



WASHOE COUNTY

"Dedicated To Excellence in Public Service"

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CM/ACM _____
Budget _____
DA NA
Comptroller NA
HR NA
Other NA

STAFF REPORT BOARD MEETING DATE: April 28, 2015

DATE: April 23, 2015

TO: Board of County Commissioners

FROM: Al Rogers, Director of Management Services
328-2017 arogers@washoecounty.us

THROUGH: John Slaughter, County Manager
328-2060 jslaughter@washoecounty.us

SUBJECT: Status report and possible direction to staff on the County Manager's recommended Fiscal Year 2015-16 Budget; and approve the changes to position control for Fiscal Year 2015-16; and, direct the County Manager to return to the Board of County Commission with a Tentative and Final Budget incorporating the approved County Manager's recommendations for adoption at the public hearing scheduled for May 18, 2015.
(All Commission Districts)

SUMMARY

The purpose of this item is to provide a status report an possible direction to staff on the Manager's recommended Fiscal Year 2015-16 budget; and approve the changes to position control for Fiscal Year 2015-16; and, direct the County Manager to return to the Board of County Commission with a Tentative and Final Budget incorporating the approved County Manager's recommendations for adoption at the public hearing scheduled for May 18, 2015.

Washoe County Strategic Objective supported by this item: Sustainability of our financial, social and natural resources.

PREVIOUS ACTION

January 9, 2015 - Discussed and identified at its annual workshop mission, values, strategic direction and objectives, and Fiscal Year 2016 goals for further work by staff.

March 24, 2015 – Acknowledged the update and status report on the Fiscal Year 2015/2016 budget.

April 14, 2015 – Approved the Washoe County FY16-18 Strategic Plan, including mission, vision, values and strategic objectives and fiscal year 2015-16 goals.

BACKGROUND

In January of 2015, the Board of County Commissioners at their strategic workshop heard an update on the financial outlook for Washoe County as they prepared the strategic objectives and goals for the upcoming fiscal year. The overview included various financial trending and analysis with an overall theme of “cautiously optimistic” for the upcoming budget year.

During the months of February and March, all departments, courts and district worked to develop their estimates of revenues and costs for the current year as well as the FY15/16 year.

Departments, districts and offices presented their budget submissions to the budget team the week of March 9th to review alignment to the strategic goals, base costs, above base costs and increases requested throughout the County organization.

The General Fund is the main operating fund of the County and also provides resources to fund OPEB, capital projects and other funds where direct revenues may fall short. In order to balance the FY15/16 Recommended Budget for the General Fund, the following assumptions were used:

Summary of General Fund

The projected Fiscal Year 2015-16 General Fund revenues and other sources are exceeded by budgeted expenditures and other uses by \$13.5 million. Although the budget remains structurally imbalanced, the County's actual expenditures historically have been under budget, thus offsetting at least partially the imbalance. The Fiscal Year 2015-16 ending fund balance is projected at 8.3% and is within the Board's policy.

General Fund Revenue and Other Sources:

- Property Taxes
 - For FY15/16, property and room taxes are expected to increase 1.9%. The level of increase for the General Fund would be higher except for the need to reverse a one-time decrease in the debt component of the County's property tax rate.
 - Total property taxes are projected to increase more than 4% compared to the FY14/15 budget due to projected new development.
- Consolidated Tax
 - Comprised of the County's portion of sales tax, liquor tax, cigarette tax, real property transfer tax and Government Services Tax.
 - FY16 C-Tax revenues are projected to be \$8.78 million higher than FY14/15 budget.
- Other revenues
 - Revenues for incarceration of federal prisoners are \$1.5 million lower than budgeted.
 - Lower revenues in certain courts.
 - No significant change (slight decrease) to charges for services and other revenues.

General Fund Expenditures and Other Uses

- Employee Salaries/Benefits
 - PERS contribution will increase 2.25% for non-public safety employees on July 1, 2015 with employee contribution equal to ½ of total (1.125%) still in negotiation.
 - Group health insurance is estimated for now to increase at least 6% due to increased claims, but this will be finalized by May 1st once certain costs are finalized.
 - OPEB funding drops from \$18.7 million in FY14/15 to \$17.68 million.
- Services and Supplies
 - Increase of 4.5% for mandatory indigent medical expenditures (NRS428.295).
 - Increases of 2% each for property and liability insurance, workers compensation, unemployment insurance and equipment services.
- Other expenditures
 - Continued transfers to Health, Senior Services and Roads Funds
 - \$5 Million transfer for capital projects (see next agenda item for further explanation)

County Manager's Recommendations for Fiscal Year 2015-16

The budget team and senior leadership representing the County Manager reviewed a total of \$15.7 million in requests from all departments for new positions, reclassification of existing positions and above-the-base services and supplies. Based on the relatively flat new revenues and the uncertainty of increased health benefits and labor negotiations, an approach of “reallocating” or “trading” existing resources within departments, courts and offices were analyzed and discussed. In some areas, significant trending of unspent service and supply budgets were identified and offered to offset new position requests.

Summary of position control changes

It is recommended that the FY16 budget include a countywide increase of 60.23 full time equivalents (FTE). The general fund would increase by 27.03 FTE's with a cost of \$2,418,301, but with only a net fund impact of \$893,224. The remaining 33.2 FTE's would be increased in Special Revenue Funds including Building and Safety, Animal Services, Human Services, Library Expansion, and Utilities. The net impact to those funds is a total of \$2,511,042. (Attachment A)

The FY16 recommendation includes fourteen (14) general fund positions to be reclassified with an additional cost of \$100,764. Special Revenue funds have five (5) positions reclassified with an additional cost of \$75,885 (Attachment B)

Along with new positions and reclassifications an additional \$530,703 of services and supplies is recommended with a net general fund impact of \$243,353 again with “trades” offered and accepted by departments, courts and offices. (Attachment C)

Next Steps

May 18, 2015: Public Hearing and Adoption of FY16 Washoe County Tentative and Final Budget

June 2, 2015: Final Budget submitted to State Department of Taxation

FISCAL IMPACT

Fiscal impacts will be included in the final recommended budget based on recommendations provided by the Board and/or County Manager.

RECOMMENDATION

It is recommended that the Board acknowledge the status report and possible direction to staff on the County Manager's recommended Fiscal Year 2015-16 budget; approve the recommended changes to position control for fiscal year 2015-16 and direct the County Manager to return to the Board with a tentative and a final budget for adoption at the public hearing scheduled for May 18, 2015.

POSSIBLE MOTION

Should the Board agree with staff's recommendation, a possible motion would be, "move to acknowledge the status report and possible direction to staff on the County Manager's recommended Fiscal Year 2015-16 budget; approve the recommended changes to position control for fiscal year 2015-16 and direct the County Manager to return to the Board with a tentative and a final budget for adoption at the public hearing scheduled for May 18, 2015."

Washoe County General Fund Sources and Uses			
Sources and Uses	FY14/15 Orig Budget	FY15/16 Proposed Budget	% Chg from FY14/15 Budget
Beginning Fund Balance	39,890,515	43,387,809	8.8%
Revenues and Other Sources:			
Taxes	144,462,180	147,266,413	1.9%
Licenses and permits	8,314,500	8,544,000	2.8%
Consolidated taxes	82,500,000	91,278,018	10.6%
Other intergovernmental	19,738,644	18,487,672	-6.3%
Charges for services	25,336,808	23,930,231	-5.6%
Fine and forfeitures	8,013,150	8,023,650	0.1%
Miscellaneous	4,055,985	3,927,860	-3.2%
Total revenues	292,421,267	301,457,844	3.1%
Other sources, transfers in	596,926	291,515	-51.2%
TOTAL SOURCES	332,908,708	345,137,168	3.7%
Expenditures and Other Uses:			
Salaries and wages	134,437,229	141,806,750	5.5%
Employee benefits	60,894,936	65,549,706	7.6%
OPEB contributions	18,700,000	17,680,000	-5.5%
Services and supplies	61,095,076	62,864,890	2.9%
Capital outlay	235,500	435,500	84.9%
Total expenditures	275,362,741	288,336,846	4.7%
Transfers out	25,688,320	25,462,040	-0.9%
Stabilization	4,143,300	-	-100.0%
Contingency	1,500,000	1,500,000	0.0%
TOTAL USES	306,694,361	315,298,886	2.8%
Ending Fund Balance			
Restricted/Committed/Assigned			
Baseball Stadium	750,000	750,000	0.0%
Stabilization Account	-	3,000,000	
District Court	-	-	
Unassigned Fund Balance	25,464,347	26,088,282	2.5%
TOTAL ENDING FUND BALANCE	26,214,347	29,838,282	13.8%
Unassigned Ending Fund Bal. as % of Exp.	8.3%	8.3%	0.0%

* Beginning fund balance for FY 15/16 is determined based on estimated revenues and expenditures for FY 14/15.

Attachment A
Position Changes Recommended in FY 15-16 Budget

Actual Position #	Title	Department/Division	Full/ Part	FTE's	Cost	Net GF Impact
GENERAL FUND RECOMMENDED POSITIONS TO BE ADDED						
TBD	Assistant Alternative Sentencing Officer	Alternative Sentencing	F	1.00	\$ 93,739	\$ 93,739
TBD	Personal Property Auditor-Appraiser	Assessor's Office	F	1.00	\$ 80,166	\$ 80,166
TBD	Business Facilitator	Community Services	F	1.00	\$ 93,508	\$ 93,508
TBD	Deputy DA III	District Attorney	F	1.00	\$ 139,470	\$ -
TBD	Legal Secretary	District Attorney	F	1.00	\$ 71,833	\$ -
TBD	Legal Secretary Supervisor	District Attorney	F	1.00	\$ 80,166	\$ -
TBD	Victim Witness Advocate	District Attorney	F	1.00	\$ 71,833	\$ -
TBD	Court Clerk II	District Court	F	1.00	\$ 79,763	\$ 79,763
TBD	Integrated Case Services Manager	District Court	F	1.00	\$ 97,385	\$ 97,385
TBD	Court Interpreter	Reno Justice Court	F	1.00	\$ 72,295	\$ 72,295
TBD	Human Resources Spec II	Human Resources	F	1.00	\$ 80,166	\$ -
TBD	Program Manager (ER)	Juvenile Services	F	1.00	\$ 116,341	\$ -
TBD	Media and Communications Specialist	Manager's Office	F	1.00	\$ 93,500	\$ -
TBD	Deputy PD III	Public Defender	F	1.00	\$ 139,470	\$ -
TBD	Investigator II	Public Defender	F	1.00	\$ 89,079	\$ -
TBD	Legal Secretary	Public Defender	F	2.00	\$ 143,666	\$ -
TBD	Office Support Specialist	Public Defender	F	1.00	\$ 68,333	\$ -
TBD	Supervising Guardian Case Manager	Public Guardian	F	1.00	\$ 98,531	\$ 98,531
TBD	Office Assistant III	Sheriff's Office	F	2.00	\$ 130,391	\$ 130,391
TBD	Victim Witness Advocate	Sheriff's Office	F	1.00	\$ 75,751	\$ 75,751
TBD	Sheriff Support Specialist	Sheriff's Office	F	2.00	\$ 136,800	\$ -
TBD	Security Electronics Administrator	Technology Services	F	1.00	\$ 93,508	\$ -
TBD	Technology Network Engineer II	Technology Services	F	1.00	\$ 89,079	\$ -
TBD	Technology Support Technician	Technology Services	F	1.00	\$ 71,833	\$ -
TBD	Account Clerk II	Treasurer	F	1.00	\$ 68,333	\$ 28,333
GENERAL FUND RECOMMENDED CHANGES TO AUTHORIZED POSITIONS						
70000126	Court Interpreter (from P/T to F/T)	District Court	F	0.47	\$ 29,825	\$ 29,825
70000133	Justice Support Specialist (Add'l Hours)	Incline Constable	Intermittent	0.34	\$ 18,000	\$ 18,000
70008473	Deputy Clerk I (from Intm to P/T)	Wadsworth Justice Court	P	0.20	\$ 19,300	\$ 19,300
GENERAL FUND RECOMMENDED POSITIONS TO BE DELIMITED						
70008529	Director of Programs & Projects	Community Services	F	(1.00)	\$ -	\$ -
70008972	Management Analyst	Technology Services	Intermittent	(0.50)	\$ -	\$ -
70008051	Legal Secretary	Public Guardian	P	(0.48)	\$ (23,763)	\$ (23,763)
TOTAL GENERAL FUND FTE INCREASE (DECREASE)				27.03	\$ 2,418,301	\$ 893,224

**Attachment A
Position Changes Recommended in FY 15-16 Budget**

Actual Position #	Title	Department/Division	Full/ Part	FTE's	Cost	Net GF Impact
SPECIAL REVENUE FUND RECOMMENDED POSITIONS TO BE ADDED						
BUILDING & SAFETY FUND POSITIONS TO BE ADDED						
TBD	Building Inspector	Bldg & Safety	F	1.00	\$ 80,166	\$ -
TBD	Building Permits Tech	Bldg & Safety	F	1.00	\$ 85,134	\$ -
TOTAL BUILDING & SAFETY FUND FTE INCREASE (DECREASE)				2.00	165,300	-
ANIMAL SERVICES FUND POSITIONS TO BE ADDED						
TBD	Office Assistant II	Animal Services	F	3.00	\$ 177,585	\$ -
TOTAL ANIMAL SERVICES FUND FTE INCREASE (DECREASE)				3.00	177,585	-
CPS FUND POSITIONS TO BE ADDED						
TBD	Children's Services Coordinator	CPS	F	1.00	\$ 106,403	\$ -
TBD	Case Compliance Reviewer	CPS	F	1.00	\$ 100,286	\$ -
TBD	Social Services Supervisor	CPS	F	3.00	\$ 256,875	\$ -
TBD	Social Worker III	CPS	F	6.00	\$ 426,192	\$ -
TBD	Office Assistant II	CPS	F	2.00	\$ 112,802	\$ -
TBD	Program Assistant	CPS	F	2.00	\$ 188,665	\$ -
TBD	Management Analyst	CPS	F	1.00	\$ 110,325	\$ -
CPS FUND RECOMMENDED POSITIONS TO BE DELIMITED						
CPS FUND RECOMMENDED CHANGES TO AUTHORIZED POSITIONS						
TOTAL CPS FUND FTE INCREASE (DECREASE)				16.00	\$ 1,301,548	\$ -
LIBRARY EXPANSION FUND POSITIONS TO BE ADDED						
TBD	Librarian I	Library Expansion	F	1.00	\$ 80,166	\$ -
TBD	Library Assistant II	Library Expansion	P	2.25	\$ 100,680	\$ -
TBD	Library Assistant II	Library Expansion	F	6.00	\$ 391,173	\$ -
TBD	Library Assistant III	Library Expansion	F	2.00	\$ 136,666	\$ -
LIBRARY EXPANSION FUND POSITIONS TO BE DELIMITED						
70002113	Librarian I	Library Expansion	F	-1.00	\$ -	\$ -
TOTAL LIBRARY EXPANSION FUND FTE INCREASE (DECREASE)				10.25	\$ 708,685	\$ -
SENIOR SERVICES FUND POSITIONS TO BE ADDED						
TBD	Community Health Aide	Sr. Services	F	1.00	\$ 59,394	\$ -
TOTAL SENIOR SERVICES FUND FTE INCREASE (DECREASE)				1.00	\$ 59,394	\$ -
UTILITIES FUND POSITIONS TO BE ADDED						
TBD	Environmental Engineer I	Sewer	F	1.00	\$ 98,530	\$ -
TOTAL UTILITIES FUND FTE INCREASE (DECREASE)				1.00	98,530	-
TOTAL COUNTY FTE INCREASE (DECREASE)				60.28	4,929,343	893,224

**Attachment B
Reclassifications**

Department	Position #	Current Classification	Reclassified Classification	Additional Cost
GENERAL FUND				
Alternate Public Defender	70006103	Deputy Public Defender III	Deputy Public Defender IV	\$ 13,544
CSD Parks	70004017	Park Planner	Natural Resources TBD	\$ -
District Attorney	70001804	Video Production Coordinator	Dept. Systems Specialist	\$ 10,582
Public Defender	70000469	Office Asst. II	Office Support Specialist	\$ 10,070
Public Guardian	70000453	Office Support Specialist	Admin Asst II	\$ 6,844
Recorder	70004062	Recording Supervisor	Deputy County Recorder	\$ (15,009)
Registrar of Voters	70000309	Administrative Asst I	Asst Registrar of Voters	\$ 7,636
Tech Services Enterprise	70005820	Technology Systems Admin II	Sr Technoloty Support Tech	\$ 9,326
Tech Services Regional	70000893	GIS Specialist	Tech Systems Developer I	\$ 8,379
Tech Services Regional	70000891	GIS Specialist	Tech Systems Developer I	\$ 8,424
Tech Services Regional	70000887	Technology Systems Developer II	Sr. Tech Systems Developer	\$ 6,274
Treasurer	70000042	Principal Acct Clk	Deputy Treasurer	\$ 7,689
Sheriff's Office	70002377	Admin. Secretary Supervisor	Admin Asst II	\$ 5,547
Sheriff's Office	70002985	Latent Fingerprint Examiner	Criminalist II	\$ 21,460
TOTAL - GENERAL FUND				\$ 100,764
SPECIAL REVENUE FUNDS				
Health	70005975	Public Health Investigator II	Public Health Nurse II	\$ -
Sr Services	70005837	Office Asst II	Office Asst II	\$ 14,119
Sr Services	70008125	Office Asst II	Office Asst II	\$ 14,349
Sr Services	70008600	Office Asst II	Office Asst II Human Svcs Support Specialist	\$ 41,277
Sr Services	70004538	Human Svcs Support Specialist I	I	\$ 6,140
TOTAL - SPECIAL REVENUE FUNDS				\$ 75,885
TOTAL - ALL FUNDS				\$ 176,649

Attachment C
Proposed Increases to Services and Supplies

Department/Division	Description	Fund Ctr	GL	Total Requested	Recommendation	Net GF Impact
Alternate Public Defender	Court Reporter/Trans	128010	710837	\$ 10,000	\$ 10,000	\$ 10,000
Alternative Sentencing	Special Dept Exp	154000	710312	\$ 20,000	\$ 20,000	\$ 20,000
Human Resources	Equipment Non Capital	109100	711504	\$ 12,000	\$ 12,000	\$ 12,000
Human Resources	Reconfigure existing dept workspace to create private space for personnel	109100	781004	\$ 30,000	\$ 30,000	\$ 30,000
Incline Constable	discussing confidential benefits info. Safety Expense	126100	710571	\$ 1,400	\$ 1,400	\$ 1,400
Reno Justice Court Manager's Office	Operating Supplies	125300	710300	\$ 500	\$ 250	\$ 250
	Pymts to O Agencies	TBD	710400	\$ 150,000	\$ 150,000	\$ -
Medical Examiner	Pooled Positions	153010	701130	\$ 25,000	\$ 25,000	\$ -
Medical Examiner	Prof Services	153010	710100	\$ 10,000	\$ 10,000	\$ -
Medical Examiner	Service contract	153010	710200	\$ 14,000	\$ 14,000	\$ -
Medical Examiner	Radiology	153010	710103	\$ 1,000	\$ 1,000	\$ -
Medical Examiner	Repairs Maint	153010	710205	\$ 2,800	\$ 2,800	\$ -
Medical Examiner	Laundry Services	153010	710201	\$ 4,800	\$ 4,800	\$ -
Medical Examiner	Operating Supplies	153010	710300	\$ 3,000	\$ 3,000	\$ -
Medical Examiner	Dues	153010	710529	\$ 1,000	\$ 1,000	\$ -
Medical Examiner	Seminars Meetings	153010	710509	\$ 750	\$ 750	\$ -
Medical Examiner	Travel	153010	711210	\$ 1,000	\$ 1,000	\$ -
Medical Examiner	Investigation	153010	710852	\$ 1,000	\$ 1,000	\$ -
Medical Examiner	Express Courier	153010	710361	\$ 1,000	\$ 1,000	\$ -
Sheriff	Crime Lab	150650	710319	\$ 40,000	\$ 40,000	\$ 40,000
Sheriff	Crime Lab	150651	710205	\$ 16,000	\$ 16,000	\$ 16,000
Sheriff	Crime Lab	150650	710200	\$ 98,703	\$ 98,703	\$ 98,703
Sheriff	Crime Lab	150651	710200	\$ 15,000	\$ 15,000	\$ 15,000
Treasurer	Upgrades of Aumentum Property	113100	710205	\$ 12,000	\$ 12,000	\$ -
	Software- paid for by Assessor Tech					
	Fee fund					
Treasurer	Upgrades of Aumentum Property	113100	710210	\$ 60,000	\$ 60,000	\$ -
	Software- paid for by Assessor Tech					
	Fee fund					
TOTAL GENERAL FUND INCREASE (DECREASE)				\$ 530,953	\$ 530,703	\$ 243,353

The attached document was submitted to the
Washoe County Board of Commissioners during
the meeting held on April 28, 2015.
by Al Rogers
for Agenda Item No. 14
and included here pursuant to NRS 241.020(7) as
amended by AB65 of the 2013 Legislative Session.



Washoe County

Fiscal Year 2015 – 2016
County Manager Recommended Budget



Washoe County Commission Meeting
John Slaughter, County Manager
April 28, 2015

Budget

- Budget Process Update
- Fiscal Responsibility/General Fund assumptions
- County Manager's Recommendations

Strategic Plan

- Highlights of Budget Recommendations by Strategic Plan Goal

Next Steps

- Public Hearing and adoption of FY 16 Budget

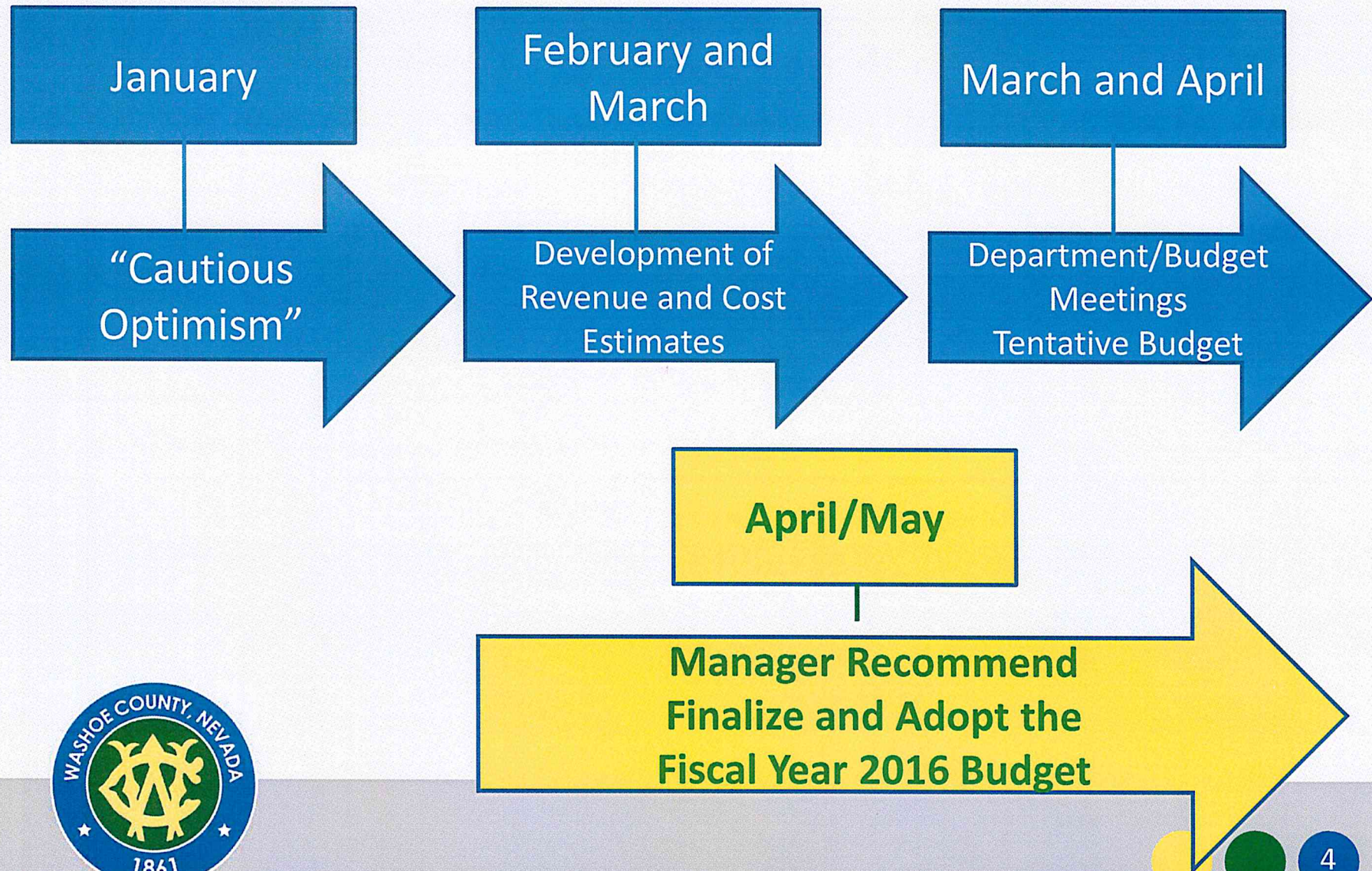


Budget

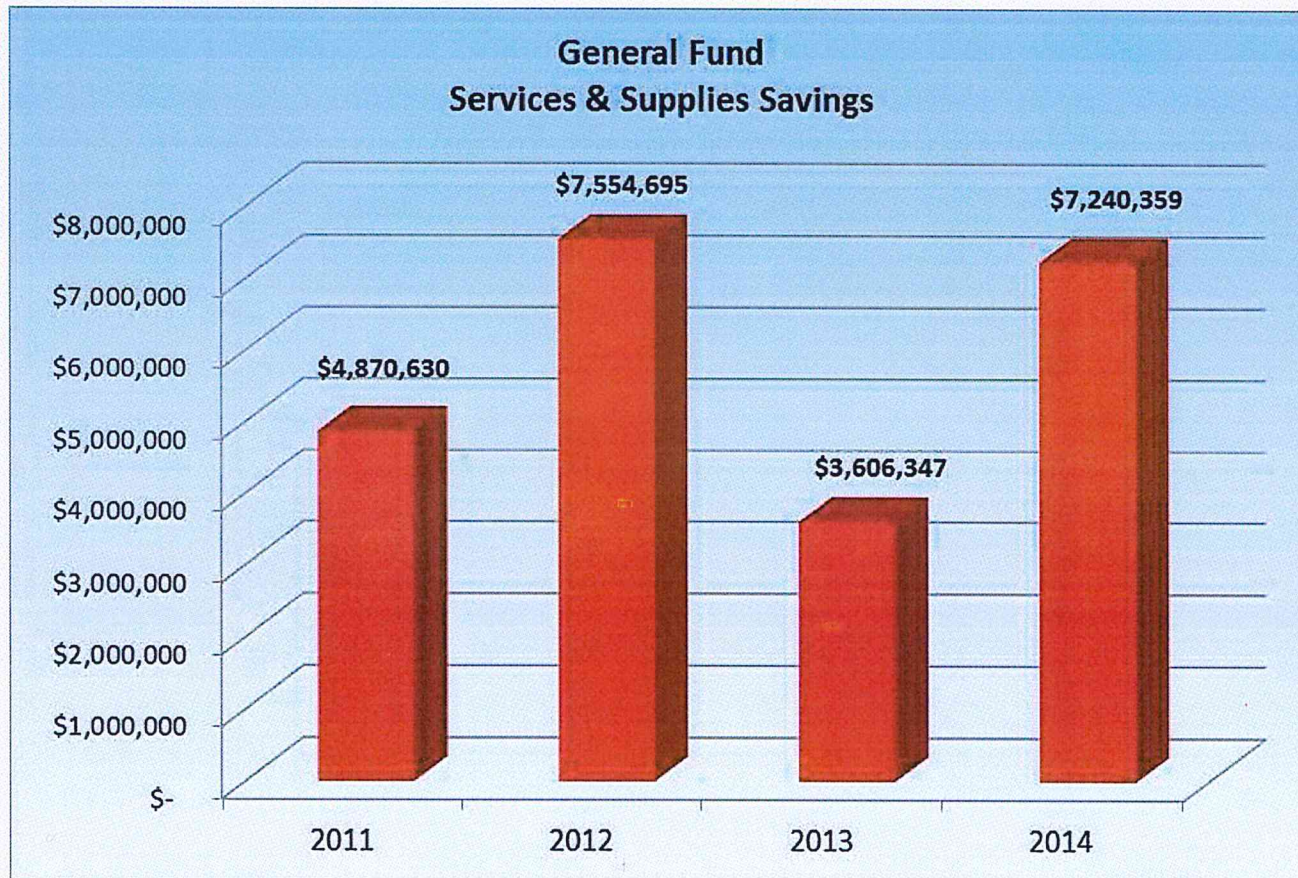
- **Budget Process Update**
- Fiscal Responsibility/General Fund assumptions
- County Manager's Recommendations



Budget Process Update



New Budget Approaches for FY 15-16 Budget



New Budget Approaches for FY 15-16 Budget

- Revenue offsets
 - Departments showing increased fee revenue could offset proposed positions or budget increases
- Stabilization Fund
 - Reserve it against fund balance versus budgeting
 - Consider decrease in level (Further discussion in #15 item)
- Recognition of salary savings in budget
- More realistic “Estimates to Completion” (estimates of expenditures for current year)
- Property tax revenue estimates
 - Convinced State to more realistically project taxes from new development



New Budget Approaches for FY 15-16 Budget & Beyond

- No longer funding departments' operating budgets for worse-case scenarios
 - Possible greater use of Contingency budget account for major unanticipated expenses
- Putting certain internal service costs on an off-cycle to the budget
 - Health insurance, workers comp, property and liability insurance, unemployment insurance
 - Greater cost certainty ahead of budget development process



Budget

- Budget Process Update
- **Fiscal Responsibility/General Fund assumptions**
- County Manager's Recommendations



Fiscal Responsibility

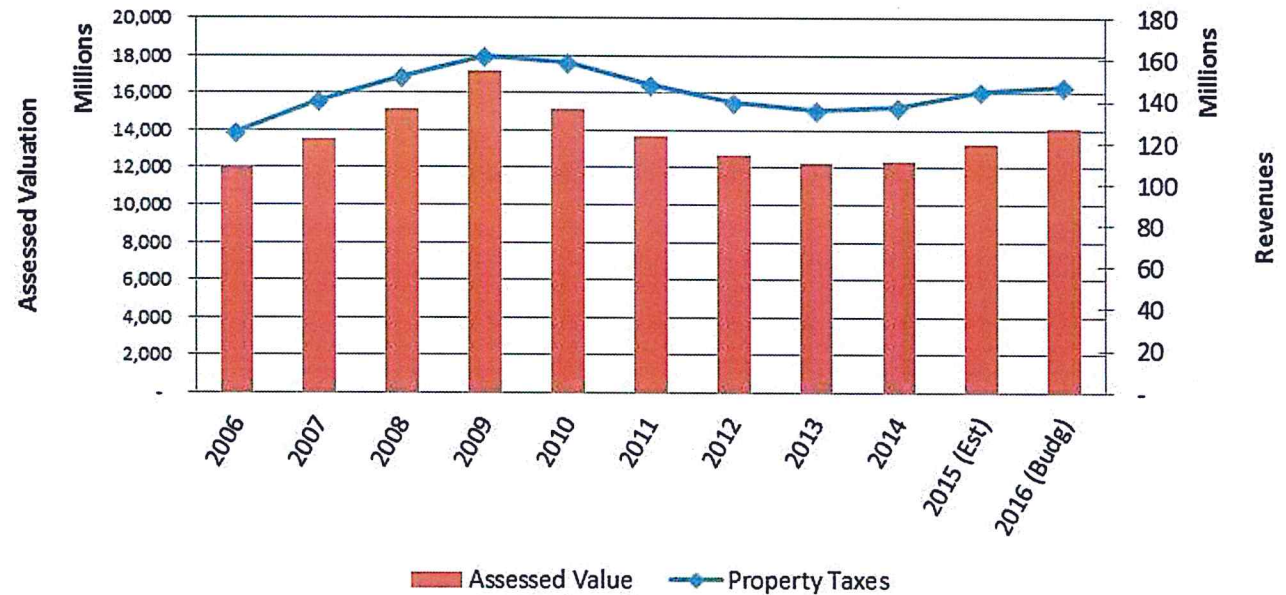
- “Cautiously optimistic”
- Relatively flat budget growth
- Ongoing Post Employment Benefit (OPEB) contribution
- Debt paid down: reduced from \$204.9M to \$113.4M
- AA/Aa2 bond rating



General Fund Property Taxes & Assessed Valuation

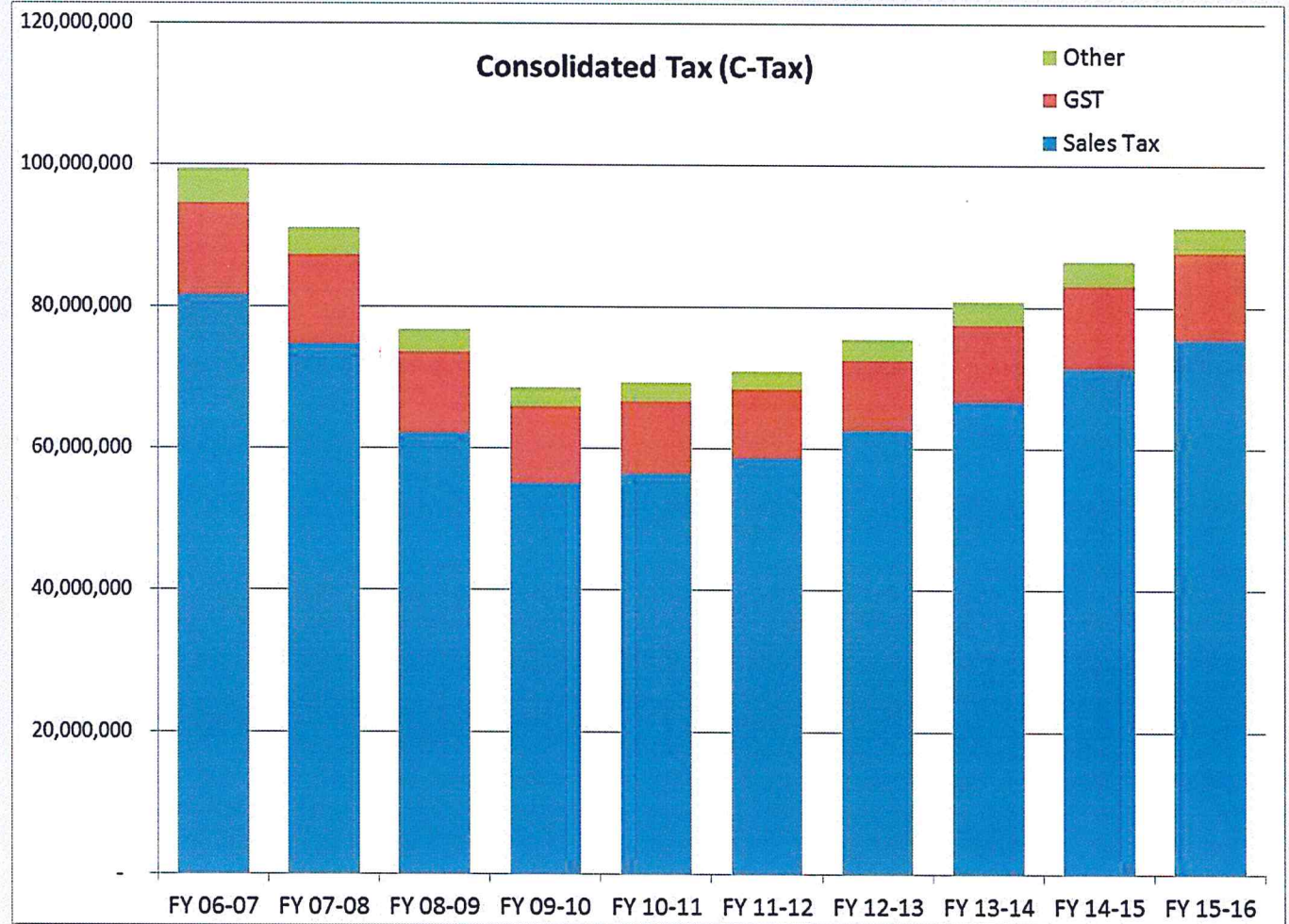
- Assessed Values increasing 6.4%
- Due to 2005 caps, total Property Tax Revenue is only increasing 3.3%.
- The General Fund's portion is increasing 1.9% due to need to increase debt rate.

General Fund Prop. Tax Revenue and Assessed Values



General Fund Consolidated Tax

- Strong growth.
- + 7% in FY14.
- +7.0% - FY15
- +5.6% for FY16.



General Fund Revenues

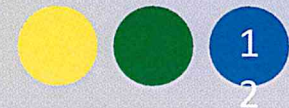
•Property Tax and Consolidated Taxes – 79% of resources



79% of General Fund Revenues



* Excludes opening balance and transfers in



Summary of General Fund Expenditure Assumptions

- PERS increase for non-safety employees of 2.25%
- Group health insurance premiums – Assumes a 6% increase to rates charged to departments
- Increase of 4.5% for mandatory indigent medical expenditures
- Increases of 2% assumed for property and liability insurance, workers compensation and unemployment insurance.
- OPEB funding drops from \$18.7 million to \$17.68 million due to residual assets in trust fund.
- Transfers:
 - \$10.1 million in support to the Health District
 - \$1.4 million to the Senior Services Fund
 - \$1.275 million to the Child Protective Services Fund



General Fund Expenditures

- Public Safety
\$124 M
- General Government
\$56M
- Judicial
\$58M



Public Safety
40%

Judicial
19%

General Gov't.
18%

All Other
23%



General Fund Expenditures

•General Government decreased due to reserving for Stabilization versus budgeting.

<u>Function</u>	<u>FY 14/15</u>	<u>FY 15/16</u>	<u>% Chg.</u>
Public Safety	\$ 117,012,324	\$ 124,334,139	6%
Judicial	54,834,742	57,271,618	4%
General Government	60,946,268	56,594,702	-7%
Contingency/Transfers Out	27,188,320	26,962,040	-1%
Welfare	18,989,202	19,760,827	4%
Public Works	15,423,067	17,022,238	10%
<u>Culture, Recreation & Com'ty Support</u>	<u>12,300,437</u>	<u>13,353,322</u>	<u>9%</u>
Total	\$ 306,694,360	\$ 315,298,886	3%

Transfers out include \$5 million to CIP, \$10,076,856 million to Health District, \$5,182,411 to Debt Service Fund, \$2,681,268 to Senior Services/CPS, and \$2,449,733 to Roads Fund.



Budget

- Budget Process Update
- Summary of General Fund assumptions
- **County Manager's Recommendations**

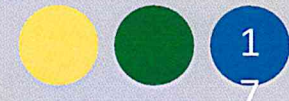


Proposed General Fund Positions Funded through Reallocation of Budgets

**19 New positions – for a total net increase to the
General Fund of only \$103,101**

- Net increase of 19 authorized positions
- Estimated cost \$103,101

Position	Department	FTE's		Net GF Impact
Deputy DA III	District Attorney	1.00	\$ 139,470	\$ -
Legal Secretary	District Attorney	1.00	\$ 71,833	\$ -
Legal Secretary Supervisor	District Attorney	1.00	\$ 80,166	\$ -
Victim Witness Advocate	District Attorney	1.00	\$ 71,833	\$ -
Human Resources Spec II	Human Resources	1.00	\$ 80,166	\$ -
Program Manager (ER)	Juvenile Services	1.00	\$ 116,341	\$ -
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Legal Secretary	Public Defender	2.00	\$ 143,666	\$ -
Office Support Specialist	Public Defender	1.00	\$ 68,333	\$ -
Supervising Guardian Case Manager	Public Guardian	1.00	\$ 98,531	\$ 74,768
Sheriff Support Specialist	Sheriff's Office	2.00	\$ 136,800	\$ -
Security Electronics Administrator	Technology Services	1.00	\$ 93,508	\$ -
Technology Network Engineer II	Technology Services	1.00	\$ 89,079	\$ -
Technology Support Technician	Technology Services	1.00	\$ 71,833	\$ -
Account Clerk II	Treasurer	1.00	\$ 68,333	\$ 28,333
Total		19.00	\$ 1,651,941	\$ 103,101



Proposed General Fund Costs Funded through Budget Reallocations (Non-personnel)

Funded either through:

- Reallocations of budgets
- Existing savings
- Other funds

Other significant reallocations:

- \$150,000 - Employee classification study (Hay)
- \$100,000 – Redox project for County Clerk
- \$65,350 – Medical Examiner pathology services X-ray equipment servicing, etc.
- \$72,000 - Treasurer software upgrades
- \$9,000 – Tablets for Alternate Public Defender
- \$150,000 – “Washoe Direct” call center



Proposed Above-the-Base General Fund Recommendations

10 FTE's recommended, estimated cost is \$790,000

- General Government - \$173,674
- Courts - \$298,568
- Public Safety - \$317,881

Position	Department	FTE's	Net GF Impact
Personal Property Auditor-Appraiser	Assessor's Office	1.00	\$ 80,166
Business Facilitator	Community Services	1.00	\$ 93,508
Court Interpreter (from P/T to F/T)	District Court	0.47	\$ 29,825
Court Clerk II	District Court	1.00	\$ 79,763
Integrated Case Services Manager	District Court	1.00	\$ 97,385
Deputy Clerk I (from Intm to P/T)	Wadsworth Justice Cou	0.20	\$ 19,300
Court Interpreter	Reno Justice Court	1.00	\$ 72,295
Assistant Alternative Sentencing Officer	Alternative Sentencing	1.00	\$ 93,739
Office Assistant III	Sheriff's Office	2.00	\$ 130,391
Victim Witness Advocate	Sheriff's Office	1.00	\$ 75,751
Justice Support Specialist (Addtl Hours)	Incline Constable	0.34	\$ 18,000
Total		10.01	\$ 790,123

Over \$10 million in requests for new positions were received.



Proposed Above-the-Base General Fund Recommendations

- Reclassification requests had to be approved by JEC before being recommended for funding

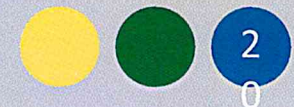
Position Reclassifications

- Twelve (12) positions approved by JEC
- Two (2) reclassification requests are pending
- Total cost of 14 reclassifications is \$100,764

Deleted Positions

- Three (3) positions to be deleted, two of which were previously frozen

Director of Programs & Projects	Community Services	(1.00)	\$	-
Management Analyst	Technology Services	(0.50)	\$	-
Legal Secretary	Public Guardian	(0.48)	\$	(23,763)



Proposed Above-the-Base General Fund Recommendations (Non-personnel)

• Less than \$250,000 approved for non-personnel above-the-base requests

- **Sheriff Crime Lab - \$169,703**
 - Equipment and Chemical Supplies
 - Built in to the Sheriff's user fees for FY17
- **Alternative Sentencing - \$20,000**
 - Drug alcohol testing
- **Alternate Public Defender - \$10,000**
 - Court-ordered transcripts
- **Incline Constable - \$1,400**
 - Intermittent personnel for prisoner transport program
- **Human Resources - \$42,000**
 - Fingerprint equipment
 - Office space plan/reconfiguration



Proposed Above-the-Base Recommendations

Other Funds

- All supported by funds' revenues
- No General Fund impact

BUILDING & SAFETY FUND POSITIONS TO BE ADDED

TBD	Building Inspector	Bldg & Safety	1.00	\$	80,166
TBD	Building Permits Tech	Bldg & Safety	1.00	\$	85,134
TOTAL BUILDING & SAFETY FUND FTE INCREASE (DECREASE)			2.00		165,300

ANIMAL SERVICES FUND POSITIONS TO BE ADDED

TBD	Office Assistant II	Animal Services	3.00	\$	177,585
TOTAL ANIMAL SERVICES FUND FTE INCREASE (DECREASE)			3.00		177,585

CPS FUND POSITIONS TO BE ADDED

TBD	Children's Services Coordinator	CPS	1.00	\$	106,403
TBD	Case Compliance Reviewer	CPS	1.00	\$	100,286
TBD	Social Services Supervisor	CPS	3.00	\$	256,875
TBD	Social Worker III	CPS	6.00	\$	426,192
TBD	Office Assistant II	CPS	2.00	\$	112,802
TBD	Program Assistant	CPS	2.00	\$	188,665
TBD	Management Analyst	CPS	1.00	\$	110,325

CPS FUND RECOMMENDED POSITIONS TO BE DELIMITED

CPS FUND RECOMMENDED CHANGES TO AUTHORIZED POSITIONS

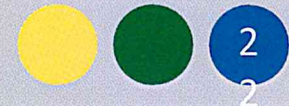
TOTAL CPS FUND FTE INCREASE (DECREASE)			16.00		\$ 1,301,548
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SENIOR SERVICES FUND POSITIONS TO BE ADDED

TBD	Community Health Aide	Sr. Services	1.00	\$	59,394
TOTAL SENIOR SERVICES FUND FTE INCREASE (DECREASE)			1.00		\$ 59,394

UTILITIES FUND POSITIONS TO BE ADDED

TBD	Environmental Engineer I	Sewer	1.00	\$	98,530
TOTAL UTILITIES FUND FTE INCREASE (DECREASE)			1.00		98,530



Proposed Above-the-Base Recommendations Other Funds (Continued)

- Can be supported by Library Expansion Fund revenues
- No ability for General Fund to finance a sixth day.

LIBRARY EXPANSION FUND POSITIONS TO BE ADDED

TBD	Librarian I	Library Expansion	1.00	\$	80,166
TBD	Library Assistant II	Library Expansion	2.25	\$	100,680
TBD	Library Assistant II	Library Expansion	6.00	\$	391,173
TBD	Library Assistant III	Library Expansion	2.00	\$	136,666

LIBRARY EXPANSION FUND POSITIONS TO BE DELIMITED

70002113	Librarian I	Library Expansion	-1.00	\$	-
TOTAL LIBRARY EXPANSION FUND FTE INCREASE (DECREASE)			10.25	\$	708,685

TOTAL FTE INCREASE- SPECIAL REV. FUNDS			33.25		2,511,042
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- Library requested expansion of hours to a sixth day for Northwest, Sparks, and South Valleys libraries and at Sr. Center.
- Projection shows that these can be funded from Library Expansion fund and still leave a positive fund balance through 2025
- Library debt ends in 2018, there still is the potential to finance new library facilities depending on the number and cost of new facilities.



Strategic Plan

- Highlights of Budget Recommendations by Strategic Plan Goal



Be Responsive and Proactive to Pending Economic Development Impacts

Strategic Plan

- **Community Services Department** – One (1) Business Facilitator single point of contact for development and permitting applicants
 - Completion of Accela regional permitting system (expected launch in late 2015)
 - Building & Safety – One (1) building inspector and one (1) building permits technician
- **Assessor's Office** – One (1) Personal Property Auditor-Appraiser
- **District Attorney** - Digital codification of County Code
- **Human Services Agency/CPS** - Sixteen (16) positions to support a system of care for current and future residents
- **Library** – Expansion to sixth day of service



Keep Senior Services on Pace with Rising Senior Population

Strategic Plan

- **Senior Services** – One (1) Community Health Aide for Daybreak Program
 - Leverage the services of Eligibility Certification Specialists and Human Services Support Specialists, staffed in the Social Services Department, to better screen seniors for eligible programs
 - Negotiations and possible implementation of contract with Catholic Charities of Northern Nevada for Senior Nutrition programs
 - Expansion of “Meals on Wheels” program
 - Expand public hours at Senior Center Library
 - Integration of Social Services and Senior Services to the Human Services Agency



Enhance Community Safety through Investing in Infrastructure for Current and Future Needs

Strategic Plan

- **CSD/Utilities** - One (1) Environmental Engineer for sewer utility
- **Technology Services** - Three (3) positions to support County's IT infrastructure

County Wide

- Increased General Fund support for CIP
 - \$3 million in FY15 up to \$5 million in FY16
 - Agenda Item #15
- Purchase Asset Management software program
- Re-establish County-wide Capital Improvement Plan Team & criteria



Prepare for the Impact of Medical Marijuana

Strategic Plan

- **Community Services Department**
 - Coordinate pre-application meetings with applicants
 - Update fee schedule for MME applications & permits
- **Office of the County Manager**
 - Expand current working group team to be community wide
- **Human Resources**
 - Update employee policy regarding drug use to incorporate medical marijuana



Working as a Professional Unified Team

Strategic Plan

Judicial

- **District attorney** – One (1) Victim Witness Advocate
- **Juvenile Services** – One (1) Program Manager
- **Reno Justice Court** – One (1) Court Interpreter
- **Wadsworth Justice Court** – One (1) Deputy Clerk I (permanent part-time)
- **District Court**
 - One (1) Full-time Court interpreter
 - Two (2) positions/Juvenile court at Jan Evans
- **Human Resources**
 - One (1) Human Resources Specialist II
 - Continuation of funding for a comprehensive classification and compensation study (Hay study)



Simplify Workflows to Improve Service Delivery and Customer Outcomes

Strategic Plan

- **Treasurer**
 - One (1) Account Clerk II
 - Upgrade of Aumentum property tax system
- **Office of the County Manger**
 - One (1) Media and Communications Specialist – formerly contracted
 - “Washoe Direct” – one-stop contact for residents requesting county service & information
- **Animal Services** – Three (3) positions to streamline operations and provide continuity of dispatch service
- **Public Defender** – Five (5) new positions to provide services formerly contracted to Conflict Counsel as a result of new conflict policy



Simplify Workflows to Improve Service Delivery and Customer Outcomes

Strategic Plan



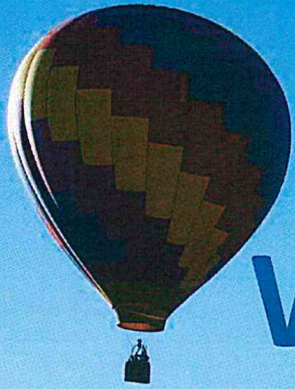
Public Safety

- **Sheriff's Office**
 - Victim Witness Advocate
 - Two additional personnel to staff Criminal Information Center (CIC)
 - Two Sheriff Support Specialists – booking/detention
 - \$170,000 for Crime Lab equipment
 - Reserve program
- **Medical Examiner**
 - Increased pooled positions, training, specialty services (neuropathology, anthropology, etc.)
 - Construction of new building
- **Alternative Sentencing** – One (1) Asst. Sentencing Officer
- **Incline Constable** – Prisoner transport program

Next Step

- May 18th, 2015
- Public Hearing and Adoption of the Fiscal Year 2015 – 2016 Final Budget





Washoe County

QUESTIONS?

