



N E V A D A

AGENDA  
Budget Meeting  
City Council

Thursday, April 4, 2024 • 5:00 PM

Mayor  
Neal E. McIntyre

City Council  
Ward 1 - Ryan Hanan  
Ward 2 - Felicity Zoberiski  
Ward 3 - Stan Lau  
Ward 4 - Albert Torres  
Ward 5 - Fran McKay

City Manager  
Benjamin Marchant

Fernley City Council Chambers, 595 Silver Lace Boulevard, Fernley, NV 89408

**Zoom information:**

Please click the following link to join the webinar: <https://us02web.zoom.us/j/82966343247>, or one tap\_mobile: 12532158782, Dial: 669 900 9128, Webinar ID: 829 6634 3247

**Public Notice:** This agenda has been physically posted in compliance with 241.020 at Fernley City Hall, 595 Silver Lace Blvd. In addition, this agenda has been electronically posted in compliance with NRS 241.020(3) at [www.cityoffernley.org](http://www.cityoffernley.org) and NRS 232.2175 at <https://notice.nv.gov/> To obtain further documentation regarding posting, please contact the City Clerk’s Office at (775) 784-9830 or [cityclerk@cityoffernley.org](mailto:cityclerk@cityoffernley.org)

**Public Comment:** Those wishing to address the City Council may submit public comment through the [online public comment form](#), or by sending an email to [cityclerk@cityoffernley.org](mailto:cityclerk@cityoffernley.org). Comments received prior to 4:00 pm the day of the meeting will be provided to City Council and added to the record but will not be read during the live meeting. Public comments received after 4 pm the day of the meeting will be included in the record but may not reach council members before action is taken. Public comment, whether on action items or public comment, is limited to three (3) minutes per person. Unused time may not be reserved by the speaker, nor allocated to another speaker. The public may comment on any matter that is not specifically included on an agenda as an action item or comment on a specific agenda item. Items not included on the agenda cannot be acted upon other than to place them on a future agenda. Additionally, if you wish you can comment in person at the meeting or use the Raise your Hand feature in Zoom (\*9 if you are participating via phone).

**Accommodations:** City Council and staff will make reasonable efforts to assist and accommodate individuals with disabilities desiring to attend the meeting. Please contact the City Clerk’s Office at (775) 784-9830 in advance so that arrangements can be made.

**Supporting Material:** Staff reports and supporting material for the meeting are available at the City Clerk’s Office, and on the City’s website at [www.cityoffernley.org](http://www.cityoffernley.org) Pursuant to NRS 241.020(6), supporting material is made available to the general public at the same time it is provided to the City Council.

**Order of Business:** The presiding officer shall determine the order of the agenda. The Fernley City Council may combine two or more agenda items for consideration; remove an item from the agenda; or delay discussion relating to an item on the agenda at any time. All items are action items unless otherwise noted. Items scheduled to be heard at a specific time will be heard no earlier than the stated time but may be heard later.

**1. INTRODUCTORY ITEMS**

**1.1. Pledge of Allegiance**

**1.2. Roll Call**

**1.3. Public Forum**

**1.4. (For Possible Action) Approval of Agenda**

**2. STAFF REPORTS**

**2.1. (For possible action) Discussion regarding the Fiscal Year 2024/2025 proposed tentative budget including but not limited to: All funds within the Water Enterprise Fund; Wastewater Enterprise Fund; General Fund; Special Revenue Funds; Capital Improvement Program; rates; all city departments; the budget process; timelines, goals, and existing budget; debt, staffing, including but not limited to reorganization, reclassification, employee positions and contracts, new positions, and other matters related thereto.**

**3. ADDRESS REQUEST(S) FOR FUTURE AGENDA ITEMS**

**4. PUBLIC FORUM**

**5. ADJOURNMENT**

**Next Meeting: April 17th at 5pm**



# CITY OF FERNLEY

## City Council AGENDA REPORT

Meeting Date: April 4, 2024

**REPORT TO:** Mayor and City Council

**REPORT FROM:** Robert Carson, Finance Director

**FINANCIAL IMPACT:**

Yes: No:

**CURRENTLY BUDGETED:**

Yes: No:

**FUND/ACCOUNT:**

**ACTION REQUESTED:**

**AGENDA ITEM:**

(For possible action) Discussion regarding the Fiscal Year 2024/2025 proposed tentative budget including but not limited to: All funds within the Water Enterprise Fund; Wastewater Enterprise Fund; General Fund; Special Revenue Funds; Capital Improvement Program; rates; all city departments; the budget process; timelines, goals, and existing budget; debt, staffing, including but not limited to reorganization, reclassification, employee positions and contracts, new positions, and other matters related thereto.

**AGENDA ITEM BRIEF:**

**RECOMMENDED MOTION:**

**BUSINESS IMPACT (per NRS Chapter 237):**

See attached report for background, analysis, alternatives.

**ALTERNATIVES:**

**BACKGROUND:**

**RELEVANT LAWS, STATUTES, AND REGULATIONS:**

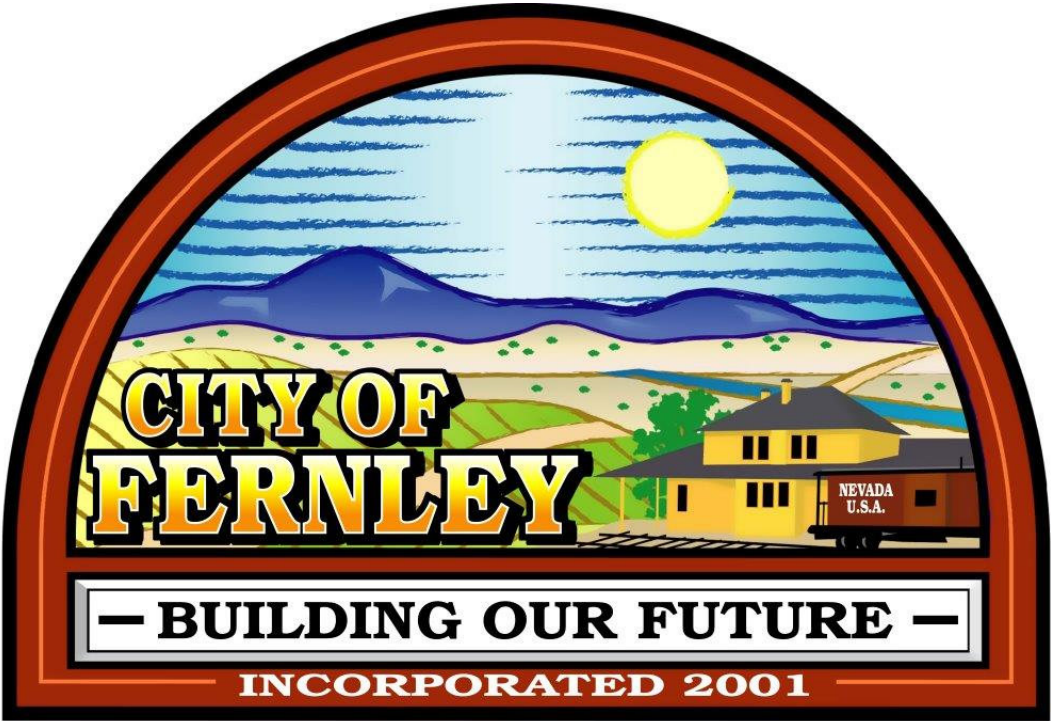
**FINANCIAL IMPLICATIONS:**

**ATTACHMENTS:**

1. FY24-25 Tentative Budget Book Updated 3.29.24 Final (004)

# City of Fernley

FY 2024-2025 Budget  
Tentative



# Table of Contents

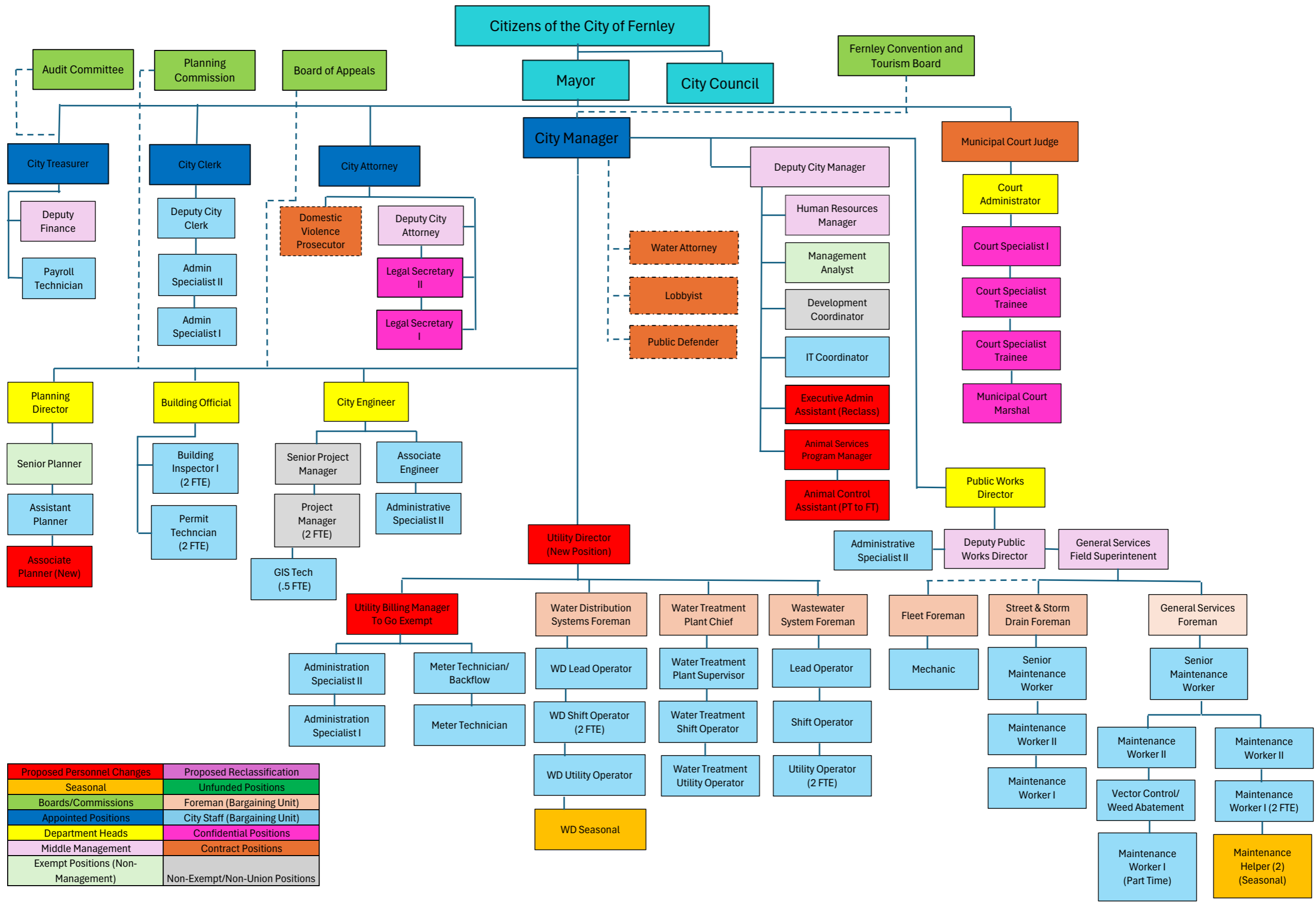
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○ Introductory Section	
○ Organizational Chart	1
○ Position List By Department	2
○ Revenues	
○ Revenue Sources	8
○ General Fund	
○ Revenue Summary	12
○ Expenditure Summary	13
○ Fund Balance Summary	14
○ Department Budgets	
▪ Mayor and City Council	15
▪ City Manager	17
• Information Technology	22
• Animal Control	25
▪ City Treasurer	29
▪ City Clerk	34
▪ City Attorney	38
▪ Municipal Court	43
▪ Building and Safety	47
▪ Planning	54
▪ City Engineer	62
▪ General Services	
• Facilities	64
• Vector Control	68
• Cemetery	71
• Streets and Storm Drains	74
• Fleet	78
• Parks	80
○ Residential Construction Tax	85
○ Parks and Facilities	87

# Table of Contents

---

○ Enterprise Funds	
○ Water Enterprise Fund	88
▪ Water Distribution	93
▪ Water Treatment	97
○ Sewer Enterprise Fund	100
○ Special Revenue Funds	
○ Grants	108
○ Transient Lodging Tax	111
○ Capital	113
○ Capital Improvement	115
○ Municipal Court	117
▪ Administrative Fees	119
▪ Facilities Fees	120
○ Capital Improvement Plance	
○ Governmental Funds	121
○ Water Enterprise Fund	124
○ Sewer Enterprise Fund	127



Proposed Personnel Changes	Proposed Reclassification
Seasonal	Unfunded Positions
Boards/Commissions	Foreman (Bargaining Unit)
Appointed Positions	City Staff (Bargaining Unit)
Department Heads	Confidential Positions
Middle Management	Contract Positions
Exempt Positions (Non-Management)	Non-Exempt/Non-Union Positions

## Fiscal Year 2024-25 Positions By Department

Fund	Position	Allocation
<b>Mayor/Council</b>		
100-412	Mayor	81.0%
510-810		11.7%
520-810		7.3%
100-412	Council Member - Ward 1	81.0%
510-810		11.7%
520-810		7.3%
100-412	Council Member - Ward 2	81.0%
510-810		11.7%
520-810		7.3%
100-412	Council Member - Ward 3	81.0%
510-810		11.7%
520-810		7.3%
100-412	Council Member - Ward 4	81.0%
510-810		11.7%
520-810		7.3%
100-412	Council Member - Ward 5	81.0%
510-810		11.7%
520-810		7.3%
<b>Total</b>		<b>6</b>

<b>City Manager's Office</b>		
100-413	City Manager	50.9%
510-810		36.4%
520-810		12.7%
100-413	Deputy City Manager	50.9%
510-810		36.4%
520-810		12.7%
100-413	Administrative Specialist III	50.9%
510-810		36.4%
520-810		12.7%
100-413	Human Resource Manager	58.3%
510-810		28.1%
520-810		13.6%
100-413	Development Coordinator	100.0%
100-413	Management Analyst	50.9%
510-810		36.4%
520-810		12.7%
100-418	Information Technology Specialist	60.4%
510-810		26.6%
520-810		13.0%
100-525	Animal Control Officer II	100.0%
100-525	Animal Control I	100.0%
<b>Total</b>		<b>9</b>

## Fiscal Year 2024-25 Positions By Department

Fund	Position	Allocation
<b>City Treasurer's Office</b>		
100-415	City Treasurer/Finance Director	50.9%
510-810		36.4%
520-810		12.7%
100-415	Deputy Finance Director	50.9%
510-810		36.4%
520-810		12.7%
100-415	Accounting Manager	Unfunded for FY25
100-415	Senior Accountant	Unfunded for FY25
100-415	Accounting/Payroll Technician	50.9%
510-810		36.4%
520-810		12.7%
<b>Total</b>		<b>3</b>

<b>City Clerk's Office</b>		
100-416	City Clerk	79.6%
510-810		12.5%
520-810		7.9%
100-416	Deputy City Clerk	79.6%
510-810		12.5%
520-810		7.9%
100-416	Administrative Specialist II - Clerk	79.6%
510-810		12.5%
520-810		7.9%
100-416	Administrative Specialist I - Clerk	79.6%
510-810		12.5%
520-810		7.9%
<b>Total</b>		<b>4</b>

<b>City Attorney's Office</b>		
100-414	City Attorney	100.0%
100-414	Deputy City Attorney	100.0%
100-414	Legal Assistant	100.0%
100-414	Legal Secretary I/II	100.0%
<b>Total</b>		<b>4</b>

<b>Municipal Court</b>		
100-425	Court Administrator	100.0%
100-425	Court Marshal	100.0%
100-425	Court Specialist	100.0%
100-425	Court Specialist	100.0%
100-425	Court Specialist	100.0%
<b>Total</b>		<b>5</b>

## Fiscal Year 2024-25 Positions By Department

Fund	Position	Allocation
<b>Department of Building and Safety</b>		
100-605	Building Official	100.0%
100-605	Building Inspector I	100.0%
100-605	Building Inspector I	100.0%
100-605	Permit Technician	100.0%
100-605	Permit Technician	100.0%
<b>Total</b>		<b>5</b>

<b>Planning</b>		
100-610	Planning Director	100.0%
100-610	Senior Planner	100.0%
100-610	Associate Planner - New Proposed for FY25	
100-610	Assistant Planner	100.0%
100-610	Planning Technician - New Proposed for FY25	
<b>Total</b>		<b>3</b>

<b>City Engineer's Office</b>		
100-529	City Engineer	70.1%
510-810		18.4%
520-810		11.5%
100-529	Deputy City Engineer	Unfunded for FY25
100-529	Senior Project Manager	70.1%
510-810		18.4%
520-810		11.5%
100-529	Project Manager - Eng	70.1%
510-810		18.4%
520-810		11.5%
100-529	Project Manager - Eng	70.1%
510-810		18.4%
520-810		11.5%
100-529	Associate Engineer	70.1%
510-810		18.4%
520-810		11.5%
100-529	Administrative Specialist II - Eng	70.1%
510-810		18.4%
520-810		11.5%
100-529	GIS Technician II	70.1%
510-810		18.4%
520-810		11.5%
<b>Total</b>		<b>7</b>

## Fiscal Year 2024-25 Positions By Department

Fund	Position	Allocation
<b>Public Works</b>		
100-417	Public Works Director	3.1%
100-475		37.1%
100-575		7.6%
510-810		31.9%
510-840		6.8%
520-810		13.5%
100-417	Deputy Public Works Director	3.1%
100-475		37.1%
100-575		7.6%
510-810		31.9%
510-840		6.8%
520-810		13.5%
100-417	Administrative Specialist II - PW	3.1%
100-475		37.1%
100-575		7.6%
510-810		31.9%
510-840		6.8%
520-810		13.5%
<b>Total</b>		<b>3</b>

<b>General Services</b>		
100-417	General Services Field Superintendent	8.2%
100-475		68.7%
100-528		1.7%
100-575		21.4%
100-417	Foreman - General Services	27.9%
100-575		72.2%
100-528	Weed Abatement/Vector Control	58.1%
520-810		41.9%
100-417	Maintenance Worker II - Parks/Fac	27.9%
100-575		72.2%
100-417	Maintenance Worker II - Parks/Fac	27.9%
100-575		72.2%
100-417	Maintenance Worker I - Parks/Fac	27.9%
100-575		72.2%
100-417	Maintenance Worker I - Parks/Fac	27.9%
100-575		72.2%
100-417	Maintenance Worker I - Facilities	100.0%
100-575	Maintenance Helper - Parks	100.0%
<b>Total</b>		<b>9</b>

## Fiscal Year 2024-25 Positions By Department

Fund	Position	Allocation
<b>Fleet Services</b>		
100-480	Foreman - Fleet	45.8%
520-810		27.2%
510-810		27.0%
100-480	Mechanic	45.8%
520-810		27.2%
510-810		27.0%
<b>Total</b>		<b>2</b>

<b>Streets and Storm Drains</b>		
100-475	Foreman - Streets	100.0%
100-475	Maintenance Worker II - Streets	100.0%
100-475	Maintenance Worker II - Streets	100.0%
100-475	Maintenance Worker I - Streets	100.0%
100-475	Maintenance Worker I - Streets	100.0%
<b>Total</b>		<b>5</b>

<b>Utilities</b>		
510-810	Utility Director - New Proposed for FY25	
520-810		
510-810	Utility Billing Manager	50.0%
520-810		50.0%
510-810	Meter Technician	100.0%
510-810		100.0%
510-810	Administrative Specialist II - Utilities	50.0%
520-810		50.0%
510-810	Administrative Specialist I - Utilities	50.0%
520-810		50.0%
510-810	Administrative Specialist I - Utilities	50.0%
520-810		50.0%
<b>Total</b>		<b>6</b>

<b>Water Distribution</b>		
510-810	Foreman - Water Distribution	100.0%
510-810	Lead Shift Operator - WD	100.0%
510-810	Shift Operator - WD	100.0%
510-810	Shift Operator - WD	100.0%
510-810	Utility/Shift Operator - WD	100.0%
510-810	Seasonal - WD	100.0%
<b>Total</b>		<b>6</b>

<b>Water Treatment Plant</b>		
510-840	Water Treatment Plant Chief Operator	100.0%
510-840	Water Treatment Plant Supervisor	100.0%
510-840	Shift Operator - WTP	100.0%
510-840	Shift Operator - WTP	100.0%
510-840	Utility Operator - WTP	100.0%
<b>Total</b>		<b>5</b>

## Fiscal Year 2024-25 Positions By Department

Fund	Position	Allocation
Wastewater Treatment		
520-810	Foreman - Wastewater	100.0%
520-810	Lead Shift Operator - Sewer	100.0%
520-810	Shift Operator - Sewer	100.0%
520-810	Utility Operator - Sewer	100.0%
520-810	Utility Operator - Sewer	100.0%
<b>Total</b>		<b>5</b>

<b>Total</b>		<b>87</b>
<b>General Fund</b>		<b>53.6</b>
<b>Water Fund</b>		<b>22.3</b>
<b>Sewer Fund</b>		<b>11.1</b>
		<b>87</b>

## Revenue Sources

The General Fund is composed of many revenue streams. Approximately 27.8% of the revenue comes from property taxes. The pre-abated amount for property tax is \$8,942,294. The abatement amount is \$3,710,117 (41.49%). The property tax revenue for FY2025 is \$5,232,177 plus delinquent taxes of \$20,000.

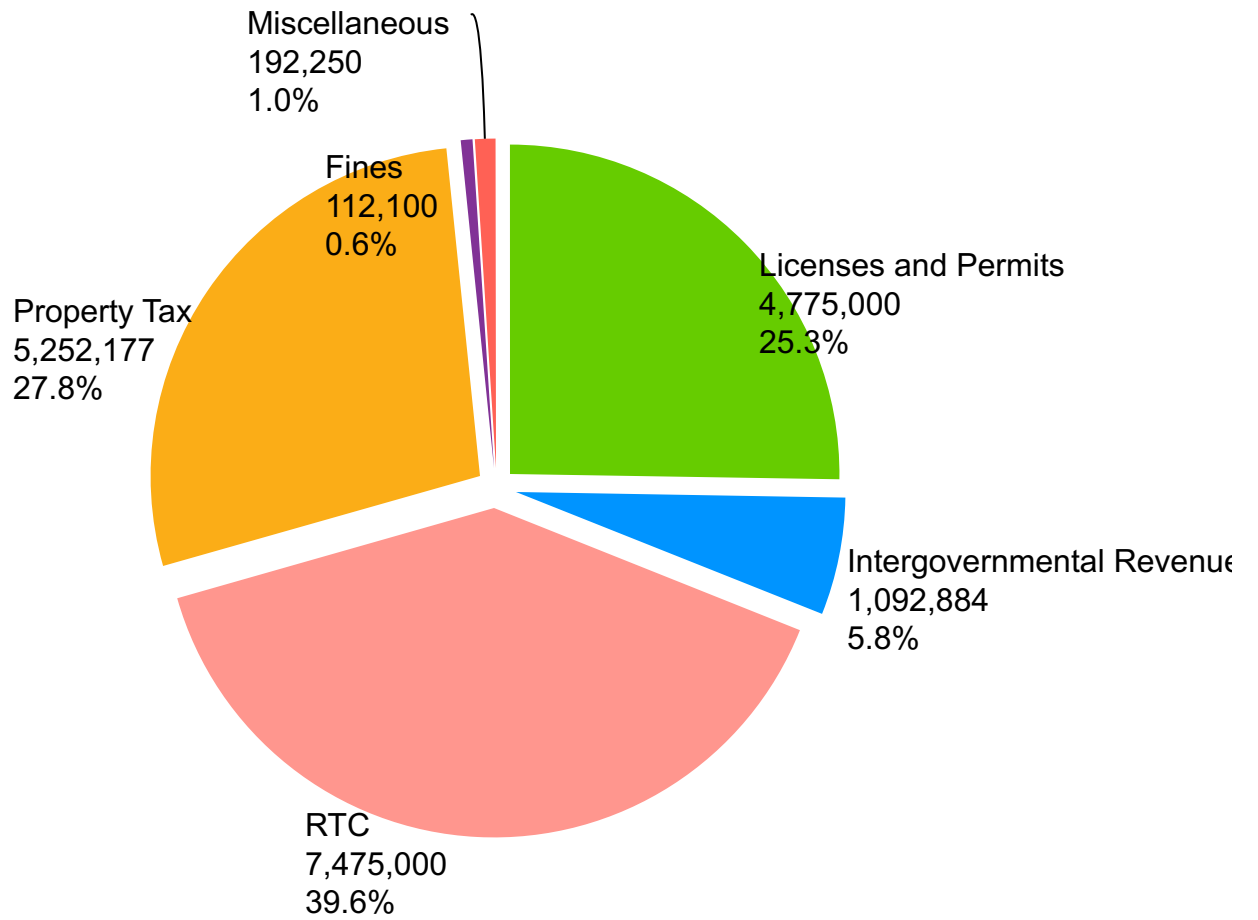
Approximately 25.3% comes from Licenses and Permits, which includes building permits, business license fees, gaming license fees, planning and zoning fees, liquor license fees, civil inspection fees, animal license fees, passport fees, and franchise fees.

Approximately 5.8% comes from Intergovernmental Revenue, which includes Motor Vehicle Fuel Tax, County Roads Contribution, Consolidated Tax, County Parks Agreement, and Administration Fees.

RTC Funds make up 39.6% of revenue.

The remaining 0.6% and 1.0% come from Fines and Forfeitures and miscellaneous revenue.

# General Fund Revenue Sources



## **Licenses and Permits:**

**Business Licenses:** Over the past few years, the city has reviewed and revamped the business license fee structure. This included changing the collection method based on gross receipts. For FY2025, projected revenue will be approximately \$900,000.

**Franchise Fees:** Franchise fees for FY2025 are projected to be \$1,750,000, an 8% increase from FY2024.

**County Gaming License:** Lyon County is authorized to issue gaming licenses per NRS 463. Per NRS 463.323, Lyon County pays the city 75% of the revenue from gaming licenses collected from businesses within the incorporated city boundaries. The city's estimated share of the county license fee will be approximately \$126,000 in FY2025.

**Building Permits and Fees:** For FY2025, the projected revenue is \$1,300,000. This is an increase over the previous year due to increased growth.

**Planning and Zoning Fees:** The city imposes certain planning and zoning fees. The city anticipates revenues of \$310,000 from planning and zoning application fees for FY2025.

**Liquor License Fees:** Liquor license fees are projected to be \$40,000 in FY2025.

**Public Works/Civil Fees:** Public Works/Civil Fees are collected for the review of development projects with civil improvements. The anticipated revenue for FY2025 is \$200,000 and \$120,000 for civil inspections, which an increase due to growth.

**Passport Fees:** The city processes passports, and the projected revenue for FY2025 is \$13,000.

**Animal License Fees:** Animal licenses are processed through the city to ensure the city is in compliance with state law for rabies control. The anticipated revenue for FY2025 is \$6,500.

**Park and Facility Rental Fees:** Park and facility rentals are collected by the city and are re-invested into the parks for maintenance. The projected revenue for FY2025 is \$9,500.

**RTC Shared Revenue:** The Regional Transportation Commission (RTC) consists of a five-member board. Three members from the Lyon County Board of Commission, one member appointed by the City of Fernley and one member appointed by the City of Yerington. The RTC oversees the spending of a nine-cent fuel tax and a five-cent diesel tax, which is allocated to each city and to Lyon County based on assessed valuation. The RTC also oversees road construction taxes collected in and spent in each city. For FY2025, projected revenue from RTC for use on identified projects is \$7,475,000.

**Road Ad Valorem Tax:** Pursuant to NRS 403 and NRS 266, the City of Fernley is entitled to a portion of the ad valorem tax collected in the Lyon County road fund based on relative assessed value. Prior to FY2004, Lyon County stopped the levy in the road fund and levied the tax in the county general fund instead. This eliminated the legal requirement to share the revenue with the city. Lyon County provides an amount to the city in lieu of the lost revenue since the city assumed the expenses previously associated with this revenue. In the county's FY2024 budget, the County Commissioners provided \$180,000 to the City of Fernley. For FY2025, the city anticipates the same amount will be provided to the City of Fernley.

**Parks Agreement:** Lyon County has a policy to provide funding to cities and other districts in the county for parks. In FY2024, the city received \$60,000 from Lyon County for parks. The city anticipates the same amount from Lyon County for FY2025.

**Municipal Court Fines and Forfeitures:** The City of Fernley operates a municipal court and receives fines, forfeitures, and other fees from cases adjudicated in the court. The revenue expected for FY2025 is \$112,100.

**Administration Fees:** A limited amount of revenue is collected through administrative fees each year. For FY2025, this amount is \$2,500.

Fund	100	General Fund
Department		Revenues

		2022-23	2023-24	2023-24	2024-25	2024-25
		FY 2023	FY 2024	FY 2024	FY 2025	FY 2025
		Actual	Budget	Actual Estimated	Tentative Budget	Final Budget
<b>General Fund Revenues</b>						
100-000-310-100	Property Taxes	4,089,065	4,566,597	4,575,475	5,232,177	—
100-000-310-200	Property Taxes-Delinquent	24,222	20,000	40,000	20,000	—
100-000-320-100	Business License Fees	860,927	866,000	839,620	900,000	—
100-000-320-110	Franchise Fees	2,133,586	1,620,000	2,063,323	1,750,000	—
100-000-320-150	Liquor License Fees	38,350	38,000	39,625	40,000	—
100-000-320-160	Gaming License Fees	122,355	126,000	121,711	126,000	—
100-000-320-170	Licenses-Animal	4,355	6,500	4,012	6,500	—
100-000-320-180	Passport Fees	51,207	12,600	38,506	13,000	—
100-000-320-200	Building and Civil Permit Fees	1,486,269	700,000	1,118,784	1,300,000	—
100-000-320-205	Permit Processing Fee	—	—	—	—	—
100-000-320-210	Planning and Zoning Fees	410,113	310,000	265,163	310,000	—
100-000-320-220	Public Works/Civil Fees	110,689	100,000	139,784	200,000	—
100-000-320-221	PublicWorks/Civil Inspect Fees	121,774	120,000	65,779	120,000	—
100-000-320-300	Other Fees (eg. Copies etc)	429	400	—	—	—
100-000-330-310	Consolidated Tax (CTX)	216,346	235,725	235,725	237,181	—
100-000-330-320	Motor Veh Fuel Tax	394,632	423,424	391,856	437,203	—
100-000-330-325	RTC Shared Revenue	3,214,446	6,345,000	4,160,000	7,475,000	—
100-000-330-400	County Parks Agreement	60,000	60,000	60,000	60,000	—
100-000-330-425	County Roads	180,000	180,000	180,000	180,000	—
100-000-330-450	Administration Fees	4,848	2,500	2,564	2,500	—
100-000-330-525	Marijuana Sales Tax	21,739	22,000	26,512	26,000	—
100-000-350-100	Penalties-Municipal Court	88,527	200,000	109,740	110,000	—
100-000-350-120	Community Service Fee	4,081	1,000	3,837	1,500	—
100-000-350-205	Muni Court Misc Fees	31,890	600	—	600	—
100-00-360-100	Interest Earnings	351,225	10,000	1,510,935	100,000	—
100-000-360-600	Cemetery Burial/Cremation Fee	650	4,000	500	4,000	—
100-000-360-735	Donation-City Sponsored Events	2,590	2,000	500	2,000	—
100-000-360-900	Miscellaneous Revenue	44,888	45,000	45,630	45,000	—
100-000-360-902	Credi Card Fee - Gen Svcs	17,974	13,000	35,830	40,000	—
100-000-392-100	Sale of Assets	407,505	—	—	—	—
	<b>Total General</b>	<b>14,494,682</b>	<b>16,030,346</b>	<b>16,075,411</b>	<b>18,738,661</b>	<b>—</b>
Parks Facilities Fund does not meet the true definition of a fund, so it is included in the general fund.						
245-000-360-700	Park Rental Fees	9,046	7,500	7,000	7,500	—
245-000-360-710	Facility Rental Fees	695	2,000	1,000	2,000	—
245-000-360-100	Interest Earnings	1,643	250	6,000	250	—
	<b>Total Parks Facilities</b>	<b>11,384</b>	<b>9,750</b>	<b>14,000</b>	<b>9,750</b>	<b>—</b>
RCT Fund does not meet the true definition of a fund, so it is included in the general fund.						
230-000-310-300	Residential Construction Tax	303,000	175,000	175,000	150,000	—
230-000-360-100	Interest Earnings	8,211	1,000	25,000	1,000	—
	<b>Total RCT</b>	<b>311,211</b>	<b>176,000</b>	<b>200,000</b>	<b>151,000</b>	<b>—</b>
	<b>Total General Fund Revenues</b>	<b>14,817,277</b>	<b>16,216,096</b>	<b>16,289,411</b>	<b>18,899,411</b>	<b>—</b>

Fund	100	General Fund
Department		Expenditures

	2022-23 FY 2023	2023-24 FY 2024	2023-24 FY 2024	2024-25 FY 2025	2024-25 FY 2025
	Actual	Budget	Actual Estimated	Tentative Budget	Final Budget
<b>General Fund Expenditures</b>					
Mayor/Council	151,763	153,525	153,958	183,417	—
City Manager	648,649	866,478	700,727	927,038	—
IT	189,729	199,302	173,309	233,548	—
Animal Control	98,788	135,474	118,281	218,489	—
City Attorney	640,872	703,743	538,820	724,313	—
Finance	194,769	223,133	209,958	295,647	—
Contingency	—	487,364	—	561,292	—
City Clerk	317,659	345,712	328,051	428,588	—
Municipal Court	540,130	614,326	469,748	601,077	—
Building & Safety	491,277	490,542	437,810	613,035	—
Planning	270,224	780,223	664,978	853,188	—
City Engineer	708,626	797,415	784,757	828,839	—
Facilities	494,856	547,249	518,538	1,226,013	—
Vector Control	43,882	119,557	90,171	122,841	—
Cemetery	65,431	82,000	67,000	82,000	—
Streets & Storm Drains	6,057,554	11,799,694	7,127,654	10,273,670	—
Parks	769,785	1,218,795	1,010,488	1,215,257	—
Fleet	148,571	173,440	168,642	184,064	—
<b>Total General</b>	<b>11,832,565</b>	<b>19,737,972</b>	<b>13,562,890</b>	<b>19,572,318</b>	<b>—</b>

Parks Facilities Fund does not meet the true definition of a fund, so it is included in the general fund.

<b>Total Parks Facilities</b>	—	—	—	—	—
-------------------------------	---	---	---	---	---

RCT Fund does not meet the true definition of a fund, so it is included in the general fund.

<b>Total RCT</b>	522,083	150,000	150,000	200,000	—
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<b>Total General Fund Expenditures</b>	<b>12,354,648</b>	<b>19,887,972</b>	<b>13,712,890</b>	<b>19,772,318</b>	<b>—</b>
--	-------------------	-------------------	-------------------	-------------------	----------

Revenues Less Expenditures					
Excess (Deficit)	\$ 2,462,629	\$ (3,671,876)	\$ 2,576,521	\$ (872,907)	\$ —

Committed Fund Balance used  
to balance budget.

Funds reserved and being used for  
streets and parks capital projects  
and or major maintenance

\$ 872,907	\$ —
------------	------

Revenues less expenditures plus  
committed fund balance

\$ —	\$ —
------	------

GENERAL FUND - FUND BALANCE	2023 Actual	2024 Budget	2024 Estimated	2025 Tentative	2025 Final
Beginning Fund Balance	10,277,199	7,323,888	12,739,828	15,316,351	—
Excess/(Deficit) - Change in Fund Balance	2,462,629	(3,671,878)	2,576,523	(872,907)	—
Ending Fund Balance	12,739,828	3,652,010	15,316,351	14,443,442	—
Nonspendable					
Prepays	—	—	—	—	—
Restricted For:					
Capital projects/RCT parks	620,040	51,944	670,040	621,040	—
Future development	309,190	458,313	323,690	333,440	—
Specified purpose/parks	—	—	—	—	—
Committed:					
Roads	—	1,713,726	9,570,001	8,414,199	—
Parks	—	—	—	—	—
CRRC	11,105,597	471,692	4,000,000	4,000,000	—
Assigned to:					
Next Year's budget appropriation	—	—	—	—	—
Unassigned:					
8.33% of expenditures, less cap outlay	705,001	956,335	752,620	1,074,763	—
Ending Fund Balance	12,739,828	3,652,010	15,316,351	14,443,442	—
Ending Fund Balance must remain above 4% of actual prior year expenditures	103 %	30 %	124 %	105 %	— %
Unassigned fund balance equals expenditures less capital outlay x .08333 (24%) max unreserved)	705,001	956,335	752,620	1,074,763	—
Capital expenditures	4,337,523	8,411,500	4,677,835	6,870,000	—

# 412 Mayor Council

## Budget Proposal

### Proposal Summary

**Budget**

FY 2025 Tentative Budget

**Budget Phase**

Budget Review

**Proposal Status**

In Review

**Created By**

Jennie Carrick

**Exported At**

Mar 28, 2024, 04:40 PM (UTC)

Base Revenues	\$0.00
Adjustments	\$0.00
<b>Revenues</b>	<b>\$0.00</b>
Base Expenses	\$168,495.86
Adjustments	+\$14,921.00
<b>Expenses</b>	<b>\$183,416.86</b>
<b>Deficit</b>	<b>\$183,416.86</b>

### Description

**Mission Statement**

The mission of the City of Fernley is to facilitate the responsible and orderly growth of the community and to see that quality municipal services are provided in the most professional, efficient, and cost effective manner.

**Legal Requirements**

The general powers of the City Council are described in Nevada Revised Statutes (NRS), Chapter 266.260-0460. Five members of the City Council are elected from five wards within the City. The Mayor is elected at large. The general powers of the Mayor are described in NRS, Chapter 266.165-200.

**Changes From Prior FY to Requested FY**

Staff is proposing a services and supplies budget of \$69,271 for the Mayor and Council for FY2024/25. Increases in Travel & Training and Dues and Memberships line items account for increased membership dues for the Nevada League of Cities and for the cost of travel for council members to attend the Nevada League of Cities Annual Conference. These increases are partially offset by the decrease in the Minor Equipment line item.

LOGOTYPE

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Fund	100	General Fund
Department	412	Mayor/City Council

		2022-23	2023-24	2023-24	2024-25	2024-25
		FY 2023	FY 2024	FY 2024	FY 2025	FY 2025
		Actual	Budget	Actual Estimated	Tentative Budget	Final Budget
<b>Salaries &amp; Benefits</b>						
100-412-100	Regular Pay	79,791	71,176	72,759	83,735	—
100-412-200	FICA	1,404	630	657	742	—
100-412-210	Medicare	1,192	1,032	1,078	1,214	—
100-412-230	Retirement (PERS)	17,706	20,439	21,153	24,044	—
100-412-240	Group Insurance	194	25	—	32	—
100-412-250	Workers Compensation	4,313	3,723	4,140	4,379	—
100-412-260	Other Benefits	(808)	—	—	—	—
	<b>Total Salaries &amp; Benefits</b>	<b>103,792</b>	<b>97,025</b>	<b>99,787</b>	<b>114,146</b>	<b>—</b>
<b>Services &amp; Supplies</b>						
100-412-530	Communications	1,719	1,500	2,171	2,171	—
100-412-550	Printing and Postage	913	500	500	500	—
100-412-580	Training	1,287	2,000	2,000	2,000	— NLC, NNDA, WNDD, EDAWN
100-412-581	Dues and Memberships	26,000	26,000	26,000	36,000	— NLC, NNDA, WNDD, EDAWN
100-412-582	Travel	1,161	2,000	4,000	8,000	—
100-412-586	Employee Recognition	3,275	2,000	3,500	3,600	—
100-412-600	General Supplies	353	500	—	500	—
100-412-605	Minor Equipment	—	5,500	—	500	—
100-412-626	Gasoline	73	500	—	—	—
100-412-650	Community Support	13,190	16,000	16,000	16,000	— City Watch, Water Assistance, RSVP, 9/11 Ceremony, Spooktacular, Community Events
	<b>Total Services &amp; Supplies</b>	<b>47,971</b>	<b>56,500</b>	<b>54,171</b>	<b>69,271</b>	<b>—</b>
	<b>Total Expenditures</b>	<b>151,763</b>	<b>153,525</b>	<b>153,958</b>	<b>183,417</b>	<b>—</b>

# 413 City Manager

## Budget Proposal

### Proposal Summary

**Budget**

FY 2025 Tentative Budget

**Budget Phase**

Budget Review

**Proposal Status**

In Progress

**Created By**

Jennie Carrick

**Exported At**

Mar 29, 2024, 06:23 PM (UTC)

Base Revenues	\$0.00
Adjustments	\$0.00
<b>Revenues</b>	<b>\$0.00</b>
Base Expenses	\$900,770.20
Adjustments	+\$26,266.00
<b>Expenses</b>	<b>\$927,036.20</b>
<b>Deficit</b>	<b>\$927,036.20</b>

### Description

**Mission Statement**

The mission of the City Manager's Office is to provide positive administrative leadership to the City government and ensure efficient and effective service delivery to residents.

**Legal Requirements**

Title 2, Chapter 2 of the Fernley Municipal Code outlines the powers and duties of the City Manager.

The City Manager shall be responsible to the City Council for the proper administration of the affairs of the City. The City Manager's chief guide in conducting and structuring City personnel is the personnel policy manual. Insofar as the Mayor is the Chief Executive Officer (CEO) of the City under NRS 266.165 with attendant responsibilities, powers, and duties as described in NRS 266.190, the City Manager shall direct efforts toward assisting the Mayor in accomplishing these described objectives, powers, and responsibilities.

**Primary Responsibilities**

- City Administration
- Human Resources
- Risk Management
- Grants Administration
- Council Support
- Government Relations
- Legislative Relations
- Economic Development
- Information Technology
- Water Policy

**Overall change in level of service**

The City Manager's Office proposes a budget of **\$927,038** for FY25.

Conflict Counsel is being moved from Muni Court to the City Manager's budget pursuant to Department of Indigent Defense regulations.

### **Lobbyist Contracts**

The City is contracted with Flynn Giudici Government Affairs, LLC for legislative services at the annual cost of \$69,600. The services provided to the City of Fernley will consist of maintaining a seat at the table and a voice during the legislative process. The lobbyist will trace the Bill Draft Requests and Bill Drafts throughout the legislative session and keep the City apprised of potential impacts and pending issues throughout the session as well as special sessions, and throughout the year. The City is also contracted with the Porter Group to provide legislative services as the federal level.

### **Federal Lands RRP**

In FY2019/2020, the City contracted with Wood Rogers for consultant services for environmental, cultural, and conveyance assistance services of federal lands (eight parcels) to the City. Although Wood Rogers has made substantial progress in that time and including FY2020/2021 and FY2021/2022, this is a long process. The City is concerting greater effort in FY2023-2024 to complete the process. In addition, other federal lands that have been earmarked, may begin the process of conveyance under the Fernley Lands Bill in FY2023/2024.

### **Change in number of positions**

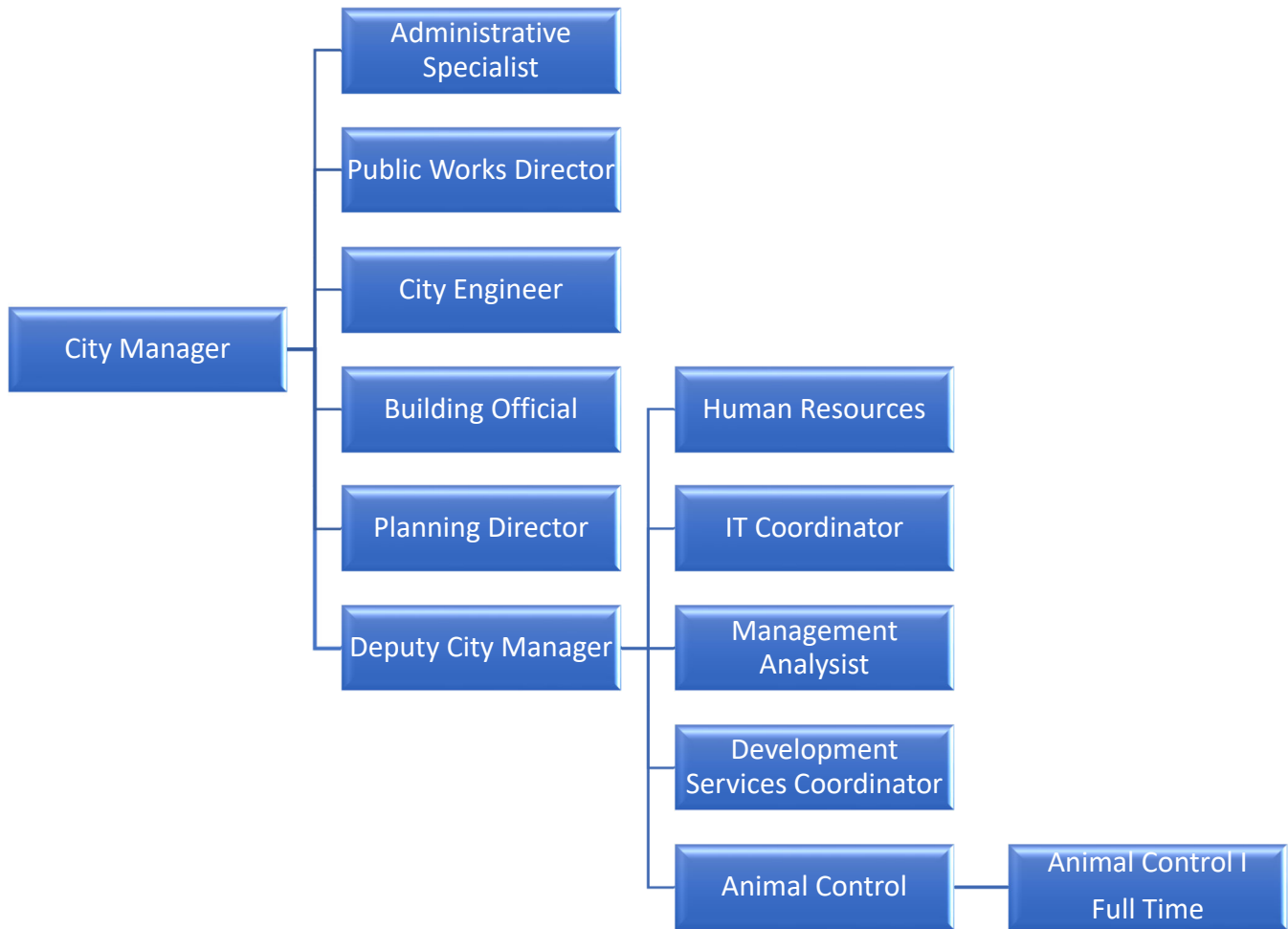
None

LOGOTYPE

OpenGov

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City of Fernley  
City Manager's Office  
Organization Chart



## City Manager

### Goals and Objectives

<b>Strategic Goal: To promote citizen engagement and build strong alliances with other government entities, private sector partners, and community members</b>				
<b>Goal 1: Action Plan Implemented for City's Strategic Plan</b>				
Objective 1	Strategic Goals reviewed			
	Task 1	Meet with Department Heads		
	Task 2	Determine how Strategic Goals tie to Department Goals		
Objective 2	Establish performance measures for goals			
	Task 1	Assign individuals responsible		
	Task 2	Establish benchmarks		
	Task 3	Identify needed resources		
Objective 3	Present Action Plan to Council			
	Task 1	Prepare staff report		
	Task 2	Obtain input		
	Task 3	Complete Plan		
<b>Performance Measure: Complete action plan by January 1, 2018</b>				
	Quarter 1	Quarter 2	Quarter 3	Quarter 4
% Plan complete				
<b>Strategic Goal: The City of Fernley, as an employer, must strive to create and maintain a successful and efficient work environment</b>				
<b>Goal 2: Instill a culture of excellence and continuous improvement in the City workforce</b>				
Objective 1	Provide leadership training across the City			
	Task 1	Establish training plan for Senior Staff		
	Task 2	Establish training plan for Middle Management		
	Task 3	Establish training plan for line staff		
Objective 2	Develop succession plans			
	Task 1	Identify areas of need		
	Task 2	Identify team for plan development		
	Task 3	Gather information for completion of plan		

Fund	100	General Fund
Department	413	Office of City Manager

		2022-23 FY 2023	2023-24 FY 2024	2023-24 FY 2024	2024-25 FY 2025	2024-25 FY 2025
		Actual	Budget	Actual Estimated	Tentative Budget	Final Budget
<b>Salaries &amp; Benefits</b>						
100-413-100	Regular Pay	203,139	268,604	247,605	366,527	—
100-413-130	Overtime Pay	1,653	203	600	255	—
100-413-140	Annual Leave Pay	6,635	1,175	4,000	5,813	—
100-413-150	Sick Leave Pay	2,476	—	3,500	—	—
100-413-160	Holiday Pay	3,576	—	4,000	—	—
100-413-210	Medicare	3,161	3,455	3,779	5,403	—
100-413-220	Unemployment	1,592	1,869	3,170	2,113	—
100-413-230	Retirement (PERS)	31,598	48,716	44,926	64,142	—
100-413-240	Group Insurance	24,941	38,513	21,354	41,438	—
100-413-250	Workers Compensation	7,026	12,463	11,826	19,487	—
100-413-260	Other Benefits	(2,031)	—	4,133	—	—
	<b>Total Salaries &amp; Benefits</b>	<b>283,766</b>	<b>374,998</b>	<b>348,893</b>	<b>505,178</b>	<b>—</b>
<b>Services &amp; Supplies</b>						
100-413-312	Prof Serv- Outside Counsel	—	—	50	—	—
100-413-315	Prof Serv-Personnel	523	10,710	10,710	10,710	— LDMR, Drug Testing
100-413-322	Prof Serv-Other	335,967	446,020	307,309	374,100	— Arts & Culture, Federal Lands, Public Defender, Lobbyists, SOSU
100-413-325	Prof Serv-Conflict Council	—	8,400	—	8,400	—
100-413-348	Tech Service-Comm on Ethics	4,258	5,000	6,000	5,000	— Ethics Commission
100-413-530	Communications	358	800	800	1,200	—
100-413-540	Advertising	3,409	2,000	2,000	2,000	—
100-413-550	Printing and Postage	5,932	1,500	7,500	1,500	—
100-413-580	Training	7,637	11,850	8,000	14,000	— ICMA Annual Conference, NLC
100-413-581	Dues and Memberships	444	2,600	1,000	2,350	— ICMA
100-413-582	Travel	3,773	—	6,000	—	—
100-413-600	General Supplies	2,122	1,800	1,800	1,800	—
100-413-605	Minor Equipment	—	—	—	—	—
100-413-626	Gasoline	287	500	250	500	—
100-413-640	Books and Periodicals	150	300	300	300	—
100-413-650	Community Support	23	—	115	—	—
	<b>Total Services &amp; Supplies</b>	<b>364,883</b>	<b>491,480</b>	<b>351,834</b>	<b>421,860</b>	<b>—</b>
	<b>Total Expenditures</b>	<b>648,649</b>	<b>866,478</b>	<b>700,727</b>	<b>927,038</b>	<b>—</b>

# 418 Information Technology

## Budget Proposal

### Proposal Summary

**Budget**

FY 2025 Tentative Budget

**Budget Phase**

Budget Review

**Proposal Status**

In Progress

**Created By**

Jennie Carrick

**Exported At**

Mar 29, 2024, 06:24 PM (UTC)

Base Revenues	\$0.00
Adjustments	\$0.00
<b>Revenues</b>	<b>\$0.00</b>
Base Expenses	\$206,890.87
Adjustments	+\$26,656.00
<b>Expenses</b>	<b>\$233,546.87</b>
<b>Deficit</b>	<b>\$233,546.87</b>

### Description

**Strategic Plan Goals**

Connect and Engage: The Fernley community is well informed of the activities of city government and has opportunities to engage for the betterment of the community.

Robust Municipal Services: Ensure municipal services meet the needs and expectations of the community.

**Maintaining Existing IT Systems**

In FY2023/2024 the Information Technology (IT) Department was busy meeting the increased technological needs of staff and residents demanded by the pandemic restrictions and redesigning the City's website. IT's main focus going into FY2024/2025 is to continue to maintain the current and newly implemented IT systems, continue to support staff and residents using the existing technologies that help achieve established strategic plan goals, assist various departments with upgrades and technical projects.

**Proposed Changes**

The proposed IT budget for FY 2024/2025 increased due to the following:

- increase in staffing (additional Microsoft licenses, communication costs);
- increased costs of IT systems the City uses to conduct business (CivicClerk Agenda, OpenGov Citizen Services, OpenGov Stories, Stampli, Zoom, ArchiveSocial).

Staff proposes an increase in the IT budget for FY2024/25 due to the continuance of online, virtual, and contactless IT applications. The IT department will also work on maintaining our current systems and various departmental projects.

Fund	100	General Fund
Department	418	Information Technology

	2022-23	2023-24	2023-24	2024-25	2024-25	
	FY 2023	FY 2024	FY 2024	FY 2025	FY 2025	
	Actual	Budget	Actual Estimated	Tentative Budget	Final Budget	
<b>Salaries &amp; Benefits</b>						
100-418-100	Regular Pay	41,269	52,312	42,311	67,724	—
100-418-130	Overtime Pay	7	—	400	—	—
100-418-140	Annual Leave Pay	4,815	801	6,000	878	—
100-418-150	Sick Leave Pay	—	—	500	—	—
100-418-160	Holiday Pay	2,538	—	2,500	—	—
100-418-210	Medicare	699	664	733	995	—
100-418-220	Unemployment	313	344	375	353	—
100-418-230	Retirement (PERS)	7,627	7,286	8,921	11,852	—
100-418-240	Group Insurance	9,263	9,537	9,500	11,077	—
100-418-250	Workers Compensation	1,173	2,397	1,500	3,588	—
100-418-260	Other Benefits	(421)	—	—	—	—
	<b>Total Salaries &amp; Benefits</b>	<b>67,283</b>	<b>73,341</b>	<b>72,740</b>	<b>96,467</b>	<b>—</b>
<b>Services &amp; Supplies</b>						
100-418-342	Tech Services-Other	191,909	184,600	171,638	216,420	— See attached list
100-418-530	Communications (Internet, Cell)	618	1,000	800	1,000	—
100-418-580	Training	1,154	3,000	2,000	3,000	—
100-418-600	General Supplies	1,694	1,500	1,500	1,500	—
100-418-605	Minor Equipment	5,425	5,000	5,000	5,000	—
100-418-700	Shared Costs	(82,177)	(80,639)	(80,369)	(89,839)	—
100-418-730	Improve other than Buildings	3,823	11,500	—	—	—
	<b>Total Services &amp; Supplies</b>	<b>122,446</b>	<b>125,961</b>	<b>100,569</b>	<b>137,081</b>	<b>—</b>
	<b>Total Expenditures</b>	<b>189,729</b>	<b>199,302</b>	<b>173,309</b>	<b>233,548</b>	<b>—</b>

**SCHEDULE OF EXISTING CONTRACTS / Subscriptions IT  
Budget Year 2024-25**

<b>Line</b>	<b>Vendor</b>	<b>Proposed Expenditure FY 2024-25</b>	<b>Reason or need for contract:</b>
1	Archive Social	4,200	Social media archiving - Yearly Subscription
2	Canva Social media	2,000	Template Tool - Yearly Subscription
3	Caselle, Inc.	47,000	Accounting ERP Software
4	CivicPlus	27,000	City website development and hosting
5	ESRI ARC Gis Licensing	3,975	GIS- Yearly License Agreement
6	Granicus- AKA Smart Gov	30,000	Bldg Dept Software for permitting Annual Subscription
7	Log meIn - GO TO	2,000	Remote Access Annual Subscription
8	Managed IT Emergency Support	10,000	Emergency IT support - Backup for IT Specialist
9	Microsof Office 365 & Visio	25,000	Yearly subscribtion-Email and Office accounts
10	Mitel- Pacific States Communication	9,000	PSC Harware Software /Phones only 3hr remote help- Annual Maintenance Agreement
11	Open Gov	19,245	Operating & Capital Budget,Enterprise Intergration
12	Stampli	14,000	Accounts Payable Automated system
13	Summit Partners	4,500	Back up Servers - Annual Subscription
14	Symantec	1,500	End point security
15	Workiva	15,000	Budget Book Software
16	Zoom	2,000	Remote access for Council Meetings

# 525 Animal Control

## Budget Proposal

### Description

#### Mission Statement

We protect and advocate for companion animals in need while protecting the public from animal related issues. We provide Fernley residents with the highest quality of service by upholding and enforcing laws and codes which are the safety standards established by our legislative branch. We work closely with the community to create voluntary compliance. We are a department of community safety and purpose.

The mission of the Animal Control Division is to provide education to the public, by promoting responsible pet ownership and humane treatment of all animals, in addition to the enforcement of city ordinances and state laws pertaining to animals and the welfare of the citizens of Fernley.

#### Legal Requirements

FMC 6.07 The rabies control authority (rabies control authorities in the city are city animal control, the sheriff and appointed deputies, and appointed animal services officer(s)) shall cause a dog or cat, regardless of current vaccination against rabies, which has bitten a person to be quarantined and observed for ten days following the bite under the supervision of a licensed veterinarian or other person designated by the rabies control authority. The observation must be within an enclosure or with restraints deemed adequate by the rabies control authority to prevent direct contact with a person or animal.

Nevada Administrative Code 441.435 requires owners of all dogs, cats, and ferrets to be vaccinated against Rabies and for each animal that is owned to be licensed with the entity in which the animal resides. NAC 441.410 requires that the animals in the jurisdiction be licensed with the City or County entity in which the animal resides.

In 2006, Congress passed the PETS (Pets Evacuation and Transportation Standards) Act, amending the Stafford Act to ensure that local jurisdictions created a plan for evacuation of not only the residents, but also their household pets and service animals. By creating a disaster plan that includes a trailer stocked with supplies to quickly set up at an evacuation response center, we can better serve the community in the event of a crisis. The trailer will be stocked with all necessary supplies for an evacuation center, including cages for dogs and cats, food/water bowls, litter trays, emergency tools, and more. The trailer will cost approximately \$13,000 and placing a decal with the City of Fernley seal and "Animal Control Emergency Response" badging on it will cost approximately \$1300. Cost for the badging will be applied to the professional services budget.

#### Primary Responsibilities

To protect the public health and welfare from the adverse and deleterious acts of conditions associated with domestic animals, specifically dogs kept as pets, companions, or for breeding purposes. Further, to provide a service to ensure the registration of canines and vaccination for the prevention of rabies as required by NRS 441A.410; and to regulate the care and control of dangerous or vicious animals.

For the purposes of this chapter, the level of animal services to be provided by the City of Fernley shall be defined to be the following activities:

- To enforce local, county, and state ordinances for the care and management of animals.
- To administer a Dog Licensing Program to assure the Rabies vaccination of dogs.
- To place a quarantine for animals that have bitten a human being or are suspected of Rabies exposure.

Professional Services- FY 23-24 saw numerous medical cases including emergency veterinary care and medical care for animal cruelty investigations. These funds are all requested in court as restitution back to the City, however, the court process can be very lengthy and the funds are not always repaid promptly. Due to the increased veterinary care costs, the budget reflects an increase in the professional service line item to \$6000.

For this fiscal year, Animal Control is emphasizing public outreach, continuing our annual low-cost vaccination program, and disaster preparedness.

**1. Low Cost Vaccine and Microchip Event-**

- a. Animal Control will sponsor an event for low cost rabies vaccines and microchipping at City Hall. Participants will be limited to Fernley Residents only.
- b. Veterinarians will vaccinate and microchip dogs outside and send the participants inside to license their pets.
- c. Through a veterinary office, a Rabies vaccine will run about \$20-25 in addition to paying the exam fee which runs anywhere from \$30-50 in most facilities. This brings the cost of a mandatory vaccine to \$50-75. Many people in our area are affected by low income or an inability to drive to other low-cost vaccine clinics. Microchips typically run anywhere between \$15-45 depending on the company.
- d. Many dogs that I interact with in the field do not have identification tags including Rabies tags or microchips, making it hard to return animals to their owners.
- e. My proposal for the clinic is to offer \$15 Rabies vaccines and a free microchip. Participants will be taken into city hall after the vaccine where the information will be provided to frontline staff for licensing purposes. Assistants to the veterinarians will take identification photos of the dogs and assist participants in registering microchip information with the manufacturer. This will be a twofold help to the City.
  - i. We will gain greater compliance with Rabies vaccine requirements as well as licensing revenue. The risk of an individual having to be treated for suspected Rabies exposure would be reduced as more people would have access to lower cost vaccines.
  - ii. Dogs will be implanted with a microchip that has up to date information to allow wayward animals to be returned to their homes, thus reducing the burden on the Shelter over time.
- f. For each \$15 vaccine that is purchased, the City will make approximately \$9.35 in profit which can be used for other programs and services.
- g. According to the Center for Disease Control, the US has been without a case of Rabies in dogs since 2007. This is due to a stringent control program of vaccinations and licensing. However, to continue with this trend and to prevent transmission in pets, vaccine protocols must be kept up with and strongly enforced.

**Change in number of positions from prior FY to requested FY**

Creation of a Senior Animal Control Officer position and freezing the current Animal Control Officer II to better support and acknowledge the day to day operational needs of the department. Upgrading the part time Animal Control Officer I from part time to full time is also proposed to account for the increased work load in the department.

**Proposal Summary**

**Budget**

FY 2025 Tentative Budget

**Budget Phase**

Budget Review

**Proposal Status**

In Review

**Created By**

Jennie Carrick

**Exported At**

Mar 29, 2024, 06:25 PM (UTC)

Base Revenues	\$6,500.00
Adjustments	\$0.00
<b>Revenues</b>	<b>\$6,500.00</b>
Base Expenses	\$205,987.87
Adjustments	+\$12,500.00
<b>Expenses</b>	<b>\$218,487.87</b>
<b>Deficit</b>	<b>\$211,987.87</b>

## Animal Control

### Goals and Objectives

Strategic Goal: Implement a City Sponsored Low-Cost Vaccine Day				
Goal 1		Provide access to low-cost Rabies vaccines and provide availability for free microchips		
Performance Measure: %				
	FY24-25	FY25-26	FY26-27	
Task 1	100%			Align with a local vet to provide service
Task 2	100%			Purchase Rabies vaccines and microchips
Task 3	100%			Spread information to the public through social media page, newsletter, and outdoor ticker.
Task 4	100%			Work alongside veterinary staff and take microchip information, register chip, and take photo of all dogs.
Task 5	100%			Escort participants to administrative staff to conduct licensing payment and application.
Task 6	100%			Input all new applications and log photos into database.
Strategic Goal: Creation of a disaster preparedness trailer				
Goal 2				
Performance Measure: %				
	FY24-25	FY25-26	FY26-27	
Task 1	90%			Modify trailer currently owned by the City to house supplies*
Task 2	40%			Acquire enough cages to be able to safely house 50 animals in an evacuation-type situation
Task 3	50%			Stock trailer with enough resources to be able to care for animals; including litter boxes, food/water bowls, heaters, lights, etc.
Task 4	25%			Create forms for intake, rules, and make posters for directions and information.
Task 5	35%			Write base plan for activation of the trailer, usage, and upkeep.

\*Note: Current trailer will no longer be available to Animal Control for FY 2024-25. Animal Control has budgeted \$13,000 for the purchase of a new disaster preparedness trailer for FY 2024-25

Fund	100	General Fund
Department	525	Animal Control

		2022-23	2023-24	2023-24	2024-25	2024-25
		FY 2023	FY 2024	FY 2024	FY 2025	FY 2025
		Actual	Budget	Actual Estimated	Tentative Budget	Final Budget
<b>Salaries &amp; Benefits</b>						
100-525-100	Regular Pay	40,598	73,494	58,331	115,058	—
100-525-130	Overtime Pay	3,511	4,500	2,000	4,500	—
100-525-140	Annual Leave Pay	6,011	859	5,000	1,675	—
100-525-150	Sick Leave Pay	1,412	—	2,000	—	—
100-525-160	Holiday Pay	2,712	—	3,000	—	—
100-525-200	FICA	—	1,220	1,000	—	—
100-525-210	Medicare	823	745	1,300	1,758	—
100-525-220	Unemployment	444	584	1,000	1,168	—
100-525-230	Retirement (PERS)	8,126	7,815	9,500	20,135	—
100-525-240	Group Insurance	8,196	8,542	8,500	19,187	—
100-525-250	Workers Compensation	1,951	3,715	2,900	8,508	—
100-525-260	Other Benefits	(427)	—	—	—	—
	<b>Total Salaries &amp; Benefits</b>	<b>73,357</b>	<b>101,474</b>	<b>94,531</b>	<b>171,989</b>	<b>—</b>
<b>Services &amp; Supplies</b>						
100-525-322	Prof Serv-Other	3,753	4,500	5,000	6,000	— Rabies Testing, Vet Visits, Investigations, Vaccine Clinics
100-525-346	Co Shelter Agreement	3,000	4,000	3,000	4,000	— Shelter Agreement
100-525-550	Printing and Postage	1,374	2,000	1,000	2,000	—
100-525-580	Training	450	1,500	750	1,500	— Animal Cruelty Investigator Certification
100-525-582	Travel	—	3,000	—	3,000	—
100-525-600	General Supplies	4,448	3,000	1,500	3,000	— Disaster Trailer
100-525-601	Office Supplies	47	500	500	500	—
100-525-605	Minor Equipment	3,674	5,000	3,500	5,000	—
100-525-610	Automotive Supplies	1,932	2,000	2,000	—	—
100-525-616	Safety Supplies	906	1,000	500	1,000	—
100-525-626	Gasoline	5,847	7,500	6,000	7,500	—
100-525-742	Vehicles	—	—	—	13,000	— New Disaster Response Trailer
	<b>Total Services &amp; Supplies</b>	<b>25,431</b>	<b>34,000</b>	<b>23,750</b>	<b>46,500</b>	<b>—</b>
	<b>Total Expenditures</b>	<b>98,788</b>	<b>135,474</b>	<b>118,281</b>	<b>218,489</b>	<b>—</b>

# 415 Finance

## Budget Proposal

### Description

#### Mission Statement

In a manner of excellence, integrity, and dedication, the City's Finance Department is committed to providing fiscally responsible financial management, appropriate internal control and cooperative guidance to City Staff, the Mayor, the City Council and the Citizens of Fernley.

#### Legal Requirements

It is the responsibility of City staff to comply with provisions included in NRS and NAC 364 - Local and Financial Administration.

#### Primary Responsibilities

Financial reporting, general accounting, accounts payable, payroll, A/R, Budget, Audit, Cash Management, Debt Management, Investment management, asset and grant accounting, Internal Controls

#### Overall change in level of service

For FY 2024-25 there is only minor changes proposed to the budget. There is an increase of \$4,500 in training and travel for the City Treasurer and Deputy Finance Director to attend the annual Government Finance Officer's Association conference.

### Proposal Summary

#### Budget

FY 2025 Tentative Budget

#### Budget Phase

Budget Review

#### Proposal Status

In Review

#### Created By

Jennie Carrick

#### Exported At

Mar 29, 2024, 06:27 PM (UTC)

Base Revenues	\$0.00
Adjustments	\$0.00
<b>Revenues</b>	<b>\$0.00</b>
Base Expenses	\$743,923.40
Adjustments	+\$113,015.00
<b>Expenses</b>	<b>\$856,938.40</b>
<b>Deficit</b>	<b>\$856,938.40</b>

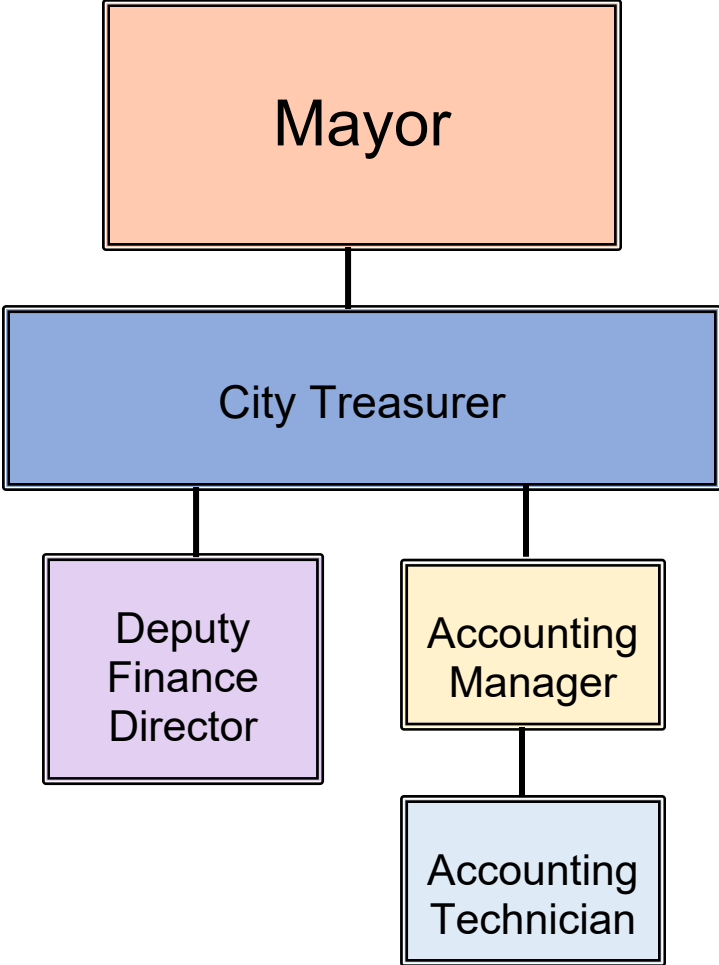
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Finance

Organizational Chart



## Goals and Objectives

Strategic Goal: The City of Fernley must strive to maintain and improve overall fiscal integrity, stability, and equality of the city's financial planning.		
Goal 1	Implementation of new purchasing policy	
Objective 1	Preparation of updated, completed, and detailed policy	
	Task 1	Coordinate with member of staff for input
	Task 2	Coordinate with legal for review
	Task 3	Submit policy to Council for approval
Goal 2: Capital projects/maintenance plan/document		
Objective 1	A plan that coincides with the City's mission and provides guidance to staff and Council	
	Task 1	Write draft
	Task 2	Distribute to staff
	Task 3	Meet with Council individually
	Task 4	Present to City Council
Goal 3: Implement a purchase order system		
	Task 1	Ensure the capabilities of the ERP system
	Task 2	Create policies and procedures for the purchase order system
	Task 3	Train necessary staff
Goal 4: Expand the purchase card program		
	Task 1	Identify potential employees in need of a purchasing card
	Task 2	Create policies and procedures for the purchase card system
	Task 3	Train identified staff

Fund	100	General Fund
Department	415	Finance

	2022-23	2023-24	2023-24	2024-25	2024-25	
	FY 2023	FY 2024	FY 2024	FY 2025	FY 2025	
	Actual	Budget	Actual Estimated	Tentative Budget	Final Budget	
<b>Salaries &amp; Benefits</b>						
100-415-100	Regular Pay	99,806	126,778	82,499	143,047	—
100-415-130	Overtime Pay	7	—	150	—	—
100-415-140	Annual Leave Pay	2,482	2,088	6,000	2,565	—
100-415-150	Sick Leave Pay	1,361	—	3,000	—	—
100-415-160	Holiday Pay	1,175	—	2,000	—	—
100-415-210	Medicare	1,568	1,659	1,358	2,111	—
100-415-220	Unemployment	550	711	862	891	—
100-415-230	Retirement (PERS)	19,695	24,146	20,260	40,485	—
100-415-240	Group Insurance	11,299	12,127	17,712	30,869	—
100-415-250	Workers Compensation	2,294	5,985	3,000	7,616	—
100-415-260	Other Benefits	248	—	300	—	—
	<b>Total Salaries &amp; Benefits</b>	<b>140,485</b>	<b>173,494</b>	<b>137,141</b>	<b>227,584</b>	<b>—</b>
<b>Services &amp; Supplies</b>						
100-415-322	Prof Serv-Other	7,985	18,000	25,000	18,000	—
100-415-328	Prof Serv-Auditing	57,650	59,025	60,000	64,800	—
100-415-540	Advertising	—	—	3,333	—	—
100-415-550	Printing and Postage	1,900	1,900	1,900	1,900	—
100-415-580	Training	923	1,500	1,420	2,000	— GFOA Annual Conference
100-415-581	Dues and Memberships	730	750	750	750	— AGA, GFOA Memberships
100-415-582	Travel	—	1,000	5,000	5,000	—
100-415-600	General Supplies	1,007	1,500	2,000	1,500	—
100-415-605	Minor Equipment	168	1,000	750	1,000	—
100-415-609	Credit Card Fees - Govt Svcs	12,840	15,000	23,000	24,000	—
100-415-611	Late Fees	—	100	50	100	—
100-415-615	Cash Over/Short	(145)	100	100	100	—
100-415-640	Books and Periodicals	—	250	—	250	— GFOA Updated GAAFR Book
100-415-700	Shared Costs	(28,774)	(50,486)	(50,486)	(51,337)	—
100-415-900	Contingency	—	487,364	—	561,292	—
	<b>Total Services &amp; Supplies</b>	<b>54,284</b>	<b>537,003</b>	<b>72,817</b>	<b>629,355</b>	<b>—</b>
	<b>Total Expenditures</b>	<b>194,769</b>	<b>710,497</b>	<b>209,958</b>	<b>856,939</b>	<b>—</b>

Fund	100	General Fund
Department	625	Debt Service

	2022-23	2023-24	2023-24	2024-25	2024-25
	FY 2023	FY 2024	FY 2024	FY 2025	FY 2025
	Actual	Budget	Actual Estimated	Tentative Budget	Final Budget
Debt Service					
100-625-700					
Shared Costs	—	—	—	—	—
100-625-860					
Interest Expenditure	—	—	—	—	—
100-625-861					
Principal Payment	—	—	—	—	—
<b>Total Expenditures</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>

# 416 City Clerk

## Budget Proposal

### Proposal Summary

**Budget**

FY 2025 Tentative Budget

**Budget Phase**

Budget Review

**Proposal Status**

In Review

**Created By**

Jennie Carrick

**Exported At**

Mar 29, 2024, 06:28 PM (UTC)

Base Revenues	\$2,533,500.00
Adjustments	+\$295,500.00
<b>Revenues</b>	<b>\$2,829,000.00</b>
Base Expenses	\$433,657.66
Adjustments	-\$5,070.00
<b>Expenses</b>	<b>\$428,587.66</b>
<b>Surplus</b>	<b>\$2,400,412.34</b>

### Description

**Mission Statement**

The mission of the City Clerk’s Office is to provide quality services to all customers both internal and external, in an ethical, impartial, and professional manner. We will conduct municipal elections with the highest integrity, effectively manage all official records of the City, and issue and enforce all required licenses, which protect the health, safety, and welfare of the community.

**Legal Requirements**

The general duties of the Office of the City Clerk are described in NRS 266.480. The requirements related to elections are described in NRS 293C through 306.

**Primary Responsibilities**

Agendas/Minutes, countersign all Contracts and Agreements, Keeping of the Corporate Seal, management of all records and papers of the City, Elections, Ordinances, and Resolutions. Business, Liquor and Solicitor Licenses, Passport Acceptance

**Overall change in level of service**

Please consider adding a full or part time IT specialist/support staff.

**Change in number of positions from prior FY to requested FY**

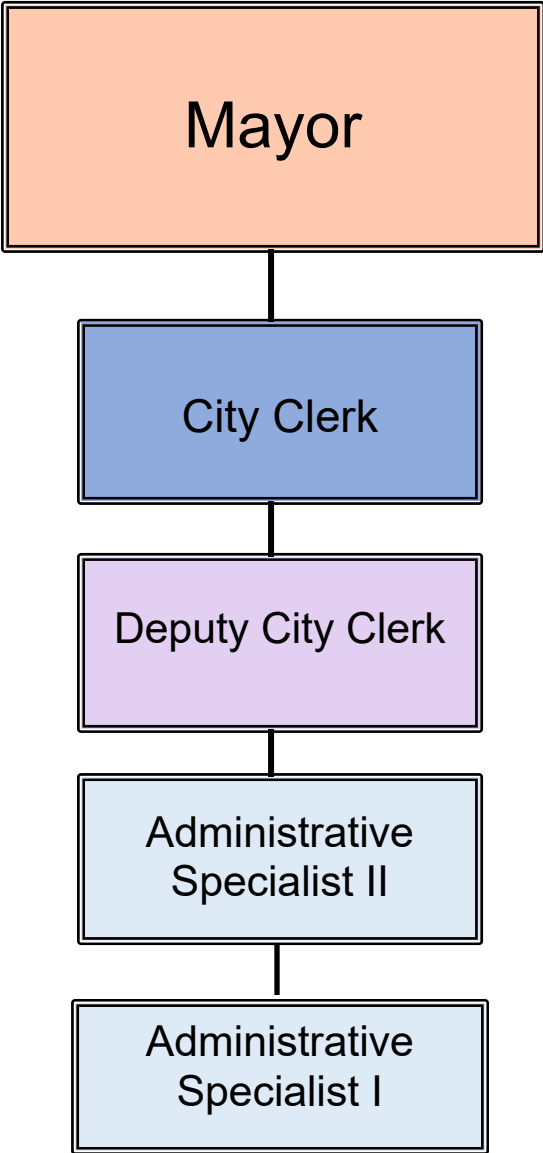
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Add links

Clerk

Organizational Chart



## City Clerk's Office

<b>Strategic Goal: Increase opportunities for civic engagement and community building</b>		
<b>Goal</b>	<b>Increase access to city meetings and activities</b>	
<b>Objective</b>	Promote public and community awareness	
	Task 1	After each meeting add a minute's summary of the meeting to the City's website under Newsflash and Facebook.
	Task 2	Live Stream City Meetings on Zoom.
	Task 3	Record Zoom training videos so public can view on their own time.
	Task 4	Explore translation of meetings
	Task 5	Add public meetings to Community Calendar
<b>Strategic Goal: Ensure municipal services meet the needs and expectations of the community</b>		
<b>Goal</b>	<b>Be current on policies and compliant with State and Federal laws</b>	
<b>Objective 1</b>	Countersign contracts keep the corporate seal and records of the City.	
	Task 1	Pursuant to NRS 266.480(4), countersign all contracts made in behalf of the City.
	Task 2	Maintain a comprehensive electronic imaging, records and information management program based on department policies and schedules.
	Task 3	Pursuant to NRS 239.051 ensure all staff are following the records destruction procedure, work with each department to ensure program compliance.
<b>Objective 2</b>	City business conducted in compliance with NRS and open meeting law.	
	Task 1	Post agendas no later than 9 am, 3 days prior to the day of the meeting, excluding the weekends and holidays in accordance with the Open Meeting Law.
	Task 2	Post agenda on the City and State websites, mail, or email a copy of agenda to anyone who has submitted a request.
<b>Objective 3</b>	Promote citizen trust in local government through transparency and communications.	
	Task 1	Pursuant to NRS 239 fulfill public records requests within 5 days of receipt.
	Task 2	Implement procedures to use paperless forms and deliver better online services to our citizens.
	Task 3	Continue to work with staff to improve productivity through technology and training

Fund	100	General Fund
Department	416	Office of City Clerk

		2022-23	2023-24	2023-24	2024-25	2024-25
		FY 2023	FY 2024	FY 2024	FY 2025	FY 2025
		Actual	Budget	Actual Estimated	Tentative Budget	Final Budget
<b>Salaries &amp; Benefits</b>						
100-416-100	Regular Pay	158,338	171,576	157,396	233,315	—
100-416-130	Overtime Pay	2,488	888	3,755	2,985	—
100-416-140	Annual Leave Pay	9,170	1,981	8,000	3,847	—
100-416-150	Sick Leave Pay	4,256	—	4,500	—	—
100-416-160	Holiday Pay	5,800	—	5,000	—	—
100-416-210	Medicare	2,546	2,394	2,800	3,482	—
100-416-220	Unemployment	1,510	1,658	2,000	1,859	—
100-416-230	Retirement (PERS)	48,582	43,861	49,000	64,878	—
100-416-240	Group Insurance	44,179	42,300	33,000	46,862	—
100-416-250	Workers Compensation	6,461	8,634	7,300	12,560	—
100-416-260	Other Benefits	(1,623)	—	—	—	—
	<b>Total Salaries &amp; Benefits</b>	<b>281,707</b>	<b>273,292</b>	<b>272,751</b>	<b>369,788</b>	<b>—</b>
<b>Services &amp; Supplies</b>						
100-416-322	Prof Serv-Other	164	2,000	—	2,000	— Elections
100-416-420	Outside Serv	9,079	25,470	27,000	17,050	—
100-416-520	Insurance	—	5,500	—	—	—
100-416-540	Advertising	3,512	13,000	4,500	10,000	—
100-416-550	Printing and Postage	17,445	14,000	12,000	14,500	—
100-416-580	Training	1,719	5,000	1,500	6,000	— Clerks Academy, IIMC Conference
100-416-581	Dues and Memberships	565	1,000	1,000	1,000	— ARMA, IIMC, NV Clerks
100-416-582	Travel	—	1,000	5,000	1,500	—
100-416-600	General Supplies	1,713	3,000	2,000	3,500	—
100-416-605	Minor Equipment	1,631	2,200	2,000	3,000	—
100-416-626	Gasoline	—	50	—	50	—
100-416-640	Books and Periodicals	124	200	200	200	—
100-416-650	Community Support	—	—	100	—	—
	<b>Total Services &amp; Supplies</b>	<b>35,952</b>	<b>72,420</b>	<b>55,300</b>	<b>58,800</b>	<b>—</b>
	<b>Total Expenditures</b>	<b>317,659</b>	<b>345,712</b>	<b>328,051</b>	<b>428,588</b>	<b>—</b>

# 414 City Attorney

## Budget Proposal

### Proposal Summary

**Budget**

FY 2025 Tentative Budget

**Budget Phase**

Budget Review

**Proposal Status**

In Review

**Created By**

Jennie Carrick

**Exported At**

Mar 29, 2024, 06:29 PM (UTC)

Base Revenues	\$0.00
Adjustments	\$0.00
<b>Revenues</b>	<b>\$0.00</b>
Base Expenses	\$717,336.34
Adjustments	+\$6,976.00
<b>Expenses</b>	<b>\$724,312.34</b>
<b>Deficit</b>	<b>\$724,312.34</b>

### Description

**Mission Statement**

The mission of the Fernley City Attorney's Office is to deliver outstanding legal services to the City of Fernley by providing sound legal advice to City officials to help them achieve the City goals. We will accomplish this by defending Fernley's advanced policies in court, and protecting public health, safety, and welfare through effectively prosecuting violations of the City criminal and civil ordinances, when the community's quality of life or economic interests are jeopardized.

**Legal Requirements**

The primary duties of the City Attorney are laid out in NRS 266.470. The City Attorney shall be the legal adviser of the city council and all officers of the City in all matters respecting the affairs of the City and shall perform such duties as may be required by the City Council or prescribed by ordinance.

**Primary Responsibilities**

The City Attorney is appointed by the City Council. The City Attorney provides legal guidance and support to elected City Officials, City Departments, and Boards and Commissions in the conduct of City business. The City Attorney represents the City in judicial and administrative proceedings, and prosecutes misdemeanor violations of the Nevada Revised Statutes (NRS) and the Fernley Municipal Code. Personnel/salary cost to be increased for the Deputy City Attorney in correlation with with these new supervision duties.

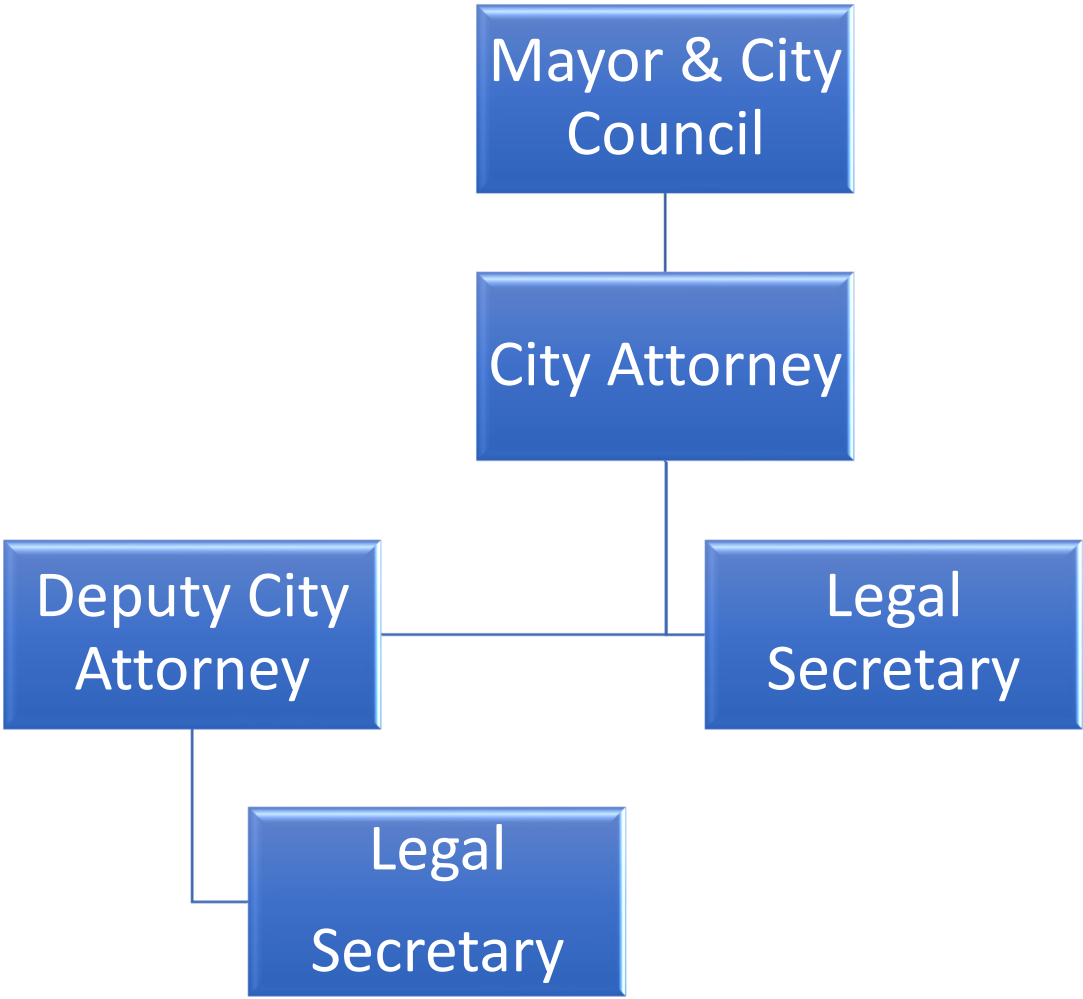
**Overall change in level of service**

None

**Change in number of positions from prior FY to requested FY**

none

City Attorney  
Organizational Chart



## City Attorney

### Goals, Objectives, and Work Plan

<b>Strategic Goal: Ensure municipal services meet the needs and expectations of the community</b>				
<b>Goal 1</b>	Professional and Legal Municipality			
Objective 1	Review municipal action for legal compliance			
	Task 1	Provide legal review on all staff reports		
	Task 2	Provide legal opinions on submitted requests (as well as impromptu requests)		
	Task 3	Meet weekly with department heads to brainstorm legal issues in their department		
Objective 2	Provide training to raise legal awareness			
	Task 1	CAO staff to attend training to attempt to ensure they are up to date on changes in the law in both criminal and municipal civil law		
	Task 2	Training with the executive and legislative branches of the City to include basic as well as complex municipal government law		
	Task 3	Encouraging staff and assisting staff on becoming experts in the laws, policies, and contracts that affect their department		
Performance Measure: Return legal review on 85% of agenda reports within the agenda process deadline				
	Quarter 1	Quarter 2	Quarter 3	Quarter 4
% completed	100%	100%	100%	100%
<b>Strategic Goal: Ensure municipal services meet the needs and expectations of the community</b>				
<b>Goal 2: Public Safety</b>				
Objective 1	Diligently prosecute criminal cases			
	Task 1	Open/manage 700+ criminal files submitted to City Attorney's Office		
	Task 2	Assist witnesses and especially victims in court preparation and obtaining resources. Improve upon the Legal Secretary 1 position serving as a quasi victi advocate by improving upon internal policies and procedures and training so as to assist and guide that position to reach excellent victim customer service and compliance with Marcy's Law and NRS.		
	Task 3	Prepare for arraignments, trials, and pretrials.		
<b>Strategic Goal: Ensure municipal services meet the needs and expectations of the community</b>				
<b>Goal 3: Excellent communication, teamwork, and skill base</b>				
Objective 1	Teamwork			
	Task 1	Meet regularly with staff to communicate/brainstorm cases, civil projects, etc.		
	Task 2	Continue to develop policies and procedures for the organization of the criminal and litigation and municipal workload/cases.		
	Task 3	<p>A. Create a naming system that incorporates other potential names they could be called for the civil/municipal cases to ensure a more organized civil component and avoid duplicate research and provide institutional knowledge of past events on the same issues.</p> <p>B. Scan civil files for access during telecommuting and for long-term preservation into Legal Edge.</p>		
	Task 4	<p>Meet regularly with and work cooperatively with other governmental agencies and City of Fernley departments.</p> <ul style="list-style-type: none"> <li>Meet with the District Attorney regarding joint criminal case issues</li> <li>Meet weekly with the Public Defender to communicate offers to achieve judicial efficiency</li> </ul>		

		<ul style="list-style-type: none"> <li>Develop policies with Municipal Court to ensure Judicial Efficiency and manageable weekly criminal caseloads.</li> </ul>
	Task 5	Send monthly emails to the council on the priorities of the City Attorney's Office
Objective 2	Supervising: Strive to constantly improve staff knowledge/competency through training and experience	
	Task 1	Meet with staff and survey their opinions on what tools and training they need to do their jobs
	Task 2	Provide training and mentoring
	Task 3	Review, test, and train to improve internal staff's knowledge on the various aspects, tasks, and duties of each position: The Attorney's office in general; and the City in general

**Strategic Goals: Manage sustainable growth and maintain public infrastructure; Encourage a variety of housing types, density and price that accommodate the needs, desires and financial abilities of the current and future households. Increase opportunities for civic engagement and community building**

**Goal 1 Professional and Legal Municipality**

Objective 1 Review municipal action for legal compliance

Task 1 Provide legal review on agenda reports and formal and informal requests for review. Attend meetings to assist in guiding the client into legal compliance and reaching the clients goals in a legal path.

Task 2 Provide legal opinions on submitted requests (as well as impromptu requests)

Task 3 Meet weekly with department heads to brainstorm legal issues in their department

Objective 2 Provide training to raise legal awareness

Task 1 CAO staff to attend training to attempt to ensure they are up to date on changes in the law in land use

Task 2 Training with the executive and legislative branches of the City to include basic as well as complex municipal government law and land use

Task 3 Encouraging staff and assisting staff on becoming experts in the laws, policies, and contracts that affect their department in this area

Performance Measure: Return legal review on 85% of agenda reports within the agenda process deadline

	Quarter 1	Quarter 2	Quarter 3	Quarter 4
% completed	100%	100%	100%	100%

**Strategic Goals: Develop a defined city center with a mix of businesses, restaurants, and Entertainment. Maintain strong partnerships with public agencies and community organizations.**

**Goal 2: Continue to foster relationships with outside agencies and partners**

Objective 1 Meet with Key Stakeholders and Review Documents for Legal Compliance

Task 1 Review Agenda Reports, MOU, and other documents that foster this goal

Task 2 Assist staff in navigated grants legal requirements that are related to this topic and draft relevant contracts in compliance

Task 3 Attend meetings to foster a good relationship and communication

Fund	100	General Fund
Department	414	Office of City Attorney

	2022-23	2023-24	2023-24	2024-25	2024-25	
	FY 2023	FY 2024	FY 2024	FY 2025	FY 2025	
	Actual	Budget	Actual Estimated	Tentative Budget	Final Budget	
<b>Salaries &amp; Benefits</b>						
100-414-100	Regular Pay	332,912	353,472	211,500	355,641	—
100-414-130	Overtime Pay	1,608	1,000	1,000	1,000	—
100-414-140	Annual Leave Pay	5,533	5,657	30,000	5,422	—
100-414-150	Sick Leave Pay	4,096	—	10,000	—	—
100-414-160	Holiday Pay	6,210	—	8,500	—	—
100-414-210	Medicare	4,954	5,104	5,000	5,250	—
100-414-220	Unemployment	2,022	2,330	2,500	2,335	—
100-414-230	Retirement (PERS)	96,117	107,079	75,000	109,429	—
100-414-240	Group Insurance	51,372	53,532	45,000	67,300	—
100-414-250	Workers Compensation	8,395	18,408	9,000	18,936	—
100-414-260	Other Benefits	(3,380)	—	—	—	—
	<b>Total Salaries &amp; Benefits</b>	<b>509,839</b>	<b>546,582</b>	<b>397,500</b>	<b>565,313</b>	<b>—</b>
<b>Services &amp; Supplies</b>						
100-414-310	Prof Serv-Legal	73,050	90,000	90,000	90,000	— Outside Legal Costs
100-414-322	Prof Serv-Other	33,704	20,000	10,000	20,000	— Pool Pact Deductibles
100-414-342	Tech Serv-Other	7,975	22,000	25,000	22,000	— Legal Edge Case Management Software
100-414-530	Communications	1,782	1,000	1,600	2,000	—
100-414-540	Advertising	—	—	720	—	—
100-414-550	Printing and Postage	5,941	7,500	6,000	7,500	—
100-414-580	Training	3,568	6,500	4,000	6,500	—
100-414-581	Dues and Memberships	1,050	3,000	2,000	3,000	— State of Nevada Bar Dues
100-414-600	General Supplies	2,315	4,000	1,500	4,000	—
100-414-605	Minor Equipment	2,349	2,500	1,000	2,500	—
100-414-612	Supplies-Building Maintenance	275	500	—	500	—
100-414-640	Books and Periodicals	425	1,000	1,000	1,000	— NRS, Municipal Code Books
100-414-700	Shared Costs	(1,401)	(839)	(1,500)	—	—
	<b>Total Services &amp; Supplies</b>	<b>131,033</b>	<b>157,161</b>	<b>141,320</b>	<b>159,000</b>	<b>—</b>
	<b>Total Expenditures</b>	<b>640,872</b>	<b>703,743</b>	<b>538,820</b>	<b>724,313</b>	<b>—</b>

# 425, 200, 210 Municipal Court

## Budget Proposal

### Proposal Summary

**Budget**

FY 2025 Tentative Budget

**Budget Phase**

Budget Review

**Proposal Status**

In Review

**Created By**

Jennie Carrick

**Exported At**

Mar 29, 2024, 06:30 PM (UTC)

Base Revenues	\$252,625.00
Adjustments	-\$119,525.00
<b>Revenues</b>	<b>\$133,100.00</b>
Base Expenses	\$678,077.59
Adjustments	+\$53,375.00
<b>Expenses</b>	<b>\$731,452.59</b>
<b>Deficit</b>	<b>\$598,352.59</b>

### Description

#### Municipal Court

*Mission Statement:*

Fair, efficient, and impartial access to justice through due process that promotes and upholds the integrity of the court.

*Vision Statement:*

The Fernley Municipal Court strives to be a prompt, efficient, effective, virtual, paperless and holistic court providing programs, resources and alternative options in an all-in-one justice center.

*Legal Requirements*

NRS 266.550 through 266.595 describes the jurisdiction and operation of Municipal Courts. The Municipal Court has similar powers that are provided by the law for Justice Courts, subject to the overall limited jurisdiction of misdemeanor offenses. The power of the Municipal Court includes the power to change and collect those fees pursuant to NRS 5.073.

*Primary Responsibilities*

The main responsibility of the Fernley Municipal Court is to provide a process and forum for ensuring due process of law and provide for the expeditious resolution of cases brought before the court involving alleged misdemeanor violations of Nevada Revised Statutes and Fernley Municipal Codes. Court security is provided by the court marshal.

The Fernley Municipal Court is submitting the FY 24/25 budget with no increase in its operational budget.

**General:**

No changes to be made at this time.

**Court Facility:**

The court is committing the amount of \$120,000.00 fund equity of the Court Facility Account balance to expenditure as allowed by Nevada Law.

**Administrative Assessment:**

The court is committing full amount of \$10,375 fund equity of the Court Facility Account balance to expenditure as allowed by Nevada Law.

The court is requesting the following:

Approval to promote one employee who is currently a Court Specialist to a Senior Court Specialist on their anniversary date, so long as the Court Administrator and Senior Municipal Court judge find that the employee has demonstrated proficiency in performance and has been assigned the relevant duties on a regular basis.

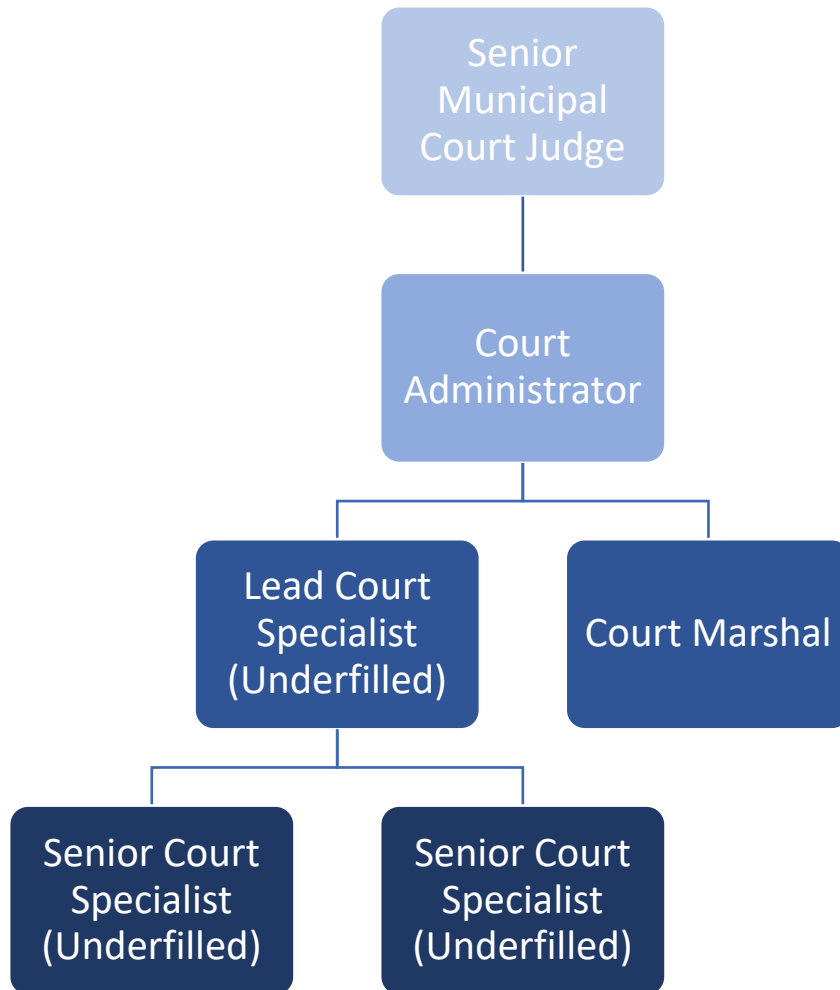
Approval to promote two employees who are currently a Junior Court Specialist to a Court Socialist on their anniversary dates, so long as the Court Administrator and Senior Municipal Court judge find that the employee has demonstrated proficiency in performance and has been assigned the relevant duties on a regular basis.

LOGOTYPE

OpenGov

Add links

# Fernley Municipal Court Organizational Chart 2024



Fund	100	General Fund
Department	425	Municipal Court

		2022-23	2023-24	2023-24	2024-25	2024-25
		FY 2023	FY 2024	FY 2024	FY 2025	FY 2025
		Actual	Budget	Actual Estimated	Tentative Budget	Final Budget
<b>Salaries &amp; Benefits</b>						
100-425-100	Regular Pay	221,418	295,880	219,300	299,589	—
100-425-130	Overtime Pay	4,824	39,439	4,663	23,939	—
100-425-140	Annual Leave Pay	18,205	2,794	6,000	3,582	—
100-425-150	Sick Leave Pay	3,510	—	6,000	—	—
100-425-160	Holiday Pay	9,495	—	7,500	—	—
100-425-200	FICA	—	—	40	—	—
100-425-210	Medicare	3,859	4,546	3,530	4,743	—
100-425-220	Unemployment	2,375	2,919	2,365	2,919	—
100-425-230	Retirement (PERS)	67,073	80,361	67,000	78,116	—
100-425-240	Group Insurance	52,222	58,990	55,000	62,081	—
100-425-250	Workers Compensation	10,176	16,397	9,150	17,108	—
100-425-260	Other Benefits	(2,384)	—	—	—	—
	<b>Total Salaries &amp; Benefits</b>	<b>390,773</b>	<b>501,326</b>	<b>380,548</b>	<b>492,077</b>	<b>—</b>
<b>Services &amp; Supplies</b>						
100-425-322	Prof Serv-Other	62,774	56,000	50,000	56,000	—
100-425-325	Prof Serv-Conflict Council	4,824	—	1,600	—	— Moved to City Manager
100-425-330	Prof Serv-Interpreter	6,740	9,000	9,000	9,000	—
100-425-335	Prof Serv-Senior Judge	2,273	6,000	3,000	6,000	—
100-425-340	Prof Serv-Witness Fees	—	2,000	—	2,000	—
100-425-341	Pretrial Services Program	2,180	3,500	3,500	3,500	—
100-425-530	Communications	—	—	500	800	—
100-425-550	Printing and Postage	8,180	12,000	10,000	12,000	—
100-425-580	Training	541	2,000	2,000	2,000	—
100-425-600	General Supplies	7,056	14,500	8,500	13,700	—
100-425-610	Automotive Supplies	6	4,000	—	—	— Moved to Fleet
100-425-626	Gasoline	1,181	4,000	1,100	4,000	—
100-425-740	Vehicles	53,602	—	—	—	—
	<b>Total Services &amp; Supplies</b>	<b>149,357</b>	<b>113,000</b>	<b>89,200</b>	<b>109,000</b>	<b>—</b>
	<b>Total Expenditures</b>	<b>540,130</b>	<b>614,326</b>	<b>469,748</b>	<b>601,077</b>	<b>—</b>

# 605 Building Safety

## Budget Proposal

### Proposal Summary

**Budget**

FY 2025 Tentative Budget

**Budget Phase**

Budget Review

**Proposal Status**

In Review

**Created By**

Jennie Carrick

**Exported At**

Mar 29, 2024, 06:31 PM (UTC)

Base Revenues	\$933,052.00
Adjustments	+\$366,948.00
<b>Revenues</b>	<b>\$1,300,000.00</b>
Base Expenses	\$624,034.38
Adjustments	-\$11,000.00
<b>Expenses</b>	<b>\$613,034.38</b>
<b>Surplus</b>	<b>\$686,965.62</b>

### Description

#### Department of Building Safety Mission Statement

The Department of Building Safety is resolved to create a livable and sustainable community. In addition to administering all building safety codes, we strive to enhance neighborhood quality of life, economic prosperity, and job creation citywide by providing comprehensive, efficient plan reviews, permitting, inspections and public education that ensures a safe-built environment, promotes fire prevention, improves conservation, and supports emergency response. We are committed to providing citizens, residents, and builders, with professional consulting and understanding of building methods in a timely and courteous manner. It is our goal to produce a positive atmosphere during enforcement practices, sponsor all efforts to reduce blight throughout the city, and as an employer, strive to create and maintain a robust and efficient work environment.

#### Legal Requirements

The Department of Building Safety is established under the provisions of the Nevada Revised Statutes, Chapter 278, and Section 580.

#### Primary Responsibilities

- Provide consulting services to the public and trade professionals.
- Participate and provide customers project feedback in pre-application, administrative entitlements, and design review meetings.
- Coordinate construction approvals with local Fire and State agency projects within City limits.
- Provide existing records of construction projects and clarify the codes assessment and insight of those records to the public.
- Intake and process new building construction, demolition, alteration, and repair permit applications.
- Review building plans for technical code compliance.
- Provide Building, Mechanical, Electrical, Plumbing, and Business license Inspections.

- Maintain applications, documents, and construction plans of city projects underway and properties historical records.
- Collect adopted fees and taxes on issued building permits .
- Inspect construction work and properties for adherence to approved plans and codes.
- Intake, process, and investigate citizens' complaints related to land use and structure maintenance.
- Assist in the resolution of citizen complaints or perceived violations of the City's codes.
- Evaluate and process citizens' complaints related to abandoned, parking, and vehicle enforcement.
- Assess exiting buildings and structures for Safety compliance.
- Provide code enforcement functions for the community.
- Issue Notices of Violations, Stop Work Orders, and Expired Permits on structures or projects.
- Conduct damage assessment inspections of fire, natural disaster, or other damaged properties.
- Evaluate and promote new innovative green or renewable building practices.
- Research alternate methods and materials for compliance.
- Manage the Trash Exemption program.
- Conduct and manage the Building Appeals Board.
- Represent the City before Council and public organizations.

### **Change in level of service**

Because of impacts associated with the current economy, as well as labor and material shortages, projects were affected with delays and increased safety concerns, however several of these projects are now in the permitting process and/or starting construction. Although we have seen a decrease in residential construction, the commercial and industrial construction is moving forward strongly.

Numerous large complex projects have begun construction that tremendously influence the revenues and resources of the department. Although we have launched an online permitting system, there are additional increases of complex and multi-family projects necessitating additional permitting, inspections, and construction activity. The additions of these types of projects and developments create more demands within inspections, reviews, and permitting activities.

The Building Department is our city's process incorporating Planning, Engineering, Fire, Public Works, and Building Safety, however, the coordination between all of these departments and other external agencies relies on Building Department staff. The Building Department acts as the hub for the majority of permitting processes within the City.

### **Professional Services Other- GL 100-605-322**

(100-605-322): This funding request is for Code Enforcement activities. The larger portion of the enforcement budget will be towing of abandoned or illegally parked vehicles from City Streets. \$20,000 of this expenditure is based on the fees associated with the approximate average number of 100 vehicles towed each year by our contractor. The cost of towing vehicles is \$ 200.00 per car. The remaining portion would allow for additional rubbish cleanup and providing dump vouchers and on site dumpsters to help facilitate clean up efforts on private property.

### **Professional and Tech Fees Misc.- GL 100-605-399**

(100-605-399): This line item has been increased from \$ 10,000.00 to \$ 15,000.00 to accommodate the implementation of new community development software. The city's development team was presented with demo's from two different companies that can provide software to better suit our needs. The development team agreed to move forward with Civic Gov. The cost of this software would be divided between 4 department to include the City Manager, Building, Planning and Engineering. The quote from Civic Gov is attached under supporting documents. The additional cost included in this line item would allow our department to subscribe to the OnX mapping application which would allow us to determine property ownership in the field when doing code enforcement.

### **Printing and Postage- GL 100-605-550**

This line item was increased from \$ 1,200.00 to \$ 2,500.00. The cost of postage has increased and the building department is sending many more letters in the mail pertaining to code enforcement cases.

### **Training- GL 100-605-580**

This line item was increased from \$ 5,000.00 to \$ 15,000.00. The job descriptions for all the positions within the building department require staff to be certified. The cost of certification trainings vary in price per individual certification. The Construction Exam Center offers guaranteed pass courses. None of these courses are offered locally and the closest location is in Sacramento. In addition to the cost of the individual certifications, travel and lodging are included in this line item. Continued education is required to maintain all certifications, which is an additional cost to obtaining the original certification.

### **Automotive Supplies- GL 100-605-610**

This line item was increased from \$ 1,000.00 to \$ 3,000.00. All three vehicles will be in need of new tires.

### **Books and Periodicals- GL 100-605-640**

The Building Department adopts new codes every 6 years. The last code adoption took place in 2018. We will be adopting the 2024 code cycle and will have to replace all of our current code books. Each code book is an average of \$ 250.00.

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## **REVENUE PROJECTION FY 24/25**

REVENUE PROJECTION (100-320-200): The revenues projected for FY 24-25 have been derived from an estimation of those revenues anticipated to be received through the upcoming projects. There is a normal project value increase related to the International Code Council Value Index that is released twice a year with us updating our project values in February and August of each calendar year.

FY 21/22 Actual Revenues = \$1,253,595

FY 22/23 Projected Revenues = \$ 933,052

FY 22/23 Actual Revenues to date 12-29-2022 = \$699,440

FY 23/24 Projected Revenues = \$ 800,000

FY 23/24 Actual Revenues as of 1-4-2024 = \$ 726,875.15

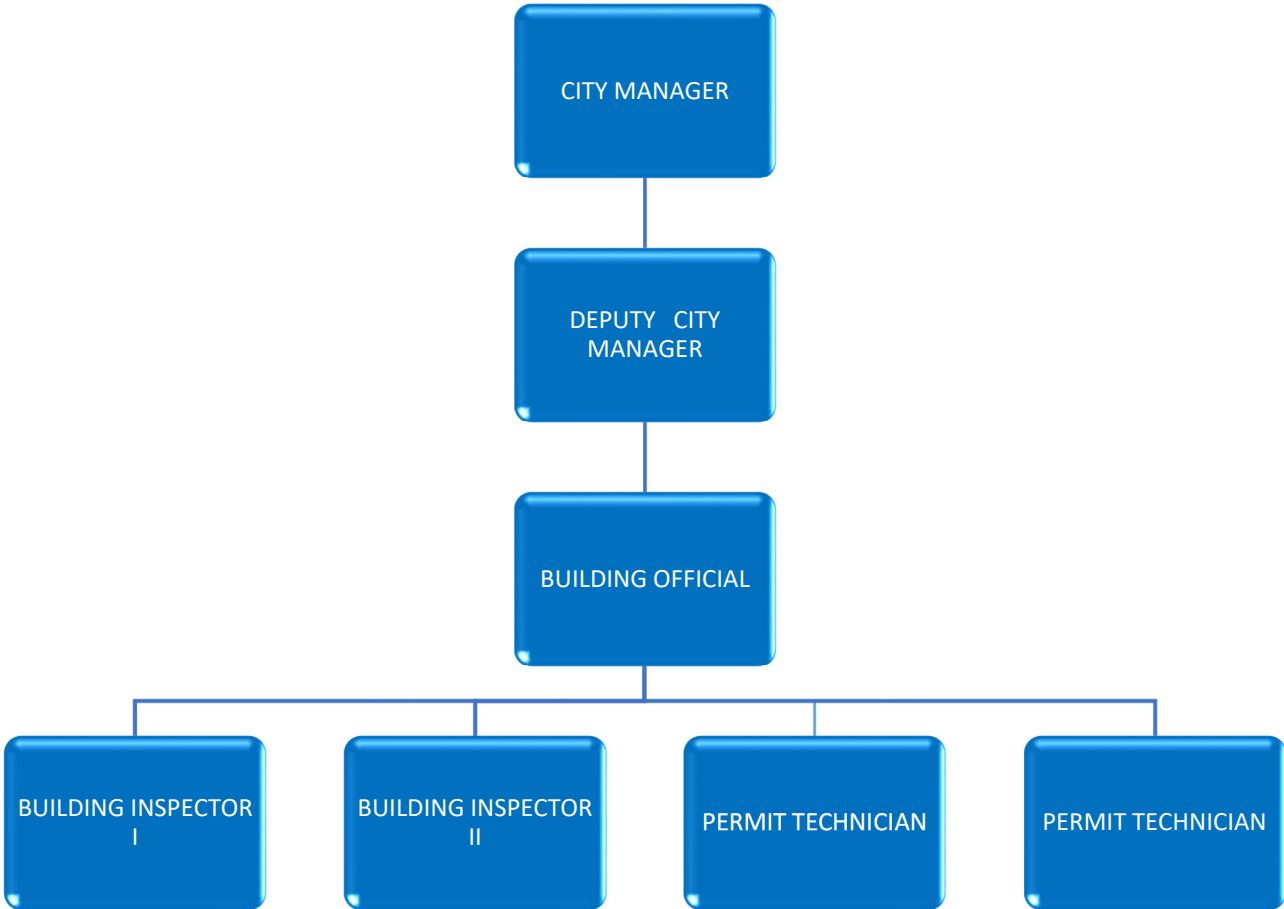
FY 24/25 Projected Revenues = \$ 940,000.00

## **EXPLANATION OF SIGNIFICANT YEAR-TO-YEAR EXPENSE LINE ITEM CHANGES**

The Department of Building and Safety budget for FY 2024/2025 does include a significant unrealized revenue from upcoming future projects. The budget goals are dependent upon these worldwide continued efforts dealing with the economy.

In account 100-320-200, administrative requirements and reviews are completed, and construction has begun on several large projects and assorted Tenant improvements. These projects tremendously influence the revenues and resources of the department by necessitating more demands within inspections, reviews, and permitting activities. Multiple other forthcoming projects will influence this year's revenues either above or below our goal because of the project sizes.

City of Fernley  
Building Safety Department  
Organization Chart





## Building Department

Building Permits  
Building Plan Review  
Construction Inspections  
Disaster Assessment  
Code Enforcement

# DEPARTMENT OF BUILDING AND SAFETY STATISTICS

ITEM	2022	2023
Permits Submitted	773	1,064
New Commercial Projects	8	12
Building Inspections	11,510	13,524
Code Enforcement Complaints Filed	432	508
Vehicles Tagged	164	182
Vehicles Towed	65	51

Fund	100	General Fund
Department	605	Building Services

		2022-23	2023-24	2023-24	2024-25	2024-25
		FY 2023	FY 2024	FY 2024	FY 2025	FY 2025
		Actual	Budget	Actual Estimated	Tentative Budget	Final Budget
<b>Salaries &amp; Benefits</b>						
100-605-100	Regular Pay	206,611	284,006	239,410	360,595	—
100-605-130	Overtime Pay	1,025	—	500	—	—
100-605-140	Annual Leave Pay	9,487	2,386	10,000	5,248	—
100-605-150	Sick Leave Pay	4,095	—	3,500	—	—
100-605-160	Holiday Pay	7,796	—	9,000	—	—
100-605-210	Medicare	3,502	3,730	4,600	5,305	—
100-605-220	Unemployment	1,734	2,919	3,500	2,919	—
100-605-230	Retirement	40,751	57,126	55,000	71,354	—
100-605-240	Group Insurance	20,879	60,921	40,000	64,680	—
100-605-250	Workers Compensation	7,584	13,454	13,000	19,134	—
100-605-260	Other Benefits	5,063	—	6,000	—	—
	<b>Total Salaries &amp; Benefits</b>	<b>308,527</b>	<b>424,542</b>	<b>384,510</b>	<b>529,235</b>	<b>—</b>
<b>Services &amp; Supplies</b>						
100-605-322	Prof Serv-Other	115,359	25,000	20,000	25,000	— ICC Plan Review
100-605-399	Prof & Tech Fees-Misc	10,481	10,000	8,000	15,000	—
100-605-540	Advertising	413	300	300	300	—
100-605-550	Printing and Postage	919	1,200	1,000	2,500	—
100-605-580	Training	5,333	5,000	5,000	15,000	—
100-605-581	Dues and Memberships	840	1,000	1,000	1,000	—
100-605-600	General Supplies	592	1,500	1,000	2,000	—
105-605-601	Office Supplies	4,121	4,000	4,000	4,000	—
100-605-605	Minor Equipment	1,341	4,500	2,000	4,500	—
100-605-610	Automotive Supplies	3,349	1,000	1,000	—	— Moved to Fleet
100-605-616	Supplies-Safety	73	1,000	1,000	1,000	—
100-605-626	Gasoline	4,706	5,000	5,000	6,000	—
100-605-640	Books and Periodicals	1,505	4,000	4,000	5,000	— 2024 International Uniform and NEC Books
100-605-645	Cleanup	—	2,500	—	2,500	—
100-605-742	Vehicles	33,718	—	—	—	—
	<b>Total Services &amp; Supplies</b>	<b>182,750</b>	<b>66,000</b>	<b>53,300</b>	<b>83,800</b>	<b>—</b>
	<b>Total Expenditures</b>	<b>491,277</b>	<b>490,542</b>	<b>437,810</b>	<b>613,035</b>	<b>—</b>

# 610 Planning

## Budget Proposal

### Proposal Summary

**Budget**

FY 2025 Tentative Budget

**Budget Phase**

Budget Review

**Proposal Status**

In Review

**Created By**

Jennie Carrick

**Exported At**

Mar 29, 2024, 06:32 PM (UTC)

Base Revenues	\$310,000.00
Adjustments	\$0.00
<b>Revenues</b>	<b>\$310,000.00</b>
Base Expenses	\$835,038.50
Adjustments	+\$18,150.00
<b>Expenses</b>	<b>\$853,188.50</b>
<b>Deficit</b>	<b>\$543,188.50</b>

### Description

**Mission Statement**

The Mission of the City of Fernley Planning Department is to provide timely, courteous and knowledgeable service to the citizens, Planning Commission and City Council in regard to development and land use related matters.

**Legal Requirements**

Nevada Revised Statutes Chapter 278 establishes the frame work for planning and zoning in the state.

**Primary Responsibilities**

Perform professional Planning duties; enforce municipal code and adopted standards; analyze proposed development projects; prepare staff reports; give detailed presentations on proposed development to citizens, Planning Commission, and City Council members; review and approve building permits; review and interpret city policies; update the city’s master plan document and zoning ordinances; establish and maintain productive, professional working relationships with the community, elected officials, city staff, and other agencies.

**Overall change in level of service**

Service levels have risen slightly throughout this fiscal year, but diminished service levels may again result from a continuously greater workload and more complex development projects.

**Change in number of positions from prior FY to requested FY**

The vacant Planning Director position has been filled. An Associate Planner position is proposed to be funded as well as the requested addition of a Planning Technician for FY2024-25.

The Planning Department workload for Fiscal Year 2024/2025 is anticipated to increase as the area's development potential is realized and Area Plans are completed. Over the past several years, the city has seen a steady increase in the number of entitlement applications, building permits, business licenses, and zoning/code enforcement complaints. Industrial development and inquiries continue to grow. Residential growth is expected to maintain steady growth with some normal ups and downs as interest rates increase. The Planning Department currently has four full-time positions, of which three are filled, and one currently unfunded. Over the past year, the department has gone through a staffing transition due to the hiring of a new Planning Director. Due to increased development activity, the addition of a Planning Technician or Administrative position is being requested.

Currently, there are several large-scale projects in various stages of the planning process. Based on the amount of interest exhibited in the City of Fernley by economic development authorities, landowners, developers, and real estate professionals, development activity is expected to increase in future years.

As evidenced by the performance metric, the department's revenues have generally increased over the past several years. With the addition of a Planning Director position for the 23/24 Fiscal Year, costs increased and cost recovery is slightly lower as of December 31, 2023. Although the number of entitlements has been somewhat consistent, proposed projects are more complex and take additional staff time, thus increasing the workload. Given the amount of development interest in Fernley, staff will be challenged to maintain the existing workload and performance standards.

For the 24/25 Fiscal Year, the Planning Department is requesting a small increase in the budget from \$455,100 (23/24) to \$467,450. Staff is requesting another \$400,000 for the completion of the North Fernley and Southwest Fernley Area Plans and the start of the South Fernley Area Plan process. These area plans are identified in the City's Comprehensive Master Plan. With the amount of development interest in the City of Fernley, the area plan(s) will create a unified vision for the areas and cumulatively address development challenges including land use, transportation, drainage facilities, community infrastructure (water and wastewater), community services (police and fire), physical constraints, conservation, parks and open space, fiscal assessments, and potential impact fees. Adoption of area plans will allow the City of Fernley to ensure concurrency management, and the provision of new infrastructure and City services can be provided in a sustainable manner and concurrent with new development.

Small increases to the budget have been made to several line items. This includes Advertising, Training, Dues and Memberships, General Supplies, and Books/Periodicals. The Planning Director and Senior Planner must attend 32 hours of continuing education, over a two-year period, through the American Planning Association to maintain their American Institute of Certified Planners designations. It is also important to provide training opportunities for other department staff and the Planning Commission. A majority of the budget increase comes from the City Council's approval of giving the Planning Commissioners the \$80/meeting stipend allowed in the NRS. This accounts for \$10,000 of the budget increase.

The ultimate goal is to become a self-sustaining department and have full cost recovery. To better gauge how the Planning Department is working toward this goal, planning staff recommended using a percentage of costs recovered for the entire department budget. Not all job functions within the Planning Department are recoverable costs. While this metric is useful in determining whether sufficient revenues

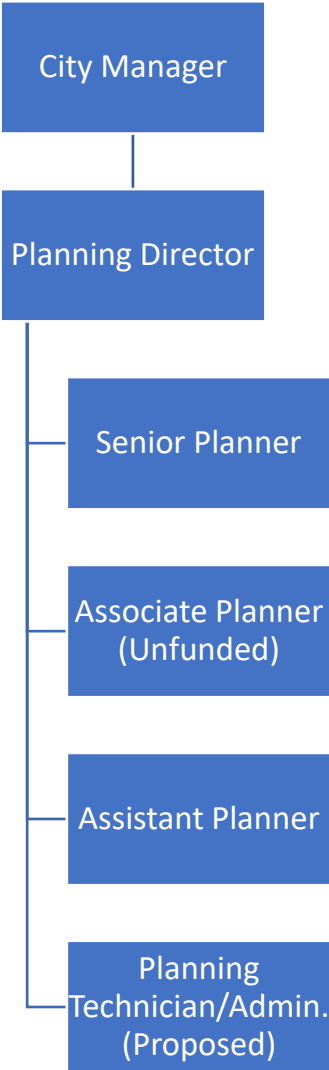
are being generated to cover the cost of the services being provided, there is another consideration that must be weighted, level of service. In other words, ensuring the city is meeting the expectations of our clients/citizens. Cost of service and level of service are on different ends of a pendulum, the goal is to achieve a balance, so clients/citizens get the best service for the least cost.

While the goal of becoming a self-sustaining department is important, maintaining current service levels is crucial. It is expected that the department will achieve >50% cost recovery.

The table below shows the actual expenditures, the amount of revenue generated and the percent of cost recovery (year-to-date).

<b>Performance Measure: % of Cost Recovery based on Actual Expenditures</b>					
	<b>FY12/13</b>	<b>FY13/14</b>	<b>FY14/15</b>	<b>FY15/16</b>	<b>FY16/17</b>
<b>Actual</b>	\$224,799	\$222,111	\$255,410	\$206,297	\$207,896
<b>Revenue</b>	\$14,451	\$10,414	\$15,517	\$31,400	\$28,000
<b>%Recovery</b>	6.5%	4.7%	6.1%	15.2%	13.5%
	<b>FY 17/18</b>	<b>FY 18/19</b>	<b>FY 19/20</b>	<b>FY 20/21</b>	<b>FY 21/22</b>
<b>Actual</b>	\$298,770	\$336,560	\$315,089	\$343,208	\$420,906
<b>Revenue</b>	\$115,285	\$146,352	\$153,383	\$308,381	\$265,000
<b>% Recovery</b>	38.6%	43.5%	48.7%	89.9%	63.0%
	<b>FY 22/23</b>	<b>FY 23/24 (YTD)</b>			
<b>Actual</b>	\$280,933	\$247,126			
<b>Revenue</b>	\$410,113	\$153,937			
<b>% Recovery</b>	146%	62.3%			

Planning Department  
Organizational Chart



## Planning Department

### Goals and Objectives

<b>Strategic Plan Goals:</b>		
<b>Goal 1: Manage sustainable growth and maintain public infrastructure</b>		
<b>Goal 2: Develop a defined city center with a mix of businesses, restaurants, and entertainment.</b>		
<b>Goal 3: Encourage a variety of housing types, density and costs that accommodate the needs, desires and financial abilities of the current and future households.</b>		
Goal 1: Promote efficient and sustainable land development and redevelopment.		
Objective 1	Work collaboratively with citizens, city staff, planning commission, city council, and other stakeholders on supporting the vision of the adopted comprehensive master plan (ongoing).	
	Task 1	Focus on the development of vacant or underutilized lands within the community core where adequate infrastructure and facilities currently exists.
	Task 2	Explore ways to incentivize new development within the community core
	Task 3	Stay current on local and national trends related to land use and development, with an emphasis on housing affordability.
	Task 4	Explore the implementation of development impact fees to ensure concurrency management, and the provision of new infrastructure and City services can be provided concurrently with new development.
Objective 2	Facilitate housing development that is affordable to the community's workforce in areas identified in the Comprehensive Master Plan.	
	Task 1	Encourage developers to provide higher densities in the downtown core and as part of master planned communities that also provide a mixture of job-generating and commercial land uses within the overall development
	Task 2	Promote a diverse mix of housing product types which are affordable to the City's workforce and sensitive to the surrounding neighborhood.
	Task 3	Promote new development which applies efficient land use techniques and creates a distinct sense of place and neighborhood diversity.
	Task 4	Review Development Code to ensure the desired outcome is occurring and update accordingly. (Ongoing)
	Task 5	Partner with local affordable housing authorities.
Objective 3	Focus on quality of design and ensure an adequate buffer and transition is provided between established single family neighborhoods from more dense development	
	Task 1	Evaluate projects with the intent to promote land use compatibility; community design measures can increase compatibility among adjoining land uses. (Ongoing)
	Task 2	Ensure projects comply with the design standards outlined in the development code. (Ongoing)
	Task 3	Review development applications to ensure the adopted adjacency standards protect existing development by providing for an adequate buffer and transition. (Ongoing)
	Task 4	Periodically review adopted adjacency standards and amend the Development Code if necessary to ensure the desired outcome.

Objective 4	Streamline the development review process.	
	Task 1	Establish processes and procedures for the planning function (ongoing).
	Task 2	Maintain planning entitlement submittal schedules to better manage workload (ongoing).
	Task 3	Update planning entitlement applications and checklists (ongoing).
Objective 5	Provide a timely, orderly, and efficient arrangement of adequate public facilities and infrastructure that support existing and planned land use patterns and densities.	
	Task 1	Seek assistance from local and national experts on infrastructure financing and commence a more robust Capital Improvement Plan (CIP).
	Task 2	Consider the implementation of impact fees, the creation of special assessment districts (NRS 271 – Local Improvements), or other financing tools which will ensure adequate public facilities are provided concurrent with the impacts of new development.
Objective 6	Support the creation of Area Plans for the three Future Development Areas identified in the City's Comprehensive Master Plan.	
	Task 1	Publish a Request For Proposal (RFP) seeking assistance from local and/or national consulting firms. (N and SW Complete)
	Task 2	Select consultant and execute contract. (N and SW Complete)
	Task 3	Manage professional services contract; provide oversight of consultant team for adherence to the City's Comprehensive Master Plan, and sustainable planning practices. (Ongoing)
<b>Strategic Plan Goals:</b>		
<b>Goal 6: Ensure municipal services meet the needs and expectations of the community</b>		
<b>Goal 7: Develop and maintain revenue sources to support community improvements and services</b>		
<b>Goal 2: Assess service gaps and plan for desired improvements.</b>		
Objective 1	Cost recovery for services provided.	
	Task 1	Periodically review development fee schedule, compare fees with other local jurisdictions, and modify as necessary to adequately recover costs for services (Ongoing).
	Task 2	Establish a baseline level of service provided by the planning function and determine when additional staffing is necessary by analyzing and balancing the costs versus the benefits (Ongoing).
	Task 3	Review processes and procedures to achieve increased efficiencies and/or reduced costs (Ongoing).
	Task 4	Review budget for potential reduction in expenditures (Ongoing).
Objective 2	Increase the use of technology to gain efficiencies.	
	Task 1	Update the planning department web page to make information more accessible (Ongoing).
	Task 2	Work with other City departments on refining processes and providing additional information to the public regarding land use and zoning requirements. (Ongoing)
Objective 3	Improve public understanding of the linkage between infrastructure, development, and housing	
	Task 1	Engage fiscal consultant to quantify and map the fiscal performance of the city's development pattern. (Complete)

	Task 2	Public outreach to discuss the relationship between what residents believe their tax dollars should cover, the true cost of these services and amenities, and the actual resources the city has available to meet these expectations
Objective 4	Identify additional revenue streams for infrastructure improvements.	
	Task 1	Explore the creation of special assessment districts (NRS 271).
	Task 2	Explore the use of Tax Increment Areas (NRS 278C).
	Task 3	Explore implementation of impact fees. (Ongoing)

<b>Performance Measure: % of Cost Recovery based on Actual Expenditures</b>					
	<b>FY12/13</b>	<b>FY13/14</b>	<b>FY14/15</b>	<b>FY15/16</b>	<b>FY16/17</b>
<b>Actual</b>	\$224,799	\$222,111	\$255,410	\$206,297	\$207,896
<b>Revenue</b>	\$14,451	\$10,414	\$15,517	\$31,400	\$28,000
<b>%Recovery</b>	6.5%	4.7%	6.1%	15.2%	13.5%
	<b>FY 17/18</b>	<b>FY 18/19</b>	<b>FY 19/20</b>	<b>FY 20/21</b>	<b>FY 21/22</b>
<b>Actual</b>	\$298,770	\$336,560	\$315,089	\$343,208	\$420,906
<b>Revenue</b>	\$115,285	\$146,352	\$153,383	\$308,381	\$265,000
<b>% Recovery</b>	38.6%	43.5%	48.7%	89.9%	63.0%
	<b>FY 22/23</b>	<b>FY 23/24 (YTD)</b>			
<b>Actual</b>	\$280,933	\$247,126			
<b>Revenue</b>	\$410,113	\$153,937			
<b>% Recovery</b>	146%	62.3%			

Fund	100	General Fund
Department	610	Planning/Community Development

	2022-23	2023-24	2023-24	2024-25	2024-25	
	FY 2023	FY 2024	FY 2024	FY 2025	FY 2025	
	Actual	Budget	Actual Estimated	Tentative Budget	Final Budget	
<b>Salaries &amp; Benefits</b>						
100-610-100	Regular Pay	115,861	218,562	203,428	242,242	—
100-610-130	Overtime Pay	685	—	—	—	—
100-610-140	Annual Leave Pay	13,749	—	3,500	2,668	—
100-610-150	Sick Leave Pay	11,936	—	3,000	—	—
100-610-160	Holiday Pay	4,473	—	3,200	—	—
100-610-210	Medicare	2,161	3,046	3,200	3,551	—
100-610-220	Unemployment	1,234	1,751	2,400	1,751	—
110-610-230	Retirement (PERS)	33,395	61,551	63,000	70,598	—
110-610-240	Group Insurance	20,575	33,676	43,000	46,319	—
100-610-250	Workers Compensation	5,257	10,987	9,000	12,809	—
100-610-260	Other Benefits	(1,221)	—	—	—	—
	<b>Total Salaries &amp; Benefits</b>	<b>208,105</b>	<b>329,573</b>	<b>333,728</b>	<b>379,938</b>	<b>—</b>
<b>Services &amp; Supplies</b>						
100-610-320	Prof Serv-Engineering	1,195	20,000	10,000	20,000	— Engineer/Survey Costs for Map Review
100-610-322	Prof Serv-Other	39,414	400,000	300,000	410,000	— Area Plan Creations, Planning Commission Stipends
100-610-342	Tech Serv-Other	1,645	1,200	1,200	—	—
100-610-399	Prof & Tech Fees-Misc	8,873	8,200	4,000	8,200	—
100-610-540	Advertising	4,443	4,250	4,250	7,500	—
100-610-550	Printing and Postage	1,127	1,300	1,300	1,300	—
100-610-580	Training	2,661	10,000	6,000	12,000	— APA National Conference
100-610-581	Dues and Memberships	1,182	1,500	1,500	2,500	—
100-612-582	Travel	—	—	—	—	—
100-610-600	General Supplies	536	500	—	750	—
100-610-601	Office Supplies	743	1,000	750	1,000	—
100-610-605	Minor Equipment	300	2,500	750	9,500	—
100-610-640	Books and Periodicals	—	200	1,500	500	—
	<b>Total Services &amp; Supplies</b>	<b>62,119</b>	<b>450,650</b>	<b>331,250</b>	<b>473,250</b>	<b>—</b>
	<b>Total Expenditures</b>	<b>270,224</b>	<b>780,223</b>	<b>664,978</b>	<b>853,188</b>	<b>—</b>

# 529 City Engineer

## Budget Proposal

### Proposal Summary

**Budget**

FY 2025 Tentative Budget

**Budget Phase**

Budget Review

**Proposal Status**

In Review

**Created By**

Jennie Carrick

**Exported At**

Mar 29, 2024, 07:39 PM (UTC)

Base Revenues	\$4,803,000.00
Adjustments	+\$2,992,000.00
<b>Revenues</b>	<b>\$7,795,000.00</b>
Base Expenses	\$769,504.62
Adjustments	+\$59,335.00
<b>Expenses</b>	<b>\$828,839.62</b>
<b>Surplus</b>	<b>\$6,966,160.38</b>

### Description

**Mission Statement**

To provide engineering support for the Planning, Building, and Public Works Departments as well as the Mayor and City Council.

**Legal Requirements**

Ensure all projects and plans are compliant with City, County, State, and Federal regulations as well as sound engineering judgment.

**Primary Responsibilities**

Perform engineering plan reviews for development projects occurring in the City of Fernley.

Perform engineering reviews for planning entitlement applications.

Review and approve or deny encroachment permit applications for work affecting public infrastructure.

Perform inspections for public infrastructure constructed by development projects occurring in the City of Fernley.

Process applications regarding water rights dedications, assignments, and will serves.

Manage the City's surface water lease program.

Manage the City's capital improvement projects.

Help develop the City's 5- year capital improvement program.

Manage the City's Geographic Information System (GIS) data.

**Overall change in level of service**

None.

**Change in number of positions from prior FY to requested FY**

The engineering department is requesting to reclassify our current Administrative Specialist 2 to an Administrative Specialist 3. The Administrative Specialist 2 is fulfilling the duties of the Administrative Specialist 3 job description and has attained the experience required in the job description for an Administrative Specialist 3.

Fund	100	General Fund
Department	529	Engineering

		2022-23	2023-24	2023-24	2024-25	2024-25
		FY 2023	FY 2024	FY 2024	FY 2025	FY 2025
		Actual	Budget	Actual Estimated	Tentative Budget	Final Budget
<b>Salaries and Benefits</b>						
100-529-100	Regular Pay	333,503	443,789	381,122	434,141	—
100-529-130	Overtime Pay	—	—	100	—	—
100-529-140	Annual Leave Pay	21,318	2,951	15,000	6,916	—
100-529-150	Sick Leave Pay	15,777	—	15,000	—	—
100-529-160	Holiday Pay	17,696	—	20,000	—	—
100-529-210	Medicare	5,742	5,730	6,500	6,395	—
100-529-220	Unemployment	2,723	3,277	4,000	2,865	—
100-529-230	Retirement (PERS)	73,608	80,702	91,000	91,514	—
100-529-240	Group Insurance	54,443	61,017	51,000	63,834	—
100-529-250	Workers Compensation	11,233	20,668	15,000	23,067	—
100-529-260	Other Benefits	(3,420)	—	—	—	—
	<b>Total Salaries &amp; Benefits</b>	<b>532,623</b>	<b>618,134</b>	<b>598,722</b>	<b>628,732</b>	<b>—</b>
<b>Services &amp; Supplies</b>						
100-529-320	Prof Serv-Engineering	239,671	225,000	225,000	225,000	— GIS, Traffic Engineering, Inspections, Development Review, Depot/CRRRC Reversion to Acreage
100-529-342	Tech Serv-Other	—	—	4,504	—	—
100-529-430	Outside Serv-Repair & Maint	—	250	—	—	—
100-529-550	Printing and Postage	—	—	—	700	—
100-529-580	Training	1,453	6,000	4,000	6,000	—
100-529-581	Dues & Memberships	1,504	2,500	6,000	22,000	— ASCE, AWWA, APWA, NPRA Memberships
100-529-582	Travel	—	—	—	—	—
100-529-600	General Supplies	461	1,000	1,000	5,000	—
100-529-601	Office Supplies	44	1,000	1,000	3,500	—
100-529-605	Minor Equipment	276	1,000	2,000	5,000	—
100-529-626	Gasoline	143	200	200	300	—
100-529-640	Books & Periodicals	—	2,000	2,000	4,000	— AWWA Standards, Orange Book, Uniform Traffic Control Devices, ITE
100-529-700	Shared Costs	(67,549)	(59,669)	(59,669)	(71,393)	—
	<b>Total Services &amp; Supplies</b>	<b>176,003</b>	<b>179,281</b>	<b>186,035</b>	<b>200,107</b>	<b>—</b>
	<b>Total Expenditures</b>	<b>708,626</b>	<b>797,415</b>	<b>784,757</b>	<b>828,839</b>	<b>—</b>

# 417 General Services - Facilities

## Budget Proposal

### Proposal Summary

**Budget**

FY 2025 Tentative Budget

**Budget Phase**

Budget Review

**Proposal Status**

In Review

**Created By**

Jennie Carrick

**Exported At**

Mar 29, 2024, 06:34 PM (UTC)

Base Revenues	\$0.00
Adjustments	\$0.00
<b>Revenues</b>	<b>\$0.00</b>
Base Expenses	\$410,800.73
Adjustments	+\$815,212.06
<b>Expenses</b>	<b>\$1,226,012.78</b>
<b>Deficit</b>	<b>\$1,226,012.78</b>

### Description

#### WHAT WE DO

Within the General Services Division, provide municipal facilities operation and maintenance services to maintain and enhance the city's facilities and grounds.

The primary responsibilities include the following:

- Maintain and operate city-owned buildings and grounds for City Hall, Chamber of Commerce, Fernley Desert Memorial Garden Cemetery, and the Train Depot
- Small site improvements
- Housekeeping of all facilities
- Set up for City Council Meeting, Planning Commission meetings, special meetings, forums, public outreach meetings, and miscellaneous reservations.

#### WHY WE DO IT

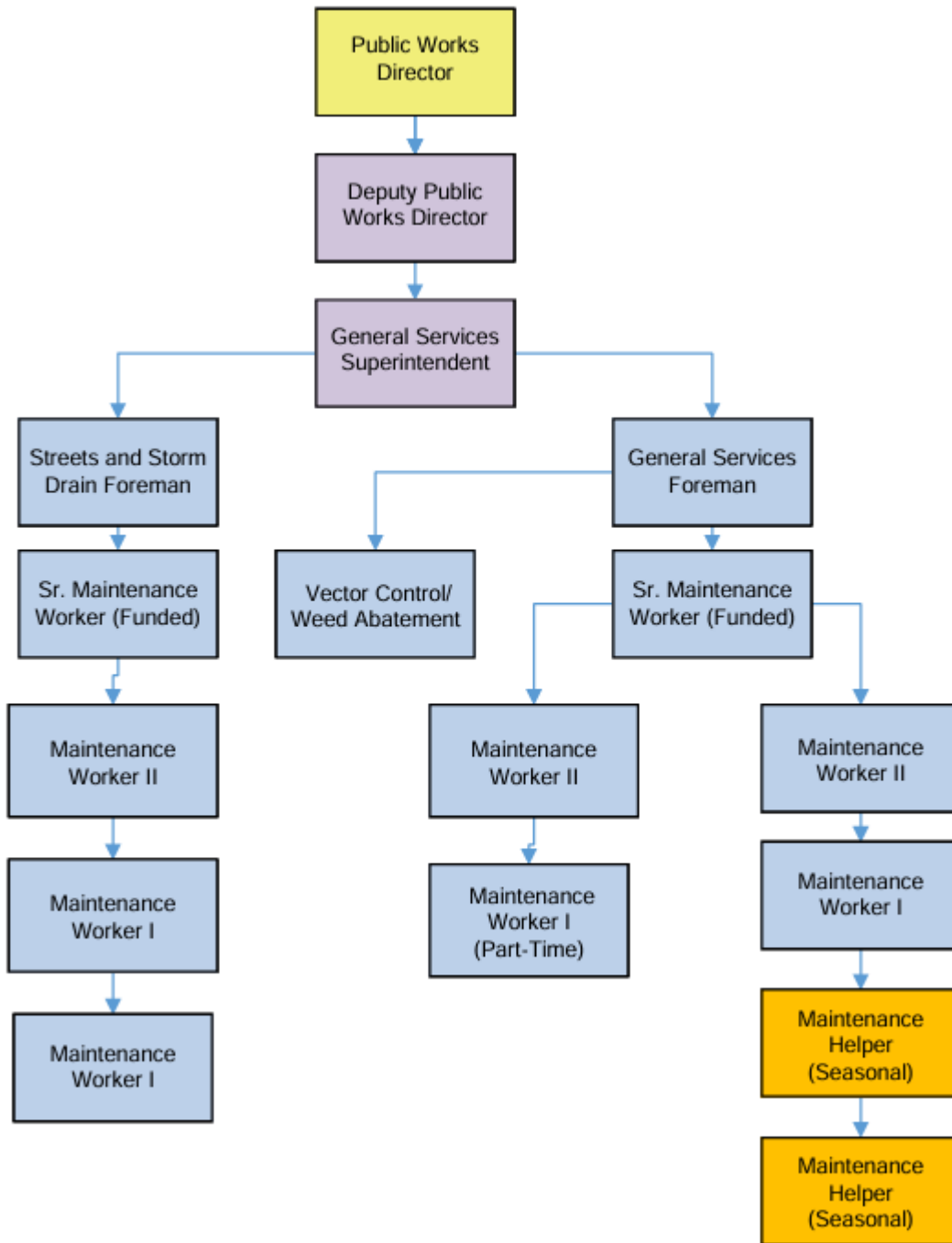
General Services - Facilities follows Fernley Municipal Code Title 12: Cemeteries and Title 20: Parks and Facilities.

#### WHAT'S CHANGED

The General Services-Facilities Division completes maintenance projects that will extend the life of the city's facilities. Facilities staff make sure the buildings and grounds are maintained, which entails daily and weekly cleaning schedules, as well as determining and scheduling repairs, renovation projects, improvements and safety inspections. Facilities staff oversee a budget and must negotiate with outside vendors for supplies, repairs, and other measures.

No new positions are proposed for this department in this FY.

### Organizational Chart



## Public Works

### Facilities

#### Goals and Objectives:

Strategic Goal: Ensure municipal services meet the needs and expectations of the community				
Goal 1: Operate and maintain City facilities				
Objective 1	Long range planning for Depot			
	Task 1	CDBG Grant Application		
	Task 2	O&M plan for Depot		
	Task 3	Add restroom and other improvements		
Strategic Goal: Increase opportunities for civic engagement and community building				
Goal 2: Excellent customer Service				
Objective 1	Timely response to maintenance			
	Task 1	O&M plan for City Hall		
	Task 2	Respond to customer complaints in a timely manner		
	Task 3	Continue to prioritize maintenance and repairs		
Objective 2	Support and prepare for reservations and special events in City Hall			
	Task 1	Continue to refine reservation request process internally and externally by implementing CivicRec scheduling software		
	Task 2	Work with outside entities to schedule reservations within working hours		
	Task 3	Budget for overtime to accommodate increase in requests for reservations outside normal operating hours		
Performance Measure: # of complaints and response times				
	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Complaints				
Response time				

Fund	100	General Fund
Department	417	Facilities

		2022-23	2023-24	2023-24	2024-25	2024-25
		FY 2023	FY 2024	FY 2024	FY 2025	FY 2025
		Actual	Budget	Actual Estimated	Tentative Budget	Final Budget
<b>Salaries &amp; Benefits</b>						
100-417-100	Regular Pay	130,695	110,648	92,648	117,035	—
100-417-120	Standby Pay	1,443	1,476	600	1,476	—
100-417-130	Overtime Pay	3,056	3,265	2,500	3,265	—
100-417-140	Annual Leave Pay	12,062	555	5,500	1,551	—
100-417-150	Sick Leave Pay	3,448	—	2,500	—	—
100-417-160	Holiday Pay	4,623	—	4,000	—	—
100-417-200	FICA	1,154	1,221	1,221	1,281	—
100-417-210	Medicare	2,165	1,523	1,523	2,009	—
100-417-220	Unemployment	1,379	1,494	1,300	1,499	—
100-417-230	Retirement (PERS)	25,588	15,658	18,000	21,245	—
100-417-240	Group Insurance	32,820	20,519	20,516	22,850	—
100-417-250	Workers Compensation	5,821	5,492	5,000	6,450	—
100-417-260	Other Benefits	(737)	—	1,200	—	—
	<b>Total Salaries &amp; Benefits</b>	<b>223,517</b>	<b>161,851</b>	<b>156,508</b>	<b>178,661</b>	<b>—</b>
<b>Services &amp; Supplies</b>						
100-417-320	Prof Serv-Engineering	11,278	8,000	8,000	8,000	—
100-417-322	Prof Serv-Other	65	250	250	2,500	—
100-417-410	Utility Serv-Interfund Wtr/Swr	24,740	35,000	35,000	36,750	—
100-417-412	Utility Serv-Refuse	4,739	4,000	4,000	5,200	—
100-417-420	Outside Serv	36,287	40,000	50,000	40,000	—
100-417-424	Outside Serv-HVAC	2,258	15,000	6,000	15,000	—
100-417-428	Outside Serv-Electrical	4,905	4,000	4,000	4,000	—
100-417-430	Outside Serv-Repair & Maint	3,812	7,000	20,000	68,000	—
100-417-441	Rental	—	1,000	1,000	1,000	—
100-417-520	Insurance	160,448	160,447	193,974	223,071	—
100-417-530	Communications (Internet,Cell)	138,688	100,000	63,305	100,000	—
100-417-540	Advertising	31	500	100	500	—
100-417-550	Printing and Postage	4,634	8,000	7,000	8,000	—
100-417-580	Training	80	500	1,500	1,000	—
100-417-581	Dues and Memberships	—	250	250	249	—
100-417-600	General Supplies	4,874	5,000	5,000	5,000	—
100-417-601	Office Supplies	512	1,000	1,000	1,000	—
100-417-605	Minor Equipment	2,033	5,000	7,500	5,000	—
100-417-610	Automotive Supplies	288	1,500	10,000	—	—
100-417-612	Supplies-Building Maintenance	7,176	10,000	10,000	10,000	—
100-417-614	Supplies-Plant/Shop/Maint	4,048	4,000	4,000	4,000	—
100-417-616	Supplies-Safety	476	1,000	500	1,000	—
100-417-617	Supplies-Chemical	876	750	500	750	—
100-417-621	Natural Gas	15,697	10,500	14,000	10,500	—
100-417-622	Electricity	31,817	30,000	30,000	31,500	—
100-417-623	Propane	—	250	—	250	—
100-417-625	Bulk Diesel	—	100	—	100	—
100-417-626	Gasoline	5,830	8,000	6,000	8,000	—
100-417-642	Licenses and Permits	6	400	200	400	—
100-417-643	Taxes/Fees	14	—	—	—	—
100-417-700	Shared Costs	(194,273)	(121,049)	(121,049)	(133,418)	—
100-417-720	Buildings	—	45,000	—	590,000	—
	<b>Total Services &amp; Supplies</b>	<b>271,339</b>	<b>385,398</b>	<b>362,030</b>	<b>1,047,352</b>	<b>—</b>
	<b>Total Expenditures</b>	<b>494,856</b>	<b>547,249</b>	<b>518,538</b>	<b>1,226,013</b>	<b>—</b>

Flagger, Confined Space,  
Applicators Testing

Moved to Fleet

# 528 General Services - Vector Control

## Budget Proposal

### Proposal Summary

**Budget**

FY 2025 Tentative Budget

**Budget Phase**

Budget Review

**Proposal Status**

In Review

**Created By**

Jennie Carrick

**Exported At**

Mar 29, 2024, 06:35 PM (UTC)

Base Revenues	\$0.00
Adjustments	\$0.00
<b>Revenues</b>	<b>\$0.00</b>
Base Expenses	\$108,986.30
Adjustments	+\$13,855.00
<b>Expenses</b>	<b>\$122,841.30</b>
<b>Deficit</b>	<b>\$122,841.30</b>

### Description

#### WHAT WE DO

The mission of Vector Control is to provide municipal vector control services to maintain and enhance quality of life.

The primary responsibilities include the following:

- Fogging
- Spraying
- Other application techniques, land applications

City municipal services such as storm drains, retention basins, wastewater holding ponds create habitat for mosquitoes and larvae. This is prevalent in the Wildlife Management Area where wastewater effluent flows at approximately 1.5 MG daily from municipal sanitary sewer collections and treatment. The city is responsible by law to help mitigate standing water areas that can cause vector issues.

#### WHY WE DO IT

Vector control is governed by NAC 555, NRS 555, and NAC 441.

#### WHAT'S CHANGED

Vector Control has no proposed changes for FY 24/25.

## Public Works

### Vector Control/Weed Abatement

#### Goals and Objectives

Strategic Goal: Manage sustainable growth and maintain public infrastructure				
Goal 1: Operate and maintain City's Vector/Weed Abatement Program				
Objective 1	Continue to respond to vector & weed complaint calls timely and efficiently			
	Task 1	Manage projects early in the year to be better prepared for vector applications season		
	Task 2	Prioritize complaints and schedule adequate time to address issues		
	Task 3	Use communications and social media to take complaints and provide information to the public		
Objective 2	Continue to increase the level of service			
	Task 1	Look for opportunities to increase training in the office and the field		
	Task 2	Schedule time for training in the office and the field		
	Task 3	Review annual applications of both weed and vector season and address any issues or deficiencies for the next season		
Performance Measure: Number of complaints and areas of application.				
	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Applications				
Complaints				

Fund	100	General Fund
Department	528	Vector Control

		2022-23	2023-24	2023-24	2024-25	2024-25
		FY 2023	FY 2024	FY 2024	FY 2025	FY 2025
		Actual	Budget	Actual Estimated	Tentative Budget	Final Budget
<b>Salaries &amp; Benefits</b>						
100-528-100	Regular Pay	22,640	35,900	31,250	42,350	—
100-528-120	Standby Pay	435	751	751	697	—
100-528-130	Overtime Pay	554	313	1,200	291	—
100-528-140	Annual Leave Pay	704	579	750	567	—
100-528-150	Sick Leave Pay	1,166	—	1,500	—	—
100-528-160	Holiday Pay	1,101	—	1,750	—	—
100-528-210	Medicare	365	468	540	637	—
100-528-220	Unemployment	213	375	375	349	—
100-528-230	Retirement (PERS)	4,109	5,266	6,300	7,411	—
100-528-240	Group Insurance	6,981	10,237	10,237	10,760	—
100-528-250	Workers Compensation	931	1,688	1,688	2,296	—
100-528-260	Other Benefits	(224)	—	—	—	—
	<b>Total Salaries &amp; Benefits</b>	<b>38,975</b>	<b>55,577</b>	<b>56,341</b>	<b>65,358</b>	<b>—</b>
<b>Services &amp; Supplies</b>						
100-528-322	Prof Serv-Other	10,505	32,000	15,000	32,000	—
100-528-430	Outside Serv-Repair & Maint	—	500	500	500	—
100-528-580	Travel and Training	804	2,000	500	2,000	— Certificate for Applicator, CPR, First Aid
100-528-581	Dues and Memberships	50	—	—	—	—
100-528-600	General Supplies	278	1,000	1,000	1,000	—
100-528-605	Minor Equipment	—	1,350	—	1,350	—
100-528-610	Automotive Supplies	1,682	2,000	1,500	—	— Moved to Fleet
100-528-616	Supplies-Safety	264	1,500	1,000	1,500	—
100-528-617	Supplies-Chemical	49,016	60,000	50,000	60,000	—
100-528-626	Gasoline	785	1,500	2,200	1,575	—
100-528-642	Licenses and Permits	20	400	400	400	— NDEP Permit
100-528-700	Shared Costs	(58,497)	(38,270)	(38,270)	(42,842)	—
	<b>Total Services &amp; Supplies</b>	<b>4,907</b>	<b>63,980</b>	<b>33,830</b>	<b>57,483</b>	<b>—</b>
	<b>Total Expenditures</b>	<b>43,882</b>	<b>119,557</b>	<b>90,171</b>	<b>122,841</b>	<b>—</b>

# 576 General Services - Cemetery

## Budget Proposal

### Proposal Summary

**Budget**

FY 2025 Tentative Budget

**Budget Phase**

Budget Review

**Proposal Status**

In Review

**Created By**

Jennie Carrick

**Exported At**

Mar 28, 2024, 06:06 PM (UTC)

Base Revenues	\$4,000.00
Adjustments	\$0.00
<b>Revenues</b>	<b>\$4,000.00</b>
Base Expenses	\$132,000.00
Adjustments	-\$50,000.00
<b>Expenses</b>	<b>\$82,000.00</b>
<b>Deficit</b>	<b>\$78,000.00</b>

### Description

#### WHAT WE DO

The mission statement for cemetery is to provide municipal operation of the city’s Fernley Desert Memorial Gardens Cemetery to ensure the maintenance of a uniform and peaceful place of rest for the deceased within the City of Fernley.

The primary responsibilities of this division are as follows (no staff are specifically assigned to the department-costs are allocated in general services):

- Marking for and ensuring cleanup after interments
- Site Maintenance
- Grounds keeping
- Internment assistance
- Record keeping

#### WHY WE DO IT

The operation of the cemetery is governed by City of Fernley Municipal Code Title 12 and Nevada Revised Statute (NRS) 451 & 452.

#### WHAT'S CHANGED

The budget includes material expenses for the care of the cemetery by the General Services staff. The division will continue maintenance projects identified throughout the past decade when the city has owned the cemetery. Previously the cemetery was owned and maintained by Lyon County. Projects include replacement of aggregate roadway/pavement, irrigation repairs, and software tracking for liabilities, revenue, and refunds. The city owns three parcels south of the Northern Nevada Veterans Memorial Cemetery (NNVMC), for which

## Public Works

### Cemetery

#### Goals and Objectives

<b>Strategic Goal: To Manage sustainable growth and maintain public infrastructure</b>				
<b>Goal 1: Operate and maintain the cemetery respectfully and effectively while maintaining these hallowed grounds befitting all those who rest here in quite repose</b>				
Objective 1	Continue to refine the ordinance associated with the cemetery and develop a conceptual plan			
	Task 1	Maintain and refine the Caselle Tracking software		
	Task 2	Implement the operation and maintenance plan		
	Task 3	Create conceptual plan for future buildout		
<b>Strategic Goal: Ensure municipal services meet the needs and expectations of the community</b>				
<b>Goal 2: Provide the best customer service in the field and office</b>				
Objective 1	Provide respect and compassion to customers			
	Task 1	Assist customers in time of sorrow		
	Task 2	Continue to update purchased plot information on files		
	Task 3	Maintain and improve cemetery beauty		
<b>Performance Measure: Number of customers assisted</b>				
	Quarter 1	Quarter 2	Quarter 3	Quarter 4
# of customers				

Fund	100	General Fund
Department	576	Cemetery

		2022-23	2023-24	2023-24	2024-25	2024-25
		FY 2023	FY 2024	FY 2024	FY 2025	FY 2025
		Actual	Budget	Actual Estimated	Tentative Budget	Final Budget
Services & Supplies						
100-576-410	Utility Serv-Interfund Wtr/Swr	7,219	20,000	10,000	20,000	—
100-576-412	Utility Serv-Refuse	—	500	—	500	—
100-576-430	Outside Serv-Repair & Maint	55,871	50,000	50,000	50,000	—
100-576-600	General Supplies	1,911	10,000	5,000	10,000	—
100-576-614	Supplies-Plant/Shop/Maint	—	500	1,000	500	—
100-576-617	Supplies-Chemical	—	300	—	300	—
100-576-622	Electricity	430	500	500	500	—
100-576-623	Propane	—	100	500	100	—
100-576-642	Permits & Licenses	—	100	—	100	—
<b>Total Expenditures</b>		<b>65,431</b>	<b>82,000</b>	<b>67,000</b>	<b>82,000</b>	<b>—</b>

# 475 General Services- Streets

## Budget Proposal

### Description

#### WHAT WE DO

The mission of the Streets and Storm Drains Division is to provide municipal operation and maintenance of the city's streets and storm drain infrastructure to maintain and enhance quality of life.

The primary responsibility is to operate and maintain the streets and storm drain systems owned by the city to ensure the safety of the traveling public and to preserve the city's transportation infrastructure, which includes the following:

- Drainage ditches
- Drop inlets
- Underground storm drain conveyance
- Retention basins
- Streets and rights-of-way owned by the city
- Traffic signs
- Traffic lights (including NDOT ROW)

#### WHY WE DO IT

The operation and maintenance of the city's traffic control devices is governed by the Manual on Uniform Traffic Control Devices (MUTCD) Federal Rule and Title 24 - Streets and Sidewalks of the municipal code.

#### WHAT'S CHANGED

Public Works would like to continue to use contract services to increase the maintenance capabilities of the small department staff. The contract services include striping contractors, sweeping contractors, and storm drain maintenance contractors. The Public Works Department staff budgeted funds to contract for periodic sweeping or rental of a sweeping machine in case of major weather events.

The current department does not have the capability to install or replace center or sideline striping. These improvements will be made with the Pavement Management Program (PMP) improvements. Through our engineering department, the PMP program will extend the life of the "better condition" streets, and the small streets staff can then focus on repair and patching of the worst condition streets to keep them passable.

Retention Basin Maintenance (for both contract services and in house supplies) has been requested for \$50,000 for the basins the city currently owns and may potentially own in the next fiscal year. Streets crew has set aside several basins each year to refurbish and improve, as well as general maintenance of the remainder of the city owned retention basins. The city still does not own the majority of the basins that were created citywide for storm water collection. In following fiscal years, the budget should reflect improvements to specific basins that require upgrades to function efficiently and safely. In future years a Storm Water Utility (Enterprise Fund) is proposed to be developed. A recent update to the Storm Drain Master plan will help identify future CIPs and future maintenance programs for the development of another city utility if the FCC desires to pursue having a Storm Water Enterprise Utility. Sources of revenues will have to be identified and codified so the enterprise fund can be self sustaining. Larger local cities such as Reno and Carson City have only recently

developed their Storm Water Enterprise funds and created a separate utility for maintenance of storm water within their cities.

Professional Services - engineering reflects a request for budget for a consultant to assist with the development of the Storm Water rates and ordinances based on the recently developed storm drain master plan. Major CIPs (Design/ROW acquisition/construction)include: Cottonwood Lane Reconstruction, Shadow Lane Reconstruction, Red Rock Road Construction, a Transportation master plan project, a PMP project, a structural design for the Gustafson Bridge and Villa Park Pavement Reconstruction.

The Streets Department has to maintain approximately 100 miles of paved streets and 35 miles of unpaved streets in general compliance with the MUTCD standards and comply with Federal Highway and State/City regulations. Additionally, the department maintains all of the storm water collection and basins across the city.

This fiscal year, Streets is requesting the purchase of a 1 ton pickup truck with a flatbed contractors body.

## Proposal Summary

### Budget

FY 2025 Tentative Budget

### Budget Phase

Budget Review

### Proposal Status

In Review

### Created By

Jennie Carrick

### Exported At

Mar 29, 2024, 07:37 PM (UTC)

Base Revenues	\$0.00
Adjustments	\$0.00
<b>Revenues</b>	<b>\$0.00</b>
Base Expenses	\$11,029,073.49
Adjustments	-\$755,403.49
<b>Expenses</b>	<b>\$10,273,670.00</b>
<b>Deficit</b>	<b>\$10,273,670.00</b>

LOGOTYPE

OpenGov

Add links

## Public Works

### Streets and Storm Drains

#### Goals and Objectives

<b>Strategic Goal: Manage sustainable growth and maintain public infrastructure</b>				
<b>Goal 1: Asphalt management</b>				
Objective 1	To maintain city streets with higher rated PCI			
	Task 1	Maintain the City's PCI using contract staff through wide crack removal, crack seal, and surface treatment to improve and extend pavement life		
	Task 2	Repair wide cracks throughout the City to extend pavement life and improve ride quality and safety		
Objective 2	Ensure safe and efficient travel by operating and maintaining city traffic signals/signage			
	Task 1	Continue to utilize contract services to maintain and operate city traffic signals		
	Task 2	Inspect signals and perform routine sign maintenance		
Objective 3	Create a policy to maintain the city storm drain system			
	Task 1	Obtain ownership of retention basins per storm drain master plan recommendations		
	Task 2	Inspect and repair basins to correct life and safety issues		
	Task 3	Prepare and plan for funding mechanism to perform yearly maintenance on basins owned by the City- Storm Water Enterprise Fund/Utility.		
<b>Strategic Goal: Ensure municipal services meet the needs and expectations of the community</b>				
<b>Goal 2: Weed abatement/street sweeping</b>				
Objective 1	Control and eliminate noxious weeds growing in city owned right of ways and easements utilizing the most current products and technology through contract and in house labor			
	Task 1	Control and eliminate noxious weeds in city owned right of ways and easements by burning and mechanical removal utilizing in house and contract/part time labor		
	Task 2	Weed abatement to assist with this program		
Objective 2	Operate an effective street sweeping program to improve air and water quality and improve the performance of the city's storm water conveyance infrastructure			
	Task 1	Continue street sweeping operations using the city owned sweeper and manpower.		
	Task 2	Contract services can be used to augment during time of large storm events or in case of city owned equipment malfunction		
<b>Performance Measure: Number of areas cleaned and time spent</b>				
	Quarter 1	Quarter 2	Quarter 3	Quarter 4
# of areas cleaned				
Time spent				
<b>Strategic Goal: Ensure municipal services meet the needs and expectations of the community</b>				
<b>Goal 3: Training and manpower</b>				
Objective 1	Improve city operations through workforce development and employee training			
	Task 1	Continue employee training and development utilizing the state of Nevada LTAP center, contract heavy equipment training centers, and in house equipment and operations training		
	Task 2	Maintain Commercial Drivers Licenses and continue to train on equipment		
	Task 3	Fill/Fund currently vacant Sr. Maintenance Worker position to bring back the 5 <sup>th</sup> position on org chart		

Fund	100	General Fund
Department	475	Streets and Storm Drains

		2022-23	2023-24	2023-24	2024-25	2024-25	
		FY 2023	FY 2024	FY 2024	FY 2025	FY 2025	
		Actual	Budget	Actual Estimated	Tentative Budget	Final Budget	
<b>Salaries &amp; Benefits</b>							
100-475-100	Regular Pay	276,639	384,015	339,269	433,101	—	
100-475-120	Standby Pay	1,078	5,256	2,000	3,756	—	
100-475-130	Overtime Pay	17,095	19,500	18,000	17,000	—	
100-475-140	Annual Leave Pay	14,613	3,973	17,500	7,078	—	
100-475-150	Sick Leave Pay	4,079	—	5,000	—	—	
100-475-160	Holiday Pay	10,544	—	15,000	—	—	
100-475-210	Medicare	4,739	5,371	5,800	6,684	—	
100-475-220	Unemployment	2,656	3,734	4,000	3,970	—	
100-475-230	Retirement (PERS)	55,163	73,006	73,500	91,899	—	
100-475-240	Group Insurance	58,222	74,900	72,000	96,444	—	
100-475-250	Workers Compensation	11,049	23,308	15,000	24,107	—	
100-475-260	Other Benefits	766	—	3,600	—	—	
	<b>Total Salaries &amp; Benefits</b>	<b>456,643</b>	<b>593,063</b>	<b>570,669</b>	<b>684,039</b>	<b>—</b>	
<b>Services &amp; Supplies</b>							
100-475-320	Prof Serv-Engineering	66,135	579,000	174,000	874,000	—	Main St Corridor Study, TDM, SR828 Bike Path Design
100-475-322	Prof Serv-Other	105	10,000	5,000	4,000	—	CDL Training, Tree Removal
100-475-342	Tech Serv-Other	29,781	50,000	30,000	50,250	—	Retention Basin Services
100-475-412	Utility Serv-Refuse	3,712	15,000	15,000	15,000	—	
100-475-420	Outside Serv-Street Sweeping	14,352	50,000	10,000	50,000	—	
100-475-422	Outside Serv-Traf Light Maint	22,195	275,000	60,000	350,000	—	
100-475-430	Outside Serv-Repair & Maint	1,492,373	1,781,881	1,500,000	181,881	—	
100-475-441	Rentals	—	10,000	10,000	5,000	—	
100-475-540	Advertising	1,075	500	500	500	—	
100-475-550	Printing and Postage	589	1,000	500	1,000	—	
100-475-580	Training	659	5,000	2,500	5,000	—	
100-475-581	Dues and Memberships	—	500	500	500	—	
100-475-582	Travel	—	—	—	—	—	
100-475-585	Educational Assist Program	—	500	150	500	—	
100-475-600	General Supplies	76,379	75,000	75,000	75,000	—	
100-475-601	Supplies-Office	843	2,500	2,500	2,500	—	
100-475-605	Minor Equipment	7,265	10,000	15,000	15,000	—	
100-475-610	Automotive Supplies	18,985	24,000	20,000	—	—	Moved to Fleet
100-475-612	Supplies-Building Maintenance	951	2,000	2,000	2,000	—	
100-475-614	Supplies-Plant/Shop/Maint	8,085	7,500	7,500	7,500	—	
100-475-615	Supplies-Signs and Striping	53,683	50,000	45,000	25,000	—	
100-475-616	Supplies-Safety	5,486	7,500	7,500	8,500	—	
100-475-617	Supplies-Chemical	5,201	8,500	8,500	8,500	—	
100-475-621	Natural Gas	—	500	—	500	—	
100-475-622	Electricity	192,744	200,000	200,000	200,000	—	
100-475-623	Propane	1,842	2,500	5,000	5,250	—	
100-475-625	Bulk Diesel	1,507	2,000	2,000	4,000	—	
100-475-626	Gasoline	31,477	30,000	30,000	21,000	—	
100-475-640	Books and Periodicals	—	1,000	1,000	1,000	—	MUTCD Manual, Silver Book, Orange Book
100-475-642	Licenses and Permits	12	250	—	250	—	
100-475-643	Taxes/Fees	41	—	—	—	—	
100-475-730	Site Improvements	35,691	1,540,000	50,000	25,000	—	
100-475-741	Machinery	269,250	120,000	107,835	70,000	—	Paving Machine
100-475-742	Vehicles	46,047	—	10,000	106,000	—	Streets Truck Body, Fleet Service Truck
100-475-745	RTC Reimb Expenditures	3,214,446	6,345,000	4,160,000	7,475,000	—	Shadow Lane, Industrial Park, Red Rock Road
	<b>Total Services &amp; Supplies</b>	<b>5,600,911</b>	<b>11,206,631</b>	<b>6,556,985</b>	<b>9,589,631</b>	<b>—</b>	
	<b>Total Expenditures</b>	<b>6,057,554</b>	<b>11,799,694</b>	<b>7,127,654</b>	<b>10,273,670</b>	<b>—</b>	

# 480 Fleet

## Budget Proposal

### Proposal Summary

**Budget**

FY 2025 Tentative Budget

**Budget Phase**

Budget Review

**Proposal Status**

In Review

**Created By**

Jennie Carrick

**Exported At**

Mar 29, 2024, 06:39 PM (UTC)

Base Revenues	\$0.00
Adjustments	\$0.00
<b>Revenues</b>	<b>\$0.00</b>
Base Expenses	\$141,809.57
Adjustments	+\$42,254.00
<b>Expenses</b>	<b>\$184,063.57</b>
<b>Deficit</b>	<b>\$184,063.57</b>

### Description

#### WHAT WE DO

The mission of the Fleet Division is to provide municipal operation and maintenance services to maintain and enhance the city's Fleet.

The primary responsibilities are outlined in a compilation of policies, procedures, and goals established to standardize maintenance and operational controls while promoting efficient management and fiscal accountability of all city fleet assets.

#### WHY WE DO IT

The Fleet Division follows the guidelines as outlined in the City of Fernley Fleet Management Policy adopted by City Council in August of 2015.

#### WHAT'S CHANGED

The Fleet division is a shared cost across the General Fund as well as the Water and Sewer Enterprise Funds. Specific line items within each department are allocated for the fleet foreman to draw operational expenses for repair and replacement of specific equipment within citywide departments. Some equipment is shared and therefore a proportionate share is allocated to each fund.

As in prior years, the Fleet Foreman is suggesting we adhere to the City Council adopted Fleet Policy and has suggested replacement of General and Enterprise Fund fleet vehicles that have exceeded their service life within several departments. Staff has suggested that one truck be replaced.

Staff is proposing to purchase a 1 ton truck with service body for the Fleet Department to allow better response to field breakdowns as well as a crane truck for in-field service calls.

It should be noted that the Water and Waste Water enterprise equipment that are sensitive to freezing in the main portion of the Cottonwood shop where the mechanics are located. This causes equipment to have to be moved daily to provide access to perform service, especially with the increase in work load from the NLCFD equipment services. A solution could be to relocate the enterprise funds equipment to the Water Treatment Plant and Waste Water Treatment plant as both have a good deal of land to build upon. However this would be an expense to the enterprise funds that is not identified in the five year CIP plans. It may be worth considering in the future to help the mechanics provide more efficient services at the Cottonwood yard shop or determine a more suitable site for all Public Works departments including fleet.

No staffing changes are requested this year.

LOGOTYPE

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Fund	100	General Fund
Department	480	Fleet

	2022-23	2023-24	2023-24	2024-25	2024-25	
	FY 2023	FY 2024	FY 2024	FY 2025	FY 2025	
	Actual	Budget	Actual Estimated	Tentative Budget	Final Budget	
<b>Salaries &amp; Benefits</b>						
100-480-100	Regular Pay	70,330	92,819	77,803	74,067	—
100-480-130	Overtime Pay	1,519	3,130	1,200	2,290	—
100-480-140	Annual Leave Pay	6,166	1,590	8,000	1,219	—
100-480-150	Sick Leave Pay	1,664	—	2,000	—	—
100-480-160	Holiday Pay	4,429	—	5,000	—	—
100-480-210	Medicare	1,203	1,322	1,363	1,125	—
100-480-220	Unemployment	837	731	734	535	—
100-480-230	Retirement (PERS)	18,816	21,882	24,500	19,659	—
100-480-240	Group Insurance	19,784	23,705	23,500	19,423	—
100-480-250	Workers Compensation	3,575	4,769	2,750	4,057	—
100-480-260	Other Benefits	(735)	—	—	—	—
	<b>Total Salaries &amp; Benefits</b>	<b>127,588</b>	<b>149,948</b>	<b>146,850</b>	<b>122,375</b>	<b>—</b>
<b>Services &amp; Supplies</b>						
100-480-322	Prof Serv-Other	40	—	300	—	—
100-480-600	General Supplies	8,345	12,000	12,000	12,000	—
100-480-610	Automotive Supplies	13,663	14,000	14,000	58,500	—
100-480-625	Bulk Diesel	6,198	8,000	5,000	8,000	—
100-480-626	Gasoline	5,213	3,500	4,500	3,500	—
100-480-700	Shared Costs	(12,476)	(14,008)	(14,008)	(20,311)	—
	<b>Total Services &amp; Supplies</b>	<b>20,983</b>	<b>23,492</b>	<b>21,792</b>	<b>61,689</b>	<b>—</b>
	<b>Total Expenditures</b>	<b>148,571</b>	<b>173,440</b>	<b>168,642</b>	<b>184,064</b>	<b>—</b>

# 575 General Services - Parks

## Budget Proposal

### Description

#### WHAT WE DO

The mission of the Parks Division is to provide municipal parks operation and maintenance services to maintain and enhance the city's parks and open spaces.

The primary responsibilities include the following:

- Operation and maintenance of city parks, sports fields, and open space areas
- Turf maintenance
- Scheduling sports league practices and games
- Operation and maintenance of park restrooms
- Maintenance of park equipment
- Maintenance of rodeo grounds
- Preparing for and assisting with special events and park reservations
- Minor/major repairs
- Other miscellaneous items

#### WHY WE DO IT

The General Services - Parks Division follows City of Fernley Municipal Code Title 20: Parks and Recreation Facilities.

#### WHAT'S CHANGED

Parks staff continues to improve the quality of existing parks using the adopted Parks Master Plan (PMP) as a guideline for priorities. Parks staff will continue to complete general maintenance projects to improve park appearance and functionality, including more landscaped/walking/seating areas paths. The overall budget is higher, in part, due to the water rate increase. The Parks Department is the single largest user of the water system.

The Parks Division has a very capable staff to maximize the general supplies budget and continue with concrete walkways, asphalt drives, landscape improvements, rodeo ground improvements, and other smaller projects. With the adoption of the Parks Master Plan through the City Council in 2017, management understands the Parks division is substantially under staffed (PMP, page 91). Two seasonal help positions remain in the budget to assist during the summer months and help staff the parks during evening hours, which helps deter vandalism, keep the parks clean, and restrooms stocked during the busiest times.

The PMP identified comparable communities, and Fernley is significantly below the 14 FTE average of 14 FTEs employed for parks. When evaluating data for number of FTE's by park acres, Fernley has approximately one (1) maintenance worker for every 27 acres of park. On average, other communities have one (1) maintenance worker for only 18 acres of park. Fernley staff maintain 35% more park area per employee. For reference, NRPA's 2017 Agency Performance Review shows that typically jurisdictions have 7.3 FTEs on staff for every 10,000 residents (for Fernley that would equate to 14.6 FTEs). It should be noted,

that this metric includes staff or recreation programming. As Fernley looks to the future, the City should consider steps to provide programming to its residents.

This fiscal year, Parks is requesting the purchase of a 1 ton pickup truck with a service body.

## Proposal Summary

### Budget

FY 2025 Tentative Budget

### Budget Phase

Budget Review

### Proposal Status

In Review

### Created By

Jennie Carrick

### Exported At

Mar 29, 2024, 06:40 PM (UTC)

Base Revenues	\$12,750.00
Adjustments	-\$3,000.00
<b>Revenues</b>	<b>\$9,750.00</b>
Base Expenses	\$1,465,949.41
Adjustments	-\$250,691.75
<b>Expenses</b>	<b>\$1,215,257.66</b>
<b>Deficit</b>	<b>\$1,205,507.66</b>

LOGOTYPE

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## Public Works

### Parks

#### Goals and Objectives

Strategic Goal: Manage sustainable growth and maintain public infrastructure				
Goal 1: Regularly maintain City's parks and open spaces				
Objective 1	Improve operations common maintenance tasks			
	Task 1	Continue to use seasonal help to break into more efficient work crews		
	Task 2	Provide more education and training on parks equipment		
	Task 3	Provide adequate equipment/supplies to assist the parks department		
Objective 2	Continue to use and improve operations and maintenance manual			
	Task 1	Track progress of maintenance tasks monthly		
	Task 2	Update Parks Master Plan		
Strategic Goal: Ensure municipal services meet the needs and expectations of the community				
Goal 2: Increase security and safety				
Objective 1	Increase security and safety			
	Task 1	Determine areas with the most vandalism		
	Task 2	Respond quickly to damage and look for ways to improve security		
	Task 3	Utilize additional cameras and work with the LCSO		
Performance Measure: Number of vandalism incidents and cost				
	Quarter 1	Quarter 2	Quarter 3	Quarter 4
# of incidents				
Cost				
Strategic Goal: Ensure municipal services meet the needs and expectations of the community				
Goal 3: Make parks more functional and aesthetically pleasing				
Objective 1	Add and or increase restroom facilities			
	Task 1	Improve upon restroom facilities with portable toilets to have them open even in the winter and after hours		
	Task 2	Maintain portable toilets through a contract service		
	Task 3	Look for more areas and events that could benefit from added services		
Objective 2	Aesthetical improvements			
	Task 1	Improve walking paths and weed prone areas with concrete or asphalt		
	Task 2	Add landscape areas to existing parks		

Fund	100	General Fund
Department	575	Parks

		2022-23	2023-24	2023-24	2024-25	2024-25
		FY 2023	FY 2024	FY 2024	FY 2025	FY 2025
		Actual	Budget	Actual Estimated	Tentative Budget	Final Budget
<b>Salaries &amp; Benefits</b>						
100-575-100	Regular Pay	90,880	266,703	199,416	301,387	—
100-575-120	Standby Pay	1,252	3,824	3,500	3,824	—
100-575-130	Overtime Pay	2,417	8,460	3,000	8,460	—
100-575-140	Annual Leave Pay	7,027	1,438	15,000	4,001	—
100-575-150	Sick Leave Pay	2,275	—	5,000	—	—
100-575-160	Holiday Pay	4,106	—	10,000	—	—
100-575-200	FICA	745	1,922	2,000	1,820	—
100-575-210	Medicare	1,540	3,655	3,500	4,606	—
100-575-220	Unemployment	1,053	3,527	3,000	3,531	—
100-575-230	Retirement (PERS)	17,680	40,570	45,000	54,826	—
100-575-240	Group Insurance	21,781	53,072	41,000	58,895	—
100-575-250	Workers Compensation	4,487	12,374	12,000	15,079	—
100-575-260	Other Benefits	(624)	—	2,500	—	—
	<b>Total Salaries &amp; Benefits</b>	<b>154,619</b>	<b>395,545</b>	<b>344,916</b>	<b>456,429</b>	<b>—</b>
<b>Services &amp; Supplies</b>						
100-575-320	Prof Serv-Engineering	11,505	15,000	15,000	15,000	—
100-575-322	Prof Serv-Other	206	—	500	—	—
100-575-400	Interfund Debt Assessment	70,504	75,000	66,172	75,000	— Ancillary Fee to Water Enterprise Fund
100-575-410	Utility Serv-Interfund Wtr/Swr	177,355	320,000	200,000	320,000	—
100-575-412	Utility Serv-Refuse	10,588	10,000	12,000	7,500	—
100-575-420	Outside Serv	49,694	40,000	21,000	40,000	— Fence Repairs, Roundabout Landscape Maintenance
100-575-428	Outside Serv-Electrical	16,288	10,000	10,000	10,000	—
100-575-430	Outside Serv-Repair & Maint	12,647	15,000	5,000	15,000	— Restroom Maintenance, Park Amenities Maintenance
100-575-441	Rental	3,971	5,000	5,000	5,000	—
100-575-540	Advertising	—	100	100	100	—
100-575-550	Printing and Postage	156	500	500	500	—
100-575-580	Training	99	2,000	1,000	2,000	— Applicator Certification
100-575-581	Dues and Memberships	—	300	300	300	— APWA, ASCE Memberships
100-575-582	Travel	—	—	—	—	—
100-575-585	Educational Assist Program	—	500	—	500	—
100-575-600	General Supplies	70,659	50,000	65,000	50,000	—
100-575-601	Office Supplies	674	1,000	1,000	1,000	—
100-575-605	Minor Equipment	2,754	15,000	5,000	15,000	—
100-575-610	Automotive Supplies	4,719	8,000	5,000	—	— Moved to Fleet
100-575-612	Supplies-Building Maintenance	8,641	5,000	5,000	5,000	—
100-575-614	Supplies-Plant/Shop/Maint	588	500	2,000	1,000	—
100-575-616	Supplies-Safety	1,225	2,000	1,000	2,000	—
100-575-617	Supplies-Chemical	7,806	5,000	5,000	5,000	—
100-575-622	Electricity	26,693	25,000	25,000	26,000	—
100-575-623	Propane	668	1,000	1,000	1,000	—
100-575-625	Bulk Diesel	1,506	2,000	2,000	2,000	—
100-575-626	Gasoline	11,305	15,000	12,000	15,000	—
100-575-642	Licenses and Permits	—	250	—	250	—
100-575-643	Taxes/Fees	55	100	—	100	—
100-575-730	Site Improvements	3,211	200,000	200,000	50,000	— In Town Park Phase 1
100-575-741	Machinery	75,602	—	—	—	—
100-575-742	Vehicles	46,047	—	—	94,578	— Fleet Vehicle, Fleet Service Truck
	<b>Total Services &amp; Supplies</b>	<b>615,166</b>	<b>823,250</b>	<b>665,572</b>	<b>758,828</b>	<b>—</b>
	<b>Total Expenditures</b>	<b>769,785</b>	<b>1,218,795</b>	<b>1,010,488</b>	<b>1,215,257</b>	<b>—</b>

# 230 Residential Construction Tax

## Budget Proposal

### Proposal Summary

**Budget**

FY 2025 Tentative Budget

**Budget Phase**

Budget Review

**Proposal Status**

In Review

**Created By**

Jennie Carrick

**Exported At**

Mar 28, 2024, 06:18 PM (UTC)

Base Revenues	\$201,000.00
Adjustments	-\$50,000.00
<b>Revenues</b>	<b>\$151,000.00</b>
Base Expenses	\$1,000,000.00
Adjustments	-\$800,000.00
<b>Expenses</b>	<b>\$200,000.00</b>
<b>Deficit</b>	<b>\$49,000.00</b>

### Description

#### WHAT WE DO

Collect residential construction fees and save them for future parks and improvements.

#### WHY WE DO IT

Pursuant to NRS 278.497 - 278.4987, inclusive, the Fernley City Council adopted the residential construction tax (RCT), which is outlined in Fernley Municipal Code Section 26.02.01.

1. The RCT shall apply to all new residential dwelling units, apartment houses, and development of mobile home lots. The RCT shall not apply to reconstruction or replacement.
2. The purpose of the RCT is to raise revenue to enable the city to provide neighborhood parks and facilities for parks which are required by the residents of those apartment houses, mobile homes and residences. The RCT shall be used in a manner consistent with the city park and recreation plan.
3. The RCT shall be collected at the time of issuance of a building permit or mobile home permit. Each fee shall be placed in a special, interest-bearing fund to be used specifically for the purposes defined in the Fernley Municipal Code.
4. The RCT shall be used within three years after the date of which 75 percent of residential dwelling units authorized within that subdivision or development first became occupied. The money paid by the subdivider or developer, which has not been used within that time, together with interest at the rate at which the city has invested the money, shall be refunded to the owner of the lots in the subdivision or development at the time of reversion on a pro-rata share.

The funds proposed in the budget will be utilized for parks projects as outlined in the Parks Master Plan.

Fund	230	RCT District #1
Department		

		2022-23	2023-24	2023-24	2024-25	2024-25
		FY 2023	FY 2024	FY 2024	FY 2025	FY 2025
		Actual	Budget	Actual Estimated	Tentative Budget	Final Budget
<b>Revenues</b>						
230-000-310-300	Residential Construction Tax	303,000	175,000	175,000	150,000	—
230-000-360-100	Interest Earnings	8,211	1,000	25,000	1,000	—
<b>Total Revenues</b>		<b>311,211</b>	<b>176,000</b>	<b>200,000</b>	<b>151,000</b>	<b>—</b>
<b>Expenses</b>						
230-575-730	Site Improvements	522,083	150,000	150,000	200,000	— In Town Park Phase I
<b>Total Expenditures</b>		<b>522,083</b>	<b>150,000</b>	<b>150,000</b>	<b>200,000</b>	<b>—</b>
<b>Net Change in Fund Balance</b>		<b>(210,872)</b>	<b>26,000</b>	<b>50,000</b>	<b>(49,000)</b>	<b>—</b>

Fund	245	Parks and Facilities Fund
Department		

		2022-23	2023-24	2023-24	2024-25	2024-25
		FY 2023	FY 2024	FY 2024	FY 2025	FY 2025
		Actual	Budget	Actual Estimated	Tentative Budget	Final Budget
<b>Revenues</b>						
245-000-360-100	Interest Earnings	1,643	250	6,000	250	—
245-000-360-700	Park Rental Fees	9,046	7,500	7,500	7,500	—
245-000-360-710	Facility Rental Fees	695	2,000	1,000	2,000	—
<b>Total Revenues</b>		<b>11,384</b>	<b>9,750</b>	<b>14,500</b>	<b>9,750</b>	<b>—</b>
<b>Expenses</b>						
245-575-730	Site Improvements	—	—	—	—	—
<b>Total Expenditures</b>		<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>
<b>Net Change in Fund Balance</b>		<b>11,384</b>	<b>9,750</b>	<b>14,500</b>	<b>9,750</b>	<b>—</b>

# Water Enterprise Fund

## Budget Proposal

### Proposal Summary

**Budget**

FY 2025 Tentative Budget

**Budget Phase**

Budget Review

**Proposal Status**

In Review

**Created By**

Jennie Carrick

**Exported At**

Mar 29, 2024, 06:43 PM (UTC)

Base Revenues	\$17,295,698.00
Adjustments	+\$1,690,767.28
<b>Revenues</b>	<b>\$18,986,465.28</b>
Base Expenses	\$11,292,265.29
Adjustments	+\$520,858.00
<b>Expenses</b>	<b>\$11,813,123.29</b>
<b>Surplus</b>	<b>\$7,173,341.99</b>

### Description

#### Water Distribution

##### WHAT WE DO

The mission of the Water Distribution Division is to provide municipal operation and maintenance of the city's water distribution infrastructure to maintain and enhance quality of life.

The primary responsibilities include the following:

- Monthly, quarterly, and annual laboratory sampling and reporting
- Leak repairs
- Operations and maintenance of city wells, distribution pipes, and storage tanks

Meter reading, repair, replacement, and billing responsibilities are administered by the Utility Division and funded by the Water Enterprise Fund. Enforcement of the back-flow program and other miscellaneous tasks are also funded through Water Distribution and administered by Public Works Administration/Utility Department.

##### WHY WE DO IT

The operation and maintenance of the City's water distribution system is governed by the City's permit to operate a public water system from the Nevada Division of Environmental Protection (NDEP), Bureau of Safe Drinking Water. It must also comply with NRS 445 and NAC 445A for all work performed on the system and meet all requirements of the Federal EPA regulations for drinking water standards.

##### WHAT'S CHANGED

Water Distribution system requires several more years of CIP improvements to the metering system in order to replace failed/aging water meters throughout the city, which have potential to incur lost revenue. A capital

outlay project of \$250K has been requested again this FY to provide enough meters for utility department staff to replace throughout the FY. Additional CIPs for the water distribution system include the Villa Park Water line replacement, continued surface water conveyance & treatment construction, Highway 50 Looping Main to Farm District Road Design and Permitting, and funding to continue the well maintenance programming. The department seeks to keep a "seasonal" position for the annual fire hydrant maintenance program. The hydrants in this city are connected directly into potable drinking water supply and are of top priority to the water distribution department. The department continues to gather information from annual flow testing as well as the entire system of hydrants (1,200+) maintained/painted.

This fiscal year, Water Distribution is requesting the purchase of a trailer to tow heavy equipment.

## **Water Treatment**

### **WHAT WE DO**

The mission of the Water Treatment Division is to provide municipal operation and maintenance of the City's water treatment infrastructure to maintain and enhance quality of life.

The primary responsibilities include the following:

Operate and maintain the water treatment plant owned by the city

- Daily, monthly, quarterly, and annual laboratory sampling and reporting
- Monitoring and operating the plant
- Plant security
- Building and grounds maintenance
- Maintain all pumps, tanks, flocculation, and sedimentation ponds, microfiltration systems, and emergency power
- Other associated tasks assigned to seat operators at the plant
- Ensure citizens receive drinking water that meets or exceeds water quality requirements established by US EPA and NDEP

### **WHY WE DO IT**

The operation and maintenance of the city's water treatment plant is governed by the city's permit to operate a public water system from the Nevada Division of Environmental Protection, Bureau of Safe Drinking Water. It must also comply with NRS 445 and NAC 445A for all work performed on the system and meet all requirements of the Federal EPA regulations for drinking water standards.

### **WHAT'S CHANGED**

Chemical prices have nearly doubled in the current fiscal year, which reflects a substantial increase to run the plant. Anticipated costs were cut back to \$300K this fiscal year as pricing is expected to stabilize. Major infrastructure CIPs will be the completion of the surface water conveyance system to the water treatment plant and design/construction of the upgrades required at the water treatment plant to successfully treat the surface water from the TCID canal. Replacement of the water treatment plants microfiltration units is anticipated this year due to the existing filters condition and exposure to food grade oil in the actuators. Five year CIPs include replacement of the microfiltration system in phases in order to distribute costs over time. Surface water integration will provide more particulate matter which will require the replacement of the filters sooner than if just using groundwater. Additional staffing will be required by the state to provide continuous monitoring 24/7 of the plant operations once surface water is being processed.

Currently, Public works staff is in negotiations with the Bureau of Safe Drinking Water (BSDW) to better determine the level of staffing that will be required by the State BSDW however with the surface water treatment approaching and the current issues with the WTP, the plant chief would like to bring on an additional Shift operator this FY to begin training and help assist with remedying WTP problems. This will also allow for more than two (currently) operators to run the WTP and can decrease in the overtime budget. To help offset the cost of the new employee it is being proposed to decrease the cost of residuals disposal by \$100,000 and put the WTP on an industrial discharge permit with the City of Fernley Wastewater treatment plant. This will

also be beneficial to the water enterprise fund to alleviate the potential increase in solids off hauling once surface water is introduced to the process as surface water will require additional backwashing due to a high amount of filtered solids from surface water.

The current WTP Chief operator has identified many issues that are generally maintenance projects that have been postponed or due to aging over the years of operations at the WTP. These maintenance items include, but are not limited to: repair/replacement of the WTP isolation valves, repair of the plate settler damage, caustic room piping degradation needs to be replaced, the return flow stainless steel piping in the microfiltration has more than six "failed" welds need to be repaired, overflow basin has filled with sand and needs to be cleaned up, landscaping is out of code compliance, fleet vehicle assigned due to replace, WTP property fence line needs to be cleaned up due to blowing sand dunes, admin building flooring needs to be repaired/replaced, filter replacement (noted above), addition of a redundant air compressor and tank to avoid future issues when one of two compressors fail (lead, lag, standby set up), install fiber internet due to the location of the plant and no high speed internet available, security system is outdated /failed and need to be replaced and the SCADA system needs a master plan. The prioritization of these items and the funding for the work should be discussed and identified, and perhaps spread out over the next five years.

This department has requested a fleet vehicle replacement this FY.

LOGOTYPE

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Fund	510
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<b>PROPRIETARY FUND</b>	<b>ESTIMATED</b>			
	<b>ACTUAL PRIOR</b>	<b>CURRENT</b>	<b>TENTATIVE</b>	<b>FINAL</b>
	<b>YEAR ENDING</b>	<b>YEAR ENDING</b>	<b>BUDGET</b>	<b>BUDGET</b>
	<b>6/30/2023</b>	<b>6/30/2024</b>	<b>6/30/2025</b>	<b>6/30/2025</b>
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>				
Cash received from customers, service fees	10,404,642	10,879,450	11,205,850	—
Cash received from customers, capacity fees and other	30,123	18,077	50,000	—
Cash paid to suppliers	(4,638,491)	(2,885,628)	(3,345,084)	—
Cash paid to employees	(2,229,981)	(2,015,713)	(2,653,851)	—
Net cash from operating activities	3,566,293	5,996,186	5,256,915	—
<b>CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:</b>				
Connection Fees	1,583,962	1,279,023	1,360,630	—
Water Rights/Settlement Income	315,248	324,681	395,000	—
Cash Received From Ancillary Fee	4,426,104	4,207,141	4,211,235	—
Proceeds from grants	1,438,750	—	1,438,750	—
Debt Re-payment	(2,647,332)	(2,691,975)	(2,727,047)	—
Interest on Debt	(1,584,018)	(1,515,166)	(1,484,188)	—
Acquisition of Capital Assets	(3,816,249)	(4,192,000)	(8,023,000)	—
Net cash from capital and related financing activities	(283,534)	(2,588,296)	(4,828,620)	—
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>				
Interest on investments	420,708	50,000	25,000	—
Net cash from investing activities	420,708	50,000	25,000	—
NET INCREASE (DECREASE) in cash and	3,703,467	3,457,890	453,295	—
CASH AND CASH EQUIVALENTS AT JULY 1	35,148,908	38,852,375	42,310,265	—
CASH AND CASH EQUIVALENTS AT JUNE 30	38,852,375	42,310,265	42,763,560	—

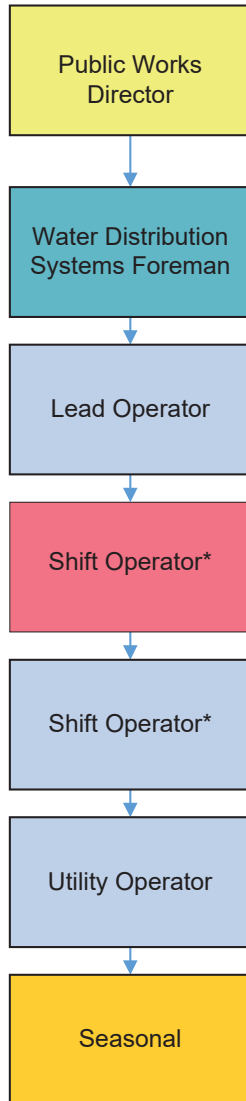
Fund	510	Water Enterprise Fund
Department		

		2022-23	2023-24	2023-24	2024-25	2024-25
		FY 2023	FY 2024	FY 2024	FY 2025	FY 2025
		Actual	Budget	Actual Estimated	Tentative Budget	Final Budget
<b>Revenues</b>						
510-370-100	Water Sales	10,573,092	11,205,850	10,879,450	11,205,850	—
510-370-300	Material and Labor Charges	81,331	140,000	80,504	140,000	—
510-370-400	Engineer Review Fees	—	—	300	—	—
510-370-500	Ancillary Fee	4,426,104	4,207,140	4,207,141	4,211,235	—
510-380-100	Interest Earnings	523,021	25,000	2,195,766	25,000	—
510-380-400	Sale of Fixed Assets	—	—	—	—	—
510-380-500	In Lieu of Water Rights	12,123	10,000	10,777	10,000	—
510-380-502	Water Rights Lease	18,000	40,000	7,300	40,000	—
510-380-900	Miscellaneous Revenue	176,540	200,000	183,929	200,000	—
510-380-901	Credit Card Fees	57,377	55,000	60,248	55,000	—
510-395-910	Cust Cont-Hookups/Connect	1,583,962	1,360,630	1,279,023	1,360,630	—
510-395-925	Grant Contributions	1,438,750	—	—	1,438,750	—
510-395-930	Dev Cont-Desert Lakes	—	1,438,750	—	—	—
510-395-940	Dev Cont-Infrastructure	521,740	300,000	31,064	300,000	—
510-395-950	Dev Cont-Water Rights	2,672,333	—	—	—	—
	<b>Total Revenues</b>	<b>22,084,373</b>	<b>18,982,370</b>	<b>18,935,502</b>	<b>18,986,465</b>	<b>—</b>
510-800-860	Interest Expense	1,592,674	1,515,166	1,515,166	1,484,188	—
510-810-800	Depreciation	3,379,057	3,700,000	3,600,000	3,700,000	—
510-810	Water Distribution Expenses	3,870,310	4,316,917	4,095,853	4,535,245	—
510-840	Water Treatment Expenses	1,540,330	1,843,973	1,815,730	2,093,690	—
	<b>Total Expenses</b>	<b>10,382,371</b>	<b>11,376,056</b>	<b>11,026,749</b>	<b>11,813,123</b>	<b>—</b>
	<b>Increase (Decrease) in</b>					
	<b>Net Position</b>	<b>11,702,002</b>	<b>7,606,314</b>	<b>7,908,753</b>	<b>7,173,342</b>	<b>—</b>
	Net Position	116,635,069		124,543,822	131,717,164	124,543,822

## Water Distribution

### Goals and Objectives

Strategic Goal: Manage sustainable growth and maintain public infrastructure.				
Goal 1: Operate and maintain the City's Water Distribution System				
Objective 1	Maintain all State and Federal requirements and monitoring all facilities (SCADA)			
	Task 1	Track and monitor all compliance sampling, testing and reporting requirements for the NDEP Bureau of Safe Drinking Water (BSDW) Public Water System permit		
	Task 2	Refine SCADA controls in the system through redundant back up for software components		
	Task 3	Improve remote access capability for SCADA monitoring including enhanced system notifications		
Objective 2	Maintenance of water distribution infrastructure			
	Task 1	Continue tri-annual tank inspections and cleaning		
	Task 2	Continue to implement valve exercising program		
	Task 3	Continue to maintain the fire hydrants and replace hydrants that are outdates/out of service		
Strategic Goal: Manage sustainable growth and maintain public infrastructure.				
Goal 2: Increase the useful life and efficiency of the City's Water Distribution system				
Objective 1	Progress the City's migration to Flexnet meter system			
	Task 1	Identify meters and MXU's that are malfunctioning through Caselle reports		
	Task 2	Troubleshoot meters and MXU's in the field and replace them as needed with new equipment		
	Task 3	Use capital funding to purchase bulk quantities of meters and MXU's and install as needed		
Objective 2	Enhance cross connection control program and identify vulnerabilities			
	Task 1	Improve infrastructure tracking and data tracking of back flow devices		
	Task 2	Improve tracking on non-metered connections including fire services		
	Task 3	Continue to enforce the Fernley Municipal Code regarding cross connection through PW/Utility Billing		
Objective 3	Complete projects to repair existing infrastructure			
	Task 1	Recoat of potable Tanks		
	Task 2	Rehabilitate wells		
	Task 3	Complete water master plan projects		
Performance Measure: Number of meters replaced				
	Quarter 1	Quarter 2	Quarter 3	Quarter 4
# of meters				



Fund	510	Water Enterprise Fund
Department	810	Water Distribution Operating

		2022-23	2023-24	2023-24	2024-25	2024-25	
		FY 2023	FY 2024	FY 2024	FY 2025	FY 2025	
		Actual	Budget	Actual Estimated	Tentative Budget	Final Budget	
<b>Salaries &amp; Benefits</b>							
510-810-100	Regular Pay	977,435	1,187,666	978,859	1,234,684	—	
510-810-120	Standby Pay	24,519	31,000	31,000	28,000	—	
510-810-130	Overtime Pay	46,799	45,433	45,433	44,026	—	
510-810-140	Annual Leave Pay	58,013	12,681	50,000	18,930	—	
510-810-150	Sick Leave Pay	29,796	—	34,000	—	—	
510-810-160	Holiday Pay	35,649	—	36,980	—	—	
510-810-200	FICA	220	1,104	575	1,017	—	
510-810-210	Medicare	17,323	16,597	16,754	19,222	—	
510-810-220	Unemployment	8,021	9,424	11,117	9,563	—	
510-810-230	Retirement (PERS)	310,851	238,353	245,899	263,459	—	
510-810-235	Pension Expense	(52,012)	450,000	450,000	450,000	—	
510-810-240	Group Insurance	194,471	220,718	188,575	232,992	—	
510-810-250	Workers Compensation	46,514	78,711	47,577	90,968	—	
510-810-260	Other Benefits	(3,944)	—	6,367	—	—	
510-810-270	OPEB Expense	(6,420)	30,000	30,000	30,000	—	
	<b>Total Salaries &amp; Benefits</b>	<b>1,687,235</b>	<b>2,321,687</b>	<b>2,173,135</b>	<b>2,422,861</b>	<b>—</b>	
<b>Services &amp; Supplies</b>							
510-810-320	Prof Serv-Engineering	13,430	27,500	25,000	90,000	—	Water Rate Study, Water Resource Investigation Brady Hot Springs
510-810-322	Prof Serv-Other	30,762	30,000	25,000	70,000	—	Tank Inspections, Aqua Backflow program
510-810-342	Tech Services-Other	2,072	2,500	2,500	2,500	—	
510-810-410	Utility Serv-Interfund Wtr/Swr	627	600	700	600	—	
510-810-412	Utility Serv-Refuse	1,173	20,000	988	20,000	—	
510-810-423	Outside Serv-Analytical	22,466	16,500	20,000	16,500	—	
510-810-428	Outside Serv-Electrical	660	7,500	1,500	7,500	—	
510-810-429	Outside Serv-SCADA	10,062	12,500	12,500	12,500	—	
510-810-430	Outside Serv-Repair & Maint	66,193	150,000	60,000	150,000	—	
510-810-431	Repairs & Maint-Roads	3,622	10,000	10,000	10,000	—	
510-810-432	Repairs & Maint-TCID	117,728	160,000	130,000	160,000	—	
510-810-441	Rental	12,319	20,000	20,000	20,000	—	
510-810-444	Interfund Cost Allocation	750,181	227,280	227,280	231,934	—	
510-810-520	Insurance	52,606	85,000	85,000	85,000	—	
510-810-530	Communications	2,856	3,000	3,000	3,000	—	
510-810-540	Advertising	1,187	1,000	1,500	1,000	—	
510-810-550	Printing and Postage	33,118	35,000	30,000	40,000	—	
510-810-580	Training	2,214	10,000	2,500	10,000	—	NVRWA Conference, Backflow Tester
510-810-581	Dues and Memberships	811	2,500	1,500	2,500	—	AWWA, USC Backflow, NVRWA, NWRA, ASCE, APWA Memberships
510-810-585	Educational Assist Program	—	500	—	500	—	
510-810-600	General Supplies	640	1,000	750	1,000	—	
510-810-601	Office Supplies	3,314	8,500	3,500	8,500	—	
510-810-605	Minor Equipment	8,956	25,000	20,000	25,000	—	
510-810-609	Credit Card Fees	58,160	60,000	65,000	60,000	—	
510-810-610	Automotive Supplies	18,711	15,000	15,000	16,500	—	
510-810-612	Supplies-Janitorial	130	1,500	500	1,500	—	
510-810-613	Supplies-Meter Service	18,280	40,000	35,000	40,000	—	
510-810-614	Supplies-Plant/Shop/Maint	32,705	28,000	30,000	28,000	—	
510-810-616	Supplies-Safety	2,055	5,000	5,000	6,000	—	
510-810-617	Supplies-Chemical	11,960	17,500	17,500	20,000	—	
510-810-621	Natural Gas	4,821	2,750	5,000	2,750	—	
510-810-622	Electricity	385,165	360,000	500,000	360,000	—	
510-810-623	Propane	—	500	—	500	—	
510-810-625	Bulk Diesel	—	8,000	5,000	8,000	—	
510-810-626	Gasoline	40,116	35,000	35,000	35,000	—	

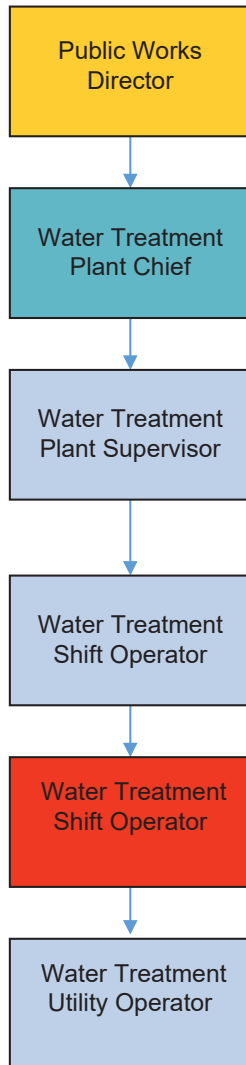
510-810-640	Books and Periodicals	197	1,000	500	1,000	—
510-810-642	Permits and Licenses	10,008	15,000	25,000	15,000	—
510-810-643	Taxes/Fees	646	100	1,000	100	—
510-810-698	Water Rights Protection	463,124	550,000	500,000	550,000	—
	<b>Total Services &amp; Supplies</b>	<b>2,183,075</b>	<b>1,995,230</b>	<b>1,922,718</b>	<b>2,112,384</b>	—
	<b>Total Expenses</b>	<b>3,870,310</b>	<b>4,316,917</b>	<b>4,095,853</b>	<b>4,535,245</b>	—

Legal, Permit Fees,  
Contingency, Storage,  
Surveying, Admin Fees

## Water Treatment

### Goals and Objectives

Strategic Goal: Manage sustainable growth and maintain public infrastructure.				
Goal 1: Operate and maintain the Water Treatment Plant effectively and efficiently				
Objective 1	Maintain all State and Federal requirements and enhanced monitoring of the water treatment plant			
	Task 1	Track and monitor all compliance sampling, testing and reporting requirements for the NDEP Bureau of Safe Drinking Water (BSDW) Public Water System Permit		
	Task 2	Improve SCADA controls in the system through redundant back up for software components		
	Task 3	Improve remote access capability for SCADA monitoring including enhanced system notifications		
Objective 2	Increase efficiency of the Water Treatment Plant through further implementation of VueWorks (Asset Management)			
	Task 1	Convert all existing data of equipment and asset history into VueWorks		
	Task 2	Enhance existing inventory control and implement into VueWorks		
	Task 3	Utilize VueWorks data to better plan for future maintenance needs		
Performance Measure: Samples in compliance with EPA regulations				
	Quarter 1	Quarter 2	Quarter 3	Quarter 4
% samples in compliance				
Strategic Goal: Ensure municipal services meet the needs and expectations of the community.				
Goal 2: Fiscal responsibility for future maintenance of the Water Treatment Plan				
Objective 1	Continue to monitor facility for component replacements			
	Task 1	Continue to monitor efficiency of chemical and electrical consumption		
	Task 2	Monitor and track the integrity of facility components		
	Task 3	Continue surface water treatment project to treat surface water within the WTP- add staff to begin training for changes in treatment requirements		
Objective 2	Budgeting for the replacement of critical plant infrastructure			
	Task 1	Track infrastructure that is due for replacement		
	Task 2	Update the Capital Improvement Plan		
	Task 3	Continue considering additional funding sources for future rehabilitation projects such as grants, state revolving fund loans, etc.		
Strategic Goal: Manage sustainable growth and maintain public infrastructure.				
Goal 3: Fiscal responsibility for future operation of the Water Treatment Plan				
Objective	Evaluate options for residual solids removal to offset expenses on operating budget			
	Task 1	Continued planning for onsite solids dewatering, possibly in conjunction with surface water improvements		
	Task 2	Put the WTP on an industrial discharge permit and allow solids to be handled at WW treatment plant		
	Task 3	Investigate and obtain additional funding sources for future plant rehabilitation projects		



Fund	510	Water Enterprise Fund
Department	840	Water Treatment Plant Operating

		2022-23	2023-24	2023-24	2024-25	2024-25
		FY 2023	FY 2024	FY 2024	FY 2025	FY 2025
		Actual	Budget	Actual Estimated	Tentative Budget	Final Budget
<b>Salaries &amp; Benefits</b>						
510-840-100	Regular Pay	252,760	347,889	291,455	395,876	—
510-840-120	Standby Pay	26,681	26,500	30,000	27,000	—
510-840-130	Overtime Pay	45,280	48,400	60,000	48,900	—
510-840-140	Annual Leave Pay	3,932	3,340	16,000	6,688	—
510-840-150	Sick Leave Pay	6,594	—	8,000	—	—
510-840-160	Holiday Pay	17,036	—	23,000	—	—
510-840-210	Medicare	5,121	5,884	6,100	6,938	—
510-840-220	Unemployment	2,466	3,024	3,500	3,038	—
510-840-230	Retirement (PERS)	104,915	90,409	102,206	105,540	—
510-840-235	Pension Expense	(14,816)	150,000	150,000	150,000	—
510-840-240	Group Insurance	49,644	57,117	60,981	72,348	—
510-840-250	Workers Compensation	17,509	37,960	12,790	44,662	—
510-840-260	Other Benefits	(2,615)	—	—	—	—
	<b>Total Salaries &amp; Benefits</b>	<b>514,507</b>	<b>770,523</b>	<b>764,032</b>	<b>860,990</b>	<b>—</b>
<b>Services &amp; Supplies</b>						
510-840-320	Prof Serv-Engineering	14,168	32,500	15,000	32,500	— Surface Water Consultant for NDEP
510-840-322	Prof Serv-Other	205	250	400	10,250	—
510-840-412	Utility Serv-Refuse	173	200	200	200	—
510-840-420	Contract Serv	30,463	20,000	30,000	20,000	—
510-840-423	Outside Serv-Analytical	5,496	15,000	6,000	15,000	—
510-840-424	Outside Serv-Electrical	32,675	20,000	30,000	20,000	—
510-840-426	Outside Serv-Dispose	214,456	80,000	180,000	180,000	—
510-840-428	Outside Serv-Electrical	6,688	20,000	20,000	20,000	—
510-840-429	Outside Serv-SCADA	34,568	15,000	15,000	31,000	—
510-840-430	Outside Serv-Repair & Maint	99,017	100,000	100,000	120,000	— Replace 2 Atlas Compressors
510-840-520	Insurance	13,151	85,000	63,598	85,000	—
510-840-530	Communications	6,203	5,000	5,500	6,250	—
510-840-540	Advertising	1,199	1,500	1,000	1,500	—
510-840-550	Printing and Postage	39	500	500	500	—
510-840-580	Training	3,610	10,000	5,000	10,000	— State Certification Classes and Conferences
510-840-581	Dues and Memberships	1,193	1,000	1,500	1,000	— AWWA, NVRWA, ASCE, APWA Memberships
510-840-585	Educational Assist Program	—	500	—	500	—
510-840-601	Office Supplies	1,623	2,000	2,000	2,000	—
510-840-605	Minor Equipment	4,764	5,000	6,000	15,000	—
510-840-610	Automotive Supplies	1,476	2,000	1,000	2,000	—
510-840-614	Plant/Shop/Maint. Supplies	8,847	12,500	12,500	12,500	—
510-840-616	Safety Supplies	2,192	1,500	2,500	2,500	—
510-840-617	Chemicals	239,153	350,000	250,000	350,000	—
510-840-621	Natural Gas	32,986	22,500	35,000	22,500	—
510-840-622	Electricity	261,832	260,000	260,000	260,000	—
510-840-625	Bulk Diesel	5,208	5,000	—	5,000	—
510-840-626	Gasoline	444	1,000	1,000	1,000	—
510-840-640	Books and Periodicals	292	500	500	500	—
510-840-642	Permits and Licenses	3,702	5,000	7,500	6,000	— Plant Operating Permits
	<b>Total Services &amp; Supplies</b>	<b>1,025,823</b>	<b>1,073,450</b>	<b>1,051,698</b>	<b>1,232,700</b>	<b>—</b>
	<b>Total Expenses</b>	<b>1,540,330</b>	<b>1,843,973</b>	<b>1,815,730</b>	<b>2,093,690</b>	<b>—</b>

# Sewer Enterprise Fund

## Budget Proposal

### Proposal Summary

**Budget**

FY 2025 Tentative Budget

**Budget Phase**

Budget Review

**Proposal Status**

In Review

**Created By**

Jennie Carrick

**Exported At**

Mar 29, 2024, 06:44 PM (UTC)

Base Revenues	\$7,139,700.00
Adjustments	+\$1,545,460.00
<b>Revenues</b>	<b>\$8,685,160.00</b>
Base Expenses	\$4,286,379.05
Adjustments	+\$355,839.00
<b>Expenses</b>	<b>\$4,642,218.05</b>
<b>Surplus</b>	<b>\$4,042,941.95</b>

### Description

#### WHAT WE DO

Wastewater Treatment provides municipal operation and maintenance of the City's wastewater collection and treatment infrastructure to maintain and enhance quality of life.

The primary responsibilities of this division are to operate and maintain the wastewater collection system and wastewater treatment plant owned by the city. This includes:

- Monthly, quarterly, and annual laboratory sampling reporting.
- Leak repairs, maintenance of all lift stations, manholes, collection lines.
- Emergency power backup maintenance.
- Plant monitoring and operation, plant security, building and grounds maintenance.

#### WHY WE DO IT

The operation and maintenance of the city's wastewater treatment system is governed by the city's Authorization to Discharge from the Nevada Division of Environmental Protection. It must also comply with NRS 445 and NAC 445A for all work performed on the system and meet all requirements of the Federal EPA regulations. Title 28 of the Fernley Municipal Code also governs the department.

#### WHAT'S CHANGED

The E-One Repair and Maintenance line item will remain in the budget again as the department continues to purchase new units to replace older models that are no longer in production. Costs to purchase E-one units have risen dramatically over the last year so the budget GL is increased.

Some of the Capital Improvement Projects (CIP) planned include the Shadow Lane Sanitary Sewer Rehabilitation/Reconstruction final design & construction, Villa Park Way Sanitary Sewer reconstruction, a

pond relining project design & construction, and the Fernley Industrial Park Sanitary Sewer Rehabilitation/Reconstruction project. These CIP projects reflect the projects identified in the Rate Study, as well as failing or failed components identified by the public works staff. The wastewater treatment plant is also being budgeted for upgrades in the 5 year CIP, as staff is informed by the NDEP that lagoon systems such as ours are outdated and should be upgraded to a mechanized process. Funding for a Preliminary Engineering Report to assess the needs for the East Wastewater Treatment Plant for increased capacity and potential "upgrades" to better treat the effluent are also being proposed in this fiscal year. Staff proposes to purchase two major lift station replacement pumps in this years budget to have in stock in case of future failure.

During the 21/22 FY, Public works staff engaged a design engineer to assess the possibility of constructing a heated facility of approximately 5,000 sq. ft. to house the heavy equipment used by the Wastewater Department. There is not only the need to keep the equipment out of the elements, but also to keep the vactor machine from freezing, as it is required to be equipped with water in its system to be ready to respond to emergencies year round. Currently, the vactor machine for the wastewater department is stored in the Cottonwood Corporate Yard shop along with the vactor machine for the water distribution department. This limits the space significantly having two large machines occupy the area where the fleet department services the entire city's vehicles and equipment. Unfortunately, in the current market the initial estimates to provide the design and construction of a building at the wastewater treatment plant was on the order of \$1.4 million. Staff had expected a significantly lower cost and was not comfortable making the recommendation to proceed with a request and build the project in the proposed budget. Staff, however still feels it is an important project that would alleviate some of the space issues with the Cottonwood Yard facility, and properly house the wastewater enterprises equipment where it is more appropriate.

Currently, the Wastewater Department is fully staffed and not expecting to add any additional positions for this fiscal year.

This fiscal year, Sewer is requesting the purchase of a 3/4 ton pickup truck with a service body.

LOGOTYPE

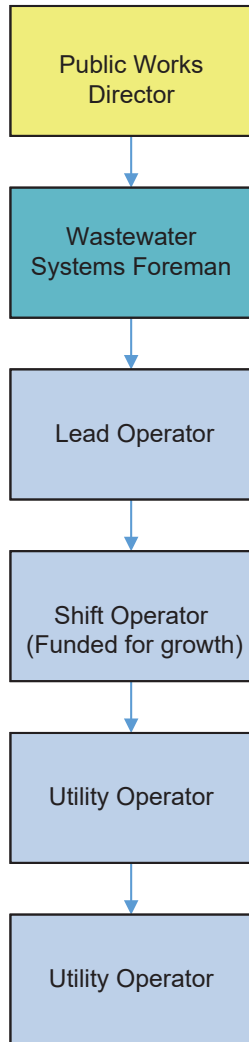
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## Wastewater Treatment

### Goals and Objectives

Strategic Goal: Manage sustainable growth and maintain public infrastructure.				
Goal 1: Operate and maintain the Wastewater Collection System and Treatment Plant effectively				
Objective 1	Maintain all state and federal requirements and enhanced monitoring of the wastewater treatment plant			
	Task 1	Track and monitor all compliance sampling, testing and reporting requirements for the City's Nevada Department of Environmental Protection Discharge permit		
	Task 2	Make improvements to the plant to improve effluent quality		
Objective 2	Asset Management of the wastewater collection of treatment system through further implementation of VueWorks			
	Task 1	Continue to implement work order system and complete work orders for E-One, lift station, and wastewater treatment plant repairs and maintenance.		
	Task 2	Utilize VueWorks data (Asset Management) to better plan and budget for future maintenance needs.		
Performance Measure: Number of work orders completed through VueWorks				
	Quarter 1	Quarter 2	Quarter 3	Quarter 4
# of work orders				
Strategic Goal: Manage sustainable growth and maintain public infrastructure.				
Goal 2: Increase the useful life and efficiency of the City's wastewater collection system				
Objective 1	Continue to develop 5 year capital improvement program for the collection system			
	Task 1	Continue in-house inspection and cleaning program citywide		
	Task 2	Identify projects and schedule for repair, replacement, or rehabilitation		
	Task 3	Establish scope of work and schedule project into 5 year capital improvement plan		



Fund	520	Sewer Enterprise Fund
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<b>PROPRIETARY FUND</b>	<b>ACTUAL PRIOR YEAR ENDING 6/30/2023</b>	<b>ESTIMATED CURRENT YEAR ENDING 6/30/2024</b>	<b>TENTATIVE BUDGET 6/30/2025</b>	<b>FINAL BUDGET 6/30/2025</b>
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>				
Cash received from customers, service fees	5,015,173	5,334,957	5,079,960	—
Cash paid to suppliers	(1,124,402)	(1,034,329)	(1,532,205)	—
Cash paid to employees	(1,126,771)	(1,214,471)	(1,372,896)	—
Net cash from operating activities	2,764,000	3,086,157	2,174,859	—
<b>CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:</b>				
Connection Fees	1,538,546	922,844	1,360,630	—
Water Rights/Settlement Income	57,687	61,000	55,200	—
Proceeds from grants	3,561,250	—	2,000,000	—
Debt Re-payment	(358,496)	(390,371)	(396,893)	—
Interest on Debt	(148,239)	(142,627)	(137,118)	—
Acquisition of Capital Assets	(2,737,122)	(3,715,000)	(1,560,000)	—
Net cash from capital and related financing activities	1,913,626	(3,264,154)	1,321,819	—
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>				
Interest on investments	310,003	50,000	25,000	—
Net cash from investing activities	310,003	50,000	25,000	—
NET INCREASE (DECREASE) in cash and	4,987,629	(127,997)	3,521,678	—
CASH AND CASH EQUIVALENTS AT JULY 1	16,229,884	21,217,513	21,089,516	—
CASH AND CASH EQUIVALENTS AT JUNE 30	21,217,513	21,089,516	24,611,194	—

Fund	520	Sewer Enterprise Fund
Department		

	2022-23 FY 2023	2023-24 FY 2024	2023-24 FY 2024	2024-25 FY 2025	2024-25 FY 2025
	Actual	Budget	Actual Estimated	Tentative Budget	Final Budget
<b>Revenues</b>					
520-000-370-100 Sewer Services	5,062,281	5,080,160	5,334,957	5,079,960	—
520-000-370-300 Materials & Labor	330	—	—	200	—
520-000-380-100 Interest Earnings	384,606	25,000	500,000	100,000	—
520-000-380-400 Disposition of Capital Assets	—	—	—	—	—
520-000-380-900 Miscellaneous Revenue	(20)	20,000	1,000	20,000	—
520-000-380-901 Credit Cad Fees	57,377	35,000	60,000	35,000	—
520-000-395-910 Cust Cont-Hookups/Connect	1,538,546	950,000	922,844	950,000	—
520-000-395-925 Grant Contributions	2,620,829	2,000,000	—	2,000,000	—
520-000-395-940 Dev Cont-Infrastructure	497,410	500,000	—	500,000	—
<b>Total Revenues</b>	<b>10,161,359</b>	<b>8,610,160</b>	<b>6,818,801</b>	<b>8,685,160</b>	<b>—</b>
520-800-860 Interest Expense	164,994	142,627	142,627	137,118	—
520-810-800 Depreciation	1,247,489	1,400,000	1,400,000	1,400,000	—
Sewer Operating Expenses	2,265,151	1,248,310	1,034,329	1,499,310	—
<b>Total Expenses</b>	<b>3,677,634</b>	<b>2,790,937</b>	<b>2,576,956</b>	<b>3,036,428</b>	<b>—</b>
<b>Increase (Decrease) in Net Position</b>	<b>6,483,725</b>	<b>5,819,223</b>	<b>4,241,845</b>	<b>5,648,732</b>	<b>—</b>
Net Position	39,560,130	41,647,870	43,381,323	49,030,055	43,381,323

Fund	520	Sewer Enterprise Fund
Department	810	Water Distribution Operating

	2022-23	2023-24	2023-24	2024-25	2024-25	
	FY 2023	FY 2024	FY 2024	FY 2025	FY 2025	
	Actual	Budget	Actual Estimated	Tentative Budget	Final Budget	
<b>Salaries &amp; Benefits</b>						
520-810-100	Regular Pay	613,213	693,229	598,672	831,946	—
520-810-120	Standby Pay	28,943	31,949	28,588	32,003	—
520-810-130	Overtime Pay	35,180	33,534	25,634	34,154	—
520-810-140	Annual Leave Pay	27,051	5,700	30,000	11,262	—
520-810-150	Sick Leave Pay	24,674	—	35,000	—	—
520-810-160	Holiday Pay	30,485	—	32,000	—	—
520-810-200	FICA	106	95	100	67	—
520-810-210	Medicare	11,059	10,131	10,125	13,186	—
520-810-220	Unemployment	5,604	6,033	6,474	6,214	—
520-810-230	Retirement (PERS)	541,143	143,317	199,567	186,352	—
520-810-235	Pension Expense	(202,655)	200,000	200,000	200,000	—
520-810-240	Group Insurance	141,443	148,636	194,636	165,259	—
520-810-250	Workers Compensation	33,919	50,867	26,775	65,553	—
520-810-260	Other Benefits	(4,251)	—	1,900	1,900	—
520-810-270	OPEB Liability	6,344	25,000	25,000	25,000	—
	<b>Total Salaries &amp; Benefits</b>	<b>1,292,258</b>	<b>1,348,491</b>	<b>1,414,471</b>	<b>1,572,896</b>	<b>—</b>
<b>Services &amp; Supplies</b>						
520-810-320	Prof Serv-Engineering	49,295	102,500	60,000	335,000	— Master Plan Update, Rate Study, EWWTP Upgrades Design
520-810-322	Prof Serv-Other	4,678	2,000	2,000	12,000	—
520-810-412	Utility Serv-Refuse	2,072	2,500	2,500	2,500	—
520-810-420	Contracts	15,562	9,000	13,000	9,000	—
520-810-423	Outside Serv-Analytical	2,585	4,000	3,100	4,000	—
520-810-424	Outside Serv-HVAC	11,859	17,500	15,000	17,500	—
520-810-426	Outside Serv-Sewer Clean	1,350	5,000	3,000	5,000	—
520-810-428	Outside Serv-Electrical	2,279	10,000	10,000	10,000	—
520-810-429	Outside Serv-SCADA	2,346	12,500	10,000	12,500	—
520-810-430	Outside Serv-Repair & Maint	188,438	235,000	200,000	235,000	—
520-810-441	Rental	12,319	15,000	15,000	15,000	—
520-810-444	Interfund Cost Allocation	184,049	144,310	144,310	177,205	—
520-810-520	Insurance	36,824	75,000	46,519	75,000	—
520-810-530	Communications	5,956	6,000	6,500	6,000	—
520-810-540	Advertising	788	500	500	500	—
520-810-550	Printing and Postage	31,566	35,000	35,000	35,000	—
520-810-580	Training	412	5,000	3,000	5,000	—
520-810-581	Dues and Memberships	532	1,000	500	1,000	—
520-810-585	Educational Assistance	200	500	—	500	—
520-810-600	General Supplies	2,843	2,500	3,500	2,500	—
520-810-601	Office Supplies	2,942	6,000	3,500	6,000	—
520-810-605	Minor Equipment	2,360	15,000	4,000	15,000	—
520-810-609	Credit card fees	58,159	60,000	60,000	60,000	—
520-810-610	Supplies-Automotive	7,736	18,000	10,000	18,000	—
520-810-614	Supplies-Plant/Shop/Maint	18,418	29,000	20,000	29,000	—
520-810-615	E-One-Repair & Maint	100,306	130,000	110,000	130,000	—
520-810-616	Supplies-Safety	686	5,000	2,500	6,000	—
520-810-617	Supplies-Chemical	53,488	55,000	70,000	60,000	—
520-810-621	Natural Gas	363	400	400	400	—
520-810-622	Electricity	126,554	185,000	130,000	185,000	—
520-810-623	Propane	—	—	—	—	—
520-810-625	Bulk Diesel	4,559	6,000	5,000	6,000	—
520-810-626	Gasoline	42,941	32,500	35,000	35,000	—
520-810-640	Books and Periodicals	272	1,500	500	1,500	—
520-810-642	Permits and Licenses	(1,851)	20,000	10,000	20,000	— State Licensing
520-810-643	Taxes/Fees	6	100	—	100	—

<b>Total Services &amp; Supplies</b>	<u>972,892</u>	<u>1,248,310</u>	<u>1,034,329</u>	<u>1,532,205</u>	<u>—</u>
<b>Total Expenses</b>	<u>2,265,150</u>	<u>2,596,801</u>	<u>2,448,800</u>	<u>3,105,101</u>	<u>—</u>

# 220 Grants

## Budget Proposal

### Description

Grant funds received by the City of Fernley support important programs, services, and infrastructure that may not be sought simply because money is available. Rather, departments should identify funding priorities and seek grants for programs, services, and projects that help advance department, community, and Council priorities and goals.

#### **Awarded Grants:**

##### **Fernley Depot Community Center Grant – Phase 4 Construction of Restroom Amenity Building**

**Grant Amount:** \$395,000

**Grant Agreement Period:** July 1, 2022 - June 30, 2024

**Purpose:** The purpose of the CDBG grant is to dedicate funds for the construction of the amenity building/ADA compliant restroom at the Fernley Depot. The scope of work includes construction work, utility installation; purchase of the prefabricated amenity building, shipping and installation of the amenity building; and final concrete flatwork and landscaping.

##### **Downtown Fernley Revitalization - Continued Main Street Beautification and Placemaking**

**Grant Award amount:** \$100,000

**Grant Period:** July 1, 2022 – June 30, 2024

**Purpose:** The purpose of the CDBG grant is to continue to implement beautification strategies previously identified in phases 1 and 2 and began in phase 3. The scope of work will include contracting with a landscape architect/planner to coordinate the purchase and installation of streetscape elements including the following: benches, bicycle racks, trash receptacles, above ground planters, and shade structures on the south side of Main Street from Silver Lace Blvd to Farm District.

##### **Nevada Pacific Parkway**

**Grant Award amount:** \$25,000,000

**Grant Period:** TBD

**Purpose:** The US Department of Transportation awarded the city of Fernley \$25 million from the Rebuilding American Infrastructure with Sustainability and Equity (RAISE) discretionary grant program for the Nevada Pacific Parkway (NPP) project. The project entails the completion of the Nevada Pacific Parkway road and bridge which will connect Interstate-80 to US Highway 50. The award, to be managed by the City of Fernley and Mark IV Capital, will be applied to funding the needed construction of the NPP project. These grant funds in combination with a local match, provided by Mark IV, will be used to fund the road and bridge elements to the Nevada Pacific Parkway. This road/bridge improvement will enable the city of Fernley to accommodate the expected increase in truck traffic to Victory Logistics. The total cost of the project is \$52.4 million. The city of Fernley and Mark IV are committed to completing the project.

##### **Community Response and Resource Center Utilities**

**Grant Award amount:** \$500,000

**Grant Period:** TBD

**Purpose:** The purpose of the CDBG grant is to assist with the funding for construction of the CRRC. This particular grant will be used for the cost of installing utility infrastructure in the building. The scope of work includes construction work involving utility installation.

# Proposal Summary

## Budget

FY 2025 Tentative Budget

## Budget Phase

Budget Review

## Proposal Status

In Review

## Created By

Jennie Carrick

## Exported At

Mar 28, 2024, 06:35 PM (UTC)

Base Revenues	\$0.00
Adjustments	\$0.00
<b>Revenues</b>	<b>\$0.00</b>
Base Expenses	\$0.00
Adjustments	\$0.00
<b>Expenses</b>	<b>\$0.00</b>
<b>Deficit</b>	<b>\$0.00</b>

LOGOTYPE

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Fund	220	Grants Fund
Department		

		2022-23	2023-24	2023-24	2024-25	2024-25
		FY 2023	FY 2024	FY 2024	FY 2025	FY 2025
		Actual	Budget	Actual Estimated	Tentative Budget	Final Budget
Revenues						
220-000-330-410	ARPA	1,576,415	—	—	—	—
	<b>Total Revenues</b>	1,576,415	—	—	—	—
Expenses						
220-480-810	ARPA	1,576,415	—	—	—	—
	<b>Total Expenditures</b>	1,576,415	—	—	—	—
	<b>Net Change in Fund Balance</b>	—	—	—	—	—

# 225 Transient Lodging Tax

## Budget Proposal

### Proposal Summary

**Budget**

FY 2025 Tentative Budget

**Budget Phase**

Budget Review

**Proposal Status**

In Review

**Created By**

Jennie Carrick

**Exported At**

Mar 28, 2024, 06:36 PM (UTC)

Base Revenues	\$405,000.00
Adjustments	+\$251,000.00
<b>Revenues</b>	<b>\$656,000.00</b>
Base Expenses	\$1,152,000.00
Adjustments	+\$2,100,000.00
<b>Expenses</b>	<b>\$3,252,000.00</b>
<b>Deficit</b>	<b>\$2,596,000.00</b>

### Description

Section 26.03.02 of the Fernley Municipal Code establishes the Transient Lodging Tax that is imposed on every licensee operating a transient lodging rental business within the city a transient lodging tax in the total amount of eleven (11%) percent of the gross income. The revenue from the transient lodging tax is allocated and used by the city on the following percentages under the following:

1. One percent of the transient lodging tax shall be distributed as follows: 3/8 shall be paid to the department of taxation for deposit with the state treasurer for credit to the fund for the promotion of tourism and 5/8 shall be deposited with the county to be used to advertise the resources of the county and city related to tourism.

2. The remaining ten percent of the transient lodging tax shall be deposited in a special revenue fund.

After the payment to the department of taxation and the county the TLT revenue fund is allocated under the following funds:

1. Disbursement of funds to outside agencies shall not exceed 40% of the revenue generated by the transient lodging tax.
2. At least 60% of the funds generated by the transient lodging tax will be used for the construction, operation, and maintenance of the City of Fernley Convention/Civic Center.

**Strategic Plan:**

Connect and Engage: The Fernley community is well informed of the activities of city government and has opportunities to engage for the betterment of the community.

The Transient Lodging Tax proposed budget for FY2024/25 is \$3,252,000, no changes from FY2023/24 FCTA will provide two rounds of grant funding opportunities during FY24/25 to organizations who promote tourism in Fernley through project, events, and/or activities. Equal amounts of funding are provided for each round. Funding has been set aside for Annual Fire Works as well as City projects, to eliminate the city competing with local organizations for funding.

\$3.1M of the budget is for funding of the Community Response and Resource Center.

Fund	225	Transient Lodging Tax
Department		

		2022-23	2023-24	2023-24	2024-25	2024-25
		FY 2023	FY 2024	FY 2024	FY 2025	FY 2025
		Actual	Budget	Actual Estimated	Tentative Budget	Final Budget
<b>Revenues</b>						
225-000-310-300	Transient Lodging Tax	675,875	650,000	600,000	650,000	—
225-000-310-900	Misc. Revenue	8,400	5,000	7,500	5,000	—
225-000-360-100	Interest Earnings	35,084	1,000	100,000	1,000	—
	<b>Total Revenues</b>	<b>719,359</b>	<b>656,000</b>	<b>707,500</b>	<b>656,000</b>	<b>—</b>
<b>Expenses</b>						
225-575-320	Professional Services	3,393	10,000	2,000	10,000	—
225-575-540	Advertising	—	1,000	—	1,000	—
225-575-550	Printing & Postage	482	1,000	200	1,000	—
225-575-650	Grant Awards	77,027	140,000	100,000	140,000	—
225-575-730	Site Improvements	—	2,000,000	—	3,100,000	—
	<b>Total Expenditures</b>	<b>80,902</b>	<b>2,152,000</b>	<b>102,200</b>	<b>3,252,000</b>	<b>—</b>
	<b>Net Change in Fund Balance</b>	<b>638,457</b>	<b>(1,496,000)</b>	<b>605,300</b>	<b>(2,596,000)</b>	<b>—</b>

# 300 Capital Fund

## Budget Proposal

### Proposal Summary

**Budget**

FY 2025 Tentative Budget

**Budget Phase**

Budget Review

**Proposal Status**

In Review

**Created By**

Jennie Carrick

**Exported At**

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Base Revenues	\$6,000.00
Adjustments	\$0.00
<b>Revenues</b>	<b>\$6,000.00</b>
Base Expenses	\$600,000.00
Adjustments	-\$68,000.00
<b>Expenses</b>	<b>\$532,000.00</b>
<b>Deficit</b>	<b>\$526,000.00</b>

### Description

The Capital Fund was created by Resolution 02-004 to account for sources and uses of monies for major equipment purchases and capital projects. The intention was to set aside money each year in a separate fund to accumulate enough funds to pay for large projects. The last time money was transferred into the Capital Fund was 2007. Projects continue to be paid out of this fund, but the money was never replaced.

LOGOTYPE

OpenGov

Add links

Fund	300	Capital Fund
Department		

		2022-23	2023-24	2023-24	2024-25	2024-25
		FY 2023	FY 2024	FY 2024	FY 2025	FY 2025
		Actual	Budget	Actual Estimated	Tentative Budget	Final Budget
Revenues						
300-000-360-100	Interest Earnings	7,532	6,000	20,000	6,000	—
	<b>Total Revenues</b>	7,532	6,000	20,000	6,000	—
Expenses						
300-425-730	Site Improvements	36,257	532,000	400,000	532,000	—
	<b>Total Expenditures</b>	36,257	532,000	400,000	532,000	—
	<b>Net Change in Fund Balance</b>	<b>(28,725)</b>	<b>(526,000)</b>	<b>(380,000)</b>	<b>(526,000)</b>	<b>—</b>

# 305 Capital Improvement Fund

## Budget Proposal

### Proposal Summary

**Budget**

FY 2025 Tentative Budget

**Budget Phase**

Budget Review

**Proposal Status**

In Review

**Created By**

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Base Revenues	\$350.00
Adjustments	-\$350.00
<b>Revenues</b>	<b>\$0.00</b>
Base Expenses	\$43,745.00
Adjustments	-\$43,745.00
<b>Expenses</b>	<b>\$0.00</b>
<b>Deficit</b>	<b>\$0.00</b>

### Description

NRS 354.598155 Special ad valorem capital project fund, states the following:

1. Each local government that receives a portion of the revenue from the tax levied pursuant to the provisions of NRS 354.59815 shall establish a special ad valorem capital projects fund and shall deposit all revenue received pursuant to the provisions of NRS 354.59815 in that fund. All interest and income earned on the money in the fund must also be deposited in the fund.
2. The money in the fund may only be used for: (a) The purchase of capital assets including land, improvements to land and major items of equipment; (b) The renovation of existing governmental facilities not including normal recurring maintenance; and (c) The repayment of a medium-term obligation issued to fund a project described in paragraph (a) and (b).
3. Money may be retained in the fund for not more than 10 years to allow the funding of projects without the issuance of bonds or other obligations. For the purposes of determining the length of time a deposit of money has been retained in the fund, all money withdrawn from the fund shall be deemed to be taken on a first-in, first-out basis.
4. The annual budget and audit report of each local government must specifically identify this fund and must indicate in detail the projects that have been funded with money from the fund. Any planned accumulation of the money in the fund must also be specifically identified.

For FY 2024/2025, funding has not been allocated for this fund.

LOGOTYPE

OpenGov

Add links

Fund	305	Capital Improvement Grant fund
Department		

		2022-23	2023-24	2023-24	2024-25	2024-25
		FY 2023	FY 2024	FY 2024	FY 2025	FY 2025
		Actual	Budget	Actual Estimated	Tentative Budget	Final Budget
Revenues						
305-000-310-100	Tax Revenue	—	—	—	—	—
305-000-360-100	Interest Earnings	591	—	—	—	—
	<b>Total Revenues</b>	591	—	—	—	—
Expenses						
305-425-740	Machinery	43,738	—	—	—	—
	<b>Total Expenditures</b>	43,738	—	—	—	—
	<b>Net Change in Fund Balance</b>	<b>(43,147)</b>	—	—	—	—

# 425, 200, 210 Municipal Court

## Budget Proposal

### Description

#### Municipal Court

*Mission Statement:*

**Fair, efficient, and impartial access to justice through due process that promotes and upholds the integrity of the court.**

*Vision Statement:*

**The Fernley Municipal Court strives to be a prompt, efficient, effective, virtual, paperless and holistic court providing programs, resources and alternative options in an all-in-one justice center.**

*Legal Requirements*

**NRS 266.550 through 266.595 describes the jurisdiction and operation of Municipal Courts. The Municipal Court has similar powers that are provided by the law for Justice Courts, subject to the overall limited jurisdiction of misdemeanor offenses. The power of the Municipal Court includes the power to change and collect those fees pursuant to NRS 5.073.**

*Primary Responsibilities*

**The main responsibility of the Fernley Municipal Court is to provide a process and forum for ensuring due process of law and provide for the expeditious resolution of cases brought before the court involving alleged misdemeanor violations of Nevada Revised Statutes and Fernley Municipal Codes. Court security is provided by the court marshal.**

**The Fernley Municipal Court is submitting the FY 24/25 budget with no increase in its operational budget.**

**General:**

**No changes to be made at this time.**

*Court Facility:*

The court is committing the amount of \$120,000.00 fund equity of the Court Facility Account balance to expenditure as allowed by Nevada Law.

*Administrative Assessment:*

The court is committing full amount of \$10,375 fund equity of the Court Facility Account balance to expenditure as allowed by Nevada Law.

The court is requesting the following:

Approval to promote one employee who is currently a Court Specialist to a Senior Court Specialist on their anniversary date, so long as the Court Administrator and Senior Municipal Court judge find that the employee has demonstrated proficiency in performance and has been assigned the relevant duties on a regular basis.

Approval to promote two employees who are currently a Junior Court Specialist to a Court Socialist on their anniversary dates, so long as the Court Administrator and Senior Municipal Court judge find that the employee has demonstrated proficiency in performance and has been assigned the relevant duties on a regular basis.

# Proposal Summary

## Budget

FY 2025 Tentative Budget

## Budget Phase

Budget Review

## Proposal Status

In Review

## Created By

Jennie Carrick

## Exported At

Mar 28, 2024, 05:45 PM (UTC)

Base Revenues	\$252,625.00
Adjustments	-\$119,525.00
<b>Revenues</b>	<b>\$133,100.00</b>
Base Expenses	\$687,563.61
Adjustments	+\$53,375.00
<b>Expenses</b>	<b>\$740,938.61</b>
<b>Deficit</b>	<b>\$607,838.61</b>

LOGOTYPE

OpenGov

Add links

Fund	200	Administrative Fees Fund
Department	425	Municipal Court

		2022-23	2023-24	2023-24	2024-25	2024-25
		FY 2023	FY 2024	FY 2024	FY 2025	FY 2025
		Actual	Budget	Actual Estimated	Tentative Budget	Final Budget
Revenues						
200-000-350-100	Penalties/Fines Municipl Court	11,919	14,000	8,000	8,800	—
200-000-360-100	Interest Earnings	70	20	300	—	—
<b>Total Revenues</b>		11,989	14,020	8,300	8,800	—
Expenses						
200-425-322	Prof Serv-Other	16,547	16,500	10,000	10,000	—
200-425-580	Training	3,760	2,500	—	—	—
200-425-581	Dues and Memberships	75	400	375	375	—
200-425-582	Travel	2,228	1,000	—	—	—
200-425-600	General Supplies	—	1,000	—	—	—
200-425-605	Minor Equipment	—	3,000	—	—	—
200-425-640	Books and Periodicals	—	200	—	—	—
<b>Total Expenditures</b>		22,611	24,600	10,375	10,375	—
<b>Net Change in Fund Balance</b>		<b>(10,622)</b>	<b>(10,580)</b>	<b>(2,075)</b>	<b>(1,575)</b>	<b>—</b>

Fund	210	Court Facilities Fees Fund
Department	425	Municipal Court

		2022-23	2023-24	2023-24	2024-25	2024-25
		FY 2023	FY 2024	FY 2024	FY 2025	FY 2025
		Actual	Budget	Actual Estimated	Tentative Budget	Final Budget
Revenues						
210-000-350-100	Penalties/Fines Municipl Court	16,878	18,200	9,000	12,200	—
210-000-360-100	Interest Earnings	1,448	3,500	3,500	—	—
<b>Total Revenues</b>		18,326	21,700	12,500	12,200	—
Expenses						
210-425-322	Prof Serv-Other	795	45,000	—	50,000	—
210-425-605	Minor Equipment	—	25,000	5,280	20,000	—
210-425-699	Miscellaneous	—	29,000	—	20,000	—
210-425-730	Site Improvements	—	—	—	20,000	—
210-425-743	Furniture and Fixtures	—	—	—	10,000	—
<b>Total Expenditures</b>		795	99,000	5,280	120,000	—
<b>Net Change in Fund Balance</b>		<b>17,531</b>	<b>(77,300)</b>	<b>7,220</b>	<b>(107,800)</b>	<b>—</b>

# Capital Projects - Governmental Funds

Budget Proposal

## Proposal Summary

**Budget**

FY 2025 Tentative Budget

**Budget Phase**

Budget Review

**Proposal Status**

In Review

**Created By**

Jennie Carrick

**Exported At**

Mar 28, 2024, 06:43 PM (UTC)

Base Revenues	\$0.00
Adjustments	\$0.00
<b>Revenues</b>	<b>\$0.00</b>
Base Expenses	\$6,658,625.00
Adjustments	-\$733,625.00
<b>Expenses</b>	<b>\$5,925,000.00</b>
<b>Deficit</b>	<b>\$5,925,000.00</b>

## Description

Items for capital projects should be completed on the CIP Project Detail Sheet. These will be attached to the specific department for which you are requesting.

LOGOTYPE

OpenGov

Add links

Government Capital Projects												
Fund and Department Number	General Fund, Capital Fund, Capital Improvement Fund, Grants Fund											
Purchase/ Replacement Year	Description	Economic Life (Years)	TOTAL COST	Funding Source								
				(100) General Fund	(100) RTC	(220) Grants Fund	(225) Lodging Tax	(230) RCT Fund	(300) Capital Fund	ARPA	(305) Capital Imp Fund	
2024/2025	Shadow LN Reconstruction Project (US 50A/95A to SR 828) -Construction (GL 100-475-745)		5,555,000		5,555,000							
2024/2025	Fernley Industrial Park Rehabilitation and Reconstruction Project - Design and Permitting (GL 100-475-745)		300,000		300,000							
2024/2025	Red Rock Road Extension - Design and Right of Way Services (GL 100-475-745)		20,000		20,000							
2024/2025	In-Town Park Improvement Project, Phase 2 Construction (GL 230-575-730, 100-575-730)		250,000	50,000				200,000				
2024/2025	Depot restroom grant match (GL 100-417-720)		90,000	45,000		45,000						
2024/2025	Community Response and Resource Center (TLT 225-575-730, 100-417-720, ARPA)		17,332,222	500,000			3,100,000				13,732,222	
2024/2025	SR 828 Bike Path Phase 3 (Jasmine LN to West of Friendly 5, East of Friendly 5 to W/E Clearwater PKWY) - ENGR Services (GL 100-475-320)		200,000	200,000								
<b>Total Capital Outlay</b>			<b>23,747,222</b>	<b>795,000</b>	<b>5,875,000</b>	<b>45,000</b>	<b>3,100,000</b>	<b>200,000</b>	<b>-</b>	<b>13,732,222</b>	<b>-</b>	<b>-</b>
2024/2025	FY 24/25 PMP Project: Desert Lakes, Desert Springs, portion of Donner Trails, portion of Nelson Meadows (100-475-430)		1,600,000	1,600,000								
2024/2025	Developer Contributions to Logan/Pilot Intersection (100-390-100)		54,000	54,000								
2024/2025	Developer Contributions to Shadow Lane Improvements (100-390-100)		105,381	105,381								
2024/2025	Developer Contributions to US95A/Main Street Loop Intersection (100-390-100)		50,000	50,000								
2024/2025	SR 828 Flashing Solar Light Evaluation and Upgrade (GL 100-475-422) Construction		225,000	225,000								
2024/2025	Main Street Corridor Study with NDOT (GL 100-475-320)		300,000	300,000								
2024/2025	Farm District Road Corridor Study with NDOT (GL 100-475-320)		300,000	300,000								
2024/2025	Sound System Upgrade for Council Chambers		50,000	50,000								
2024/2025	Fleet Truck Replacement for Parks		80,000	80,000								
2024/2025	Fleet Truck Replacement for Streets		80,000	80,000								
2024/2025	Service Truck for Fleet Department		200,000	200,000								
2024/2025	Traffic Signal Systems Maintenance Project (GL 100-475-422)	Annual	125,000	125,000								
2024/2025	Northern Nevada Regional Travel Demand Model (TDM) Annual Maintenance (GL 100-475-320)	Annual	24,000	24,000								
2024/2025	Retention Basin Maintenance (GL 100-475-342)	Annual	50,000	50,000								
<b>Total Major Maintenance Projects</b>			<b>3,169,381</b>	<b>3,169,381</b>								
<b>Total FY 2024/2025</b>			<b>26,916,603</b>	<b>3,964,381</b>	<b>5,875,000</b>	<b>45,000</b>	<b>3,100,000</b>	<b>200,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
2025/2026	FY 25/26 PMP Project: FY 16/17 Project Area, Cottonwood LN, Villa WY, Randon CT, portion of Parkland WY, Desert Bluff Unit 1, Upland Ranch	Annual Project	1,900,000									
2025/2026	Red Rock Road Extension - Final Design and Construction		1,400,000									
2025/2026	Fernley Industrial Park Rehabilitation and Reconstruction Project - Construction (GL 100-475-745)		3,750,000		3,410,000							
2025/2026	In-Town Park Improvement Project, Phase 3 - Construction (GL 230-575-730)		300,000					300,000				
2025/2026	SR 828 Bike Path Phase 3 (Jasmine LN to Friendly 5) - Construction		650,000									
2025/2026	Stormwater Utility Rate Assessment (GL 100-475-320)		150,000									
2025/2026	Replacement Fleet Vehicle, TBD		60,000									
2025/2026	Retention Basin Maintenance	Annual	50,000									
2025/2026	Traffic Signal Systems Maintenance Project (GL 100-475-320)	Annual	125,000									
2025/2026	Northern Nevada Regional Travel Demand Model (TDM) Annual Maintenance (GL 100-475-320)	Annual	24,000									
<b>Total FY 2025/2026</b>			<b>8,409,000</b>									
2026/2027	FY 26/27 PMP Project: Fernley Industrial Park, Shadow LN W (US 50A/95A to SR 828), Country Ranch II, E Newlands DR, Stanley DR, portion of W Newlands DR, Truckee River Ranch Phase 1 and 2	Annual Project	1,300,000									
2026/2027	SR 828 Bike Path Phase 4 (Clearwater Parkway to East Valley Elementary) - ENGR, R/W Services		350,000									
2026/2027	6th, 7th B-G ST Rehab/Reconstruct - Design and Permitting		250,000									
2026/2027	In-Town Park Improvement Project, Phase 4 Construction		250,000									
2026/2027	PMP Assessment, Analysis and Final Report (GL 100-475-320)		75,000									
2026/2027	Replacement Fleet Vehicle, TBD		50,000									
2026/2027	Retention Basin Maintenance	Annual	50,000									
2026/2027	Traffic Signal Systems Maintenance Project (GL 100-475-320)	Annual	125,000									
2026/2027	Northern Nevada Regional Travel Demand Model (TDM) Survey, Calibration and Annual Maintenance (GL 100-475-320)	Annual	24,000									
<b>Total FY 2026/2027</b>			<b>2,474,000</b>									
2027/2028	FY 27/28 PMP Project: TBD	Annual Project	1,500,000									
2027/2028	SR 828 Bike Path Phase 4 (Clearwater Parkway to East Valley Elementary) - Construction		1,000,000									
2027/2028	6th, 7th B-G ST Rehab/Reconstruct - Construction		3,500,000									
2027/2028	Fremont Street Reconstruction - Design and Permitting		250,000									
2027/2028	Willow Acres/Concord Woods Rehab/Reconstruct - Design and Permitting		250,000									
2027/2028	Out of Town Park Improvement Project Design		250,000									
2027/2028	Replacement Fleet Vehicle, TBD	10	50,000									
2027/2028	Retention Basin Maintenance	Annual	50,000									
2027/2028	Traffic Signal Systems Maintenance Project (GL 100-475-320)	Annual	125,000									
2027/2028	Northern Nevada Regional Travel Demand Model (TDM) Annual Maintenance (GL 100-475-320)	Annual	24,000									
<b>Total FY 2027/2028</b>			<b>6,999,000</b>									

2028/2029	FY 28/29 PMP Project: TBD	Annual Project	1,500,000							
2028/2029	Fremont Street Reconstruction - Construction		3,500,000							
2028/2029	Willow Acres/Concord Woods Rehab/Reconstruct - Construction		3,500,000							
2028/2029	Truckee LN Rehab/Reconstruct - Design and Permitting		420,000							
2028/2029	Out of Town Park Improvement Project Construction		250,000							
2028/2029	Replacement Fleet Vehicle, TBD	10	50,000							
2028/2029	Retention Basin Maintenance	Annual	50,000							
2028/2029	Traffic Signal Systems Mainenance Project (GL 100-475-320)	Annual	125,000							
2028/2029	Northern Nevada Regional Travel Demand Model (TDM) Annual Maintenance (GL 100-475-320)	Annual	24,000							
<b>Total FY 2028/2029</b>			<b>9,419,000</b>							
	Parks(575)									
	Facilities (417)			45,000						
	IT(418)									
	RTC				5,875,000					
	RCT (230)						200,000			
	Lodging Tax (225)						3,100,000			
	Capital FD(300)							0		
	Capital grants fund (305)								0	
			<b>23,747,222</b>	<b>45,000</b>	<b>5,875,000</b>	<b>-</b>	<b>3,100,000</b>	<b>200,000</b>	<b>-</b>	<b>-</b>

# Water Enterprise CIP

## Budget Proposal

### Proposal Summary

**Budget**

FY 2025 Tentative Budget

**Budget Phase**

Budget Review

**Proposal Status**

In Review

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**Exported At**

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Base Revenues	\$0.00
Adjustments	\$0.00
<b>Revenues</b>	<b>\$0.00</b>
Base Expenses	\$0.00
Adjustments	+\$8,262,833.18
<b>Expenses</b>	<b>\$8,262,833.18</b>
<b>Deficit</b>	<b>\$8,262,833.18</b>

### Description

LOGOTYPE

OpenGov

Add links

Water Enterprise - Capital Projects			
Fund and Department Number			Water Enterprise Fund
Purchase/ Replacement Year	Description	Economic Life (Years)	TOTAL COST
2024/2025	Ricci Additional 1.5 MG Storage Tank Design and Permitting		250,000
2024/2025	Additional 1.5 MG WTP Treated Water Reservoir Construction		3,200,000
2024/2025	Surface Water Treatment Integration at WTP Design and Permitting		400,000
2024/2025	Shadow LN Waterline Replacement Final Design and Construction		1,815,000
2024/2025	Fernley Industrial Park Waterline Replacement and Extension Design and Permitting		70,000
2024/2025	Red Rock RD Waterline Extension Project Design		8,000
2024/2025	WMP Project 5: Water Resource Investigation Brady Hot Springs		50,000
2024/2025	WMP Project 12: Highway 50 Looping Main to Farm District Road Design and Permitting		350,000
2024/2025	WTP Filter Replacement - anticipated to begin replacements		1,500,000
2024/2025	Mesa Drive Water Main Extension and WTP Domestic/Fire Service Design and Permitting		150,000
2024/2025	Microfiltration Building Additional Air Compressor and Tank Design and Construction		180,000
2024/2025	Fleet Truck for WTP		50,000
<b>Total FY 2024/2025</b>			<b>8,023,000</b>
2025/2026	Ricci Additional 1.5 MG Storage Tank Construction		2,500,000
2025/2026	Surface Water Treatment Integration at WTP Design and Construction		4,000,000
2025/2026	Sedimentation Basin Rehabilitation Design and Construction		500,000
2025/2026	WMP-Project 8: Highway 50 Looping Main to Farm District Road Construction		3,500,000
2025/2026	Fernley Industrial Park Waterline Replacement and Extension Construction		70,000
2025/2026	Red Rock RD Waterline Extension Project Construction		420,000
2025/2026	Mesa Drive Water Main Extension and WTP Domestic/Fire Service Construction		500,000
2025/2026	Utility Department Water Meter Truck replacement		55,000
2025/2026	Sage Tank Altitude Valve Replacement and Bypass Installation Design and Construction		1,000,000
2025/2026	WTP Filter Replacement		1,500,000
2025/2026	Water Meter Improvements Citywide- including landbase antenna upgrades/software system (flexnet)		450,000
2025/2026	WTP Internet Upgrade Design and Construction		50,000
<b>Total FY 2025/2026</b>			<b>14,545,000</b>
2026/2027	Ricci Tank Interior and Exterior Recoating		650,000
2026/2027	Existing 1.5 MG Treated Water Reservoir Interior and Exterior Coating and Upgrades - Design		750,000
2026/2027	Winnies Lane and Andy Way Transite Water Main Replacement Engineering Design		100,000
2026/2027	6th, 7th B-G Street Reconstruction Design and Permitting		50,000
2026/2027	WMP Project 9: Nevada Pacific Parkway Connection Main		1,000,000
2026/2027	Highway 50 Lift Station Alternate Water Source Construction		350,000
2026/2027	WTP Filter Replacement		1,500,000
2026/2027	Water Meter Improvements Citywide including hardware/antenna construction		250,000
<b>Total FY 2026/2027</b>			<b>4,650,000</b>
2027/2028	6th, 7th B-G Street Reconstruction Construction		500,000
2027/2028	Winnies Lane and Andy Way Transite Water Main Replacement Construction		1,000,000
2027/2028	Fremont Street Reconstruction - Design and Permitting		500,000
2027/2028	Willow Acres/Concord Woods Rehab/Reconstruct - ENGR and R/W Services		100,000
2027/2028	WTP Filter Replacement		1,500,000
2027/2028	WMP Project 11: US-95A Booster Pump Station		1,300,000
2027/2028	Water Meter Improvements Citywide		125,000
<b>Total FY 2027/2028</b>			<b>5,025,000</b>
2028/2029	Water Meter Improvements Citywide		125,000
2028/2029	Fremont Street Reconstruction - Construction		500,000
2028/2029	Willow Acres/Concord Woods Rehab/Reconstruct Construction		500,000
2028/2029	WMP- Project 5: Northeast Booster Pump Station and Well 9/9A Improvements Construction		1,400,000
2028/2029	Sage Ranch Tank Rehab/Reconstruct Project		450,000

2028/2029	Truckee LN Rehab/Reconstruct - Design and Permitting		50,000
2028/2029	WTP Filter Replacement		1,500,000
2026/2027	WMP Project 15 Test/Production Well Bradys Hot Springs		9,471,000
2028/2029	WMP Project 13 Logan Lane to Vine St Looping		850,000
2028/2029	WMP Project 14 Mull Lane High Pressure Trans Main		3,900,000
2028/2029	WMP Project 16 Desert Shadows Trans Main and PRV		6,500,000
2028/2029	WMP Project 17 SE Tank & Trans Main		5,100,000
2028/2029	WMP Project 18 US-95A Booster Pump and Trans Main		4,100,000
<b>Total FY 2028/2029</b>			<b>34,446,000</b>

# Sewer Enterprise CIP

## Budget Proposal

### Proposal Summary

**Budget**

FY 2025 Tentative Budget

**Budget Phase**

Budget Review

**Proposal Status**

In Review

**Created By**

Jennie Carrick

**Exported At**

Mar 28, 2024, 06:46 PM (UTC)

Base Revenues	\$0.00
Adjustments	\$0.00
<b>Revenues</b>	<b>\$0.00</b>
Base Expenses	\$0.00
Adjustments	+\$1,489,437.00
<b>Expenses</b>	<b>\$1,489,437.00</b>
<b>Deficit</b>	<b>\$1,489,437.00</b>

### Description

LOGOTYPE

OpenGov

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Sewer Enterprise - Capital Projects			
Fund and Department Number		Sewer Enterprise Fund	
Purchase/Replacement Year	Description	Economic Life (Years)	TOTAL COST
2024/2025	South Arm Interceptor Phase 1 MH 295 to MH 291 Design and Permitting		350,000
2024/2025	Shadow LN Sanitary Sewer Rehab/Reconstruct Final Design and Construction		400,000
2024/2025	Fernley Industrial Park Sanitary Sewer Rehab/Reconstruct - Design and Permitting		50,000
2024/2025	Red Rock Road Sewer Main Extension - Design and Permitting		10,000
2024/2025	Preliminary Engineering Final Report and Initial Design for EWWTP upgrades		220,000
2024/2025	New Aerator Purchases For Wastewater Treatment Plant		350,000
2024/2025	Camille Lift Station Generator Installation		180,000
<b>Total FY 2024/2025</b>			<b>1,560,000</b>
2025/2026	South Arm Interceptor Phase 1 MH 295 to MH 291 Construction		2,500,000
2025/2026	Fernley Industrial Park Sanitary Sewer Rehab/Reconstruct - Construction		750,000
2025/2026	Red Rock Road Sewer Main Extension - Construction		150,000
2025/2026	Wastewater Plant Upgrade Final Design and Permitting		2,500,000
2025/2026	Donner Trails Emigrant and Jessica Lane Interceptor Upgrade Capacity Evaluation and Design		250,000
2025/2026	Rolling Meadows Lift Station Upgrade - Design and Permitting		250,000
2025/2026	East Lift Station Expansion Preliminary Engineering Report		75,000
2025/2026	Lift Station Bypass for Loves Design and Construction		200,000
2025/2026	Zone 14 Transite Sewer Main Replacement Project - Design and Permitting		250,000
<b>Total FY 2025/2026</b>			<b>6,925,000</b>
2026/2027	South Arm Interceptor Phase 1 MH 291 to MH 1196 Design		25,000
2026/2027	6th, 7th, B-G Street Reconstruction Design and Permitting		50,000
2026/2027	Wastewater Plant Upgrade		2,500,000
2026/2027	Donner Trails Emigrant and Jessica Lane Interceptor Upgrade Construction		1,500,000
2026/2027	Rolling Meadows Lift Station Upgrade - Construction		2,500,000
2026/2027	East Lift Station Expansion Design and Permitting		250,000
2026/2027	Fremont ST Rehab/Reconstruct - Construction		200,000
2026/2027	Zone 14 Transite Sewer Main Replacement Project -Construction		1,500,000
<b>Total FY 2026/2027</b>			<b>8,525,000</b>
2027/2028	South Arm Interceptor Phase 1 MH 291 to MH 1196 Construction		2,500,000
2027/2028	6th, 7th, B-G Street Reconstruction-Construction		500,000
2027/2028	Fremont Street Reconstruction - Design and Permitting		50,000
2027/2028	Willow Acres/Concord Wood Sewer Reconstructon - Design and Permitting		50,000
2027/2028	Wastewater Plant Upgrade		2,500,000
2027/2028	Replace Utility body Pickup truck		65,000
2027/2028	Farm District Lift Relocation Design and Permitting		250,000
<b>Total FY 2027/2028</b>			<b>5,915,000</b>
2028/2029	South Arm Interceptor Phase 1 MH 1196 to MH 407 Design		250,000
2028/2029	Fremont Street Reconstruction - Construction		500,000
2028/2029	Willow Acres/Concord Wood Sewer Reconstructon - Construction		500,000
2028/2029	Farm District Lift Relocation Construction		1,000,000
<b>Total FY 2028/2029</b>			<b>2,250,000</b>