



FINAL BUDGET

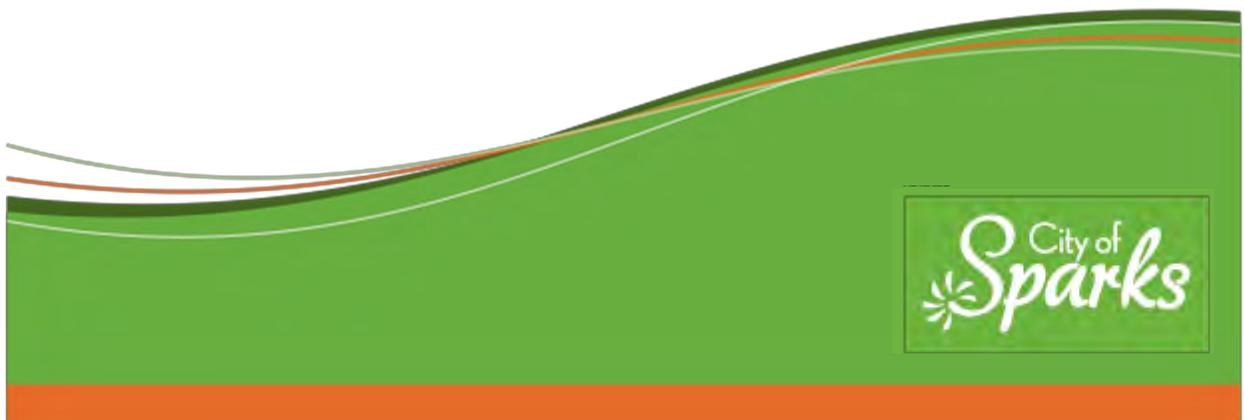
FY2013-2014



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I. Introduction



FY2013-14 Budget Message

This message is intended to convey the broad economic and operating assumptions used to produce the Final FY14 Budget.

The budget process at the City of Sparks is driven by a set of six Fiscal Policies. These policies were revised under the direction of City Council on March 18, 2013. Below are the policies and the results produced from the FY14 budget.

1 Minimum General Fund unrestricted ending Fund Balance level equal to 8.3% of expenditures

	GOAL	RESULTS	AMOUNT OVER/(UNDER) GOAL	STATUS
FY12 ACTUALS	8.3%	13.1%	\$2,200,000	✓
FY13 EST. ACTUALS	8.3%	9.4%	\$500,000	✓
FY14 BUDGET	8.3%	6.6%	(\$815,000)	✗

2 Establish a General Fund Contingency amount up to 3% of total expenditures in the annual budget

	GOAL	BUDGET	Contingency Amount	STATUS
FY12 BUDGET	up to 3%	1%	550,000	⚠
FY13 BUDGET	up to 3%	2%	1,000,000	✓
FY14 BUDGET	up to 3%	2%	1,000,000	✓

3 Transfer an annual amount equal to 2.5% of total revenues from the General Fund to the Capital Projects Fund.

	GOAL	RESULTS	Transfer Amount	STATUS
FY12 ACTUALS	2.5%	2.5%	1,310,000	✓
FY13 EST. ACTUALS	2.5%	2.3%	1,210,000	⚠
FY14 BUDGET	2.5%	2.5%	1,300,000	✓

4 Commit a portion of annual business license receipts to the Stabilization Fund up to the maximum Fund balance allowed within NRS 354.6115.

	MAX ALLOWED PER NRS	STABILIZATI ON FUND BALANCE	AMOUNT COMMITTED	STATUS
FY12 ACTUALS	\$ 4,995,813	\$ 228,641	\$ 200,000	✓
FY13 EST. ACTUALS	\$ 4,984,952	\$ 228,921	\$ -	✗
FY14 BUDGET	\$ 5,082,192	\$ 229,271	\$ -	✗

5 Reduce General Fund Personnel costs so that they do not exceed 78% of General Fund Total Revenues

	GOAL	RESULTS	STATUS
FY12 ACTUALS	<=78%	76%	✓
FY13 EST. ACTUALS	<=78%	79%	⚠
FY14 BUDGET	<=78%	78%	✓

Expanded Dashboard as Requested by City Council

TOTAL USES AS % OF TOTAL REVENUES BY EXPENSE CATEGORY	GOAL	FY12 RESULTS	FY13 EA RESULTS	FY14 BUDGET	FY14 STATUS
PERSONNEL COSTS	<=77%	76%	79%	78%	⚠
SERVICES & SUPPLIES & CAP. OUTLAY	<=16%	18%	20%	21%	✗
TRANSFERS-OUT	<=5%	5%	5%	4%	✓
CONTINGENCY	<=2%	0%	0%	2%	✓
TOTAL		99%	103%	105%	

TOTAL USES AS % OF TOTAL REVENUES BY FUNCTION	GOAL	FY12 RESULTS	FY13 EA RESULTS	FY14 BUDGET	FY14 STATUS
POLICE	<=38%	38%	39%	39%	⚠
FIRE	<=27%	27%	28%	27%	✓
TOTAL PUBLIC SAFETY	<=65%	65%	67%	66%	⚠
MANAGEMENT SERVICES	<=9%	9%	9%	12%	✗
FINANCIAL SERVICES	<=4%	4%	5%	5%	⚠
LEGAL SERVICES	<=3%	3%	3%	3%	✓
TOTAL CENTRAL SERVICES	<=16%	15%	16%	19%	✗
COMMUNITY SERVICES	<=10%	10%	11%	11%	⚠
MUNICIPAL COURT	<=4%	3%	4%	4%	✓
TRANSFERS-OUT	<=5%	5%	5%	4%	✓
TOTAL		99%	103%	104%	

6 Report the annual obligation for the Other Post Employment Benefit (OPEB) existing net liability and determine annually whether to establish an irrevocable trust fund or pay-as-you-go

	NET OPEB OBLIGATION	RESULTS	STATUS
FY12 ACTUALS	\$ 5,473,423	\$ -	⊗
FY13 EST. ACTUALS	\$ 6,008,291	\$ -	⊗
FY14 BUDGET	\$ 6,543,159	\$ -	⊗

GENERAL FUND

The following table provides a snapshot of the projected General Fund budgetary outcomes for the current fiscal year and next and provides a comparison to FY12 actual results.

	FY12 Actuals	FY13 Estimates	FY14 Budget
Resources (including Transfers-in)	53,000	51,607	53,685
Expenditures (including Transfers-out)	(\$52,385)	(\$53,337)	(\$55,051)
Change in Fund Balance	615	(\$1,730)	(\$1,366)
Beginning Fund Balance	5,877	6,492	4,762
Ending Fund Balance	6,492	4,762	3,396
Ending Fund Balance as a % of Expenditures*	13.1%	9.4%	6.6%

All figures shown in \$000's

*Calculation uses unrestricted ending fund balance and expenditures exclude Transfers-out, Capital Outlay & Contingency

GENERAL FUND REVENUES AND TRANSFERS-IN

The General Fund's primary revenues come from Consolidated Tax Revenue (CTAX), Property Taxes and Licenses & Permits.

CTAX

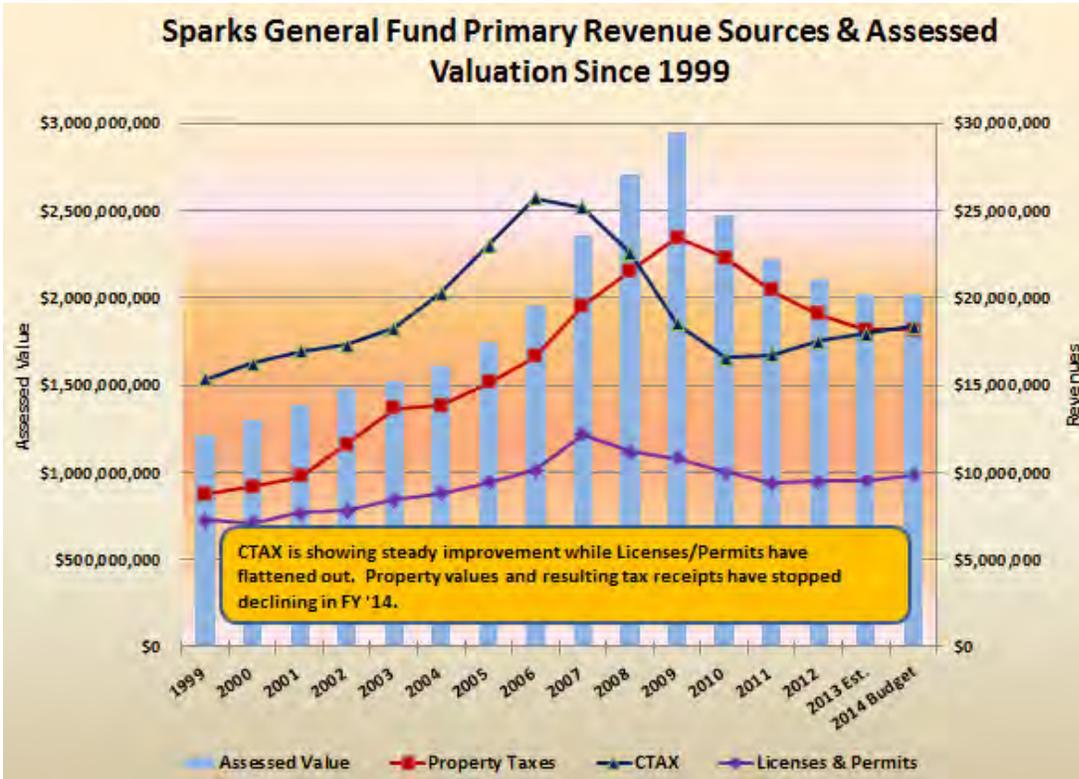
We are projecting that FY14 CTAX revenue will increase 2.5% over FY13 estimates. This would be the 4th straight year of modest increases in this revenue source after 4 years of significant decline. FY14's CTAX projection of 18.2M (35% of General Fund revenues) is still \$6.8M or 27% less than the high of \$25.2M the City received in FY06.

Property Tax

Property taxes make up 35% of General Fund revenues. While growth in Northern Nevada helped push these revenues up 10.5% on average between FY05 and FY09, the next 3 years (FY10-FY12) resulted in steady decreases. We are optimistic that after a projected 4.7% decrease in FY13, FY14 will remain flat. Property taxes in both FY13 and FY14 are projected to reach \$18.2M. City Council has approved the City's property tax rate to remain unchanged in FY14 compared to FY13. The City's Tentative Budget included a proposed 2 cent per \$100 of assessed value increase in the property tax rate. Within this Final Budget, the 2 cent proposed increase has been removed.

Licenses & Permits

Business licenses, permits and franchise fees account for \$9.9M or 19% of General Fund Revenues. We are projecting that FY13 will result in a 0.8% increase over FY12 and that FY14 will grow another 3.3%.



TRANSFERS-IN

FY14 budgeted transfers-in include:

- o \$352k from Development Services Enterprise Fund – This is a partial repayment of a \$1.1M General Fund subsidy to the Fund in FY10 & FY11.
- o \$1M from Motor Vehicle Fund - This amount is meant to offset the Contingency budget in the General Fund and the transfer will be made only if the General Fund has insufficient resources to meet the emergency budget shortfall for which the contingency budget would be utilized.

GENERAL FUND EXPENDITURES & TRANSFERS-OUT

The FY14 budget includes the City Manager’s recommendation of utilizing the City’s fund balance to maintain a status quo budget with the following exceptions:

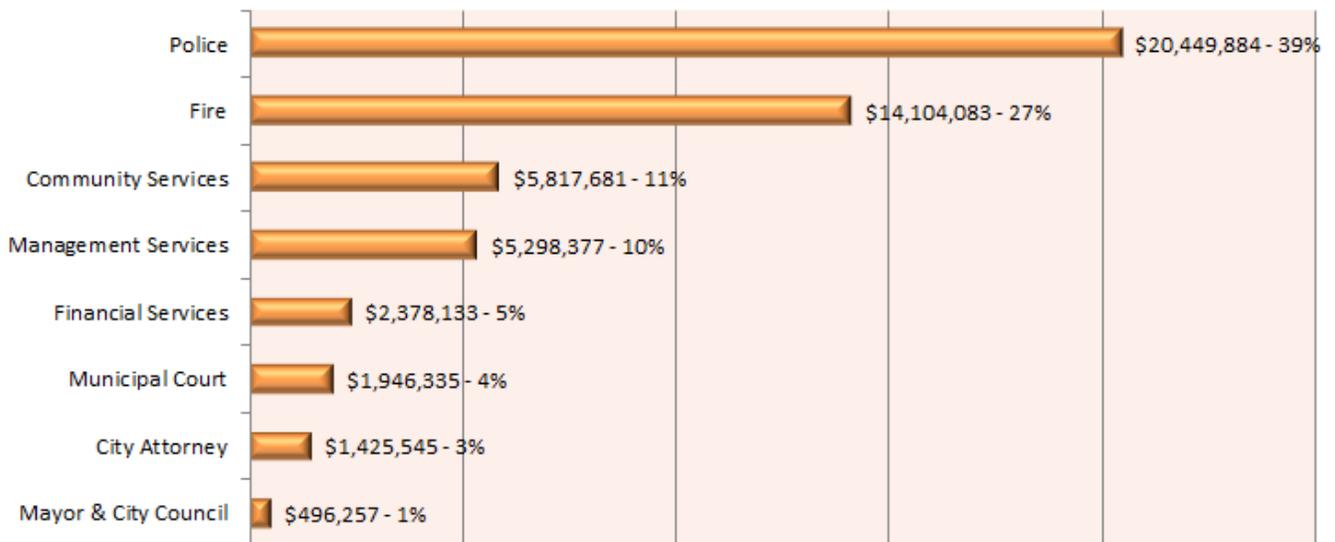
Items approved by Council during FY13 that will carry forward to FY14

- o New position - Sr. Systems Analyst at the Police Department (\$90k budgetary impact)
- o New position - Property Evidence Tech (\$60k)
- o Additional part-time help to maintain roads and parks (\$400k)

New items in FY14

- PERS rate increase effective 7/1/13 (partially off-set by a corresponding pay cut to certain employee groups (net expenditure increase of \$166k)
 - Police/Fire Members PERS rate increase from 39.75% to 40.50%
 - Regular Members PERS rate increase from 23.75% to 25.75%
 - Judges PERS rate reduction from 26.25% to 24.50%
- 8% reduction in health insurance premiums and contributions (\$350k)
- A new Wellness Program (\$200k)
- Additional part-time help for special events (\$40k)
- Across the board underspend to be achieved through Process Innovation (\$85k)
- Reduce Employee Training & Development budget (\$100k)
- Subsidy to Redevelopment Agency Area 2 (\$750k)

**FY14 Expenditures by Department - General Fund
(excludes contingency)**



TRANSFERS-OUT

FY14 budgeted transfers-OUT include:

- \$835K to Parks & Recreation Fund – This transfer subsidizes Parks and Recreation costs that are not covered by user fees. It is budgeted to increase by \$460k in FY14 in order to fully fund facility development reserves in that Fund and due to a shift of special event costs from Redevelopment Agency Area 1 to the Parks & Recreation Fund.
- \$1.3M to Capital Projects Fund – One of the City’s fiscal policies is to transfer an annual amount equal to 2.5% of total revenues from the General Fund to the Capital Projects Fund. This policy ensures that the City continues to invest in infrastructure and technology needs.

- o In FY14, the transfer out to the Debt Service Fund in the amount of \$730k for the payment of 2007 CTAX Bond debt service, has been eliminated. This will be paid with unspent 2007 CTAX bond proceeds for the next two fiscal years.

GENERAL FUND ENDING FUND BALANCE

The City's fiscal policy is to maintain a minimum unrestricted ending fund balance equal to 8.3% of expenditures within the General Fund. The FY14 General Fund budget falls short of that goal and results in an ending fund balance equal to 6.6% of expenditures. Under the City Manager's direction, however, staff will strive to utilize Process Innovation to achieve the policy goal of 8.3%. Process Innovation is a business review tool to identify and eliminate procedural inefficiencies and reduce costs. In order to achieve an 8.3% ending fund balance, the City will need to reduce expenditures by approximately \$900k.

AREAS OUTSIDE THE GENERAL FUND

SPECIAL REVENUE FUNDS

The City maintains 9 Special Revenue Funds to account for revenues that are restricted for a specific purpose:

1. **Community Development Block Grant Fund** - To account for revolving Fund monies received from the repayment of Single Family Housing Rehab Deferred Loans, which is a program funded by the U.S. Department of Housing and Urban Development's (HUD) Community Development Block Grant (CDBG). Per HUD regulations, the program income generated must remain in the loan program.
2. **Community Development Block Grant Entitlement Fund** - Entitlement grant spending of Community Development Block Grant (CDBG) for programs that benefit low and moderate income households, as approved by the granting Federal agency, U.S. Department of Housing & Urban Development (HUD).
3. **Sparks Grants & Donations Fund** - Special Revenue Fund to account for all grants received by the City. Does not include grants received by Proprietary Funds and Community Development Block Grants. Budget for this Fund is established after the start of the fiscal year.
4. **Municipal Court Admin Assessments Fund** - To account for monies received from the Municipal Court administrative assessments and collection fees to finance Municipal Court related improvements to operations and facilities.
5. **Impact Fee Service Area 1 Fund** - To account for impact fees collected from development in Impact Fee Service Area 1, to be used for the construction of sanitary sewers, flood control, parks, and public facilities.

6. **Tourism Improvement District 1 Fund** - Bond proceeds used to acquire, improve, and equip certain property commonly referred to as 'Legends at the Sparks Marina'. Fund will be dissolved once bond proceeds are spent.
7. **Parks & Recreation Fund** - Used to provide recreation programs and special events.
8. **Tourism & Marketing Fund** - Revenue and spending related to the Washoe County Taxes on Transient Lodging Act of 1999 which added 1% to transient lodging taxes collected county-wide. Sparks receives a small portion of this 1% and is capped at \$200,000 per year. Funds must be used for the marketing and promotion of tourism in the City of Sparks and for the operation and maintenance of capital improvements within redevelopment areas.
9. **Stabilization Fund** - Resources to stabilize the operation of the City in the event of a revenue shortfall or natural disaster.

DEBT SERVICE FUND

The City has 1 Debt Service Fund to account for the retirement of general obligation bonds and long term leases. Per various bond covenants, reserves in our Debt Service Fund (number 1301) exceed one year of debt requirements. This is attributable to capitalized interest and cash flow needs.

CAPITAL PROJECTS FUNDS

The City's 9 Capital Projects Funds contain capital expenditures of \$8.3M in the FY14 budget and as outlined in the FY 14 Capital Improvement Program. These projects will be primarily funded by franchise fees, fuel taxes, residential construction taxes and a \$1.3M transfer from the General Fund.

1. **Road Fund** - To provide for the maintenance, repair, acquisition and construction of roads and streets. Funding is provided by a portion of the City's franchise fees and fuel taxes.
2. **Parks & Recreation Project Fund** - To provide for specific parks and recreation projects. Funding is provided by a portion of the City's franchise fees.
3. **Capital Projects Fund** - Used for acquiring and constructing fixed assets or for the renovation and rehabilitation of capital facilities. Funding comes mainly from City transfers and bond proceeds.
4. **Capital Facilities Fund** - To provide for the acquisition of land, improvements to land, purchase of major equipment, renovations of government facilities and repayment of short-term financing for these activities. Financing is provided by a special ad valorem tax rate as required by NRS 354.598155.

5. **Rec & Parks District 1 Fund** - Construction Tax revenues collected in district 1 to be used for the acquisition, improvement and expansion of neighborhood parks, playgrounds and recreational facilities within the corresponding district.
6. **Rec & Parks District 2 Fund** - Construction Tax revenues collected in district 2 to be used for the acquisition, improvement and expansion of neighborhood parks, playgrounds and recreational facilities within the corresponding district.
7. **Rec & Parks District 3 Fund** - Construction Tax revenues collected in district 3 to be used for the acquisition, improvement and expansion of neighborhood parks, playgrounds and recreational facilities within the corresponding district.
8. **Victorian Square Room Tax Fund** - To account for the resources received pursuant to section 6.6 of the Washoe County Taxes on Transient Lodging Act of 1999. Taxes on the revenue from the rental of transient lodging in the amount of 2.5% must be used for improvements and land acquisitions in the Victorian Square area.
9. **Local Improvement District 3 Fund** - Acquire infrastructure per Acquisition Agreement with RED Development. Fund will be dissolved once bond proceeds are spent.

ENTERPRISE FUNDS

Sewer Operations, Development Services and the Joint Treatment Plant funds comprise the City's Enterprise Funds.

1. The **Sewer Operations Fund** includes the operations, maintenance and capital improvements of sewer, storm drain and effluent reuse infrastructure. It also accounts for the City of Sparks' reimbursement of its share of the sewage treatment costs at the jointly owned Truckee Meadows Water Reclamation Facility. The primary resources to this Fund include Sewer, Storm Drain and Effluent Reuse user fees. Connection fees have fallen sharply during the economic downturn, but are beginning to see a slight improvement. FY14 revenues include a \$5 million contribution from the Flood Project. A formal rate study is being conducted which may recommend new user and connection fees. No fee increase has been included in the FY14 budget. The study is currently in the public outreach phase. Once the final report and rate recommendation is complete, it will be brought to Council for their approval.

	FY11	FY12	FY13 Estimates	FY14 Budget
BEG NET ASSETS	183,430,910	182,333,515	183,139,131	183,858,321
REVENUES	16,887,512	21,201,744	23,915,006	28,382,280
TRANSFER IN	12,773	15,339	15,000	15,000
EXPENSES	(17,993,502)	(20,407,380)	(23,206,712)	(23,118,725)
TRANSFER OUT	(4,178)	(4,087)	(4,104)	(4,066)
CHANGE IN NET ASSETS	(1,097,395)	805,616	719,190	5,274,489
END NET ASSETS	182,333,515	183,139,131	183,858,321	189,132,810

- The **Development Services Fund** accounts for all activities related to building and development in the community, including, permit processing, building inspection, plan checking and development reviews. This Fund received \$1.1M in General Fund subsidies during FY10 and FY11. In FY13, the Fund repaid \$60k and another \$352k is budgeted to be repaid in FY14.

	FY11	FY12	FY13 Estimates	FY14 Budget
BEG NET ASSETS	197,656	182,809	712,788	820,545
REVENUES	1,686,305	2,024,335	1,987,021	2,061,301
TRANSFER IN	200,000			
EXPENSES	(1,876,086)	(1,469,831)	(1,794,642)	(1,788,308)
TRANSFER OUT	(25,066)	(24,525)	(84,622)	(376,397)
CHANGE IN NET ASSETS	(14,847)	529,979	107,757	(103,404)
END NET ASSETS	182,809	712,788	820,545	717,141

- The **Joint Treatment Plant Fund** accounts for the operation of the Truckee Meadows Water Reclamation Facility (TMWRF), which provides waste water treatment. TMWRF is a joint venture between the City of Reno and the City of Sparks. Operating costs are shared between the two entities based on actual flow contributed to the plant each year. Capital improvement costs are shared based on capacity ownership which is currently 31.37% City of Sparks and 68.63% City of Reno.

INTERNAL SERVICE FUNDS

The City currently maintains 4 Internal Service Funds. They account for user fees collected from all departments and Funds to provide city-wide services.

- The **Motor Vehicle Maintenance Fund** uses maintenance, repair and depreciation fees, collected on all City vehicles to pay for the maintenance and replacement of the fleet. The FY 14 budget includes a \$1M transfer to the General Fund. This amount is meant to offset the Contingency budget in the General Fund and the transfer will be made only if the General Fund has insufficient resources to meet the emergency budget shortfall for which the contingency budget would be utilized.
- The **Group Self-Insurance Fund** accumulates health insurance premiums and City contributions to provide health care to current employees and retirees. Reserves in this Fund allowed for a reduction of FY14 premiums and City contribution by 8%. The City continues to look for ways to reduce long term health care costs.
- The **Workers Compensation Self Insurance Fund** collects revenue from other Funds of the City to pay workers' compensation claims and to pay the cost of administering a self-funded insurance program. The primary use of this Fund is to accumulate resources to pay current and future liabilities arising from public safety heart/lung workers compensation claims.

4. The ***Municipal Self-Insurance Fund*** collects fees from other City Funds to pay for the cost of repairs or replacement of damaged or destroyed real and personal property owned by the City of Sparks and to settle any claims or litigations against the City.

Respectfully Submitted,



Jeff Cronk, CPA
Financial Services Director

City of Sparks Elected Officials



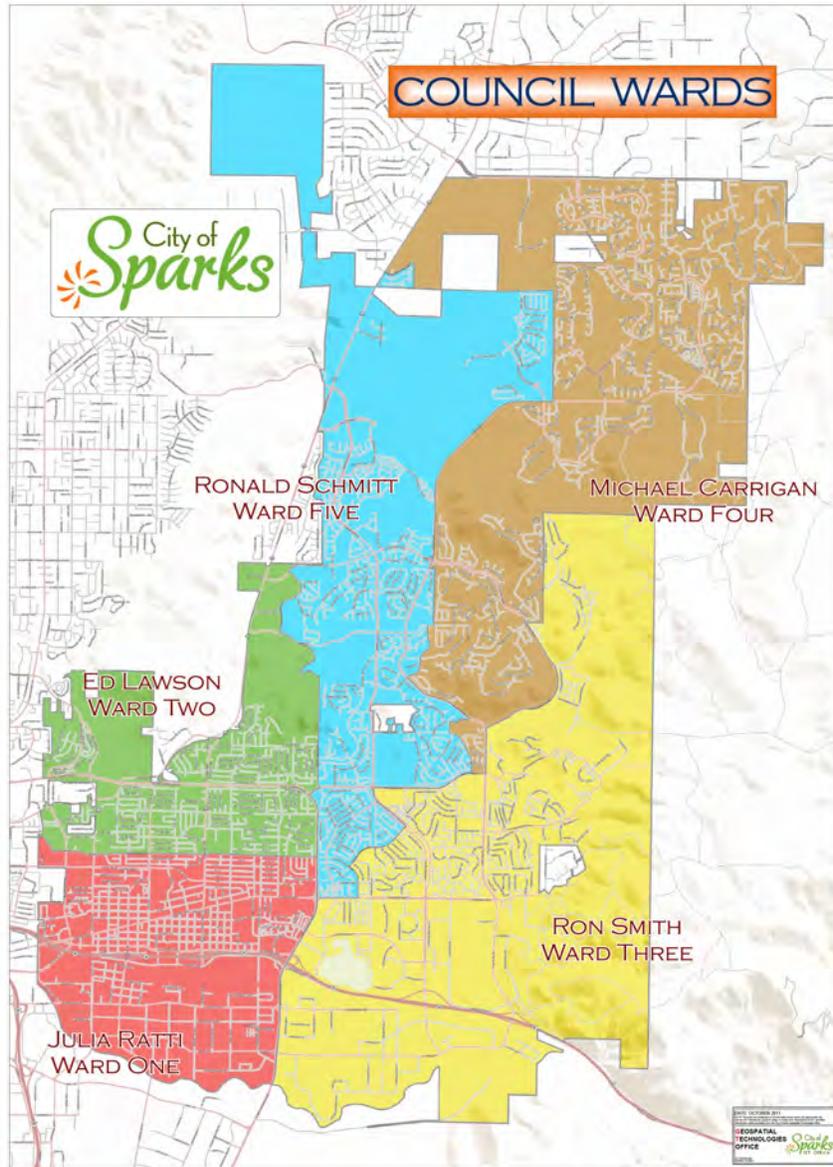
Geno Martini
Mayor



Julia Ratti
Ward 1



Ed Lawson
Ward 2



Ron Smith
Ward 3



Mike Carrigan
Ward 4



Ron Schmitt
Ward 5



Chet Adams
City Attorney



Barbara McCarthy
Municipal Judge
Department 1



Jim Spoo
Municipal Judge
Department 2



City of Sparks Leadership

OFFICE

OFFICIAL

TERM

MAYOR, CITY COUNCIL & CITY ATTORNEY

Mayor	Geno Martini	11/2010—11/2014
Ward 1	Julia Ratti	11/2012—11/2016
Ward 2	Ed Lawson	11/2010—11/2014
Ward 3	Ron Smith	11/2012—11/2016
Ward 4	Mike Carrigan	11/2010—11/2014
Ward 5	Ron Schmitt	11/2012—11/2016
City Attorney	Chet Adams	11/2012—11/2016

JUDICIAL

Department 1	Barbara McCarthy	11/2008—11/2014
Department 2	Jim Spoo	11/2012—11/2018

STAFF

City Manager	Shaun Carey	Appointed
Assistant City Manager	Stephen Driscoll	Appointed
City Clerk	Teresa Gardner	Appointed

DIRECTORS

Deputy City Manager for Community Services	Neil Krutz	Appointed
Financial Services	Jeff Cronk	Appointed
Parks & Recreation	Tracy Domingues	Appointed
Fire Chief	Andreas Flock	Appointed
Police Chief	Steven Keefer	Appointed



City of Sparks Profile



Incorporated	March 15, 1905
City Slogan	"It's Happening Here!"
Total Square Miles	35.81 - as of April 2011
Why the name "Sparks"?	The City had been called East Reno, New Wadsworth and Harriman for a while, but that did not suit the independent spirit of the new citizenry, and in 1904 was officially named the City of Sparks to honor then current Governor John Sparks. In 1905 Sparks became an incorporated city and in celebration, Governor Sparks hosted a barbecue for all the citizens of Sparks at his Alamo Stock Farm at Moana Springs (near the current site of the Reno Sparks Convention Center in Reno).



Since the 1990's Sparks has grown tremendously, offering residents and visitors a wide array of services and activities. Sparks was reported as the fastest growing city in Nevada between 1999 - 2008 and continues to grow. Quality of life is cited as one of the main reasons people relocate to the Sparks area. Summer and winter outdoor activities abound! Sparks is known as the premiere special events venue for all of northern Nevada with attractions on our Victorian Square bringing thousands of visitors to such annual events as Hometown Farmer's Market, Hot August Nights, Best in the West (Nugget) Rib Cook-off and Hometowne Christmas.

Sparks is also well known for its outstanding Parks and Recreation system designed to appeal to young and old alike, with numerous neighborhood parks, regional sports facilities and an unusually large number of fun and exciting recreation programs for pre-schoolers to senior citizens.

Opened in 2009 is the Whitewater Park at Rock Park. Along with pools for kayaking, tubing and rafting for all skill levels, the new features include improved riverbank landscaping, shade and play structures, parking and better access for people with disabilities.



New to the growing list of recreational activities is the Golden Eagle Regional Park, located on 450 acres east of Wingfield Springs, south of Vista Boulevard. The facility consists of six soft-ball fields, two baseball fields, two youth baseball/softball fields, stadium-size soccer/football field and two multi-purpose fields, along with volleyball and bocce ball. Plenty of sporting fun for the whole family!



Another wonderful destination park is the picturesque Sparks Marina. Eighty acres of water accommodate swimming, boating, fishing, scuba diving and picnicking facilities, and breath-taking views of the nearby mountains. Few other cities in the country can offer such an amenity to its residents and visitors.

As the city continues to develop as the ideal tourist and local destination, the newest addition is The Legends at Sparks Marina. Currently under construction, the Legends project is to be a shopping experience unlike any other in northern Nevada. In addition to the exciting group of retail, restaurant and entertainment options, The Legends also provides an enjoyable educational feature ideal for locals and visitors. Expected completion in spring 2010, the first phase opens in fall 2008 including Scheels All-Sports Store, the largest total sports store in the world!

STATISTICAL DATA

People Quick Facts	Sparks	Nevada
Population, 2012 estimate	92,183	2,758,931
Population, 2010 (April 1) estimates base	90,264	2,700,552
Population, percent change, April 1, 2010 to July 1, 2012	2.10%	2.20%
Population, 2010	90,264	2,700,551
Persons under 5 years, percent, 2010	7.20%	6.90%
Persons under 18 years, percent, 2010	25.80%	24.60%
Persons 65 years and over, percent, 2010	11.30%	12.00%
Female persons, percent, 2010	50.60%	49.5%
White persons, percent, 2010 (a)	74.50%	66.20%
Black persons, percent, 2010 (a)	2.60%	8.10%
American Indian and Alaska Native persons, percent, 2010 (a)	1.20%	1.20%
Asian persons, percent, 2010 (a)	5.90%	7.20%
Native Hawaiian and Other Pacific Islander, percent, 2010 (a)	0.60%	0.60%
Persons reporting two or more races, percent, 2010	4.00%	4.70%
Persons of Hispanic or Latino origin, percent, 2010 (b)	26.30%	26.50%
White persons not Hispanic, percent, 2010	61.40%	54.10%
Living in same house 1 year & over, percent, 2007-2011	76.50%	78.20%
Foreign born persons, percent, 2007-2011	16.30%	19.20%
Language other than English spoken at home, percent age 5+, 2007-2011	25.80%	28.50%
High school graduate or higher, percent of persons age 25+, 2007-2011	85.60%	84.20%
Bachelor's degree or higher, percent of persons age 25+, 2007-2011	21.00%	22.20%
Veterans, 2007-2011	8,312	230,942
Mean travel time to work (minutes), workers age 16+, 2007-2011	21.5	23.6
Housing	Sparks	Nevada
Housing units, 2010	36,455	1,173,814
Homeownership rate, 2007-2011	60.90%	59.10%
Housing units in multi-unit structures, percent, 2007-2011	25.90%	29.60%
Median value of owner-occupied housing units, 2007-2011	\$229,600	\$225,400
Households, 2007-2011	33,342	986,741
Persons per household, 2007-2011	2.65	2.67
Per capita money income in the past 12 months (2011 dollars), 2007-2011	\$26,025	\$27,625
Median household income, 2007-2011	\$56,637	\$55,553
Persons below poverty level, percent, 2007-2011	12.00%	12.90%
Business Quick Facts	Sparks	Nevada
Total number of firms, 2007	7,057	221,260
Black-owned firms, percent, 2007	0.40%	3.90%
American Indian- and Alaska Native-owned firms, percent, 2007	0.70%	0.80%
Asian-owned firms, percent, 2007	4.60%	7.90%
Native Hawaiian and Other Pacific Islander-owned firms, percent, 2007	(Fewer than 25)	0.30%
Hispanic-owned firms, percent, 2007	6.90%	8.10%
Women-owned firms, percent, 2007	30.80%	28.60%
Manufacturers shipments, 2007 (\$1000)	1,522,340	15,735,787
Merchant wholesaler sales, 2007 (\$1000)	2,998,822	19,255,893
Retail sales, 2007 (\$1000)	1,166,353	37,433,983
Retail sales per capita, 2007	\$13,410	\$14,579
Accommodation and food services sales, 2007 (\$1000)	340,277	28,815,533

Source: US Census Bureau

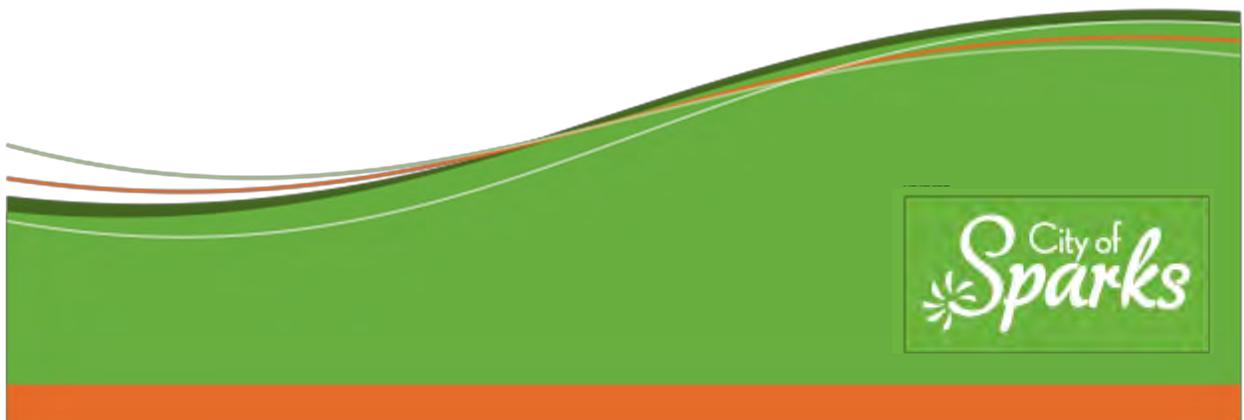
2012 Real Property Assessment Roll Sparks Top Real Property Taxpayers		
OWNER	PARCELS	TOTAL ASSESED VALUE
Sparks Legends Development Inc	24	\$ 41,670,787
Prologis NA3 LLC	15	\$ 34,373,297
Northwestern Mutual Life Insurance	12	\$ 15,216,384
Prime Park Vista LLC	3	\$ 13,783,552
Inland American Sparks Crossing	16	\$ 13,003,244
Sparks Galleria Investors LLC	16	\$ 12,060,599
Sparks Family Hospital Inc	6	\$ 11,995,455
US Inst Real Est Equities LP	5	\$ 10,168,138
Prologis NA3 NV V LLC	8	\$ 9,929,937
Sparks Nugget Inc	18	\$ 9,802,063

Source: Washoe County Assesor

Sparks Principal Employers As of March 2012	
EMPLOYER	# of EMPLOYEES
Sparks Nugget, Inc.	1,000-1,499
United Parcel Service	900-990
City of Sparks	600-699
Northern Nevada Medical Center	400-499
Henry Shein, Inc.	400-499
Western Village Inn & Casino	400-499
Wal-mart Supercenter	400-499
Department of Transportation	300-399
Rail City Casino	300-399
Scheels	200-299
Sanmar Corporation	200-299

Source: City of Sparks FY12 Comprehensive Financial Report

II. Policy Documents



City of Sparks Strategic Plan

VISION: Be the city of choice for residents, businesses, and visitors.

MISSION: By establishing financial stability and an effective work environment, the City of Sparks provides a safe environment, economic development, special events, cost-effective sustainable services, and opportunities for citizen involvement.



CORE SERVICES

1. Patrol
 2. Emergency Services
 3. Communications/Dispatch
 4. Detectives
 5. Signal Maintenance
 6. Records
 7. Buildings and Safety
 8. Prevention
 9. Streets Maintenance
 10. Court
 11. Criminal Division
 12. Civil Division
 13. Property and Evidence
 14. Essential Training (SPD)
 15. Essential Training (SFD)
 16. Pavement Management
 17. Parks Maintenance
 18. Facility Maintenance
 19. Advanced Planning
 20. Capital Projects
 21. Community Appearance
 22. Emergency Management
 23. Entitlement Review
 24. Alf Sorensen
 25. Special Events
 26. Larry D. Johnson
-
- Cost Recovery Programs
City Administration
Grants

CORE VALUES

We will take the initiative to be positive and proactive in addressing problems, seeking solutions that are results oriented by:

- Respect
- Diversity
- Quality
- Leadership
- Teamwork
- Listening
- Responsibility
- Risk-Taking
- Creativity
- Innovation

**CUSTOMER SERVICE VALUES:
THE 3 P'S**

Interactions will be Polite, Professional and Performed consistent with the City's Strategic Plan.

COMMITMENT

We will meet our commitments to our citizens.

DIVERSITY

We will create an organizational culture that respects and values individual and group differences and encourages the productive potential of every employee.



Strategic Goals and Fiscal Year 2011-2012 Objectives

The Vision and Mission are supported by two core goals: Financial Stability and Employee Relations and five Strategic Goals representing community well-being, sustained growth and engagement

A. Financial Stability: Maintain fiscal policies to ensure a prosperous, sustainable city.

Core Services supporting this Strategic Goal: City Administration

Our FY 12/13 Citywide Objectives:

- i. Strengthen and stabilize the City's financial position for sustainability and a balanced budget.
- ii. Establish performance-based spending priorities based on the City's Core Services.
- iii. Develop a three-year General Fund budget model, including at least three levels of revenue projections.
- iv. Continue efforts to create a financially sustainable health care plan.

B. Employee Relations: Provide a successful and efficient work environment.

Core Services supporting this Strategic Goal: City Administration

Our FY 12/13 Citywide Objectives:

- i. Improve overall workplace satisfaction by providing a working environment that encourages resourcefulness, appreciation and openness, where employees feel safe in expressing concerns.
- ii. Focus on employee retention through career development and succession planning to transfer institutional knowledge and skills throughout the organization.
- iii. Build trust, respect and meaningful, effective communication between and among departments.

1. Promote the safety of our residents, businesses and visitors.

Core Services supporting this Strategic Goal: 1, 2, 3, 4, 6, 8, 10, 11, 12, 13, 14 and 15

Our FY 12/13 Citywide Objectives:

- 1.1. Increase Police Services with personnel and technology to respond, investigate, prevent and decrease crime.
- 1.2. Advance the Fire Department's Business Plan goals and seek opportunities to increase business inspection frequencies and plan check turnaround times via increases in personnel and technology resources to improve service levels.
- 1.3. Maintain legal representation to the City of Sparks with civil, criminal and victim advocate support.
- 1.4. Maintain supervision and enforcement of all court orders.
- 1.5. Support the Truckee River Flood Management Authority components as well as break ground on the North Truckee Drain project.
- 1.6. The City's Emergency Management Team will address disasters as they relate to preparedness, response, mitigations, recovery of events through the uses of Incident Command System (ICS) and National Incident Management System (NIMS) standards.

2. Explore and promote opportunities for economic development and special events.

Core Services supporting this Strategic Goal: 19, 25 and City Administration

Our FY 12/13 Citywide Objectives:

- 2.1. Retain and expand existing companies and jobs through proactive outreach to employers in coordination with EDAWN.
- 2.2. Actively engage in regional economic development collaboration, specifically WNDD efforts.
- 2.3. Maintain the special events calendar and pursue special event producers to produce their events in the City of Sparks, based on available resources.
- 2.4. Increase advertising to gain public brand awareness.
- 2.5. Increase the economic viability of Victorian Square by updating the infrastructure to include year-round events and promoting development in commercial areas, pending a review of the funding sources and needs.
- 2.6 Complete and begin initial implementation of Comprehensive Plan.

3. Manage resources to keep pace with technology, infrastructure, and sustainability needs.

Core Services supporting this Strategic Goal: 5, 7, 9, 16, 17, 18, 20, 21, 22, and 23

Our FY 12/13 Citywide Objectives:

- 3.1. Develop/maintain the technology framework to replace current hardware and software within the City and seek technology solutions in support of City operations.
- 3.2. Manage and benchmark the City's infrastructure maintenance programs (building facilities, parks, roads, sanitary sewer, and storm drains) to gain efficiency and understanding of proportional responsibilities.
- 3.3. Utilize energy conservation and generation sources as funding and opportunity allows.
- 3.4. Develop an Asset Management Plan for Truckee Meadows Water Reclamation Facility (TMWRF) to address the future technology and system upgrades needed.
- 3.5. Operate the City's traffic control system efficiently and safely by maintaining federally mandated safety standards which are currently in place.

4. Encourage our citizens to interact with their City government and build strong alliances with other government entities.

Core Services supporting this Strategic Goal: City Administration

Our FY 12/13 Citywide Objectives:

- 4.1. Maintain support for the interaction, encouragement, and solicitation of volunteers with Citizen Groups.
- 4.2. Initiate and advance state strategic alliances to improve funding and resource opportunities.
- 4.3. Initiate and advance federal strategic alliances to improve funding and resource opportunities.



5. Improve and promote quality of life in the City of Sparks.

Core Services supporting this Strategic Goal: 17, 24, and 26

Quality of Life defined: The term quality of life is used to evaluate the general well-being of individual and societies. Standard indicators of the quality of life include not only wealth and employment, but also the built environment, physical and mental health, education, and recreation and leisure, and social belonging.¹

Our FY 12/13 Citywide Objectives:

- 5.1. Pursue revenue to maintain, support, and enhance recreation opportunities.
- 5.2. Develop and implement a Park Maintenance and Safety Plan to avoid further decline.
- 5.3. Rebuild budget to support recreational services or activities (FY12-13).
- 5.4. Engage the community on the benefits of Parks and Recreation in Sparks and its relationship with other citywide services (i.e. after-school juvenile delinquency, fire starter prevention program, etc.)

¹ From Wikipedia and Gregory, Derek; Johnson, Ron; Pratt, Geraldine et al., eds. (June 2009). "Quality of Life." Dictionary of Human Geography (5th ed.) Oxford: Wile-Blackwell. ISBN 987-1-4051-3287-9.

Performance Measures

These Performance Measures are presented to and adopted by City Council every year in September. The following pages represent the summarized performance measures for FY12. FY13 Performance Measures will be updated beginning in July 2013 and will be presented to City Council for adoption in September 2013.

Goal	Goal Statement	Trend
Core Goal A	Financial Stability: Maintain fiscal policies to ensure a prosperous, sustainable city.	Favorably
Core Goal B	Employee Relations: Provide a successful and efficient work environment.	Stable
Strategic Goal 1	Promote the safety of our residents, businesses and visitors.	Stable
Strategic Goal 2	Explore and promote opportunities for economic development and special events.	Stable
Strategic Goal 3	Manage resources to keep pace with technology, infrastructure, and sustainability needs.	Unfavorably
Strategic Goal 4	Encourage our citizens to interact with their city government and build strong alliances with other government entities.	Stable
Strategic Goal 5	Improve and promote quality of life in the City of Sparks.	Unfavorably

Legend:

	<i>TRENDING FAVORABLY = The resources being utilized in the development or completion of the objective are creating favorable results. The objective's timelines and milestones are providing the desired results.</i>
	<i>STABLE TRENDING = The resources being utilized in the development or completion of the objective are generating neither favorable nor unfavorable results. The objective's timelines and milestones are being accomplished as planned but the desired results are not materializing or are being affected by outside influences.</i>
	<i>TRENDING UNFAVORABLY = The resources being utilized in the development or completion of the objective are perceived as having unfavorable results. The objective's timelines and milestones are not providing the desired results or the results are being negatively affected by outside influences.</i>

Strategic Goal 1: Promote the safety of our residents, businesses and visitors.

Composite Trend **Stable**

Core Services supporting this Strategic Goal: 1, 2, 3, 4, 6, 8, 10, 11, 12, 13, 14 and 15

CORE SERVICE 1 Patrol

Composite Trend **Stable**

Goals

1. Maintain a six minute response by patrol officers to Priority One calls for service.
2. Reduce Crime in the "Big 5" by 5%.
3. Reduce traffic accidents by 5% at the top five (5) high accident locations.
4. Improve Patrol Division staffing levels.
5. Develop and Implement a SafeShield Program.

Performance Measures:

1. Priority One calls for service	FY11/12	FY10/11	FY09/10	FY08/09	FY07/08	FY6/07	Trend
Average Response Time		6:40	6:43	9:13	10:34	10:24	Stable
2a. Violent Crimes	FY11/12	FY10/11	FY09/10	FY08/09	FY07/08	FY6/07	Trend
Homicide	6	9	4	1	1	4	Stable
Sexual Assault	46	38	51	52	40	40	Stable
Robbery	63	99	100	149	122	128	Stable
Aggravated Assault	130	189	237	257	190	197	Stable
2b. Property Crimes	FY11/12	FY10/11	FY09/10	FY08/09	FY07/08	FY6/07	Trend
Burglary	643	675	808	903	827	889	Favorably
Larceny	1650	1,635	2,061	2,140	2,290	2,380	Favorably
GTA	218	204	249	299	326	433	Favorably
Arson		14	23	42	26	25	Favorably
3. Traffic Accident Statistics (injury and fatal accidents)	FY11/12	FY10/11	FY09/10	FY08/09	FY07/08	FY6/07	Trend
Injury		443	500	499	629	638	Stable
Fatal	2	5	1	1	10	9	Stable



CORE SERVICE 2 **Emergency Services**

Composite Trend Stable

- Goals**
1. Maintain a six minute response time to all Priority 1 calls for service.
 2. Increase compliance with NFPA 1710 response time standards.
 3. Special teams maintained at 100% SFD-designated strength.
 4. Maintain the City of Sparks' ISO Rating of 2.

Performance Measures

1. Total Response Time (911 call time to arrival on scene) SFD Business Plan Standard						
	FY11/12	FY10/11	FY09/10	FY08/09	FY07/08	Trend
Average Time	5mins	4mins 53secs	5mins 3secs	4mins 53secs	4mins 33secs	Stable
	34secs					
Six Minutes / 90% Compliance	66.40%	80.00%	76.10%	80.00%	84.50%	Stable
2. Travel Time (en route time to arrival on scene) To EMS Calls – NFPA 1710 Standard						
	FY11/12	FY10/11	FY09/10	FY08/09	FY07/08	Trend
Average Time	3mins	3mins 20secs	3mins 26secs	3mins 20secs	3mins 9secs	Stable
	25secs					
NFPA 1710 Compliance	70.60%	72.50%	71.00%	74.00%	77.10%	Stable
3. Travel Time (en route time to arrival on scene) to Structure Fire Calls with Rapid Intervention Crew Capability NFPA 1710 Standard						
	2012	2011	2010	2009	2008	Trend
NFPA 1710 Compliance	0.00%	33.30%	3.00%	32.00%	50.00%	Unfavorably
4 personnel on scene with the arrival of a second company	47.80%	N/A	N/A	N/A	N/A	Unfavorably
4. Travel Time (en route time to arrival on scene) to Structure Fire Calls with Full Alarm Assignment Capability NFPA 1710 Standard						
	FY2012	2011	2010	2009	2008	Trend
NFPA 1710 Compliance	80.00%	16.70%	21.50%	29.20%	88.30%	Favorable
5. Special Team Membership						
	2012	2011	2010	2009	2008	Trend
Hazardous Materials - 21	19	19	N/A	N/A	N/A	Stable
Technical Rescue - 21	20	21	N/A	N/A	N/A	Stable
Swift Water Rescue - 18	17	21	N/A	N/A	N/A	Stable

CORE SERVICE 3 **Communications/Dispatch**

Composite Trend Stable

- Goals**
1. Hire and train new Emergency Communications Dispatcher.
 2. Complete Standard Operating Procedure manual.

Performance Measures

	FY11/12	FY10/11	FY09/10	FY08/09	FY07/08	FY6/07	Trend
911		27,517	26,439	14,409	28,013	n/a	Stable
Non-911		131,259	105,315	129,210	170,837	n/a	Stable



CORE SERVICE 4 **Detectives**
Composite Trend **Stable**
Goals 1. Reduce Crime in the "Big 5" by 5%.

Performance Measures

1a. Crime Statistics for Part One UCR Crimes - Violent

Violent Crimes	FY11/12	FY10/11	FY09/10	FY08/09	FY07/08	FY6/07	Trend
Homicide	6	9	4	1	1	4	Stable
Sexual Assault	46	38	51	52	40	40	Stable
Robbery	63	99	100	149	122	128	Stable
Aggravated Assault	130	189	237	257	190	197	Stable

1b. Crime Statistics for Part One UCR Crimes--Property

Property Crimes	FY11/12	FY10/11	FY09/10	FY08/09	FY07/08	FY6/07	Trend
Burglary	308	675	808	903	827	889	Favorably
Larceny	806	1,635	2,061	2,140	2,290	2,380	Favorably
GTA	101	204	249	299	326	433	Favorably
Arson		14	23	42	26	25	Favorably

2a. Clearance Rates for Part One UCR Crimes--Violent

	FY11/12	FY10/11	FY09/10	FY08/09	FY07/08	FY6/07	Trend
Total UCR Part One - Violent		335	392	459	353	369	Stable
Total UCR Part One - Cleared		171	239	229	190	201	Stable
Percentage Cleared	%	51%	61%	50%	54%	54%	Unfavorably

2b. Clearance Rates for Part One UCR Crimes--Property

	FY11/12	FY10/11	FY09/10	FY08/09	FY07/08	FY6/07	Trend
Total UCR Part One - Property		2,528	3,141	3,384	3,469	3,727	Stable
Total UCR Part One - Cleared		908	1,225	1,030	1,009	772	Stable
Percentage Cleared	%	36%	39%	30%	29%	21%	Stable

CORE SERVICE 6 **Records**
Composite Trend **Stable**
Goals 1. Hire and train IT staff.

Performance Measures

1. Number of reports processed

	FY11/12	FY10/11	FY09/10	FY08/09	FY07/08	FY6/07	Trend
Total UCR Part One - Property	11,623	12,400	13,826	15,432	18,049	18,700	Favorably

2. Number of citations processed

	FY11/12	FY10/11	FY09/10	FY08/09	FY07/08	FY6/07	Trend
Citations Processed	6,190	6,167	7,064	6,502	6,738	7,361	Unfavorably



Performance Measures *(continued)*

CORE SERVICE 8 Prevention

Composite Trend Unfavorably

- Goals**
1. Provide Public Fire Safety Education to the community.
 2. Complete 100% of Target Hazard inspections annually.
 3. Conduct fire investigations on all suspicious/incendiary fires.
 4. Complete 100% of fire plan reviews in a timely manner.

Performance Measures

1a. Quantity of public fire safety education presentations conducted annually.

	FY11/12	FY10/11	2011	2010	2009	2008	2007	Trend
Fire Safety Presentations	17	3	11	12	9	15	42	Unfavorably

1b. Quantity of Juveniles attending / completing the Youth Firesetter Intervention Program.

	FY 11/12	FY10/11	2011	2010	2009	2008	2007	Trend
Youth Firesetters Attendance	83	70	85	73	39	39	18	Unfavorably
% Completion of Youth Firesetters education	93%	100%	100%	100%	100%	100%	100%	Favorably

2a. Quantity of Target Hazard fire inspections conducted annually and percentage of initial fire inspection completed within the same month.

	FY 11/12	FY10/11	2011	2010	2009	2008	2007	Trend
T.H. Inspections	2,949	3,162	3,392	4,374	4,879	6,024	6,086	Unfavorably
% initial fire inspections completed in same month	80%	80%	80%	80%	80%	90%	95%	Unfavorably

2b. Quantity of Target Hazard fire safety deficiencies found during inspections and percentage corrected.

	FY 11/12	FY10/11	2011	2010	2009	2008	2007	Trend
Fire Safety Deficiencies	2,235	2,693	2,987	2,980	3,372	4,258	5,424	Favorably
% of deficiencies corrected	100%	100%	100%	100%	100%	100%	100%	Favorably

3. Quantity of fire investigations conducted annually and percentage of initial reports completed within 48 hours.

	FY 11/12	FY10/11	2011	2010	2009	2008	2007	Trend
Fire Investigations	58	53	49	55	55	48	58	Stable
% of reports completed within 48 hrs	100%	100%	100%	100%	100%	100%	100%	Favorably

4. Quantity of fire plan review conducted annually and percentage completed within 15-day turnaround.

	FY11/12	FY10/11	2011	2010	2009	2008	2007	Trend
Fire Plan Review	397	326	388	306	548	825	1,112	Unfavorably
% completed within 15-day	70%	80%	80%	80%	90%	100%	100%	Unfavorably

CORE SERVICE 10 Criminal Division

Composite Trend Stable

- Goals**
1. Represent the city and people of Sparks in prosecuting complaints and citations alleging misdemeanor crimes committed by adults within the City of Sparks.

Performance Measures

1a. DUI Prosecutions	FY11/12 (YTD 08/29/12)	FY10/11	FY09/10	FY08/09	Trend
1 st & 2 nd DUI Offense Prosecutions	368	338	299	284	Stable
1 st & 2 nd DUI Offense Convictions	346	322	284	269	Stable
% of 1 st & 2 nd DUI Offense Convictions	94%	95%	95%	95%	Stable
1b. Domestic Violence Prosecutions	FY11/12	FY10/11	FY09/10	FY08/09	Trend
1 st & 2 nd Domestic Violence Offense Prosecutions	354	390	381	253	Stable
1 st & 2 nd Domestic Violence Offense Convictions	183	233	253	125	Stable
% of 1 st & 2 nd Domestic Violence Offense Convictions	52%	60%	66%	50%	Stable

Performance Measures *(continued)*

CORE SERVICE 12 Civil Division

Composite Trend **Unfavorable**

Goals

1. Represent the city in litigation field by or against the city.
2. Provide professional legal advice and assistance to the city and its departments in all aspects of its governmental affairs.

Performance Measures

1. Civil Litigation Claims

	FY11/12	FY10/11	FY09/10	FY08/09	Trend
Civil Litigation Damages Claims	\$14,122,459.44	\$10,000,000	\$38,088,300	\$30,065,426	
Average Civil Litigation Damage Claim Payout	0.14%	0.00%	0.00%	0.00%	Unfavorable

CORE SERVICE 13 Property and Evidence

Composite Trend **Unknown**

Goals

1. The Property and Evidence Unit is a vital support system for the Police Department. Performance measures are used to determine staff workloads and resource allocation and may not fully reflect FY goals.

Performance Measures

1. Number of items processed through property and evidence unit/items "disposed"

	CY 2012	CY11	CY10	CY09*	CY08**	CY07	Trend
Items Processed		9,988	8,819	10,915	11,466	N/A	Unknown

Trending - Unable to determine, new metric and will require research.

** Reduction in personnel from 3 to 2

* Reduction in personnel from 2 to 1

CORE SERVICE 14 Essential Training (Police Department)

Composite Trend **Unknown**

Goals

1. 100% compliance to POST standards for annual training requirements.
2. Provide specialty training personnel as required to maintain certifications and specialized skills.

Performance Measures

POST ITR	2012	2011	2010	2009	2008	Trend
In-Service Hours Provided		56	58	51	n/a	Stable
# of Specialty Training Attended		88	89	n/a	n/a	Stable



Performance Measures *(continued)*

CORE SERVICE 15	Essential Training (Fire Department)
Composite Trend	Unknown
Goals	<ol style="list-style-type: none"> 1. 100% compliance to ISO, NFPA and OSHA mandated operational training requirements. 2. 100% compliance with Nevada State mandated EMS training requirements. 3. 100% compliance for all personnel to be certified as outlined by positional requirements.

Performance Measures

1. Operational Mandated Training Hours						
	FY11/12	FY10/11	FY09/10	FY08/09	FY07/08	Trend
Company Training						
Officer Training						
Apparatus Operation Training						
Hazardous Materials Training						
Incident Action Planning						
Confined Space Training						
Fire Prevention Training						
2. Operational Mandated Training Hours Compliance Rate						
	2012	2011	2010	2009	2008	Trend
EMT-Basic	100%	100%	100%	100%	100%	Stable
EMT-Intermediate	100%	100%	100%	100%	100%	Stable
EMT-Advanced (paramedic)	100%	100%	100%	100%	100%	Stable
Total Training Hours		--	10,216	5,035	N/A	
3. Task Book Compliance Rate						
	2012	2011	2010	2009	2008	Trend
Firefighter						
Fire Apparatus Operator						
Officer I (Captain)						
Officer II (Chief Officer)						

Strategic Goal 2: Explore and promote opportunities for economic development and special events.

Composite Trend Stable
 Core Services supporting this Strategic Goal: 19, 25 and City Administration

CORE SERVICE 19	Advance Planning
Composite Trend	Stable
Goals	<ol style="list-style-type: none"> 1. Update and maintain the City's master plan and zoning code. 2. Participate in regional planning and in select initiatives of other public agencies such as RTC.

Performance Measures

1. Completion or significant advancement of the advance planning program.
 - a. FY12 - Complete the update of the City's comprehensive plan – deferred until FY '13.
 - b. Amendments (e.g., for signs, TOD, etc.) to the zoning code: completed RFP process to select a consultant for zoning code analysis and got project underway; obtained City Council approval of amended fee schedule to reduce fees for SUPs, site plan reviews and extensions of expired tentative subdivision maps; completed code amendments to permit mobile vendors and extend the period that special use permits remain valid.

2. Positively influence planning initiatives of other public agencies (e.g., RTC's corridor studies, Washoe County School District school site decisions, etc.).
 - a. Seeking to increase regional planning agency's emphasis on policy issues and reduce emphasis on process.
 - b. Continue to participate in development of a regional population and employment model.

 - c. Are participating in RTC's corridor planning initiatives for 4th St – Prater Way and Wells Avenue – Oddie Boulevard.

Performance Measures *(continued)*

CORE SERVICE 25 Special Events (Parks & Rec Department)

- Composite Trend** Favorably
- Goals**
- Increase special event days by expanding the existing calendar and adding events to other venues (i.e.; Golden Eagle Sports Complex and Sparks Marina).
 - Pursue naming rights/opportunities for various event venues.

Performance Measures

1. Track number of event days on an annual basis							
	FY11/12	FY10/11	FY09/10	FY08/09	FY07/08	FY06/07	Trend
Number of event days	200	154	118	30	N/A	N/A	Favorably
2. Track the number of successful & unsuccessful leads.							
	FY11/12	FY10/11	FY09/10	FY08/09	FY07/08	FY06/07	Trend
Successful event Leads	10	1	3	N/A	N/A	N/A	Favorably
Unsuccessful Event Leads	3	2	4	N/A	N/A	N/A	Stable

Strategic Goal 3: Manage resources to keep pace with technology, infrastructure, and sustainability needs.

- Composite Trend** Unfavorably
- Core Services supporting this Strategic Goal:** 5, 7, 9, 16, 17, 18, 20, 21, 22, and 23

CORE SERVICE 5 Signal Maintenance

- Composite Trend** Stable
- Goals**
- Complete 100% of signal conflict-monitor inspection/maintenance every six months.
 - Complete 100 % of ground and overhead signal maintenance (all signals) annually.

Performance Measures

	FY11/12	FY10/11	FY09/10	FY08/09	FY07/08	Trend
Biannual Conflict Monitor Inspection/Maintenance	100%	100%	100%	100%	100%	Stable
Signal Ground and overhead maintenance (% of signals serviced annually)	65%	86%	181%	131%	96%	Unfavorably

CORE SERVICE 7 Building and Safety

- Composite Trend** Unfavorably
- Goals**
- Our standards, pre-recession, were 10 working days on initial plan check and same day service for inspection requests.

	FY11/12	FY10/11	FY09/10	FY08/09	FY07/08	FY06/07	Trend
Valuation (\$'s in millions)	\$110	\$66	\$60	\$152	\$292	\$300	Stable
Plan Check turnaround	20-30	20-30	20-30	20-Oct	20-Oct	10	Unfavorably
Inspection turnaround	3-Jan	2-Jan	1+	1+	Same day	Same day	Unfavorably

CORE SERVICE 9 Street Maintenance

- Composite Trend** Stable
- Goals**
- Restripe all roadways annually.
 - Repaint all cross walks and stop bars annually.
 - Replace old street name signs per federal requirements.

Performance Measures

	FY11/12	FY10/11	FY09/10	FY08/09	Trend
% of restriping completed	78%	94%	37%	79%	Stable
Square Footage of crosswalks r	68,174	88,079	89,114	74,243	Stable
Square footage of stop bars, ar	34,894	47,163	40,850	35,883	Stable

Performance Measures *(continued)*

CORE SERVICE 16 Pavement Management

Composite Trend Stable

Goals

Maintain the City's pavement structures to handle the traffic loads applied and to make the most of maintenance funds expended.

Performance Measures

Maintain Pavement Condition high enough to maximize maintenance investment (PCI \geq 70).

	FY11/12	FY10/11	FY09/10	FY08/09	FY07/08	FY06/07	Trend
Citywide Pavement Condition I	83	86	82	79	77	76	Stable

CORE SERVICE 17 Parks Maintenance

Composite Trend Unfavorably

Goals

1. Maintain the City's park system in a useable manner that protects the investment.
2. Develop a maintenance/safety plan for the parks & trail system to avoid further decline & address liability associated with further decline.
3. Secure open space/increase park acreage inventory.

Performance Measures - Parks Maintenance in Community Services Department

	FY11/12	FY10/11	FY09/10	FY08/09	FY07/08	Trend
Man-hours per park acre	101	117	143	187	181	Unfavorably

Note: Staff continues its struggle to adequately maintain our parks system. You can see from the table above that we have trimmed our maintenance effort by 46% over the last four years and by 14% since implementation of the SSSI.

Performance Measures - Parks Maintenance in Parks & Recreation Department

1a. Track percentage of turf loss in the park system (monitoring began with FY10/11)

Note: A record dry winter diminished turf by 10% to 15%.

1b. Number of calls/complaints/concerns received from citizens. (New Measure)

Note: In the 4th quarter there were approximately 70 calls, 60% of which were complaints and the balance of calls were informational inquiries regarding trees, irrigation, etc.

1c. New – Number of claims filed with Risk Management Division as they relate to the park system.

	FY11/12	FY10/11	FY09/10	FY08/09	FY07/08	Trend
Number of Claims Files	24	45	N/A	N/A	N/A	Stable

21. Total park acreage (developed & undeveloped)

	FY11/12	FY10/11	FY09/10	FY08/09	FY07/08	Trend
Total park acreage	1,288.65*	1,284.65	1,277.75	1,010.75	1,010.75	Unfavorably

CORE SERVICE 20 Capital Projects

Composite Trend Stable - Emerging

Goals

1. Expend CIP funds in a timely manner to meet the City's needs. Deliver all planned capital facilities on time and at or under budget.

Performance Measures

CIP Category	FY12 Budget	Expended	Remaining	% Expended	Trend
Programmed CIP	\$11,785,036	\$8,213,573	\$3,571,463	70%	
Annual Non-Programmed	\$2,647,976	\$1,151,315	\$1,496,661	43%	
Emergency & Reserve	\$750,000	\$127,623	\$622,377	17%	
Capitalized Materials & Supplies	\$3,056,832	\$2,519,056	\$537,776	82%	
Total - all categories	\$18,239,844	\$12,011,567	\$6,228,277	66%	

NOTE: This is a new performance measure for the City and is indicative of the program based approach implemented with creation of the Community Services Department. Management staff looks forward to continued refinement of the program and its reporting to further increase efficiency of our Capital Projects Program.

Performance Measures *(continued)*

CORE SERVICE 21 Community Appearance

Composite Trend

Unfavorably

Goals

1. Abate public nuisances to improve the appearance of Sparks.
2. Remove graffiti from public property.
3. Log graffiti, both public and private for future use.

Performance Measures

	2012	2011	2010	2009	2008	Trend
Public property graffiti removed	13,861	13,238	12,366	14,596	21,008	Unfavorably
FTE's abating/logging graffiti	1	1	1.3	1	2	Unfavorably
Direct employee & material cost	\$125,405	\$95,976	\$155,458	\$137,632	\$215,300	Unfavorably

CORE SERVICE 22 Emergency Management

Composite Trend

Favorably

Goals

1. Reconfigure city Emergency Operations Center support personnel toward an overhead team-type ICS structure.
2. Develop a Hazardous Mitigation Plan for delivery disruption at the Truckee Meadows Water Reclamation Facility (TMWRF).

Performance Measures

	FY11/12	FY10/11	FY09/10	FY08/09	Trend
Number of city EOC assignees trained to ICS300 or higher	80%	62%	50%	78%	Favorably

CORE SERVICE 23 Entitlement Review

Composite Trend

Stable

Goals

1. Comply with City ordinances and Nevada statutory requirements (e.g., 65 day review of special use permits) for processing of land use entitlement applications.

Performance Measures

1. Brought aboard an experienced planner on a temporary, part-time (20 hours/week) basis to assist with processing entitlements.
2. Land use entitlements processed:

Entitlement / Action	FY11/12	FY10/11	FY09/10	Trend
Annexations	0	3	0	
Administrative reviews	14	0	3	
Tentative map	1	2	3	
Final map	3	4	2	
Boundary line adjustment	4	1	4	
Parcel maps	2	3	3	
Planned development reviews	4	1	2	
Special use permits	14	7	3	
Site plan reviews	15	13	12	
Master plan amendment	5	0	4	
Totals	62	34	36	

Strategic Goal 4: Encourage our citizens to interact with their city government and build strong alliances with other government entities.

Composite Trend **Stable**

Core Services supporting this Strategic Goal: City Administration

Department	Composite Trend
City Administration	Favorably
Management Services	Favorably
City Attorney's Office	Stable
Community Services Dept.	Favorably
Financial Services	Stable
Fire Department	Stable
Municipal Court	Stable
Parks & Recreation Dept.	Stable
Police Department	Favorably

Strategic Goal 5: Improve and promote quality of life in the City of Sparks.

Composite Trend **Unfavorably**

Core Services supporting this Strategic Goal: 17, 24, and 26

CORE SERVICE 17 Parks Maintenance

Composite Trend **Unfavorably**

Goals

1. Maintain the City's park system in a useable manner that protects the investment.
2. Develop a maintenance/safety plan for the parks & trail system to avoid further decline & address liability associated with further decline.

Performance Measures - Parks Maintenance in Community Services Department

	FY11/12	FY10/11	FY09/10	FY08/09	FY07/08	Trend
Man-hours per park acre	101	117	143	187	181	Unfavorably

Performance Measures - Parks Maintenance in Parks & Recreation Department

- 1a. Track percentage of turf loss in the park system (monitoring began with FY10/11)
- 1b. Number of calls/complaints/concerns received from citizens. (New Measure)
- 1c. New – Number of claims filed with Risk Management Division as they relate to the park system.

	FY11/12	FY10/11	FY09/10	FY08/09	FY07/08	Trend
Number of Claims Files	24	45	N/A	N/A	N/A	Stable

21. Total park acreage (developed & undeveloped)

	FY11/12	FY10/11	FY09/10	FY08/09	FY07/08	Trend
Total park acreage	1,288.65*	1,284.65	1,277.75	1,010.75	1,010.75	Unfavorably

CORE SERVICE 24 & 26 Alf Sorensen and Larry D. Johnson Community Centers

Composite Trend **Stable**

Goals

1. Increase participation in community center programming for citizens of all ages and abilities.
2. Increase facility inventory.
3. Rebuild budget to support recreational services/activities (FY12/13).

	FY11/12	FY10/11	FY09/10	FY08/09	FY07/08	Trend
Average daily Comm. Ctr. Count -- All persons entering facilities.	660*	522	597	588	533	Stable
Average daily Comm. Ctr. Count - Registrants	33	34.28	39	41	44	Stable
Number of Community Centers	4	3	3	3	3	Stable

Fiscal Policies

On February 14, 2005, the Sparks City Council adopted Financial Policies in furtherance of the priority objective to achieve financial stability. These Financial Policies have since been revised, and in 2011, a new set of Fiscal Policies were presented to the City Council as part of the Sparks Sustainable Services to the Initiative (SSSI) and to be in compliance with GASB54.

On March 18, 2013, Finance Staff proposed revisions to the Fiscal Policies with the purpose of clearly defining the methodology of calculating results. This ensures consistency in the way results are tracked annually. Below are the revised Fiscal Policies as approved by City Council.

1 Minimum General Fund unrestricted ending Fund Balance level equal to 8.3% of expenditures

	GOAL	RESULTS	AMOUNT OVER/(UNDER) GOAL	STATUS
FY12 ACTUALS	8.3%	13.1%	\$2,200,000	✓
FY13 EST. ACTUALS	8.3%	9.4%	\$500,000	✓
FY14 BUDGET	8.3%	6.6%	(\$815,000)	✗

Purpose of this Fiscal Policy

This policy primarily serves a two-fold purpose. The first is to maintain a minimum amount of working capital approximately equal to 1 month of expenditures. The second is to match the language in NAC 354.660 that excludes a portion of ending fund balance from negotiations, equal to 8.3% of expenditures. According to NAC 354.660, this is calculated by dividing the unrestricted ending fund balance (including committed, assigned and unassigned fund balances) by total expenditures excluding contingency, transfers-out, and capital outlay. Any restricted fund balance amounts (including nonspendable and restricted fund balances) are excluded from this calculation due to the very nature of being restricted and available only for specific purposes as defined by GASB 54.

2 Establish a General Fund Contingency amount up to 3% of total expenditures in the annual budget

	GOAL	BUDGET	Contingency Amount	STATUS
FY12 BUDGET	up to 3%	1%	550,000	⚠
FY13 BUDGET	up to 3%	2%	1,000,000	✓
FY14 BUDGET	up to 3%	2%	1,000,000	✓

Purpose of this Fiscal Policy

The contingency budget was established using the guidelines set forth in NRS 354.608 to provide for expenditures that are one-time, unexpected, and usually of an emergency nature. Utilization of contingency budget requires the approval of City Council. The contingency budget is distinguished from the Stabilization Fund in that the Stabilization Fund is much more restrictive in nature as it may only be used for two specific reasons (see details below in Policy #4). In order to maximize flexibility and the City's ability to respond to emergency needs, a transfer into the General Fund from the Vehicle Internal Service Fund will also be included in the budget matching the amount established as the contingency budget as long as that value is determined to be available in the Vehicle Internal Service Fund. Per NRS 354.608, expenditures exclude contingency and transfers-out.

3 Transfer an annual amount equal to 2.5% of total revenues from the General Fund to the Capital Projects Fund.

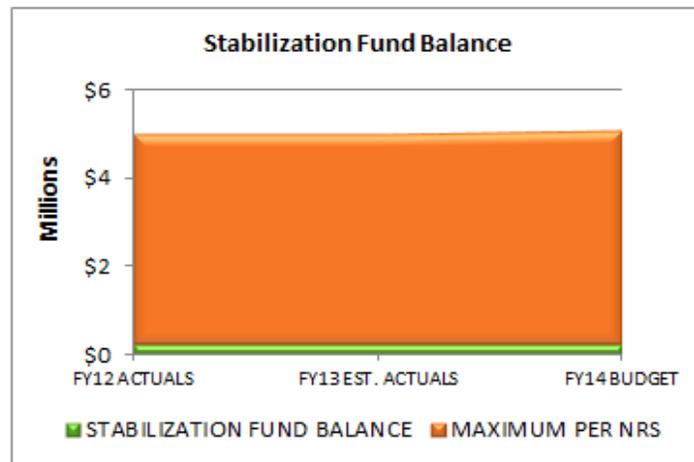
	GOAL	RESULTS	Transfer Amount	STATUS
FY12 ACTUALS	2.5%	2.5%	1,310,000	✔
FY13 EST. ACTUALS	2.5%	2.3%	1,210,000	⚠
FY14 BUDGET	2.5%	2.5%	1,300,000	✔

Purpose of this Fiscal Policy

This policy ensures that the City continues to invest in infrastructure and technology needs.

4 Commit a portion of annual business license receipts to the Stabilization Fund up to the maximum Fund balance allowed within NRS 354.6115.

	MAX ALLOWED PER NRS	STABILIZATI ON FUND BALANCE	AMOUNT COMMITTED	STATUS
FY12 ACTUALS	\$ 4,995,813	\$ 228,641	\$ 200,000	✔
FY13 EST. ACTUALS	\$ 4,984,952	\$ 228,921	\$ -	✘
FY14 BUDGET	\$ 5,082,192	\$ 229,271	\$ -	✘



Purpose of this Fiscal Policy

The stabilization fund was established in accordance with NRS 354.6115 to stabilize operation of local government and mitigate effects of natural disasters. Per NRS 354.6115: "The balance in the fund must not exceed 10 percent of the expenditures from the general fund for the previous fiscal year, excluding any federal funds expended by the local government."

In June 2011, the City Council adopted the following Stabilization policy in compliance with GASB 54: "The Council will authorize the use of the Stabilization Fund's resources only A) if the total actual General Fund revenues decrease by 4% or more from the previous year; or B) to pay for expenses incurred to mitigate the effects of a natural disaster (upon formal declaration by the City)."

In 2009, the City transferred \$625,000 from the Stabilization Fund to the General Fund in order to help mitigate the steep revenue decline brought about from the effects of the Great Recession. In 2011 and 2012, the City Council established a fiscal policy goal of re-establishing the Stabilization Fund by gradually committing a portion of the City's business license revenues to the Stabilization Fund.

City of Sparks Fiscal Policies *(continued)*

5 Reduce General Fund Personnel costs so that they do not exceed 78% of General Fund Total Revenues

	GOAL	RESULTS	STATUS
FY12 ACTUALS	<=78%	76%	✓
FY13 EST. ACTUALS	<=78%	79%	⚠
FY14 BUDGET	<=78%	78%	✓

Expanded Dashboard as Requested by City Council

TOTAL USES AS % OF TOTAL REVENUES BY EXPENSE CATEGORY	GOAL	FY12 RESULTS	FY13 EA RESULTS	FY14 BUDGET	FY14 STATUS
PERSONNEL COSTS	<=77%	76%	79%	78%	⚠
SERVICES & SUPPLIES & CAP. OUTLAY	<=16%	18%	20%	21%	✗
TRANSFERS-OUT	<=5%	5%	5%	4%	✓
CONTINGENCY	<=2%	0%	0%	2%	✓
TOTAL		99%	103%	105%	

TOTAL USES AS % OF TOTAL REVENUES BY FUNCTION	GOAL	FY12 RESULTS	FY13 EA RESULTS	FY14 BUDGET	FY14 STATUS
POLICE	<=38%	38%	39%	39%	⚠
FIRE	<=27%	27%	28%	27%	✓
TOTAL PUBLIC SAFETY	<=65%	65%	67%	66%	⚠
MANAGEMENT SERVICES	<=9%	9%	9%	12%	✗
FINANCIAL SERVICES	<=4%	4%	5%	5%	⚠
LEGAL SERVICES	<=3%	3%	3%	3%	✓
TOTAL CENTRAL SERVICES	<=16%	15%	16%	19%	✗
COMMUNITY SERVICES	<=10%	10%	11%	11%	⚠
MUNICIPAL COURT	<=4%	3%	4%	4%	✓
TRANSFERS-OUT	<=5%	5%	5%	4%	✓
TOTAL		99%	103%	104%	

Purpose of this Fiscal Policy

The purpose of this policy is to achieve a balanced, sustainable expenditure model.

City of Sparks Fiscal Policies (continued)

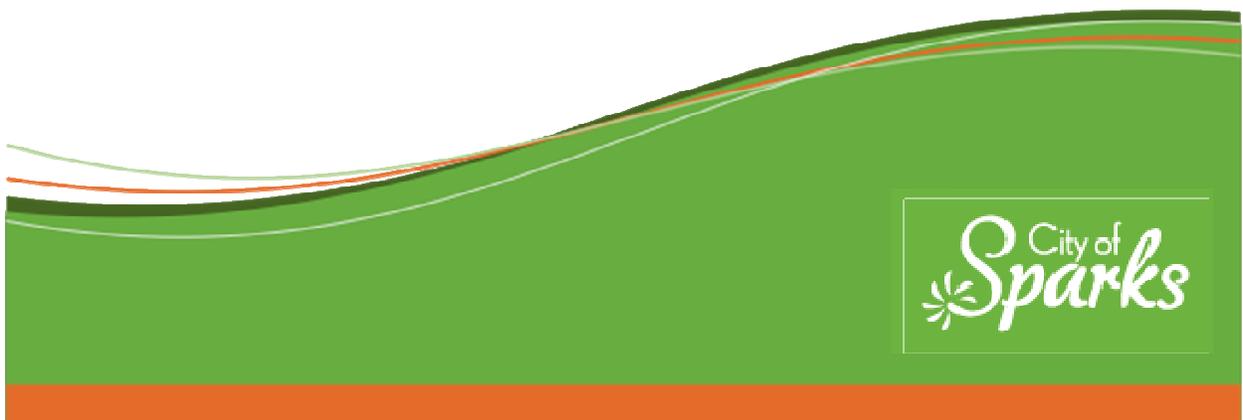
6 Report the annual obligation for the Other Post Employment Benefit (OPEB) existing net liability and determine annually whether to establish an irrevocable trust fund or pay-as-you-go

	NET OPEB OBLIGATION	RESULTS	STATUS
FY12 ACTUALS	\$ 5,473,423	\$ -	⊗
FY13 EST. ACTUALS	\$ 6,008,291	\$ -	⊗
FY14 BUDGET	\$ 6,543,159	\$ -	⊗

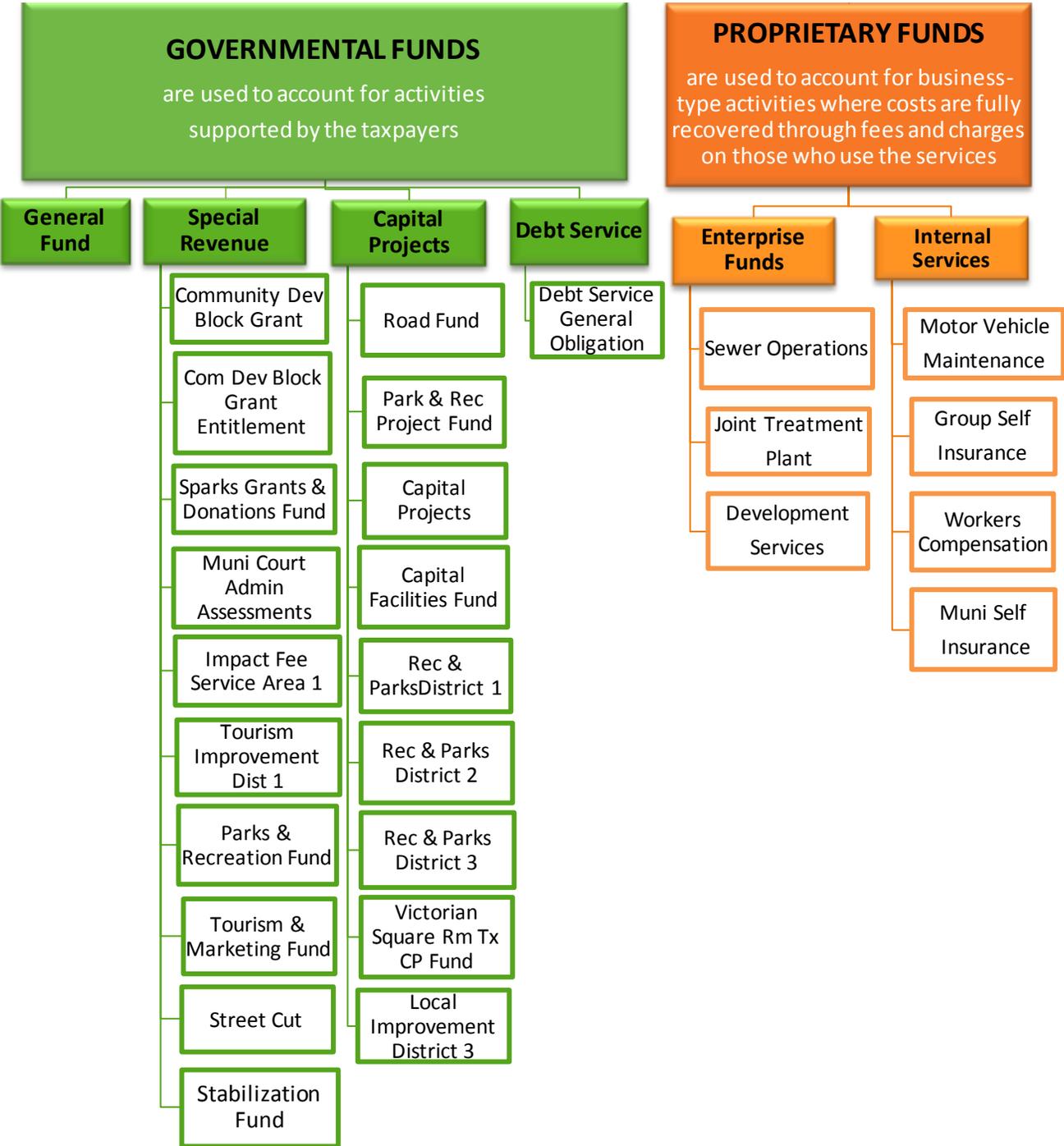
Purpose of this Fiscal Policy

The purpose of this fiscal policy is to recognize the need to accumulate resources to address the unfunded OPEB liability.

III. Budget Process



City of Sparks Fund Structure



Fund Accounting

The city uses funds to report its financial position and the results of its operation. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain government functions or activities. A fund is a separate, self-balancing set of accounts. There are three types of funds: governmental, proprietary and fiduciary. Along with the City Budget, the City of Sparks prepared budgets for Redevelopment Agencies 1 & 2, for FY14.

Fund Balance

The Fund Balance is the difference between assets & liabilities reported by Governmental Funds. It is important that all governments have a policy for ending fund balance in the General Fund. At minimum there should be no less than one month of regular general fund operating expenditures. The City of Sparks financial policies require an operating reserve equivalent to 8.3% of total General Fund expenditures.

GOVERNMENTAL FUNDS

These funds are used to account for activities supported by the taxpayers. The City of Sparks has four governmental fund types; a General Fund, Special Revenue Funds, Capital Project Funds, and Debt Service Funds. The Modified Accrual method is used as the basis for budgeting in the Governmental Funds and is the same as the basis for accounting used in the City's audited financial statements.

Modified Accrual Accounting

Modified accrual is, "Basis of accounting used in conjunction with the current financial resources measurement focus that modifies the accrual basis of accounting in two important ways 1) revenues are not recognized until they are measurable and available, and 2) expenditures are recognized in the period in which governments in general normally liquidate the related liability rather than when that liability is first incurred." This definition comes directly from the Governmental Accounting, Auditing and Financial Reporting by Stephen J. Gautheier. The Modified Accrual method is used as the basis for budgeting in the Governmental Funds and is the same as the basis for accounting used in the City's audited financial statements.

The following are the City's four governmental fund types:

1. **General Fund:** The General Fund for the City of Sparks is primarily used to account for the general governmental operations, including administration, public safety, and public works.
2. **Special Revenue Funds:** These funds account for the proceeds of specific revenue sources that are restricted for specific expenditures, other than major capital projects. The Special Revenue Funds for the City of Sparks are:

FUND 1202- Community Development Block Grant (CDBG): To account for revolving fund monies received from the repayment of Single Family Housing Rehab Deferred Loans, which is a program funded by the U.S. Department of Housing and Urban Development's (HUD) Community Development Block Grant (CDBG). Per HUD regulations, the program income generated must remain in the loan program.

FUND 1203 - Community Development Block Grant (CDBG) Entitlement: Entitlement grant spending of Community Development Block Grant (CDBG) for programs that benefit low and moderate income households, as approved by the granting Federal agency, U.S. Department of Housing & Urban Development (HUD).

FUND 1204 - Sparks Grants & Donations Fund: Special Revenue Fund to account for all grants received by the City. Does not include grants received by Proprietary Funds and Community Development Block Grants. Budget for this fund is established after the start of the fiscal year.

FUND 1208- Muni Court Admin Assessments: To account for monies received from the Municipal Court administrative assessments and collection fees to finance Municipal Court related improvements to operations and facilities.

FUND 1210 - Impact Fee Service Area 1: To account for impact fees collected from development in Impact Fee Service Area 1, to be used for the construction of sanitary sewers, flood control, parks, and public facilities.

FUND 1215 - Tourism Improvement District 1 (Legends): Bond proceeds used to acquire, improve, and equip certain property commonly referred to as 'Legends at the Sparks Marina'. Fund will be dissolved once bond proceeds are spent.

FUND 1221 - Parks & Rec Fund: Used to provide recreation programs and special events.

Fund 1222 - Tourism & Marketing Fund: Revenue and spending related to the Washoe County Taxes on Transient Lodging Act of 1999 which added 1% to transient lodging taxes collected county-wide. Sparks receives a small portion of this 1% and is capped at \$200,000 per year. Funds must be used for the marketing and promotion of tourism in the City of Sparks and for the operation and maintenance of capital improvements within redevelopment areas.

Fund 1299 - Stabilization Fund: Reserve to stabilize the operation of the City in the event of a revenue shortfall or natural disaster.

3. Capital Project Funds: These funds are used for acquisition and construction of major capital projects other than those financed by proprietary funds and trust funds. The city currently has nine capital projects funds:

Fund 1401 - Road Fund: To provide for the maintenance, repair, acquisition and construction of roads and streets. Funding is provided by a portion of the City's franchise fees and fuel taxes.

Fund 1402 - Park & Recreation Project Fund: To provide for specific parks and recreation projects. Funding is provided by a portion of the City's franchise fees.

Fund 1404 - Capital Projects Fund: Used for acquiring and constructing fixed assets or for the renovation and rehabilitation of capital facilities. Funding comes mainly from City transfers and bond proceeds.



Fund 1405 - Capital Facilities Fund: To provide for the acquisition of land, improvements to land, purchase of major equipment, renovations of government facilities and repayment of short-term financing for these activities. Financing is provided by a special ad valorem tax rate as required by NRS 354.598155.

Fund 1406 - Rec & Parks District 1 Fund: Construction Tax revenues collected in district 1 to be used for the acquisition, improvement and expansion of neighborhood parks, playgrounds and recreational facilities within the corresponding district.

Fund 1407 - Rec & Parks District 2 Fund: Construction Tax revenues collected in district 2 to be used for the acquisition, improvement and expansion of neighborhood parks, playgrounds and recreational facilities within the corresponding district.

Fund 1408 - Rec & Parks District 3 Fund: Construction Tax revenues collected in district 3 to be used for the acquisition, improvement and expansion of neighborhood parks, playgrounds and recreational facilities within the corresponding district.

Fund 1415 - Victorian Square Room Tax CP Fund: To account for the resources received pursuant to section 6.6 of the Washoe County Taxes on Transient Lodging Act of 1999. Taxes on the revenue from the rental of transient lodging in the amount of 2.5% must be used for improvements and land acquisitions in the Victorian Square area.

Fund 1427 - Local Improvement District 3 (Legends): Acquire infrastructure per Acquisition Agreement with RED Development. Fund will be dissolved once bond proceeds are spent.

- 4. Debt Service Fund 1301 - General Obligation Debt Service Fund:** This fund exists to account for the accumulation of resources to pay principal and interest on the City's general obligation bonds, emergency loans, long term contracts imposed by the State, long term lease agreements, retirement of other bond issuances, etc.



PROPRIETARY FUNDS

Proprietary funds are used to account for business-type activities, where costs are fully recovered through fees and charges on those who use the services. The two types of proprietary funds are enterprise funds and internal service funds. The Accrual method is used as the basis for budgeting in the Proprietary Funds and is the same as the basis for accounting used in the City's audited financial statements.

Accrual Basis of Accounting

Using accrual accounting, revenues and expenses are recognized when they occur, regardless of the timing of related cash flows. The Accrual method is used as the basis for budgeting in the Proprietary Funds and is the same as the basis for accounting used in the City's audited financial statements.

1. Enterprise Funds

Funds 16XX - Sewer Operations (Sewer, Drains, Effluent): To account for the provision of sewer, storm drain and effluent reuse services to the residents of the city and some residents of Washoe County. All activities necessary to provide such services are accounted for in this fund including, but not limited to administration, operations, maintenance, capital improvements, and debt financing.

Fund 2201 - Development Services Fund: Process all activities related to the building and development in the community-including, but not limited to, permit processing, issuance, monitoring, building inspection, plan checking, development reviews and administration. Fees approved by Council.

Fund 5605 - Joint Treatment Plant: To account for the operation of the Truckee Meadows Water Reclamation Facility (TMWRF), which provides waste water treatment. TMWRF is a joint venture between the City of Reno and the City of Sparks.

2. Internal Service Funds

Fund 1701 - Office Service & Supply: To account for the cost of operating a facility and to provide office supplies and printing services to City offices. Such costs are billed to the user departments and include depreciation on equipment.

Fund 1702 - Motor Vehicle Maintenance: To account for the cost of maintaining the City's fleet including acquisition of replacement vehicles. Such costs are billed to the user departments and include depreciation on vehicles and equipment.

Fund 1703 - Group Self Insurance: To account for the premiums collected from other funds and retirees to fund operations of our self-funded group health and accident insurance program, which covers the active city employees and some retirees.

Fund 1704 - Worker's Comp Self Insurance: To account for the money received from other city funds for workers' compensation claims, compensating injured workers, and the cost of administering a self-funded insurance program.

Budget Process

Preparing the Operating Budget

The budget process generally begins in October as the Financial Services Department begins pulling together preliminary revenue projections based on past history and current economic conditions. Budget preparation packages are distributed to each of the department managers and budget contact personnel. The package includes a base budget broken down into “Groups”, Salaries and Wages, Benefits, Services and Supplies, and Capital Outlay. The individual Department staff give input as to how the base budget may need adjusting to meet the needs of the coming year.

The Financial Services Department reviews current revenues, economic trends and history to determine estimates for License & Permits, Fines and Forfeitures, Charges for Services, and Miscellaneous revenue. The Nevada Department of Taxation releases preliminary revenue estimates in February for property and CTAX estimates. Final revenue estimates are issued from the Nevada Department of Taxation in mid-March. The Financial Services Department adjusts these estimates based on historical trends and industry outlooks to project property tax and CTAX estimates for the City.

Personnel Complements are generated by Human Resources and sent to the City Manager for approval. Payroll cost projections including benefits are completed by Finance based on the approved complement plus any additions approved as part of the City Manager’s recommendations. Adjustments for temporary help & overtime costs are also made.

“New Need” requests are due from each department for submission to the Financial Services Department in early March. The City Manager and Finance Director review new needs with each department head and determine what funds are available based on the City Council priorities.

The budget from the Truckee Meadows Water Reclamation Facility (TMWRF) is approved and submitted to the City in February. TMWRF is a Nevada Municipal Joint Venture between the city’s of Reno and Sparks and provides waste water treatment to both cities. The budget is reviewed and submitted to the City of Sparks by the Joint Coordinating Committee (JCC), which advises both City Councils on matters relating to the facility.

Preparing the Capital Plan

Capital Improvement project requests are due to the Community Services Department by January. The Financial Services Department supplies preliminary revenue for these projects. The Community Services Department will then prioritize these projects and submit the plan to the City Manager. Once the preliminary budgets are approved, the City Manager will present his preliminary budget recommendations along with the short and long term Capital Improvement Plan to City Council at their budget retreat.

Budget Adoption

NRS 354.596 requires the Tentative Budget be filed with the state by April 15. The Tentative Budget reflects the City Managers preliminary recommendations and City Council's direction as provided at the budget retreat. Following current year financial updates and new financial projections the City Manager prepares the final budget recommendation for Council. On the 3rd Tuesday in May, the City Council holds a public hearing on the tentative budget and takes action on the final budget. The final budget must be submitted to the State on or before June 1. The Sparks City Council approved the FY14 final budget on May 21, 2013.

Budget Amendment Procedures

NRS 354.598005 outlines procedures and requirements for augmenting or amending the City's budget.

Budget Augmentations:

If it is anticipated that resources actually available during a budget period exceed those estimated, the budget may be augmented. The augmentation requires that the governing body, by majority vote of all members, adopt a resolution reciting the appropriations to be augmented and the nature of the unanticipated resources intended to be used for the augmentation.

Budget Transfers:

Budget appropriations may be transferred between functions, funds, or contingency accounts, given that the transfer does not increase the total appropriations for any fiscal year.

- Transfers within functions – Can be made by the person designated to administer the budget. At Sparks, this is the Finance Director or designee.
- Transfers between functions – Can be made by the person designated to administer the budget. At Sparks, this is the Finance Director or designee. In addition, the City Council must be advised of the action at the next regular meeting and the action must be recorded in the official minutes of the meeting.
- Transfers between funds or from the contingency account – The City Council can authorize if the transfer is announced at a regularly scheduled meeting with the exact amount and reason for the transfer outlined. The action must be recorded in the official minutes of the meeting.

Budget Calendar

October—February

Preliminary revenue projections, budget package distribution, and other budget data collection (October-January)

Final Property Tax appeal to Washoe County deadline (1/15/13)

Council FY14 Budget workshop including New Needs presentation (2/4/13)

Preliminary revenue projections from Dept. of Taxation (2/15/13)

Truckee Meadows Water Reclamation Facility (TMWRF) budget approved by the Joint Coordinating Committee (February)

Last day for local governments to notify Dept. of Taxation about proposed tax rate changes for Tentative Budget (late February)

March—April

Final revenue projections from Dept. of Taxation including population certified by the Governor (3/15/18)

Council FY14 Budget Workshop including direction for New Needs & Final CIP (3/18/13)

Dept. of Taxation to provide Final Abated Revenue Projections Package for property taxes including centrally assessed properties (3/25/13)

Tentative budget mailed to Dept. of Taxation (4/15/13)

Presentation to the Sparks Citizens Advisory Committee (SCAC) on the FY14 Tentative Budget (4/16/13)

Final City Manager Budget Recommendations and CIP Final Approval (4/22/13)

May—June

Public Hearing on the Tentative Budget (5/21/13)

Council approval of Final Budget (5/21/13)

Final Budget in the mail to Dept. of Taxation (6/1/13)

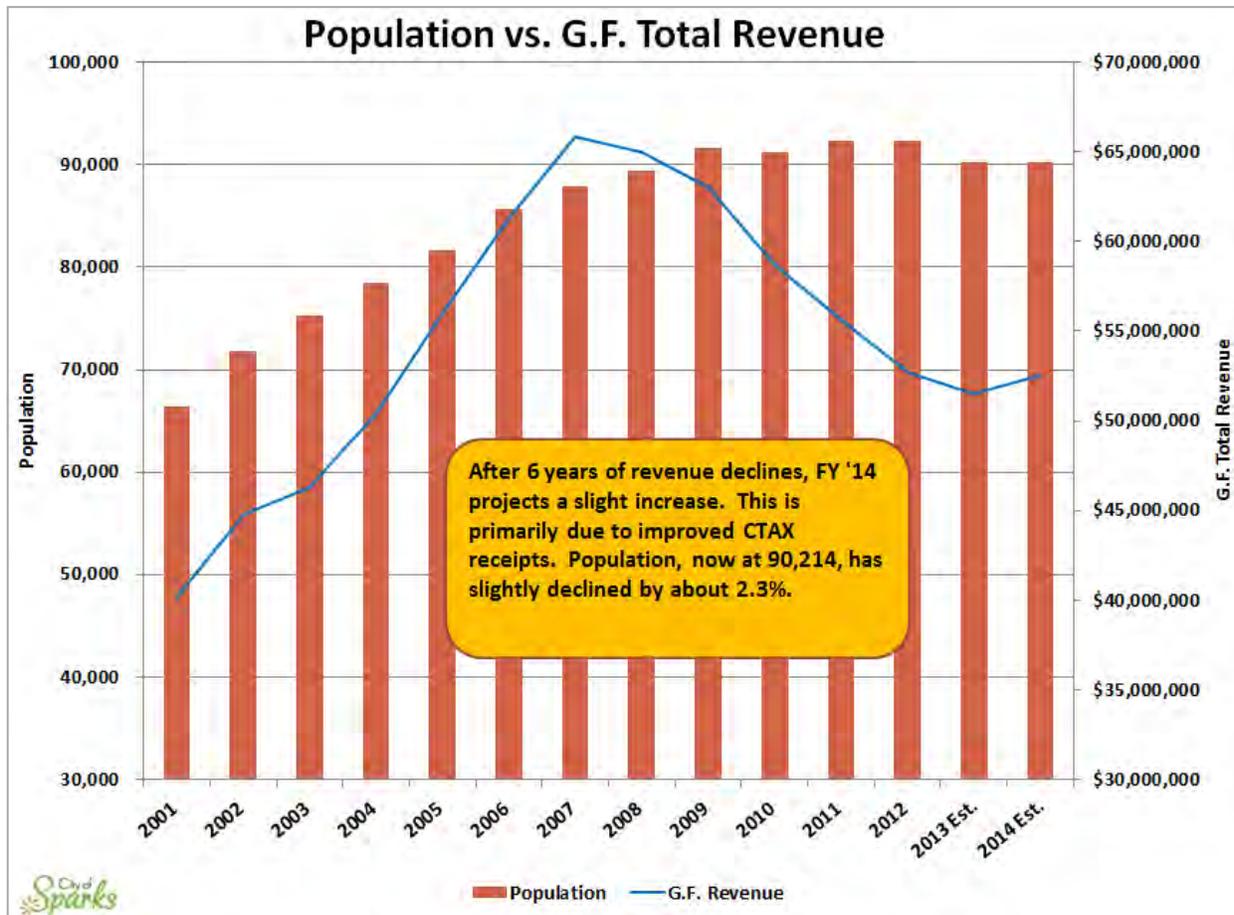
Economic Review and Expectations

Although the City recognizes that the national and local economic landscape is gradually improving, the City is still taking a cautious approach with its revenue projections. The economic data presented in the following pages would present several assumptions considered in coming up with projections for the FY14 budget.

Local Economic Trends Influencing FY14 Budget Projections

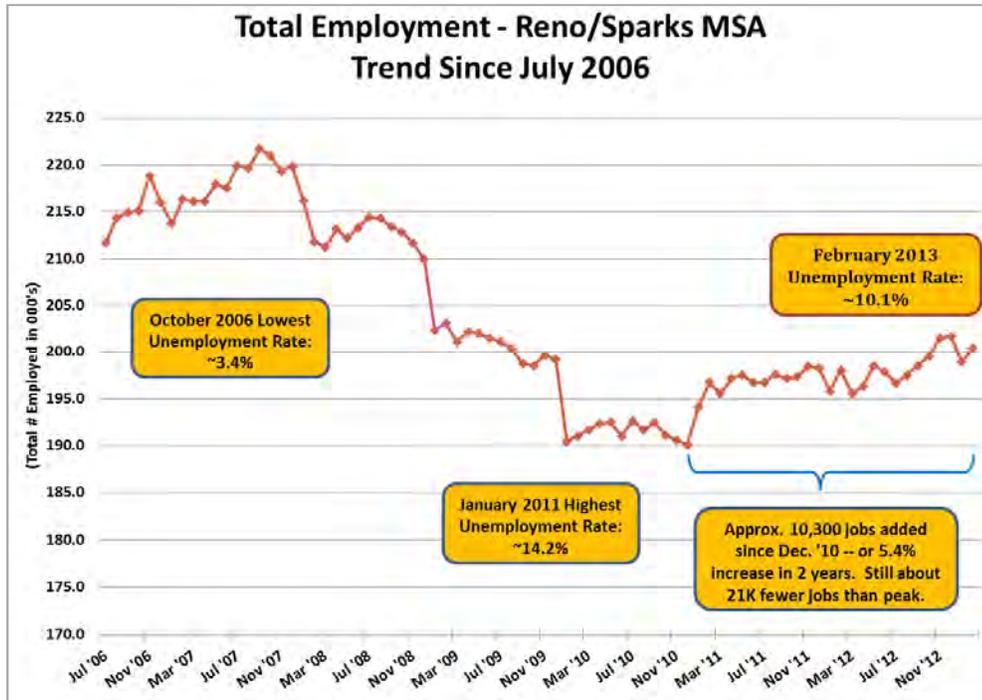
Local Revenues

- Consolidated Tax Revenue (CTAX) is showing steady improvement, yet FY14 is still estimated to be down 27.9% or \$7.7M from FY06 peak. If a 4% annual growth is projected, it would take eight years of such steady growth to recover to FY06 levels
- Licenses/Permits flattened out
- Property values and resulting tax receipts have stopped declining in FY14

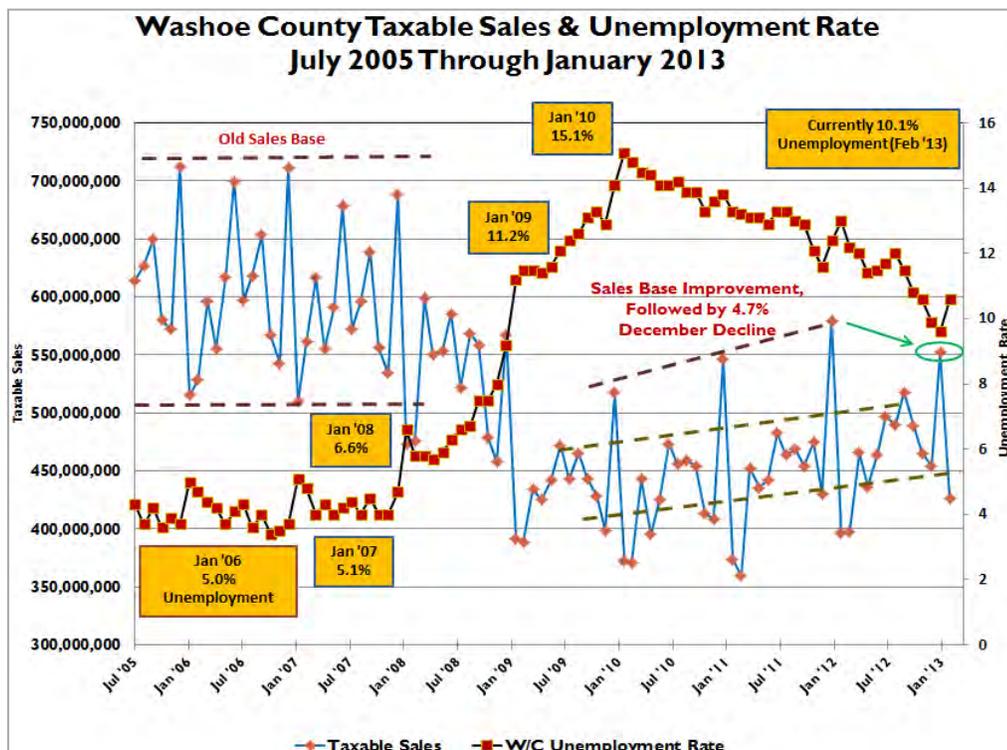


Employment

- Economic recovery hinges on job recovery. There were approximately 10,300 jobs added in the Reno/Sparks Metropolitan Statistical Area since December 2010. That is equivalent to a 5.4% increase in two years, but it is still about 21,000 fewer jobs than peak.



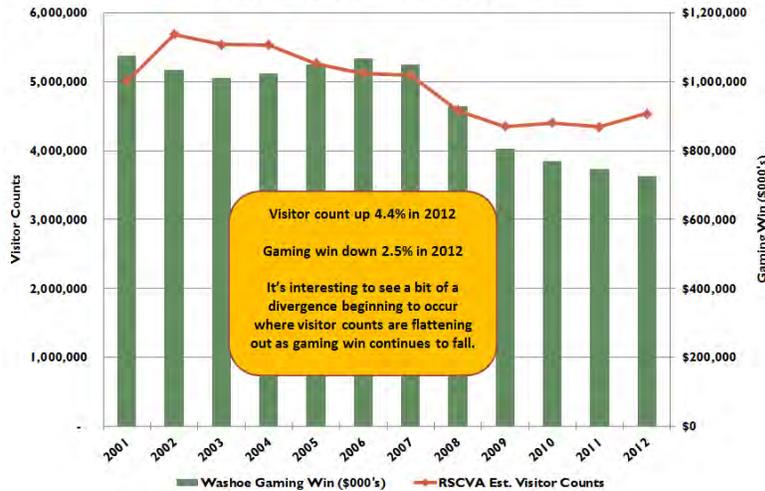
- Unemployment rate in February 2013 in Washoe County was 10.1%. It is an improvement from the high of 15.1% in January 2010



Visitor Count

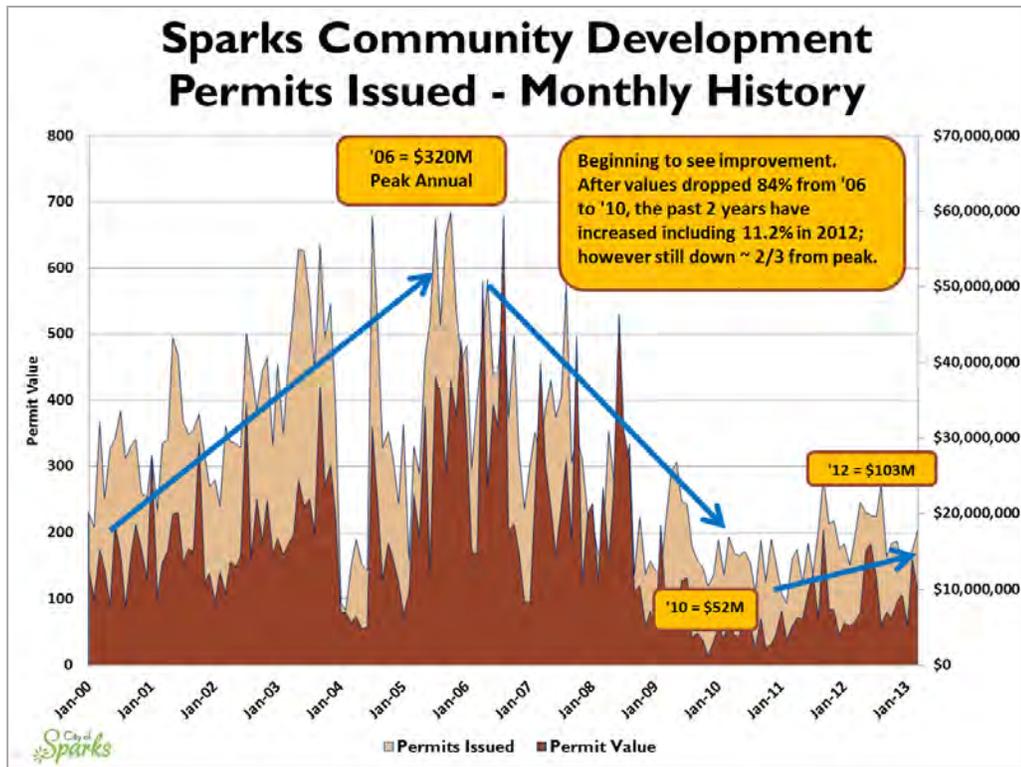
- Visitor count in Washoe County is up 4.4% in 2012
- Gaming win in Washoe County is down 2.5% in 2012

Washoe County Est. Visitor Counts And Total Gaming Win

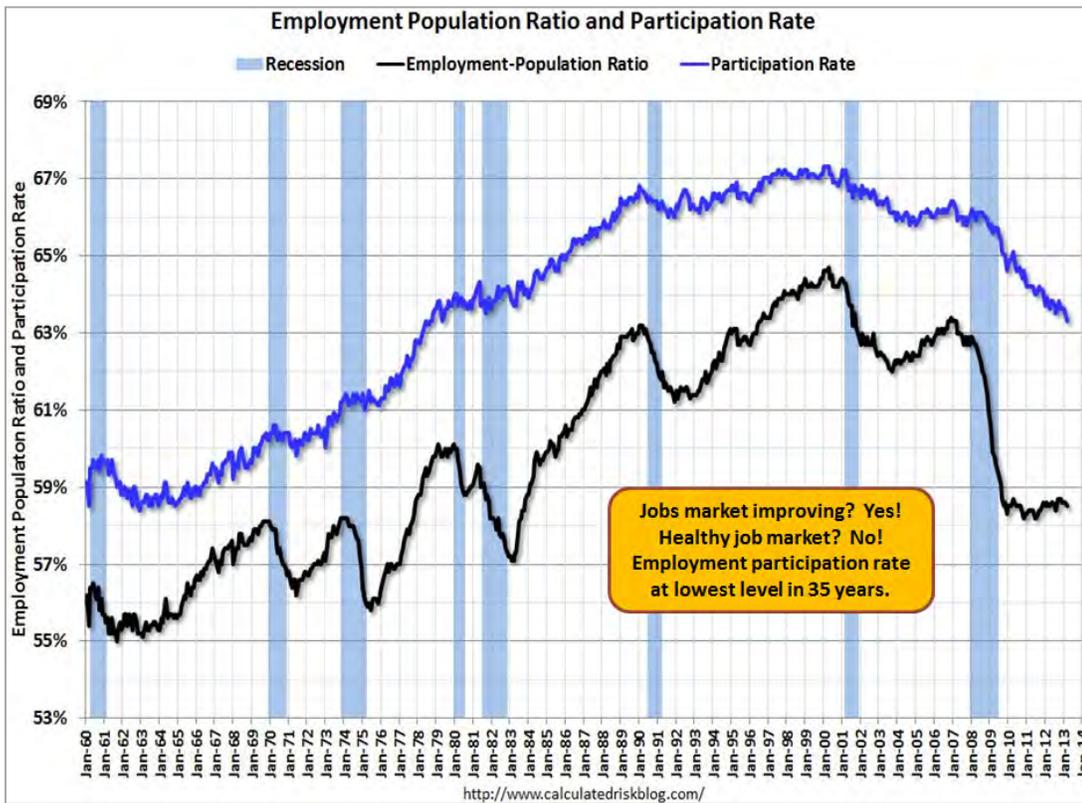
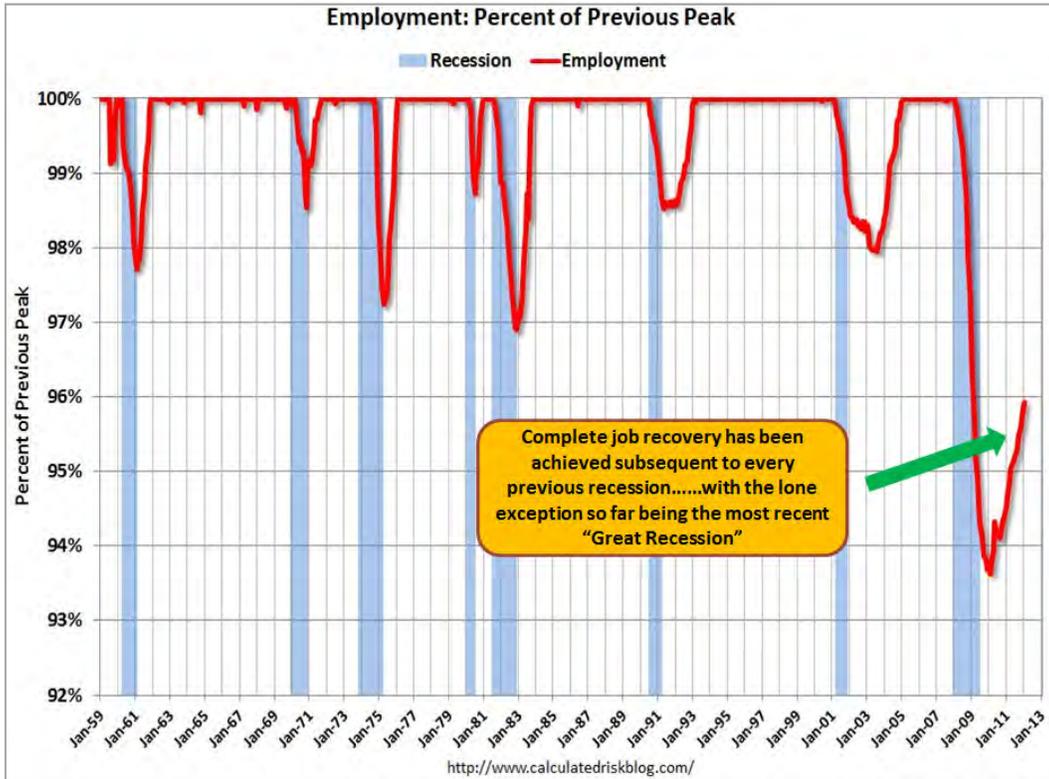


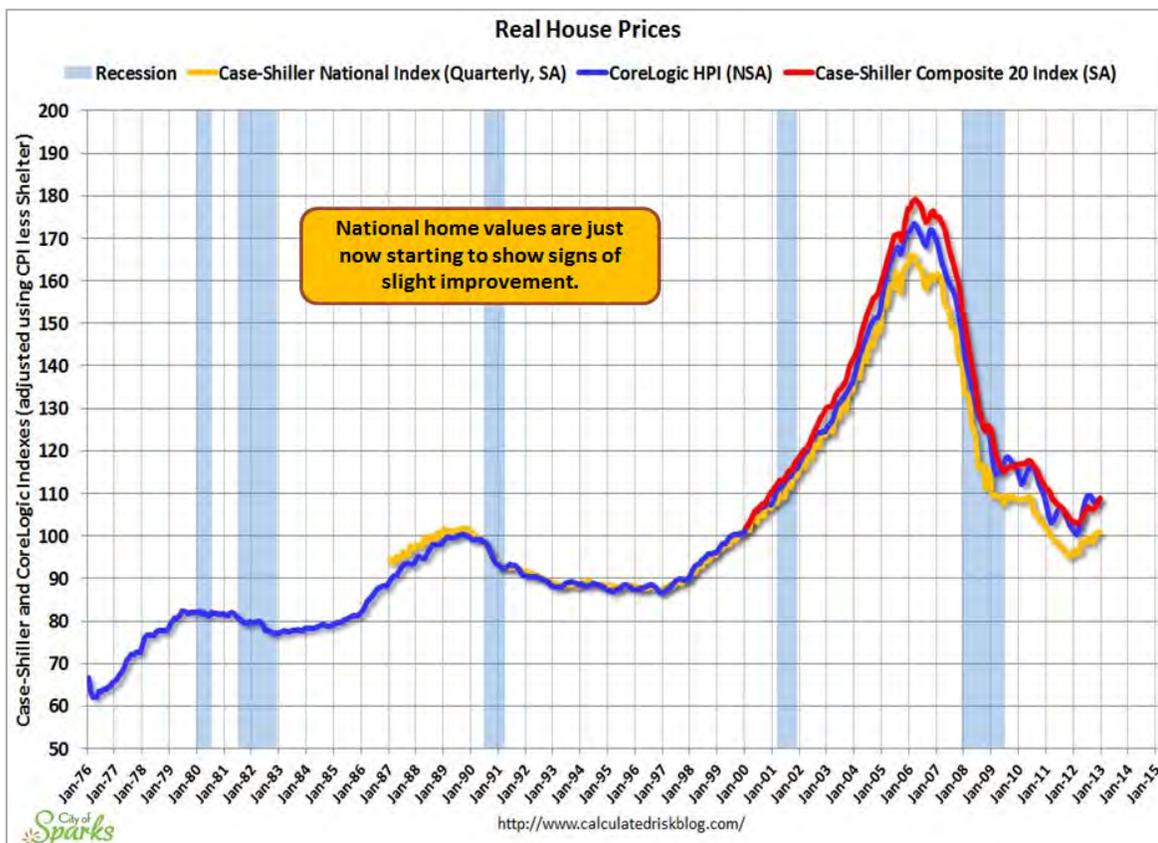
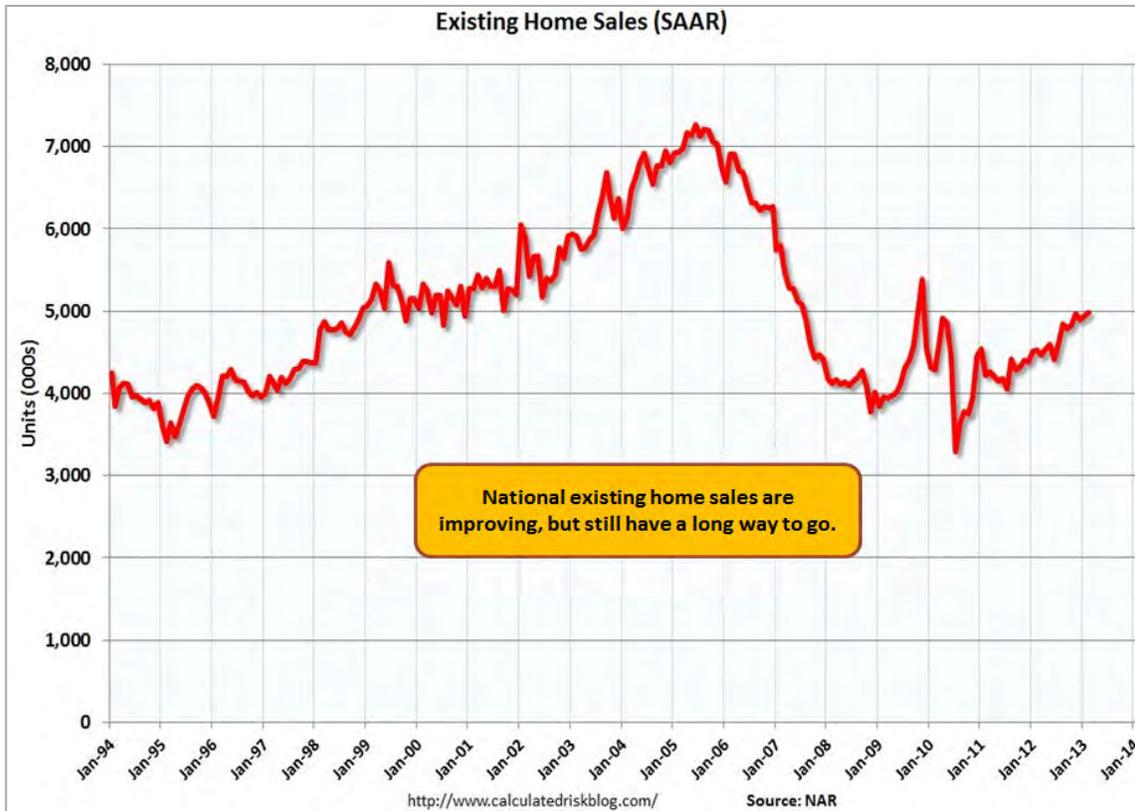
Housing and Construction

- Building permits in Sparks have been growing, but still down approximately 2/3 from peak



Other National Economic Trends





City Council Direction for Preparing the FY14 Budget

March 18, 2013

At the Budget Workshop held on March 18, 2013, City Council directed staff to pursue the actions listed below to get the City closer to meeting its General Fund ending balance of 8.3%. City Council directed to prepare a budget with a 7.3% General Fund ending balance as noted in line item #2 in the table below by making budget reductions to specific programs.

Fund	Department	Item Description	Amount
1101	All	Remove Stabilization Fund Commitment (Fiscal Policy #4)	\$ 200,000
1101	All	Reduce Ending Fund Balance Policy to 7.3% (Fiscal Policy #1)	\$ 500,000
1101	All	Raise Property Tax Rate from \$3.6163 by 2.0 cents to \$3.6363 (2.37 cents under cap)	\$ 360,000
1101	All	Shift 10% of Gas & Electrical Franchise Fees from Road Fund to General Fund	\$ 200,000
All	All	0.5% Across-the-Board Underspend, Less \$75k Saved from Wellness Program (\$260k - \$75k = \$185k)	\$ 185,000
1101	Management Services	Employee Development Fund (reduce by 1/2)	\$ 100,000
1101	Police	Return Police Overtime, Call Back & Worked Holiday to FY12 levels	\$ 193,580
1101	Fire	Return Fire Overtime, Call Back & Worked Holiday to FY12 levels	\$ 371,915
1221	Parks & Recreation	Return Parks and Rec Temp costs to FY12 levels	\$ 122,849
1101	Community Services	Do not fill Vacant Maint Worker II	\$ 56,407
1101	Management Services	Wellness Program reduce from 275k to 200k	\$ 75,000
1101	Management Services	Wellness Program-known over budget	\$ 125,000
			\$ 2,489,751



April 22, 2013

City staff prepared tentative budget using the direction provided by City Council on the March 18, 2013 budget workshop. At the City Council meeting on April 22, 2013, the City Manager brought his budget recommendations forward and these recommendations for final budget were approved **except for the 2 cent property tax increase** that City Council directed to pursue in the Budget Workshop on March 18, 2013. This means that the General Fund ending fund balance will be reduced to 6.6% to offset the two cent property tax increase that did not get approved.

In summary, the FY14 Final Budget includes the following:

1. FY2013-14 City Manager's Budget Recommendations except raising the City's Property Tax Rate

- Follow Council adopted fiscal policies according to direction received at the March 18, 2013 Council workshop;
 - ◊ Notably, the City Manager's recommendations include a General Fund ending fund balance equal to 7.3% of expenditures; however, under the City Manager's direction, City staff will be utilizing the Project Innovations process to try to achieve the Council's goal of maintaining an ending fund balance equal to 8.3% of expenditures. To do so will require finding budget reductions amounting to an estimated \$560k in FY '14, and an additional \$1,150k in FY '15 as we begin to look forward
- Reflects the various initiatives approved by Council to fill the previously identified \$2.5M budget gap as decided upon at the March 18, 2013 workshop. A detailed list of these results can be found on page 56 of this document;
- Reflects approval of the various new positions and reclassifications affecting various Funds managed by the City. The full discussion and review of these requests can be found on pages 60-62 of this document;
- City memberships and contributions as approved at the April 7, 2013 Council meeting;
- Notice from the Dept. of Justice that the COPS grant which currently funds 6 Police Officers has been extended for 1 year, bringing General Fund savings to FY '14 of about \$350k. This is not a new award, but rather an extension of time to completely expend the previous grant award. Funding is estimated to be completely expended approximately by the end of the 3rd quarter of FY '14 (around April, 2014); beginning at that time the General Fund will be responsible for covering all costs associated with those 6 positions;
- Transfer \$352k to the General Fund from the Development Services Fund to continue paying back the General Fund subsidy totaling \$1.116M that occurred during FY '10 and FY '11:
 - ◊ The General Fund transferred \$916k in FY '10, and \$200k in FY '11, into the Development Services Enterprise Fund to subsidize the operations of that Fund until that Fund could become financially stable once again;
 - ◊ Council previously has stated the desire to pay back the General Fund once the Development Services Fund is able to do so;
 - ◊ \$60k has been paid back in FY '13, and the City Manager is recommending another \$352k to be paid back in FY '14, leaving \$704k remaining to be paid back;

Council Direction for Preparing the FY14 Budget *(continued)*

- ◇ The idea is to pay this subsidy back over time. However, the Development Services Fund financial health will be monitored to see if the time can be expedited.
- Reduce Health Insurance Fund contributions and premium rates by 8%. This will provide approximately \$400k in savings for the General Fund;
- Includes a 1% salary reduction for Management/OE/OS/CF personnel reflecting splitting the 2% PERS rate increase;
 - ◇ The PERS contribution rate is increasing from 23.75% to 25.75% for Regular Members, and from 39.75% to 40.5% for Police/Fire Members
- Use of unspent CTAX bond proceeds to pay CTAX debt service payments;
 - ◇ Approx. \$1.6M of '07 CTAX bond proceeds remain unspent. This is planned to be used for debt service needs over the course of FY '14 and FY '15. Approximately \$730k is planned to be used in FY '14
- Subsidize the Redevelopment Agency Area #2 debt service needs in the amount of about \$750k;
 - ◇ The City issued debt in 2007 which was to be paid for by the Redevelopment Agency Area #2. However, property taxes within Area #2 are not sufficient to meet the entire debt service. Thus, the City will need to subsidize that debt service by approximately \$750k. This subsidy began in FY '13 with an amount of \$200k

2. City of Sparks Five-Year Capital Improvements Plan (CIP)

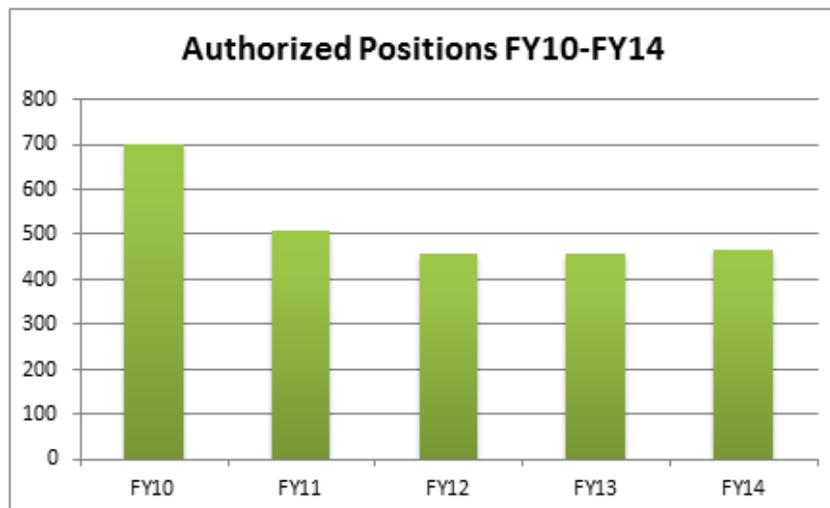
- The CIP document can be found on page 147-160 of this document.
 - ◇ Various small changes were made to the proposed CIP compared to what was presented to Council the 3/18 workshop include. Total expenditures are now expected to be \$32,299,475, up slightly by \$11,945 compared to what was presented on 3/18/13.



AUTHORIZED POSITIONS

Departments	FY10	FY11	FY12	FY13	FY14
Managerial Services	0	0	21	20	21
City Attorney	14	12	10	10	10
Community Services	0	0	134	135	146
Financial Services	27	20	21	21	20
Fire	117	94	92	91	91
Municipal Court	19	17	15	15	15
Parks & Recreation	45	33	10	10	10
Police	169	155	149	149	151
Administrative Service	33	19	0	0	0
City Manager	11	6	0	0	0
Community Development	84	20	0	0	0
Public Works	175	127	0	0	0
SUB TOTAL	694	503	452	451	464
City Council	6	6	6	6	6
TOTAL	700	509	458	457	470

The past few years at the City of Sparks have brought significant staffing level reductions. The authorized positions in FY13 was relatively flat. FY14 is the first year where the City has increased the number of authorized positions. The detailed list of new positions is on page 62 of this document.



FY14 Position Reclassifications and New Positions

Over time, the City complement of employees and specific positions must be reviewed to reflect new duties and responsibilities. Most (if not all) employees are doing more than they were several years ago. The reclassification process takes a critical look at all positions, with job descriptions rewritten and positions reclassified when significant changes in job breadth or depth occurred. All department heads were requested to identify employees who were potentially working 'out of class' or if organizational changes warranted a review of positions.

The City Manager will implement these changes within a framework of cost control. As new or reclassified positions are filled, the impacted employees will be eligible for a promotional increase, if the salary range has moved up. The maximum promotional increase is defined by the employee Resolution or Bargaining Agreement, and is limited to a maximum increase of 5%. Employees promoted and the new ranges will be subject to any concessions dictated by Resolution or Bargaining Agreement.

Departmental Changes:

Management Services

Within the City Clerk Division, two positions – Assistant City Clerk and EIMS Coordinator have been combined into one position. It is recommended that a new position of Assistant City Clerk/EIMS Coordinator be established, and the position classified to the higher range of the two, and one position be eliminated.

Financial Services

No reclassifications were identified.

Parks and Recreation Department

No reclassifications were identified.

Community Services Department

The title of Assistant Community Services Director will be retitled Assistant Community Services Director/City Engineer to align with requirements of City documents that require the title of City Engineer. There is no adjustment in pay range associated with this change.

In The Public Works Division, it is requested that one Maintenance Worker III be reclassified to a Maintenance Worker IV. This is a facilities position, and reflects the addition of a wide variety of technical specialties.

One Electrician II position is proposed to be classified as an Electrician III to reflect a higher level of technical skill required than in the past, and one new position of Electrician II is requested as an addition to the employee complement.

The position of GT Specialist II will be eliminated, and the position of Systems Developer I/II created. This reflects the increased technical breadth and reliance on this discipline.

At the Truckee Meadows Water Reclamation Facility, the following changes have been recommended by the Joint Coordinating Committee:

- Laboratory Supervisor to the position of Laboratory Manager to align with similar positions within the organization
- Process Control Coordinator to the position of Treatment Plant Process Engineer to reflect a higher level of technical requirements
- Addition of Laboratory Quality Assurance Officer as identified through the audit and plant review process as necessary
- Addition of two Wastewater Operator I/II as dictated by staffing levels
- Addition of one Wastewater Systems Analyst

Police Department

Two Office Specialist positions are requested to be reclassified to Administrative Secretary to more accurately reflect duties required.

Fire Department

No reclassifications were identified.

Legal Department

Four Legal Secretary positions will be reclassified with new titles and job descriptions which reflect more accurately the duties performed:

- Legal Secretary I – Criminal
- Legal Secretary II – Criminal
- Legal Secretary I – Civil
- Legal Secretary II – Civil

There is no adjustment in pay range associated with this change.

One Senior Assistant City Attorney is requested to be reclassified to the position of Chief Assistant City Attorney to reflect supervision of Senior Assistant City Attorneys and overall departmental management in the absence of or on behalf of the City Attorney.

Municipal Court

No reclassifications were identified.



Summary of Changes with Budget Impact

Department	Current Title	New Title	Total full year impact	Fund
Management Services	EIMS Coordinator	Assistant City Clerk/Records Coordinator	3,719	1101-GF
Community Services	Assistant Community Services Director	Assistant Community Services Director and Senior Engineer	0	1101-GF
Community Services	Maintenance Worker III	Maintenance Worker IV	3,090	1101-GF
Community Services	Electrician II	Electrician III	2,112	1401-Road
Community Services	none	Electrician II	68,446	1401-Road
Community Services	GT Specialist II	Systems Developer I/II	3,576	1630-Sewer
Community Services	Laboratory Supervisor	Laboratory Manager	5,021	5605-TMWRF
Community Services	Process Control Coordinator	Treatment Plant Process Engineer	16,472	5605-TMWRF
Community Services	none	Laboratory Quality Assurance Officer	93,412	5605-TMWRF
Community Services	none	TMWRF Operator	64,594	5605-TMWRF
Community Services	none	TMWRF Operator	64,594	5605-TMWRF
Community Services	none	TMWRF WW Systems Analyst	84,011	5605-TMWRF
Police	Police Office Specialist	Administrative Secretary	3,017	1101-GF
Police	Police Office Specialist	Administrative Secretary	3,017	1101-GF
Legal	Legal Secretary	Legal Secretary I - Civil	0	1101-GF
Legal	Legal Secretary	Legal Secretary II - Civil	0	1101-GF
Legal	Legal Secretary	Legal Secretary I - Criminal	0	1101-GF
Legal	Legal Secretary	Legal Secretary II - Criminal	0	1101-GF
City Attorney's Office	Sr. Assistant City Attorney	Chief Assistant City Attorney	7,299	1101-GF
			422,381	

Note: Green highlighted lines indicate new positions

Total Impact by Fund	
Row Labels	Sum of Total full year impact
1101-GF	20,143
1401-Road	70,558
1630-Sewer	3,576
5605-TMWRF	328,104
Grand Total	422,381



Process Innovations

In FY13, the City of Sparks launched a program called Process Innovations (PI) to engage employees in being part of finding solutions to a more financially sustainable city.

The idea for this project has evolved from several important environmental as well as economic factors:

- The basic premise that the City is not sustainable in the near future – that our expenses continue to outpace our income;
- That employees are the key to identifying ways to identify innovations – and make them happen;
- That innovation is the only way to prevent the erosion of services.

To assist in this process, several important steps have been undertaken so far:

- Development of a Project Charter identifying goals, values, and potential obstacles to success;
- Implementation of a Project Innovations Team to assist in the coordination of efforts;
- Development of Forms and processes to be used.

In FY14, the City will fall below its General Fund ending fund balance goal of 8.3%. Process Innovations will serve as a mechanism to get departments thinking creatively to reduce their controllable costs so that the City can try to meet its 8.3% General Fund Balance goal.

Many departments have begun the work to identify key business processes and to target processes to be reviewed. All Process Innovations projects that result in budgetary savings will be tracked and reported by the budget team.

Looking Ahead to FY15

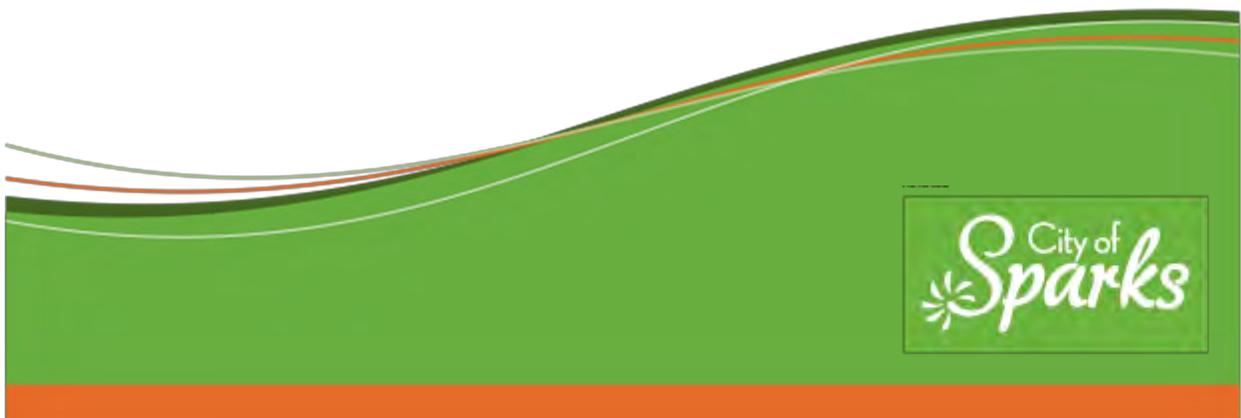
- Property tax revenues may rise slightly due to potentially higher property assessments, but total revenue is still expected to be relatively flat
- The COPS grant will be completely expended by the 4th quarter of FY '14, meaning the General Fund will need to pick up the full funding of the 6 Officer positions beginning at that time
- Health insurance increases are expected (partly as a result from increased costs relating to the new Healthcare Affordability Act)
- Project Innovations (P.I.) will continue to be used and integrated into City culture

**City of Sparks General Fund
Sources & Uses: Multi-Year Results & Projections Summary (\$000's)**

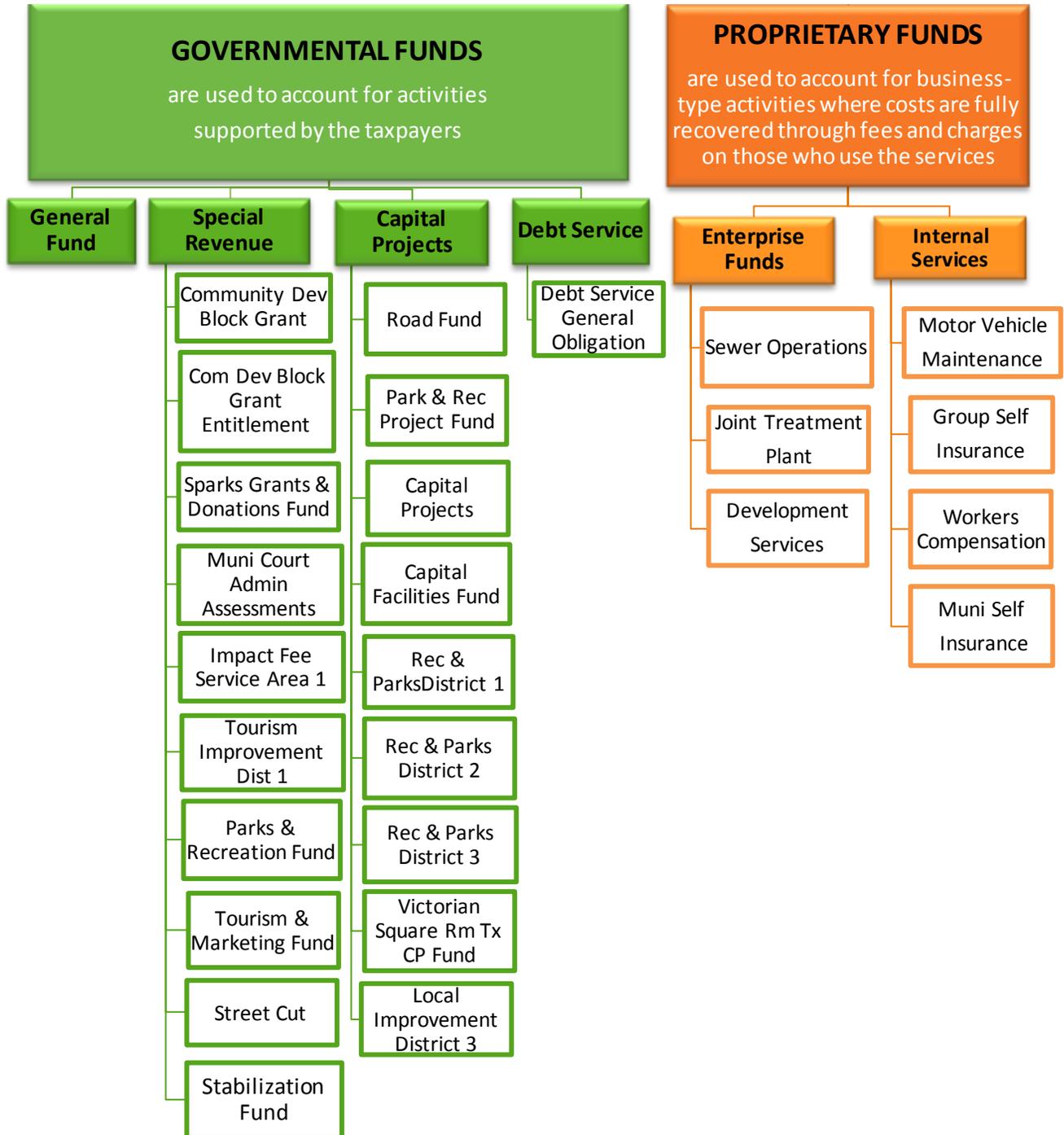
FY '14 Final Budget Summary & Comparisons					
	FY '11 Actuals	FY '12 Actuals	FY '13 Budget	FY '13 Projection	FY '14 Final Budget
Sources (excluding beginning fund balance)					
Total Revenues	\$55,639	\$52,689	\$52,056	\$51,547	\$52,333
Total Transfers-In	\$6	\$312	\$60	\$60	\$352
Total Sources	\$55,645	\$53,000	\$52,116	\$51,607	\$52,685
	<i>% Change in Total Revenues (excl. transfers) =</i>				
		-5.3%	-1.2%	-2.2%	1.5%
Uses					
Total Expenditures	\$49,958	\$49,850	\$51,680	\$51,022	\$52,001
Less: Project Innovations Savings Needed	\$0	\$0	\$0	\$0	(\$85)
Total Transfers-Out	\$3,696	\$2,536	\$2,315	\$2,315	\$2,135
Contingency (Assume No Usage; Budget Would Match Trans-In from Vehicle Fund)	\$0	\$0	\$0	\$0	\$0
Total Uses	\$53,654	\$52,385	\$53,995	\$53,337	\$54,051
	<i>% Change in Total Expenditures (excl. transfers, contingency, & P.I. Savings) =</i>				
		-0.2%	3.7%	2.4%	1.9%
Net Sources/(Uses)	\$1,991	\$615	(\$1,879)	(\$1,730)	(\$1,366)
Fund Balance					
Unrestricted Ending Fund Balance	\$6,498	\$6,477	\$4,348	\$4,762	\$3,396
Unrestricted Ending Fund Balance as a % of Exp's (Less Cap. Outlay) -- Min. Goal: 8.3%	13.0%	13.1%	8.4%	9.4%	6.6%
Unrestricted Ending Fund Balance Amount Over/(Short) of 8.3% Goal	\$2,200	\$2,200	\$85	\$500	(\$815)

FY '14 Final Budget Summary + P.I. Savings Needed To Reach 8.3%								
	FY '11 Actuals	FY '12 Actuals	FY '13 Budget	FY '13 Projection	FY '14 Final Budget + 8.3%	FY '15 Projection	FY '16 Projection	FY '17 Projection
Sources (excluding beginning fund balance)								
Total Revenues	\$55,639	\$52,689	\$52,689	\$51,547	\$52,333	\$52,998	\$53,879	\$54,775
Total Transfers-In	\$6	\$312	\$312	\$60	\$352	\$352	\$352	\$0
Total Sources	\$55,645	\$53,000	\$53,000	\$51,607	\$52,685	\$53,350	\$54,231	\$54,775
	<i>% Change in Total Revenues (excl. transfers) =</i>							
		-5.3%	-5.3%	-2.2%	1.5%	1.3%	1.7%	1.7%
Uses								
Total Expenditures	\$49,958	\$49,850	\$49,850	\$51,022	\$52,001	\$53,313	\$54,544	\$55,482
Less: Cumulative Project Innovations (PI) Savings (Carry-Over from Prior Year)	\$0	\$0	\$0	\$0	\$0	(\$900)	(\$2,100)	(\$3,200)
Less: Current Year PI Savings Needed (Permanent)	\$0	\$0	\$0	\$0	(\$900)	(\$1,200)	(\$1,100)	(\$400)
Total Transfers-Out	\$3,696	\$2,536	\$2,536	\$2,315	\$2,135	\$2,135	\$2,865	\$2,865
Contingency (Assume No Usage; Budget Would Match Trans-In from Vehicle Fund)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Uses	\$53,654	\$52,385	\$52,385	\$53,337	\$53,236	\$53,348	\$54,209	\$54,747
	<i>% Change in Total Expenditures (excl. transfers, contingency, & P.I. Savings) =</i>							
		-0.2%	-0.2%	2.4%	1.9%	2.5%	2.3%	1.7%
Net Sources/(Uses)	\$1,991	\$615	\$615	(\$1,730)	(\$551)	\$2	\$22	\$28
Fund Balance								
Unrestricted Ending Fund Balance	\$6,498	\$6,477	\$6,477	\$4,762	\$4,211	\$4,213	\$4,235	\$4,263
Unrestricted Ending Fund Balance as a % of Exp's (Less Cap. Outlay) -- Min. Goal: 8.3%	13.0%	13.1%	13.1%	9.4%	8.3%	8.3%	8.3%	8.2%
Unrestricted Ending Fund Balance Amount Over/(Short) of 8.3% Goal	\$2,200	\$2,200	\$2,200	\$500	\$0	\$0	\$0	\$0

IV. FY2013-14 BUDGET SUMMARY



City of Sparks Fund Structure



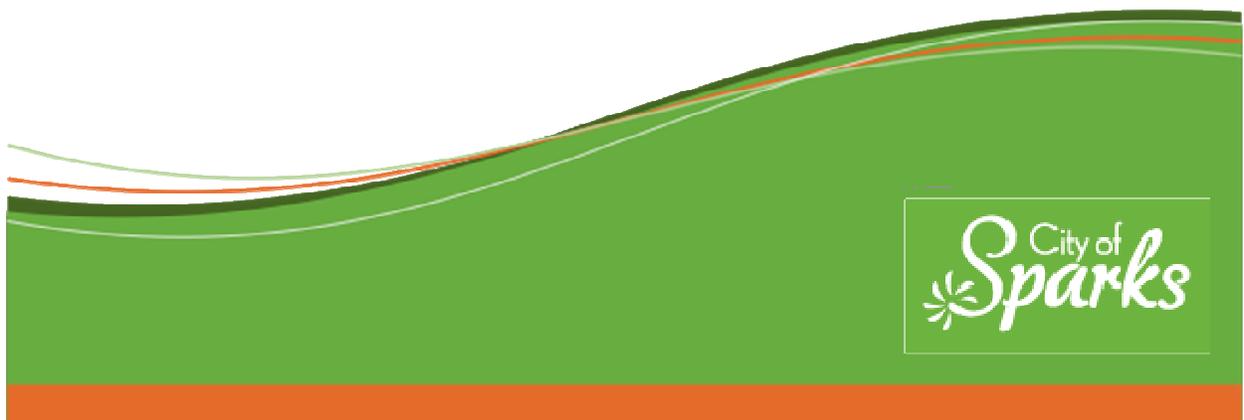
Budget Summary for City of Sparks
Schedule S-1

	GOVERNMENTAL FUND TYPES AND EXPENDABLE TRUST FUNDS			PROPRIETARY FUNDS BUDGET YEAR 6/30/2014 (4)	TOTAL (MEMO ONLY) COLUMNS 3+4 (5)
	ACTUAL PRIOR YEAR 06/30/12 (1)	ESTIMATED CURRENT YEAR 06/30/13 (2)	BUDGET YEAR 06/30/14 (3)		
	REVENUES:				
Property Taxes	19,040,250	18,150,000	18,150,000	0	18,150,000
Other Taxes	854,048	721,276	255,000	0	255,000
Licenses and Permits	13,721,763	13,542,554	13,661,527	1,247,867	14,909,394
Intergovernmental Revenues	31,653,403	31,245,292	31,406,555	26,326,019	57,732,574
Charges for Services	6,070,753	5,158,557	5,126,224	55,868,835	60,995,059
Fines and Forfeits	707,145	768,500	768,500	0	768,500
Miscellaneous Revenue	1,588,584	305,575	249,054	643,388	892,442
Other Financing Sources	0	0	0	50,000	50,000
Special Assessments	2,715,177	2,600,000	2,600,000	0	2,600,000
TOTAL REVENUES	76,351,123	72,491,754	72,216,860	84,136,109	156,352,969
EXPENDITURES-EXPENSES:					
Not Applicable	0	0	0	13,694,619	13,694,619
General Government	9,814,463	11,153,191	11,075,990	0	11,075,990
Judicial	2,016,001	2,407,675	2,918,486	0	2,918,486
Public Safety	36,366,294	35,610,894	36,065,016	113,467	36,178,483
Public Works	6,545,837	9,674,329	6,547,072	0	6,547,072
Culture and Recreation	8,304,660	10,154,170	8,120,669	0	8,120,669
Community Support	960,449	1,633,139	1,748,077	20,000	1,768,077
Intergovernmental	259,051	0	0	0	0
Contingency	0	0	1,000,000	0	1,000,000
Utility Enterprise	0	0	0	35,140,221	35,140,221
Other Enterprise	0	0	0	16,142,781	16,142,781
Debt Service	0	0	0	0	0
Principal	3,610,000	3,985,000	4,355,000	0	4,355,000
Interest	7,808,304	8,146,238	7,388,268	1,418,816	8,807,084
TOTAL EXPENDITURES-EXPENSES	75,685,059	82,764,636	79,218,578	66,529,904	145,748,482
Excess of Revenues over (under)					
Expenditures/Expenses	666,064	(10,272,882)	(7,001,718)	17,606,205	10,604,487

Budget Summary for City of Sparks
 Schedule S-1

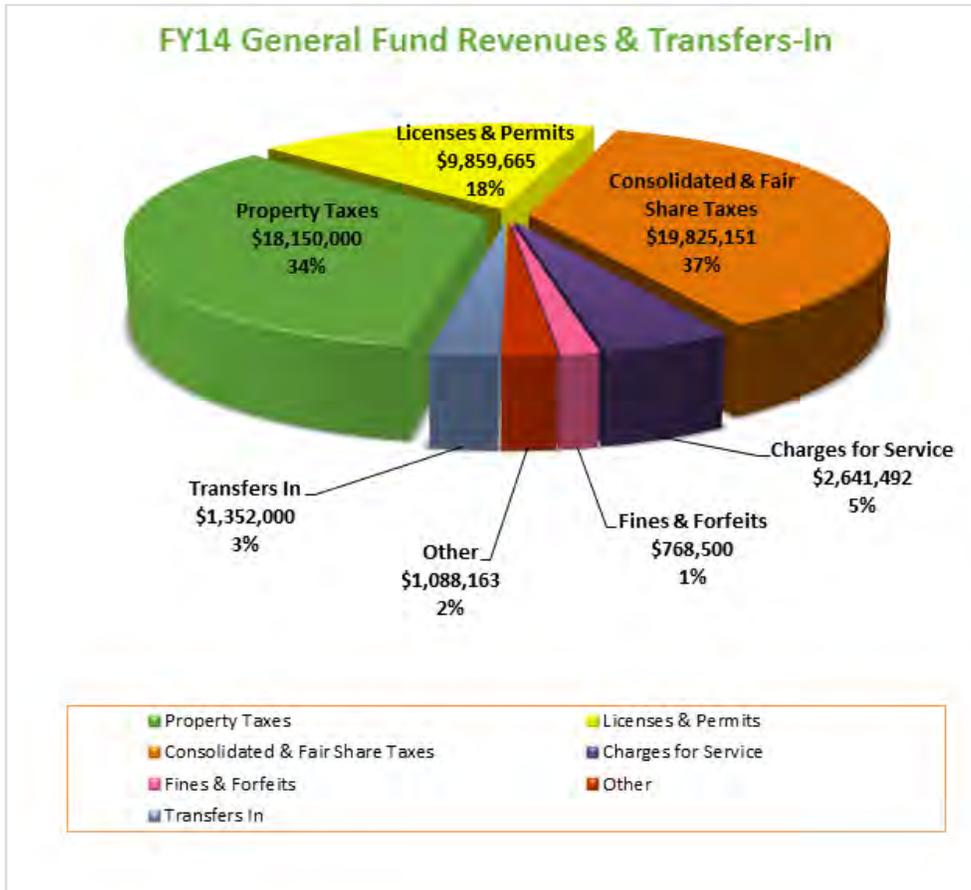
	GOVERNMENTAL FUND TYPES AND EXPENDABLE TRUST FUNDS			PROPRIETARY FUNDS	TOTAL
	ACTUAL PRIOR YEAR 06/30/12 (1)	ESTIMATED CURRENT YEAR 06/30/13 (2)	BUDGET YEAR 06/30/14 (3)	BUDGET YEAR 6/30/2014 (4)	(MEMO ONLY) COLUMNS 3+4 (5)
Operating Transfers (in)	4,699,970	3,886,452	4,238,658	15,000	4,253,658
Operating Transfers (out)	(3,106,250)	(2,529,879)	(2,873,195)	(1,380,463)	(4,253,658)
TOTAL OTHER FINANCING SOURCES (USES)	1,593,720	1,356,573	1,365,463	(1,365,463)	0
Excess of Revenues and Other Sources over					
(under) Expenditures and Other Uses (Net Income)	2,259,784	(8,916,309)	(5,636,255)	16,240,742	XXXXXXXXXXXXXX
FUND BALANCE JULY 1, BEGINNING OF YEAR:	39,467,454	40,759,752	31,843,443		
Prior Period Adjustments	(967,486)	0	0	0	
Residual Equity Transfers				XXXXXXXXXXXXXX	XXXXXXXXXXXXXX
FUND BALANCE JUNE 30, END OF YEAR	40,759,752	31,843,443	26,207,188	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX
TOTAL ENDING FUND BALANCE	40,759,752	31,843,443	26,207,188	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX

V. FY2013-14 Budget: GENERAL FUND

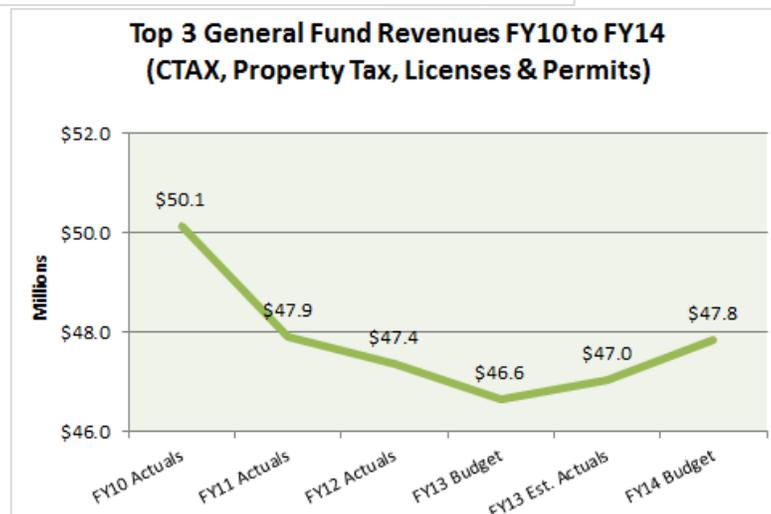


Overview: FY14 General Fund Revenues

The Governmental Fund Budgeted revenue for the City of Sparks for FY14 totals \$52.3 million, which is a 1.5% increase from FY13 estimated actuals. Most revenues for the City are generated through four major sources: Intergovernmental revenue (Consolidated Tax), Ad Valorem (property taxes), Licenses and Permits, and Charges for Services.



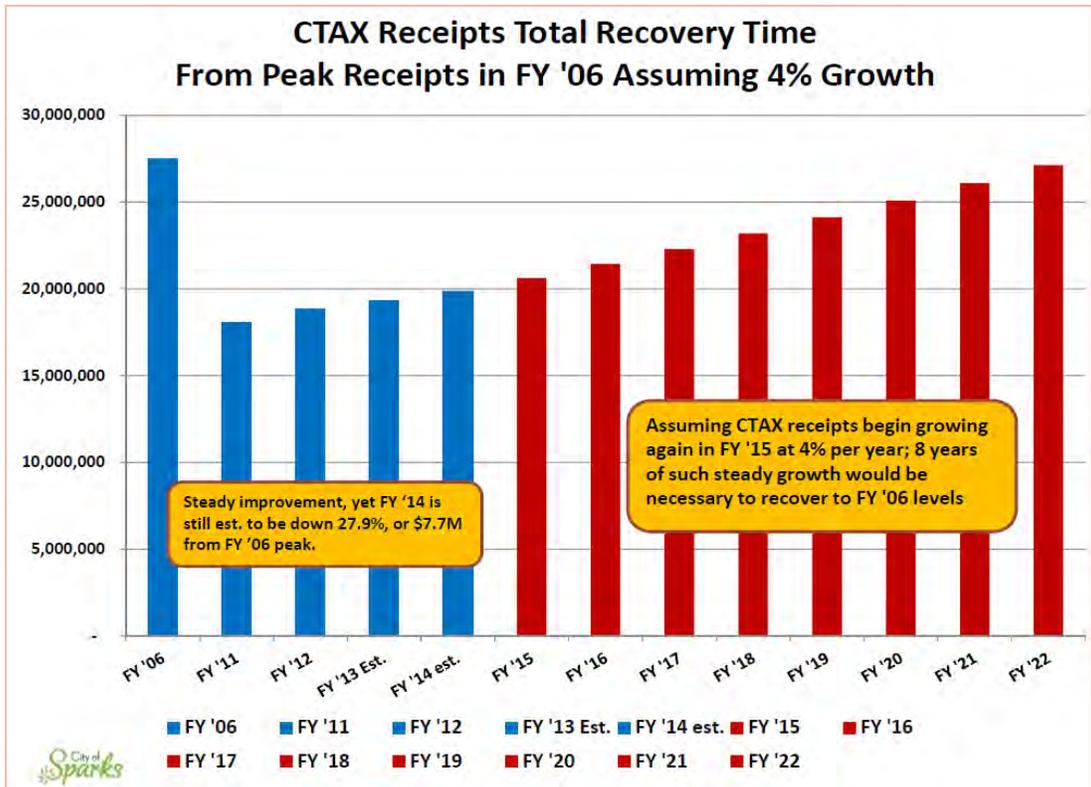
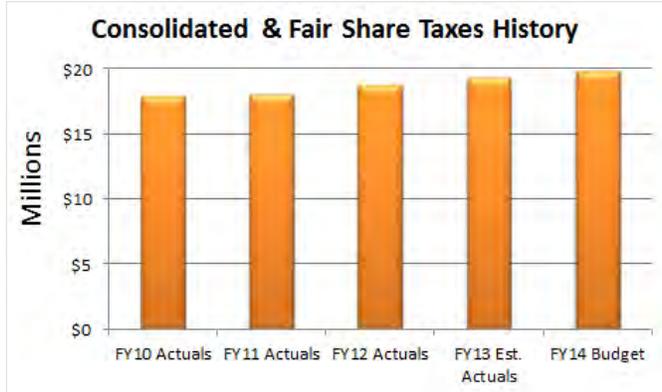
The City is projecting a small 1.5% increase in revenues in FY14. Property taxes are projected to remain flat in FY14 from FY13, but based on the City’s forecast for FY14, there will be small increases in Consolidated and Fair Share Taxes and in Licenses and Permits. The increase in Consolidated and Fair Share Taxes has been steady while licenses and permits have flattened out.



Overview: FY14 General Fund Revenues *(continued)*

Consolidated Tax Revenue (CTAX) – Reported in Intergovernmental Revenues

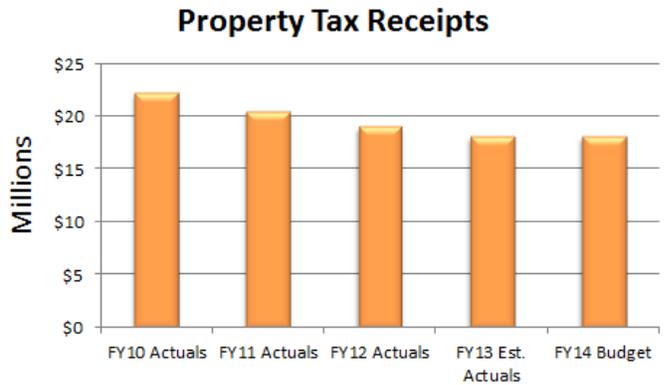
Consolidated Tax Revenue or CTAX is the General Fund’s biggest revenue source (37%). It comprises over 90% of Intergovernmental Revenues. CTAX is a consolidation of six tax components consisting of two types of sales tax (Basic City/County Relief Tax or BCCRT, and Supplemental City/County Relief Tax or SCCRT); Real Property Transfer Tax or RPTT; Cigarette Tax; Liquor Tax; and the Government Services Tax (previously called the Motor Vehicle Privilege Tax). These taxes were combined in FY98 and distributed based upon a complex formula administered by the Nevada Department of Taxation. The City of Sparks receives approximately 12.9% of the tax allocated to applicable government agencies in Washoe County.



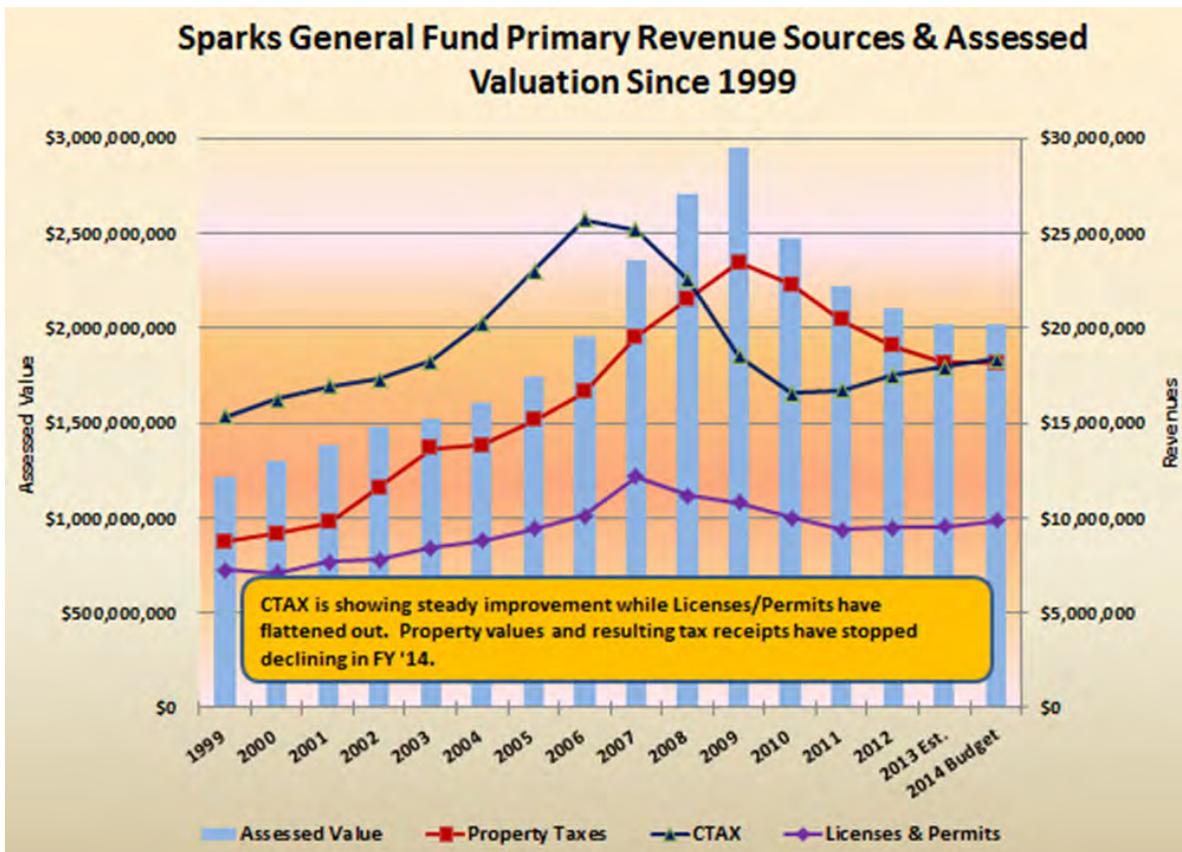
Overview: FY14 General Fund Revenues (continued)

Ad Valorem Revenue (Property Tax)

Ad Valorem revenues are the General Fund’s second biggest revenue source that (34% of total). For FY14 the total budgeted revenue is estimated at \$18.1 million. Growth in northern Nevada helped push up Ad Valorem revenue on an average of 10.5% per year between 2005 and 2009 in the General Fund. In FY14, Ad Valorem revenue is projected to remain flat.

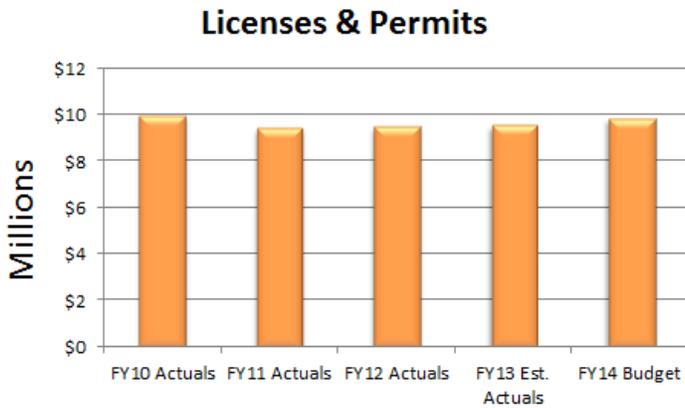


In July of each year the Nevada Department of Taxation publishes the “Red Book”, listing all of the property tax rates and assessed valuations for local governments. Each year the Sparks Finance Department forecast property tax revenues based on the assessed property value from the Washoe County Assessor. Pursuant to NRS 361.227, real property is valued at taxable value, determined by calculating the full value (market value) of land and estimated replacement cost of improvements less appropriated depreciation. Taxable assessed value is 35% of the market value. Real property is reappraised at least every five years. Property not reappraised is revalued annually using various approved methods. The maximum overlapping tax rate is \$3.64 per \$100 of assessed valuation. For Sparks’ citizens, the tax rate is 3.6168, of which the City’s operations portion is .9161.



Licenses & Permits

Revenues in this category include business licenses, business permits, franchise fees, and gaming licenses.



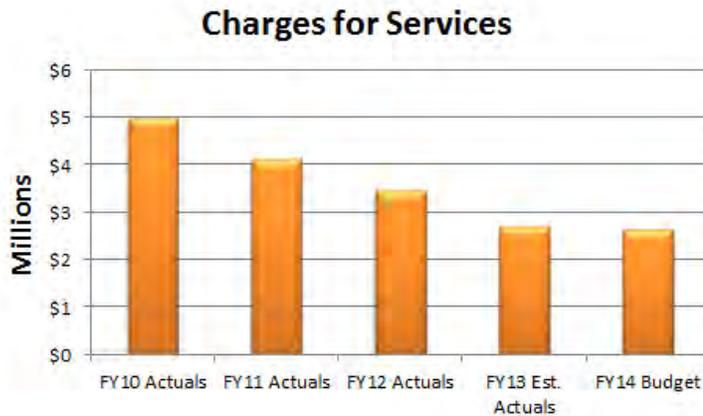
Business licenses, permits, and franchise fees account for \$9.8 million in General Fund revenue, which is 18% of the revenue supplied to the General Fund. Business licenses are fees assessed against all entities doing business in the city limits of Sparks. These fees are collected on a percentage basis of gross income or as a flat fee. Franchise fees for Cable TV, Garbage, Gas, Electric and Water are also included and make up 43% of the License & Permit revenue. Flat fees are collected for City gaming companies based on the number of gaming devices in the establishment.

Estimates for License & Permits are based on historic figures, with estimates for growth in the business community. FY13 Business Licenses revenues are estimated to increase by 7% from FY12 and increase by 1% from FY13 in FY14. On the other hand, Franchise Fees are expected to drop 3% in FY13 but increase again in FY14 by 7%.

Charges for Services

The General Fund generates charges for services provided to other funds under the City’s cost allocation plan and likewise to outside agencies. The largest of these charges for services is the common service charge which is the result of a study undertaken annually to determine the amounts to be charged to other funds for central services such as Payroll, Accounting, Human Resources, etc. These charges have declined due to decreasing overall central service costs and a change in policy not to charge Redevelopment funds.

Other charges for services could also include revenues generated from service fees charged to the public that could range from false alarm fees and fire business inspection fees to sales of city memorabilia and special event receipts.



FY14 Budget: General Fund Revenues and Transfers In

<u>REVENUES</u>	(1)	(2)	(3) (4) BUDGET YEAR ENDING 06/30/14	
	ACTUAL PRIOR YEAR ENDING 6/30/2012	ESTIMATED CURRENT YEAR ENDING 6/30/2013	TENTATIVE APPROVED	FINAL APPROVED

Taxes

Property Taxes	19,040,250	18,150,000	18,510,000	18,150,000
Subtotal	19,040,250	18,150,000	18,510,000	18,150,000

Licenses and Permits

Business Licenses	4,791,442	5,125,284	5,199,208	5,199,208
Liquor Licenses	228,243	219,572	219,572	219,572
City Gaming Licenses	565,411	565,000	565,000	565,000

Franchise Fees

Cable TV Franchise Fees	727,179	700,000	700,000	700,000
Electric Franchise Fees	1,451,424	1,489,818	1,659,717	1,659,717
Garbage Franchise Fees	587,629	525,000	525,000	525,000
Gas Franchise Fees	527,893	417,509	462,509	462,509
Right Of Way Fees TMWA	428,153	462,428	485,549	485,549

Nonbusiness Licenses and Permits

Bicycle Licenses	4	0	0	0
Other Licenses and Permits	167,136	43,110	43,110	43,110
Subtotal	9,474,514	9,547,721	9,859,665	9,859,665

Intergovernmental Revenues

Federal Grants	61,800	0	0	0
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State Shared Revenue

Consolidated Taxes From State	17,513,809	17,950,000	18,400,000	18,400,000
State Distributive Fund	1,336,914	1,370,337	1,425,151	1,425,151

Other Local Gov't Shared Revenues

County Gaming Licenses	345,941	370,000	370,000	370,000
Other	590,467	520,194	520,194	545,163
Subtotal	19,848,931	20,210,531	20,715,345	20,740,314



FY14 Budget: General Fund Revenues and Transfers In (continued)

REVENUES	(1)	(2)	(3) BUDGET YEAR ENDING 06/30/14	
	ACTUAL PRIOR YEAR ENDING 6/30/2012	ESTIMATED CURRENT YEAR ENDING 6/30/2013	TENTATIVE APPROVED	FINAL APPROVED
Charges for Services				
Building and Zoning Fees	31,782	24,270	32,270	32,270
Other	3,427,921	2,673,212	2,665,625	2,609,222
Subtotal	3,459,703	2,697,482	2,697,895	2,641,492
Fines and Forfeits				
Fines-Court	705,356	758,500	758,500	758,500
Fines-Bail	1,789	10,000	10,000	10,000
Subtotal	707,145	768,500	768,500	768,500
Miscellaneous Revenue				
Interest Earned	53,474	50,000	50,000	50,000
Rents and Royalties	65,927	84,500	84,500	84,500
Other Miscellaneous	38,766	38,119	38,500	38,500
Subtotal	158,167	172,619	173,000	173,000
Subtotal Revenue All Sources	52,688,710	51,546,853	52,724,405	52,332,971
Other Financing Sources				
Operating Transfers In (Schedule T)				
T/I from Grants & Donations 1204	5,308	0	0	0
T/I from Muni Crt Admin Assess 1208	202,000	0	0	0
T/I from Development Svcs 2201	0	60,000	352,000	352,000
T/I from Office Svc & Supply 1701	104,264	0	0	0
T/I from Motor Vehicle 1702	0	0	1,000,000	1,000,000
Total Transfers In	311,572	60,000	1,352,000	1,352,000
Subtotal Other Financing Sources	311,572	60,000	1,352,000	1,352,000
Beginning Fund Balance	6,844,804	6,492,288	4,878,818	4,762,343
Prior Period Adjustment(s)	(967,486)	0	0	0
Residual Equity Transfers				
Total Beginning Fund Balance	5,877,318	6,492,288	4,878,818	4,762,343
Total Available Resources	58,877,600	58,099,141	58,955,223	58,447,314

FY14 Budget: General Fund Expenditures by Strategic Goal

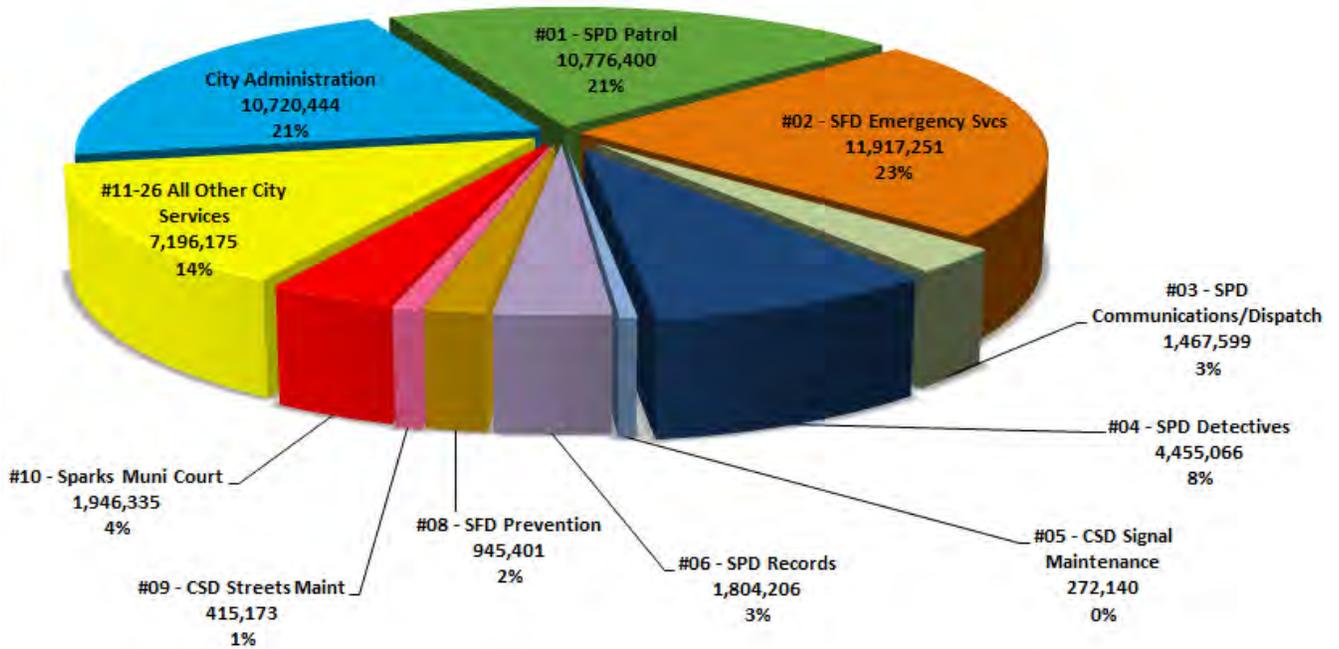
STRATEGIC GOALS



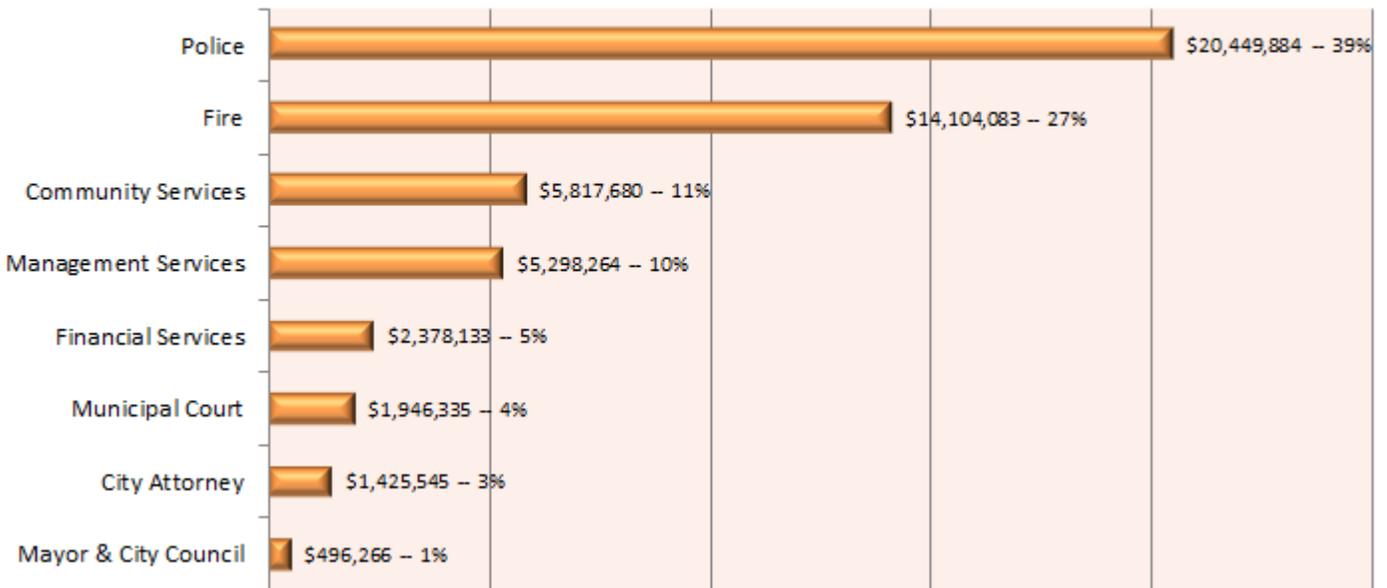
Legend	Strategic Goal	FY14 Budget	% of Budget
	#1 - Promote the safety of our residents, businesses and visitors	\$ 35,498,434	68%
	#2 - Explore and promote opportunities for economic development and special events	\$ 379,805	1%
	#3 - Manage resources to keep pace with technology, infrastructure, and sustainability needs	\$ 2,971,243	6%
	#4 - Encourage our citizens to interact with their City government and build strong alliances with other government entities	\$ 10,772,447	21%
	#5 - Improve and promote quality of life in the City of Sparks	\$ 2,294,262	4%

FY14 Budget: General Fund Expenditures (continued)

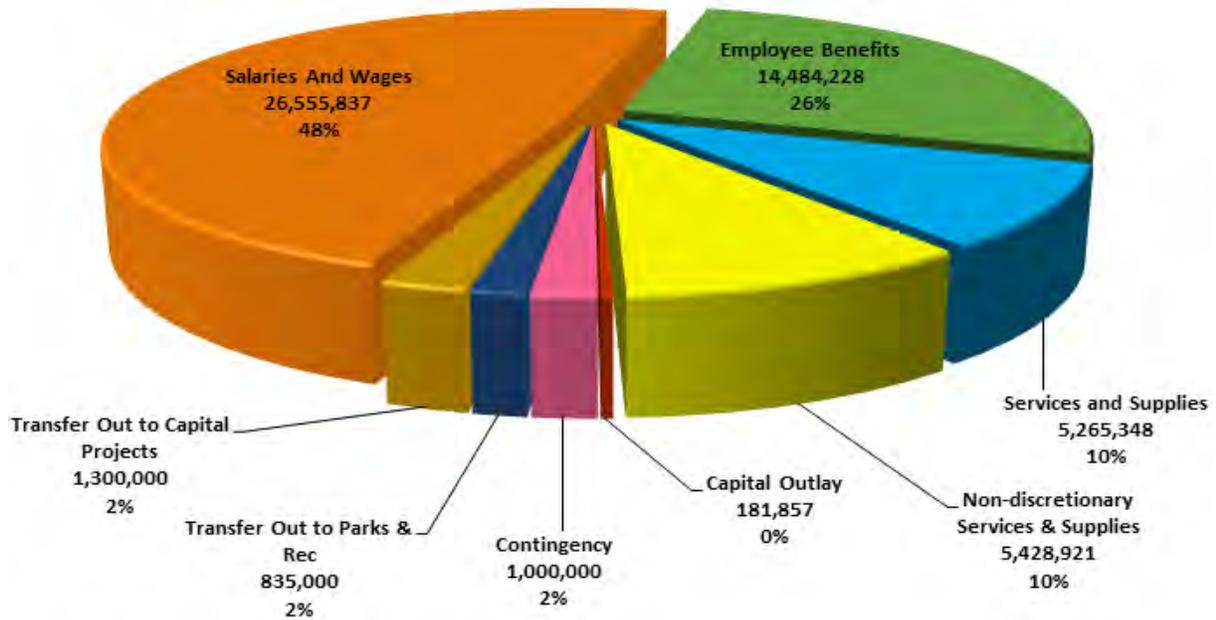
FY14 Expenditures by Core Service - General Fund
(excludes contingency)



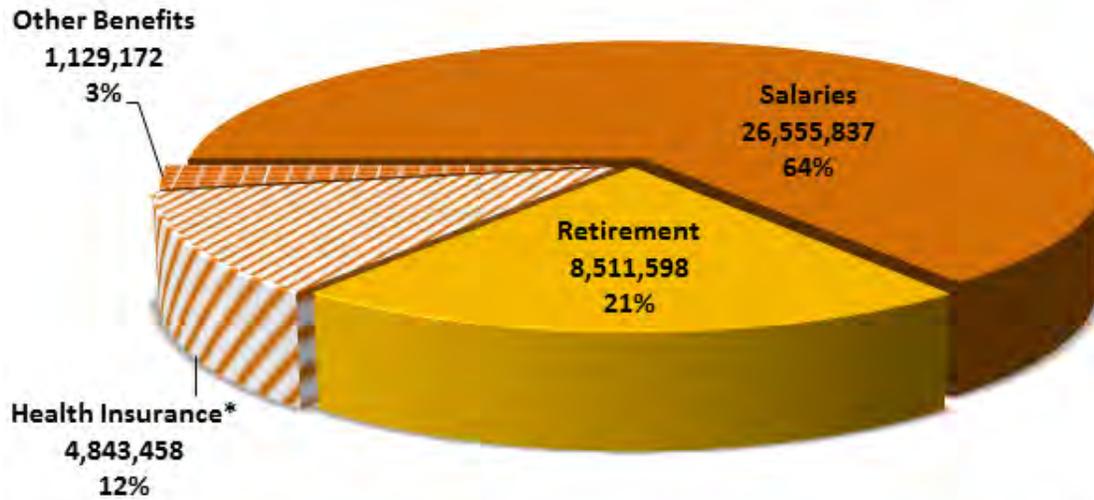
FY14 Expenditures by Department - General Fund
(excludes contingency)



FY14 General Fund Expenditures & Transfers-Out



FY14 Salary & Benefits - General Fund



* Health insurance costs include Sick Leave Conversion and NV PEB Subsidy. Health insurance is 9% of total General Fund expenditures of \$51.9M (excludes transfers out and contingency).

General Fund Expenditures by Department

	FY12 Actuals	FY13 Estimates	FY14 Budget	% of Total
<u>LEGISLATIVE</u>				
Salaries And Wages	229,607	237,982	248,245	
Employee Benefits	137,206	136,396	141,173	
Services and Supplies	4,181	4,366	4,366	
Non-discretionary Services & Supplies	3,281	2,344	2,508	
Department Subtotal	374,275	381,088	396,292	1%
<u>MAYOR</u>				
Salaries And Wages	56,076	56,951	58,677	
Employee Benefits	41,594	40,229	40,381	
Services and Supplies	215	261	261	
Non-discretionary Services & Supplies	310	533	654	
Department Subtotal	98,195	97,974	99,973	0%
<u>MANAGEMENT SERVICES</u>				
Salaries And Wages	1,562,082	1,588,672	1,531,660	
Employee Benefits	1,511,412	1,484,624	1,523,058	
Services and Supplies	1,175,016	1,179,256	2,069,302	
Non-discretionary Services & Supplies	285,456	171,494	174,244	
Capital Outlay	6,665	0	0	
Department Subtotal	4,540,631	4,424,046	5,298,264	10%
<u>LEGAL</u>				
Salaries And Wages	862,357	875,101	883,697	
Employee Benefits	405,933	389,655	408,979	
Services and Supplies	143,256	145,380	130,218	
Non-discretionary Services & Supplies	4,330	2,484	2,652	
Department Subtotal	1,415,876	1,412,620	1,425,546	3%
<u>JUDICIAL</u>				
Salaries And Wages	1,042,568	1,114,119	1,132,417	
Employee Benefits	578,366	605,678	618,941	
Services and Supplies	174,517	166,309	166,084	
Non-discretionary Services & Supplies	46,837	37,822	28,893	
Department Subtotal	1,842,288	1,923,928	1,946,335	4%
<u>FINANCIAL SERVICES</u>				
Salaries And Wages	1,125,861	1,285,450	1,270,347	
Employee Benefits	501,337	503,302	531,377	
Services and Supplies	268,224	449,333	340,614	
Non-discretionary Services & Supplies	13,836	18,919	125,795	
Capital Outlay	255,569	110,000	110,000	
Department Subtotal	2,164,827	2,367,004	2,378,133	5%

General Fund Expenditures by Department

	FY12 Actuals	FY13 Estimates	FY14 Budget	% of Total
<u>POLICE</u>				
Salaries And Wages	11,375,019	11,578,870	11,901,244	
Employee Benefits	6,338,199	6,382,783	6,458,360	
Services and Supplies	770,105	858,836	827,990	
Non-discretionary Services & Supplies	1,277,925	1,200,731	1,262,290	
Capital Outlay	140,900	0	0	
Department Subtotal	19,902,148	20,021,220	20,449,884	39%
<u>FIRE</u>				
Salaries And Wages	8,129,907	8,455,788	8,239,460	
Employee Benefits	4,195,687	4,063,473	4,123,597	
Services and Supplies	540,506	483,829	444,095	
Non-discretionary Services & Supplies	1,294,577	1,364,700	1,255,838	
Capital Outlay	97,274	47,044	41,093	
Department Subtotal	14,257,951	14,414,834	14,104,083	27%
<u>COMMUNITY SERVICES</u>				
Salaries And Wages	1,409,598	1,287,077	1,290,092	
Employee Benefits	695,740	618,339	638,359	
Services and Supplies	704,017	1,278,147	1,282,418	
Non-discretionary Services & Supplies	2,443,968	2,564,878	2,576,047	
Capital Outlay	0	30,764	30,764	
Department Subtotal	5,253,323	5,779,205	5,817,680	11%

Summary by Account Type

	FY12 Actuals	FY13 Estimates	FY14 Budget	% of Total
Salary and Wages	25,793,075	26,480,010	26,555,837	51%
Employee Benefits	14,405,474	14,224,479	14,484,228	28%
Services and Supplies	9,150,558	9,929,622	10,694,269	21%
Capital Outlay	500,408	187,808	181,857	0%
Total Expenditures	49,849,515	50,821,919	51,916,191	

FY14 Budget: General Fund Expenditures

<u>EXPENDITURES BY FUNCTION AND ACTIVITY</u>	(1)	(2)	(3) (4) BUDGET YEAR ENDING 06/30/14	
	ACTUAL PRIOR YEAR ENDING 6/30/2012	ESTIMATED CURRENT YEAR ENDING 6/30/2013	TENTATIVE APPROVED	FINAL APPROVED
General Government				
LEGISLATIVE				
Salaries And Wages	229,607	237,982	248,245	248,245
Employee Benefits	137,206	136,396	141,173	141,173
Services and Supplies	4,181	4,366	4,366	4,366
Non-discretionary Services & Supplies	3,281	2,344	2,508	2,508
Department Subtotal	374,275	381,088	396,292	396,292
MAYOR				
Salaries And Wages	56,076	56,951	58,677	58,677
Employee Benefits	41,594	40,229	40,381	40,381
Services and Supplies	215	261	261	252
Non-discretionary Services & Supplies	310	533	654	654
Department Subtotal	98,195	97,974	99,973	99,964
MANAGEMENT SERVICES				
Salaries And Wages	1,562,082	1,588,672	1,528,736	1,531,660
Employee Benefits	1,511,412	1,484,624	1,522,263	1,523,058
Services and Supplies	793,615	1,076,473	1,749,237	1,877,903
Non-discretionary Services & Supplies	285,456	171,494	174,244	174,244
Capital Outlay	6,665	0	0	0
Department Subtotal	4,159,230	4,321,263	4,974,480	5,106,865
LEGAL				
Salaries And Wages	862,357	875,101	871,983	883,697
Employee Benefits	405,933	389,655	405,879	408,979
Services and Supplies	143,256	145,380	130,218	130,218
Non-discretionary Services & Supplies	4,330	2,484	2,652	2,652
Department Subtotal	1,415,876	1,412,620	1,410,732	1,425,546
FINANCIAL SERVICES				
Salaries And Wages	1,125,861	1,285,450	1,270,347	1,270,346
Employee Benefits	501,337	503,302	531,377	531,378
Services and Supplies	268,224	449,333	340,614	365,614
Non-discretionary Services & Supplies	13,836	18,919	125,795	125,795
Capital Outlay	255,569	110,000	110,000	85,000
Department Subtotal	2,164,827	2,367,004	2,378,133	2,378,133
COMMUNITY SERVICES				
Salaries And Wages	417,315	496,569	453,258	453,258
Employee Benefits	158,525	187,038	177,573	177,573
Services and Supplies	27,105	221,783	57,693	57,693
Non-discretionary Services & Supplies	6,803	8,007	8,820	8,820
Department Subtotal	609,748	913,397	697,344	697,344

FY14 Budget: General Fund Expenditures *(continued)*

<u>EXPENDITURES BY FUNCTION AND ACTIVITY</u>	(1)	(2)	(3) (4) BUDGET YEAR ENDING 06/30/14	
	ACTUAL PRIOR YEAR ENDING 6/30/2012	ESTIMATED CURRENT YEAR ENDING 6/30/2013	TENTATIVE APPROVED	FINAL APPROVED
Salary and Wages	4,253,298	4,540,724	4,431,246	4,445,882
Employee Benefits	2,756,008	2,741,244	2,818,648	2,822,544
Services and Supplies	1,550,612	2,101,378	2,597,062	2,750,719
Capital Outlay	262,234	110,000	110,000	85,000
General Government Function Subtotal	8,822,152	9,493,346	9,956,956	10,104,145



FY14 Budget: General Fund Expenditures (continued)

<u>EXPENDITURES BY FUNCTION AND ACTIVITY</u>	(1)	(2)	(3) (4) BUDGET YEAR ENDING 06/30/14	
	ACTUAL PRIOR YEAR ENDING 6/30/2012	ESTIMATED CURRENT YEAR ENDING 6/30/2013	TENTATIVE APPROVED	FINAL APPROVED
Judicial				
JUDICIAL				
Salaries And Wages	1,042,568	1,114,119	1,120,449	1,132,417
Employee Benefits	578,366	605,678	615,799	618,941
Services and Supplies	174,517	166,309	166,084	166,084
Non-discretionary Services & Supplies	46,837	37,822	28,893	28,893
Department Subtotal	1,842,288	1,923,928	1,931,225	1,946,335
Salary and Wages	1,042,568	1,114,119	1,120,449	1,132,417
Employee Benefits	578,366	605,678	615,799	618,941
Services and Supplies	221,355	204,131	194,977	194,976
Capital Outlay	0	0	0	0
Judicial Function Subtotal	1,842,289	1,923,928	1,931,225	1,946,334

FY14 Budget: General Fund Expenditures *(continued)*

EXPENDITURES BY FUNCTION AND ACTIVITY	(1)	(2)	(3) (4) BUDGET YEAR ENDING 06/30/14	
	ACTUAL PRIOR YEAR ENDING 6/30/2012	ESTIMATED CURRENT YEAR ENDING 6/30/2013	TENTATIVE	FINAL
			APPROVED	APPROVED
Public Safety				
ADMINISTRATIVE SERVICES				
Salaries And Wages	0	0	0	0
Employee Benefits	0	0	0	0
Services and Supplies	0	0	0	0
Department Subtotal	0	0	0	0
POLICE				
Salaries And Wages	11,375,019	11,578,870	12,106,500	11,901,244
Employee Benefits	6,338,199	6,382,783	6,597,070	6,458,360
Services and Supplies	770,105	858,836	827,990	827,990
Non-discretionary Services & Supplies	1,277,925	1,200,731	1,262,290	1,262,290
Capital Outlay	140,900	0	0	0
Department Subtotal	19,902,148	20,021,220	20,793,850	20,449,884
FIRE				
Salaries And Wages	8,129,907	8,455,788	8,239,460	8,239,460
Employee Benefits	4,195,687	4,063,473	4,123,597	4,123,597
Services and Supplies	540,506	483,829	440,189	444,095
Non-discretionary Services & Supplies	1,294,577	1,364,700	1,255,838	1,255,838
Capital Outlay	97,274	47,044	41,093	41,093
Department Subtotal	14,257,951	14,414,834	14,100,177	14,104,083
PUBLIC WORKS				
Salaries And Wages	0	0	0	0
Services and Supplies	0	0	0	0
Department Subtotal	0	0	0	0
COMMUNITY SERVICES				
Services and Supplies	59,303	87,598	83,481	83,481
Non-discretionary Services & Supplies	71,001	68,870	168,092	1,062,568
Department Subtotal	130,304	156,468	251,573	1,146,049
Salary and Wages	19,504,926	20,034,658	20,345,960	20,140,703
Employee Benefits	10,533,886	10,446,256	10,720,667	10,581,957
Services and Supplies	4,013,417	4,064,564	4,037,880	4,936,262
Capital Outlay	238,174	47,044	41,093	41,093
Public Safety Function Subtotal	34,290,403	34,592,522	35,145,600	35,700,015

FY14 Budget: General Fund Expenditures (continued)

EXPENDITURES BY FUNCTION AND ACTIVITY	(1)	(2)	(3) (4) BUDGET YEAR ENDING 06/30/14	
	ACTUAL PRIOR YEAR ENDING 6/30/2012	ESTIMATED CURRENT YEAR ENDING 6/30/2013	TENTATIVE	FINAL
			APPROVED	APPROVED
Public Works				
PUBLIC WORKS				
Salaries And Wages	0	0	0	0
Employee Benefits	0	0	0	0
Services and Supplies	0	0	0	0
Department Subtotal	0	0	0	0
 COMMUNITY SERVICES				
Salaries And Wages	248,855	268,301	323,626	326,056
Employee Benefits	95,232	121,393	156,062	156,724
Services and Supplies	402,468	567,032	642,936	642,936
Non-discretionary Services & Supplies	1,244,562	1,340,031	1,139,244	340,480
Capital Outlay	0	30,764	30,764	30,764
Department Subtotal	1,991,117	2,327,521	2,292,632	1,496,960
 Salary and Wages	248,855	268,301	323,626	326,056
Employee Benefits	95,232	121,393	156,062	156,724
Services and Supplies	1,647,030	1,907,064	1,782,180	983,416
Capital Outlay	0	30,764	30,764	30,764
Public Works Function Subtotal	1,991,117	2,327,522	2,292,632	1,496,960



FY14 Budget: General Fund Expenditures (continued)

EXPENDITURES BY FUNCTION AND ACTIVITY	(1)	(2)	(3) (4) BUDGET YEAR ENDING 06/30/14	
	ACTUAL PRIOR YEAR ENDING 6/30/2012	ESTIMATED CURRENT YEAR ENDING 6/30/2013	TENTATIVE APPROVED	FINAL APPROVED
Culture and Recreation				
COMMUNITY SERVICES				
Salaries And Wages	743,428	522,207	510,778	510,778
Employee Benefits	441,983	309,907	304,063	304,063
Services and Supplies	215,141	401,733	498,308	498,308
Non-discretionary Services & Supplies	1,121,602	1,147,970	1,164,179	1,164,179
Department Subtotal	2,522,154	2,381,817	2,477,328	2,477,328
Salary and Wages	743,428	522,207	510,778	510,778
Employee Benefits	441,983	309,907	304,063	304,063
Services and Supplies	1,336,743	1,549,703	1,662,487	1,662,487
Capital Outlay	0	0	0	0
Culture & Recreation Function Subtotal	2,522,154	2,381,817	2,477,328	2,477,328



FY14 Budget: General Fund Expenditures (continued)

<u>EXPENDITURES BY FUNCTION AND ACTIVITY</u>	(1)	(2)	(3) (4) BUDGET YEAR ENDING 06/30/14	
	ACTUAL PRIOR YEAR ENDING 6/30/2012	ESTIMATED CURRENT YEAR ENDING 6/30/2013	TENTATIVE APPROVED	FINAL APPROVED
Community Support				
MANAGEMENT SERVICES				
Services and Supplies	122,350	102,783	113,512	191,512
Department Subtotal	122,350	102,783	113,512	191,512
GENERAL GOVERNMENT				
Services and Supplies	0	0	0	0
Department Subtotal	0	0	0	0
Salary and Wages	0	0	0	0
Employee Benefits	0	0	0	0
Services and Supplies	122,350	102,783	113,512	191,512
Capital Outlay	0	0	0	0
Community Support Function Subtotal	122,350	102,783	113,512	191,512



FY14 Budget: General Fund Expenditures (continued)

EXPENDITURES BY FUNCTION AND ACTIVITY	(1)	(2)	(3) (4) BUDGET YEAR ENDING 06/30/14	
	ACTUAL PRIOR YEAR ENDING 6/30/2012	ESTIMATED CURRENT YEAR ENDING 6/30/2013	TENTATIVE APPROVED	FINAL APPROVED
Intergovernmental				
MANAGEMENT SERVICES				
Services and Supplies	259,051	0	0	0
Department Subtotal	259,051	0	0	0
GENERAL GOVERNMENT				
Services and Supplies	0	0	0	0
Department Subtotal	0	0	0	0
Salary and Wages	0	0	0	0
Employee Benefits	0	0	0	0
Services and Supplies	259,051	0	0	0
Capital Outlay	0	0	0	0
Intergovernmental Function Subtotal	259,051	0	0	0



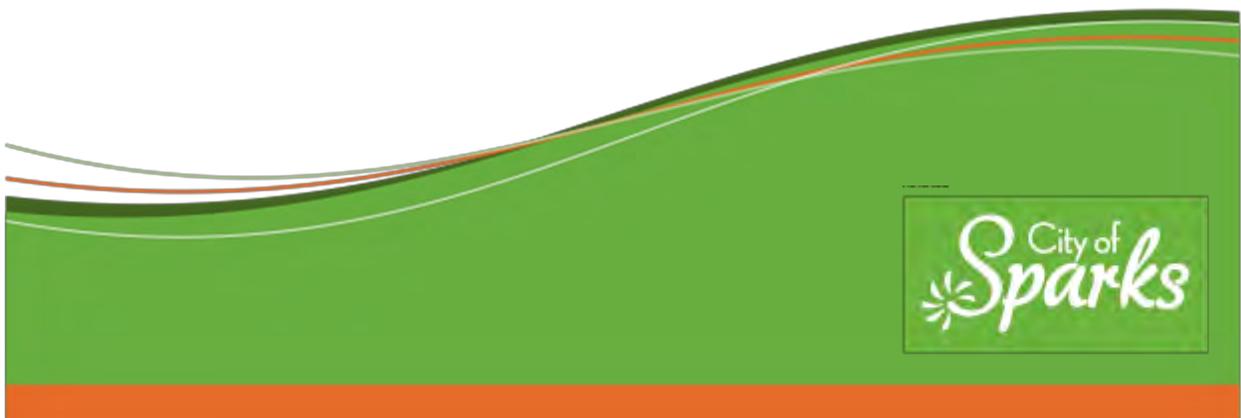
FY14 Budget: General Fund Expenditures *(continued)*

<u>EXPENDITURES BY FUNCTION AND ACTIVITY</u>	ACTUAL PRIOR YEAR ENDING 6/30/2012	ESTIMATED CURRENT YEAR ENDING 6/30/2013	BUDGET YEAR ENDING 06/30/14	
			TENTATIVE APPROVED	FINAL APPROVED
Function Summary				
General Government	8,822,152	9,493,345	9,956,956	10,104,145
Judicial	1,842,288	1,923,929	1,931,225	1,946,335
Public Safety	34,290,403	34,592,523	35,145,599	35,700,016
Public Works	1,991,117	2,327,522	2,292,633	1,496,959
Culture and Recreation	2,522,154	2,381,817	2,477,328	2,477,328
Community Support	122,350	102,783	113,512	191,512
Intergovernmental	259,051	0	0	0
Total Expenditures - All Functions	49,849,515	50,821,919	51,917,253	51,916,295
Other Uses				
Contingency (not to exceed 3% of Total Expenditures All Functions)				
Contingency	0	0	1,000,000	1,000,000
Operating Transfers Out (Schedule T)				
T/O to Grants & Donations 1204	26,243	0	0	0
T/O to Parks & Rec 1221	313,557	375,000	835,000	835,000
T/O to Stabilization 1299	0	0	0	0
T/O to Debt Svc GO 1301	725,078	729,879	0	0
T/O to Capital Projects 1404	1,310,000	1,210,000	1,300,000	1,300,000
T/O to R/A 2 Revolving 3601	0	200,000	0	0
T/O to Development Svcs 2201	0	0	0	0
T/O to Grants & Donations 1204	160,920	0	0	0
Total Transfers Out	2,535,798	2,514,879	2,135,000	2,135,000
Total Expenditures and Other Uses	52,385,312	53,336,798	55,052,253	55,051,295
Total Ending Fund Balance	6,492,288	4,762,343	3,902,970	3,396,019
Total General Fund Commitments and Fund Balance	58,877,600	58,099,141	58,955,223	58,447,314



VI. FY2013-14 Final Budget :

OTHER FUNDS



City of Sparks Summary of Funds Budgeted (Excluding General Fund)

GOVERNMENTAL FUNDS

Special Revenue Funds

FUND 1202- Community Development Block Grant (CDBG)	To account for revolving fund monies received from the repayment of Single Family Housing Rehab Deferred Loans, which is a program funded by the U.S. Department of Housing and Urban Development's (HUD) Community Development Block Grant (CDBG). Per HUD regulations, the program income generated must remain in the loan program.			
	FY11 - Actuals	FY12 - Actuals	FY13 - Estimates	FY14 - Budget
BEG FUND BAL	\$ 14.00	\$ -	\$ -	\$ -
REVENUES	\$ 78,344.00	\$ 6,000.00	\$ -	\$ -
TRANSFER IN	\$ -	\$ -	\$ -	\$ -
EXPENSES	\$ (78,358.00)	\$ (6,000.00)	\$ -	\$ -
TRANSFER OUT	\$ -	\$ -	\$ -	\$ -
CHANGE IN FB	\$ (14.00)	\$ -	\$ -	\$ -
END FUND BAL	\$ -	\$ -	\$ -	\$ -
FISCAL NOTES				
Repayment of these loans occurs when the property changes hands. All funds collected are re-loaned to new applicants.				
FUND 1203 - Community Development Block Grant (CDBG) Entitlement	Entitlement grant spending of Community Development Block Grant (CDBG) for programs that benefit low and moderate income households, as approved by the granting Federal agency, U.S. Department of Housing & Urban Development (HUD).			
	FY11 - Actuals	FY12 - Actuals	FY13 - Estimates	FY14 - Budget
BEG FUND BAL	\$ -	\$ -	\$ -	\$ -
REVENUES	\$ 540,926.00	\$ 550,159.00	\$ 815,715.00	\$ -
TRANSFER IN	\$ -	\$ -	\$ -	\$ -
EXPENSES	\$ (540,926.00)	\$ (550,159.00)	\$ (815,715.00)	\$ -
TRANSFER OUT	\$ -	\$ -	\$ -	\$ -
CHANGE IN FB	\$ -	\$ -	\$ -	\$ -
END FUND BAL	\$ -	\$ -	\$ -	\$ -
FISCAL NOTES				
Budget for this fund is established after the start of the fiscal year as the balances of existing grants are determined and as new grants are awarded. Grant fund revenues match expenditures each year.				
FUND 1204 - Sparks Grants & Donations Fund	Special Revenue Fund to account for all grants received by the City. Does not include grants received by Proprietary Funds and Community Development Block Grants. Budget for this fund is established after the start of the fiscal year.			
	FY11 - Actuals	FY12 - Actuals	FY13 - Estimates	FY14 - Budget
BEG FUND BAL	\$ -	\$ -	\$ 506,066.00	\$ 506,067.00
REVENUES	\$ -	\$ 2,357,843.00	\$ 636,162.00	\$ -
TRANSFER IN	\$ -	\$ 225,592.00	\$ -	\$ -
EXPENSES	\$ -	\$ (2,072,061.00)	\$ (636,161.00)	\$ -
TRANSFER OUT	\$ -	\$ (5,308.00)	\$ -	\$ -
CHANGE IN FB	\$ -	\$ 506,066.00	\$ 1.00	\$ -
END FUND BAL	\$ -	\$ 506,066.00	\$ 506,067.00	\$ 506,067.00
FISCAL NOTES				
Budget for this fund is established after the start of the fiscal year as the balances of existing grants and donations are determined and as new grants and donations are awarded.				

City of Sparks Summary of Funds Budgeted (Excluding General Fund)

FUND 1208- Muni Court Admin Assessments	To account for monies received from the Municipal Court administrative assessments and collection fees to finance Municipal Court related improvements to operations and facilities.			
	FY11 - Actuals	FY12 - Actuals	FY13 - Estimates	FY14 - Budget
BEG FUND BAL	\$ 875,868.00	\$ 1,011,836.00	\$ 927,045.00	\$ 718,299.00
REVENUES	\$ 366,176.00	\$ 290,921.00	\$ 275,000.00	\$ 275,000.00
TRANSFER IN	\$ -	\$ -	\$ -	\$ -
EXPENSES	\$ (230,208.00)	\$ (173,712.00)	\$ (483,746.00)	\$ (972,151.00)
TRANSFER OUT	\$ -	\$ (202,000.00)	\$ -	
CHANGE IN FB	\$ 135,968.00	\$ (84,791.00)	\$ (208,746.00)	\$ (697,151.00)
END FUND BAL	\$ 1,011,836.00	\$ 927,045.00	\$ 718,299.00	\$ 21,148.00
FISCAL NOTES				
Collection of Administrative Assessments and fees dropped in FY12 over FY11 in all three fee types. Expenses are trending up. In FY13, this is due to a court remodeling project and FY14 expenses represent the entire balance available in the fund.				

FUND 1210 -Impact Fee Service Area 1	To account for impact fees collected from development in Impact Fee Service Area 1, to be used for the construction of sanitary sewers, flood control, parks, and public facilities.			
	FY11 - Actuals	FY12 - Actuals	FY13 - Estimates	FY14 - Budget
BEG FUND BAL	\$ 2,603,008.00	\$ 204,359.00	\$ 259,189.00	\$ 296,882.00
REVENUES	\$ 79,609.00	\$ 88,697.00	\$ 67,693.00	\$ 67,693.00
TRANSFER IN	\$ -	\$ -	\$ -	\$ -
EXPENSES	\$ (2,465,485.00)	\$ (18,528.00)	\$ (15,000.00)	\$ (15,025.00)
TRANSFER OUT	\$ (12,773.00)	\$ (15,339.00)	\$ (15,000.00)	\$ (15,000.00)
CHANGE IN FB	\$ (2,398,649.00)	\$ 54,830.00	\$ 37,693.00	\$ 37,668.00
END FUND BAL	\$ 204,359.00	\$ 259,189.00	\$ 296,882.00	\$ 334,550.00
FISCAL NOTES				
FY11 expenses included Sparks' \$2.4M contribution to Washoe County for the Spanish Springs Flood Detention Facility. The only expenses now posting to this fund are for repayment to Red Hawk Land Co. for Fire Station 5 and repayment to the Sewer Fund 1631 for the I-80 Reliever line. Impact fee collection saw a slight up-tick in FY12, but FY13 & FY14 estimates remain conservative.				

FUND 1215 - Tourism Improvement Dist 1 (Legends)	Bond proceeds used to acquire, improve, and equip certain property commonly referred to as 'Legends at the Sparks Marina'. Fund will be dissolved once bond proceeds are spent.			
	FY11 - Actuals	FY12 - Actuals	FY13 - Estimates	FY14 - Budget
BEG FUND BAL	\$ 85,893.00	\$ 75,910.00	\$ 73,903.00	\$ 71,008.00
REVENUES	\$ 108.00	\$ 118.00	\$ 105.00	\$ 125.00
TRANSFER IN	\$ -	\$ -	\$ -	\$ -
EXPENSES	\$ (10,091.00)	\$ (2,125.00)	\$ (3,000.00)	\$ (70,000.00)
TRANSFER OUT	\$ -	\$ -	\$ -	
CHANGE IN FB	\$ (9,983.00)	\$ (2,007.00)	\$ (2,895.00)	\$ (69,875.00)
END FUND BAL	\$ 75,910.00	\$ 73,903.00	\$ 71,008.00	\$ 1,133.00
FISCAL NOTES				
There are no on-going resources to this fund beyond the interest earnings on the remaining balance of bond proceeds. The FY14 Expenditure budget simply represents the entire remaining balance.				

City of Sparks Summary of Funds Budgeted (Excluding General Fund)

FUND 1221 - Parks & Rec Fund	Used to provide recreation programs and special events.			
	FY11 - Actuals	FY12 - Actuals	FY13 - Estimates	FY14 - Budget
BEG FUND BAL	\$ 940,553.00	\$ 515,968.00	\$ 404,015.00	\$ 293,735.00
REVENUES	\$ 3,029,042.00	\$ 2,559,783.00	\$ 2,365,471.00	\$ 2,468,213.00
TRANSFER IN	\$ 2,614,285.00	\$ 313,557.00	\$ 375,000.00	\$ 835,000.00
EXPENSES	\$ (6,067,912.00)	\$ (2,946,864.00)	\$ (2,850,751.00)	\$ (3,595,100.00)
TRANSFER OUT	\$ -	\$ (38,429.00)	\$ -	
CHANGE IN FB	\$ (424,585.00)	\$ (111,953.00)	\$ (110,280.00)	\$ (291,887.00)
END FUND BAL	\$ 515,968.00	\$ 404,015.00	\$ 293,735.00	\$ 1,848.00
FISCAL NOTES				
Parks & Rec fund net expenses are funded each year with transfers from the General Fund. FY12 saw a large change in the transfer amount due to the move of the Parks Maintenance function to the General Fund. The large increase in the FY14 transfer over FY13 is due to the funding of available facility improvement reserve.				

Fund 1222 - Tourism & Marketing Fund	Revenue and spending related to the Washoe County Taxes on Transient Lodging Act of 1999 which added 1% to transient lodging taxes collected county-wide. Sparks receives a small portion of this 1% and is capped at \$200,000 per year. Funds must be used for the marketing and promotion of tourism in the City of Sparks and for the operation and maintenance of capital improvements within redevelopment areas.			
	FY11 - Actuals	FY12 - Actuals	FY13 - Estimates	FY14 - Budget
BEG FUND BAL	\$ 326,939.00	\$ 241,848.00	\$ 259,340.00	\$ 232,373.00
REVENUES	\$ 107,882.00	\$ 106,147.00	\$ 101,673.00	\$ 110,400.00
TRANSFER IN	\$ -	\$ 100,000.00	\$ 100,000.00	\$ -
EXPENSES	\$ (192,973.00)	\$ (188,655.00)	\$ (228,640.00)	\$ (336,565.00)
TRANSFER OUT	\$ -			
CHANGE IN FB	\$ (85,091.00)	\$ 17,492.00	\$ (26,967.00)	\$ (226,165.00)
END FUND BAL	\$ 241,848.00	\$ 259,340.00	\$ 232,373.00	\$ 6,208.00
FISCAL NOTES				
FY14 expenses represent entire balance available in the fund. This amount may or may not be spent.				

Fund 1299 - Stabilization Fund	Reserve to stabilize the operation of the City in the event of a revenue shortfall or natural disaster.			
	FY11 - Actuals	FY12 - Actuals	FY13 - Estimates	FY14 - Budget
BEG FUND BAL	\$ 28,280.00	\$ 28,280.00	\$ 228,641.00	\$ 228,921.00
REVENUES	\$ 154.00	\$ 200,361.00	\$ 280.00	\$ 350.00
TRANSFER IN	\$ -	\$ -	\$ -	\$ -
EXPENSES	\$ (154.00)	\$ -	\$ -	\$ -
TRANSFER OUT	\$ -			
CHANGE IN FB	\$ -	\$ 200,361.00	\$ 280.00	\$ 350.00
END FUND BAL	\$ 28,280.00	\$ 228,641.00	\$ 228,921.00	\$ 229,271.00
FISCAL NOTES				
We met our Financial Policy obligation in FY12. Council did not choose to commit these funds in FY13 or FY14.				

City of Sparks Summary of Funds Budgeted (Excluding General Fund)

Capital Project Funds

Fund 1401 - Road Fund	To provide for the maintenance, repair, acquisition and construction of roads and streets. Funding is provided by a portion of the City's franchise fees and fuel taxes.			
	FY11 - Actuals	FY12 - Actuals	FY13 - Estimates	FY14 - Budget
BEG FUND BAL	\$ 5,095,373.00	\$ 4,640,915.00	\$ 4,567,733.00	\$ 2,130,617.00
REVENUES	\$ 4,257,437.00	\$ 4,513,980.00	\$ 4,348,182.00	\$ 4,188,194.00
TRANSFER IN	\$ -	\$ -	\$ -	\$ -
EXPENSES	\$ (4,711,895.00)	\$ (4,550,128.00)	\$ (6,785,298.00)	\$ (4,828,332.00)
TRANSFER OUT	\$ -			
CHANGE IN FB	\$ (454,458.00)	\$ (36,148.00)	\$ (2,437,116.00)	\$ (640,138.00)
PRIOR PERIOD ADJ		\$ (37,034.00)		
END FUND BAL	\$ 4,640,915.00	\$ 4,567,733.00	\$ 2,130,617.00	\$ 1,490,479.00
FISCAL NOTES				
Revenues in this fund remain stable. Expenses represent projects from the approved CIP.				

Fund 1402 - Park & Recreation Project Fund	To provide for specific parks and recreation projects. Funding is provided by a portion of the City's franchise fees.			
	FY11 - Actuals	FY12 - Actuals	FY13 - Estimates	FY14 - Budget
BEG FUND BAL	\$ 530,527.00	\$ 758,072.00	\$ 1,248,694.00	\$ 1,208,634.00
REVENUES	\$ 935,293.00	\$ 1,178,685.00	\$ 1,099,368.00	\$ 1,106,617.00
TRANSFER IN		\$ 309,377.00		
EXPENSES	\$ (707,748.00)	\$ (997,440.00)	\$ (1,139,428.00)	\$ (1,744,840.00)
TRANSFER OUT	\$ -			
CHANGE IN FB	\$ 227,545.00	\$ 490,622.00	\$ (40,060.00)	\$ (638,223.00)
END FUND BAL	\$ 758,072.00	\$ 1,248,694.00	\$ 1,208,634.00	\$ 570,411.00
FISCAL NOTES				
Revenues in this fund remain stable. Expenses represent projects from the approved CIP.				

Fund 1404 - Capital Projects Fund	Used for acquiring and constructing fixed assets or for the renovation and rehabilitation of capital facilities. Funding comes mainly from City transfers and bond proceeds.			
	FY11 - Actuals	FY12 - Actuals	FY13 - Estimates	FY14 - Budget
BEG FUND BAL	\$ 2,997,204.00	\$ 3,331,336.00	\$ 3,169,545.00	\$ 1,919,605.00
REVENUES	\$ 2,387,160.00	\$ 1,010,739.00	\$ 2,095.00	\$ 2,000.00
TRANSFER IN	\$ 140,000.00	\$ 1,310,000.00	\$ 1,210,000.00	\$ 1,300,000.00
EXPENSES	\$ (2,193,028.00)	\$ (2,173,153.00)	\$ (2,462,035.00)	\$ (1,120,200.00)
TRANSFER OUT	\$ -	\$ (309,377.00)		\$ (723,195.00)
CHANGE IN FB	\$ 334,132.00	\$ (161,791.00)	\$ (1,249,940.00)	\$ (541,395.00)
END FUND BAL	\$ 3,331,336.00	\$ 3,169,545.00	\$ 1,919,605.00	\$ 1,378,210.00
FISCAL NOTES				
We met our Financial Policy obligation in FY12. We fell short of our obligation in FY13 by .1% and have budgeted to meet our obligation in full for FY14.				

City of Sparks Summary of Funds Budgeted (Excluding General Fund)

Fund 1405 - Capital Facilities Fund	To provide for the acquisition of land, improvements to land, purchase of major equipment, renovations of government facilities and repayment of short-term financing for these activities. Financing is provided by a special ad valorem tax rate as required by NRS 354.598155.			
	FY11 - Actuals	FY12 - Actuals	FY13 - Estimates	FY14 - Budget
BEG FUND BAL	\$ 398,897.00	\$ 253,825.00	\$ 370,997.00	\$ 115,139.00
REVENUES	\$ 11,051.00	\$ 226,575.00	\$ 178,378.00	\$ 181,150.00
TRANSFER IN				
EXPENSES	\$ (156,123.00)	\$ (109,403.00)	\$ (434,236.00)	\$ (225,020.00)
TRANSFER OUT				
CHANGE IN FB	\$ (145,072.00)	\$ 117,172.00	\$ (255,858.00)	\$ (43,870.00)
END FUND BAL	\$ 253,825.00	\$ 370,997.00	\$ 115,139.00	\$ 71,269.00
FISCAL NOTES				
In 2009, the Nevada Legislature redirected the revenue to help fill its own budget gap. In 2011 the redirection expired, and the City began receiving the funds again in FY12. Revenues in this fund now remain stable. Expenses represent projects from the approved CIP.				

Fund 1406 - Rec & Parks District 1 Fund	Construction Tax revenues collected in district 1 to be used for the acquisition, improvement and expansion of neighborhood parks, playgrounds and recreational facilities within the corresponding district.			
	FY11 - Actuals	FY12 - Actuals	FY13 - Estimates	FY14 - Budget
BEG FUND BAL	\$ 412,910.00	\$ 423,479.00	\$ 263,141.00	\$ 97,090.00
REVENUES	\$ 10,624.00	\$ 13,538.00	\$ 61,400.00	\$ 26,400.00
TRANSFER IN				
EXPENSES	\$ (55.00)	\$ (173,876.00)	\$ (227,451.00)	\$ (25,025.00)
TRANSFER OUT				
CHANGE IN FB	\$ 10,569.00	\$ (160,338.00)	\$ (166,051.00)	\$ 1,375.00
END FUND BAL	\$ 423,479.00	\$ 263,141.00	\$ 97,090.00	\$ 98,465.00
FISCAL NOTES				
Revenues are trending up in FY13. Expenses represent projects from the approved CIP.				

Fund 1407 - Rec & Parks District 2 Fund	Construction Tax revenues collected in district 2 to be used for the acquisition, improvement and expansion of neighborhood parks, playgrounds and recreational facilities within the corresponding district.			
	FY11 - Actuals	FY12 - Actuals	FY13 - Estimates	FY14 - Budget
BEG FUND BAL	\$ 1,912,982.00	\$ 1,876,371.00	\$ 1,855,108.00	\$ 876,081.00
REVENUES	\$ 43,440.00	\$ 94,890.00	\$ 100,000.00	\$ 60,000.00
TRANSFER IN				
EXPENSES	\$ (80,051.00)	\$ (116,153.00)	\$ (1,079,027.00)	\$ (205,300.00)
TRANSFER OUT				
CHANGE IN FB	\$ (36,611.00)	\$ (21,263.00)	\$ (979,027.00)	\$ (145,300.00)
END FUND BAL	\$ 1,876,371.00	\$ 1,855,108.00	\$ 876,081.00	\$ 730,781.00
FISCAL NOTES				
Revenues in this fund remain stable. Expenses represent projects from the approved CIP.				

City of Sparks Summary of Funds Budgeted (Excluding General Fund)

Fund 1408 - Rec & Parks District 3 Fund	Construction Tax revenues collected in district 3 to be used for the acquisition, improvement and expansion of neighborhood parks, playgrounds and recreational facilities within the corresponding district.			
	FY11 - Actuals	FY12 - Actuals	FY13 - Estimates	FY14 - Budget
BEG FUND BAL	\$ 2,445,281.00	\$ 2,424,743.00	\$ 2,438,879.00	\$ 713,403.00
REVENUES	\$ 51,812.00	\$ 105,480.00	\$ 80,000.00	\$ 80,000.00
TRANSFER IN				
EXPENSES	\$ (72,350.00)	\$ (91,344.00)	\$ (1,805,476.00)	\$ (73,950.00)
TRANSFER OUT				
CHANGE IN FB	\$ (20,538.00)	\$ 14,136.00	\$ (1,725,476.00)	\$ 6,050.00
END FUND BAL	\$ 2,424,743.00	\$ 2,438,879.00	\$ 713,403.00	\$ 719,453.00
FISCAL NOTES				
Revenues in this fund remain stable. Expenses represent projects from the approved CIP.				

Fund 1415 - Victorian Square Room Tax CP Fund	To account for the resources received pursuant to section 6.6 of the Washoe County Taxes on Transient Lodging Act of 1999. Taxes on the revenue from the rental of transient lodging in the amount of 2.5% must be used for improvements and land acquisitions in the Victorian Square area.			
	FY11 - Actuals	FY12 - Actuals	FY13 - Estimates	FY14 - Budget
BEG FUND BAL	\$ 214,118.00	\$ 656,919.00	\$ 1,164,024.00	\$ 1,109,579.00
REVENUES	\$ 563,688.00	\$ 594,150.00	\$ 403,000.00	\$ -
TRANSFER IN				
EXPENSES	\$ (120,887.00)	\$ (87,045.00)	\$ (457,445.00)	\$ (50,150.00)
TRANSFER OUT				
CHANGE IN FB	\$ 442,801.00	\$ 507,105.00	\$ (54,445.00)	\$ (50,150.00)
END FUND BAL	\$ 656,919.00	\$ 1,164,024.00	\$ 1,109,579.00	\$ 1,059,429.00
FISCAL NOTES				
FY14 revenues are currently budgeted at zero, however, legislative action that could restore this revenue is pending.				

Fund 1427 - Local Improvement District 3 (Legends)	Acquire infrastructure per Acquisition Agreement with RED Development. Fund will be dissolved once bond proceeds are spent.			
	FY11 - Actuals	FY12 - Actuals	FY13 - Estimates	FY14 - Budget
BEG FUND BAL	\$ 1,159,111.00	\$ 1,158,913.00	\$ 1,156,509.00	\$ 1,152,559.00
REVENUES	\$ 1,543.00	\$ 1,827.00	\$ 1,050.00	\$ 1,050.00
TRANSFER IN				
EXPENSES	\$ (1,741.00)	\$ (4,231.00)	\$ (5,000.00)	\$ (1,100,000.00)
TRANSFER OUT				
CHANGE IN FB	\$ (198.00)	\$ (2,404.00)	\$ (3,950.00)	\$ (1,098,950.00)
END FUND BAL	\$ 1,158,913.00	\$ 1,156,509.00	\$ 1,152,559.00	\$ 53,609.00
FISCAL NOTES				
There are no on-going resources to this fund beyond the interest earnings on the remaining balance of bond proceeds. The FY14 Expenditure budget simply represents the entire remaining balance.				

City of Sparks Summary of Funds Budgeted (Excluding General Fund)

Debt Service Funds

Fund 1301 - General Obligation Debt Service Fund	This fund exists to account for the accumulation of resources to pay principal and interest on the City's general obligation bonds, emergency loans, long term contracts imposed by the State, long term lease agreements, retirement of other bond issuances, etc.			
	FY11 - Actuals	FY12 - Actuals	FY13 - Estimates	FY14 - Budget
BEG FUND BAL	\$ 14,086,621.00	\$ 14,874,105.00	\$ 15,170,146.00	\$ 15,319,032.00
REVENUES	\$ 9,929,452.00	\$ 9,584,472.00	\$ 10,138,673.00	\$ 11,116,597.00
TRANSFER IN	\$ 2,211,539.00	\$ 2,129,873.00	\$ 2,141,451.00	\$ 751,658.00
EXPENSES	\$ (11,353,507.00)	\$ (11,418,304.00)	\$ (12,131,238.00)	\$ (11,743,268.00)
TRANSFER OUT				
CHANGE IN FB	\$ 787,484.00	\$ 296,041.00	\$ 148,886.00	\$ 124,987.00
END FUND BAL	\$ 14,874,105.00	\$ 15,170,146.00	\$ 15,319,032.00	\$ 15,444,019.00

FISCAL NOTES

Resources to this fund include an allocation of property taxes based on debt service requirements each year and transfers from othe funds. Redevelopment Agency Area 2 (RDA2) will have insufficient funds in FY14 to pay the full amount of the Ctiy issued debt that has previously been paid by RDA2.

City of Sparks Summary of Funds Budgeted (Excluding General Fund)

PROPRIETARY FUNDS

Enterprise Funds

Funds 16XX - Sewer Operations (Sewer, Drains, Effluent)	To account for the provision of sewer, storm drain and effluent reuse services to the residents of the city and some residents of Washoe County. All activities necessary to provide such services are accounted for in this fund including, but not limited to administration, operations, maintenance, capital improvements, and debt financing.			
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	FY11 - Actuals	FY12 - Actuals	FY13 - Estimates	FY14 - Budget
BEG NET ASSETS	183,430,910	182,333,515	183,139,131	183,858,321
REVENUES	16,887,512	21,201,744	23,915,006	28,382,280
TRANSFER IN	12,773	15,339	15,000	15,000
EXPENSES	(17,993,502)	(20,407,380)	(23,206,712)	(23,118,725)
TRANSFER OUT	(4,178)	(4,087)	(4,104)	(4,066)
CHANGE IN NET ASSETS	(1,097,395)	805,616	719,190	5,274,489
END NET ASSETS	182,333,515	183,139,131	183,858,321	189,132,810

FISCAL NOTES

The primary resources to this fund include Sewer, Storm Drain and Effluent Reuse user fees. Connection fees have fallen sharply during the economic downturn, but are beginning to see a slight improvement. FY14 revenues include a \$5 million contribution from the Flood Project. A formal rate study is being conducted which may recommend new user and connection fees. The study is currently in the public outreach stage. Once the final report and rate recommendation is complete, it will be brought to Council for their approval.

Fund 2201 - Development Services Fund	Process all activities related to the building and development in the community-including, but not limited to, permit processing, issuance, monitoring, building inspection, plan checking, development reviews and administration. Fees approved by Council.			
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	FY11 - Actuals	FY12 - Actuals	FY13 - Estimates	FY14 - Budget
BEG NET ASSETS	\$ 197,656.00	\$ 182,809.00	\$ 712,788.00	\$ 820,545.00
REVENUES	\$ 1,686,305.00	\$ 2,024,335.00	\$ 1,987,021.00	\$ 2,061,301.00
TRANSFER IN	\$ 200,000.00			
EXPENSES	\$ (1,876,086.00)	\$ (1,469,831.00)	\$ (1,794,642.00)	\$ (1,788,308.00)
TRANSFER OUT	\$ (25,066.00)	\$ (24,525.00)	\$ (84,622.00)	\$ (376,397.00)
CHANGE IN NET ASSETS	\$ (14,847.00)	\$ 529,979.00	\$ 107,757.00	\$ (103,404.00)
END NET ASSETS	\$ 182,809.00	\$ 712,788.00	\$ 820,545.00	\$ 717,141.00

FISCAL NOTES

With permit activity showing some improvement since FY11, the Development Services Enterprise fund will be able to repay \$352,000 of the \$1,116,000 General Fund subsidy it received. With \$60,000 having been repaid in FY12, the remaining balance will be \$704,000.

Fund 5605 - Joint Treatment Plant	To account for the operation of the Truckee Meadows Water Reclamation Facility (TMWRF), which provides waste water treatment. TMWRF is a joint venture between the City of Reno and the City of Sparks.			
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	FY11 - Actuals	FY12 - Actuals	FY13 - Estimates	FY14 - Budget
BEG NET ASSETS	\$ 117,410,852.00	\$ 111,887,012.00	\$ 104,128,351.00	\$ 115,289,144.00
REVENUES	\$ 15,771,853.00	\$ 19,375,575.00	\$ 36,711,184.00	\$ 42,276,441.00
TRANSFER IN				
EXPENSES	\$ (21,295,693.00)	\$ (21,950,186.00)	\$ (25,550,391.00)	\$ (26,610,013.00)
TRANSFER OUT				
CHANGE IN NET ASSETS	\$ (5,523,840.00)	\$ (2,574,611.00)	\$ 11,160,793.00	\$ 15,666,428.00
PRIOR PERIOD ADJ		\$ (5,184,050.00)		
END NET ASSETS	\$ 111,887,012.00	\$ 104,128,351.00	\$ 115,289,144.00	\$ 130,955,572.00

FISCAL NOTES

TMWRF's budget is determined by the Joint Coordinating Committee each year. Operating costs of the plant are split approximately 33% Sparks and 67% Reno.

City of Sparks Summary of Funds Budgeted (Excluding General Fund)

Internal Service Funds

Fund 1701 - Office Service & Supply	To account for the cost of operating a facility and to provide office supplies and printing services to City offices. Such costs are billed to the user departments and include depreciation on equipment.			
	FY11 - Actuals	FY12 - Actuals	FY13 - Estimates	FY14 - Budget
BEG NET ASSETS	\$ 153,758.00	\$ 144,280.00	\$ 11,326.00	\$ -
REVENUES	\$ 22,478.00	\$ 5,264.00		
TRANSFER IN				
EXPENSES	\$ (31,956.00)	\$ (33,954.00)	\$ (11,326.00)	
TRANSFER OUT		\$ (104,264.00)		
CHANGE IN NET ASSETS	\$ (9,478.00)	\$ (132,954.00)	\$ (11,326.00)	\$ -
END NET ASSETS	\$ 144,280.00	\$ 11,326.00	\$ -	\$ -
FISCAL NOTES				
This fund will be closed and all costs incorporated in the General Fund.				

Fund 1702 - Motor Vehicle Maintenance	To account for the cost of maintaining the City's fleet including acquisition of replacement vehicles. Such costs are billed to the user departments and include depreciation on vehicles and equipment.			
	FY11 - Actuals	FY12 - Actuals	FY13 - Estimates	FY14 - Budget
BEG NET ASSETS	\$ 7,845,293.00	\$ 7,451,060.00	\$ 8,441,448.00	\$ 8,236,278.00
REVENUES	\$ 3,767,260.00	\$ 4,048,098.00	\$ 3,721,695.00	\$ 3,721,695.00
TRANSFER IN				
EXPENSES	\$ (4,161,493.00)	\$ (3,106,015.00)	\$ (3,926,865.00)	\$ (3,921,430.00)
TRANSFER OUT				\$ (1,000,000.00)
CHANGE IN NET ASSETS	\$ (394,233.00)	\$ 942,083.00	\$ (205,170.00)	\$ (1,199,735.00)
PRIOR PERIOD ADJ		\$ 48,305.00		
END NET ASSETS	\$ 7,451,060.00	\$ 8,441,448.00	\$ 8,236,278.00	\$ 7,036,543.00
FISCAL NOTES				
Resources to this fund include user charges to all departments based on the number and type of vehicles used by each. A "rent" is charged on each vehicle to fund the operation of the City's garage and to collect funds for the eventual replacement of each vehicle. FY14 includes a \$1M transfer to the General Fund. This amount is meant to offset the Contingency budget in the General Fund and will only be made only if the General Fund is unable to meet the emergency budget shortfall.				

Fund 1703 - Group Self Insurance	To account for the premiums collected from other funds and retirees to fund operations of our self-funded group health and accident insurance program, which covers the active city employees and some retirees.			
	FY11 - Actuals	FY12 - Actuals	FY13 - Estimates	FY14 - Budget
BEG NET ASSETS	\$ 3,013,280.00	\$ 3,837,251.00	\$ 3,799,514.00	\$ 3,198,407.00
REVENUES	\$ 8,201,865.00	\$ 7,840,516.00	\$ 7,440,566.00	\$ 7,145,118.00
TRANSFER IN				
EXPENSES	\$ (7,377,894.00)	\$ (7,878,253.00)	\$ (8,041,673.00)	\$ (8,308,897.00)
TRANSFER OUT				
CHANGE IN NET ASSETS	\$ 823,971.00	\$ (37,737.00)	\$ (601,107.00)	\$ (1,163,779.00)
END NET ASSETS	\$ 3,837,251.00	\$ 3,799,514.00	\$ 3,198,407.00	\$ 2,034,628.00
FISCAL NOTES				
Resources to this fund include insurance premiums on all active employees and retirees participating in our health plan. Insurance rates were reduced 8% in FY13 and another 8% in FY14.				

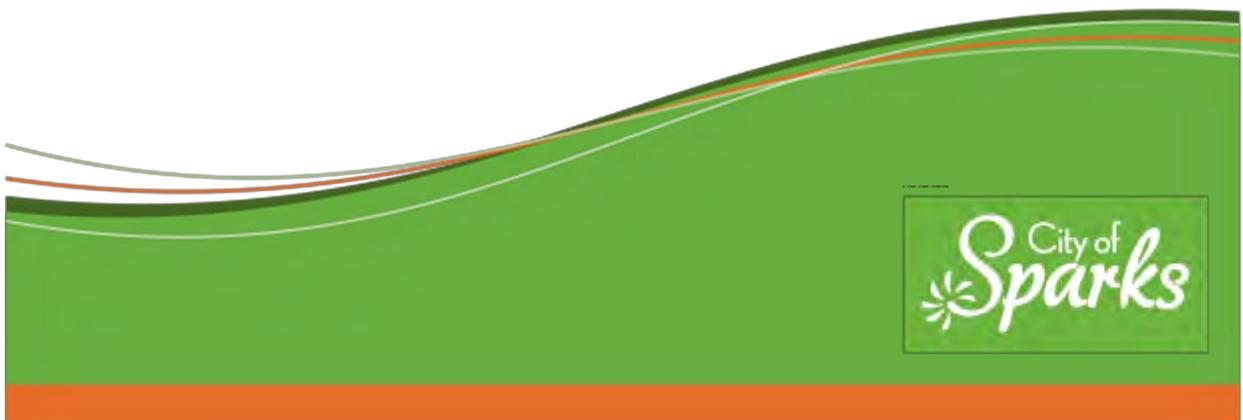
City of Sparks Summary of Funds Budgeted (Excluding General Fund)

Fund 1704 - Worker's Comp Self Insurance	To account for the money received from other city funds for workers' compensation claims, compensating injured workers, and the cost of administering a self-funded insurance program.			
	FY11 - Actuals	FY12 - Actuals	FY13 - Estimates	FY14 - Budget
BEG NET ASSETS	\$ 5,196,444.00	\$ 3,512,828.00	\$ 3,430,130.00	\$ 2,557,121.00
REVENUES	\$ 1,010,652.00	\$ 582,002.00	\$ 423,451.00	\$ 423,451.00
TRANSFER IN				
EXPENSES	\$ (2,694,268.00)	\$ (664,700.00)	\$ (1,296,460.00)	\$ (1,812,766.00)
TRANSFER OUT				
CHANGE IN NET ASSETS	\$ (1,683,616.00)	\$ (82,698.00)	\$ (873,009.00)	\$ (1,389,315.00)
END NET ASSETS	\$ 3,512,828.00	\$ 3,430,130.00	\$ 2,557,121.00	\$ 1,167,806.00
FISCAL NOTES				
Resources to this fund include insurance premiums on all active employees. Rates have remained steady from FY13 to FY14. Worker's Comp claims costs can be volatile as seen by the large swing in expenditures from FY11 to FY12.				

Fund 1707 - Municipal Self Insurance	To account for monies received from other City funds and insurance claims cover the cost to repair and replace damaged real and personal property owned by the city. Settlement of claims or litigations against the City would also be recorded here.			
	FY11 - Actuals	FY12 - Actuals	FY13 - Estimates	FY14 - Budget
BEG NET ASSETS	\$ 2,906,610.00	\$ 2,747,503.00	\$ 2,533,436.00	\$ 2,190,942.00
REVENUES	\$ 566,546.00	\$ 464,236.00	\$ 298,497.00	\$ 363,418.00
TRANSFER IN				
EXPENSES	\$ (725,653.00)	\$ (678,303.00)	\$ (640,991.00)	\$ (966,964.00)
TRANSFER OUT				
CHANGE IN NET ASSETS	\$ (159,107.00)	\$ (214,067.00)	\$ (342,494.00)	\$ (603,546.00)
END NET ASSETS	\$ 2,747,503.00	\$ 2,533,436.00	\$ 2,190,942.00	\$ 1,587,396.00
FISCAL NOTES				
Liability claims are funded by the General Fund and the Enterprise funds. The amount each pays is based on the origin of the prior year's claims.				

VII. Debt U

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City of Sparks & Redevelopment Agency Debt

NAME OF BOND OR LOAN	TERM (years)	Original Amount of Issue	Final Payment Date	Interest Rate	Outstanding Balance 7/1/13	Outstanding Balance 6/30/14	FY14 Debt Service (P&I)
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City General Obligation (G.O) Bonds and Notes Payable

G.O. Limited Tax Medium Term Bonds, Series 2007A (currently paid by RDA2)	10	7,090,000	3/1/2017	3.78%	3,160,000	2,415,000	864,448
G.O. Limited Tax, Medium Term Bonds, Series 2007B (currently paid by RDA2)	10	1,315,000	3/1/2017	5.645%	730,000	560,000	211,209

City Issued Revenue Bonds

CTAX Bonds Series 2007 (partially funded (29%) by RDA1)	20	13,635,000	5/1/2026	4.090%	7,275,000	7,275,000	297,548
CTAX Revenue Bonds, Series 2011 (partially funded (29%) by RDA1)	6	4,180,000	5/1/2018	3.050%	3,515,000	2,860,000	757,251
Sr. Sales Tax Anticipation Revenue Bonds Series 2008A	20	83,290,000	6/15/2028	6.5%-6.75%	79,155,000	77,340,000	7,108,800
Subordinate Sales Tax Anticipation Revenue Bonds Series 2008A	20	36,600,000	6/15/2028	5.750%	32,716,045	32,716,045	951,037

Tax Allocation Bonds

Local Improvement District #3, Ltd Obligation Improvement Bonds	20	26,120,000	9/1/2027	6.5%-6.75%	23,555,000	22,585,000	2,504,013
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Capital Leases in the Motor Vehicle Internal Service Fund

American LaFrance / MBCC Fire Equipment Lease	9.5 YRS	3,046,040	8/18/2014	4.410%	803,055	410,190	428,280
American LaFrance / MBCC Fire Equipment Lease	9 YRS	1,263,900	7/20/2015	5.310%	489,480	334,685	180,786

City of Sparks & Redevelopment Agency Debt

NAME OF BOND OR LOAN	TERM (years)	Original Amount of Issue	Final Payment Date	Interest Rate	Outstanding Balance 7/1/13	Outstanding Balance 6/30/14	FY14 Debt Service (P&I)
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Sewer & Effluent G.O. Bonds - SRF Loans

1995 - NE Interceptor	20	4,700,000	7/1/2015	3.825%	875,670	535,322	370,619
1996 - Effluent Pipeline	20	6,814,489	7/1/2016	3.663%	1,694,784	1,232,326	520,341
2000 - Denitrification Plant	20	3,070,670	1/1/2020	3.710%	1,468,393	1,281,033	240,116
2001 - Effluent Pipeline	20	7,038,807	7/1/2021	3.1375%	3,982,351	3,566,660	537,402
2002 - NW Interceptor	20	3,082,361	1/1/2022	3.25%	1,565,030	1,412,468	201,623
2003 - Effluent Pipeline	20	8,243,494	1/1/2024	3.05%	5,579,836	5,121,505	625,048
2005 - Vista/Prater Interceptor	20	4,091,227	1/1/2025	2.88%	2,892,773	2,687,805	286,850
2005 - Sparks Bl/Sun Valley Interceptor Ph.II	20	5,160,261	7/1/2025	2.66%	3,834,906	3,572,546	362,635
2005 - Sparks Bl/Sun Valley Interceptor Ph.II	20	13,385,606	7/1/2026	3.05%	10,852,433	10,175,733	963,843
Sparks portion of SRF Water Pollution bonds, Series 2004 & 2005 issued by City of Reno for TMWRF Expansion	17	12,029,831	1/1/2024	2.76%	8,403,635	7,739,883	890,835
2010 - Sparks Bl/Sun Valley Interceptor Ph.III	20	4,772,645	7/1/2029	2.78%	4,365,981	4,154,090	331,587
2010A - Sparks Bl/Sun Valley Interceptor Ph.IV	20	2,509,299	7/1/2029	2.78%	2,295,489	2,184,082	174,339

Redevelopment Issued Debt

Redevelopment Agency #1 Tax Increment Refunding Revenue Bonds, Series 2010	14	22,165,000	1/15/2023	4%-5.125%	17,805,000	16,345,000	2,289,081
Redevelopment Agency #2 Tax Increment Revenue Bonds, Series 2008	20	12,700,000	6/1/2028	6.4%-6.7%	11,440,000	10,965,000	1,229,420
Redevelopment Agency #2 Tax Increment Revenue Bonds, Series 2009	20	7,230,000	6/1/2029	5%-7.75%	6,530,000	6,270,000	742,031

TOTAL		293,533,630			234,984,861	223,739,373	23,069,142
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City of Sparks & Redevelopment Agency Debt

Other Debt Outstanding as of 6/30/12 (Business & Governmental Debt)

Sick Leave Conversion	5,245,464
Compensated Absences	9,610,125
Developer Credits	337,248
Other Post Employment Benefits (OPEB) obligation (unfunded ARC)	<u>5,473,423</u>
Total	<u><u>20,666,260</u></u>

Note: These balances are determined at end of audit each year

Affordability of Existing, Authorized and Proposed General Obligation Debt

NRS 350.013 1.(c)(1) A discussion of its ability to afford existing general obligation debt, authorized future general obligation debt and proposed future general obligation debt;

NRS 350.013 1.(c)(6) A discussion of its sources of money projected to be available to pay existing general obligation debt, authorized future general obligation debt and proposed future general obligation debt;

Outstanding, Authorized, and Proposed General Obligation Debt

As of June 30, 2012, the City has no general obligation bonds paid from a specific property tax outstanding. The City has \$4,770,000 of general obligation medium-term debt outstanding. The City has \$51,837,529 in general obligation revenue supported debt. The City currently has authorization to issue up to \$16,268,056 of general obligation revenue supported debt through the State revolving fund for the purpose of providing infrastructure for the City's sewer system. The City may issue a portion of these bonds during fiscal year 2013, however the timing and amount have not been determined. The City reserves the privilege of issuing bonds or other securities at any time legal requirements are satisfied.

The City has \$124,856,045 of revenue debt, \$24,465,000 of special assessment debt, and \$1,891,692 of lease financing debt outstanding which is not counted against its debt limit.

The following table lists the outstanding debt of the City.

Outstanding Debt

June 30, 2012

Issue	Date Issued	Maturity Date	Original Amount	Amount Outstanding
<u>GENERAL OBLIGATION MEDIUM-TERM BONDS</u>				
Medium-Term Bonds, Series 2007A	03/29/07	03/01/17	\$7,090,000	\$3,880,000
Medium-Term Bonds, Series 2007B	03/29/07	03/01/17	1,315,000	<u>890,000</u>
		TOTAL MEDIUM-TERM BONDS		\$4,770,000
<u>GENERAL OBLIGATION REVENUE BONDS²</u>				
Sewer Bonds	09/01/95	07/01/15	4,700,000	1,203,365
Sewer Bonds	05/15/96	07/01/16	6,814,489	2,140,757
Sewer Bonds	10/11/99	01/01/20	3,070,670	1,648,991
Sewer Bonds	09/10/01	07/01/21	7,038,807	4,385,301
Sewer Bonds	06/27/02	01/01/22	3,082,361	1,712,807
Sewer Bonds	11/14/03	01/01/24	8,243,494	6,024,501
Sewer Bonds	04/01/05	01/01/25	4,091,227	3,091,961
Sewer Bonds	09/28/05	07/01/25	5,160,261	4,090,424
Sewer Bonds	2006	07/01/26	13,385,606	11,511,307
Reno Clean Water SRF Loan	07/01/07	01/01/24	12,047,541	9,052,133
Sewer Bonds	08/27/09	07/01/29	4,772,645	4,572,115
Sewer Bonds	08/27/09	07/01/29	2,509,299	<u>2,403,867</u>
		TOTAL G.O. REVENUE DEBT		51,837,529
		TOTAL GENERAL OBLIGATION DEBT		\$56,607,529
<u>REVENUE BONDS</u>				
Consolidated Tax Revenue Bonds	11/01/07	05/01/26	\$13,635,000	\$7,275,000
Sales Tax Anticipation Bonds	07/02/08	06/15/28	83,290,000	80,705,000
Sales Tax Anticipation Bonds	07/02/08	06/15/28	36,000,000	32,716,045
Consolidated Tax Refunding Revenue Bonds	05/12/11	05/01/18	4,180,000	<u>4,160,000</u>
		TOTAL REVENUE BONDS		\$124,856,045
<u>SPECIAL ASSESSMENT BONDS</u>				
Local Improvement District #3	2009	2028	\$26,120,000	\$24,465,000

- table continues on next page -

Issue	Date Issued	Maturity Date	Original Amount	Amount Outstanding
LEASE FINANCING				
Fire Equipment Lease 2005	01/18/05	08/18/12	\$457,586	\$75,895
Fire Equipment Lease 2005	01/18/05	08/18/14	3,046,040	1,179,327
Fire Equipment Lease 2006	07/20/06	07/20/15	1,263,900	<u>636,470</u>
TOTAL LEASE FINANCING				\$1,891,692

SOURCE: The City; compiled by JNA Consulting Group, LLC

Appendix B contains individual debt service schedules for each of the outstanding bond issues.

General Obligation Bonds

The District currently has no outstanding general obligation debt outstanding which is paid by the levy of a specific property tax.

General Obligation Sewer System Revenue Secured Bonds

The City currently has \$51,837,529 of outstanding general obligation debt secured by a lien on the net pledged revenues of its sewer system. The City has authorization to issue up to \$16,268,056 of general obligation revenue supported debt through the State revolving fund for the purpose of providing infrastructure for the City's sewer system. The City may issue a portion of these bonds during fiscal year 2013, however the amount and timing have not been determined. The following table details the payments on the sewer system debt.

Sewer System Revenue Secured Bonds Outstanding Debt Service June 30, 2012

Fiscal Year	Principal	Interest	Annual Debt Service
2013	\$4,023,826	\$1,481,760	\$5,505,586
2014	4,148,088	1,357,497	5,505,585
2015	4,276,257	1,229,330	5,505,587
2016	4,223,144	1,097,132	5,320,276
2017	3,903,323	971,474	4,874,797
2018	3,754,695	859,930	4,614,625
2019	3,864,716	749,909	4,614,625
2020	3,977,989	636,635	4,614,624
2021	3,852,268	522,240	4,374,508
2022	3,694,564	411,246	4,105,810
2023	3,324,116	311,369	3,635,485
2024	3,104,297	217,832	3,322,129
2025	1,977,090	142,169	2,119,259
2026	1,561,189	89,902	1,651,092
2027	938,128	49,724	987,853
2028	475,523	30,409	505,933
2029	488,809	17,121	505,931
2030	<u>249,504</u>	<u>3,462</u>	<u>252,966</u>
Total	\$51,837,529	\$10,179,142	\$62,016,670

SOURCE: The City

The following table demonstrates the debt service coverage for the bonds.

**Sewer System Revenue Secured Bonds
Debt Service Coverage**

	2011 Actual	2012 Estimated	2013 Budgeted
Sewer Fund			
Operating Revenue	\$18,887,913	\$20,628,270	\$20,884,553
Operating Expenses ¹	(12,398,444)	(13,504,279)	(13,963,556)
Connection Charges	654,610	954,268	511,428
Other Pledged Revenues	<u>669,676</u>	<u>389,765</u>	<u>208,000</u>
Total Pledged Revenues	7,813,755	8,468,024	7,640,425
Outstanding Debt Service	5,203,111	5,505,993	5,505,586
Coverage	1.50	1.54	1.39

¹ Operating expenses exclude depreciation.

SOURCE: The City; compiled by JNA Consulting Group, LLC

General Obligation Debt Limit

NRS 350.013 1.(c)(2) A discussion of its capacity to incur authorized and proposed future general obligation debt without exceeding the applicable debt limit;

The City is limited by state statutes as to the amount of general obligation debt it can have outstanding. The limit is equal to 20 percent of the City's total assessed valuation. As of June 30, 2012, the City has no general obligation debt outstanding. The city has \$51,837,529 of general obligation revenue supported debt and \$4,770,000 of general obligation medium-term debt outstanding. Based on the fiscal year 2012 assessed value, the City's available general obligation debt limit is approximately \$398,240,243.

General Obligation Debt Limit Based on Fiscal Year 2012 Assessed Value

Total Assessed Value	\$2,104,164,855
Redevelopment Agency #1 Assessed Value	84,157,961
Redevelopment Agency #2 Assessed Value	<u>85,916,044</u>
Total Assessed Value	\$2,274,238,860
General Obligation Debt Limit (20%)	454,847,772
Less: Outstanding General Obligation Debt	56,607,529
Less: Proposed General Obligation Debt	<u>0</u>
Available General Obligation Debt Limit	<u>\$398,240,243</u>

Other factors also limit the amount of debt the City can issue. These factors include, but are not limited to, voter approval, overlapping tax rates, available revenues, market conditions, and types of projects to be funded.

General Obligation Debt Comparisons

NRS 350.013 1.(c)(3) A discussion of its general obligation debt that is payable from property taxes per capita as compared with such debt of other municipalities in this state;

NRS 350.013 1.(c)(4) A discussion of its general obligation debt that is payable from property taxes as a percentage of assessed valuation of all taxable property within the boundaries of the municipality;

The following table shows a comparison of the City's outstanding debt with other comparable local governments.

General Obligation Debt Comparison June 30, 2012

District	General Obligation Debt	Population ¹	FY 2012 Assessed Value ²	GO Debt Per Capita	GO Debt as a % of Assessed Value
Henderson	\$292,146,199	264,839	\$8,941,510,959	1,103.11	3.27%
Las Vegas	350,325,000	588,274	12,958,012,131	595.51	2.70%
North Las Vegas	459,376,000	223,873	4,434,688,599	2,051.95	10.36%
Reno		222,801	6,046,671,279	0.00	0.00%
Sparks	56,607,529	92,302	2,104,164,855	<u>613.29</u>	<u>2.69%</u>
			Average:	\$872.77	3.80%

¹ 2011 population projections from the State demographer's website July 2012.

² Excludes redevelopment agencies; includes net proceeds of minerals.

SOURCE: Nevada Department of Taxation, *Fiscal Year 2011-2012 Property Tax Rates for Nevada Local Governments*, Nevada State Demographer website, and the cities' 2013 budgets; compiled by JNA Consulting Group, LLC

Method of Sale

NRS 350.013 1.(c)(5) Policy regarding the manner in which the municipality expects to sell its debt;

Bonds can generally be sold at a competitive sale, negotiated sale or be privately placed.

Competitive Sale - Offering documents are sent to any firm interested in purchasing the bonds. A day and time are chosen for the sale and bonds are generally awarded to the firm offering the lowest true interest cost on the bonds (the "TIC"). The TIC is the discount rate which results in a present value of the future debt service payments equal to amount bid for the bonds.

Negotiated Sale - One firm, or group of firms, is chosen in advance to offer the bonds for sale. At the time of sale, interest rates and other terms of the bonds are negotiated with the underwriter.

Private Placement - A purchaser, usually an individual or bank, is identified and the bonds are placed directly. Interest rates and other terms of the bonds are negotiated with the purchaser.

NRS 350 generally requires bonds issued by the City to be sold at competitive sale. For most City general obligation bonds a competitive sale will usually result in the lowest TIC on the bonds. There are certain circumstances under which the City would consider a negotiated sale or private placements. Such circumstances include, but are not limited to:

- 1) Bonds issued with a variable rate of interest
- 2) Bonds rated below A- or not rated
- 3) Very small or very large bond issues
- 4) Unstable or highly volatile markets
- 5) Bonds with unusual security or structure

The City will follow the requirements of NRS 350.155 in choosing a method of sale for its bonds. If the City determines that a negotiated sale is warranted for a general obligation bond or a bond secured by an excise tax, it will distribute a request for proposal to underwriting firms. The selection of an underwriter(s) will be based on a determination of the firm that demonstrates its ability to obtain the overall best interest rate for City. Consideration in making this determination will be given to the firm's experience with similar financings, proposed compensation structure and marketing plan.

Operational Costs of Future Capital Projects

NRS 350.013 1.(c)(7) A discussion of its operational costs and revenue sources, for the ensuing 5 fiscal years, associated with each project included in its plan for capital improvement submitted pursuant to paragraph (d), if those costs and revenues are expected to affect the property tax rate.

The City has prepared a Capital Improvement Plan which will be sent under separate cover. Some projects will have an impact on the City's general fund, which is funded in part by the levy of property taxes. The City anticipates that any financial impact on the general fund will be provided for within the maximum rate calculated by the Department of Taxation and that no tax overrides for operational costs will be required.

Capital Improvement Plan

NRS 350.013 1.(d) Either:

(1) Its plan for capital improvement for the ensuing 5 fiscal years, which must include any contemplated issuance of general obligation debt during this period and the sources of money projected to be available to pay the debt; or

(2) A statement indicating that no changes are contemplated in its plan for capital improvement for the ensuing 5 fiscal years.

A detailed capital plan is submitted under separate cover.

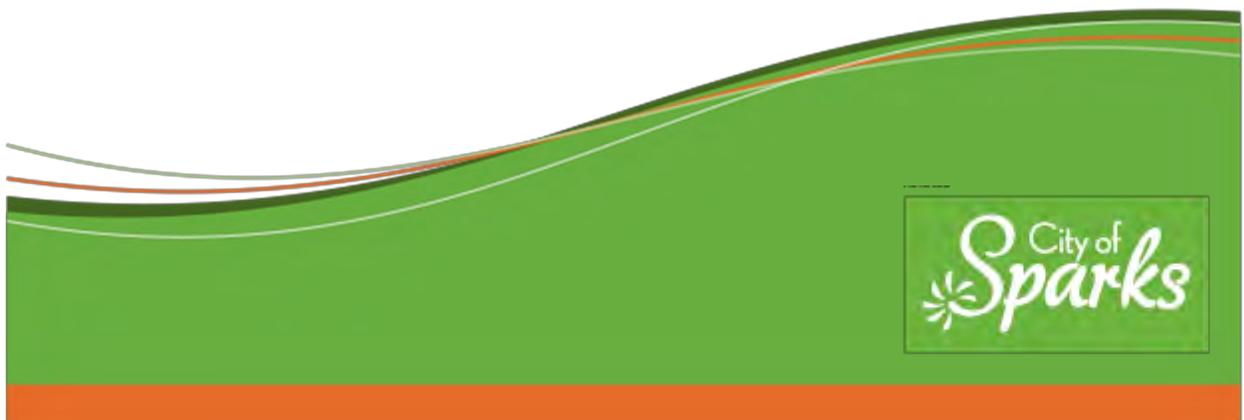
Chief Financial Officer of the City

NRS 350.013 1.(e) A statement containing the name, title, mailing address and telephone number of the chief financial officer of the municipality.

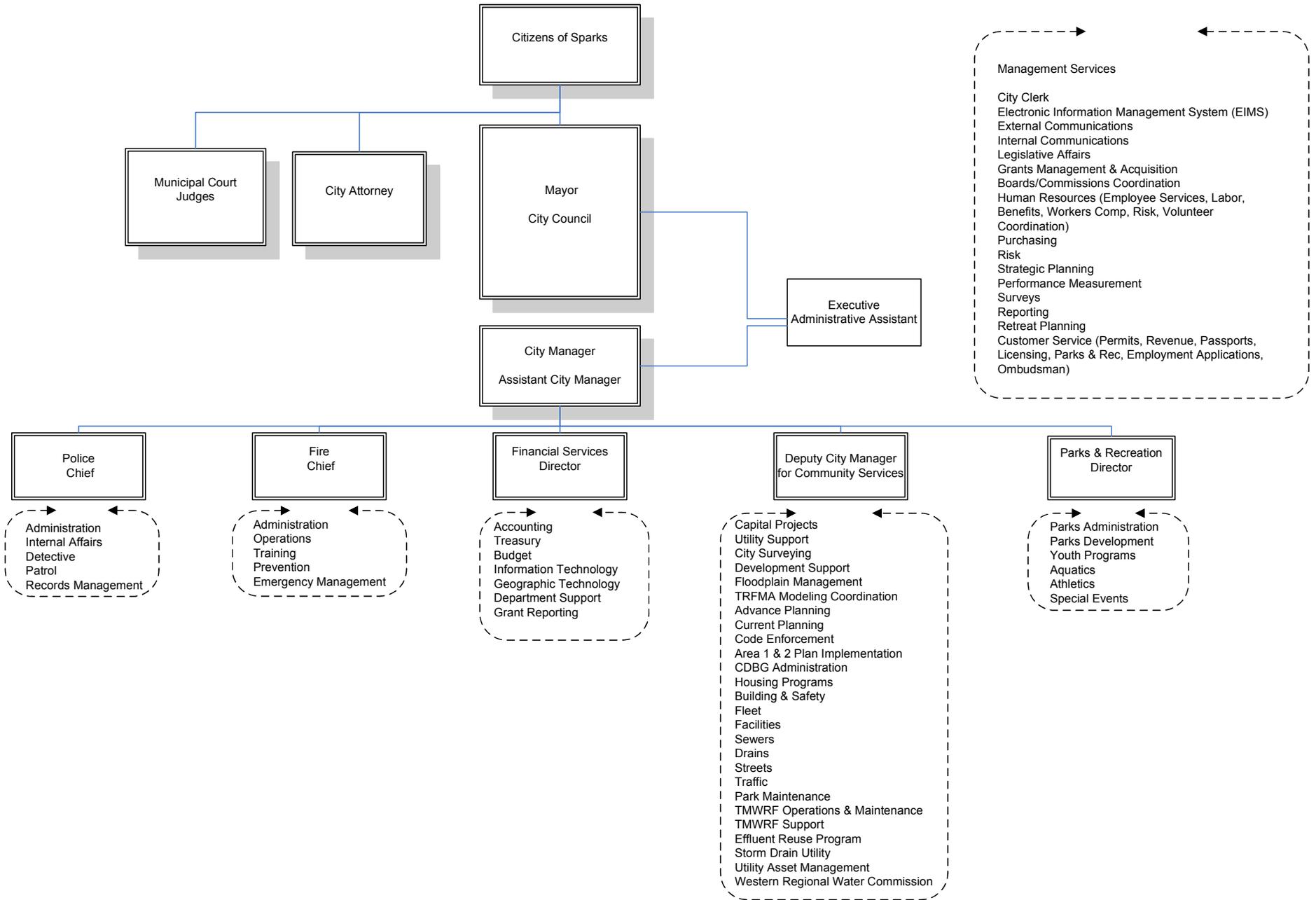
The chief financial officer of the City is:

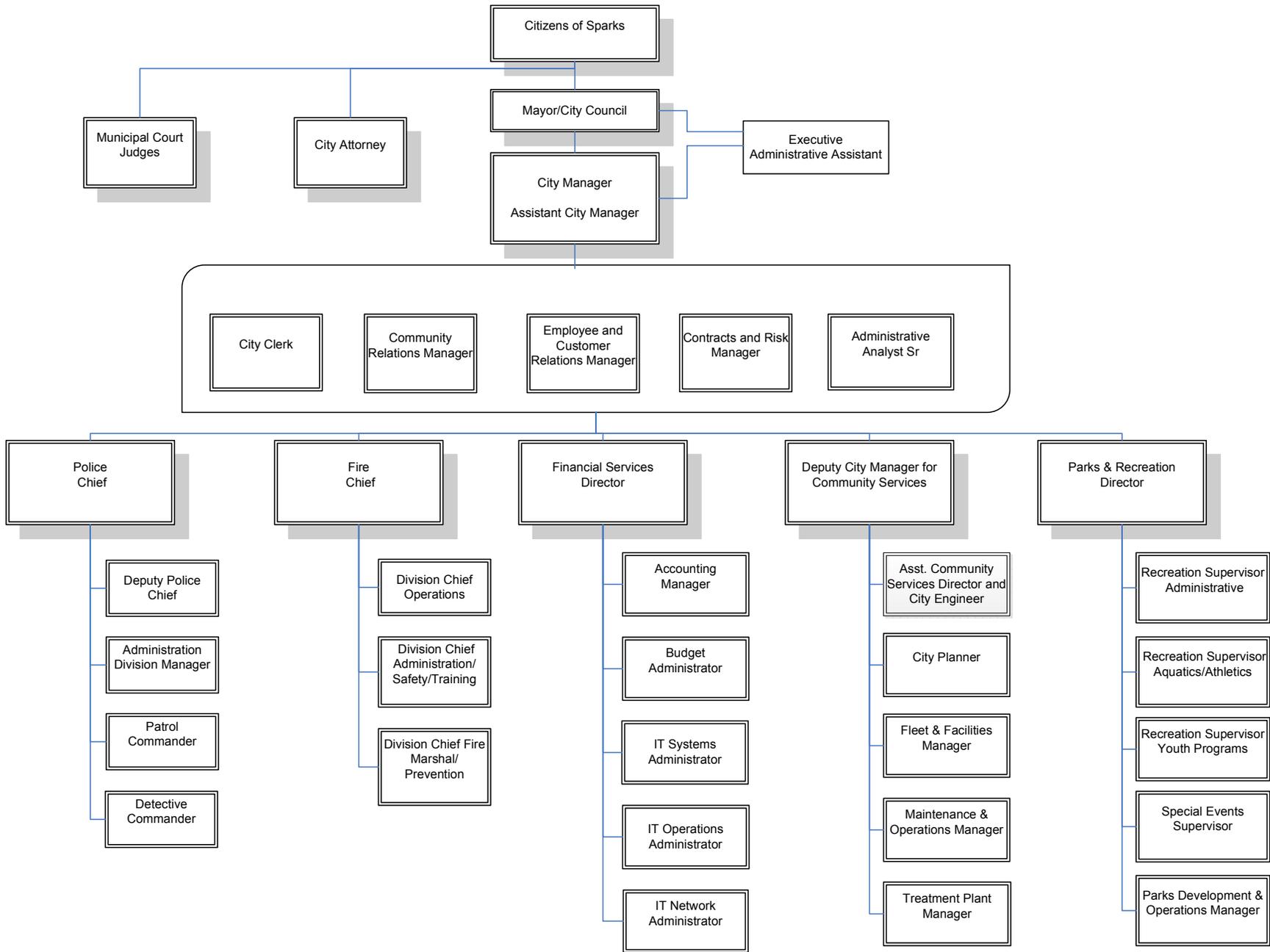
Jeff Cronk
Finance Director
City of Sparks
431 Prater Way
Sparks, Nevada 89734-0857
775-353-2301
775-353-2489 fax

VIII. Department Review

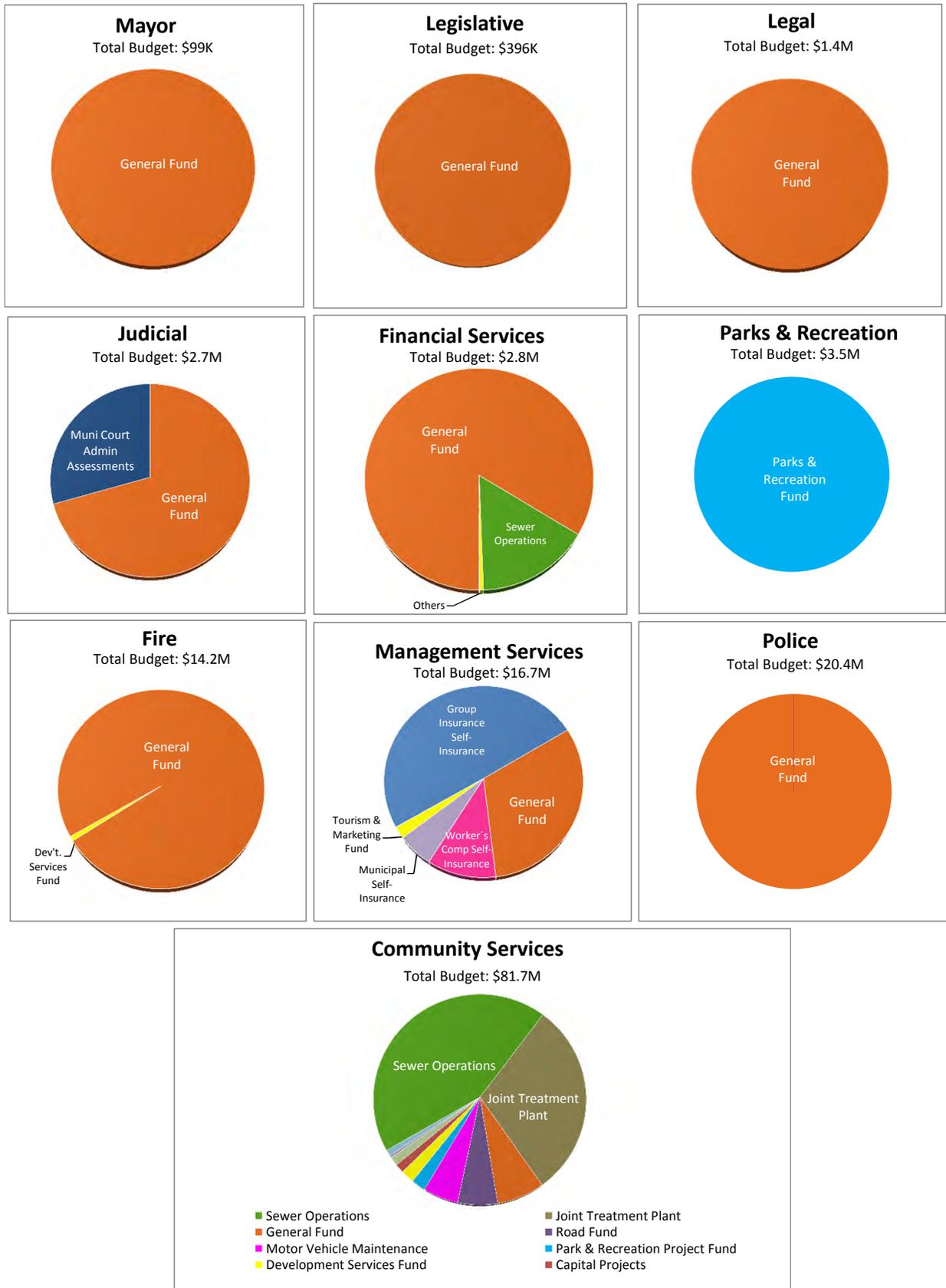


City of Sparks Organizational Chart





DEPARTMENT/FUND RELATIONSHIP



Legislative

Five elected City Council members serve as the legislative branch of the City of Sparks, and also act as the Redevelopment Agency of the City. All legislative powers of the City as outlined in the Municipal Charter, Nevada Revised Statutes, and State Constitution are vested in the City Council. These responsibilities include: enacting, amending, and repealing laws, ordinances, and policies affecting the operations and services of the City government, including the health, safety and general welfare of the residents of and visitors to the City; administering City government through the City Manager; providing public leadership for positive promotion of government services; identifying community needs and desires; representing diverse public interests; adopting the annual budget; and providing oversight of the financial affairs of the City. City Council members also represent the City by serving on various regional boards and commissions, as well as make representative appointments to such boards.

Mayor

The Mayor serves as the executive branch of the government. The Mayor is separately elected at-large in the City and serves as the chairman of the City Council and as a voting member of the Redevelopment Agency. The Mayor presides over the meetings of the City Council and acts as the head of government of the City. He performs any necessary emergency duties to protect the general health, welfare and safety of the City, and any other duties prescribed by law. The Mayor has veto power which may be overturned by a 4/5 vote of the Council.

Management Services

The City Manager is the Chief Executive Officer for all City operations. The City Manager's Office is responsible for the following functions: City Council Services, City Management, Redevelopment Management, City Clerk, Community Relations, Employee and Customer Relations, Contracts and Risk Management, and Organizational Efficiency and Reporting.

The City Manager's Office serves the citizens and visitors of Sparks through the following Management Services Core Services:

City Council Services: Proclamations, correspondence, agenda review, and implementation of all Council policy.

City Management: Evaluation and strategic assessment of department organization and operational efficiencies, service effectiveness to ensure fiscal responsibility and performance measurement.

Redevelopment Management: Oversight and direction of all Redevelopment activities.

Special Projects: Development, resource allocation, milestone management, and reporting on City-wide projects as defined by the City Manager and Council.

City Clerk: Prepare and provide all public notifications, agendas for City Council meetings, and City Council/Joint Meetings and Redevelopment Agency meetings; Perform tracking of all Council actions and records and retention management of all records in the City Clerk's custody; Take and transcribe minutes for City Council meetings, City Council/Joint meetings and Redevelopment Agency meetings; Codify City ordinances; Process Community Service applications for boards and commissions; and conduct the City's Municipal Elections.

Community Relations: Proclamations, correspondence, agenda review, and implementation of all Council policy.

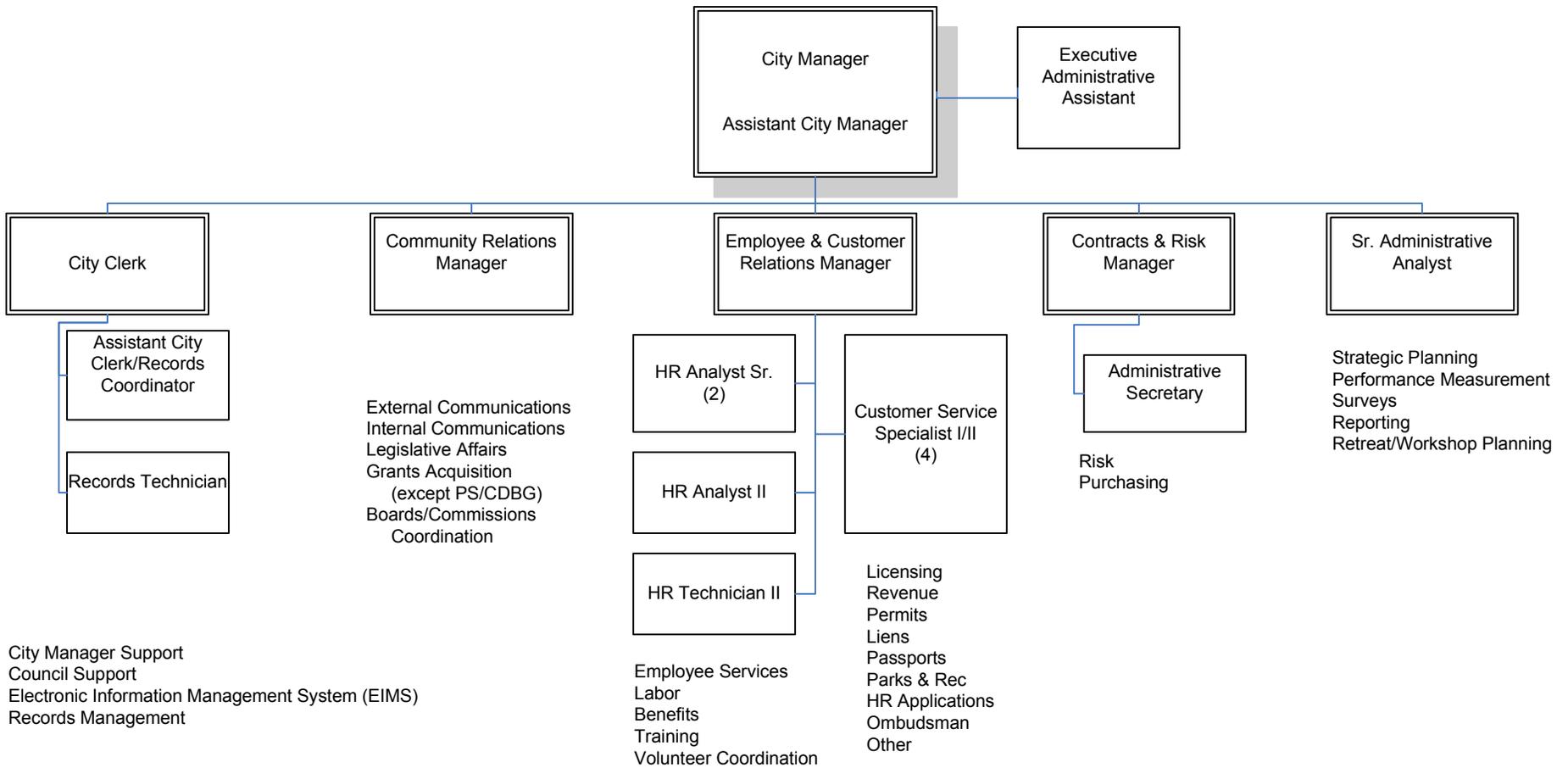
- **Public Information:** Development and production of public information materials
- **Legislative Relations:** Representation to federal, state, regional and inter-local agencies and coordination of legislative analysis and relations with the Mayor, City Council, Department Managers, and contract lobbyists or strategists

Employee & Customer Relations

- **Human Resources:** Administration of recruitment, employee services, promotional support, labor relations, benefits and worker's compensation programs, and grievance resolution; Job responsibility and compensation analysis; Conduct external and internal supervisory and skill set training; and Volunteer coordination.
- **City-wide Customer Services:** Billing, payments processing, collections, and lien filing, where applicable; Business licensing processing; U.S. Passport Services Agent; City program registration; and Providing central city reception services.

Contracts and Risk Management: Centralized purchasing and contract administration; Oversight of all franchise agreements; Risk analysis and assessment; Coordination of city safety planning and programming; and City asset liability coverage.

Organizational Efficiency and Reporting: Strategic planning, performance measurement data collection and reporting; Retreat coordination and support; City-wide reporting; Citizen and employee surveys; Federal and State grants application, acquisition, administration, and reporting.



City Attorney

The City Attorney is an elected official charged with the responsibility of representing the City of Sparks as its attorney. The City Attorney is responsible for the following functions: Civil, Criminal and Victim Advocate Divisions.

The City Attorney's Office serves the citizens of Sparks through the following key service areas:

City Attorney's Office

- Represent the City on a daily basis
- Prosecute misdemeanor cases
- Represent the City in civil litigation
- Perform transactional and administrative functions

Civil Division

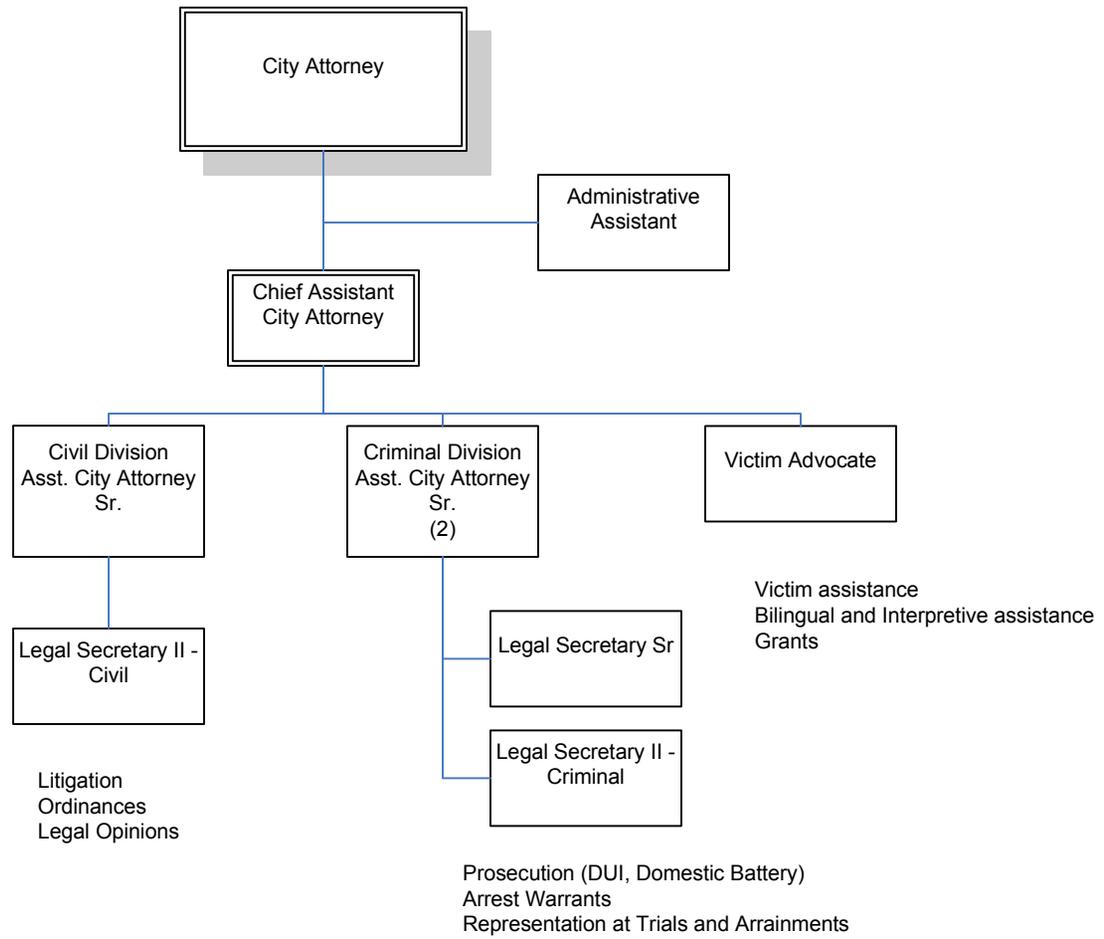
- Represent the City in Federal and State Court litigation
- Advise the City Council, its committees or any city officer upon legal questions arising in the conduct of City business
- Review claims or potential claims against the City
- Draft contracts and agreements
- Draft legislation
- Attend all regular, special, and emergency meetings of the City Council, Planning Commission, Parks and Recreation Commission, and Civil Service Commission
- Review contracts, agreements, memoranda of agreement, interlocal agreements, and land transaction documents
- Advise City departments on legal questions arising in the conduct of City business

Criminal Division

- Prosecute all misdemeanors in Sparks Municipal Court
- Represent the City in all appeals to the District Court from Sparks Municipal Court
- Provide advice to law enforcement officials on civil and criminal matters
- Provide education to community through mock trials & presentations to local schools
- Participate in regional public safety and law enforcement cooperative efforts
- Aid the police department in the preparation of arrest warrants

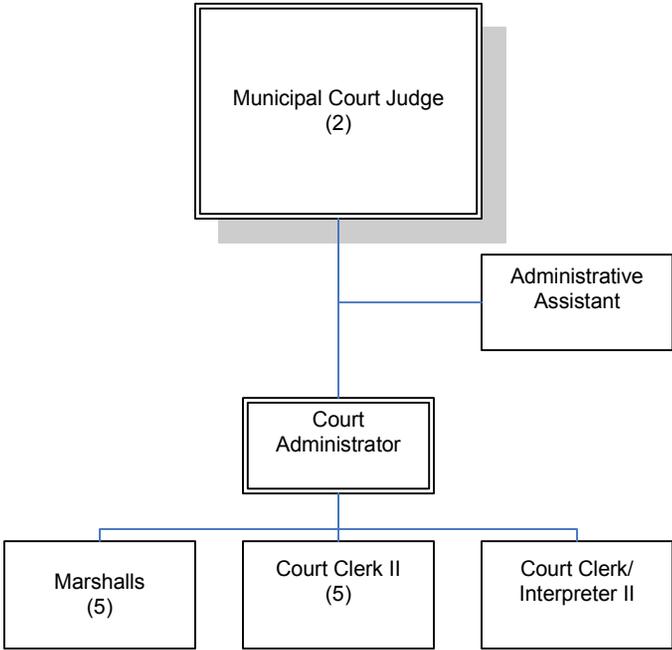
Victim Advocate

- Advise and assist victims
- Arrange for attendance at Court and counsel witnesses
- Assist victims in obtaining social services and other assistance
- Provide education to community regarding domestic violence



Municipal Court

The Sparks Municipal Court adjudicates misdemeanor criminal cases originating from the Sparks Police Department and the Sparks City Attorney's Office. These are cases in which the penalty for each convicted offense may not exceed six months in jail and/or a fine of \$1,000, or, any combination of jail and fine(s) not to exceed the combined maximums. The judge may also suspend a jail sentence or a fine for one (1) to three (3) year on any number of conditions.



Financial Services

The Financial Services Department provides stewardship of all city assets and technology resources, by coordinating financial, accounting, budgetary, and information technology services with all departments and stakeholders. The Key Services provided by the Financial Services Department are categorized under the City's "Administration" Core Service classification.

The Financial Services Department provides the following key services:

Administration: Provide leadership and administrative services for the Financial Services Department and coordinate the financial and information technology needs of City departments and stakeholders; Acts as the Chief Financial Office of the Redevelopment Agency and provides accounting, budgeting, financial, and reporting services for the two redevelopment areas.

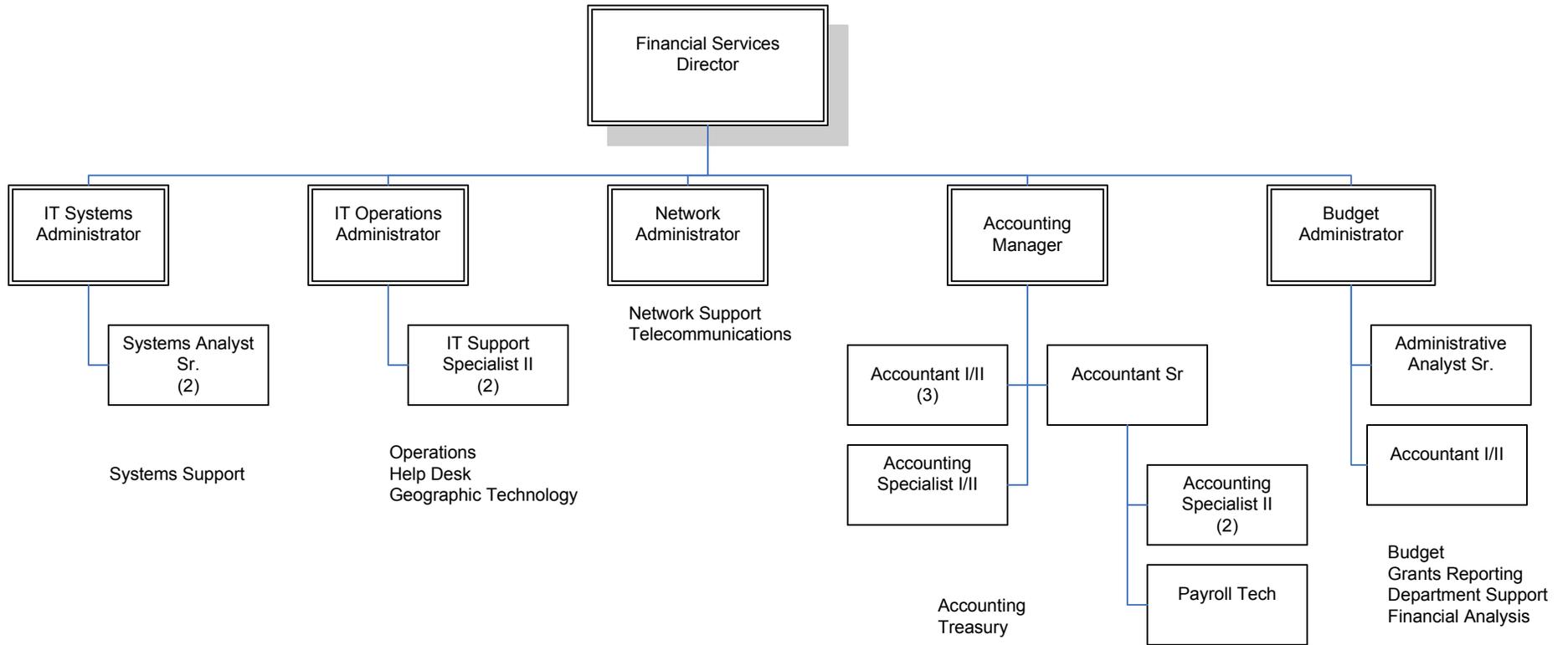
Accounting: Process, measure, and report on the City's financial transactions while maintaining quality internal controls over the City's financial assets and systems; Provides services relating to payroll, accounts receivable and payable, general ledger maintenance, debt and investment management, fixed assets system maintenance, grant and other compliance reporting, financial reporting in accordance to Generally Accepted Accounting Principles, and coordinating the annual audit resulting in the preparation of the Comprehensive Annual Financial Report.

Budget: Prepare the tentative and final budget documents in accordance with Nevada Revised Statutes, as well as other reports and financial analysis as needed.

Information Technology Systems: Provides computer software development services and project management and support for both in-house and purchased software systems.

Information Technology Operations: Operates and supports City technology infrastructure including computer servers, workstations, printers, e-mail, web sites, and power systems.

Network Administration: Supports and maintains the internal/external data communications network; Maintains network security; and Plans for redundancy and fault tolerance.



Police Department

The Sparks Police Department provides service delivery to the community to protect safety of life, protection of property, quality of life, and to prevent crime through the Office of the Chief and three divisions of the Department: Administration Division, Patrol Division, and Detective Division.



Office of the Chief: The Office of the Chief consist of the Chief of Police, the Deputy Chief of Police, an Administrative Assistant and the Internal Affairs Section. This office is responsible for the following:

- Oversee the overall operations of the police department
- Maintain professional employee conduct by performing quality internal affairs investigations
- Provide fiscal stability and integrity
- Provide an effective response to all emergency, disaster, and terrorism events
- Maintain, manage, and coordinate the overall operation and function of the police facility
- Maintain the well being and development of employees
- Deliver sound and consistent management practices
- Coordinate department teams responsible for developing innovated ideas to enhance internal and external customer service
- Establish a leadership role for building a strong community partnership
- Provide for the Emergency Management function within the Department
- Maintain the well being and development of employees and delivers sound and consistent management practices
- Research and develop department General Orders that ensure service delivery that complies with the highest ethical and legal standards
- Coordinate with the City to provide the department's appropriate statistical data concerning all police services for the annual report
- Provide community informational and educational outreach programs including but not limited to Neighborhood Watch, Regional Citizens Police Academy, and residential and business crime prevention strategies
- Coordinate and administer the citizen volunteer program

Administration Division: The Administration Division consists of the Communications Section, the Records Section, the Terminal Agency Coordinator and Information Technology. This division is responsible for the following activities:

- Receive and dispatch emergency and non-emergency police, fire and medical calls for service
- Perform all radio and telecommunications dispatch functions for police and fire departments
- Maintain all official department records with an organized filing, microfilming and imaging systems
- Correlate and perform data entry of all police reports, citations and investigations
- Provides official record copies to courts, prosecutors, law enforcement agencies and citizens as necessary
- Provide technical support for the department's computer systems, process Department statistics, compile and audit Uniform Crime Reports (UCR)
- Process a variety of work permits and business license applications including but not limited to alcoholic beverage and gaming
- Perform data entry of all arrest warrants into the Sparks Police Records Management System (RMS), NCIC, and NCJIS
- Provide Terminal Agency Coordinator function to validate all department warrants, missing/unidentified person records and stolen articles listed in National Crime Information Center (NCIC) and Nevada Criminal Justice Information Services (NCJIS)
- Provide police assistant function to facilitate citizen reports and referrals
- Provide Information Technology support for all computer systems within the Department including but not limited to servers, mobile data computers, personal computers, Computer Aided Dispatch and Records management Systems

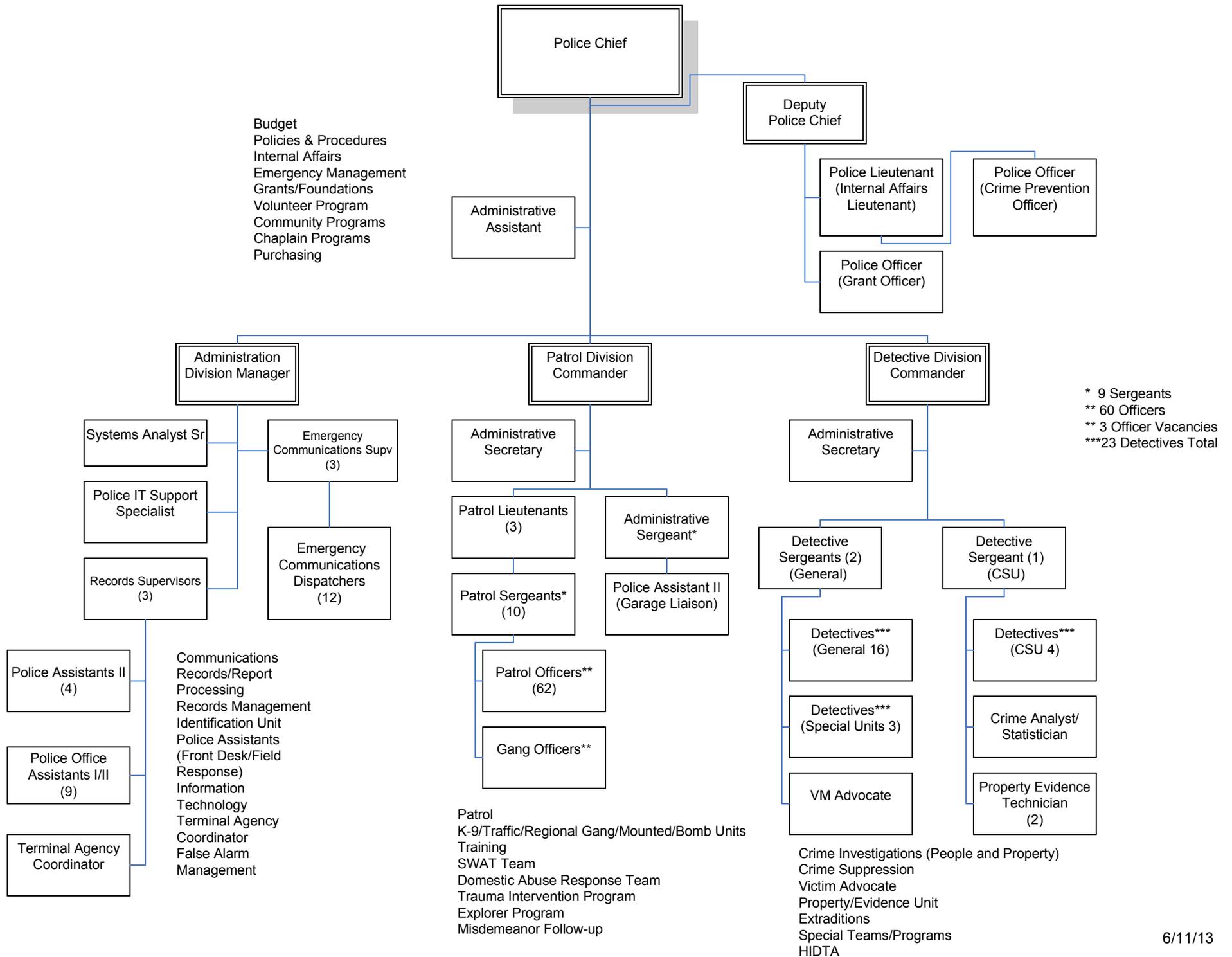
Patrol Division: The Patrol Division consists of the Patrol Section, Traffic Section and Training Section. This division is responsible for the following:

- Deliver uniformed police response to emergency and non-emergency calls for service
- Perform service delivery through a Community Policing Philosophy and proactive problem solving strategies including the ComStat model
- Provide specialized support activities to the department and community through special units such as SWAT, Regional Gang Unit, Consolidated Bomb Squad, K-9 Unit and Mounted Unit
- Coordinate and perform risk assessment of all special events in the City

- Provide safe streets and highways through enforcement of traffic laws and investigation of traffic accidents
- Coordinate mandatory and specialized annual police officer in-service training courses that meet the Nevada Commission on Peace Officers Standards and Training requirements
- Assists Human Resources in the physical abilities phase of the police officer testing process
- Conducts thorough police applicant background investigations in a timely manner
- Continues partnership with regional law enforcement agencies in coordinating and training newly hired officers in the Northern Nevada Law Enforcement Academy

Detective Division: The Detective Division also includes the Property and Evidence Unit and is responsible for the following tasks:

- Conduct criminal investigations, prepares cases for prosecution, and prepare weekly crime analysis reports
- Conduct investigations for outside agencies as requested
- Conduct police applicant and licensing background investigations
- Participate with the Regional Repeat Offender Program (ROP) to minimize the effects of career criminals
- Participate in the Drug Enforcement Administration (DEA) Task Force
- Participate in the Interdiction task Force through the HIDTA Initiative
- Participate in the Fugitive Investigative Strike Team through the HIDTA Initiative
- Participate in the Regional Street Enforcement Team (SET) enforcing street level drug crimes, vice, and juvenile alcohol crimes
- Participate in the Regional Sex Offender Notification Unit (RSONU)
- Provide appropriate supervisory levels that are consistent with commonly accepted span of control in unity of command standards
- Oversee and manage the Property and Evidence Unit



Fire Department

The Fire Department administers and coordinates the resources necessary to ensure the cost effective and efficient protection of life and property from fire and medical emergencies through the following divisions: Administration, Prevention Bureau, Operations (including EMS and Special Teams), and Training/Safety.



Fire Administration: Administration oversees and manages the department's fire service programs and personnel functions. This program has eight major activities:

- Maintain a professional workforce and a quality work environment
- Develop and implement budget management procedures
- Establish, coordinate, and assign employees to work-related committees and teams
- Review, modify, and develop, as necessary, operating procedures
- Plan and develop the current and future fire service needs of the City of Sparks
- Procure operating supplies, equipment, and apparatus
- Collect and manage data through the development of reporting systems and technological strategic planning
- Maintain and manage the fire department's records and record management system

Fire Prevention Bureau: Fire Prevention and Risk Reduction saves lives and protects property through fire prevention education, inspection, investigation, and engineering efforts. This program has the following four major activities:

- Conduct fire and life safety inspections of new and existing businesses
- Provide public fire safety education programs
- Investigate the causes and origins of fires
- Provide fire prevention engineering

Fire Operations

Operations provides effective emergency and non-emergency services that limit the loss of life and property of the citizens and residents of the City of Sparks, including mutual aid to regional jurisdictions, through good stewardship and high standards of care. This program has the following nine major activities divided into two service categories:

Emergency Services

- Provide fire suppression
- Deliver emergency medical services (EMS)
- Provide Rescue responses
- Provide hazardous materials responses
- Supply emergency management support

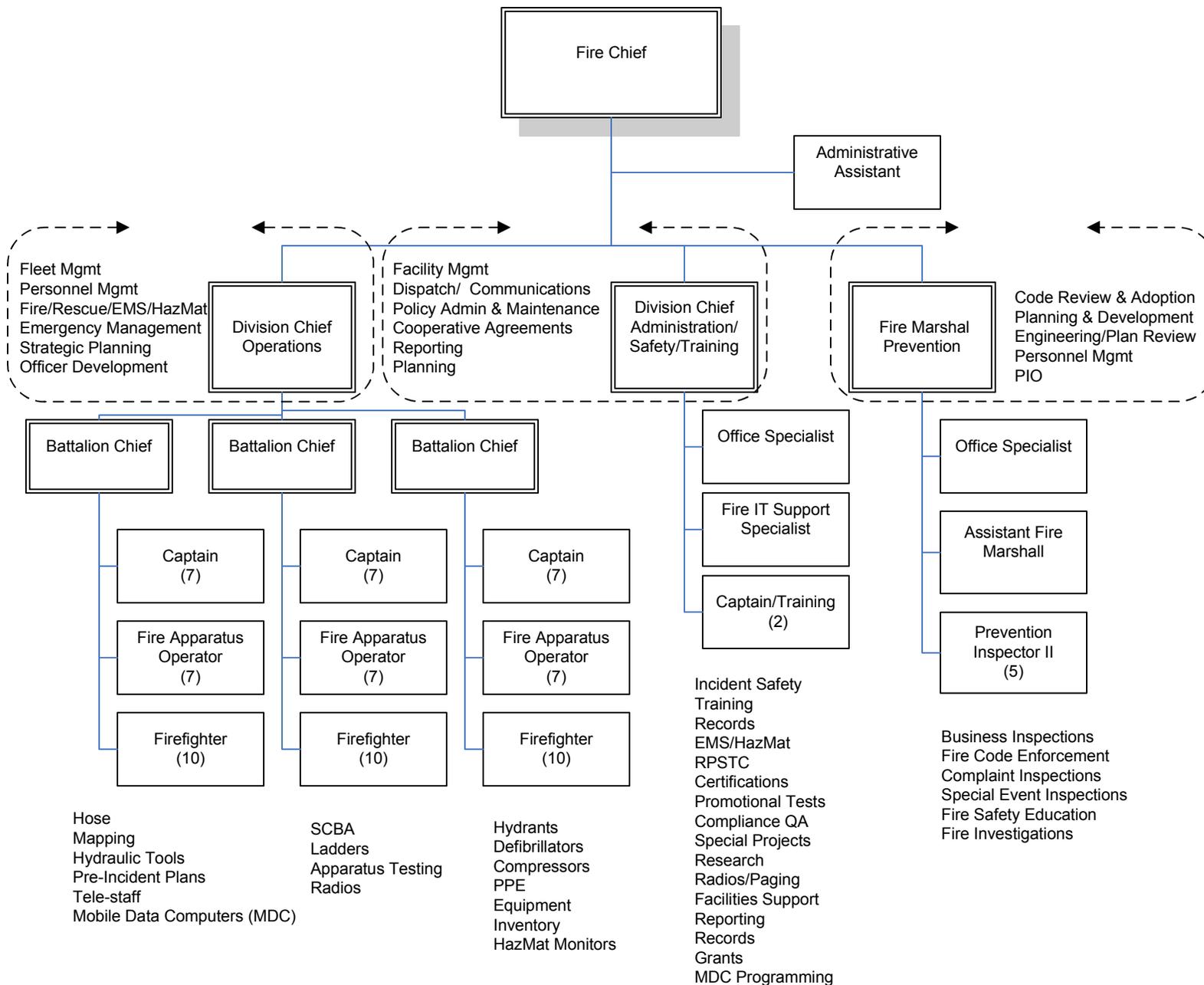
Non-Emergency Support Services

- Perform equipment testing and maintenance
- Provide maps and pre-incident planning
- Administer personnel management and development
- Perform project management

Fire Training and Safety

The Training Division maintains and enhances the knowledge, skills, and abilities of the Fire Department's personnel. This program has the following five major activities:

- Schedule, deliver, and document personnel training related to departmental operations
- Ensure compliance with applicable OSHA law
- Progress towards achieving nationally recognized firefighting standards
- Review and coordinate training, budget, and documentation of the department's operations for fire, EMS, technical rescue, and Haz-Mat
- Ensure safety oversight at emergency incidents



Community Services



The Community Services Department provides all services associated with traditional Community Development, Public Works, Parks and Waste Water Treatment departments and is comprised of the following divisions:

Administration

- Provide management, supervision, direction and support for middle management/divisional staff and for services they provide
- Manage and analyze the department's divisional budgets and fiscal internal controls; manage department records including personnel, travel & training and those relating to budgets and the expenditure of funds
- Provide succession planning to ensure that staff are adequately prepared to fill vacancies as they occur, and/or advance within the organization
- Serve as staff support for Planning Commission, Sparks Building Code Board of Appeals, Capital Improvements Advisory Committee, and Enterprise Fund Oversight Committee
- Administer the City's Impact Fee Program
- Develop programs for infrastructure and capital investment including development of the City's Capital Improvement Program (CIP)
- Support and oversee city emergency response plans and efforts as part of the Emergency Management Team
- Coordination of infrastructure and regional programs with federal, state and local agencies; and assistance in development of city sustainability practices

Building & Safety Division

- Process all applications for building permits, street cut permits, fire sprinkler permits, flood plain permits, within the City of Sparks and sewer tap permits in Washoe County areas adjacent to the City
- Review building construction plans for compliance with City codes and ordinances
- Inspect all building construction to ensure compliance with City codes and ordinances

- Provide guidance and assistance for code compliance and permit application to contractors, architects, engineers and the general public
- Assign addresses for all new construction
- Respond to complaints and resolve unpermitted construction issues
- Institute building code updates
- Assess and collect building, Impact Fee Service Area #1, sewer and RTC fees as they pertain to new growth

Capital Projects Division

- Assist in the development and administration of the Capital Improvement Program (CIP), engineering design, coordinate and select consultants for design, prepare project specifications and bid documents, manage construction and inspection, and approve payment requests
- Provide technical review and approval of development-related civil improvement plans, reports, and specifications
- Provide inspections and materials testing services related to the construction of new developments within the public rights-of-way

Maintenance & Operations Services Division

- **Facility Maintenance / Electrical:** Maintain 692,211 square feet of City facilities, provide custodial services, and oversee contracts with vendors for maintenance services, and provide 24-hour response and routine maintenance for 108 traffic signals and over 2,500 street and park lighting
- **Fleet & Equipment Services:** Responsible for the requisition, repair, and maintenance of all of the City's fleet according to national standards and federal laws. Maintain a fleet parts inventory, secure a safe and reliable fuel source, and respond to the special needs of the various City departments
- **Park Maintenance:** Maintain a safe, accessible and aesthetic parks system totaling 594 developed park and trail acres
- **Sanitary Sewer & Effluent Maintenance:** Maintain sanitary sewer lines, sewage lift stations, and reclaimed water system
- **Storm System Maintenance and Street Sweeping:** Maintain storm drain lines and ditches, and catch basins
- **Street / Traffic Maintenance:** Maintain a safe, accessible roadway system totaling 650 lane miles. Provide Graffiti Removal and Identification Program (GRIP) review and removal services

Planning & Community Enhancement Division

- Update and maintain the City's Comprehensive Plan
- Coordinate City review of planning entitlements (annexations, master plan amendments, re-zoning, planned developments, special use permits, site plan reviews, etcetera)
- Participate in Regional Planning
- Research, prepare, and process zoning code amendments. Perform zoning research and verification for lenders and others.
- Represent Sparks on technical committees of the Washoe County HOME Consortium, RTC, and other agencies
- Administer the City's Community Development Block Grant (CDBG) and EPA Brownfields Grant programs
- Review building permit and business license applications for zoning code compliance
- Zoning code enforcement
- Administer the City's housing rehabilitation programs
- Serve the public at the planning counter and by telephone

Traffic Engineering & Pavement Management Division is responsible for all traffic control and traffic flow within the City, as well as the administrator of the City's Pavement Management Program. The duties of the division include:

- Traffic surveys, impact studies, accident reviews, traffic circulation plan development, and residential traffic calming projects
- Traffic signal timing and synchronization
- Coordination of projects with state, regional, local agencies, and utility companies
- Participation in state and regional technical advisory committees
- Development and administration of the 5 year Pavement Management Program using US Army Corps of Engineers Micro Paver and Asset Management software Administer the Encroachment Permit Program that monitors all roadway utility street cut requests, in addition to construction activities within the City of Sparks public right-of-way

Truckee Meadows Water Reclamation Facility

The Truckee Meadows Water Reclamation Facility (TMWRF) is responsible for the daily operations (24/7) of the community wastewater treatment plant that services Sparks, Reno and portions of Washoe County. TMWRF currently treats approximately 28 million gallons of wastewater each day.

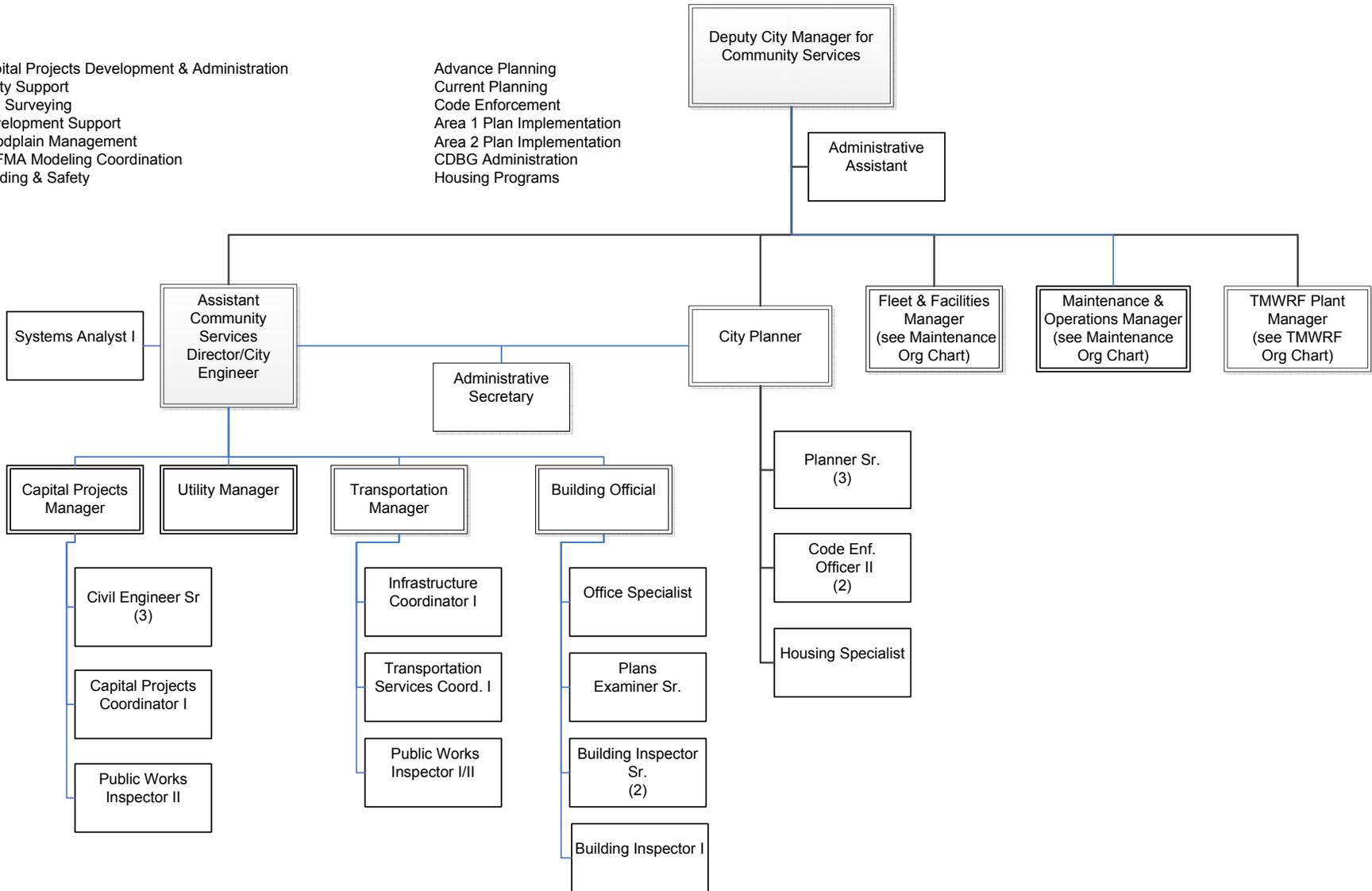
- **Administration** - Develops and implements budget management and cost tracking procedures; plans and develops future wastewater needs for the community; maintains compliance with all regulatory bodies; collaborates on regional water management efforts;
- **Plant Operations** - Operates wastewater treatment facility and provides effluent water for re-use; assures NPDES permit compliance at all times; administers and operates septage receiving operations for the metropolitan area and surrounding communities within 150 mile radius
- **Plant Maintenance** - Perform routine preventative maintenance and facility predictive maintenance program; evaluate facility and process equipment, buildings and grounds for serviceability and state of repair; Repair, overhaul and install plant equipment
- **Laboratory** - Perform analysis for wastewater treatment plant process control and test TMWRF final effluent; conduct testing for the Truckee River sampling/monitoring program; and conduct all testing on the septage waste collected at the wastewater treatment plant
- **Environmental Control** - Inspect and monitor the Sparks industrial commercial community to maintain compliance with federal, state and local pre-treatment and storm water programs, including hazardous spill response.

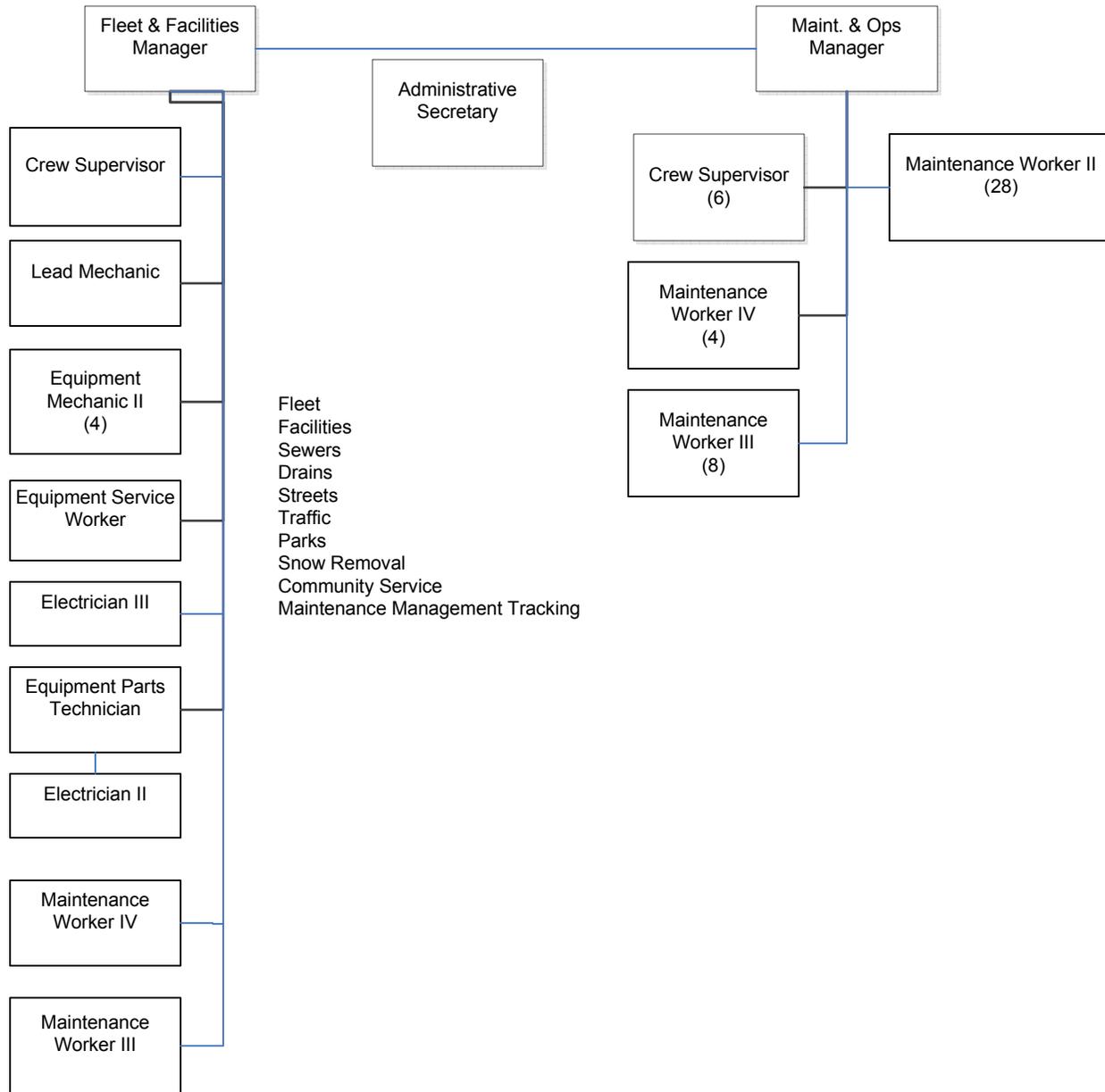
Utility Engineering and Support Services Division

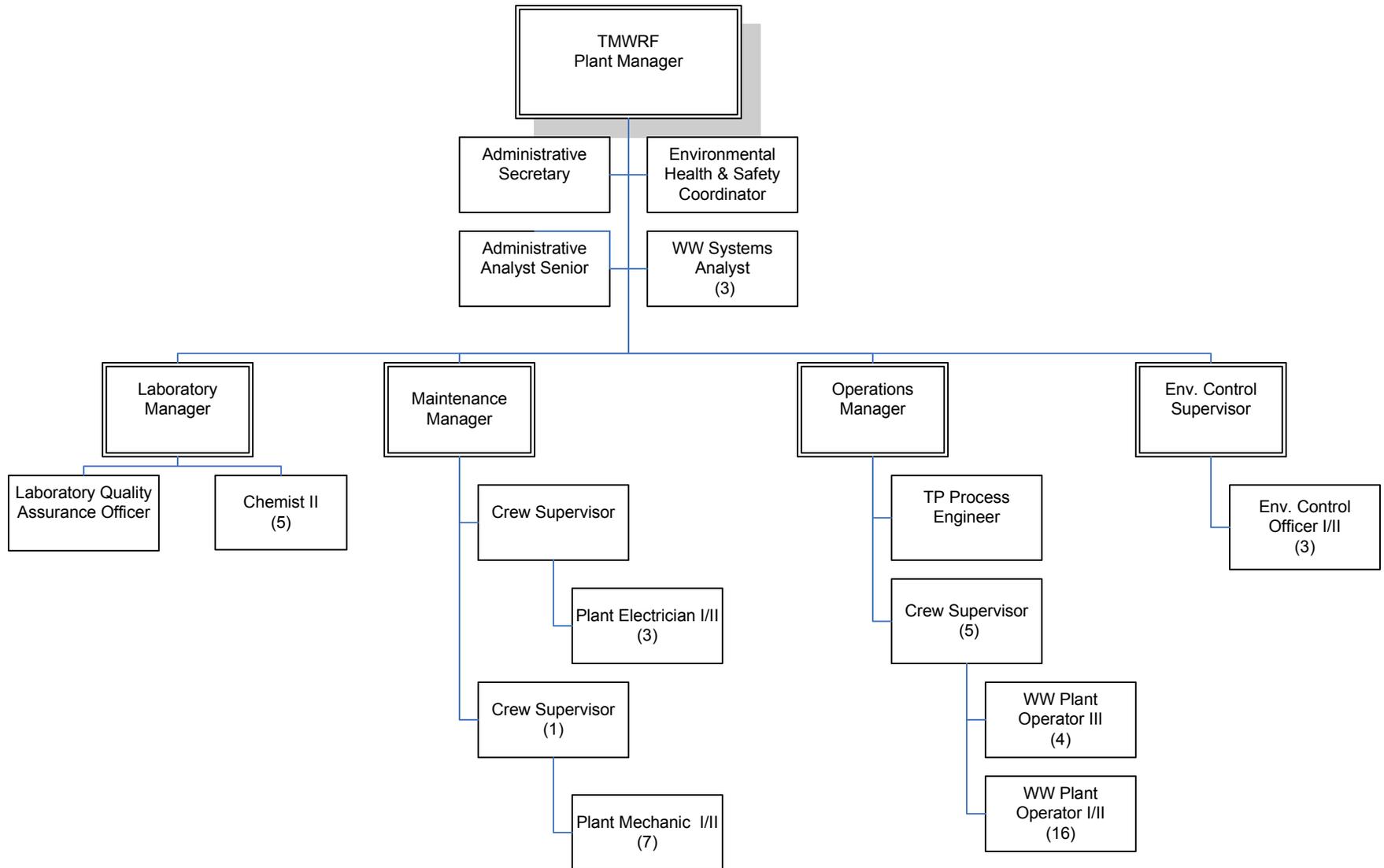
- Responsible for management, engineering and support services to construct, operate and maintain sewer, storm, flood and effluent utilities
- Engineering, design, project management and coordination for utility related civil improvement projects
- Manage utility infrastructure, including: ensure appropriate cost recovery and a fair rate structure; establish and administer effluent user contracts and billings; manage effluent discharge permits; develop and implement a capacity, maintenance, operation and management system (CMOM); develop a long term CIP for system reinvestment

Capital Projects Development & Administration
 Utility Support
 City Surveying
 Development Support
 Floodplain Management
 TRFMA Modeling Coordination
 Building & Safety

Advance Planning
 Current Planning
 Code Enforcement
 Area 1 Plan Implementation
 Area 2 Plan Implementation
 CDBG Administration
 Housing Programs







Parks and Recreation



The Parks & Recreation Department provides the citizens of Sparks with an enhanced quality of life through the creation and maintenance of high quality recreational services, special events, and facilities, and ensures the dedication and preservation of natural resources to support leisure experiences. Key service areas include:

Administration: Provide direction and planning for Parks and Recreation operations – policies/procedures, budget development, oversight of resource management and expenditures, customer service, grant management, identifying and addressing leisure service needs and business office operations.

Parks Administration: Ensure a safe, aesthetic and functional parks system through the oversight of maintenance and safety requirements, and plan/coordinate/implement improvements and renovations.

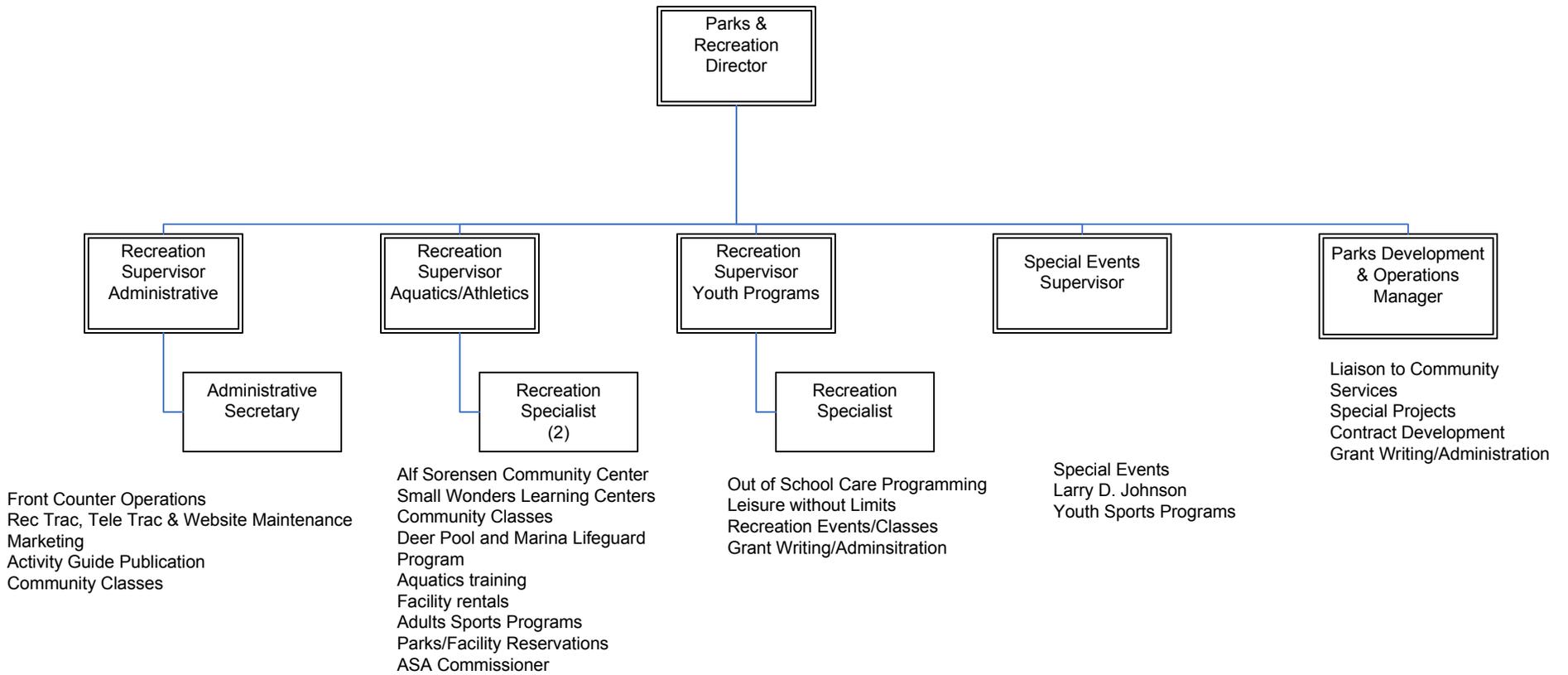
Project development: Provide additional programming and open space opportunities through innovative facility/park development projects.

Facility Management: Operate recreational facilities (daily usage and rentals) including Alf Sorensen Community Center, Larry D. Johnson Community Center, Recreation Center, Sports Complex at Golden Eagle Regional Park, Shadow Mountain Sports Complex, Sparks Marina Park, Deer Park pool (seasonal), six reservable park sites and approximately 15 sports fields at eight school sites.

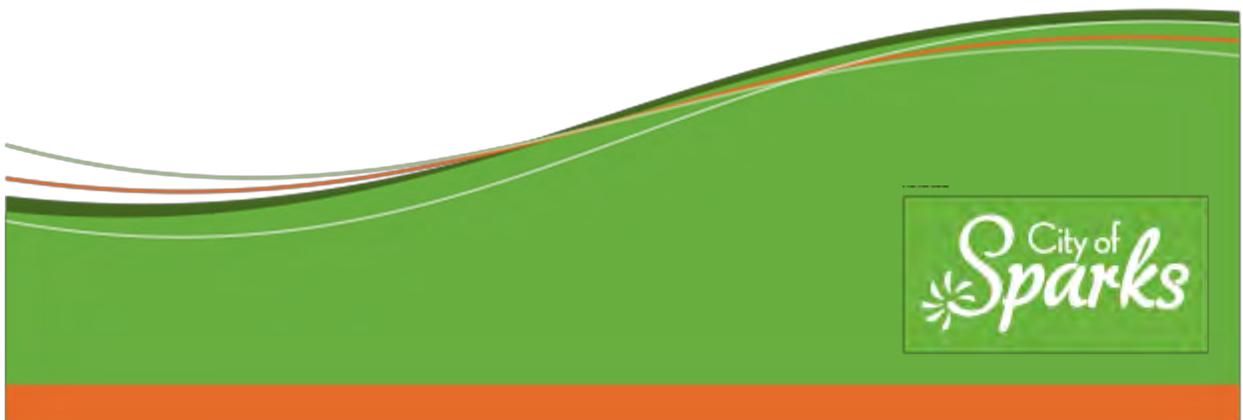
Recreation Programs/Services: Develop, administer and coordinate programs and services for all ages and abilities ranging from youth/adult sports, kids out-of-school programs, community classes, swimming lessons/aquatic programs, arts and programming for people with disabilities.

Special Events: Recruit, facilitate, produce, manage, coordinate and support family-oriented events at Victorian Square, Sparks Marina and sports complex venues for residents and visitors to the area.

Marketing: Broaden awareness of parks and recreation services, programs and events and the related benefits, and encourage/engage community participation.



IX. FY2013-14 Capital Investment Projects



CAPITAL IMPROVEMENT PROGRAM

The City of Sparks takes a long term view of the community and its needs. Larger capital improvement projects take years to plan and complete, including financing. Population growth over the last few years has created demand for capital improvements, infrastructure expansion, and improved city facilities. During the recent recession the City has been very careful when considering additional debt.

The City of Sparks updates its five year Capital Improvement Plan (CIP) each year. As required by NRS 350.035 the plan must be submitted to the State of Nevada by August 1, of each year. The Community Services Department partners with Financial Services to ensure the appropriations for funding the CIP are correct. Then Community Services Department schedules meetings with small groups of Subject Matter Experts (SME) from various departments to gather additional input. In these meeting:

- We review the 2 to 5 year projects to determine:
 - If the project is still relevant?
 - If the project's scope needs updating
 - If additional funding is needed
- Request for new projects are submitted using:
 - Project Title
 - Brief Project Description
 - Engineer's Estimate to cost with related expenses such as consultants, permitting, etc...
 - Desired completion timeframe

At that time, fund resources will be evaluated to determine if the fund can support the projects. They are ranked by Community Services for submission to City Council.

A presentation of the CIP Document is reviewed at a Council Retreat. They are given the opportunity to rank the projects by the City priorities and needs. The outcome from this retreat is used to prepare the final CIP document.

What Are Capital Assets?

The City defines capital assets as assets with an initial, individual cost of more than \$5,000 for non-infrastructure assets and \$15,000 for infrastructure assets and an estimated useful life in excess of two years.

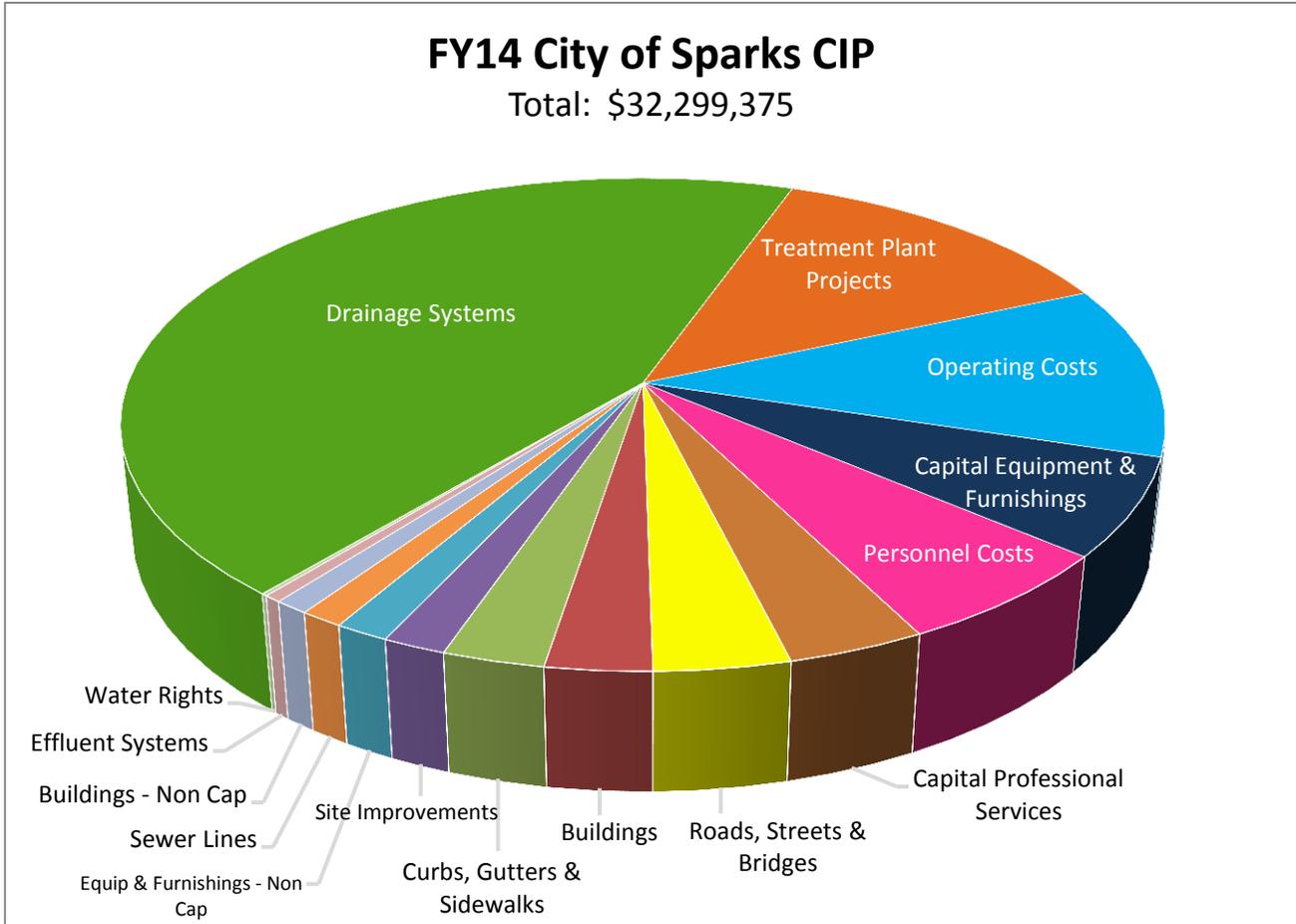
For the most part, all capital costs for governmental funds are budgeted in the Capital Projects Funds. Certain capital purchases are budgeted in the City's operating funds. These capital purchases would include such items as servers, office furniture, and new vehicles costing over \$5,000. And, on the flip side, certain operating costs are budgeted in the capital projects funds. In the case of Fund 1401 Road Fund, we have elected to use the revenue sources of the fund (namely franchise fees) as a resource to fund street maintenance costs.

FY14 Capital Budget

Below is a summary of all capital outlay by fund in the FY14 budget:

Fund Name	Sum of FY14 Budget
Storm Drains Cap Proj Fund	14,825,000
Sanitary Sewer Cap Proj Fund	5,617,008
Road Fund	4,827,732
Motor Vehicle Maintenance	1,956,500
Park & Recreation Project Fund	1,744,740
Capital Projects	1,120,000
Sanitary Sewer Operations Fund	637,895
Storm Drains Operations Fund	272,000
Capital Facilities Fund	225,000
Rec & Parks District 2	205,000
Comm Dev Blk Grant Entitlement	200,000
Effluent Capital Projects Fund	175,000
Muni Court Admin Assessments	160,000
Street Cut	150,000
Rec & Parks District 3	73,500
Victorian Square Rm Tax CP Fund	50,000
Effluent Operations Fund	35,000
Rec & Parks District 1	25,000
Grand Total	32,299,375

And here is a chart showing the FY14 CIP by project category:



FY14 Significant Non-Routine Capital Expenditures

Alf Sorensen Pool Area Ventilation & Building Envelope Improvement Project – \$550k – This project is for the final design and construction for ventilation and building envelope improvements to the pool area of Alf Sorensen. Based on last fiscal year’s feasibility analysis, additional funding and design is required to make proper improvements to the pool area. This includes construction improvements for ventilation of the roof structure, new ceiling, exhaust fans, and glazing along the north side of the building. This project will improve the circulation of air throughout the pool and extend the building life of the structure.

Mary Wahl Area 8 Drain Piping - \$545k – Piping of 1,065± l.f. of an option portion of the Mary Wahl Drain including associated work.

North Truckee Drain Access & Trash Removal System - \$850k – Concrete lining and access ramp improvements and trash removal system implementation of a portion of the North Truckee Drain near Lillard Drive.

North Truckee Drain Relocation Phase 1 - \$12M – Phase 1 of the North Truckee Drain Project for the purpose of flood prevention in the industrial areas. This project will be funded by river flood fees.

Capital Improvement Plan Document

The next section contains the complete version of the City of Sparks 2014/15-2015/16 Capital Improvement Program. Descriptions of every project are at the end of that document. Resource projections may have minor differences from final FY12 budgeted revenues in the Capital Projects funds due to the timing of the revenue projections used for building the CIP.

CITY OF SPARKS
2013/2014 - CAPITAL INVESTMENT PROJECTS

Project Description	Total Budget 2013-2014	Project Description
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TRANSPORTATION SYSTEMS STREET PROJECTS (FUND 1401)

PAVEMENT MANAGEMENT PROGRAM

STREET SURFACES

Preventative	\$ 350,000	Current and future annual roadway maintenance projects within the right of way, including curb and gutter replacement, pavement patching, slurry seal, accessibility issues, micro-surfacing and crack filling. These projects, which are prioritized by the Pavement Management Program, are broken into six segments and use resources primarily from fuel taxes, and electric and gas franchise fees. A map of the selected streets that will be reconstructed in Fiscal Year 2013-2014 is included in this book. We have also included maps of streets scheduled for Fiscal Year 2014-2015.
Corrective	\$ 400,000	
Rehabilitation	\$ 1,200,000	
SIDEWALK		
Rehabilitation	\$ 175,000	
ALLEY, CITY OWNED PARKING LOTS AND PATHWAY FACILITIES		
Preventative	\$ 42,500	
Rehabilitation	\$ 130,000	

STREET AND PAVEMENT PROJECTS

Design/Geotechnical Support	\$ 25,000	Consultants will be utilized to perform annual geotechnical analysis to assist the City of Sparks personnel in analyzing our roadway system in order to determine the best course of preventative maintenance/rehabilitation for our roadways.
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SUPPLEMENTAL FUNDS TO RTC/NDOT PROJECTS

RTC- 2011-12 / 2015-16 Fuel TAX Supported Roadway Projects and NDOT Enhancement Supported Projects	\$ 10,000	City of Sparks will continue to partner annually with The RTC and NDOT by using funds to supplement planned RTC/NDOT projects. The RTC is limited by charter to what elements of a project their funds can be spent on. Our supplemental funds help to complete the additional elements such as sidewalks, sound walls, storm drain, sanitary sewer and other miscellaneous improvements in order to fully complete the project in a cost effective and timely manner.
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SCHOOL SAFETY FLASHERS

Safe Route To School Plan Updates	\$ 25,000	City of Sparks is partnering with the Washoe County School District (WCSD) to provide plans for a safe route to all schools within Sparks.
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TRAFFIC SIGNAL IMPROVEMENTS

Citywide Signal Coordination/Capacity Improvements	\$ 25,000	This project provides annual traffic counts, signal controller upgrades and covers consulting fees for an "over the shoulder" review of traffic models to assist in the improvement of traffic flow.
Traffic Signal Detection Upgrades	\$ 20,000	Annually, efforts will continue to enhance and make refinements to the traffic flow within city limits by using traffic signal detection devices such as sensors (loops) that will detect cars for green lights.
Oddie Blvd / 12th St Signal Modifications	\$ 68,000	The Oddie Blvd / 12th St Signal Modification project will address the need to update older failing equipment. The signal wiring has become a high maintenance item. New signal conduit will be installed to replace old crushed conduit. The entire intersection will be rewired to multi conductor cabling. The old signal cabinet will be upgraded to a new standard cabinet which will allow for efficient maintenance operations.

TRAFFIC SAFETY & CALMING IMPROVEMENTS

Traffic Calming Enhancements	\$ 25,000	With continued population growth traffic calming on residential streets has become a major concern of the existing residents. This annual project includes conducting traffic studies, the implementation of traffic calming devices, and the purchase of equipment to monitor traffic on residential streets City-wide.
Real Property / Right of Way Services	\$ 15,000	The City no longer has a Real Property Agent position and supporting tasks such as obtaining easements and right-of-way agreements are needed in support of Transportation Systems projects. Funding will allow outsourcing on an as needed basis.
Traffic Signal Conflict Monitor Replacement Projects	\$ 5,000	The gradual replacement of equipment to conform with the Traffic Monitoring System will enable traffic technicians to access potential conflicts (traffic hazards) prior to dispatching personnel to the problem site with the appropriate information and supplies to efficiently resolve the conflict.
La Posada/Cordoba Roundabout Design	\$ 45,000	The La Posada / Cordoba roundabout design project was developed to satisfy the need for a traffic signal. A traffic signal warrant study was completed in June of 2012. The warrant study is based upon nationally accepted standard outlined in the Manual on Uniform Traffic Control Devices . In addition, the Regional Transportation Commission (RTC) has programmed \$2 million in the upcoming Regional Transportation Plan for the construction of the improvements. To expedite the project, the La Posada / Cordoba roundabout design that will address lane configuration, lighting requirements, r-o-w needs and potential utility relocation(s).

CITY OF SPARKS
2013/2014 - CAPITAL INVESTMENT PROJECTS

Project Description	Total Budget 2013-2014	Project Description
Vista Blvd-Signal, Signage, and Striping Upgrades	\$ 40,000	Vista Blvd corridor was developed and constructed in phases from the 1970's to present. With the corridor virtually complete, the Nevada Department of Transportation Safety Division in coordination with the City of Sparks authorized a Road Safety Audit (RSA) on Vista Boulevard from Interstate 80 to Hubble Drive. The purpose of the RSA was to identify potential road safety issues and recommend countermeasures to mitigate those issues identified. The RSA was completed in June of 2012 with the recommended countermeasures programmed in the FY 2013/14 CIP.

TRANSPORTATION SYSTEMS OPERATIONAL AND MAINTENANCE

STREET SURFACES (FOR SERVICES PROVIDED BY THE CITY)

Crack Seal Material	\$ 110,625	Complete, the Nevada Department of Transportation Safety Division in coordination with the City of Sparks authorized a Road Safety Audit (RSA) on Vista Boulevard from Interstate 80 to Hubble Drive. The purpose of the RSA was to identify potential road safety issues and recommend countermeasures to mitigate those issues identified. The RSA was completed in June of 2012 with the recommended countermeasures programmed in the FY 2013/14 CIP.
Road Surfacing Materials	\$ 150,000	Plant mix, aggregates, and sand are used to perform patching and small sized overlays on road surfaces, identified as needed by the Pavement Quality Team, that extends the life of the roadway.
Traffic Paint Materials	\$ 58,000	Street markings such as crosswalks and travel lanes erode over time. Paint needs to be reapplied to ensure the safety of the public.

TRAFFIC SIGNALING SYSTEMS

Traffic Computer Maintenance & Upgrades	\$ 7,500	This project will allow the Traffic Engineering Division to maintain the existing ACTRA traffic system.
Traffic Signal LED Replacement Program	\$ 3,750	Light Emitting Diode (LED) lights save energy and have an eight to ten year life. Funding will provide an inventory to replace bulbs as needed. This project will be eligible for Sierra Pacific Power Company's "SureBET" Energy Conservation Program which will provide partial reimbursement.
MUTCD Sign Compliance Requirements Program	\$ 56,250	The Federal Highway Administration (FHWA) established 23 CFR Part 655 of the Federal Register on January 22, 2008. This document establishes national traffic sign retro reflectivity standards and implementation time frames. Signage that fall below the standard must be replaced based on an on-going sign assessment and sign management program. These new standards will be included in the 2009 Manual on Uniform Traffic Control Devices (MUTCD). Staff has four years to implement the standard. This program will replace substandard signage beginning in the fifth year.
Street Sign Contracting Services	\$ 50,000	This Annual funding is for the replacement of street signs damaged from weather elements or vandalism results.
Traffic Signal Electrical Contracting Services	\$ 18,750	Funding will enable the City to enter into a professional agreement with an electrical contractor to provide emergency repairs and installations on an annual basis as needed.

ROADWAY MAINTENANCE FULL TIME EMPLOYEES

Personnel & Operational Costs	\$ 1,772,357	Funding is for salary with related benefit costs of the equivalent of 13 full time street support personnel, including engineering personnel that administer capital projects.
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TOTAL TRANSPORTATION SYSTEMS PROJECTS, FUND 1401 \$ 4,827,732

CAPITAL PROJECTS-CITY FACILITIES (FUND 1404)

CITY FACILITIES

ADA Mitigation Improvements	\$ 25,000	Funding will allow modification responses to the advisory committee's recommendations on Americans With Disability Act (ADA) issues related to City facilities, right-of-ways, and public access.
Facilities Projects	\$ 100,000	Funding will be specifically for projects at the City's various public facilities and based upon the following criteria: 1. Structural Integrity/Life Safety; 2. Mechanical/Electrical Operation; 3. Accessibility Issues/Grant Match Project; 4. Workability/Use of Space Critical to Operational Effectiveness-Remodel; 5. Comfort/Upgrade-Remodel. The projects will be developed by the Public Works Engineering and Facilities Maintenance staff prior to the beginning of each fiscal year based on known facilities issues.
Annual City Wide Elevator Retrofit & Upgrades	\$ 200,000	This project is for the retrofit and code upgrades of elevators throughout the City. This is intended to bring the various aged elevators throughout the City up to current codes. Staff will work with the State Elevator Inspectors to insure all necessary compliance requirements are met.

CITY OF SPARKS
2013/2014 - CAPITAL INVESTMENT PROJECTS

Project Description	Total Budget 2013-2014	Project Description
City Hall HVAC Upgrades Design	\$ 135,000	This project is to provide the design of HVAC system upgrades for City Hall. The existing system is inefficient and prone to constant repairs and maintenance. Additionally over the years with various remodels of the existing City Hall, the building needs to be completed rezoned to match with offices, open spaces, and conference rooms.
POLICE DEPARTMENT FACILITY IMPROVEMENTS		
PD Lobby Bullet Proof Glass Retrofit	\$ 200,000	This project will consist of retrofitting the existing ground floor exterior Lobby windows and reception counter glass with bullet proof windows.
HVAC VFD Retrofit Project	\$ 23,500	This project will retrofit the existing HVAC system with Variable Fan Drive's providing more efficient operation of the existing HVAC system.
Interrogation Noise Reduction Project	\$ 26,000	This project will construct/retrofit the existing Interrogation Rooms to reduce noise levels.
Pass & ID Safety Improvements	\$ 28,000	This project is for the of safety improvements to the Pass & ID area of the Police Department. This will include but is not limited to a bullet resistant reception desk, glazing, and doorway.
Police Department Roof Project	\$ 50,000	This project is for the rehabilitation of the roof at the police department on the southwest side over the detectives area. This is to correct ongoing leaking issues within this area of the roof.

FIRE DEPARTMENT FACILITY IMPROVEMENTS

FIRE STATION #3

Attic Insulation Project	\$ 15,000	The Fire Station No 3 Attic Insulation Project is for the installation of new attic insulation on the existing original insulation and wrap overhead piping to reduce possibility of frozen pipe issues. Mechanical Issue.
Outdoor Security Lighting Project	\$ 7,500	This project will be for the design and installation of motion activated and permanent outdoor security lighting around Fire Station No 3.

INFORMATION TECHNOLOGY (IT)

IT Tech Refresh Program	\$ 110,000	The IT Tech Refresh program is to insure that City offices and staff IT Systems are maintained and updated to be able to provide the most efficient services to the citizens.
Electronic Time Keeping Software	\$ 175,000	Replacement of all employee paper timecards with a software solution. Includes purchase and licensing of software, maintenance, training, implementation, possible purchase of time clock hardware and maintenance. Estimated monies requested: \$175,000

ENERGY CONSERVATION PROJECTS

City Lighting Energy Retrofits	\$ 25,000	This project is for the retrofitting of existing interior and exterior inefficient maintenance prone lighting throughout the City. Staff will work with the various departments and maintenance to standardize applications, thus reducing required inventory and training required of differing lighting systems.
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TOTAL CAPITAL PROJECTS-CITY FACILITIES \$ 1,120,000

TOTAL CAPITAL PROJECTS FUND, FUND 1404 \$ 1,120,000

CAPITAL FACILITIES PROJECTS (FUND 1405)

FACILITIES

C St Garage LED Retrofit Project	\$ 150,000	The "C" Street Garage Energy Efficiency Lighting Retrofit Project is for the removal of the existing parking garage lighting and replacement with new energy efficient LED lighting. The new lighting is expected to reduce energy usage by 45%-65%. Expected payback for cost versus savings is estimated at 3.8 years.
Garage Building Area Heaters	\$ 35,000	This project will be for the purchase and installation of new area heater's throughout the Maintenance Garage.
Victorian Square Water Fountain Filter Retrofit	\$ 40,000	This project will upgrade the filter system to match the reduced size of the fountain and reduce the amount of maintenance and repair cost.

TOTAL CAPITAL FACILITIES PROJECTS, FUND 1405 \$ 225,000

CITY OF SPARKS
2013/2014 - CAPITAL INVESTMENT PROJECTS

Project Description	Total Budget 2013-2014	Project Description
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PARKS & RECREATION PROJECTS (FUND 1402)

PARKS AND RECREATIONS CAPITAL PROJECTS

Bike Path Rehabilitation	\$ 120,000	The City can be proactive with the rehabilitation to bike paths addressing improvements as well as potential safety hazards. Rehabilitation will include using more durable concrete path surfacing.
Marina Park Landscape, Path Modifications, and Upgrades	\$ 50,000	This multiple fiscal year project continues the refinement of the Marina Park by addressing landscape enhancement or corrections, path modifications and other upgrades for the citizens of Sparks. The first issue to address is repairing the Dog Park. At one point expanding the restroom and administration building will need to be looked at.
Park Facility Improvement Project	\$ 20,000	Funding will be specifically for projects at the City's various park facilities. It will be used for unforeseen issues that arise throughout the year at these facilities and are beyond the City's staff ability to correct. Projects will be developed by the Community Services Engineering & Maintenance and Parks staff as facility issues arise.
Deer Park Pool Chemical Room Door Replacements	\$ 18,000	This project is for the removal and replacement of four existing doors on the chemical room building. The doors and frame will require full removal and replacement due to corrosion.
Alf Sorensen Pool Area Ventilation & Building Envelope Improvement	\$ 550,000	This project is for the final design and construction for ventilation and building envelope improvements to the pool area of Alf Sorensen. Based on last fiscal year feasibility analysis additional funding and design is required to make the proper improvements to the pool area. This includes construction improvements for ventilation of the roof structure, new ceiling, exhaust fans, and glazing along the north side of the building. This project will improve the circulation of air throughout the pool and extend the building life of the structure.
Burgess & Oppio Tennis Court Resurfacing Project	\$ 35,000	This project is for the resurfacing of Burgess/Oppio Tennis Courts.
Victorian Square Amphitheater Remodel Project	\$ 150,000	This project is for one of three options being developed by staff to address issues at the Victorian Square Amphitheatre. Options for the structure being developed are: 1. Full demolition of the structure with the installation of PCC sidewalk. 2. Environmental cleaning of structure, removal of roof and installation of bird spikes. 3. Environmental cleaning of structure, installation of full roof (no openings) and installation of bird netting/spikes.
Richards Way Parking Lot Lighting Retrofit	\$ 25,000	This project is the removal and replacement of existing HPS globe lights at the Richards Way Recreation Center Parking lot with energy efficient lighting. This will save energy and maintenance efforts.
Victorian Square Kiosk Rehabilitation	\$ 35,000	This project is the removal and replacement of roofs on the Kiosk throughout Victorian Square. It will also include rehabilitation of the Kiosk which made include replacement of plexiglass, trim, and improved venting.
Alf Sorensen Pool Accessories Improvement Project	\$ 15,000	This project is for the construction and design if necessary of improvements to Alf Sorensen Pool accessories for improved operation. This project will run in parallel with the ventilation and building envelope project to reduce down time of the facility. This is to include rehabilitation of various pool accessories such as the pumps, sand filters, and chemical systems.
Recreation Management Software	\$ 30,000	The Sparks Parks and Recreation Department has utilized the Vermont Systems Rec Trac software for close to 15 years to manage recreation registrations, youth watch enrollments, passes, point of sale and facility/park/sports field rentals. It is the department's desire to replace this software with a system that has more functionality, enhanced online options, greater marketing elements and a fully hosted set up versus the infrastructure required to operate Rec Trac. The current system is not meeting the Department's needs and it has been challenging to troubleshoot various problems that arise with a decline in available technical support through Vermont Systems. Additionally, we are looking for a software solution which better addresses the heavy manual entry required for most of the daily transactions related to youth watch enrollments. It's cumbersome for parents – and staff. A new system will allow us to better serve the public by more efficiently processing registrations and allowing for a more comprehensive self serve option for online customers 24/7.

CITY OF SPARKS
2013/2014 - CAPITAL INVESTMENT PROJECTS

Project Description

Total Budget
2013-2014

Project Description

PARKS AND RECREATIONS MAINTENANCE & OPERATIONS

Personnel Costs	\$ 417,942	Funding of salaries and related benefits of four (4) full time Park Maintenance employees, one (1) Community Service worker, as well as personnel costs that support capital projects in Parks and Recreation.
Park Lighting Electrical Contracting Services	\$ 15,000	Funding will enable the City to enter into a professional agreement with an electrical contractor to provide emergency repairs and installations on an annual basis as needed.
Nursery Re-Stock	\$ 5,000	Nursery Restocking will be an annual Parks project allowing for the purchase and installation of plants, shrubs, flowers, and trees throughout the City's parks and parkways.
Sports Fields Grass Turf Replacement	\$ 15,000	This project will fund GERP operational expenses, such as telephone; custodial supplies; vehicle fuel; maintenance; repair; and depreciation.
Golden Eagle Regional Park Operations	\$ 28,798	This will fund GERP operational expenses such as telephone, custodial supplies, vehicle fuel, maintenance, repair, and depreciation.

TOTAL PARKS AND RECREATION CAPITAL PROJECTS \$ 1,529,740

GOLDEN EAGLE REGIONAL PARK (GERP) CAPITAL PROJECTS (FUND 1402)

Appropriations for Unexpected Projects at GERP	\$ 25,000	This project is for Unexpected Projects that arise at Golden Eagle Regional Park throughout the year.
Softball Building 2nd floor deck coating project	\$ 100,000	This project is for the application of a waterproof slip resistant coating to the outside deck on the 2nd floor of the Softball Building at Golden Eagle Regional Park.
Babe Ruth Playground Upgrade Project	\$ 90,000	This project is for the upgrade of the 5-12 year old play structure fall surface. Both the existing 2-5 yr old & 5-12 yr old play structures have wood bark for fall protection. The wood bark has become on continuing maintenance problem for field of play on the Babe Ruth Baseball Fields. This project will remove the existing 2-5 yr old play structure (which will be reinstalled the next fiscal year in an area near the Little League Fields), remove all wood bark, miscellaneous concrete work, installation of base, and new rubberized fall protection surface.

TOTAL PARKS AND RECREATION CAPITAL PROJECTS, FUND 1402 \$ 1,744,740

PARK CONSTRUCTION TAX DIST #1 (FUND 1406)

Appropriations for Unexpected Park Dist. 1 Projects	\$ 25,000	This appropriation will allow for some flexibility if projects are identified during the year in Park District 1.
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TOTAL PARK CONSTRUCTION TAX DIST #1 PROJECTS, FUND 1406 \$ 25,000

PARK CONSTRUCTION TAX DIST #2 (FUND 1407)

Appropriations for Unexpected Park Dist. 2 Projects	\$ 50,000	This appropriation will allow for some flexibility if projects are identified during the year in Park District 2.
Park District 2 Park Play Structure Replacements	\$ 155,000	This project is for the removal and replacement of existing play structures or shade structures, repair of these structures, or upgrade within Park District No. 2. Staff will review parks within the District annually prior to the new fiscal year to determine the facilities in most need of replacement, repair, or upgrade.

TOTAL PARK CONSTRUCTION TAX DIST #2 PROJECTS, FUND 1407 \$ 205,000

PARK CONSTRUCTION TAX DIST #3 (FUND 1408)

Appropriations for Unexpected Park Dist. 3 Projects	\$ 50,000	This appropriation will allow for some flexibility if projects are identified during the year in Park District 3.
Tumbleweed Trails Park Improvements	\$ 12,000	This project will provide an irrigation system modification including additional valve installations for turf, landscape and irrigate the slopes leading up to the outer edges of the park. It will also rip rap one degrading slope.
Jacinto Park Improvements	\$ 11,500	This project will construct additional split rail fence, add rip rap to drainage area, add two picnic tables to gazebo area, and refurbish the existing ball field area.

TOTAL PARK CONSTRUCTION TAX DIST #3 PROJECTS, FUND 1408 \$ 73,500

CITY OF SPARKS
2013/2014 - CAPITAL INVESTMENT PROJECTS

Project Description	Total Budget 2013-2014	Project Description
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VICTORIAN SQUARE ROOM TAX (FUND 1415)

AB205 ROOM TAX PROJECTS

Victorian Square Development Contribution	\$ 50,000	Funding will let engineering staff personnel costs that support qualified capital projects in Victorian Square be re-captured and hire professional services as required to develop projects.
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TOTAL VICTORIAN SQUARE ROOM TAX PROJECTS, FUND 1415 \$ 50,000

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) - FUND 1203

Pedestrian and Street Improvements	\$ 200,000	Future enhancement projects that qualify for Community Development Block Grant monies will be re-assessed and submitted for approval as CDBG entitlement funds becomes available.
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TOTAL CDBG PROJECTS, FUND 1203 \$ 200,000

MUNICIPAL COURT ADMINISTRATIVE ASSESSMENT (FUND 1208)

Project Management Administration	\$ 15,000	Funding will let engineering staff personnel costs supporting the Municipal Court facility capital projects to be re-captured.
Unanticipated Projects	\$ 15,000	This appropriation will allow for some flexibility if projects are identified during the year at the Municipal Court facility.
Lobby Bathroom, Marshal, Public Defender Area ADA & Functional R	\$ 130,000	This project is for the design and construction for improved functionality and ADA access to the Lobby Bathroom, Marshal & Public Defender Areas. The design will be completed such that if funds are not available to construct all improvements, the project may be broke into multiple phase over future Fiscal Years.

TOTAL MUNICIPAL COURT PROJECTS, FUND 1208 \$ 160,000

STREET CUT (FUND 1224)

Street Cut Repair Contract	\$ 150,000	This project is the City's annual street cut patch program . A bid for a single contractor is done to provide permanent repair of utility cuts in Sparks streets.
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TOTAL STREET CUT PROJECTS, FUND 1224 \$ 150,000

SEWER UTILITIES PROJECTS - FUNDS 16@

SANITARY SEWER CAPITAL PROJECTS

SEWER OPERATIONAL EFFICIENCY PROJECTS IN FUND 1630

Sanitary Sewer Real Property/Right of Way Services	\$ 20,000	This funding is for Real Property/Right of Way Consultant Services that may be required throughout the year for Sanitary Sewer related projects.
TMWRF Studies with UNR, Etc.	\$ 32,895	This project provides funds for research studies with UNR related to improving plant operations, solids disposal, energy production and other issues related to the facility.
Springbrook Updates & Training	\$ 60,000	Billing software updates and associated training.
Sewer Modeling Update Phase 2	\$ 250,000	Continued update of City sanitary sewer modeling.
Sewer System Risk Assessment Phase 2	\$ 75,000	Risk Assessment of City of Sparks Sanitary Sewer infrastructure. Implement risk ranking of assets and incorporate into City GIS database for priority ranking.
Mainstar Sanitary Sewer GIS Module Implementation	\$ 200,000	Computerized Maintenance Management System updates to existing Mainstar program to incorporate GIS and initiate work order usage and tracking.

CITY OF SPARKS
2013/2014 - CAPITAL INVESTMENT PROJECTS

Project Description	Total Budget 2013-2014	Project Description
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EXPANSION / REHABILITATION OF SEWER INFRASTRUCTURE SYSTEMS IN FUND 1631

TMWRF Projects	\$ 4,192,008	Truckee Meadows Water Reclamation Facility (TMWRF) capital projects as approved by the JCC.
Sparks RTC Coordination - Sewer	\$ 100,000	These appropriations are for sewer infrastructure rehabilitations in support of annual RTC Regional Road Projects. This may include removal and replacement /lining/bursting of SS main/laterals, SSMH's, and SSMH Lids.
Annual Road Ahead Project Coordination - Sewer	\$ 75,000	These appropriations are for sanitary sewer infrastructure rehabilitations in support of annual Sparks Road Ahead Projects. This may include removal and replacement /lining/bursting of SS main/laterals, SSMH's, and SSMH Lids. Identified project areas include: Ashwood, Woodstone, Rockwood, Palmwood, Sandwood, Pinewood, Baywood, and Del Rosa. Additional Sparks Road Ahead project areas may be funded that are not currently listed but moved ahead by the City of Sparks due to positive competitive bidding.
Sewer Interceptor Condition Assessments	\$ 400,000	This project will consist of hiring a consultant and an inspection company to perform inspections and analysis of our large and small diameter sanitary sewer lines. These methods may include CCTV, sonar, laser and gas detection. The inspections are targeted to determine such things as structural integrity, sediment deposition, hydrogen sulfide levels, size and shape of pipe, and pipe material. We will also be seeking any recommendations regarding cleaning, rehab and/or replacement.
Emergency Funds - Sewer	\$ 200,000	These funds will be set aside each year to be available to address emergencies in our sanitary sewer system or contingencies that were not anticipated. The following examples of projects that might be approved for this funding source: <ol style="list-style-type: none"> 1. Projects to correct an SSO or blockage that has occurred or is imminent. 2. Correct a line failure which has occurred or is imminent and poses a significant hazard. 3. Projects identified during/after an emergency operation such as flooding or other natural disaster. 4. Projects where grant money becomes available to cover part of the overall cost. 5. Projects that have the opportunity to enter into a cost sharing agreement with another agency. 6. Significant operational savings can be achieved immediately if the project/materials is completed or bought now. 7. An unplanned road/utility project is started where we want to completed work on under-ground utilities. 8. New projects of higher priority as deemed by the City Manager or City Council. 9. Water rights blocks become available at a favorable price. Projects/Materials identified to use this funding will require approval by the Public Works Director and/or the City Council as necessary.
Sewer Water Rights	\$ 50,000	of ground water under our public right of ways. Through the TROA
Annual Sewer System Rehab	\$ 600,000	Appropriations for this project will allow for sewer infrastructure rehabilitation and replacements as needed and/or identified as part of the utility assessment condition program. Coordination with selected Rehab/Recon Road Work Projects as scheduled for future years shall be considered. It is anticipated that one comprehensive Annual Sewer Rehabilitation Project will be developed to address the highest priority/risk lines as identified. There is a current list of defective sewer lines, primarily based on the results of the condition assessment program, being maintained for the development of future project areas.

CITY OF SPARKS
2013/2014 - CAPITAL INVESTMENT PROJECTS

Project Description

Total Budget
2013-2014

Project Description

STORM DRAIN PROJECTS

STORM DRAINS OPERATIONAL EFFICIENCY PROJECTS IN FUND 1640

Pioneer Diversion Monitoring	\$ 175,000	Monitoring of Pioneer Diversion modification project, anticipated to be a 5-year program. Anticipate costs of \$125,000 per year over 5 years. After first year, costs may be lowered depending on progress of monitoring. Monitoring will be required of the city per ACOE 404 permit.
FEMA CRS/CAV Flood Mitigation	\$ 50,000	This project is required to develop mitigation plans in response to the requirements of the City's FEMA CRS/CAV and maintain the City's rating with FEMA. This funding will also be used for issues that arise through FEMA FIRM mapping and actions to correct inconsistencies.
Storm Drains Real Property/Right of Way Services	\$ 12,000	This funding is for Real Property/Right of Way Consultant Services that may be required throughout the year for Storm Drain related projects.
Springbrook Updates & Training	\$ 35,000	Billing software updates and associated training

EXPANSION / REHAB OF STORM DRAINS INFRASTRUCTURE SYSTEMS IN FUND 1641

Sparks RTC Coordination - Drains	\$ 150,000	These appropriations are for storm drain infrastructure rehabilitations in support of annual RTC Regional Road Projects. This may include removal and replacement /upsizing of SD main/laterals, SDMH's, Catch Basins, and SDMH Lids.
Annual Road Ahead Project Coordination - Drains	\$ 200,000	These appropriations are for storm drain infrastructure rehabilitations in support of annual Sparks Road Ahead Projects. This may include removal and replacement /upsizing of SD main/laterals, SDMH's, Catch Basins, and SDMH Lids. Identified project areas include: Ashwood, Woodstone, Rockwood, Palmwood, Sandwood, Pinewood, Baywood, and Del Rosa. Additional Sparks Road Ahead project areas may be funded that are not currently listed but moved ahead by the City of Sparks due to positive competitive bidding.
Annual Curb & Gutter & Drainage Inlet Replacement	\$ 500,000	Annual funding used to replace aged curb, gutter and drainage inlets throughout the City. Locations are based on priorities of pavement management team to coincide with planned roadway preventative maintenance/rehabilitations projects.
Annual Storm Drain System & Ditch Rehab	\$ 300,000	Appropriations for this project will allow for storm drain, ditch, and channel infrastructure rehabilitation and replacements as needed and/or identified as part of the utility assessment condition program. Coordination with selected Rehab/Recon Road Work Projects as scheduled for future years shall be considered. Potential project sites include: Orr Ditch North Truckee Ditch - Howard Dr, Goldy Wy to N Truckee Drain Greenbrae Dr Storm Drain - 36in backyard line between Pyramid and Stanford
Annual Dam/Flood Structure/Citywide Flood Rehab & Construction	\$ 50,000	These funds will be set aside each year to be available to address new construction or repairs beyond the typical maintenance for the City's dams, flood structures, or possible city wide flood protection construction or rehabilitation projects. Projects/Materials identified to use this funding will require approval by the Public Works Director and/or the City Council as necessary.
Emergency - Storm Drains	\$ 200,000	These funds will be set aside each year to be available to address emergencies in our storm drain system or contingencies that were not anticipated. The following examples of projects that might be approved for this funding source: <ol style="list-style-type: none"> 1. Projects to correct a blockage that has occurred or is imminent. 2. Correct a line failure which has occurred or is imminent and poses a significant hazard. 3. Projects identified during/after an emergency operation such as flooding or other natural disaster. 4. Projects where grant money becomes available to cover part of the overall cost. 5. Projects that have the opportunity to enter into a cost sharing agreement with another agency. 6. Significant operational savings can be achieved immediately if the project/materials is completed or bought now. 7. An unplanned road/utility project is started where we want to completed work on under-ground utilities. 8. New projects of higher priority as deemed by the City Manager or City Council. Projects/Materials identified to use this funding will require approval by the Public Works Director and/or the City Council as necessary. 159 of 187

CITY OF SPARKS
2013/2014 - CAPITAL INVESTMENT PROJECTS

Project Description	Total Budget 2013-2014	Project Description
Mary Wahl Area 8 Drain Piping	\$ 545,000	Piping of 1,065± l.f. of an option portion of the Mary Wahl Drain, including associated work.
North Truckee Drain Access & Trash Removal System	\$ 850,000	Concrete lining and access ramp improvements and trash removal system implementation of a portion of the North Truckee Drain near Lillard Drive.
Storm Drain Outreach Installation Project	\$ 30,000	This project will install Dog Waste Stations throughout the City's Parks and Trails to help improve water quality.

EFFLUENT PROJECTS

EFFLUENT OPERATIONAL EFFICIENCY PROJECTS IN FUND 1650

Effluent Engineering Support	\$ 30,000	Effluent program on- call engineering services such as proposed project review, permit support, and modeling review.
Springbrook Updates & Training	\$ 5,000	Billing software updates and associated training.

EFFLUENT CAPITAL PROJECTS IN FUND 1651

		These funds will be set aside each year to be available to address emergencies in our effluent system or contingencies that were not anticipated. The following examples of projects that might be approved for this funding source: <ol style="list-style-type: none"> 1. Emergency repairs to restore service to customers during irrigation season. 2. Correct a line failure which has occurred or is imminent and poses a significant hazard. 3. Projects identified during/after an emergency operation such as flooding or other natural disaster. 4. Projects where grant money becomes available to cover part of the overall cost. 5. Projects that have the opportunity to enter into a cost sharing agreement with another agency. 6. Significant operational savings can be achieved immediately if the project/materials is completed or bought now. 7. An unplanned road/utility project is started where we want to completed work on under-ground utilities. 8. New projects of higher priority as deemed by the City Manager or City Council. 9. Water rights blocks become available at a favorable rate. Projects/Materials identified to use this funding will require approval by the Public Works Director and/or the City Council as necessary.
Emergency Funds - Effluent	\$ 150,000	
Effluent Metered Site Upgrades	\$ 25,000	This project is an infrastructure upgrade to customer sites which cannot accommodate shutoff of system for nonpayment, breaks in the mains, etc., and will be phased over several years.

TOTAL SEWER IMPROVEMENT FUNDS \$ 9,561,903

RIVERFLOOD PROJECTS (FUND 1641)

North Truckee Drain Relocation Phase 1	\$ 12,000,000	Phase 1 of North Truckee Drain project. Funded by River Flood funding.
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TOTAL RIVER FLOOD PROJECTS, FUND 1641 \$ 12,000,000

TOTAL SEWER IMPROVEMENT FUNDS & RIVERFLOOD PROJECTS \$ 21,561,903

MOTOR VEHICLE - FUND 1702

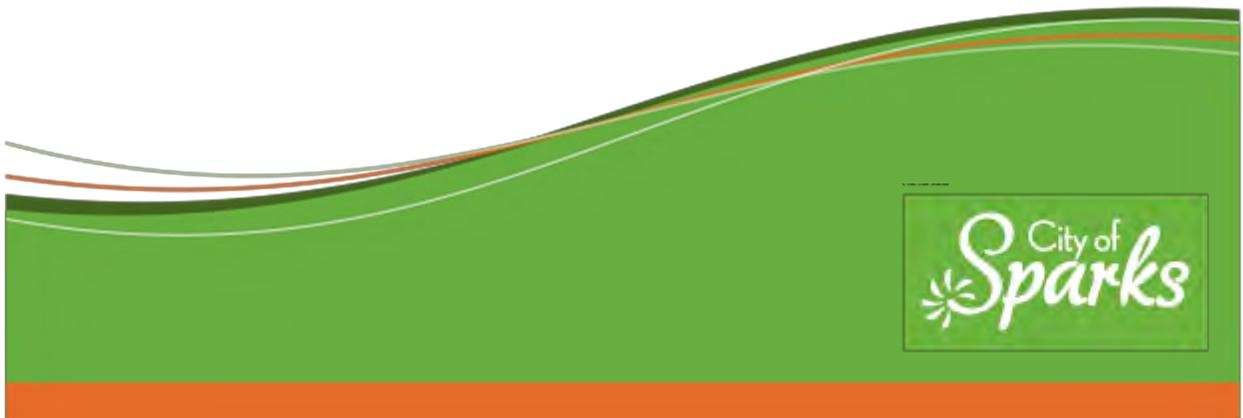
CITY VEHICLE AND EQUIPMENT REPLACEMENTS

Vehicle & Equipment Replacement Plan	\$ 1,956,500	Each year, the Fleet Management Group approves a list of vehicles needing replacement based on many factors such as age of the vehicle, mileage and maintenance history. A spreadsheet contained in this CIP document provides a complete listing of these vehicles. Funding is through depreciation, maintenance and repair rates charged to departments/programs that use Equipment Services.
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TOTAL MOTOR VEHICLE RELATED PROJECTS, FUND 1702 \$ 1,956,500

TOTAL CIP (ALL FUNDS) \$ 32,299,375

**X. FY2013-14 Budget:
REDEVELOPMENT AGENCY
AREAS 1 & 2**



**Redevelopment Agency Area 1
City of Sparks
Budget Message
Fiscal Year 2013/2014 (FINAL)**

This message is intended to convey the underlying assumptions used in the preparation of this document so that elected officials, City staff and other interested parties may have a brief summary of the Redevelopment Agency Area 1's (RA1) budget process for 2013-2014.

Combined Fund Overview

The following table provides a snapshot of the projected budgetary outcomes for the current fiscal year and next and provides a comparison to FY12 actual results. This look combines the results of both the operating and debt service Funds to give an overall view of the entire Redevelopment Agency Area 1.

	FY12 Actuals	FY13 Estimates	FY14 Budget
Property Tax Revenues	2,487	2,363	2,221
Other Revenue	430	601	223
Expenditures	(\$3,406)	(\$3,102)	(\$2,752)
Change in Fund Balance	(\$489)	(\$138)	(\$308)
Beginning Fund Balance	4,160	3,671	3,533
Ending Fund Balance	3,671	3,533	3,224
Less Bond Reserves	(\$2,688)	(\$2,833)	(\$2,833)
Unrestricted Fund Balance	983	700	392

All figures shown in \$000's

REVENUES

For operating and debt service purposes, the overlapping tax rate in this budget document is \$3.1336. This rate includes amounts "carved out" after being levied and collected in accordance with the 1999 Session's SB 312. These amounts generally relate to voter-approved bonds or overrides on or after the November 6, 1996 general election. The "carve out" rates were provided to us by the Department of Taxation. We are not sure if all entities, entitled to the carve outs, had notified the Department of Taxation by the time this rate was furnished to us. The Redevelopment Agency has approved the Agency's property tax rate to remain unchanged in FY14 compared to FY13. The Redevelopment Agency Area 1 Tentative Budget included a proposed 2 cent per \$100 of assessed value increase in the property tax rate. Within this Final Budget, the 2 cent proposed increase has been removed.

Assessed value information for the City's redevelopment districts was determined from information provided by the Department of Taxation as well as the Washoe County Assessor's and Treasurer's Office. Assessed value in Redevelopment Area 1 decreased 7.6% to \$72.5 million. This is expected to result in a 6% decline in property tax revenues in FY14 over FY13 estimates.

Property tax revenues account for 91% of RA1 revenues. The most recent decline in assessed value is expected to result in a 6% or \$142k drop in revenue. This follows a 5% drop from FY12 to FY13 estimates.

EXPENDITURES

Of the FY14 total expenditure budget of \$2.7M, \$2.6M is slated for debt service. There are virtually no resources to fund any other expenditure. Beginning FY14, the budget for all special events previously funded by RA1 has been moved to the City's Parks & Recreation Fund. While no subsidy is projected to be needed in FY14, the General Fund is expected to begin subsidizing debt service on City issued debt that is currently being paid by RA1 in FY15 or FY16.

ENDING FUND BALANCE

Amounts budgeted as ending fund balances in Funds which receive ad valorem taxes are those amounts deemed appropriate for carrying on the activities of the Funds given cash flow requirements.

Per bond covenants, reserves in our Debt Service Fund (number 3301) exceed one year of debt requirements. This is attributable to capitalized interest and cash flow needs.

In light of the foregoing, the Final Budget for the Redevelopment Agency Area 1 of the City of Sparks is submitted to the Nevada State Department of Taxation in accordance with state statutes.

Respectfully submitted,



Jeff Cronk, CPA
Chief Financial Officer

Budget Summary for Redevelopment Agency of the City of Sparks
 Schedule S-1

	GOVERNMENTAL FUND TYPES AND EXPENDABLE TRUST FUNDS			PROPRIETARY FUNDS BUDGET YEAR 6/30/2014	TOTAL (MEMO ONLY) COLUMNS 3+4 (5)
	ACTUAL PRIOR YEAR 06/30/12	ESTIMATED CURRENT YEAR 06/30/13	BUDGET YEAR 06/30/14		
	(1)	(2)	(3)		
REVENUES:					
Property Taxes	2,487,259	2,362,896	2,221,123	0	2,221,123
Intergovernmental Revenues	177,572	177,572	177,572	0	177,572
Charges for Services	224,474	197,664	18,272	0	18,272
Miscellaneous Revenue	27,550	137,613	27,000	0	27,000
TOTAL REVENUES	2,916,855	2,875,745	2,443,967	0	2,443,967
EXPENDITURES-EXPENSES:					
Not Applicable	0	0	303,141	0	303,141
General Government	2,338	3,388	3,714	0	3,714
Culture and Recreation	248,136	230,197	0	0	0
Community Support	460,507	168,896	152,956	0	152,956
Intergovernmental	0	0	0	0	0
Debt Service	915	3,500	3,500	0	3,500
Principal	1,350,000	1,405,000	1,460,000	0	1,460,000
Interest	939,281	885,281	829,081	0	829,081
TOTAL EXPENDITURES-EXPENSES	3,001,177	2,696,262	2,752,392	0	2,752,392
Excess of Revenues over (under)					
Expenditures/Expenses	(84,322)	179,483	(308,425)	0	(308,425)

Budget Summary for Redevelopment Agency of the City of Sparks
 Schedule S-1

	GOVERNMENTAL FUND TYPES AND EXPENDABLE TRUST FUNDS			PROPRIETARY FUNDS	TOTAL
	ACTUAL PRIOR YEAR 06/30/12 (1)	ESTIMATED CURRENT YEAR 06/30/13 (2)	BUDGET YEAR 06/30/14 (3)	BUDGET YEAR 6/30/2014 (4)	(MEMO ONLY) COLUMNS 3+4 (5)
Other Financing Sources					
Sale Of General Fixed Assets	0	88,258	0	0	0
Operating Transfers (in)	0	300,000	0	0	0
Operating Transfers (out)	(404,729)	(705,942)	0	0	0
TOTAL OTHER FINANCING SOURCES (USES)	(404,729)	(317,684)	0	0	0
Excess of Revenues and Other Sources over (under) Expenditures and Other Uses (Net Income)	(489,051)	(138,201)	(308,425)	0	XXXXXXXXXXXXXX
FUND BALANCE JULY 1, BEGINNING OF YEAR:	4,160,029	3,670,978	3,532,777		
Prior Period Adjustments	0	0	0	0	
Residual Equity Transfers				XXXXXXXXXXXXXX	XXXXXXXXXXXXXX
FUND BALANCE JUNE 30, END OF YEAR	3,670,978	3,532,777	3,224,352	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX
TOTAL ENDING FUND BALANCE	3,670,978	3,532,777	3,224,352	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX

SCHEDULE A - ESTIMATED REVENUES & OTHER RESOURCES - GOVERNMENTAL FUND TYPES, EXPENDABLE TRUST FUNDS & TAX SUPPORTED PROPRIETARY FUND TYPES

Budget For Fiscal Year Ending June 30, 2014

Budget Summary for Redevelopment Agency of the City of Sparks

GOVERNMENTAL FUNDS AND EXPENDABLE TRUST FUNDS	BEGINNING FUND BALANCES (1)	CONSOLIDATED TAX REVENUE (2)	PROPERTY TAX REQUIRED (3)	TAX RATE (4)	OTHER REVENUE (5)	OTHER FINANCING SOURCES OTHER THAN TRANSFERS IN (6)	OPERATING TRANSFERS IN (7)	TOTAL (8)
R/A Revolving	591,239	0	221,123	0.3120	39,272	0	0	851,634
R/A Tax Revenue Debt	2,941,538	0	2,000,000	2.8216	183,572	0	0	5,125,110
Subtotal Governmental Fund Types, Expendable Trust Funds	3,532,777	0	2,221,123	3.1336	222,844	0	0	5,976,744
TOTAL ALL FUNDS	XXXXXXXXXX	0	2,221,123	3.1336	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX

SCHEDULE A-1 ESTIMATED EXPENDITURES AND OTHER FINANCING USES

Budget For Fiscal Year Ending June 30, 2014

Budget Summary for Redevelopment Agency of the City of Sparks

GOVERNMENTAL FUNDS AND EXPENDABLE TRUST FUNDS FUND NAME	*	SALARIES AND WAGES (1)	EMPLOYEE BENEFITS (2)	SERVICES, SUPPLIES AND OTHER CHARGES ** (3)	CAPITAL OUTLAY *** (4)	CONTINGENCIES AND USES OTHER THAN OPERATING TRANSFERS OUT (5)	OPERATING TRANSFERS OUT (6)	ENDING FUND BALANCES (7)	TOTAL (8)
				R/A Revolving	CP	27,319	12,790	419,703	0
R/A Tax Revenue Debt	DS	0	0	2,292,581	0	0	0	2,832,529	5,125,110
TOTAL GOVERNMENTAL FUND TYPES AND EXPENDABLE TRUST FUNDS		27,319	12,790	2,712,284	0	0	0	3,224,352	5,976,745

* FUND TYPES: SR - Special Revenue
 CP - Capital Projects
 DS - Debt Service
 T - Expendable Trust

** Include Debt Service Requirements in this column

*** Capital Outlay must agree with CIP.

REVENUES	(1)	(2)	(3) (4)	
	ACTUAL PRIOR YEAR ENDING 6/30/2012	ESTIMATED CURRENT YEAR ENDING 6/30/2013	BUDGET YEAR ENDING 06/30/14	
			TENTATIVE APPROVED	FINAL APPROVED
Taxes				
Property Taxes	422,135	292,896	216,123	216,123
Personal Property Taxes	5,124	5,000	5,000	5,000
Subtotal	427,259	297,896	221,123	221,123
Charges for Services				
Facility Reservation Fees	9,344	0	0	0
Facade Loans Collections	17,223	17,740	18,272	18,272
Special Events Receipts	197,907	179,924	0	0
Subtotal	224,474	197,664	18,272	18,272
Miscellaneous Revenue				
Interest Earned	10,215	6,000	6,000	6,000
Property Rentals	15,000	15,000	15,000	15,000
Recoveries/Reimbursements	0	111,489	0	0
Subtotal	25,215	132,489	21,000	21,000
Total All Revenue	676,948	628,049	260,395	260,395
Other Financing Sources(Specify)				
Sale Of General Fixed Assets	0	88,258	0	0
Total Other Financing Sources	0	0	0	0
Beginning Fund Balance	1,422,117	983,356	591,239	591,239
Prior Period Adjustment(s)	0	0	0	0
Residual Equity Transfers	0	0	0	0
Total Beginning Fund Balance	1,422,117	983,356	591,239	591,239
Total Resources	2,099,065	1,699,663	851,634	851,634

<u>EXPENDITURES</u>	(1)	(2)	(3) (4) BUDGET YEAR ENDING 06/30/14	
	ACTUAL PRIOR YEAR ENDING 6/30/2012	ESTIMATED CURRENT YEAR ENDING 6/30/2013	TENTATIVE	FINAL
			APPROVED	APPROVED
Not Applicable				
Services and Supplies	0	0	303,141	303,141
Subtotal	0	0	303,141	303,141
General Government				
Services and Supplies	164	1,500	1,500	1,500
Non-discretionary Services & Supplies	2,174	1,888	2,214	2,214
Subtotal	2,338	3,388	3,714	3,714
Culture and Recreation				
Salaries And Wages	187,621	182,734	0	0
Employee Benefits	5,149	7,422	0	0
Services and Supplies	55,366	40,042	0	0
Subtotal	248,136	230,198	0	0
Community Support				
Salaries And Wages	36,859	27,220	27,319	27,319
Employee Benefits	17,785	11,374	12,790	12,790
Services and Supplies	57,608	110,443	92,470	92,470
Non-discretionary Services & Supplies	348,254	19,859	20,378	20,378
Subtotal	460,506	168,896	152,957	152,957
Intergovernmental				
Services and Supplies	0	0	0	0
Subtotal	0	0	0	0
Total All Expenditures	710,980	402,481	459,811	459,811
Other Uses				
Operating Transfers Out (Schedule T)				
T/O to Tourism & Marketing 1222	100,000	100,000	0	0
T/O to Debt Svc GO 1301	304,729	605,942	0	0
Subtotal	404,729	705,942	0	0
Ending Fund Balance	983,356	591,239	391,822	391,822
Total Commitments and Fund Balance	2,099,065	1,699,663	851,634	851,634

<u>REVENUES</u>	(1)	(2)	(3) (4) BUDGET YEAR ENDING 06/30/14	
	ACTUAL PRIOR YEAR ENDING 6/30/2012	ESTIMATED CURRENT YEAR ENDING 6/30/2013	TENTATIVE APPROVED	FINAL APPROVED
Taxes				
Property Taxes	2,060,000	2,065,000	2,000,000	2,000,000
Subtotal	2,060,000	2,065,000	2,000,000	2,000,000
Intergovernmental Revenues				
State Shared Revenue	177,572	177,572	177,572	177,572
Subtotal	177,572	177,572	177,572	177,572
Miscellaneous Revenue				
Interest Earned	2,336	5,124	6,000	6,000
Subtotal	2,336	5,124	6,000	6,000
			15,319,031	
Total All Revenue	2,239,908	2,247,696	2,183,572	2,183,572
Other Financing Sources				
Operating Transfers In (Schedule T)				
T/I from R/A Revolving 3401	0	300,000	0	0
Subtotal Other Financing Sources	0	300,000	0	0
Beginning Fund Balance	2,737,911	2,689,202	2,941,538	2,689,202
Beginning Fund Balance	2,737,911	2,687,623	2,941,538	2,941,538
Prior Period Adjustment(s)	0	0	0	0
Residual Equity Transfers	0	0	0	0
Total Beginning Fund Balance	2,737,911	2,687,623	2,941,538	2,941,538
Total Available Resources	4,977,819	5,235,319	5,125,110	5,125,110

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Redevelopment Agency of the
City of Sparks
Schedule C - Debt Service Fund
TAX REVENUE DEBT (3301)
The Above is Repaid by Property Tax (Debt Rate)

Form 17-18
11/1/2012

<u>EXPENDITURES and RESERVES</u>	(1)	(2)	(3) (4) BUDGET YEAR ENDING 06/30/14	
	ACTUAL PRIOR YEAR ENDING 6/30/2012	ESTIMATED CURRENT YEAR ENDING 6/30/2013	TENTATIVE	FINAL
			APPROVED	APPROVED
Type: 4 Revenue Bonds				
Principal	1,350,000	1,405,000	1,460,000	1,460,000
Interest	939,281	885,281	829,081	829,081
Payments to Refunded Bond Escrow Agent	0	0	0	0
Loss on disposition of assets	0	0	0	0
Fiscal Agent Charges	915	3,500	3,500	3,500
Transfers Out	0	0	0	0
Reserves - increase or (decrease)	0	0	0	0
Other (Specify)	0	0	0	0
Subtotal	2,290,196	2,293,781	2,292,581	2,292,581
TOTAL RESERVED (MEMO ONLY)	2,687,623	2,941,538	2,832,529	2,832,529
Ending Fund Balance				
Reserved	2,687,623	2,941,538	2,832,529	2,832,529
Unreserved	0	0	0	0
Total Ending Fund Balance	2,687,623	2,941,538	2,832,529	2,832,529
Total Commitments & Fund Balance	4,977,819	5,235,319	5,125,110	5,125,110

ALL EXISTING OR PROPOSED
 GENERAL OBLIGATION BONDS, REVENUE BONDS,
 MEDIUM-TERM FINANCING, CAPITAL LEASES AND
 SPECIAL ASSESSMENT BONDS

- * - Type
- 1 - General Obligation Bonds
- 2 - G. O. Revenue Supported Bonds
- 3 - G. O. Special Assessment Bonds
- 4 - Revenue Bonds
- 5 - Medium-Term Financing
- 6 - Medium-Term Financing - Lease Purchase
- 7 - Capital Leases
- 8 - Special Assessment Bonds
- 9 - Mortgages
- 10 - Other (Specify type)
- 11 - Proposed (Specify type)

(1) NAME OF BOND OR LOAN (List and Subtotal By Fund)	(2) *	(3) TERM	(4) ORIGINAL AMOUNT OF ISSUE	(5) ISSUE DATE	(6) FINAL PAYMENT DATE	(7) INTEREST RATE	(8) BEGINNING OUTSTANDIN G BALANCE 07/01/2013	(9) (10) REQUIREMENTS FOR FISCAL YEAR ENDING 06/30/2014		(11) (9) + (10) TOTAL
								(9) INTEREST PAYABLE	(10) PRINCIPAL PAYABLE	
R/A 1 Tax Revenue Debt Service Fund 3301										
<u>Type 4 Revenue Bonds</u>										
- Tax Increment Refunding Revenue Bonds Series 2010	4	14	22,165,000	5/11/2010	1/15/2023	4.00-5.375%	17,805,000	829,081	1,460,000	2,289,081
Total Type 4 Revenue Bonds			22,165,000				17,805,000	829,081	1,460,000	2,289,081
TOTAL RA 1 TAX REVENUE DEBT SERVICE FUND 3301			22,165,000				17,805,000	829,081	1,460,000	2,289,081

SCHEDULE C-1 - INDEBTEDNESS

**Redevelopment Agency Area 2
City of Sparks
Budget Message
Fiscal Year 2013/2014 (FINAL)**

This message is intended to convey the underlying assumptions used in the preparation of this document so that elected officials, City staff and other interested parties may have a brief summary of the Redevelopment Agency Area 2's (RA2) budget process for 2013-2014.

Combined Fund Overview

The following table provides a snapshot of the projected budgetary outcomes for the current fiscal year and next and provides a comparison to FY12 actual results. This look combines the results of both the operating and Debt Service Funds to give an overall view of the entire Redevelopment Agency Area 2.

	FY12 Actuals	FY13 Estimates	FY14 Budget
Property Tax Revenues	2,291	2,405	2,393
Other Revenue	16	210	760
Expenditures	(\$3,478)	(\$3,173)	(\$3,144)
Change in Fund Balance	(\$1,171)	(\$558)	9
Beginning Fund Balance	3,984	2,813	2,255
Ending Fund Balance	2,813	2,255	2,264
Less Bond Reserves	(\$2,316)	(\$2,201)	(\$2,201)
Unrestricted Fund Balance	497	54	63

All figures shown in \$000's

REVENUES

For operating and debt service purposes, the overlapping tax rate in this budget document is \$3.1336. This rate includes amounts “carved out” after being levied and collected in accordance with the 1999 Session’s SB 312. These amounts generally relate to voter-approved bonds or overrides on or after the November 6, 1996 general election. The “carve out” rates were provided to us by the Department of Taxation. We are not sure if all entities, entitled to the carve outs, had notified the Department of Taxation by the time this rate was furnished to us. The Redevelopment Agency has approved the Agency’s property tax rate to remain unchanged in FY14 compared to FY13. The Redevelopment Agency Area 2 Tentative Budget included a proposed 2 cent per \$100 of assessed value increase in the property tax rate. Within this Final Budget, the 2 cent proposed increase has been removed.

Assessed value information for the City’s redevelopment districts was determined from information provided by the Department of Taxation as well as the Washoe County Assessor’s and Treasurer’s Office. Assessed value in Redevelopment Area 2 remained relatively flat at \$83.2 million. This is expected to result in a .5% decline in property tax revenues in FY14 compared to FY13 estimates.

Due to a lack of growth of property valuations and tax receipts, the FY14 budget contains a \$750k subsidy from the General Fund to pay for City issued debt service which previously has been paid by

RA2. Unless property valuations improve, this subsidy is expected to continue through FY17 when the debt to be subsidized matures.

EXPENDITURES

Of the FY14 total expenditure budget of \$3.1M, \$3M is slated for debt service. Without the FY14 \$750k subsidy from General Fund, RA2 would not have sufficient resources to meet all its debt service obligations.

ENDING FUND BALANCE

Amounts budgeted as ending fund balances in Funds which receive ad valorem taxes are those amounts deemed appropriate for carrying on the activities of the Funds given cash flow requirements.

Per bond covenants, reserves in our Debt Service Fund (number 3606) exceed one year of debt requirements. This is attributable to capitalized interest and cash flow needs.

In light of the foregoing, the Final Budget for the Redevelopment Agency Area 2 of the City of Sparks is submitted to the Nevada State Department of Taxation in accordance with state statutes.

Respectfully submitted,



Jeff Cronk, CPA
Chief Financial Officer

Budget Summary for Redevelopment Agency 2 of the City of Sparks
 Schedule S-1

	GOVERNMENTAL FUND TYPES AND EXPENDABLE TRUST FUNDS				
	ACTUAL PRIOR YEAR 06/30/12	ESTIMATED CURRENT YEAR 06/30/13	BUDGET YEAR 06/30/14	PROPRIETARY FUNDS BUDGET YEAR 06/30/14	TOTAL (MEMO ONLY) COLUMNS 3+4
	(1)	(2)	(3)	(4)	(5)
REVENUES:					
Property Taxes	2,290,522	2,405,048	2,393,023	0	2,393,023
Charges for Services	8,100	0	0	0	0
Miscellaneous Revenue	8,087	10,042	760,350	0	760,350
TOTAL REVENUES	2,306,709	2,415,090	3,153,373	0	3,153,373
EXPENDITURES-EXPENSES:					
General Government	182	0	50	0	50
Community Support	378,216	124,924	1,170,530	0	1,170,530
Debt Service	2,073	2,300	2,320	0	2,320
Principal	705,000	690,000	735,000	0	735,000
Interest	1,321,218	1,279,019	1,236,451	0	1,236,451
TOTAL EXPENDITURES-EXPENSES	2,406,689	2,096,243	3,144,351	0	3,144,351
Excess of Revenues over (under)					
Expenditures/Expenses	(99,980)	318,847	9,022	0	9,022

Budget Summary for Redevelopment Agency 2 of the City of Sparks
 Schedule S-1

	GOVERNMENTAL FUND TYPES AND EXPENDABLE TRUST FUNDS			PROPRIETARY FUNDS BUDGET YEAR 06/30/14 (4)	TOTAL (MEMO ONLY) COLUMNS 3+4 (5)
	ACTUAL PRIOR YEAR 06/30/12 (1)	ESTIMATED CURRENT YEAR 06/30/13 (2)	BUDGET YEAR 06/30/14 (3)		
Operating Transfers (in)	0	200,000	0	0	0
Operating Transfers (out)	(1,071,454)	(1,076,904)	0	0	0
TOTAL OTHER FINANCING SOURCES (USES)	(1,071,454)	(876,904)	0	0	0
Excess of Revenues and Other Sources over (under) Expenditures and Other Uses (Net Income)	(1,171,434)	(558,057)	9,022	0	XXXXXXXXXXXXXX
FUND BALANCE JULY 1, BEGINNING OF YEAR:	3,984,443	2,813,009	2,254,952		
Prior Period Adjustments	0	0	0	0	
Residual Equity Transfers				XXXXXXXXXXXXXX	XXXXXXXXXXXXXX
FUND BALANCE JUNE 30, END OF YEAR	2,813,009	2,254,952	2,263,974	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX
TOTAL ENDING FUND BALANCE	2,813,009	2,254,952	2,263,974	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX

SCHEDULE A - ESTIMATED REVENUES & OTHER RESOURCES - GOVERNMENTAL FUND TYPES, EXPENDABLE TRUST FUNDS & TAX SUPPORTED PROPRIETARY FUND TYPES

Budget For Fiscal Year Ending June 30, 2014

Budget Summary for Redevelopment Agency 2 of the City of Sparks

GOVERNMENTAL FUNDS AND EXPENDABLE TRUST FUNDS	BEGINNING FUND BALANCES (1)	CONSOLIDATED TAX REVENUE (2)	PROPERTY TAX REQUIRED (3)	TAX RATE (4)	OTHER REVENUE (5)	OTHER FINANCING SOURCES OTHER THAN TRANSFERS IN (6)	OPERATING TRANSFERS IN (7)	TOTAL (8)
R/A 2 Revolving Fund	10,099	0	463,023	0.6063	760,000	0	0	1,233,122
R/A 2 Debt Service Fund	2,244,853	0	1,930,000	2.5273	350	0	0	4,175,203
Subtotal Governmental Fund Types, Expendable Trust Funds	2,254,952	0	2,393,023	3.1336	760,350	0	0	5,408,325
TOTAL ALL FUNDS	XXXXXXXXXX	0	2,393,023	3.1336	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX

SCHEDULE A-1 ESTIMATED EXPENDITURES AND OTHER FINANCING USES

Budget For Fiscal Year Ending June 30, 2014

Budget Summary for Redevelopment Agency 2 of the City of Sparks

GOVERNMENTAL FUNDS AND EXPENDABLE TRUST FUNDS	FUND NAME	*	SALARIES AND WAGES (1)	EMPLOYEE BENEFITS (2)	SERVICES, SUPPLIES AND OTHER CHARGES ** (3)	CAPITAL OUTLAY *** (4)	CONTINGENCIES AND USES OTHER THAN OPERATING TRANSFERS OUT (5)		OPERATING TRANSFERS OUT (6)	ENDING FUND BALANCES (7)	TOTAL (8)
R/A 2 Revolving Fund	CP	0	0	1,170,580	0	0	0	0	62,542	1,233,122	
R/A 2 Bond Proceeds Fund	CP	0	0	0	0	0	0	0	0	0	
R/A 2 Debt Service Fund	DS	0	0	1,973,771	0	0	0	0	2,201,432	4,175,203	
TOTAL GOVERNMENTAL FUND TYPES AND EXPENDABLE TRUST FUNDS			0	0	3,144,351	0	0	0	2,263,974	5,408,325	

* FUND TYPES: SR - Special Revenue
 CP - Capital Projects
 DS - Debt Service
 T - Expendable Trust

** Include Debt Service Requirements in this column

*** Capital Outlay must agree with CIP.

<u>REVENUES</u>	(1)	(2)	(3)	(4)
	ACTUAL PRIOR YEAR ENDING 6/30/2012	ESTIMATED CURRENT YEAR ENDING 6/30/2013	BUDGET YEAR ENDING 06/30/14	
			TENTATIVE APPROVED	FINAL APPROVED
Taxes				
Property Taxes	157,002	455,048	413,023	413,023
Personal Property Taxes	103,520	50,000	50,000	50,000
Subtotal	260,522	505,048	463,023	463,023
Charges for Services				
Planned Development	8,100	0	0	0
Subtotal	8,100	0	0	0
Miscellaneous Revenue				
Interest Earned	7,869	10,000	10,000	10,000
Contributions From Other Funds	0	0	750,000	750,000
Subtotal	7,869	10,000	760,000	760,000
Total All Revenue	276,491	515,048	1,223,023	1,223,023
Other Financing Sources(Specify)				
Operating Transfers In (Schedule T)				
T/I from General Fund 1101	0	200,000	0	0
Total Other Financing Sources	0	200,000	0	0
Beginning Fund Balance	1,670,240	496,879	10,099	10,099
Prior Period Adjustment(s)	0	0	0	0
Residual Equity Transfers	0	0	0	0
Total Beginning Fund Balance	1,670,240	496,879	10,099	10,099
Total Resources	1,946,731	1,211,927	1,233,122	1,233,122

<u>EXPENDITURES</u>	(1)	(2)	(3) (4) BUDGET YEAR ENDING 06/30/14	
	ACTUAL PRIOR YEAR ENDING 6/30/2012	ESTIMATED CURRENT YEAR ENDING 6/30/2013	TENTATIVE	FINAL
			APPROVED	APPROVED
General Government				
Services and Supplies	44	0	0	0
Non-discretionary Services & Supplies	138	0	50	50
Subtotal	182	0	50	50
Community Support				
Salaries And Wages	25,848	0	0	0
Employee Benefits	12,471	0	0	0
Services and Supplies	52,559	32,000	1,077,306	1,077,306
Non-discretionary Services & Supplies	194,414	0	300	300
Subtotal	285,292	32,000	1,077,606	1,077,606
Total All Expenditures	285,474	32,000	1,077,656	1,077,656
Other Uses				
Contingency (not to exceed 3% of total expenditures)				
Rebates Special Assessment	92,924	92,924	92,924	92,924
Subtotal	92,924	92,924	92,924	92,924
Operating Transfers Out (Schedule T)				
T/O to Debt Svc GO 1301	1,071,454	1,076,904	0	0
Subtotal	1,071,454	1,076,904	0	0
Ending Fund Balance	496,879	10,099	62,542	62,542
Total Commitments and Fund Balance	1,946,731	1,211,927	1,233,122	1,233,122

<u>REVENUES</u>	(1)	(2)	(3)	(4)
	ACTUAL PRIOR YEAR ENDING 6/30/2012	ESTIMATED CURRENT YEAR ENDING 6/30/2013	BUDGET YEAR ENDING 06/30/14	
			TENTATIVE APPROVED	FINAL APPROVED
Taxes				
Property Taxes	2,030,000	1,900,000	1,930,000	1,930,000
Subtotal	2,030,000	1,900,000	1,930,000	1,930,000
Miscellaneous Revenue				
Interest Earned	218	42	350	350
Subtotal	218	42	350	350
Total All Revenue	2,030,218	1,900,042	1,930,350	1,930,350
Other Financing Sources				
Bond Proceeds	0	0	0	0
Subtotal Other Financing Sources	0	0	0	0
Beginning Fund Balance	2,314,202	2,316,129	2,244,852	2,244,852
Prior Period Adjustment(s)	0	0	0	0
Residual Equity Transfers	0	0	0	0
Total Beginning Fund Balance	2,314,202	2,316,129	2,244,852	2,244,852
Total Available Resources	4,344,420	4,216,171	4,175,202	4,175,202

Redevelopment Agency 2 of the
City of Sparks
Schedule C - Debt Service Fund
RA2 TAX REVENUE DEBT (3606)
The Above is Repaid by Property Tax (Debt Rate)

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Form 17-18
11/1/2012

<u>EXPENDITURES and RESERVES</u>	(1)	(2)	(3) (4) BUDGET YEAR ENDING 06/30/14	
	ACTUAL PRIOR YEAR ENDING 6/30/2012	ESTIMATED CURRENT YEAR ENDING 6/30/2013	TENTATIVE APPROVED	FINAL APPROVED
Type:				
Principal	705,000	690,000	735,000	735,000
Interest	1,321,218	1,279,019	1,236,451	1,236,451
Fiscal Agent Charges	2,073	2,300	2,320	2,320
Transfers Out	0	0	0	0
Reserves - increase or (decrease)	0	0	0	0
Other (Specify)	0	0	0	0
Subtotal	2,028,291	1,971,319	1,973,771	1,973,771
TOTAL RESERVED (MEMO ONLY)	2,316,129	2,244,852	2,201,431	2,201,431
Ending Fund Balance				
Reserved	2,316,129	2,244,852	2,201,431	2,201,431
Unreserved	0	0	0	0
Total Ending Fund Balance	2,316,129	2,244,852	2,201,431	2,201,431
Total Commitments & Fund Balance	4,344,420	4,216,171	4,175,202	4,175,202

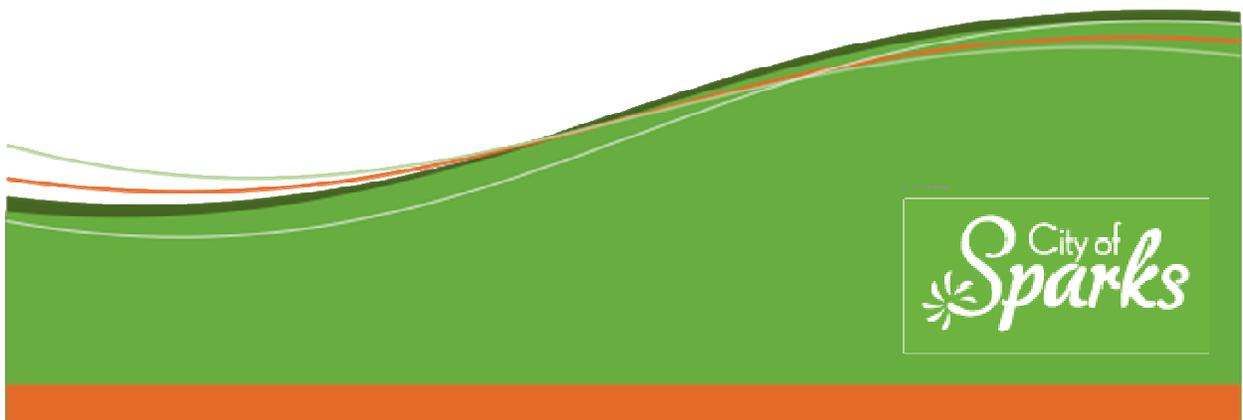
ALL EXISTING OR PROPOSED
 GENERAL OBLIGATION BONDS, REVENUE BONDS,
 MEDIUM-TERM FINANCING, CAPITAL LEASES AND
 SPECIAL ASSESSMENT BONDS

- * - Type
- 1 - General Obligation Bonds
- 2 - G. O. Revenue Supported Bonds
- 3 - G. O. Special Assessment Bonds
- 4 - Revenue Bonds
- 5 - Medium-Term Financing
- 6 - Medium-Term Financing - Lease Purchas
- 7 - Capital Leases
- 8 - Special Assessment Bonds
- 9 - Mortgages
- 10 - Other (Specify type)
- 11 - Proposed (Specify type)

(1) NAME OF BOND OR LOAN (List and Subtotal By Fund)	(2) *	(3) TERM	(4) ORIGINAL AMOUNT OF ISSUE	(5) ISSUE DATE	(6) FINAL PAYMENT DATE	(7) INTEREST RATE	(8) BEGINNING OUTSTANDIN G BALANCE 07/01/2013	(9) (10) FISCAL YEAR ENDING 06/30/2014		(11) (9) + (10) TOTAL
								(9) INTEREST PAYABLE	(10) PRINCIPAL PAYABLE	
R/A 2 Debt Service Fund 3606										
<u>Type 4 Revenue Bonds</u>										
- Tax Increment Revenue Bonds Series 2008	4	20	12,700,000	7/30/2008	6/1/2028	6.40-6.70%	11,440,000	754,420	475,000	1,229,420
- Tax Increment Revenue Bonds Series 2009	4	20	7,230,000	11/24/2009	6/1/2029	5.00-7.75%	6,530,000	482,031	260,000	742,031
Total Type 4 Revenue Bonds			19,930,000				17,970,000	1,236,451	735,000	1,971,451
TOTAL RA2 DEBT SERVICE FUND 3606			19,930,000				17,970,000	1,236,451	735,000	1,971,451

SCHEDULE C-1 - INDEBTEDNESS

XI. APPENDIX



Glossary

Accountability: The state of being obligated to explain one's actions, to justify what one does. Accountability requires governments to answer to the citizenry.

Accrual Basis Accounting: A method of accounting that recognizes expenses when incurred and revenue when earned rather than when payment is made or received.

Ad Valorem Tax: "According to value". Refers to the property tax system in Nevada.

Adopted Budget: The budget that has been approved by the Sparks City Council.

Agency Fund: A fund normally used to account for assets held by a government as an agent for individuals, private organizations or other governments and / or other funds.

Annual budget: A budget based on the annual fiscal year of the city, July 1 to June 30.

Assessed Valuation: Thirty-five percent of the total appraised value of the property.

Balanced Budget: A budget where total budgeted uses do not exceed total resources including revenues, transfers in and beginning fund balance.

Bond: A written promise to pay a specified sum of money. There are two types of bonds: (1) General Obligation Bonds are secured by the full faith and credit of the City of Sparks. A property tax rate is established to redeem these bonds, (2) Revenue Bonds are redeemed by revenue other than property tax.

Budgetary Accounts: Accounts used to enter the formally adopted annual operating budget into the general ledger as part of the management control technique of formal budgetary integration.

Budget Calendar: The schedule prepared with key deadline dates used to prepare the budget allowing submission to the State of Nevada.

Capital Asset: An assets as assets with an initial, individual cost of more than \$5,000 for non-infrastructure assets and \$15,000 for infrastructure assets and an estimated useful life in excess of two years.

Capital Improvement Plan (CIP): A five year plan of capital expenditures and the proposed means of financing for the project. The State of Nevada requires that a capital improvement plan to be submitted each year in August.

Capital Project Fund: A fund created to account for financial resources to be used for the acquisition or construction of major capital facilities.

Debt Service: Actual cost of interest and principal on bonds as well as interest cost of bond anticipation notes.

Enterprise Fund: A fund established to account for operations that are financed and operated in a manner similar to a private business.

Expenditures: Decreases in net financial resources. Expenditures include current operating expenses requiring the present or future use of net current assets, debt service and capital outlays, and intergovernmental grants, entitlements and shared revenues.

Expenditure Group: Expenditure groups include Salaries & Wages, Employee Benefits, Services & Supplies and Capital Outlay

Financial Policies: A set of goals designed to restore and maintain the City of Sparks' financial strength and stability

Fiscal Year (FY): A twelve month period of which an organization plans and uses its funds. The City of Sparks fiscal year begins on July 1 and ends June 30. This document abbreviates using "FY". For instance, FY12 is fiscal year ending 06/30/2012.

Fund: A fiscal and accounting entity with a self-balancing set of accounts.

Fund Balance: The difference between fund assets and fund liabilities of governmental and similar trust funds.

Governmental Funds: These funds are used to account for activities supported by the taxpayers. The City of Sparks has four governmental fund types; General Fund, Special Revenue Fund, Capital Project Fund, and Debt Service Fund.

High Deductible Health Plan (HDHP) – A new health insurance plan in the early stages of implementation at the City of Sparks. It is anticipated that a switch to this plan will limit the City's liability for employee health claims and will bring better control over rising health care costs.

Red Book: Publication by the Nevada Department of Taxation listing assessed valuations and tax rates for counties and cities in Nevada.

Modified Accrual Accounting: "Basis of accounting used in conjunction with the current financial resources measurement focus that modifies the accrual basis of accounting in two important ways 1) revenues are not recognized until they are measurable and available, and 2) expenditures are recognized in the period in which governments in general normally liquidate the related liability rather than when that liability is first incurred." This definition comes directly from the Governmental Accounting, Auditing and Financial Reporting by Stephen J. Gauthier.

Nevada Revised Statute: The Nevada Revised Statutes (NRS) are the current codified laws of the State of Nevada.

Proprietary Fund: Proprietary funds are used to account for business-type activities, where costs are fully recovered through fees and charges on those who use the services. The two

types of proprietary funds are enterprise funds and the internal service funds. The Accrual method is used as the basis for budgeting in the Proprietary Funds and is the same as the basis for accounting used in the City's audited financial statements.

Sparks Citizens Advisory Committee (SCAC): The SCAC exists to provide essential citizen input to the City Council, and to engage in and promote volunteerism in the City of Sparks. The SCAC is to perform in a positive and collaborative manner to gather information and provide constructive feedback and suggestions to the Mayor and the City Council of Sparks on City programs, initiatives and any matter referred to the SCAC by the City Council. While the SCAC receives updates from City departments and divisions periodically, the SCAC acts in an advisory capacity to the City Council, and shall not advise or otherwise engage in matters involving land use, zoning matters, political races or matters not deemed appropriate by the City Council.

Sparks Sustainable Services Initiative (SSSI): A plan developed by Sparks leadership in FY11 to address the current budget shortfall and eliminate structural deficits caused by new lower revenue projections. It resulted in a departmental restructure in several departments, 18 layoffs and prioritized list of core services.

Special Revenue Fund: These funds account for the proceeds of specific revenue sources that are restricted for specific expenditures, other than major capital projects. The Modified Accrual method of accounting is used to account for these Special Revenue Funds.