)	$0.00	$0.00	$0.00	$0.00
			$87,314.27	$35,918.03	$105,027.00	$59,682.93	$85,461.00	$97,824.00
5012537	500356	EMPLOYEE PHYSICALS	$133.00	$168.00	$2,000.00	$0.00	$2,000.00	$2,000.00
5012537	500601	OFFICE SUPPLIES	$0.00	$0.00	$1,000.00	$0.00	$1,000.00	$1,000.00
5012537	500625	OPERATING SUPPLIES	$3,423.59	$1,647.34	$16,000.00	$1,138.15	$16,000.00	$16,000.00
5012537	500660	VEHICLE FUEL/OIL	$0.00	$0.00	$8,000.00	$0.00	$8,000.00	$8,000.00
5012537	500710	TELEPHONE	$0.00	$0.00	$1,000.00	$0.00	$1,000.00	$1,000.00
5012537	500950	ISC: FLEET MANAGEMENT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$3,556.59	$1,815.34	$28,000.00	$1,138.15	$28,000.00	$28,000.00
5012537	507775	EQUIPMENT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
		AMBULANCE FUND	$4,363,727.70	$4,192,710.08	$6,281,447.00	$3,172,905.95	$5,944,244.00	$5,394,193.00

FISCAL SUMMARY FOR ENTERPRISE FUNDS

Department Name: Stormwater Utility Fund

Department Number: 5053702

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
Charges for Services	$ 2,095,509	$ 2,618,363	$ 2,881,346	**10.04%**	$ 262,983
Non-Operating Income	1,287,670	27,708	25,000	**-9.77%**	(2,708)
TOTAL	**$ 3,383,179**	**$ 2,646,071**	**$ 2,906,346**	**9.84%**	**$ 260,275**
EXPENDITURE					
Salary	$ 202,637	$ 233,382	$ 267,224	**14.50%**	$ 33,842
Benefits	57,308	141,719	165,053	**16.46%**	23,334
Service & Supplies	545,082	598,388	639,650	**6.90%**	41,262
Depreciation	484,598	485,000	485,000	**0.00%**	-
Bond Interest	211,054	194,715	177,596	**-8.79%**	(17,119)
TOTAL	**$ 1,500,679**	**$ 1,653,204**	**$ 1,734,523**	**4.92%**	**$ 81,319**
NET INCOME (LOSS)	**$ 1,882,501**	**$ 992,867**	**$ 1,171,823**	**18.02%**	**$ 178,956**
Capital Outlay	**$ 1,561,810**	**$ 1,176,132**	**$ 1,599,000**	**35.95%**	**$ 422,868**
Bond Principal Payments	**$ 636,207**	**$ 653,617**	**$ 675,067**	**3.28%**	**$ 21,450**
Cash Balance - June 30	**$ 1,578,529**	**$ 1,236,647**	**$ 629,403**		
FTE	**3.35**	**4.35**	**4.35**		

FINANCIAL POLICY COMPLIANCE

	Actual 2020	Actual 2021	Actual 2022	Estimated 2023	Budgeted 2024
Operating Reserve Goal	$ 91,039	$ 97,382	$ 104,716	$ 118,786	$ 130,923
Operating Reserve	91,039	97,382	104,716	118,786	130,923
Capital Reserve Goal	256,470	311,710	360,084	373,907	396,187
Capital Reserve	4,869,348	2,272,774	1,473,813	1,117,861	498,480
System Reinvestment Funding Goal	306,177	377,810	484,598	485,000	485,000
System Reinvestment Funding Available	4,012,227	2,272,774	1,473,813	1,117,861	498,480
Debt to Equity (goal is 50:50)	54:46	43:57	38:62	34:66	30:70
Debt Service Coverage (goal 1.0 minimum)	1.7	1.3	1.5	1.9	2.1

Goal met (green)

Goal not met (underlined red)

PERSONNEL DETAIL WORKSHEET
FY2023-24

DEPARTMENT: STORMWATER UTILITY FUND		
DEPARTMENT NUMBER: 5053702		
POSITION / DESCRIPTION	**# OF POSITIONS**	**PROPOSED BUDGET**
SALARIES AND WAGES:		
Accounting Manager Proprietary	0.10	$ 9,467
Senior Environmental Control Officer	0.10	7,693
Operations Manager	0.10	13,887
Asset Management Technician	0.05	3,191
Street Technician 1	0.50	28,848
Street Technician 2	1.00	66,508
Street Technician 3	0.50	34,969
Stormwater Technician	2.00	86,911
Call Back CCEA		2,500
Overtime		8,000
Stand By CCEA		5,250
SUB-TOTAL SALARY & WAGES	**4.35**	**$ 267,224**
BENEFITS:		
Medicare		$ 3,716
Retirement		70,984
Group Insurance		62,958
City HSA Contribution		9,121
Workers' Compensation		5,429
Foul Weather Allowance		623
Phone Allowance		192
Mobile Device		30
Clothing Allowance		2,000
OPEB Costs		7,000
GASB 68 Pension Expense		3,000
SUB-TOTAL BENEFITS		**$ 165,053**
GRAND TOTAL		**$ 432,277**

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
STORMWATER FUND								
REVENUE								
5057582	431010	FEDERAL GRANTS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5057582	434010	STATE GRANTS	($200,000.00)	$0.00	$0.00	$0.00	$0.00	$0.00
			($200,000.00)	$0.00	$0.00	$0.00	$0.00	$0.00
5057580	441670	SERVICE CHARGE	($1,861,986.05)	($2,095,509.04)	($2,437,304.00)	($1,943,053.04)	($2,618,363.00)	($2,881,346.00)
5057580	443060	DEPARTMENT CHARGES	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			($1,861,986.05)	($2,095,509.04)	($2,437,304.00)	($1,943,053.04)	($2,618,363.00)	($2,881,346.00)
5050088	461010	INTEREST INCOME	($29,619.75)	($14,481.68)	($25,000.00)	($8,232.81)	($25,000.00)	($25,000.00)
5050088	462020	NET INC IN FAIR VALUE INV	$31,400.13	$68,484.05	$0.00	$0.00	$0.00	$0.00
			$1,780.38	$54,002.37	($25,000.00)	($8,232.81)	($25,000.00)	($25,000.00)
5057581	465090	DONATIONS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5057580	466050	REFUNDS/REIMBURSEMENTS	($24,893.00)	($162.30)	$0.00	$0.00	$0.00	$0.00
			($24,893.00)	($162.30)	$0.00	$0.00	$0.00	$0.00
5057582	475100	DEVELOPER CONTRIBUTIONS	($1,326,676.04)	($1,341,510.36)	$0.00	($5,820.00)	$0.00	$0.00
5057582	475200	CAPITAL ASSETS	($60,120.23)	$0.00	$0.00	$0.00	$0.00	$0.00
			($1,386,796.27)	($1,341,510.36)	$0.00	($5,820.00)	$0.00	$0.00
5057591	481010	GENERAL FUND	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5050090	482100	VEHICLE SALES	$0.00	$0.00	$0.00	($2,707.50)	($2,708.00)	$0.00
			$0.00	$0.00	$0.00	($2,707.50)	($2,708.00)	$0.00
5050200	483030	BOND PROCEEDS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5050200	483031	PREMIUM ON BOND PROCEEDS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Grand Total			($3,471,894.94)	($3,383,179.33)	($2,462,304.00)	($1,959,813.35)	($2,646,071.00)	($2,906,346.00)
EXPENSE								
5053702	500101	SALARIES	$135,080.77	$186,395.29	$217,701.00	$141,175.88	$217,014.00	$251,474.00
5053702	500103	ADMINISTRATIVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5053702	500106	MANAGEMENT LEAVE PAY	$807.48	$851.81	$0.00	$704.62	$529.00	$0.00
5053702	500107	ANNUAL LEAVE PAYOFF	$1,812.83	$4,781.95	$0.00	$50.29	$50.00	$0.00
5053702	500108	SICK LEAVE PAY	$280.39	($1,518.75)	$0.00	$0.00	$0.00	$0.00
5053702	500109	WORKERS' COMPENSATORY LEAVE	$933.63	($175.46)	$0.00	$0.00	$0.00	$0.00
5053702	500111	OVERTIME	$2,982.34	$5,310.80	$8,000.00	$16,157.43	$8,000.00	$8,000.00
5053702	500112	CALL BACK PAY	$596.31	$645.06	$2,500.00	$817.65	$2,500.00	$2,500.00
5053702	500113	STAND-BY PAY	$2,765.54	$4,187.92	$5,250.00	$3,959.84	$5,250.00	$5,250.00
5053702	500114	F L S A	$35.44	$16.38	$0.00	$82.66	$39.00	$0.00
5053702	500116	HOLIDAY PAY	$1,131.27	$2,141.61	$0.00	$238.68	$0.00	$0.00

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
5053702	500199	GRANT FUNDED ALLOCATION	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$146,426.00	$202,636.61	$233,451.00	$163,187.05	$233,382.00	$267,224.00
5053702	500225	MEDICARE	$2,030.76	$2,736.61	$3,229.00	$2,304.43	$3,353.00	$3,716.00
5053702	500230	RETIREMENT	$30,191.10	$44,798.13	$54,369.00	$34,475.89	$55,631.00	$70,984.00
5053702	500240	GROUP INSURANCE	$30,377.08	$42,287.89	$56,959.00	$34,335.70	$56,575.00	$62,958.00
5053702	500241	CITY HSA CONTRIBUTION	$3,130.39	$6,900.37	$7,894.00	$6,212.59	$9,316.00	$9,121.00
5053702	500250	WORKERS' COMPENSATION	$1,787.30	$3,864.29	$4,142.00	$2,288.50	$4,148.00	$5,429.00
5053702	500265	UNIFORM ALLOWANCE	$0.00	$358.00	$2,000.00	$301.39	$2,000.00	$2,000.00
5053702	500266	FOUL WEATHER ALLOWANCE	$322.50	$472.50	$548.00	$472.50	$473.00	$623.00
5053702	500271	PHONE ALLOWANCE	$218.40	$193.60	$192.00	$128.00	$192.00	$192.00
5053702	500272	MOBILE DEVICE ALLOWANCE	$38.00	$30.25	$30.00	$20.00	$31.00	$30.00
5053702	500286	OPEB COST	$6,263.00	$3,626.00	$12,927.00	$0.00	$7,000.00	$7,000.00
5053702	500287	PENSION COST	($2,342.00)	($47,960.00)	$5,540.00	$0.00	$3,000.00	$3,000.00
			$72,016.53	$57,307.64	$147,830.00	$80,539.00	$141,719.00	$165,053.00
5053702	500309	PROFESSIONAL SERVICES	$60,021.40	$32,735.35	$70,000.00	$28,378.67	$60,000.00	$70,000.00
5053702	500312	AUDITING FEES	$768.25	$698.25	$663.00	$673.75	$663.00	$663.00
5053702	500330	TRAINING	$400.00	$2,157.09	$4,500.00	$1,316.14	$2,000.00	$4,500.00
5053702	500430	EQUIPMENT REPAIR & MAINT	$107.84	$0.00	$0.00	$0.00	$0.00	$0.00
5053702	500433	SOFTWARE MAINTENANCE COST	$3,749.80	$3,368.44	$8,000.00	$2,982.56	$6,000.00	$8,000.00
5053702	500434	BUILDING REPAIR & MAINT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5053702	500435	VEHICLE REPAIR & MAINT	$10,320.45	$7,289.92	$5,000.00	$159.79	$5,000.00	$5,000.00
5053702	500445	EQUIPMENT RENTAL	$0.00	$0.00	$1,000.00	$0.00	$1,000.00	$1,000.00
5053702	500446	FIRE SUPPRESSION	$2,687.50	$2,049.25	$5,000.00	$2,049.25	$5,000.00	$5,000.00
5053702	500448	CONTRIB TO TAHOE CONSERV	$0.00	$0.00	$2,000.00	$0.00	$2,000.00	$2,000.00
5053702	500542	PRINTING/ADVERTISING	$6,195.11	$4,974.98	$0.00	$4,186.24	$5,000.00	$0.00
5053702	500580	TRAVEL	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5053702	500587	CLICK-2-GOV FEES	$2,316.19	$1,864.79	$3,000.00	$1,128.38	$3,000.00	$3,000.00
5053702	500601	OFFICE SUPPLIES	$471.69	$329.42	$500.00	$403.83	$500.00	$500.00
5053702	500602	POSTAGE/SHIPPING	$9,169.98	$10,727.35	$9,000.00	$7,738.46	$9,000.00	$9,000.00
5053702	500625	OPERATING SUPPLIES	$24,827.06	$23,757.06	$25,000.00	$13,814.58	$20,000.00	$25,000.00
5053702	500660	VEHICLE FUEL/OIL	$4,126.61	$4,668.69	$9,000.00	$2,361.67	$9,000.00	$9,000.00
5053702	500710	TELEPHONE	$121.38	$116.62	$800.00	$139.91	$800.00	$800.00
5053702	500901	ISC: GENERAL FUND	$395,797.00	$407,520.00	$414,151.00	$276,104.00	$414,151.00	$430,768.00
5053702	500915	ISC: INSURANCE FUND	$27,750.00	$30,750.00	$30,750.00	$30,750.00	$30,750.00	$30,750.00
5053702	500920	ISC: SEWER FUND	$1,394.00	$0.00	$0.00	$0.00	$0.00	$0.00
5053702	500924	ISC: WATER FUND	$2,092.00	$3,556.00	$0.00	$0.00	$0.00	$0.00
5053702	500950	ISC: FLEET MANAGEMENT	$23,040.00	$20,844.00	$20,826.00	$20,826.00	$20,826.00	$23,058.00
5053702	500955	ISC: RADIOS	$0.00	$1,668.00	$2,198.00	$2,198.00	$2,198.00	$1,611.00
5053702	501252	UTILITY ASSISTANCE PROGRAM	$0.00	$11.77	$10,000.00	$82.39	$1,500.00	$10,000.00
5053702	501299	GRANT ALLOCATION/DIRECT BILL	$0.00	($14,004.93)	$0.00	$0.00	$0.00	$0.00
			$575,356.26	$545,082.05	$621,388.00	$395,293.62	$598,388.00	$639,650.00
5053702	504465	DEPRECIATION EXPENSE	$377,810.73	$484,597.89	$485,000.00	$0.00	$485,000.00	$485,000.00

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
5053702	504600	FISCAL CHARGES	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5053702	504846	BOND ISSUANCE COSTS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5053702	504875	LOSS ON DISPOSAL F.A.	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5053702	505000	CAPITALIZED ASSETS	($1,753,020.24)	($1,561,809.66)	$0.00	$0.00	$0.00	$0.00
			($1,375,209.51)	($1,077,211.77)	$485,000.00	$0.00	$485,000.00	$485,000.00
5053702	507010	CAPITAL IMPROVEMENTS	$3,266.85	$481,974.46	$103,675.00	$61,607.74	$61,608.00	$0.00
5053702	507775	EQUIPMENT	$0.00	$0.00	$871,997.00	$778,747.25	$796,000.00	$205,000.00
			$3,266.85	$481,974.46	$975,672.00	$840,354.99	$857,608.00	$205,000.00
5053705	500225	MEDICARE	$0.00	$0.00	$0.00	$30.62	$0.00	$0.00
5053705	500230	RETIREMENT	$0.00	$0.00	$0.00	$630.16	$0.00	$0.00
5053705	500240	GROUP INSURANCE	$0.00	$0.00	$0.00	$263.89	$0.00	$0.00
5053705	500241	CITY HSA CONTRIBUTION	$0.00	$0.00	$0.00	$80.26	$0.00	$0.00
5053705	500250	WORKERS' COMPENSATION	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$0.00	$0.00	$0.00	$1,004.93	$0.00	$0.00
5053705	507010	CAPITAL IMPROVEMENTS	$1,749,753.39	$1,079,835.20	$421,982.00	$78,906.47	$318,524.00	$1,394,000.00
5053705	507102	INFRASTRUCTURE CAPITAL	$0.00	$0.00	$79,783.00	$0.00	$0.00	$0.00
5053705	507199	UNDESIGNATED PROJECTS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5053705	507800	CONSTRUCTION PROJECTS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$1,749,753.39	$1,079,835.20	$501,765.00	$78,906.47	$318,524.00	$1,394,000.00
5053705	508310	2018 STORMWATER BOND	$0.00	$0.00	$200,000.00	$200,000.00	$200,000.00	$215,000.00
5053705	508313	2014 STORMWATER BONDS	$0.00	$0.00	$51,617.00	$25,987.35	$51,617.00	$53,067.00
5053705	508335	2012 MT REFUNDING	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5053705	508350	2005 STORMWATER BONDS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5053705	508353	2014 REFUNDING EF BONDS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5053705	508404	2020A REFUNDING - MEDIUM TERM	$0.00	$0.00	$402,000.00	$402,000.00	$402,000.00	$407,000.00
			$0.00	$0.00	$653,617.00	$627,987.35	$653,617.00	$675,067.00
5053705	509310	2018 STORMWATER BOND	$170,710.15	$161,299.45	$163,471.00	$60,763.39	$163,471.00	$152,971.00
5053705	509313	2014 STORMWATER SRF BONDS	$21,962.12	$20,570.99	$19,141.00	($357.54)	$19,141.00	$17,670.00
5053705	509335	2012 MT REFUNDING	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5053705	509350	2005 STORMWATER BONDS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5053705	509353	2014 REFUNDING EF BONDS	$11,629.65	$0.00	$0.00	$0.00	$0.00	$0.00
5053705	509404	2020A REFUNDING MEDIUM TERM	$22,079.31	$29,183.89	$12,103.00	$5,538.11	$12,103.00	$6,955.00
			$226,381.23	$211,054.33	$194,715.00	$65,943.96	$194,715.00	$177,596.00
		STORMWATER FUND	$1,397,990.75	$1,500,678.52	$3,813,438.00	$2,253,217.37	$3,482,953.00	$4,008,590.00

FISCAL SUMMARY FOR ENTERPRISE FUNDS

Department Name: Wastewater Utility Fund

Department Number: 5103201

	2021-22 Actual	2022-23 Estimated	2023-24 Final Budget	% Change Budget	$ Change Budget
REVENUE					
Charges for Services	$ 16,450,782	$ 16,507,587	$ 17,101,971	**3.60%**	$ 594,384
Non-Operating Income	286,550	51,154	41,000	**-19.85%**	(10,154)
Connection Fees	1,918,238	886,583	650,000	**-26.68%**	(236,583)
Grant Revenue	1,064	1,550	1,550	**0.00%**	-
TOTAL	**$ 18,656,634**	**$ 17,446,874**	**$ 17,794,521**	**1.99%**	**$ 347,647**
EXPENDITURE					
Salary	$ 1,686,438	$ 1,822,841	$ 1,936,386	**6.23%**	$ 113,545
Benefits	264,392	1,025,606	1,123,291	**9.52%**	97,685
Service & Supplies	4,316,372	5,370,071	4,724,175	**-12.03%**	(645,896)
Depreciation	5,076,443	5,095,000	5,095,000	**0.00%**	-
Bond Interest	1,147,015	1,142,163	1,051,135	**-7.97%**	(91,028)
Other	100,749	1,500	1,500	**0.00%**	-
TOTAL	**$ 12,591,408**	**$ 14,457,181**	**$ 13,931,487**	**-3.64%**	**$ (525,694)**
NET INCOME (LOSS)	**$ 6,065,226**	**$ 2,989,693**	**$ 3,863,034**	**29.21%**	**$ 873,341**
Bond Proceeds	**$ 1,886,814**	**$ -**	**$ -**	**0.00%**	**$ -**
Capital Outlay	**$ 2,251,524**	**$ 20,563,059**	**$ 6,545,000**	**-68.17%**	**$ (14,018,059)**
Bond Principal Payments	**$ 4,789,112**	**$ 2,849,628**	**$ 3,076,546**	**7.96%**	**$ 226,918**
Cash Balance - June 30	**$ 22,615,382**	**$ 7,485,727**	**$ 7,020,554**		
FTE	**23.70**	**23.70**	**24.00**		

FINANCIAL POLICY COMPLIANCE

	Actual 2020	Actual 2021	Actual 2022	Estimated 2023	Budgeted 2024
Operating Reserve Goal	835,601	820,557	832,131	988,789	935,200
Operating Reserve	835,601	820,557	832,131	988,789	935,200
Capital Reserve Goal	2,040,730	2,024,545	1,990,052	2,299,413	2,328,413
Capital Reserve	14,070,503	17,416,323	21,783,251	6,581,938	6,170,354
System Reinvestment Funding Goal	4,025,234	4,021,190	5,076,443	5,095,000	5,095,000
System Reinvestment Funding Available	14,070,503	17,416,323	21,783,251	6,581,938	6,170,354
Debt to Equity (goal is 50:50)	43:57	40:60	37:63	34:66	32:68
Debt Service Coverage (goal 1.0 minimum)	2.0	2.2	1.6	2.3	2.4

Goal met (green)
Goal not met (underlined red)

PERSONNEL DETAIL WORKSHEET
FY2023-24

DEPARTMENT: WASTEWATER UTILITY		
DEPARTMENT NUMBER: 5103201		
POSITION / DESCRIPTION	**# OF POSITIONS**	**PROPOSED BUDGET**
SALARIES AND WAGES:		
Accounting Manager Proprietary	0.20	$ 18,934
Asset Management Technician	0.35	22,340
Assistant Project Manager	0.35	29,420
Senior Project Manager	0.10	11,404
Electrical Communication Foreman	0.50	46,810
Environmental Control Officer	0.60	38,758
Instrumentation Technician	0.50	40,979
Laboratory Supervisor	1.00	73,779
Operations Manager - Control Sys	0.30	41,543
Senior Environmental Control Officer	0.40	32,078
Senior Instrumentation Technician	1.25	111,306
Senior Sewer Technician	1.00	68,212
Senior Wastewater Plant Mechanic	2.00	160,100
Sewer Operations Foreman	1.00	68,936
Sewer Technician 1	1.00	52,703
Sewer Technician 2	4.00	238,386
Utility Billing Specialist	1.00	56,836
Warehouse Supply Coordinator	0.35	19,011
Wastewater Operations Supervisor	1.00	85,873
Wastewater Plant Mechanic	2.00	133,635
Wastewater Plant Operator 1	3.00	182,646
Wastewater Plant Operator 2	1.00	69,422
Wastewater Utility Manager	1.00	138,869
Construction Inspector	0.10	7,632
Hourly Salary		14,546
Call Back CCEA		10,000
Annual & Sick Leave Payouts		-
Overtime		69,228
Stand By CCEA		73,000
Temporary Staffing		20,000
SUB-TOTAL SALARY & WAGES	**24.00**	**$ 1,936,386**
BENEFITS:		
Medicare		$ 27,217
Retirement		464,277
Group Insurance		371,164
Workers' Compensation		32,131
Education Incentive		237
Foul Weather Allowance		2,859
Tool Allowance		1,350
Clothing Allowance		10,000
Car Allowance		8,970
Phone Allowance		5,952
Mobile Device		795
OPEB Costs		148,487
GASB 68 Pension Expense		49,852
SUB-TOTAL BENEFITS		**$ 1,123,291**
GRAND TOTAL		**$ 3,059,677**

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
WASTEWATER FUND								
REVENUE								
5108082	431010	FEDERAL GRANTS	$53.40	$0.00	$0.00	$0.00	$0.00	$0.00
			$53.40	$0.00	$0.00	$0.00	$0.00	$0.00
5108081	432010	2010 SRF BONDS - BAB	($1,165.14)	($1,064.69)	($1,550.00)	($467.10)	($1,550.00)	($1,550.00)
5108081	437160	WATER SUBCONSERVANCY	($7,618.62)	$0.00	$0.00	$0.00	$0.00	$0.00
			($8,783.76)	($1,064.69)	($1,550.00)	($467.10)	($1,550.00)	($1,550.00)
5108080	441671	USER FEES	($4,639,330.11)	($4,864,345.82)	($4,969,766.00)	($3,434,297.95)	($4,713,718.00)	($4,878,698.00)
5108080	441672	DOUGLAS COUNTY	($150,762.36)	($159,706.04)	($80,000.00)	$0.00	($80,000.00)	($80,000.00)
5108080	441674	FIXED CAPITALIZATION	($10,452,980.96)	($11,377,036.08)	($11,197,494.00)	($8,765,215.33)	($11,697,269.00)	($12,106,673.00)
5108080	441675	EFFLUENT METER CHARGES	($10,124.64)	($10,124.64)	($13,000.00)	($7,593.48)	($13,000.00)	($13,000.00)
5108080	441679	RIGHT OF WAY TOLL	$0.00	$0.00	$0.00	($122,335.54)	$0.00	$0.00
5108080	441699	OTHER CHARGES/FEES	($188.37)	($82.49)	$0.00	$0.00	$0.00	$0.00
5108080	441800	GENERAL FUND UB	($12,134.00)	($11,840.00)	$0.00	$0.00	$0.00	$0.00
5108080	441810	REG TRASNPORTATION UB	($3,434.00)	($4,038.00)	$0.00	$0.00	$0.00	$0.00
5108080	441820	STREETS UB	($1,731.00)	($1,766.00)	$0.00	$0.00	$0.00	$0.00
5108080	441830	STORM DRAINAGE UB	($1,394.00)	($1,422.00)	$0.00	$0.00	$0.00	$0.00
5108080	441840	WATER UB	($3,660.00)	($2,400.00)	($3,600.00)	$0.00	($3,600.00)	($3,600.00)
5108080	441850	PENALTIES AND INTEREST UB	$0.00	($18,020.34)	($85,000.00)	($32,646.29)	($85,000.00)	($20,000.00)
5108080	443060	DEPARTMENT CHARGES	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			($15,275,739.44)	($16,450,781.41)	($16,348,860.00)	($12,362,088.59)	($16,592,587.00)	($17,101,971.00)
5100088	461010	INTEREST INCOME	($240,974.03)	($185,438.72)	($20,000.00)	($215,118.43)	($20,000.00)	($20,000.00)
5100088	462020	NET INC IN FAIR VALUE INV	$202,081.43	$725,926.90	$0.00	$0.00	$0.00	$0.00
			($38,892.60)	$540,488.18	($20,000.00)	($215,118.43)	($20,000.00)	($20,000.00)
5108080	465520	UTILITY ASSISTANCE PROGRAM	$0.00	($2,038.21)	$0.00	$0.00	$0.00	$0.00
5108080	466050	REFUNDS/REIMBURSEMENTS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5108080	466980	SEPTIC DISPOSAL	($28,851.02)	($38,884.46)	($18,000.00)	($31,616.52)	($28,154.00)	($18,000.00)
5108080	466985	SEWER LATERAL REIMBURSEMENT	$0.00	$0.00	($3,000.00)	$0.00	($3,000.00)	($3,000.00)
			($28,851.02)	($40,922.67)	($21,000.00)	($31,616.52)	($31,154.00)	($21,000.00)
5108082	475050	CONNECTION FEE: COMMERCIAL	($54,631.12)	($314,498.05)	($50,000.00)	($296,840.95)	($186,266.00)	($50,000.00)
5108082	475060	CONNECTION FEE: RESIDENTIAL	($852,477.00)	($1,603,740.11)	($600,000.00)	($817,993.41)	($700,317.00)	($600,000.00)
5108082	475100	DEVELOPER CONTRIBUTIONS	($2,220,109.60)	($786,116.50)	$0.00	($26,538.00)	$0.00	$0.00
5108082	475200	CAPITAL ASSETS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			($3,127,217.72)	($2,704,354.66)	($650,000.00)	($1,141,372.36)	($886,583.00)	($650,000.00)
5100090	482080	SURPLUS SALES	($8,170.00)	$0.00	$0.00	$0.00	$0.00	$0.00
5100090	482100	VEHICLE SALES	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			($8,170.00)	$0.00	$0.00	$0.00	$0.00	$0.00
5100200	483030	BOND PROCEEDS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
5100200	483031	PREMIUM ON BOND PROCEEDS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Grand Total			($18,487,601.14)	($18,656,635.25)	($17,041,410.00)	($13,750,663.00)	($17,531,874.00)	($17,794,521.00)
EXPENSE								
5103201	500101	SALARIES	$1,495,469.66	$1,514,310.49	$1,642,183.00	$1,167,839.97	$1,626,533.00	$1,749,612.00
5103201	500102	HOURLY/SEASONAL	$1,783.98	$1,080.00	$14,546.00	$500.40	$14,546.00	$14,546.00
5103201	500103	ADMINISTRATIVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5103201	500106	MANAGEMENT LEAVE PAY	$6,317.34	$12,721.58	$0.00	$9,317.34	$6,238.00	$0.00
5103201	500107	ANNUAL LEAVE PAYOFF	$6,082.25	$7,048.70	$0.00	$3,260.91	$3,261.00	$0.00
5103201	500108	SICK LEAVE PAY	$21,919.30	$8,245.21	$0.00	$0.00	$0.00	$0.00
5103201	500109	WORKERS' COMPENSATORY LEAVE	$742.90	($4,346.48)	$0.00	$0.00	$0.00	$0.00
5103201	500111	OVERTIME	$63,224.00	$52,511.20	$69,228.00	$66,671.26	$69,228.00	$69,228.00
5103201	500112	CALL BACK PAY	$1,079.46	$734.56	$20,000.00	$697.02	$20,000.00	$10,000.00
5103201	500113	STAND-BY PAY	$36,898.75	$77,347.21	$63,000.00	$75,460.96	$63,000.00	$73,000.00
5103201	500114	F L S A	$184.14	$122.90	$0.00	$112.76	$35.00	$0.00
5103201	500116	HOLIDAY PAY	$14,609.97	$16,113.46	$0.00	$4,198.09	$0.00	$0.00
5103201	500125	TEMPORARY STAFFING	$11,127.38	$549.56	$20,000.00	$124.90	$20,000.00	$20,000.00
5103201	500199	GRANT FUNDED ALLOCATION	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$1,659,439.13	$1,686,438.39	$1,828,957.00	$1,328,183.61	$1,822,841.00	$1,936,386.00
5103201	500225	MEDICARE	$23,097.18	$24,276.45	$25,741.00	$18,951.90	$26,866.00	$27,217.00
5103201	500230	RETIREMENT	$333,923.34	$350,823.68	$389,712.00	$276,328.05	$395,954.00	$464,277.00
5103201	500240	GROUP INSURANCE	$300,736.14	$281,061.39	$332,174.00	$220,787.70	$317,039.00	$337,468.00
5103201	500241	CITY HSA CONTRIBUTION	$15,747.59	$24,295.38	$28,407.00	$22,385.69	$32,190.00	$33,696.00
5103201	500250	WORKERS' COMPENSATION	$30,343.44	$31,759.02	$30,189.00	$19,793.43	$29,747.00	$32,131.00
5103201	500260	EDUCATION INCENTIVE	$261.25	$261.25	$237.00	$500.00	$738.00	$237.00
5103201	500265	UNIFORM ALLOWANCE	$4,851.22	$15,420.88	$10,000.00	$6,847.21	$5,494.00	$10,000.00
5103201	500266	FOUL WEATHER ALLOWANCE	$1,882.50	$1,942.50	$2,844.00	$2,392.50	$2,393.00	$2,859.00
5103201	500268	TOOL ALLOWANCE	$1,566.25	$1,361.25	$1,350.00	$900.00	$1,350.00	$1,350.00
5103201	500270	CAR ALLOWANCE	$8,074.50	$9,004.50	$8,970.00	$6,555.00	$8,970.00	$8,970.00
5103201	500271	PHONE ALLOWANCE	$4,845.08	$5,715.87	$5,760.00	$3,840.00	$5,760.00	$5,952.00
5103201	500272	MOBILE DEVICE ALLOWANCE	$802.38	$771.37	$765.00	$510.00	$766.00	$795.00
5103201	500286	OPEB COST	($292,715.00)	($94,704.00)	$148,487.00	$0.00	$148,487.00	$148,487.00
5103201	500287	PENSION COST	$16,431.00	($387,598.00)	$49,852.00	$0.00	$49,852.00	$49,852.00
			$449,846.87	$264,391.54	$1,034,488.00	$579,791.48	$1,025,606.00	$1,123,291.00
5103201	500309	PROFESSIONAL SERVICES	$335,985.49	$216,884.45	$400,000.00	$140,760.29	$400,000.00	$400,000.00
5103201	500312	AUDITING FEES	$21,950.00	$19,950.00	$18,950.00	$19,250.00	$18,950.00	$18,950.00
5103201	500330	TRAINING	$12,635.30	$12,677.07	$30,000.00	$8,814.82	$30,000.00	$30,000.00
5103201	500345	DATA PROCESSING	$2,562.96	$0.00	$8,500.00	$0.00	$8,500.00	$8,500.00
5103201	500362	UNEMPLOYMENT COMPENSATION	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5103201	500375	SLUDGE HAULING	$13,127.88	$25,355.82	$35,000.00	$16,179.52	$35,000.00	$35,000.00
5103201	500429	EFFLUENT LINE REPAIRS	$29,064.50	$0.00	$60,000.00	$0.00	$60,000.00	$30,000.00
5103201	500430	EQUIPMENT REPAIR & MAINT	$201,657.94	$208,616.65	$265,000.00	$120,973.65	$265,000.00	$225,000.00

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
5103201	500433	SOFTWARE MAINTENANCE COST	$32,243.21	$40,462.01	$50,000.00	$37,408.29	$50,000.00	$50,000.00
5103201	500434	BUILDING REPAIR & MAINT	$38,061.02	$26,405.21	$35,000.00	$31,988.37	$35,000.00	$25,000.00
5103201	500435	VEHICLE REPAIR & MAINT	$21,988.18	$41,339.03	$30,000.00	$31,460.73	$30,000.00	$30,000.00
5103201	500436	FACILITY REPAIR & MAINT	$191,042.18	$65,399.71	$425,000.00	$42,422.73	$425,000.00	$200,000.00
5103201	500439	FERTILIZER/CHEMICALS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5103201	500444	OFFICE EQUIPMENT RENTAL	$338.04	$0.00	$4,000.00	$0.00	$4,000.00	$4,000.00
5103201	500445	EQUIPMENT RENTAL	$575.24	$3,595.30	$10,000.00	$677.26	$10,000.00	$10,000.00
5103201	500465	WATER LINE REPAIR & MAINT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5103201	500467	TELEMETRY REPAIR & MAINT	$33,286.29	$47,156.74	$50,000.00	$23,018.32	$50,000.00	$50,000.00
5103201	500470	INFRASTRUCTURE REPAIR & MAINT	$19,108.96	$82,815.02	$50,000.00	$15,325.00	$50,000.00	$50,000.00
5103201	500472	MOSQUITO CONTROL	$62,998.74	$67,320.43	$66,500.00	$4,427.50	$66,500.00	$66,500.00
5103201	500489	EFFLUENT GOLF COURSE - EV	$2,908.94	$0.00	$40,000.00	$0.00	$40,000.00	$15,000.00
5103201	500490	FEES & PERMITS	$27,948.46	$25,238.08	$25,000.00	$23,843.00	$25,000.00	$25,000.00
5103201	500491	LANDFILL ALT DAILY COVER	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5103201	500542	PRINTING/ADVERTISING	$8,522.67	$21,900.76	$5,000.00	$16,812.15	$5,000.00	$5,000.00
5103201	500545	MEMBERSHIP / PUBLICATIONS	$4,742.50	$1,948.29	$4,500.00	$3,147.84	$4,500.00	$4,500.00
5103201	500580	TRAVEL	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5103201	500587	CLICK-2-GOV FEES	$4,632.37	$3,729.58	$5,000.00	$2,256.76	$5,000.00	$5,000.00
5103201	500601	OFFICE SUPPLIES	$3,114.32	$1,533.04	$5,500.00	$2,571.58	$5,500.00	$5,500.00
5103201	500602	POSTAGE/SHIPPING	$26,219.29	$36,861.82	$51,000.00	$31,438.13	$51,000.00	$51,000.00
5103201	500625	OPERATING SUPPLIES	$104,539.42	$81,231.16	$98,000.00	$51,204.56	$98,000.00	$98,000.00
5103201	500636	LABORATORY EXPENSES	$32,146.60	$36,024.76	$58,000.00	$30,924.77	$58,000.00	$58,000.00
5103201	500637	CHEMICALS	$416,266.96	$517,684.01	$684,000.00	$415,214.67	$684,000.00	$584,000.00
5103201	500645	BOOKS/ PERIODICALS/ PUBLICATIO	$438.70	$250.00	$500.00	$576.98	$500.00	$500.00
5103201	500660	VEHICLE FUEL/OIL	$40,281.27	$93,616.60	$56,000.00	$41,374.57	$56,000.00	$56,000.00
5103201	500674	SMALL TOOLS/ EQUIPMENT	$13,445.62	$8,310.45	$14,300.00	$11,935.96	$14,300.00	$14,300.00
5103201	500675	SMALL FURNISHINGS	$9,757.56	$1,555.78	$17,000.00	$1,918.39	$17,000.00	$17,000.00
5103201	500676	TECHNICAL EQUIPMENT	$3,943.37	$3,293.33	$10,000.00	$0.00	$10,000.00	$10,000.00
5103201	500710	TELEPHONE	$17,039.03	$21,869.64	$13,500.00	$17,006.35	$13,500.00	$13,500.00
5103201	500712	POWER	$575,243.62	$752,641.98	$650,000.00	$764,811.85	$650,000.00	$650,000.00
5103201	500713	HEATING	$22,930.94	$30,378.56	$48,000.00	$30,498.05	$48,000.00	$48,000.00
5103201	500726	WATER CHARGES	$100,251.00	$94,085.54	$96,000.00	$69,675.22	$96,000.00	$96,000.00
5103201	500901	ISC: GENERAL FUND	$1,479,173.00	$1,342,029.00	$1,549,770.00	$1,033,184.00	$1,549,770.00	$1,352,336.00
5103201	500915	ISC: INSURANCE FUND	$240,500.00	$266,500.00	$266,500.00	$266,500.00	$266,500.00	$266,500.00
5103201	500950	ISC: FLEET MANAGEMENT	$86,400.00	$79,323.00	$88,511.00	$88,510.50	$88,511.00	$87,291.00
5103201	500955	ISC: RADIOS	$32,913.00	$38,365.00	$25,640.00	$25,640.00	$25,640.00	$18,798.00
5103201	501252	UTILITY ASSISTANCE PROGRAM	$76.98	$23.54	$10,000.00	$164.78	$10,000.00	$10,000.00
5103201	501299	GRANT ALLOCATION/DIRECT BILL	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5103201	502430	REFUNDS & REIMBURSEMENTS	$0.00	$0.00	$10,000.00	$0.00	$10,000.00	$0.00
5103201	502449	BAD DEBT EXPENSE	$0.00	$0.00	$400.00	$0.00	$400.00	$0.00
5103201	502450	CASH SHORT/OVER	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$4,270,061.55	$4,316,371.36	$5,370,071.00	$3,421,916.59	$5,370,071.00	$4,724,175.00
5103201	507010	CAPITAL IMPROVEMENTS	$5,685.00	$62,143.88	$691,921.00	$23,249.30	$694,764.00	$261,000.00
5103201	507605	FACILITY IMPROVEMENTS	$27,691.51	$0.00	$144,361.00	$0.00	$144,361.00	$250,000.00

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
5103201	507705	VEHICLE REPLACEMENT PROGRAM	$136,879.62	$0.00	$522,788.00	$166,399.85	$522,788.00	$775,000.00
5103201	507715	COMPUTER EQUIPMENT	$0.00	$2,500.00	$0.00	$0.00	$0.00	$0.00
5103201	507725	RADIO SYSTEM UPGRADE	$1,932.18	$53,768.64	$64,300.00	$13,901.50	$64,300.00	$0.00
5103201	507775	EQUIPMENT	$69,422.24	$105,775.44	$34,803.00	$39,512.35	$34,803.00	$0.00
5103201	507810	BOARD DESIGNATED	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$241,610.55	$224,187.96	$1,458,173.00	$243,063.00	$1,461,016.00	$1,286,000.00
5103202	500330	TRAINING	$0.00	$0.00	$0.00	$130.00	$0.00	$0.00
			$0.00	$0.00	$0.00	$130.00	$0.00	$0.00
5103205	500225	MEDICARE	$0.00	$0.00	$0.00	$1,026.07	$0.00	$0.00
5103205	500230	RETIREMENT	$0.00	$0.00	$0.00	$17,029.35	$0.00	$0.00
5103205	500240	GROUP INSURANCE	$0.00	$0.00	$0.00	$8,680.94	$0.00	$0.00
5103205	500241	CITY HSA CONTRIBUTION	$0.00	$0.00	$0.00	$1,843.91	$0.00	$0.00
5103205	500250	WORKERS' COMPENSATION	$0.00	$0.00	$0.00	$617.69	$0.00	$0.00
			$0.00	$0.00	$0.00	$29,197.96	$0.00	$0.00
5103205	504465	DEPRECIATION EXPENSE	$5,026,486.74	$5,076,442.63	$5,095,000.00	$0.00	$5,095,000.00	$5,095,000.00
5103205	504600	FISCAL CHARGES	$1,397.92	$1,627.08	$1,500.00	$1,300.41	$1,500.00	$1,500.00
5103205	504846	BOND ISSUANCE COSTS	$0.00	$99,121.57	$0.00	$0.00	$0.00	$0.00
5103205	504875	LOSS ON DISPOSAL F.A.	$24,892.00	$0.00	$0.00	$0.00	$0.00	$0.00
5103205	505000	CAPITALIZED ASSETS	($2,022,046.46)	($2,565,663.63)	$0.00	$0.00	$0.00	$0.00
			$3,030,730.20	$2,611,527.65	$5,096,500.00	$1,300.41	$5,096,500.00	$5,096,500.00
5103205	507010	CAPITAL IMPROVEMENTS	$1,780,435.91	$2,341,475.67	$13,641,574.00	$3,283,978.61	$13,606,228.00	$4,109,000.00
5103205	507102	INFRASTRUCTURE CAPITAL	$0.00	$0.00	$7,900,370.00	$0.00	$5,495,815.00	$1,150,000.00
5103205	507199	UNDESIGNATED PROEJCTS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5103205	507333	EMERGENCY GENERATOR PROG	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$1,780,435.91	$2,341,475.67	$21,541,944.00	$3,283,978.61	$19,102,043.00	$5,259,000.00
5103205	508278	2022 SEWER REFUNDING	$0.00	$0.00	$250,000.00	$250,000.00	$250,000.00	$390,000.00
5103205	508307	2015 SEWER BONDS	$0.00	$0.00	$265,000.00	$265,000.00	$265,000.00	$280,000.00
5103205	508309	2017 SEWER BONDS	$0.00	$0.00	$230,000.00	$230,000.00	$230,000.00	$245,000.00
5103205	508314	2015 SEWER SRF BONDS $12M	$0.00	$0.00	$601,537.00	$302,540.17	$601,537.00	$615,878.00
5103205	508322	2012 SEWER BONDS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5103205	508323	2012 SEWER REFUNDING	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5103205	508335	2012 MT REFUNDING	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5103205	508342	2010F STATE WATER POLLUT	$0.00	$0.00	$155,187.00	$78,054.50	$155,187.00	$158,918.00
5103205	508349	2014 SEWER SRF BOND	$0.00	$0.00	$1,275,904.00	$642,371.07	$1,275,904.00	$1,311,750.00
5103205	508353	2014 REFUNDING EF BONDS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5103205	508374	1996 STATE SEWER ISSUE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5103205	508379	1998 STATE SEWER ISSUE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5103205	508398	2010D SWR IMP & REFUNDING	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5103205	508404	2020A REFUNDING - MEDIUM TERM	$0.00	$0.00	$72,000.00	$72,000.00	$72,000.00	$75,000.00
			$0.00	$0.00	$2,849,628.00	$1,839,965.74	$2,849,628.00	$3,076,546.00

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
5103205	509278	2022 SEWER REFUND INT	$0.00	($9,942.84)	$57,363.00	$17,206.66	$47,806.00	$38,100.00
5103205	509307	2015 SEWER BONDS	$191,108.94	$179,408.95	$187,904.00	$65,579.17	$187,904.00	$174,154.00
5103205	509309	2017 SEWER BONDS	$177,854.43	$167,021.10	$181,202.00	$62,956.24	$181,202.00	$169,202.00
5103205	509314	2015 SEWER SRF BONDS $12M	$241,276.22	$227,433.30	$213,260.00	($3,543.12)	$213,260.00	$198,750.00
5103205	509322	2012 SEWER BONDS	$51,375.46	$19,333.33	$0.00	$0.00	$0.00	$0.00
5103205	509323	2012 SEWER REFUNDING	$18,578.27	$10,866.67	$0.00	$0.00	$0.00	$0.00
5103205	509335	2012 MT REFUNDING	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5103205	509342	2010F STATE WATER POLLUT	$39,033.15	$35,432.63	$31,746.00	($921.74)	$31,746.00	$27,970.00
5103205	509349	2014 SEWER SRF BOND	$542,872.97	$508,486.19	$473,133.00	($8,837.79)	$473,133.00	$436,787.00
5103205	509353	2014 REFUNDING EF BONDS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5103205	509379	1998 STATE SEWER ISSUE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5103205	509398	2010D SWR IMP & REFUNDING	$594.48	$0.00	$0.00	$0.00	$0.00	$0.00
5103205	509404	2020A REFUNDING MEDIUM TERM	$9,079.60	$8,975.23	$7,112.00	$2,573.87	$7,112.00	$6,172.00
			$1,271,773.52	$1,147,014.56	$1,151,720.00	$135,013.29	$1,142,163.00	$1,051,135.00
		WASTEWATER FUND	$12,703,897.73	$12,591,407.13	$40,331,481.00	$10,862,540.69	$37,869,868.00	$23,553,033.00

FISCAL SUMMARY FOR ENTERPRISE FUNDS

Department Name: Water Utility

Department Number: 5203502

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
Charges for Services	$ 17,476,941	$ 17,653,314	$ 18,090,185	**2.47%**	$ 436,871
Non-Operating Income	651,330	42,982	30,000	**-30.20%**	(12,982)
Connection Fees	1,313,543	685,133	516,844	**-24.56%**	(168,289)
Grant Revenue	575,539	128,376	128,376	**0.00%**	-
TOTAL	**$ 20,017,354**	**$ 18,509,805**	**$ 18,765,405**	**1.38%**	**$ 255,600**
EXPENDITURE					
Salary	$ 2,066,520	$ 2,229,302	$ 2,301,643	**3.25%**	$ 72,341
Benefits	644,966	1,253,162	1,350,446	**7.76%**	97,284
Service & Supplies	5,631,319	6,090,928	6,051,957	**-0.64%**	(38,971)
Depreciation	3,782,557	3,810,000	3,810,000	**0.00%**	-
Bond Interest	1,260,555	1,663,415	1,548,988	**-6.88%**	(114,427)
Other	299,266	2,000	2,000	**0.00%**	-
TOTAL	**$ 13,685,183**	**$ 15,048,807**	**$ 15,065,034**	**0.11%**	**$ 16,227**
NET INCOME (LOSS)	**$ 6,332,176**	**$ 3,460,998**	**$ 3,700,371**	**6.92%**	**$ 239,373**
Bond Proceeds	**$ 17,306,143**	**$ -**	**$ -**	**0.00%**	**$ -**
Capital Outlay	**$ 4,150,247**	**$ 21,152,906**	**$ 5,045,000**	**-76.15%**	**$ (16,107,906)**
Bond Principal Payments	**$ 13,571,016**	**$ 3,508,748**	**$ 4,151,541**	**18.32%**	**$ 642,793**
Cash Balance - June 30	**$ 23,907,430**	**$ 6,802,774**	**$ 5,402,604**		
FTE	**26.70**	**26.70**	**27.00**		

FINANCIAL POLICY COMPLIANCE

	Actual 2020	Actual 2021	Actual 2022	Estimated 2023	Budgeted 2024
Operating Reserve Goal	$ 1,319,426	$ 1,387,146	$ 1,329,022	$ 1,526,695	$ 1,548,172
Operating Reserve	1,319,426	1,387,146	1,329,022	1,526,695	1,548,172
Capital Reserve Goal	2,016,795	2,103,866	2,134,421	2,481,279	2,505,979
Capital Reserve	13,697,844	14,605,608	22,578,408	5,276,079	3,854,432
System Reinvestment Funding Goal	3,275,358	3,397,010	3,782,557	3,810,000	3,810,000
System Reinvestment Funding Available	12,468,814	14,605,608	15,155,492	5,276,079	3,854,432
Debt to Equity (goal is 50:50)	50:50	46:54	45:55	42:58	39:61
Debt Service Coverage (goal 1.0 minimum)	1.7	1.7	0.6	1.7	1.6

Goal met (green)
Goal not met (underlined red)

PERSONNEL DETAIL WORKSHEET
FY2023-24

DEPARTMENT: WATER UTILITY

DEPARTMENT NUMBER: 5203502

POSITION / DESCRIPTION	# OF POSITIONS	PROPOSED BUDGET
SALARIES AND WAGES:		
Accounting Manager Proprietary	0.20	$ 18,934
Water Utility Manager	1.00	132,112
Electrical Instrument & Controls Technician	0.50	40,979
Asset Management Tech	0.40	25,531
Senior Instrumentation Tech	0.75	66,714
Electrical Communication Foreman	0.50	46,810
Senior Environmental Control Officer	1.10	95,068
Environmental Control Foreman	0.90	83,581
Environmental Control Officer	0.25	16,149
Utility Billing Specialist	1.00	56,836
Operations Manager - Control Systems	0.40	55,391
Warehouse Supply Coordinator	0.45	24,442
Water Meter Technician 1	1.00	55,278
Water Meter Technician 2	2.00	117,476
Water Production Operator 1	2.00	112,755
Water Production Operator 3	1.00	82,346
Water Production Operator 4	2.00	160,586
Water Production Foreman	1.00	90,996
Water Operations Supervisor	1.00	114,043
Water Distribution Technician 2	4.00	260,973
Water Distribution Technician 3	1.00	61,247
Water Distribution Technician Senior	3.00	225,128
Water Distribution Foreman	1.00	82,693
Senior Project Manager	0.10	11,404
Assistant Project Manager	0.35	29,419
Construction Inspector	0.10	7,632
Call Back CCEA		32,000
Holiday Pay CCEA		1,020
Overtime		75,000
Stand By CCEA		44,100
Temporary Staffing		75,000
SUB-TOTAL SALARY & WAGES	**27.00**	**$ 2,301,643**
BENEFITS:		
Medicare		$ 31,843
Retirement		591,414
Group Insurance		376,153
Workers' Compensation		38,937
Education Incentive		712
Clothing Allowance		10,000
Foul Weather Allowance		3,444
Tool Allowance		1,050
Car Allowance		5,460
Phone Allowance		4,608
Mobile Device Allowance		825
OPEB Costs		236,000
GASB 68 Pension Expense		50,000
SUB-TOTAL BENEFITS		**$ 1,350,446**
GRAND TOTAL		**$ 3,652,089**

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
WATER FUND REVENUE								
5208580	419110	WATER DELINQUENCIES	$0.00	$0.00	$0.00	($400,263.62)	$0.00	$0.00
			$0.00	$0.00	$0.00	($400,263.62)	$0.00	$0.00
5208582	431010	FEDERAL GRANTS	($40,875.12)	($447,246.57)	($292,968.00)	$0.00	$0.00	$0.00
			($40,875.12)	($447,246.57)	($292,968.00)	$0.00	$0.00	$0.00
5208581	432010	2010 SRF BONDS - BAB	($4,119.58)	($3,292.43)	($3,376.00)	($1,518.98)	($3,376.00)	($3,376.00)
5208581	437160	WATER SUBCONSERVANCY	($125,000.00)	($125,000.00)	($125,000.00)	($62,500.00)	($125,000.00)	($125,000.00)
			($129,119.58)	($128,292.43)	($128,376.00)	($64,018.98)	($128,376.00)	($128,376.00)
5208580	441670	SERVICE CHARGE	($7,234,459.17)	($8,861,285.89)	($7,675,039.00)	($6,705,332.48)	($9,127,123.00)	($9,400,937.00)
5208580	441671	USER FEES	($9,495,074.83)	($8,288,368.56)	($10,073,325.00)	($6,370,662.95)	($8,255,872.00)	($8,503,548.00)
5208580	441673	LYON COUNTY	($11,564.64)	($55,334.61)	$0.00	$0.00	$0.00	$0.00
5208580	441676	PRIVATE HYDRANT SERVICE	($81,861.46)	($37,755.83)	($50,000.00)	($19,369.53)	($50,000.00)	($50,000.00)
5208580	441679	RIGHT OF WAY TOLL	$0.00	$0.00	$0.00	($130,664.53)	$0.00	$0.00
5208580	441699	OTHER CHARGES/FEES	$2,226.67	($5,739.60)	($500.00)	($5,049.28)	($500.00)	($500.00)
5208580	441800	GENERAL FUND UB	($18,200.00)	($17,760.00)	($17,000.00)	$0.00	($17,000.00)	($17,000.00)
5208580	441810	REG TRASNPORTATION UB	($5,150.00)	($6,056.00)	($4,000.00)	$0.00	($4,000.00)	($4,000.00)
5208580	441820	STREETS UB	($2,597.00)	($2,648.00)	($2,300.00)	$0.00	($2,300.00)	($2,300.00)
5208580	441830	STORM DRAINAGE UB	($2,092.00)	($2,134.00)	($1,900.00)	$0.00	($1,900.00)	($1,900.00)
5208580	441845	SEWER UB	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5208580	441850	PENALTIES AND INTEREST UB	$0.00	($15,299.31)	($100,000.00)	($35,316.62)	($100,000.00)	($20,000.00)
5208580	441900	ESTABLISHMENT FEE	($27,960.00)	($27,741.00)	($25,000.00)	($15,007.10)	($25,000.00)	($25,000.00)
5208580	441910	METER RESET FEES	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5208580	441915	RECONNECTION FEES	($25.00)	($100.00)	$0.00	($1,725.00)	($925.00)	$0.00
5208580	441920	TAPPING FEE	($13,765.50)	($13,041.00)	($1,500.00)	($14,490.00)	($8,694.00)	($5,000.00)
5208580	441925	METER BOX SET	($86,394.00)	($132,972.36)	($50,000.00)	($62,748.00)	($50,000.00)	($50,000.00)
5208580	441930	COMPLETE SERVICE LATERAL	($19,005.00)	($10,710.00)	($10,000.00)	$1,785.00	($10,000.00)	($10,000.00)
5208580	441940	INSPECTION FEES	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5208580	441949	MISC OTHER OP REVENUE	$308.88	$4.71	$0.00	$0.00	$0.00	$0.00
5208580	443060	DEPARTMENT CHARGES	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			($16,995,613.05)	($17,476,941.45)	($18,010,564.00)	($13,358,580.49)	($17,653,314.00)	($18,090,185.00)
5200088	461010	INTEREST INCOME	($220,118.44)	($178,098.46)	($30,000.00)	($232,343.97)	($30,000.00)	($30,000.00)
5200088	462020	NET INC IN FAIR VALUE INV	$190,719.58	$661,172.65	$0.00	$0.00	$0.00	$0.00
			($29,398.86)	$483,074.19	($30,000.00)	($232,343.97)	($30,000.00)	($30,000.00)
5208580	466050	REFUNDS/REIMBURSEMENTS	$324,301.35	($6,063.71)	$0.00	($19,317.78)	($12,982.00)	$0.00
5208580	466110	MISC. OTHER INCOME	$8.56	$0.00	$0.00	$0.00	$0.00	$0.00
			$324,309.91	($6,063.71)	$0.00	($19,317.78)	($12,982.00)	$0.00
5208582	475050	CONNECTION FEE: COMMERCIAL	($13,957.27)	($303,125.06)	($102,912.00)	($272,924.39)	($241,685.00)	($116,844.00)
5208582	475060	CONNECTION FEE: RESIDENTIAL	($589,099.00)	($1,010,418.35)	($553,693.00)	($519,383.82)	($443,448.00)	($400,000.00)

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
5208582	475100	DEVELOPER CONTRIBUTIONS	($3,662,243.72)	($1,110,580.30)	$0.00	$0.00	$0.00	$0.00
5208582	475200	CAPITAL ASSETS	($253,156.34)	$0.00	$0.00	$0.00	$0.00	$0.00
			($4,518,456.33)	($2,424,123.71)	($656,605.00)	($792,308.21)	($685,133.00)	($516,844.00)
5200090	482080	SURPLUS SALES	($22,800.00)	($13,490.00)	$0.00	$0.00	$0.00	$0.00
5200090	482100	VEHICLE SALES	$0.00	($4,275.00)	$0.00	$0.00	$0.00	$0.00
			($22,800.00)	($17,765.00)	$0.00	$0.00	$0.00	$0.00
5200200	483030	BOND PROCEEDS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5200200	483031	PREMIUM ON BOND PROCEEDS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			($21,411,953.03)	($20,017,358.68)	($19,118,513.00)	($14,866,833.05)	($18,509,805.00)	($18,765,405.00)
EXPENSE								
5203502	500101	SALARIES	$1,730,109.62	$1,822,326.23	$1,985,552.00	$1,392,456.55	$1,946,328.00	$2,074,523.00
5203502	500102	HOURLY/SEASONAL	$0.00	$6,777.00	$10,000.00	$4,345.65	$10,000.00	$0.00
5203502	500103	ADMINISTRATIVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5203502	500104	SHIFT DIFFERENTIAL	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5203502	500106	MANAGEMENT LEAVE PAY	$7,089.77	$11,531.10	$0.00	$11,461.45	$489.00	$0.00
5203502	500107	ANNUAL LEAVE PAYOFF	$22,087.79	$19,904.00	$0.00	$25,023.53	$7,841.00	$0.00
5203502	500108	SICK LEAVE PAY	$27,932.72	$27,911.48	$0.00	$98,870.44	$54,850.00	$0.00
5203502	500109	WORKERS' COMPENSATORY LEAVE	($1,858.24)	$6,282.09	$0.00	$0.00	$0.00	$0.00
5203502	500111	OVERTIME	$70,185.51	$57,231.95	$57,392.00	$83,945.57	$57,392.00	$75,000.00
5203502	500112	CALL BACK PAY	$45,849.72	$26,217.28	$32,000.00	$22,784.88	$32,000.00	$32,000.00
5203502	500113	STAND-BY PAY	$23,797.23	$47,640.44	$44,100.00	$51,701.28	$44,100.00	$44,100.00
5203502	500114	F L S A	$897.31	$870.13	$0.00	$542.27	$282.00	$0.00
5203502	500116	HOLIDAY PAY	$12,412.89	$14,995.27	$1,020.00	$11,071.36	$1,020.00	$1,020.00
5203502	500125	TEMPORARY STAFFING	$79,424.21	$24,833.49	$75,000.00	$2,822.74	$75,000.00	$75,000.00
5203502	500199	GRANT FUNDED ALLOCATION	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$2,017,928.53	$2,066,520.46	$2,205,064.00	$1,705,025.72	$2,229,302.00	$2,301,643.00
5203502	500225	MEDICARE	$27,111.28	$28,344.74	$30,538.00	$24,245.43	$32,078.00	$31,843.00
5203502	500230	RETIREMENT	$452,758.58	$476,342.95	$520,310.00	$364,342.05	$511,184.00	$591,414.00
5203502	500240	GROUP INSURANCE	$315,109.62	$300,121.23	$346,689.00	$227,715.83	$326,508.00	$342,218.00
5203502	500241	CITY HSA CONTRIBUTION	$15,147.72	$27,167.74	$27,768.00	$23,507.45	$33,478.00	$33,935.00
5203502	500250	WORKERS' COMPENSATION	$35,343.52	$37,723.46	$35,185.00	$24,923.81	$36,222.00	$38,937.00
5203502	500257	DOMESTIC PARTNER INS BENEFIT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5203502	500260	EDUCATION INCENTIVE	$508.75	$508.75	$463.00	$0.00	$713.00	$712.00
5203502	500265	UNIFORM ALLOWANCE	$6,599.89	$17,406.07	$10,000.00	$7,313.94	$10,000.00	$10,000.00
5203502	500266	FOUL WEATHER ALLOWANCE	$2,010.00	$2,377.50	$3,429.00	$2,677.50	$2,678.00	$3,444.00
5203502	500268	TOOL ALLOWANCE	$1,263.75	$1,058.75	$1,050.00	$3,039.03	$3,390.00	$1,050.00
5203502	500270	CAR ALLOWANCE	$5,481.00	$5,481.00	$5,460.00	$3,990.00	$5,460.00	$5,460.00
5203502	500271	PHONE ALLOWANCE	$5,758.63	$5,554.42	$5,376.00	$3,264.00	$4,656.00	$4,608.00
5203502	500272	MOBILE DEVICE ALLOWANCE	$832.63	$801.62	$795.00	$530.00	$795.00	$825.00
5203502	500286	OPEB COST	$223,422.00	$111,924.00	$236,000.00	$0.00	$236,000.00	$236,000.00

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
5203502	500287	PENSION COST	($26.00)	($369,846.00)	$50,000.00	$0.00	$50,000.00	$50,000.00
			$1,091,321.37	$644,966.23	$1,273,063.00	$685,549.04	$1,253,162.00	$1,350,446.00
5203502	500309	PROFESSIONAL SERVICES	$90,556.66	$117,037.75	$175,000.00	$24,728.59	$175,000.00	$125,000.00
5203502	500312	AUDITING FEES	$21,950.00	$19,950.00	$18,950.00	$19,250.00	$18,950.00	$18,950.00
5203502	500330	TRAINING	$10,393.92	$18,283.74	$32,000.00	$25,622.11	$32,000.00	$32,000.00
5203502	500345	DATA PROCESSING	$6,821.36	$1,933.97	$8,000.00	$0.00	$8,000.00	$8,000.00
5203502	500349	CONTRACTUAL SERVICES	$414.62	$0.00	$2,000.00	$0.00	$2,000.00	$2,000.00
5203502	500362	UNEMPLOYMENT COMPENSATION	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5203502	500372	U.S.G.S. STREAM MONITOR	$27,787.50	$38,365.50	$40,000.00	$0.00	$40,000.00	$40,000.00
5203502	500430	EQUIPMENT REPAIR & MAINT	$32,985.96	$59,660.96	$85,273.00	$56,996.70	$85,273.00	$85,273.00
5203502	500433	SOFTWARE MAINTENANCE COST	$29,419.41	$44,923.64	$50,000.00	$43,384.72	$50,000.00	$60,000.00
5203502	500434	BUILDING REPAIR & MAINT	$26,506.58	$9,975.62	$50,000.00	$5,405.65	$50,000.00	$50,000.00
5203502	500435	VEHICLE REPAIR & MAINT	$46,129.71	$57,837.73	$50,000.00	$19,498.70	$50,000.00	$50,000.00
5203502	500436	FACILITY REPAIR & MAINT	$212,580.84	$166,708.63	$189,000.00	$45,192.20	$189,000.00	$189,000.00
5203502	500444	OFFICE EQUIPMENT RENTAL	$0.00	$0.00	$2,000.00	$0.00	$2,000.00	$2,000.00
5203502	500445	EQUIPMENT RENTAL	$0.00	$918.00	$4,500.00	$0.00	$4,500.00	$4,500.00
5203502	500446	FIRE SUPPRESSION	$18,370.06	$18,134.79	$37,500.00	$16,449.25	$37,500.00	$37,500.00
5203502	500449	WATER METERS & SERVICE	$174,583.77	$192,197.32	$150,000.00	$26,209.80	$150,000.00	$150,000.00
5203502	500450	MAINTENANCE/MANAGEMENT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5203502	500451	WATER PURCHASE - LYON COUNTY	$29,967.84	$12,974.88	$31,228.00	$101.76	$31,228.00	$31,228.00
5203502	500452	WATER PURCHASE/STATE - MONTHLY	$145,188.22	$145,188.00	$145,188.00	$96,792.00	$145,188.00	$145,188.00
5203502	500453	WATER PURCHASE/STATE USAGE	$350,292.57	$344,567.80	$370,556.00	$227,869.30	$370,556.00	$370,556.00
5203502	500454	WATER PURCHASE DOUGLAS	$1,105,758.95	$1,072,691.39	$1,000,000.00	$621,712.37	$1,000,000.00	$910,000.00
5203502	500455	WATER- STATE PUMP SVC FEE	$430,021.80	$234,924.64	$429,104.00	$268,800.08	$429,104.00	$429,104.00
5203502	500456	WATER-STATE SYS WIDE IMPR	$183,287.52	$100,737.01	$183,288.00	$114,820.64	$183,288.00	$183,288.00
5203502	500465	WATER LINE REPAIR & MAINT	$91,783.56	$148,740.73	$160,000.00	$18,440.55	$160,000.00	$160,000.00
5203502	500466	TANK REPAIR & MAINT	$10,765.87	$16,523.97	$20,000.00	$4,144.85	$20,000.00	$20,000.00
5203502	500467	TELEMETRY REPAIR & MAINT	$37,402.02	$52,478.96	$50,000.00	$38,101.43	$50,000.00	$50,000.00
5203502	500490	FEES & PERMITS	$41,163.49	$44,809.60	$45,000.00	$63,011.49	$45,000.00	$45,000.00
5203502	500542	PRINTING/ADVERTISING	$13,958.67	$29,218.73	$15,000.00	$16,763.94	$15,000.00	$15,000.00
5203502	500545	MEMBERSHIP / PUBLICATIONS	$12,233.00	$8,739.72	$8,000.00	$13,143.56	$8,000.00	$8,000.00
5203502	500580	TRAVEL	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5203502	500587	CLICK-2-GOV FEES	$4,632.37	$3,729.58	$6,000.00	$2,256.76	$6,000.00	$6,000.00
5203502	500601	OFFICE SUPPLIES	$4,876.66	$1,368.35	$3,000.00	$924.53	$3,000.00	$3,000.00
5203502	500602	POSTAGE/SHIPPING	$33,794.85	$60,442.89	$50,000.00	$54,085.86	$50,000.00	$50,000.00
5203502	500625	OPERATING SUPPLIES	$93,588.47	$57,681.91	$90,000.00	$27,286.13	$90,000.00	$90,000.00
5203502	500636	LABORATORY EXPENSES	$94,488.39	$89,919.29	$115,000.00	$69,201.73	$115,000.00	$115,000.00
5203502	500637	CHEMICALS	$64,907.27	$118,982.98	$124,964.00	$52,996.59	$124,964.00	$124,964.00
5203502	500645	BOOKS/ PERIODICALS/ PUBLICATIO	$467.59	$0.00	$700.00	$0.00	$700.00	$700.00
5203502	500660	VEHICLE FUEL/OIL	$60,188.84	$87,679.50	$70,000.00	$79,655.30	$70,000.00	$70,000.00
5203502	500674	SMALL TOOLS/ EQUIPMENT	$10,108.25	$9,526.48	$14,000.00	$16,316.08	$14,000.00	$14,000.00
5203502	500675	SMALL FURNISHINGS	$10,118.94	$4,626.70	$15,000.00	$1,918.39	$15,000.00	$15,000.00
5203502	500676	TECHNICAL EQUIPMENT	$13,616.82	$2,991.89	$10,000.00	$7,089.99	$10,000.00	$10,000.00
5203502	500710	TELEPHONE	$18,929.64	$27,255.00	$15,000.00	$20,887.55	$15,000.00	$15,000.00

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
5203502	500712	POWER	$641,922.13	$759,547.24	$700,000.00	$580,566.85	$700,000.00	$700,000.00
5203502	500713	HEATING	$6,195.53	$6,999.29	$13,000.00	$11,429.39	$13,000.00	$13,000.00
5203502	500901	ISC: GENERAL FUND	$951,874.00	$1,024,321.00	$1,086,033.00	$724,024.00	$1,086,033.00	$1,189,692.00
5203502	500915	ISC: INSURANCE FUND	$166,500.00	$184,500.00	$184,500.00	$184,500.00	$184,500.00	$184,500.00
5203502	500950	ISC: FLEET MANAGEMENT	$180,480.00	$182,385.00	$185,120.00	$185,120.00	$185,120.00	$186,660.00
5203502	500955	ISC: RADIOS	$44,799.00	$55,045.00	$41,024.00	$41,024.00	$41,024.00	$26,854.00
5203502	501252	UTILITY ASSISTANCE PROGRAM	$0.00	$23.54	$10,000.00	$164.78	$10,000.00	$10,000.00
5203502	501299	GRANT ALLOCATION/DIRECT BILL	$0.00	($7,107.84)	$0.00	$0.00	$0.00	$0.00
5203502	502405	LEAK DETECTION PROGRAM	$0.00	$3,878.00	$6,000.00	$0.00	$6,000.00	$6,000.00
5203502	502430	REFUNDS & REIMBURSEMENTS	$0.00	$0.00	$0.00	$179.00	$0.00	$0.00
5203502	502449	BAD DEBT EXPENSE	$807.84	$0.00	$0.00	$0.00	$0.00	$0.00
5203502	502450	CASH SHORT/OVER	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$5,552,620.49	$5,631,318.88	$6,090,928.00	$3,826,066.62	$6,090,928.00	$6,051,957.00
5203502	504465	DEPRECIATION EXPENSE	$3,397,009.94	$3,782,556.91	$3,810,000.00	$0.00	$3,810,000.00	$3,810,000.00
5203502	504875	LOSS ON DISPOSAL F.A.	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$3,397,009.94	$3,782,556.91	$3,810,000.00	$0.00	$3,810,000.00	$3,810,000.00
5203502	507010	CAPITAL IMPROVEMENTS	$779,870.48	$28,833.43	$54,848.00	$0.00	$54,848.00	$0.00
5203502	507705	VEHICLE REPLACEMENT PROGRAM	$469,522.03	$194,134.46	$851,106.00	$302,155.20	$851,106.00	$445,000.00
5203502	507715	COMPUTER EQUIPMENT	$0.00	$2,500.00	$0.00	$0.00	$0.00	$0.00
5203502	507725	RADIO SYSTEM UPGRADE	$0.00	$57,900.88	$17,099.00	$13,901.40	$17,099.00	$0.00
5203502	507775	EQUIPMENT	$0.00	$37,293.80	$162,706.00	$2,000.00	$162,706.00	$0.00
			$1,249,392.51	$320,662.57	$1,085,759.00	$318,056.60	$1,085,759.00	$445,000.00
5203505	500225	MEDICARE	$0.00	$0.00	$0.00	$883.52	$0.00	$0.00
5203505	500230	RETIREMENT	$0.00	$0.10	$0.00	$13,099.37	$0.00	$0.00
5203505	500240	GROUP INSURANCE	$0.00	$0.00	$0.00	$5,815.39	$0.00	$0.00
5203505	500241	CITY HSA CONTRIBUTION	$0.00	$0.00	$0.00	$1,653.66	$0.00	$0.00
5203505	500250	WORKERS' COMPENSATION	$0.00	$0.00	$0.00	$559.62	$0.00	$0.00
			$0.00	$0.10	$0.00	$22,011.56	$0.00	$0.00
5203505	500699	UNDESIGNATED AMOUNTS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5203505	504600	FISCAL CHARGES	$722.92	$1,114.00	$2,000.00	$1,171.24	$2,000.00	$2,000.00
5203505	504846	BOND ISSUANCE COSTS	$0.00	$298,152.09	$0.00	$0.00	$0.00	$0.00
			$722.92	$299,266.09	$2,000.00	$1,171.24	$2,000.00	$2,000.00
5203505	505000	CAPITALIZED ASSETS	($3,835,119.03)	($4,199,758.44)	$0.00	$0.00	$0.00	$0.00
5203505	507010	CAPITAL IMPROVEMENTS	$2,429,076.27	$3,167,019.76	$15,687,749.00	$1,329,736.21	$15,567,665.00	$2,845,000.00
5203505	507102	INFRASTRUCTURE CAPITAL	$0.00	$0.00	$3,989,649.00	$0.00	$4,110,901.00	$1,330,000.00
5203505	507199	UNDESIGNATED PROJECTS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5203505	507305	WELL REDRILLING	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5203505	507333	EMERGENCY GENERATOR PROG	$4,867.07	$2,101.99	$292,968.00	$0.00	$0.00	$0.00
5203505	507340	HMGP EMERGENCY GEN-MATCH	$42,090.15	$590,688.74	$239,940.00	$0.00	$0.00	$0.00
5203505	507395	REPLACE PUMPS/MOTOR	$103,923.03	$105,509.34	$194,490.00	$171,414.54	$194,490.00	$150,000.00

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
5203505	507402	WATER RIGHTS ACQUISITION	$0.00	$0.00	$0.00	$0.00	$0.00	$200,000.00
5203505	507605	FACILITY IMPROVEMENTS	$5,770.00	$13,776.04	$194,091.00	$3,300.00	$194,091.00	$75,000.00
5203505	507712	FACILITY UPGRADE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			($1,249,392.51)	($320,662.57)	$20,598,887.00	$1,504,450.75	$20,067,147.00	$4,600,000.00
5203505	508272	2018B WATER REFUND BONDS	$0.00	$0.00	$141,000.00	$71,000.00	$141,000.00	$139,000.00
5203505	508277	2022 Water Bonds	$0.00	$0.00	$960,000.00	$185,000.00	$185,000.00	$230,000.00
5203505	508280	2022 REFUNDING WATER BONDS	$0.00	$0.00	$0.00	$775,000.00	$775,000.00	$1,320,000.00
5203505	508316	2014 WATER SRF BONDS	$0.00	$0.00	$314,275.00	$158,226.13	$314,275.00	$323,105.00
5203505	508339	2012 WATER REFUNDING	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5203505	508340	2010A SDWRF	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5203505	508341	2010E SDWRF	$0.00	$0.00	$1,294,689.00	$651,413.20	$1,294,689.00	$1,327,652.00
5203505	508344	2012 WATER BONDS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5203505	508353	2014 REFUNDING EF BONDS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5203505	508361	2010B WTR IMP & REFUNDING	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5203505	508387	2005 WATER BONDS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5203505	508399	2009 WATER BONDS	$0.00	$0.00	$183,784.00	$91,891.89	$183,784.00	$183,784.00
5203505	508404	2020A REFUNDING - MEDIUM TERM	$0.00	$0.00	$615,000.00	$615,000.00	$615,000.00	$628,000.00
			$0.00	$0.00	$3,508,748.00	$2,547,531.22	$3,508,748.00	$4,151,541.00
5203505	509272	2018B WATER REF BONDS	$243,003.25	$240,947.85	$301,621.00	($836.50)	$301,621.00	$297,395.00
5203505	509273	2019 WATER BONDS	$259,545.11	$259,545.11	$289,556.00	$96,518.75	$289,556.00	$289,556.00
5203505	509277	2022 WATER BOND INT	$0.00	$89,078.34	$771,046.00	$89,078.33	$267,212.00	$259,533.00
5203505	509280	2022 REFUNDING WATER BND INT	$0.00	$38,550.12	$0.00	$134,769.44	$387,770.00	$335,500.00
5203505	509316	2014 WATER SRF BONDS	$133,718.23	$125,248.22	$116,540.00	($2,176.89)	$116,540.00	$107,588.00
5203505	509339	2012 WATER REFUNDING	$280,166.66	$104,400.00	$0.00	$0.00	$0.00	$0.00
5203505	509340	2010A WTR IMPROVEMENT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5203505	509341	2010E SDWRF	$346,302.87	$314,560.01	$282,009.00	($8,137.44)	$282,009.00	$248,629.00
5203505	509344	2012 WATER BONDS	$86,099.03	$32,400.00	$0.00	$0.00	$0.00	$0.00
5203505	509353	2014 REFUNDING EF BONDS	$17,665.12	$0.00	$0.00	$0.00	$0.00	$0.00
5203505	509361	2010B WTR IMP & REFUNDING	($18,431.90)	$0.00	$0.00	$0.00	$0.00	$0.00
5203505	509387	2005 WATER BONDS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5203505	509404	2020A REFUNDING MEDIUM TERM	$52,262.77	$55,825.88	$18,707.00	$7,971.37	$18,707.00	$10,787.00
			$1,400,331.14	$1,260,555.53	$1,779,479.00	$317,187.06	$1,663,415.00	$1,548,988.00
		WATER FUND	$13,459,934.39	$13,685,184.20	$40,353,928.00	$10,927,049.81	$39,710,461.00	$24,261,575.00

FISCAL SUMMARY FOR ENTERPRISE FUNDS

Department Name: Building Permits

Department Number: 525

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
Charges for Services	$ 2,227,515	$ 2,116,426	$ 1,254,106	**-40.74%**	$ (862,320)
Miscellaneous	-	3,420	-	**-100.00%**	(3,420)
Non-Operating Income	(23,848)	7,000	7,000	**0.00%**	-
TOTAL	**$ 2,203,668**	**$ 2,126,846**	**$ 1,261,106**	**-40.71%**	**$ (865,740)**
EXPENDITURE					
Salary	$ 241,295	$ 283,101	$ 464,945	**64.23%**	$ 181,844
Benefits	19,244	135,989	244,029	**79.45%**	108,040
Service & Supplies	1,632,548	1,847,497	1,103,327	**-40.28%**	(744,170)
TOTAL	**$ 1,893,085**	**$ 2,266,587**	**$ 1,812,301**	**-20.04%**	**$ (454,286)**
NET INCOME (LOSS)	**$ 310,583**	**$ (139,741)**	**$ (551,195)**	**294.44%**	**$ (411,454)**
Cash Balance - June 30	**$ 1,231,900**	**$ 1,125,679**	**$ 593,104**		
Capital Outlay	**$ -**	**$ -**	**$ -**	**0.00%**	**$ -**
FTE	**2.64**	**2.64**	**4.24**		

PERSONNEL DETAIL WORKSHEET
FY2023-24

DEPARTMENT: Building Permits		
DEPARTMENT NUMBER: 5251414		
POSITION / DESCRIPTION	**# OF POSITIONS**	**PROPOSED BUDGET**
SALARIES AND WAGES:		
Community Development Director	0.10	$ 14,472
Planning Manager	0.10	12,186
Assistant Planner	0.25	17,540
Senior Permit Technicion	0.50	25,041
Fire Prevention Inspector 1	0.44	31,632
Fire Prevention Inspector 2	1.00	102,466
Assistant Project Manager	1.05	95,374
Senior Project Manager	0.80	91,234
Hourly/Seasonal		50,000
Temporary Staffing		25,000
SUB-TOTAL SALARY & WAGES	**4.24**	**$ 464,945**
BENEFITS:		
Medicare		$ 6,374
Retirement		127,394
Group Insurance		60,458
Workers' Compensation		10,438
Education Incentive		62
Uniform Allowance		1,728
Car Allowance		390
Phone Allowance		3,350
Mobile Device Allowance		315
OPEB Costs		31,520
GASB 68 Pension Expense		2,000
SUB-TOTAL BENEFITS		**$ 244,029**
GRAND TOTAL		**$ 708,974**

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
BUILDING PERMITS								
REVENUE								
5259080	441680	BUILDING PERMIT FEES	($1,226,506.68)	($1,922,291.27)	($1,000,000.00)	($1,593,783.38)	($1,976,426.00)	($1,114,106.00)
5259080	441683	ENGINEERING FEES	($238,224.91)	($268,324.56)	($120,000.00)	($86,134.15)	($120,000.00)	($120,000.00)
5259080	441685	GROWTH MANAGEMENT FEES	($17,100.00)	($36,900.00)	($20,000.00)	($24,400.00)	($20,000.00)	($20,000.00)
			($1,481,831.59)	($2,227,515.83)	($1,140,000.00)	($1,704,317.53)	($2,116,426.00)	($1,254,106.00)
5250088	461010	INTEREST INCOME	($10,968.58)	($8,112.35)	($7,000.00)	($10,510.47)	($7,000.00)	($7,000.00)
5250088	462020	NET INC IN FAIR VALUE INV	$8,771.02	$31,959.43	$0.00	$0.00	$0.00	$0.00
			($2,197.56)	$23,847.08	($7,000.00)	($10,510.47)	($7,000.00)	($7,000.00)
5259082	465850	TECHOLOGY UPGRADES	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5259080	466110	MISC. OTHER INCOME	$0.00	($350.00)	$0.00	$0.00	$0.00	$0.00
5250090	482100	VEHICLE SALES	$0.00	$0.00	$0.00	($3,420.00)	($3,420.00)	$0.00
			$0.00	($350.00)	$0.00	($3,420.00)	($3,420.00)	$0.00
Grand Total			($1,484,029.15)	($2,204,018.75)	($1,147,000.00)	($1,718,248.00)	($2,126,846.00)	($1,261,106.00)
EXPENSE								
5251414	500101	SALARIES	$176,970.36	$206,878.29	$229,981.00	$141,146.01	$208,012.00	$389,945.00
5251414	500102	HOURLY/SEASONAL	$32,707.64	$31,703.04	$50,000.00	$13,015.23	$50,000.00	$50,000.00
5251414	500103	ADMINISTRATIVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5251414	500106	MANAGEMENT LEAVE PAY	$993.67	$943.00	$0.00	$330.44	$89.00	$0.00
5251414	500107	ANNUAL LEAVE PAYOFF	$2,103.74	$1,582.59	$0.00	$0.00	$0.00	$0.00
5251414	500108	SICK LEAVE PAY	$865.85	$116.79	$0.00	$0.00	$0.00	$0.00
5251414	500111	OVERTIME	$938.96	$0.00	$0.00	$296.32	$0.00	$0.00
5251414	500114	F L S A	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5251414	500116	HOLIDAY PAY	$0.00	$70.91	$0.00	$0.00	$0.00	$0.00
5251414	500125	TEMPORARY STAFFING	$22,037.12	$0.00	$25,000.00	$0.00	$25,000.00	$25,000.00
			$236,617.34	$241,294.62	$304,981.00	$154,788.00	$283,101.00	$464,945.00
5251414	500225	MEDICARE	$3,483.49	$3,496.99	$4,235.00	$2,255.06	$3,884.00	$6,374.00
5251414	500230	RETIREMENT	$46,212.75	$53,857.06	$59,725.00	$39,911.05	$58,967.00	$127,394.00
5251414	500240	GROUP INSURANCE	$15,377.60	$18,473.58	$23,915.00	$13,235.19	$22,333.00	$54,794.00
5251414	500241	CITY HSA CONTRIBUTION	$3,305.61	$4,680.05	$5,478.00	$2,645.35	$3,772.00	$5,664.00
5251414	500250	WORKERS' COMPENSATION	$7,610.14	$7,729.42	$8,646.00	$6,185.15	$9,441.00	$10,438.00
5251414	500260	EDUCATION INCENTIVE	$81.25	$68.75	$62.00	$0.00	$63.00	$62.00
5251414	500265	UNIFORM ALLOWANCE	$264.00	$264.00	$1,728.00	$866.15	$1,730.00	$1,728.00
5251414	500270	CAR ALLOWANCE	$376.50	$391.50	$390.00	$285.00	$390.00	$390.00
5251414	500271	PHONE ALLOWANCE	$586.16	$1,155.92	$1,814.00	$1,209.60	$1,814.00	$3,350.00
5251414	500272	MOBILE DEVICE ALLOWANCE	$36.88	$75.62	$75.00	$50.00	$75.00	$315.00
5251414	500286	OPEB COST	$4,211.00	($32,522.00)	$31,520.00	$0.00	$31,520.00	$31,520.00
5251414	500287	PENSION COST	($1,390.00)	($38,427.00)	$2,000.00	$0.00	$2,000.00	$2,000.00
			$80,155.38	$19,243.89	$139,588.00	$66,642.55	$135,989.00	$244,029.00
5251414	500309	PROFESSIONAL SERVICES	$668,510.78	$1,137,495.46	$600,000.00	$653,718.06	$1,185,856.00	$668,464.00

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
5251414	500312	AUDITING FEES	$1,756.00	$1,596.00	$1,516.00	$1,540.00	$1,516.00	$1,516.00
5251414	500317	BANKING SERVICES	$1,476.00	$1,422.60	$3,000.00	$1,015.00	$3,000.00	$3,000.00
5251414	500330	TRAINING	$0.00	$241.00	$500.00	$450.00	$500.00	$500.00
5251414	500349	CONTRACTUAL SERVICES	$15,491.94	$14,676.50	$10,000.00	$0.00	$10,000.00	$10,000.00
5251414	500432	MAINTENANCE SVC CONTRACTS	$89.84	$12.54	$500.00	$0.00	$500.00	$500.00
5251414	500433	SOFTWARE MAINTENANCE COST	$0.00	$10,099.92	$20,000.00	$8,641.57	$20,000.00	$20,000.00
5251414	500435	VEHICLE REPAIR & MAINT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5251414	500445	EQUIPMENT RENTAL	$51,383.00	$48,879.00	$48,845.00	$0.00	$48,845.00	$49,344.00
5251414	500542	PRINTING/ADVERTISING	$0.00	$91.98	$700.00	$111.22	$700.00	$700.00
5251414	500545	MEMBERSHIP / PUBLICATIONS	$0.00	$0.00	$1,350.00	$0.00	$1,350.00	$1,350.00
5251414	500580	TRAVEL	$0.00	$0.00	$1,000.00	$652.40	$1,000.00	$1,000.00
5251414	500582	MILEAGE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5251414	500601	OFFICE SUPPLIES	$123.99	$0.00	$1,000.00	$480.73	$1,000.00	$1,000.00
5251414	500602	POSTAGE/SHIPPING	$0.00	$0.00	$500.00	$2.00	$500.00	$500.00
5251414	500625	OPERATING SUPPLIES	$3,171.56	$6,420.57	$3,250.00	$3,341.97	$3,250.00	$3,250.00
5251414	500645	BOOKS/ PERIODICALS/ PUBLICATIO	$0.00	$0.00	$1,500.00	$0.00	$1,500.00	$1,500.00
5251414	500660	VEHICLE FUEL/OIL	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5251414	500674	SMALL TOOLS/ EQUIPMENT	$0.00	$506.59	$500.00	$0.00	$500.00	$500.00
5251414	500675	SMALL FURNISHINGS	$1,500.00	$0.00	$1,000.00	$0.00	$1,000.00	$1,000.00
5251414	500685	OPERATING HARDWARE/SOFTWARE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5251414	500694	REFUNDS & REIMBURSEMENTS	$7,097.75	$0.00	$1,000.00	$0.00	$1,000.00	$1,000.00
5251414	500710	TELEPHONE	$3,122.83	$3,161.53	$2,500.00	$2,483.71	$2,500.00	$2,500.00
5251414	500712	POWER	$974.85	$1,198.85	$1,600.00	$1,032.13	$1,600.00	$1,600.00
5251414	500713	HEATING	$287.03	$375.48	$400.00	$478.40	$400.00	$400.00
5251414	500901	ISC: GENERAL FUND	$290,602.00	$324,366.00	$478,980.00	$319,320.00	$478,980.00	$251,703.00
5251414	500915	ISC: INSURANCE FUND	$74,000.00	$82,000.00	$82,000.00	$82,000.00	$82,000.00	$82,000.00
5251414	501299	GRANT ALLOCATION/DIRECT BILL	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5251414	502450	CASH SHORT/OVER	($3.30)	$3.49	$0.00	$3.00	$0.00	$0.00
			$1,119,584.27	$1,632,547.51	$1,261,641.00	$1,075,270.19	$1,847,497.00	$1,103,327.00
5251414	504465	DEPRECIATION EXPENSE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5251414	507775	EQUIPMENT	$0.00	$0.00	$0.00	$0.00	$0.00	$14,900.00
			$0.00	$0.00	$0.00	$0.00	$0.00	$14,900.00
		BUILDING PERMITS	$1,436,356.99	$1,893,086.02	$1,706,210.00	$1,296,700.74	$2,266,587.00	$1,827,201.00

FISCAL SUMMARY FOR ENTERPRISE FUNDS

Department Name: Cemetery

Department Number: 530

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
Charges for Services	$ 185,497	$ 119,334	$ 132,111	**10.71%**	$ 12,777
Miscellaneous Income	71,836	10,978	8,508	**-22.50%**	(2,470)
Non-Operating Income	(13,001)	3,000	3,000	**0.00%**	-
Operating Transfers In	10,000	10,000	10,000	**0.00%**	-
TOTAL	**$ 254,333**	**$ 143,312**	**$ 153,619**	**7.19%**	**$ 10,307**
EXPENDITURE					
Salary	$ 41,622	$ 62,692	$ 64,529	**2.93%**	$ 1,837
Benefits	(32,685)	43,290	44,989	**3.92%**	1,699
Service & Supplies	50,321	161,134	47,118	**-70.76%**	(114,016)
Depreciation	12,860	13,500	13,500	**0.00%**	-
TOTAL	**$ 72,118**	**$ 280,616**	**$ 170,136**	**-39.37%**	**$ (110,480)**
NET INCOME (LOSS)	**$ 182,215**	**$ (137,304)**	**$ (16,517)**	**-87.97%**	**$ 120,787**
Capital Outlay	**$ 55,866**	**$ 35,134**	**$ 31,079**	**-11.54%**	(4,055)
Cash Balance 6/30	**$ 547,378**	**$ 405,051**	**$ 387,566**		
FTE	**0.70**	**0.80**	**0.80**		

PERSONNEL DETAIL WORKSHEET
FY2023-24

DEPARTMENT: Cemetery		
DEPARTMENT NUMBER: 530		
POSITION / DESCRIPTION	**# OF POSITIONS**	**PROPOSED BUDGET**
SALARIES AND WAGES:		
Department Business Manager	0.1	$ 7,700
Parks Maintenance Coordinator	0.5	25,931
Park Maintenance Worker	0.2	9,398
Hourly/Seasonal		16,600
Overtime		3,400
Temporary Staffing		1,500
SUB-TOTAL SALARY & WAGES	**0.8**	**$ 64,529**
BENEFITS:		
Medicare		$ 876
Retirement		8,763
Group Insurance		17,026
Workers' Compensation		1,032
Foul Weather Allowance		105
Phone Allowance		576
OPEB Costs		14,611
GASB 68 PERS Expense		2,000
SUB-TOTAL BENEFITS		**$ 44,989**
GRAND TOTAL		**$ 109,518**

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
CEMETERY FUND								
REVENUE								
5309580	441690	GRAVE OPENINGS	($57,351.29)	($67,782.54)	($51,295.00)	($26,705.06)	($36,586.00)	($43,173.00)
5309580	441692	GRAVE PLOTS	($65,272.92)	($66,478.94)	($55,641.00)	($34,706.12)	($52,560.00)	($51,795.00)
5309580	441693	GRAVE CTYPTS	($34,120.69)	($42,224.34)	($34,058.00)	($16,447.83)	($20,798.00)	($27,060.00)
5309580	441695	DISINTERNMENTS	$0.00	($250.00)	$0.00	$0.00	$0.00	$0.00
5309580	441697	GRAVE NICHES	($8,559.14)	($3,882.68)	($4,222.00)	($4,033.40)	($5,715.00)	($5,355.00)
5309580	441699	OTHER CHARGES/FEES	($6,134.85)	($4,878.64)	($5,200.00)	($3,244.32)	($3,675.00)	($4,728.00)
			($171,438.89)	($185,497.14)	($150,416.00)	($85,136.73)	($119,334.00)	($132,111.00)
5300088	461010	INTEREST INCOME	($5,730.06)	($4,409.20)	($3,000.00)	($4,826.62)	($3,000.00)	($3,000.00)
5300088	462020	NET INC IN FAIR VALUE INV	$4,840.44	$17,410.12	$0.00	$0.00	$0.00	$0.00
			($889.62)	$13,000.92	($3,000.00)	($4,826.62)	($3,000.00)	($3,000.00)
5309581	465090	DONATIONS	($2,523.29)	($64,199.12)	$0.00	($2,499.28)	($2,474.00)	$0.00
5309580	466050	REFUNDS/REIMBURSEMENTS	$510.00	$206.25	$0.00	$2,858.77	$1,496.00	$0.00
5309580	466110	MISC. OTHER INCOME	($9,193.23)	($7,843.56)	($7,699.00)	($8,958.90)	($10,000.00)	($8,508.00)
			($11,206.52)	($71,836.43)	($7,699.00)	($8,599.41)	($10,978.00)	($8,508.00)
5300091	481010	GENERAL FUND	($10,000.00)	($10,000.00)	($10,000.00)	$0.00	($10,000.00)	($10,000.00)
			($10,000.00)	($10,000.00)	($10,000.00)	$0.00	($10,000.00)	($10,000.00)
Grand Total			($193,535.03)	($254,332.65)	($171,115.00)	($98,562.76)	($143,312.00)	($153,619.00)
EXPENSE								
5305067	500101	SALARIES	$28,517.75	$28,543.56	$41,466.00	$29,643.40	$40,995.00	$43,029.00
5305067	500102	HOURLY/SEASONAL	$15,701.42	$13,597.08	$16,600.00	$10,893.44	$16,600.00	$18,100.00
5305067	500103	ADMINISTRATIVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5305067	500107	ANNUAL LEAVE PAYOFF	$1,560.47	($527.75)	$0.00	$0.00	$0.00	$0.00
5305067	500108	SICK LEAVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5305067	500109	WORKERS' COMPENSATORY LEAVE	($680.87)	($28.63)	$0.00	$0.00	$0.00	$0.00
5305067	500111	OVERTIME	$0.00	$18.06	$3,400.00	$653.27	$3,400.00	$3,400.00
5305067	500112	CALL BACK PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5305067	500113	STAND-BY PAY	$6.13	$21.37	$0.00	$339.85	$197.00	$0.00
5305067	500114	F L S A	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5305067	500116	HOLIDAY PAY	$0.08	($2.00)	$0.00	$120.78	$0.00	$0.00
5305067	500125	TEMPORARY STAFFING	$238.56	$0.00	$1,500.00	$0.00	$1,500.00	$0.00
5305067	500199	GRANT FUNDED ALLOCATION	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$45,343.54	$41,621.69	$62,966.00	$41,650.74	$62,692.00	$64,529.00
5305067	500225	MEDICARE	$645.14	$596.82	$883.00	$576.88	$952.00	$876.00
5305067	500230	RETIREMENT	$7,269.57	$5,771.75	$10,929.00	$5,397.19	$7,375.00	$8,763.00
5305067	500240	GROUP INSURANCE	$2,381.30	$7,391.35	$9,797.00	$11,130.40	$15,741.00	$16,215.00
5305067	500241	CITY HSA CONTRIBUTION	$0.00	$206.87	$416.00	$569.14	$806.00	$811.00
5305067	500250	WORKERS' COMPENSATION	$858.40	$797.07	$937.00	$656.58	$1,124.00	$1,032.00
5305067	500266	FOUL WEATHER ALLOWANCE	$90.00	$105.00	$105.00	$105.00	$105.00	$105.00

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
5305067	500271	PHONE ALLOWANCE	$484.00	$444.00	$576.00	$384.00	$576.00	$576.00
5305067	500286	OPEB COST	($39,487.00)	($44,800.00)	$14,611.00	$0.00	$14,611.00	$14,611.00
5305067	500287	PENSION COST	$337.00	($3,198.00)	$2,000.00	$0.00	$2,000.00	$2,000.00
			($27,421.59)	($32,685.14)	$40,254.00	$18,819.19	$43,290.00	$44,989.00
5305067	500312	AUDITING FEES	$768.25	$698.25	$663.00	$673.75	$663.00	$663.00
5305067	500349	CONTRACTUAL SERVICES	$161.11	$610.94	$2,500.00	$5.05	$2,500.00	$2,500.00
5305067	500430	EQUIPMENT REPAIR & MAINT	$162.21	$61.10	$200.00	$0.00	$200.00	$200.00
5305067	500435	VEHICLE REPAIR & MAINT	$3,447.64	$1,795.07	$5,000.00	$1,282.26	$5,000.00	$5,000.00
5305067	500436	FACILITY REPAIR & MAINT	$593.68	$0.00	$1,000.00	$0.00	$1,000.00	$1,000.00
5305067	500442	REFORESTATION	$0.00	$0.00	$400.00	$0.00	$400.00	$400.00
5305067	500542	PRINTING/ADVERTISING	$365.12	$26.44	$500.00	$39.99	$500.00	$500.00
5305067	500601	OFFICE SUPPLIES	$106.75	$428.53	$1,000.00	$44.20	$1,000.00	$300.00
5305067	500617	NICHE EXPENSE	$3,652.83	$1,481.61	$45,000.00	$0.00	$45,000.00	$4,000.00
5305067	500625	OPERATING SUPPLIES	$1,316.61	$2,464.53	$1,500.00	$1,075.62	$1,500.00	$800.00
5305067	500634	CRYPT EXPENSE	$13,595.60	$20,027.46	$21,000.00	$9,354.42	$21,000.00	$10,500.00
5305067	500660	VEHICLE FUEL/OIL	$230.56	$458.01	$2,000.00	$661.52	$2,000.00	$2,000.00
5305067	500672	SUPPLIED UNIFORMS	$39.20	$31.80	$400.00	$0.00	$400.00	$400.00
5305067	500674	SMALL TOOLS/ EQUIPMENT	$134.16	$140.92	$200.00	$0.00	$200.00	$200.00
5305067	500675	SMALL FURNISHINGS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5305067	500680	GIFTS & DONATIONS	$2,477.58	$3,673.07	$60,526.00	$15,819.77	$60,526.00	$0.00
5305067	500710	TELEPHONE	$35.42	$279.19	$500.00	$25.13	$500.00	$500.00
5305067	500712	POWER	$1,644.10	$2,097.98	$2,600.00	$1,563.55	$2,600.00	$2,600.00
5305067	500713	HEATING	$1,243.83	$1,391.15	$1,500.00	$1,591.96	$1,500.00	$1,500.00
5305067	500915	ISC: INSURANCE FUND	$2,775.00	$3,075.00	$3,075.00	$3,075.00	$3,075.00	$3,075.00
5305067	500950	ISC: FLEET MANAGEMENT	$12,800.00	$11,580.00	$11,570.00	$11,570.00	$11,570.00	$10,980.00
5309580	502450	CASH SHORT/OVER	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$45,549.65	$50,321.05	$161,134.00	$46,782.22	$161,134.00	$47,118.00
5305067	504465	DEPRECIATION EXPENSE	$12,860.54	$12,860.54	$13,500.00	$0.00	$13,500.00	$13,500.00
5305067	505000	CAPITALIZED ASSETS	$0.00	($55,865.75)	$0.00	$0.00	$0.00	$0.00
			$12,860.54	($43,005.21)	$13,500.00	$0.00	$13,500.00	$13,500.00
5305067	507010	CAPITAL IMPROVEMENTS	$0.00	$55,865.75	$35,134.00	$774.50	$35,134.00	$0.00
5305067	507712	FACILITY UPGRADE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5305067	507775	EQUIPMENT	$0.00	$0.00	$0.00	$0.00	$0.00	$31,079.00
			$0.00	$55,865.75	$35,134.00	$774.50	$35,134.00	$31,079.00
		CEMETERY FUND	$76,332.14	$72,118.14	$312,988.00	$108,026.65	$315,750.00	$201,215.00

FISCAL SUMMARY FOR INTERNAL SERVICE FUNDS

Department Name: Fleet

Department Number: 5603025 & 5603055

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
Charges for Services	$ 2,549,494	$ 2,513,744	$ 2,308,916	**-8.15%**	$ (204,828)
Non-Operating Income	(39,855)	43,039	15,000	**-65.15%**	(28,039)
TOTAL	**$ 2,509,639**	**$ 2,556,783**	**$ 2,323,916**	**-9.11%**	**$ (232,867)**
EXPENDITURE					
Salary	$ 835,612	$ 884,583	$ 888,560	**0.45%**	$ 3,977
Benefits	155,946	551,253	601,979	**9.20%**	50,726
Service & Supplies	753,771	944,890	1,118,604	**18.38%**	173,714
Depreciation	200,575	215,000	215,000	**0.00%**	-
Bond Interest	2,441	-	-	**0.00%**	-
TOTAL	**$ 1,948,345**	**$ 2,595,726**	**$ 2,824,143**	**8.80%**	**$ 228,417**
NET INCOME (LOSS)	**$ 561,294**	**$ (38,943)**	**$ (500,227)**	**1184.51%**	**$ (461,284)**
Capital Outlay	**$ 137,752**	**$ 1,188,649**	**$ 790,000**	**-33.54%**	**$ (398,649)**
Cash Balance - June 30	**$ 1,921,752**	**$ 1,073,505**	**$ 162,623**		
FTE	**11.15**	**11.15**	**11.15**		

PERSONNEL DETAIL WORKSHEET
FY2023-24

DEPARTMENT: FLEET		
DEPARTMENT NUMBER: 5603025		
POSITION / DESCRIPTION	**# OF POSITIONS**	**PROPOSED BUDGET**
SALARIES AND WAGES:		
Fleet Services Supervisor	1.00	$ 88,087
Fleet Services Foreman	1.00	69,213
Transportation Manager	0.15	18,772
Senior Fleet Services Tech	6.00	412,248
Warehouse Supply Coordinator	1.00	62,360
Call Back		3,500
Overtime		30,000
Stand By		14,700
Temporary Staffing		14,400
SUB-TOTAL SALARY & WAGES	**9.15**	**$ 713,280**
BENEFITS:		
Medicare		$ 10,073
Retirement		189,016
Group Insurance		119,557
Workers' Compensation		7,485
Uniform Allowance		4,000
Education Allowance		750
Tool Allowance		4,200
Foul Weather Allowance		1,200
Car Allowance		585
Phone Allowance		3,024
Mobile Device Allowance		45
OPEB Costs		53,613
Pension Expense		110,732
SUB-TOTAL BENEFITS		**$ 504,280**
GRAND TOTAL		**$ 1,217,560**

PERSONNEL DETAIL WORKSHEET
FY2023-24

DEPARTMENT: FLEET		
DEPARTMENT NUMBER: 5603055		
POSITION / DESCRIPTION	**# OF POSITIONS**	**PROPOSED BUDGET**
SALARIES AND WAGES:		
Radio-Communications Foreman	1.00	$ 91,521
Communiciation Technician	1.00	68,759
Call Back CCEA		
Hourly Salary		
Overtime		
Stand By CCEA		15,000
Temporary Staffing		
SUB-TOTAL SALARY & WAGES	**2.00**	**$ 175,280**
BENEFITS:		
Medicare		$ 2,199
Retirement		53,693
Group Insurance		36,751
Workers' Compensation		1,636
Tool Allowance		1,200
Foul Weather Allowance		300
Phone Allowance		1,920
SUB-TOTAL BENEFITS		**$ 97,699**
GRAND TOTAL		**$ 272,979**

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
FLEET MANAGEMENT FUND								
REVENUE								
5609900	441501	GENERAL FUND	($986,240.00)	($956,508.00)	($1,036,672.00)	($1,036,672.00)	($1,036,672.00)	($999,729.00)
5609900	441505	REG. TRANSPORTATION FUND	($640.00)	$0.00	$0.00	$0.00	$0.00	$0.00
5609900	441507	STREET MAINTENANCE	($346,240.00)	($332,346.00)	($319,332.00)	($319,332.00)	($319,332.00)	($318,969.00)
5609900	441509	CC TRANSIT FUND	($139,520.00)	($119,274.00)	($122,642.00)	($122,642.00)	($122,642.00)	($132,858.00)
5609900	441514	TRAFFIC/TRANSPORT FUND	($1,280.00)	($1,158.00)	($1,157.00)	($1,157.00)	($1,157.00)	($1,098.00)
5609900	441520	QUALITY OF LIFE	($15,360.00)	($17,370.00)	($20,826.00)	($20,826.00)	($20,826.00)	($19,764.00)
5609900	441550	AMBULANCE FUND	($92,160.00)	($86,850.00)	($83,304.00)	($83,304.00)	($83,304.00)	($62,586.00)
5609900	441553	STORM DRAINAGE	($23,040.00)	($20,844.00)	($20,826.00)	($20,826.00)	($20,826.00)	($23,058.00)
5609900	441554	SEWER FUND(S)	($86,400.00)	($79,323.00)	($88,511.00)	($88,510.50)	($88,511.00)	($87,291.00)
5609900	441556	WATER FUND	($180,480.00)	($182,385.00)	($185,120.00)	($185,120.00)	($185,120.00)	($186,660.00)
5609900	441564	CEMETERY FUND	($12,800.00)	($11,580.00)	($11,570.00)	($11,570.00)	($11,570.00)	($10,980.00)
5609900	441585	REDEVELOPMENT ADMIN	$0.00	$0.00	$0.00	$0.00	$0.00	($549.00)
5609900	442401	RADIO GF	($492,784.00)	($565,045.00)	($474,706.00)	($474,706.00)	($474,706.00)	($352,319.00)
5609900	442414	RADIO TRAFFIC/TRANS	($1,524.00)	($1,668.00)	($1,465.00)	($1,465.00)	($1,465.00)	($1,074.00)
5609900	442415	RADIO RTC	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5609900	442416	RADIO STREETS	($66,741.00)	($72,559.00)	($60,437.00)	($60,437.00)	($60,437.00)	($48,874.00)
5609900	442450	RADIO AMBULANCE	($8,228.00)	($7,506.00)	($18,314.00)	($18,314.00)	($18,314.00)	($15,844.00)
5609900	442453	RADIO STORMWATER DRAINAGE	$0.00	($1,668.00)	($2,198.00)	($2,198.00)	($2,198.00)	($1,611.00)
5609900	442454	RADIO SEWER OPERATIONS	($32,913.00)	($38,365.00)	($25,640.00)	($25,640.00)	($25,640.00)	($18,798.00)
5609900	442456	RADIO WATER FUND	($44,799.00)	($55,045.00)	($41,024.00)	($41,024.00)	($41,024.00)	($26,854.00)
5609900	443060	DEPARTMENT CHARGES	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			($2,531,149.00)	($2,549,494.00)	($2,513,744.00)	($2,513,743.50)	($2,513,744.00)	($2,308,916.00)
5609988	461010	INTEREST INCOME	($18,591.62)	($16,719.05)	($15,000.00)	($17,736.79)	($15,000.00)	($15,000.00)
5609988	462020	NET INC IN FAIR VALUE INV	$18,507.53	$57,809.18	$0.00	$0.00	$0.00	$0.00
5609900	466110	MISC. OTHER INCOME	$0.00	($1,235.00)	$0.00	$0.00	($14,169.00)	$0.00
			($84.09)	$39,855.13	($15,000.00)	($17,736.79)	($29,169.00)	($15,000.00)
5609990	475200	CAPITAL ASSETS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5609991	481520	AMBULANCE FUND	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5609990	482080	SURPLUS SALES	($4,085.00)	$0.00	$0.00	($13,870.00)	($13,870.00)	$0.00
			($4,085.00)	$0.00	$0.00	($13,870.00)	($13,870.00)	$0.00
5609999	483030	BOND PROCEEDS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Grand Total			($2,535,318.09)	($2,509,638.87)	($2,528,744.00)	($2,545,350.29)	($2,556,783.00)	($2,323,916.00)
EXPENSE								
5603025	500101	SALARIES	$537,844.81	$595,185.20	$642,387.00	$440,787.34	$617,459.00	$650,680.00

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
5603025	500102	HOURLY/SEASONAL	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5603025	500103	ADMINISTRATIVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5603025	500106	MANAGEMENT LEAVE PAY	$2,210.60	$4,554.71	$0.00	$3,564.35	$3,408.00	$0.00
5603025	500107	ANNUAL LEAVE PAYOFF	$7,702.77	$17,525.31	$0.00	$82.42	$82.00	$0.00
5603025	500108	SICK LEAVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5603025	500109	WORKERS' COMPENSATORY LEAVE	($79.87)	($3,619.22)	$0.00	$0.00	$0.00	$0.00
5603025	500111	OVERTIME	$14,798.35	$27,661.74	$30,000.00	$23,341.63	$30,000.00	$30,000.00
5603025	500112	CALL BACK PAY	$91.04	$0.00	$3,500.00	$0.00	$3,500.00	$3,500.00
5603025	500113	STAND-BY PAY	$6,337.40	$19,350.24	$14,700.00	$20,984.07	$14,700.00	$14,700.00
5603025	500114	F L S A	$2.70	$56.00	$0.00	$35.17	$15.00	$0.00
5603025	500116	HOLIDAY PAY	$3,818.01	$2,359.38	$0.00	$861.84	$0.00	$0.00
5603025	500125	TEMPORARY STAFFING	$6,577.92	$3,047.56	$14,400.00	$8,580.63	$14,400.00	$14,400.00
5603025	500199	GRANT FUNDED ALLOCATION	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$579,303.73	$666,120.92	$704,987.00	$498,237.45	$683,564.00	$713,280.00
5603025	500225	MEDICARE	$8,273.32	$9,477.70	$9,961.00	$7,057.27	$9,528.00	$10,073.00
5603025	500230	RETIREMENT	$112,544.89	$132,406.37	$146,755.00	$114,866.52	$152,022.00	$189,016.00
5603025	500240	GROUP INSURANCE	$114,314.56	$107,766.74	$127,112.00	$85,856.43	$110,757.00	$119,204.00
5603025	500241	CITY HSA CONTRIBUTION	$543.31	$1,313.10	$312.00	$1,252.67	$1,385.00	$353.00
5603025	500250	WORKERS' COMPENSATION	$6,234.63	$7,763.22	$6,807.00	$4,057.70	$6,756.00	$7,485.00
5603025	500260	EDUCATION INCENTIVE	$0.00	$750.00	$750.00	$0.00	$750.00	$750.00
5603025	500265	UNIFORM ALLOWANCE	$771.70	$3,781.92	$2,000.00	$3,277.72	$1,441.00	$4,000.00
5603025	500266	FOUL WEATHER ALLOWANCE	$0.00	$150.00	$150.00	$1,200.00	$1,200.00	$1,200.00
5603025	500268	TOOL ALLOWANCE	$4,190.00	$4,030.00	$4,200.00	$2,690.00	$4,445.00	$4,200.00
5603025	500270	CAR ALLOWANCE	$587.25	$707.25	$585.00	$427.50	$585.00	$585.00
5603025	500271	PHONE ALLOWANCE	$1,849.20	$3,065.20	$3,107.00	$2,016.00	$3,024.00	$3,024.00
5603025	500272	MOBILE DEVICE ALLOWANCE	$0.00	$60.00	$71.00	$30.00	$45.00	$45.00
5603025	500286	OPEB COST	$727.00	$6,229.00	$53,613.00	$0.00	$53,613.00	$53,613.00
5603025	500287	PENSION COST	($4,981.00)	($184,216.00)	$110,732.00	$0.00	$110,732.00	$110,732.00
			$245,054.86	$93,284.50	$466,155.00	$222,731.81	$456,283.00	$504,280.00
5603025	500312	AUDITING FEES	$1,756.00	$1,596.00	$1,516.00	$1,540.00	$1,516.00	$1,516.00
5603025	500330	TRAINING	$6,371.79	$12,715.87	$17,000.00	$9,079.30	$17,000.00	$15,000.00
5603025	500349	CONTRACTUAL SERVICES	$92.00	$0.00	$0.00	$0.00	$0.00	$0.00
5603025	500356	EMPLOYEE PHYSICALS	$99.00	$0.00	$0.00	$0.00	$0.00	$0.00
5603025	500424	LAUNDRY SERVICE	$5,802.85	$8,715.53	$13,000.00	$6,160.10	$13,000.00	$11,000.00
5603025	500430	EQUIPMENT REPAIR & MAINT	$1,250.00	$7,227.09	$8,000.00	$827.05	$8,000.00	$8,000.00
5603025	500433	SOFTWARE MAINTENANCE COST	$8,728.16	$11,144.68	$20,000.00	$14,745.84	$20,000.00	$20,000.00
5603025	500434	BUILDING REPAIR & MAINT	$1,077.00	$1,409.40	$5,000.00	$1,528.70	$5,000.00	$5,000.00
5603025	500435	VEHICLE REPAIR & MAINT	$225,664.28	$76,443.80	$300,000.00	$83,291.21	$150,000.00	$300,000.00
5603025	500436	FACILITY REPAIR & MAINT	$3,128.02	$9,318.04	$12,000.00	$5,158.55	$12,000.00	$12,000.00
5603025	500437	RADIO MAINTENANCE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5603025	500542	PRINTING/ADVERTISING	$307.51	$251.06	$200.00	$67.35	$200.00	$200.00
5603025	500545	MEMBERSHIP / PUBLICATIONS	$475.00	$882.95	$800.00	$732.48	$800.00	$800.00
5603025	500580	TRAVEL	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
5603025	500601	OFFICE SUPPLIES	$1,945.42	$2,921.08	$2,000.00	$1,802.03	$2,000.00	$2,000.00
5603025	500602	POSTAGE/SHIPPING	$118.94	$0.00	$150.00	$70.07	$150.00	$150.00
5603025	500625	OPERATING SUPPLIES	$14,888.19	$16,064.02	$16,000.00	$7,214.98	$16,000.00	$16,000.00
5603025	500644	LICENSES & PERMITS	$99.00	$0.00	$200.00	$0.00	$200.00	$200.00
5603025	500645	BOOKS/ PERIODICALS/ PUBLICATIO	$204.95	$0.00	$225.00	$281.00	$225.00	$225.00
5603025	500660	VEHICLE FUEL/OIL	$8,608.40	$9,575.82	$10,000.00	$52,397.81	$10,000.00	$10,000.00
5603025	500674	SMALL TOOLS/ EQUIPMENT	$6,144.60	$10,588.37	$6,000.00	$6,061.98	$6,000.00	$8,000.00
5603025	500675	SMALL FURNISHINGS	$0.00	$653.94	$1,000.00	$252.15	$1,000.00	$1,000.00
5603025	500710	TELEPHONE	$2,564.77	$2,873.39	$2,000.00	$2,381.21	$2,000.00	$2,000.00
5603025	500712	POWER	$7,600.80	$9,023.95	$5,000.00	$8,428.00	$5,000.00	$5,000.00
5603025	500713	HEATING	$12,971.40	$18,440.55	$10,000.00	$20,809.67	$10,000.00	$10,000.00
5603025	500901	ISC: GENERAL FUND	$220,996.00	$204,270.00	$228,213.00	$152,144.00	$228,213.00	$253,927.00
5603025	500915	ISC: INSURANCE FUND	$222,000.00	$246,000.00	$246,000.00	$246,000.00	$246,000.00	$246,000.00
5603025	501299	GRANT ALLOCATION/DIRECT BILL	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5603025	502450	CASH SHORT/OVER	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$752,894.08	$650,115.54	$904,304.00	$620,973.48	$754,304.00	$928,018.00
5603025	504465	DEPRECIATION EXPENSE	$204,517.94	$200,575.36	$250,000.00	$0.00	$215,000.00	$215,000.00
5603025	504846	BOND ISSUANCE COSTS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5603025	504875	LOSS ON DISPOSAL F.A.	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5603025	505000	CAPITALIZED ASSETS	($673,065.54)	($137,752.38)	$0.00	$0.00	$0.00	$0.00
			($468,547.60)	$62,822.98	$250,000.00	$0.00	$215,000.00	$215,000.00
5603025	507010	CAPITAL IMPROVEMENTS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5603025	507705	VEHICLE REPLACEMENT PROGRAM	$0.00	$11,328.70	$115,000.00	$50,771.25	$115,000.00	$90,000.00
5603025	507712	FACILITY UPGRADE	$48,756.99	$77,004.87	$321,512.00	$6,514.20	$321,512.00	$610,000.00
5603025	507775	EQUIPMENT	$5,999.00	$6,680.00	$0.00	$0.00	$0.00	$90,000.00
5603025	507810	BOARD DESIGNATED	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$54,755.99	$95,013.57	$436,512.00	$57,285.45	$436,512.00	$790,000.00
5603055	500101	SALARIES	$50,653.17	$149,837.16	$155,624.00	$150,501.49	$189,996.00	$160,280.00
5603055	500104	SHIFT DIFFERENTIAL	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5603055	500107	ANNUAL LEAVE PAYOFF	$3,191.28	$4,214.78	$0.00	$0.00	$0.00	$0.00
5603055	500108	SICK LEAVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5603055	500109	WORKERS' COMPENSATORY LEAVE	$41.54	$1,488.94	$0.00	$0.00	$0.00	$0.00
5603055	500111	OVERTIME	$16,600.68	$2,096.62	$0.00	$4,060.42	$1,523.00	$0.00
5603055	500112	CALL BACK PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5603055	500113	STAND-BY PAY	$4,644.80	$12,012.68	$0.00	$11,191.05	$9,500.00	$15,000.00
5603055	500116	HOLIDAY PAY	$1,159.66	($159.61)	$0.00	$0.00	$0.00	$0.00
			$76,291.13	$169,490.57	$155,624.00	$165,752.96	$201,019.00	$175,280.00
5603055	500225	MEDICARE	$997.18	$2,411.76	$2,191.00	$2,297.57	$2,715.00	$2,199.00
5603055	500230	RETIREMENT	$15,903.36	$39,072.98	$36,953.00	$42,685.17	$52,745.00	$53,693.00
5603055	500240	GROUP INSURANCE	$17,962.51	$14,400.26	$19,831.00	$19,410.43	$27,517.00	$28,334.00
5603055	500241	CITY HSA CONTRIBUTION	$77.99	$3,413.28	$5,251.00	$5,962.41	$8,453.00	$8,417.00

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
5603055	500250	WORKERS' COMPENSATION	$793.38	$1,961.07	$1,488.00	$1,490.51	$1,830.00	$1,636.00
5603055	500266	FOUL WEATHER ALLOWANCE	$0.00	$300.00	$300.00	$150.00	$150.00	$300.00
5603055	500268	TOOL ALLOWANCE	$445.00	$405.00	$600.00	$400.00	$600.00	$1,200.00
5603055	500270	CAR ALLOWANCE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5603055	500271	PHONE ALLOWANCE	$222.50	$697.50	$960.00	$640.00	$960.00	$1,920.00
			$36,401.92	$62,661.85	$67,574.00	$73,036.09	$94,970.00	$97,699.00
5603055	500309	PROFESSIONAL SERVICES	$0.00	$15,026.50	$25,000.00	$9,144.01	$25,000.00	$25,000.00
5603055	500330	TRAINING	$160.00	$2,933.83	$5,000.00	$3,678.65	$5,000.00	$5,000.00
5603055	500427	MICROWAVE/ETHERNET MAINT	$18,633.22	$11,192.58	$15,000.00	$13,600.94	$15,000.00	$15,000.00
5603055	500430	EQUIPMENT REPAIR & MAINT	$6,240.00	$7,463.33	$2,000.00	$1,434.77	$2,000.00	$2,000.00
5603055	500433	SOFTWARE MAINTENANCE COST	$1,214.92	$4,339.87	$20,586.00	$6,586.05	$20,586.00	$20,586.00
5603055	500436	FACILITY REPAIR & MAINT	$2,994.83	$395.50	$5,000.00	$4,216.26	$5,000.00	$5,000.00
5603055	500437	RADIO MAINTENANCE	$63,338.55	$46,090.73	$70,000.00	$31,052.04	$70,000.00	$70,000.00
5603055	500504	SUBSCRIPTION FEES	$0.00	$0.00	$250,000.00	$0.00	$40,000.00	$40,000.00
5603055	500580	TRAVEL	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5603055	500625	OPERATING SUPPLIES	$828.81	$8,589.19	$5,000.00	$10,479.51	$5,000.00	$5,000.00
5603055	500674	SMALL TOOLS/ EQUIPMENT	$2,664.78	$2,756.64	$3,000.00	$2,159.92	$3,000.00	$3,000.00
5603055	500676	TECHNICAL EQUIPMENT	($10,114.14)	$4,866.98	$0.00	$0.00	$0.00	$0.00
			$85,960.97	$103,655.15	$400,586.00	$82,352.15	$190,586.00	$190,586.00
5603055	507010	CAPITAL IMPROVEMENTS	$48,644.00	$4,993.91	$0.00	$0.00	$0.00	$0.00
5603055	507775	EQUIPMENT	$569,665.55	$37,744.90	$752,137.00	$14,556.66	$752,137.00	$0.00
			$618,309.55	$42,738.81	$752,137.00	$14,556.66	$752,137.00	$0.00
5600279	507252	AMBULANCE: TRANSPORTATION	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5603055	508101	2017 FLEET & CAP PROJ TAX	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5603055	509101	2017 FLEET & CAP PROJ TAX	$5,044.56	$2,440.62	$0.00	$0.00	$0.00	$0.00
			$5,044.56	$2,440.62	$0.00	$0.00	$0.00	$0.00
		FLEET MANAGEMENT FUND	$1,985,469.19	$1,948,344.51	$4,137,879.00	$1,734,926.05	$3,784,375.00	$3,614,143.00

FISCAL SUMMARY FOR INTERNAL SERVICE FUNDS

Department Name: Group Medical Insurance Fund					
Department Number: 570					
	2021-22 Actual	**2022-23 Estimated**	**2023-24 Proposed**	**% Change Budget**	**$ Change Budget**
REVENUE					
Charges for Services	$ 8,839,413	$ 9,699,858	$ 10,475,011	**7.99%**	$ 775,153
Non-Operating Income	(1,248)	4,140	200	**-95.17%**	$ (3,940)
TOTAL	**$ 8,838,165**	**$ 9,703,998**	**$ 10,475,211**	**7.95%**	$ 771,213
EXPENDITURE					
Salary	$ 228,394	$ 251,534	$ 258,499	**2.77%**	$ 6,965
Benefits	43,391	154,293	165,821	**7.47%**	$ 11,528
Service & Supplies	8,527,644	9,141,791	9,970,601	**9.07%**	$ 828,810
TOTAL	**$ 8,799,427**	**$ 9,547,618**	**$ 10,394,921**	**8.87%**	$ 847,303
NET INCOME (LOSS)	**$ 38,738**	**$ 156,380**	**$ 80,290**	**-48.66%**	$ (76,090)
Cash Balance 6/30	**$ 17,101**	**$ 214,286**	**$ 335,381**		
FTE	**2.80**	**2.80**	**2.80**		

PERSONNEL DETAIL WORKSHEET
FY2023-24

DEPARTMENT: Group Medical Insurance Fund		
DEPARTMENT NUMBER: 570		
POSITION / DESCRIPTION	**# OF POSITIONS**	**PROPOSED BUDGET**
SALARIES AND WAGES:		
Human Resources Director	0.15	$ 26,528
Human Resources Generalists	2.50	186,601
Accounting Manager Proprietary	0.15	14,200
Hourly		31,170
Annual Leave Pay-off		
SUB-TOTAL SALARY & WAGES	**2.80**	**$ 258,499**
BENEFITS:		
Medicare		$ 3,660
Retirement		76,156
Group Insurance		41,327
Workers' Compensation		3,000
Car Allowance		585
Phone Allowance		288
OPEB Costs		34,321
GASB 68 Pension Expense		6,484
SUB-TOTAL BENEFITS		**$ 165,821**
GRAND TOTAL		**$ 424,320**

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
GROUP INSURANCE FUND								
REVENUE								
5709980	441720	EMPLOYEE CONTRIBUTIONS	($1,180,554.42)	($1,218,090.94)	($1,427,373.00)	($985,875.78)	($1,315,921.00)	($1,421,195.00)
5709980	441740	EMPLOYER CONTRIBUTIONS	($7,612,638.99)	($7,611,203.14)	($8,568,685.00)	($5,928,559.45)	($8,373,485.00)	($9,043,364.00)
5709980	441751	RETIREE SELF PAY	($10,410.48)	($10,118.76)	($10,452.00)	$0.00	($10,452.00)	($10,452.00)
5709980	441752	RETIREE PERS PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			($8,803,603.89)	($8,839,412.84)	($10,006,510.00)	($6,914,435.23)	($9,699,858.00)	($10,475,011.00)
5709988	461010	INTEREST INCOME	($1,304.07)	($650.57)	($200.00)	($1,216.13)	($200.00)	($200.00)
5709988	462020	NET INC IN FAIR VALUE INV	$2,861.52	$3,767.92	$0.00	$0.00	$0.00	$0.00
			$1,557.45	$3,117.35	($200.00)	($1,216.13)	($200.00)	($200.00)
5709980	466050	REFUNDS/REIMBURSEMENTS	($24,775.20)	($1,868.82)	$0.00	($7,639.54)	($3,940.00)	$0.00
			($24,775.20)	($1,868.82)	$0.00	($7,639.54)	($3,940.00)	$0.00
Grand Total			($8,826,821.64)	($8,838,164.31)	($10,006,710.00)	($6,923,290.90)	($9,703,998.00)	($10,475,211.00)
EXPENSE								
5700706	500101	SALARIES	$194,063.97	$201,299.90	$219,424.00	$158,695.00	$220,364.00	$227,329.00
5700706	500102	HOURLY/SEASONAL	$15,782.00	$13,219.72	$31,170.00	$9,630.70	$31,170.00	$31,170.00
5700706	500103	ADMINISTRATIVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5700706	500106	MANAGEMENT LEAVE PAY	$6,088.17	$8,199.93	$0.00	$1,954.98	$0.00	$0.00
5700706	500107	ANNUAL LEAVE PAYOFF	$6,083.42	$5,313.78	$0.00	$0.00	$0.00	$0.00
5700706	500108	SICK LEAVE PAY	$224.03	$360.47	$0.00	$0.00	$0.00	$0.00
5700706	500111	OVERTIME	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$222,241.59	$228,393.80	$250,594.00	$170,280.68	$251,534.00	$258,499.00
5700706	500225	MEDICARE	$3,036.30	$3,119.97	$3,542.00	$2,408.29	$3,642.00	$3,660.00
5700706	500230	RETIREMENT	$58,544.51	$62,282.07	$65,279.00	$47,793.56	$65,559.00	$76,156.00
5700706	500240	GROUP INSURANCE	$33,078.21	$29,570.28	$33,121.00	$21,803.57	$31,117.00	$31,961.00
5700706	500241	CITY HSA CONTRIBUTION	$6,048.03	$7,959.75	$7,855.00	$6,606.64	$9,430.00	$9,366.00
5700706	500250	WORKERS' COMPENSATION	$2,403.75	$2,367.81	$2,727.00	$1,422.55	$2,867.00	$3,000.00
5700706	500270	CAR ALLOWANCE	$587.25	$587.25	$585.00	$427.50	$585.00	$585.00
5700706	500271	PHONE ALLOWANCE	$290.40	$290.40	$288.00	$192.00	$288.00	$288.00
5700706	500286	OPEB COST	$53,139.00	($29,699.00)	$34,321.00	$0.00	$34,321.00	$34,321.00
5700706	500287	PENSION COST	$3,227.00	($33,088.00)	$6,484.00	$0.00	$6,484.00	$6,484.00
			$160,354.45	$43,390.53	$154,202.00	$80,654.11	$154,293.00	$165,821.00
5700706	500309	PROFESSIONAL SERVICES	$57,039.43	$65,774.08	$74,800.00	$39,676.44	$74,800.00	$74,800.00
5700706	500312	AUDITING FEES	$1,756.00	$1,596.00	$1,516.00	$1,540.00	$1,516.00	$1,516.00
5700706	500330	TRAINING	$7,095.50	$2,201.50	$10,000.00	$150.00	$10,000.00	$10,000.00
5700706	500358	RET. EMPLOYEE GROUP INS.	$380,823.06	$370,813.76	$400,000.00	$265,369.08	$400,000.00	$360,000.00
5700706	500520	EMPLOYEE WELLNESS PROGRAM	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5700706	500545	MEMBERSHIP / PUBLICATIONS	$0.00	$123.08	$255.00	$0.00	$255.00	$255.00
5700706	500580	TRAVEL	$0.00	$1,000.00	$1,000.00	$0.00	$1,000.00	$1,000.00
5700706	500585	REIMBURSABLE EDUCATION	$0.00	$0.00	$0.00	$698.67	$0.00	$0.00

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
5700706	500596	OPEB TRUST CONTRIBUTIONS	$300,000.00	$300,000.00	$300,000.00	$0.00	$300,000.00	$400,000.00
5700706	500604	RETIREE SUBSIDY	$912,958.39	$901,405.48	$950,000.00	$745,622.38	$990,000.00	$1,050,000.00
5700706	500625	OPERATING SUPPLIES	$409.27	$649.20	$2,040.00	$556.67	$2,040.00	$2,040.00
5700706	500710	TELEPHONE	$141.60	$136.26	$400.00	$90.08	$400.00	$400.00
5700706	500901	ISC: GENERAL FUND	$64,752.00	$95,635.00	$20,761.00	$13,840.00	$20,761.00	$33,735.00
5700706	501429	HEALTH & WELLNESS PROGRAM	$4,715.46	$7,046.12	$5,000.00	$4,367.89	$5,000.00	$5,000.00
5700706	502450	CASH SHORT/OVER	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5700706	504465	DEPRECIATION EXPENSE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5700706	504875	LOSS ON DISPOSAL F.A.	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5700706	506301	MEDICAL	$6,271,811.12	$6,244,684.15	$6,874,452.00	$5,662,208.50	$6,796,496.00	$7,476,146.00
5700706	506302	DENTAL	$460,891.60	$485,351.86	$546,190.00	$406,388.74	$487,357.00	$501,978.00
5700706	506303	LIFE & AD&D	$49,539.04	$51,227.47	$54,700.00	$43,627.28	$52,166.00	$53,731.00
			$8,511,932.47	$8,527,643.96	$9,241,114.00	$7,184,135.73	$9,141,791.00	$9,970,601.00
		GROUP INSURANCE FUND	$8,894,528.51	$8,799,428.29	$9,645,910.00	$7,435,070.52	$9,547,618.00	$10,394,921.00

FISCAL SUMMARY FOR INTERNAL SERVICE FUNDS

Department Name: Worker's Comp Insurance Fund

Department Number: 580

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
Charges for Services	$ 1,294,594	$ 1,294,594	$ 1,424,053	**10.00%**	$ 129,459
Non-Operating Income	(77,642)	$32,887	30,000	**-8.78%**	(2,887)
TOTAL	**$ 1,216,953**	**$ 1,327,481**	**$ 1,454,053**	**9.53%**	**$ 126,572**
EXPENDITURE					
Salary	$ 156,187	$ 213,261	$ 304,770	**42.91%**	$ 91,509
Benefits	20,470	148,141	212,820	**43.66%**	64,679
Service & Supplies	1,232,704	1,631,425	1,372,270	**-15.89%**	(259,155)
Depreciation	6,710	6,800	1,700	**-75.00%**	(5,100)
TOTAL	**$ 1,416,071**	**$ 1,999,627**	**$ 1,891,560**	**-5.40%**	(108,067)
NET INCOME (LOSS)	**$ (199,118)**	**$ (672,146)**	**$ (437,507)**	**-34.91%**	**$ 234,639**
Cash Balance - June 30	**$ 3,721,856**	**$ 3,094,388**	**$ 2,696,459**		
FTE	**1.15**	**3.15**	**3.15**		

PERSONNEL DETAIL WORKSHEET
FY2023-24

DEPARTMENT: Worker's Comp Insurance		
DEPARTMENT NUMBER: 580		
POSITION / DESCRIPTION	**# OF POSITIONS**	**PROPOSED BUDGET**
SALARIES AND WAGES:		
Accounting Manager	0.15	$ 14,200
Chief Financial Officer/Risk Manager	0.20	34,935
Human Resources Director	0.15	26,528
Accounting Clerk	0.15	7,575
Risk Management Coordinator	0.50	42,841
Sergeant (Work Comp)	1.00	117,623
Head Lifeguard	1.00	$ 61,068
SUB-TOTAL SALARY & WAGES	**3.15**	**$ 304,770**
BENEFITS:		
Medicare		$ 4,347
Retirement		108,945
Group Insurance		50,860
Workers' Compensation		6,465
Uniform Allowance		2,000
Car Allowance		1,365
Phone Allowance		960
OPEB Costs		31,352
GASB 68 Pension Expense		6,526
SUB-TOTAL BENEFITS		**$ 212,820**
GRAND TOTAL		**$ 517,590**

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
WORKERS COMPENSATION FUND								
REVENUE								
5809981	437565	WORKERS COMP INTERLOCAL DC	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5809980	441740	EMPLOYER CONTRIBUTIONS	($1,230,834.53)	($1,294,593.65)	($1,230,830.00)	($920,840.41)	($1,294,594.00)	($1,424,053.00)
			($1,230,834.53)	($1,294,593.65)	($1,230,830.00)	($920,840.41)	($1,294,594.00)	($1,424,053.00)
5809988	461010	INTEREST INCOME	($50,235.34)	($27,710.09)	($30,000.00)	($26,209.56)	($30,000.00)	($30,000.00)
5809988	462020	NET INC IN FAIR VALUE INV	$43,931.58	$119,101.28	$0.00	$0.00	$0.00	$0.00
			($6,303.76)	$91,391.19	($30,000.00)	($26,209.56)	($30,000.00)	($30,000.00)
5809980	466050	REFUNDS/REIMBURSEMENTS	($42,090.94)	($13,749.52)	$0.00	($10,105.76)	($2,887.00)	$0.00
			($42,090.94)	($13,749.52)	$0.00	($10,105.76)	($2,887.00)	$0.00
Grand Total			($1,279,229.23)	($1,216,951.98)	($1,260,830.00)	($957,155.73)	($1,327,481.00)	($1,454,053.00)
EXPENSE								
5800704	500101	SALARIES	$107,649.28	$149,650.81	$236,764.00	$86,499.32	$122,843.00	$126,079.00
5800704	500103	ADMINISTRATIVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5800704	500106	MANAGEMENT LEAVE PAY	$3,391.72	$4,348.05	$0.00	$2,185.83	$0.00	$0.00
5800704	500107	ANNUAL LEAVE PAYOFF	$1,094.67	$310.38	$0.00	$0.00	$0.00	$0.00
5800704	500108	SICK LEAVE PAY	$4,554.09	$1,877.65	$0.00	$0.00	$0.00	$0.00
5800704	500109	WORKERS' COMPENSATORY LEAVE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5800704	500111	OVERTIME	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5800704	500114	F L S A	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5800704	500116	HOLIDAY PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$116,689.76	$156,186.89	$236,764.00	$88,685.15	$122,843.00	$126,079.00
5800704	500225	MEDICARE	$1,608.41	$1,916.42	$3,385.00	$1,292.38	$1,803.00	$1,838.00
5800704	500230	RETIREMENT	$31,780.18	$49,624.95	$85,136.00	$25,897.36	$35,637.00	$41,024.00
5800704	500240	GROUP INSURANCE	$12,062.00	$20,709.36	$40,214.00	$8,130.93	$11,501.00	$10,938.00
5800704	500241	CITY HSA CONTRIBUTION	$1,123.69	$951.20	$871.00	$1,085.12	$1,528.00	$1,495.00
5800704	500250	WORKERS' COMPENSATION	$847.18	$3,584.37	$5,100.00	$655.74	$933.00	$941.00
5800704	500265	UNIFORM ALLOWANCE	$0.00	$0.00	$2,000.00	$0.00	$1,000.00	$2,000.00
5800704	500270	CAR ALLOWANCE	$1,370.25	$1,370.25	$1,365.00	$997.50	$1,365.00	$1,365.00
5800704	500271	PHONE ALLOWANCE	$968.00	$968.00	$960.00	$640.00	$960.00	$960.00
5800704	500286	OPEB COST	$10,546.00	($24,221.00)	$31,352.00	$0.00	$31,352.00	$31,352.00
5800704	500287	PENSION COST	$990.00	($34,434.00)	$6,526.00	$0.00	$6,526.00	$6,526.00
			$61,295.71	$20,469.55	$176,909.00	$38,699.03	$92,605.00	$98,439.00
5800704	500309	PROFESSIONAL SERVICES	$95,962.72	$82,249.85	$100,000.00	$100,220.32	$100,000.00	$100,000.00
5800704	500312	AUDITING FEES	$1,756.00	$6,640.00	$1,516.00	$1,540.00	$1,516.00	$1,516.00
5800704	500330	TRAINING	$0.00	$0.00	$1,500.00	$100.00	$1,500.00	$1,500.00
5800704	500340	CONTRACT EMPLOYEES	$0.00	$0.00	$2,000.00	$0.00	$2,000.00	$0.00
5800704	500430	EQUIPMENT REPAIR & MAINT	$478.98	$748.91	$1,000.00	$398.27	$1,000.00	$1,000.00
5800704	500512	INSURANCE PREMIUMS	$120,211.00	$181,690.00	$120,272.00	$197,246.00	$197,246.00	$207,108.00
5800704	500514	WORKERS' COMP CLAIMS	$1,051,186.40	$911,369.51	$800,000.00	$863,180.22	$1,200,000.00	$950,000.00

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
5800704	500545	MEMBERSHIP / PUBLICATIONS	$385.00	$385.00	$500.00	$385.00	$500.00	$500.00
5800704	500580	TRAVEL	$0.00	$0.00	$1,000.00	$0.00	$1,000.00	$1,000.00
5800704	500582	MILEAGE	$21.76	$0.00	$500.00	$0.00	$500.00	$500.00
5800704	500601	OFFICE SUPPLIES	$50.40	$65.02	$400.00	$150.45	$400.00	$400.00
5800704	500625	OPERATING SUPPLIES	$0.00	$0.00	$500.00	$0.00	$500.00	$500.00
5800704	500675	SMALL FURNISHINGS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5800704	500710	TELEPHONE	$484.23	$483.72	$1,500.00	$407.19	$1,500.00	$1,500.00
5800704	500901	ISC: GENERAL FUND	$38,648.00	$46,918.00	$118,738.00	$79,160.00	$118,738.00	$101,721.00
5800704	500915	ISC: INSURANCE FUND	$925.00	$1,025.00	$1,025.00	$1,025.00	$1,025.00	$1,025.00
5800704	501417	SAFETY COMMITTEE	$2,485.00	$1,129.14	$4,000.00	$2,788.63	$4,000.00	$4,000.00
5800704	502450	CASH SHORT/OVER	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$1,312,594.49	$1,232,704.15	$1,154,451.00	$1,246,601.08	$1,631,425.00	$1,372,270.00
5800704	504465	DEPRECIATION EXPENSE	$15,400.93	$6,710.10	$6,800.00	$0.00	$6,800.00	$1,700.00
5800704	505000	CAPITALIZED ASSETS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$15,400.93	$6,710.10	$6,800.00	$0.00	$6,800.00	$1,700.00
5800714	500101	SALARIES	$0.00	$0.00	$0.00	$44,323.32	$90,418.00	$178,691.00
5800714	500109	WORKERS' COMPENSATORY LEAVE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$0.00	$0.00	$0.00	$44,323.32	$90,418.00	$178,691.00
5800714	500225	MEDICARE	$0.00	$0.00	$0.00	$202.34	$1,261.00	$2,509.00
5800714	500230	RETIREMENT	$0.00	$0.00	$0.00	$14,952.91	$30,137.00	$67,921.00
5800714	500240	GROUP INSURANCE	$0.00	$0.00	$0.00	$9,429.96	$20,184.00	$38,427.00
5800714	500241	CITY HSA CONTRIBUTION	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5800714	500250	WORKERS' COMPENSATION	$0.00	$0.00	$0.00	$2,677.45	$3,954.00	$5,524.00
5800714	500260	EDUCATION INCENTIVE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5800714	500287	PENSION COST	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$0.00	$0.00	$0.00	$27,262.66	$55,536.00	$114,381.00
		WORKERS COMPENSATION FUND	$1,505,980.89	$1,416,070.69	$1,574,924.00	$1,445,571.24	$1,999,627.00	$1,891,560.00

FISCAL SUMMARY FOR INTERNAL SERVICE FUNDS

Department Name: Insurance Fund

Department Number: 590

	2021-22 Actual	2022-23 Estimated	2023-24 Proposed	% Change Budget	$ Change Budget
REVENUE					
Charges for Services	$ 2,050,000	$ 2,050,000	$ 2,050,000	**0.00%**	$ -
Non-Operating Income	$137,644	28,183	17,000	**-39.68%**	(11,183)
TOTAL	**$ 2,187,644**	**$ 2,078,183**	**$ 2,067,000**	**-0.54%**	**$ (11,183)**
EXPENDITURE					
Salary	$ 135,922	$ 101,020	$ 104,285	**3.23%**	$ 3,265
Benefits	39,335	55,029	59,289	**7.74%**	4,260
Service & Supplies	1,541,504	2,013,598	2,129,852	**5.77%**	116,254
Depreciation	11,368	765	765	**0.00%**	-
TOTAL	**$ 1,728,129**	**$ 2,170,412**	**$ 2,294,191**	**5.70%**	**$ 123,779**
NET INCOME (LOSS)	**$ 459,515**	**$ (92,229)**	**$ (227,191)**	**146.33%**	**$ (134,962)**
Cash Balance 06/30	**$ 1,935,100**	**$ 1,854,259**	**$ 1,638,456**		
FTE	**1.05**	**1.05**	**1.05**		

PERSONNEL DETAIL WORKSHEET
FY2023-24

DEPARTMENT: Insurance		
DEPARTMENT NUMBER: 590		
POSITION / DESCRIPTION	**# OF POSITIONS**	**PROPOSED BUDGET**
SALARIES AND WAGES:		
Accounting Manager	0.20	$ 18,934
Chief Financial Officer	0.20	34,935
Accounting Clerk	0.15	7,575
Risk Management Coordinator	0.50	42,841
SUB-TOTAL SALARY & WAGES	**1.05**	**$ 104,285**
BENEFITS:		
Medicare		$ 1,525
Retirement		33,724
Group Insurance		10,912
Workers' Compensation		861
Car Allowance		780
Phone Allowance		864
OPEB Costs		5,623
GASB 68 Pension Expense		5,000
SUB-TOTAL BENEFITS		**$ 59,289**
GRAND TOTAL		**$ 163,574**

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
INSURANCE FUND								
REVENUE								
5909981	431010	FEDERAL GRANTS	($104,159.38)	($15,709.87)	$0.00	($108,211.74)	$0.00	$0.00
5909981	437051	INTERLOCAL ADMIN SVC	$0.00	($62,865.53)	$0.00	$0.00	$0.00	$0.00
			($104,159.38)	($78,575.40)	$0.00	($108,211.74)	$0.00	$0.00
5909991	441401	GENERAL FUND	($890,775.00)	($987,075.00)	($987,075.00)	($987,075.00)	($987,075.00)	($987,075.00)
5909991	441405	REG. TRANSPORTATION FUND	($27,750.00)	($30,750.00)	($30,750.00)	($30,750.00)	($30,750.00)	($30,750.00)
5909991	441407	STREET MAINTENANCE	($55,500.00)	($61,500.00)	($61,500.00)	($61,500.00)	($61,500.00)	($61,500.00)
5909991	441503	COOPERATIVE EXTENSION	($925.00)	($1,025.00)	($1,025.00)	($1,025.00)	($1,025.00)	($1,025.00)
5909991	441510	SENIOR CITIZENS' FUND	($13,875.00)	($15,375.00)	($15,375.00)	($15,375.00)	($15,375.00)	($15,375.00)
5909991	441514	TRAFFIC/TRANSPORT FUND	($925.00)	($1,025.00)	($1,025.00)	($1,025.00)	($1,025.00)	($1,025.00)
5909991	441518	CC SANITARY LANDFILL	($55,500.00)	($61,500.00)	($61,500.00)	($61,500.00)	($61,500.00)	($61,500.00)
5909991	441520	QUALITY OF LIFE	($13,875.00)	($15,375.00)	($15,375.00)	($15,375.00)	($15,375.00)	($15,375.00)
5909991	441521	COMMISSARY FUND	($925.00)	($1,025.00)	($1,025.00)	($1,025.00)	($1,025.00)	($1,025.00)
5909991	441550	AMBULANCE FUND	($55,500.00)	($61,500.00)	($61,500.00)	($61,500.00)	($61,500.00)	($61,500.00)
5909991	441553	STORM DRAINAGE	($27,750.00)	($30,750.00)	($30,750.00)	($30,750.00)	($30,750.00)	($30,750.00)
5909991	441554	SEWER FUND(S)	($240,500.00)	($266,500.00)	($266,500.00)	($266,500.00)	($266,500.00)	($266,500.00)
5909991	441556	WATER FUND	($166,500.00)	($184,500.00)	($184,500.00)	($184,500.00)	($184,500.00)	($184,500.00)
5909991	441560	FLEET MANAGEMENT	($222,000.00)	($246,000.00)	($246,000.00)	($246,000.00)	($246,000.00)	($246,000.00)
5909991	441564	CEMETERY FUND	($2,775.00)	($3,075.00)	($3,075.00)	($3,075.00)	($3,075.00)	($3,075.00)
5909991	441567	WORKERS COMP. ISF	($925.00)	($1,025.00)	($1,025.00)	($1,025.00)	($1,025.00)	($1,025.00)
5909991	441570	BUILDING PERMITS ISF	($74,000.00)	($82,000.00)	($82,000.00)	($82,000.00)	($82,000.00)	($82,000.00)
5909991	441580	SELF FUNDED MAINT AGREEMENTS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			($1,850,000.00)	($2,050,000.00)	($2,050,000.00)	($2,050,000.00)	($2,050,000.00)	($2,050,000.00)
5909988	461010	INTEREST INCOME	($11,951.51)	($12,723.95)	($7,000.00)	($13,170.92)	($7,000.00)	($7,000.00)
5909988	462020	NET INC IN FAIR VALUE INV	$10,292.16	$48,550.56	$0.00	$0.00	$0.00	$0.00
			($1,659.35)	$35,826.61	($7,000.00)	($13,170.92)	($7,000.00)	($7,000.00)
5909980	466050	REFUNDS/REIMBURSEMENTS	($1,252.87)	($2,122.00)	($5,000.00)	$240.00	($5,000.00)	($5,000.00)
5909980	466250	REIM: INSURANCE CLAIMS	($114,579.48)	($92,772.74)	($5,000.00)	($30,012.41)	($16,183.00)	($5,000.00)
			($115,832.35)	($94,894.74)	($10,000.00)	($29,772.41)	($21,183.00)	($10,000.00)
5909991	481010	GENERAL FUND	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Grand Total			($2,071,651.08)	($2,187,643.53)	($2,067,000.00)	($2,201,155.07)	($2,078,183.00)	($2,067,000.00)
EXPENSE								
5900745	500101	SALARIES	$87,321.30	$126,142.42	$101,531.00	$70,792.63	$101,020.00	$104,285.00
5900745	500103	ADMINISTRATIVE PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5900745	500106	MANAGEMENT LEAVE PAY	$2,707.12	$3,400.25	$0.00	$1,970.06	$0.00	$0.00
5900745	500107	ANNUAL LEAVE PAYOFF	$844.50	$208.78	$0.00	$0.00	$0.00	$0.00
5900745	500108	SICK LEAVE PAY	$4,330.06	$1,517.18	$0.00	$0.00	$0.00	$0.00
5900745	500109	WORKERS' COMPENSATORY LEAVE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
5900745	500111	OVERTIME	$0.00	$4,653.60	$0.00	$0.00	$0.00	$0.00
5900745	500114	F L S A	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5900745	500116	HOLIDAY PAY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$95,202.98	$135,922.23	$101,531.00	$72,762.69	$101,020.00	$104,285.00
5900745	500225	MEDICARE	$1,302.47	$1,977.85	$1,471.00	$1,062.69	$1,477.00	$1,525.00
5900745	500230	RETIREMENT	$25,634.33	$39,142.82	$29,172.00	$21,160.24	$29,145.00	$33,724.00
5900745	500240	GROUP INSURANCE	$11,508.30	$16,879.00	$13,437.00	$7,351.03	$10,144.00	$9,759.00
5900745	500241	CITY HSA CONTRIBUTION	$653.06	$1,083.79	$416.00	$851.76	$1,194.00	$1,153.00
5900745	500250	WORKERS' COMPENSATION	$772.78	$1,226.98	$782.00	$569.76	$802.00	$861.00
5900745	500270	CAR ALLOWANCE	$783.00	$783.00	$780.00	$570.00	$780.00	$780.00
5900745	500271	PHONE ALLOWANCE	$871.20	$871.20	$864.00	$576.00	$864.00	$864.00
5900745	500286	OPEB COST	$7,607.00	$4,433.00	$5,623.00	$0.00	$5,623.00	$5,623.00
5900745	500287	PENSION COST	$777.00	($27,063.00)	$5,000.00	$0.00	$5,000.00	$5,000.00
			$49,909.14	$39,334.64	$57,545.00	$32,141.48	$55,029.00	$59,289.00
5900745	500309	PROFESSIONAL SERVICES	$36,942.81	$66,859.02	$70,000.00	$71,652.84	$70,000.00	$70,000.00
5900745	500312	AUDITING FEES	$1,756.00	$1,596.00	$1,516.00	$1,540.00	$1,516.00	$1,516.00
5900745	500330	TRAINING	$3,565.00	$4,960.00	$1,500.00	$0.00	$1,500.00	$1,500.00
5900745	500362	UNEMPLOYMENT COMPENSATION	$0.00	$3,969.38	$100,000.00	$6,412.07	$100,000.00	$100,000.00
5900745	500460	MAINTENANCE CONTRACT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5900745	500470	INFRASTRUCTURE REPAIR & MAINT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5900745	500509	PUBLIC OFFICIAL BONDS	$5,721.00	$500.00	$2,600.00	$3,475.00	$2,600.00	$2,600.00
5900745	500512	INSURANCE PREMIUMS	$1,167,444.48	$1,077,067.88	$1,338,832.00	$1,258,539.08	$1,258,540.00	$1,384,394.00
5900745	500513	CLAIM PAYMENTS	$378,392.88	$190,191.34	$500,000.00	$93,515.29	$500,000.00	$500,000.00
5900745	500516	INCURRED/NOT RPTED CLAIMS	($69,154.87)	$75,602.00	$0.00	$0.00	$0.00	$0.00
5900745	500517	ROBERTS HOUSE ARSEN	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5900745	500518	JAN 2017 FLOOD EVENT EXP.	$122,314.91	$76,483.81	$0.00	$0.00	$0.00	$0.00
5900745	500519	FEB 2017 FLOOD EVENT EXP.	$25,097.69	$0.00	$0.00	$0.00	$0.00	$0.00
5900745	500521	FIRE EVENT EXPENSES	$0.00	$3,587.81	$0.00	$0.00	$0.00	$0.00
5900745	500545	MEMBERSHIP / PUBLICATIONS	$0.00	$0.00	$640.00	$0.00	$640.00	$640.00
5900745	500580	TRAVEL	$0.00	$0.00	$400.00	$0.00	$400.00	$400.00
5900745	500582	MILEAGE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5900745	500625	OPERATING SUPPLIES	$21,636.24	$3,619.40	$500.00	$10,354.80	$500.00	$500.00
5900745	500660	VEHICLE FUEL/OIL	$0.00	$0.00	$600.00	$0.00	$600.00	$600.00
5900745	500675	SMALL FURNISHINGS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5900745	500710	TELEPHONE	$53.11	$51.11	$100.00	$33.77	$100.00	$100.00
5900745	500901	ISC: GENERAL FUND	$79,802.00	$37,016.00	$77,202.00	$51,472.00	$77,202.00	$67,602.00
5900745	501416	COMMITTEE RESPONSE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5900745	502450	CASH SHORT/OVER	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$1,773,571.25	$1,541,503.75	$2,093,890.00	$1,496,994.85	$2,013,598.00	$2,129,852.00
5900745	504465	DEPRECIATION EXPENSE	$15,271.90	$11,368.41	$765.00	$0.00	$765.00	$765.00
5900745	504875	LOSS ON DISPOSAL F.A.	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5900745	505000	CAPITALIZED ASSETS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00

Organization	Object	Account Description	2021 Actuals	2022 Actuals	2023 Revised Budget	2023 Actuals	2023 Estimated	2024 Tentative Budget
			$15,271.90	$11,368.41	$765.00	$0.00	$765.00	$765.00
5900745	506535	SENIOR CENTER BLDG DAMAGE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5900745	506557	FIRE STATION 51 - BOILER/GENER	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5900745	507705	VEHICLE REPLACEMENT PROGRAM	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5900745	507743	FURNITURE & FIXTURES	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
		INSURANCE FUND	$1,933,955.27	$1,728,129.03	$2,253,731.00	$1,601,899.02	$2,170,412.00	$2,294,191.00