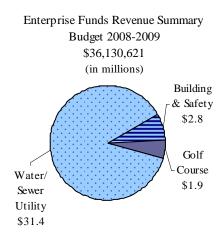
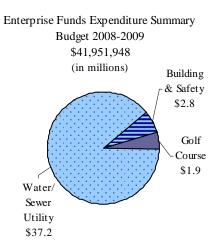
# **ENTERPRISE FUNDS**

### **Fund**

To account for programs or activities which are operated in a manner similar to private enterprise. The intent of an Enterprise Fund is for the users of services to pay for the cost of services through user charges. This also allows the governing body to determine if revenues earned, expenses incurred and net income are appropriate for public policy, capital maintenance, management control and accountability. The Enterprise Funds include the Water/Sewer Utility Fund, the Golf Course Fund and the Building and Safety Fund.

# Revenue and Expenditure Summaries – Enterprise Funds





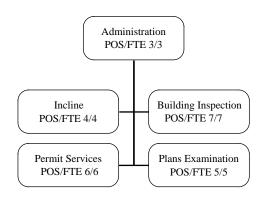
# **Revenue Summary – Enterprise Funds**

Revenue Type	Actual 2005- 2006	Actual 2006- 2007	2007-2008 Estimate to Complete	Final Budget 2008-2009	\$ Change from Prior Year	% Change from Prior Year
Building and Safety	2,526,129	2,096,454	2,054,026	2,755,000	700,974	34.13%
Golf Course	1,924,104	2,024,637	1,875,095	1,888,450	13,355	0.71%
Water/Sewer Utility	28,509,691	36,453,879	34,751,197	31,487,171	-3,264,026	-9.39%
Total	32,959,924	40,574,970	38,680,318	36,130,621	-2,549,697	-6.59%

### **Expenditure Summary – Enterprise Funds**

Expenditure Type	Actual 2005- 2006	Actual 2006- 2007	2007-2008 Estimate to Complete	Final Budget 2008-2009	\$ Change from Prior Year	% Change from Prior Year
Building and Safety	3,725,315	3,753,529	2,838,064	2,804,973	-33,091	-1.17%
Golf Course	1,857,932	1,823,394	1,744,118	1,930,168	186,050	10.67%
Water/Sewer Utility	26,745,330	30,175,475	38,125,044	37,216,807	-908,237	-2.38%
Total	32,328,577	35,752,398	42,707,226	41,951,948	-755,278	-1.77%

# **BUILDING AND SAFETY FUND**



## **Total Positions/Full Time Equivalents 25/25**

Mission Our mission is to help the public build a safe community for current and future generations by

providing the highest level of services to our customers.

**Vision** We strive to be the best by leading the building community in innovation, leadership, education,

and technology.

**Description**The Building and Safety Department reviews plans for code conformance, issues building permits on approved plans, inspects construction in process to insure that it conforms to plan specifications, and issues occupancy permits when all building permit conditions have been met and completed. Building and Safety also processes and enforces building code violations per legal authority granted by the Nevada Revised Statutes and presents regular code updates to the Board

of County Commissioners for adoption and inclusion in the County's building code.

Revenue Summary	Actual 2005- 2006	Actual 2006- 2007	2007-2008 Estimate to Complete	Final Budget 2008-2009	\$ Change from Prior Year	% Change from Prior Year
Operating	2,461,625	1,957,618	1,974,026	2,700,000	725,974	36.78%
Non-Operating	64,503	138,836	80,000	55,000	-25,000	-31.25%
Transfers In	0	0	0	0	0	0.00%
Total	2,526,129	2,096,454	2,054,026	2,755,000	700,974	34.13%

Expenditures Summary	Actual 2005- 2006	Actual 2006- 2007	2007-2008 Estimate to Complete	Final Budget 2008-2009	\$ Change from Prior Year	% Change from Prior Year
Salaries and Wages	1,961,584	1,895,508	1,455,598	1,500,129	44,531	3.06%
Employee Benefits	641,855	655,936	535,968	499,199	-36,769	-6.86%
Services and Supplies	1,106,323	1,186,532	831,498	790,645	-40,853	-4.91%
Depreciation/Amortization	15,553	15,553	15,000	15,000	0	0.00%
Transfers Out	0	0	0	0	0	0.00%
Total	3,725,315	3,753,529	2,838,064	2,804,973	-33,091	-1.17%

Note: The reduction in Salaries & Wages from FY07 to FY08 reflects a reduction in staffing due to a decline in building activity.

## **Long Term Goals**

- Lead the region in innovation, leadership, public awareness, dedication and technology for the building community.
- Gain accreditation by the International Accreditation Service for the department.
- Attract and retain motivated and dedicated employees for a well managed and cohesive team working in a great workplace environment.
- Research, identify and purchase digital technology and software for use in plan submittal and plan examination.

# **Goals for Fiscal Year 2008-2009**

- Streamline and enhance the department's permit system to increase productivity in plan review and inspection processes.
- Conduct public workshops to inform applicants on the permit process so as to increase the efficiency of the process.
- Align the budget to meet revenue and operation objectives.

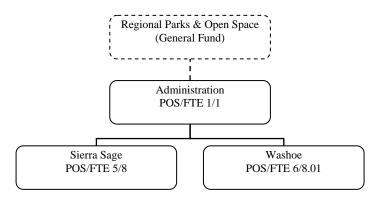
## **Accomplishments for Fiscal Year 2007-2008**

- Issued Fire Advisories for Construction.
- Relocated to New Incline Branch Office.
- Adopted 2006 International Codes.
- Implemented Accela Wireless in the field.
- Participated in the development of the Nuisance Ordinances.
- Participated in the National International Code Council (ICC) Conference.
- Credit cards now accepted.

Department Objective	Measure	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Estimate	FY 08-09 Projected
Review & Approve Permits	Applications received per year	5,676	5,021	4,900	4,750
	Permits issued per year	5,302	4,554	4,450	4,250
	Permits finalized per year	4,958	5,256	4,700	4,500
Conduct Plan Reviews	Plans reviewed per year	4,355	3,380	3,500	3,250
	Plans reviewed per day per checker	3.2	3.5	3.2	3.0
	Cost per Plan Review	\$208.16	\$177.56	\$210.00	*\$360.00
Conduct Inspections	Inspections per year	32,939	29,890	28,000	26,000
	Avg # of inspections per inspector per day	17.4	11.5	13.4	17.0
	Cost per Inspection	\$26.21	\$29.73	\$27.50	*\$60.00
	% of inspection requests conducted within 24 hours	99%	99%	99%	99%
Issued Occupancy Permits	Residential Commercial	850 26	759 13	700 15	450 10

<sup>\*</sup> Calculation method changed to better reflect actual costs.

# **GOLF COURSE FUND**



## **Total Positions/Full Time Equivalents 12/17.01**

**Fund** The Golf Course Fund accounts for golf operations of the two County golf courses – Washoe and Sierra Sage – including the related fixed assets and depreciation.

**Description**Washoe Golf Course and Sierra Sage Golf Courses are 18-hole regulation length golf courses. Facilities at each include a clubhouse, which includes a golf pro shop, outdoor barbecue area, and a restaurant. A driving range, cart storage and maintenance facility are also located on the courses. Washoe hosts approximately 45,000 rounds and Sierra approximately 30,000 rounds per year.

			2007-2008		\$ Change	% of All
	Actual 2005-	<b>Actual 2006-</b>	Estimate to	Final Budget	from Prior	Revenues
Revenue Summary	2006	2007	Complete	2008-2009	Year	FY2008-2009
Operating	1,649,729	1,712,961	1,590,337	1,827,950	237,613	96.80%
Non-Operating	24,375	86,676	71,008	60,500	-10,508	3.20%
Transfers In	250,000	225,000	213,750	0	-213,750	0.00%
Total	1,924,104	2,024,637	1,875,095	1,888,450	13,355	100.00%

			2007-2008		\$ Change	% of All
	<b>Actual 2005-</b>	<b>Actual 2006-</b>	Estimate to	Final Budget	from Prior	Expenditures
Expenditures Summary	2006	2007	Complete	2008-2009	Year	FY2008-2009
Salaries and Wages	655,547	658,427	658,211	662,817	4,606	34.34%
Employee Benefits	200,914	208,814	214,481	214,951	470	11.14%
Services and Supplies	545,611	518,424	519,819	642,786	122,967	33.30%
Depreciation/Amortization	289,260	279,614	199,568	265,696	66,128	13.77%
Non-Operating	166,600	158,115	152,039	143,918	-8,121	7.46%
Transfers Out	0	0	0	0	0	0.00%
Total	1,857,932	1,823,394	1,744,118	1,930,168	186,050	100.00%

## **Long Term Goals**

- Generate enough revenue from fees and charges to recover 100% of direct, indirect, and overhead costs and debt service costs.
- Manage facilities so they may serve as teaching, learning, and playing facilities offering opportunity for all residents to enjoy golf as a lifetime sport.

### Goals for Fiscal Year 2008-2009

- Establish and implement maintenance standards.
- Improve communication with public via a quarterly maintenance newsletter outlining maintenance practices, upcoming projects and other pertinent information related to maintenance.
- Develop and implement safety awareness program.
- Investigate opportunities for regional collaborative golf programs with other courses (collaborate w/ other agencies).
- Implement customer service/satisfaction survey for individual golfers and tournament players.
- Increase weddings, parties and other special events held at restaurants and picnic areas .

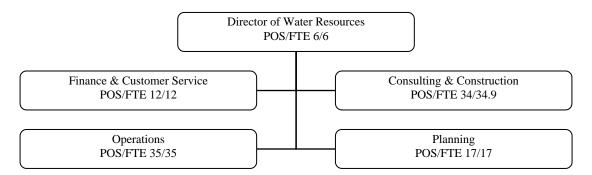
### Accomplishments for Fiscal Year 2007-2008

- Transitioned into new department organizational structure
- Monitored, evaluated and adjusted financial performance of Washoe and Sierra Sage golf courses to effectively increase revenues and manage expenditures
- Initiated golf marketing plan.
- Participated in Regional Golf Request for Proposals for managing operations
- Implemented two-year fee schedule
- Completed Capital Improvement Project of installing new parking lot at Washoe Golf Course
- Improved overall playability and appearance of course from previous season.

Strategic Priorities	Measure	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Estimate	FY 08-09 Projected
Provide quality programs to meet the needs of the community	# of rounds of golf played (including tournaments)* Washoe Sierra Sage	42,892 26,266	45,384 28,898	45,000 30,000	47,500 31,500
Administer the department in a cost effective and operationally efficient manner.	Avg revenue earned per player per round of golf played Washoe Golf Course Sierra Sage Golf Course Nat'l Golf Foundation Median- Western Region	\$25.85 \$22.65 \$31.66	\$21.34 \$17.14 \$40.00	\$23.00 \$19.00 \$40.00	\$23.50 \$19.50 \$35.50
	Cost per round to maintain courses Washoe Golf Course Sierra Sage Golf Course Net Revenue per Capita	\$18.60 \$35.81 N/A	\$17.14 \$29.19 N/A	\$19.50 \$28.00 N/A	\$19.00 \$27.00 (\$.40)
Provide excellent customer service	# of respondents to survey and % who rate overall satisfaction of golf courses as good or better	NA	NA	85	1,000 90%

<sup>\*</sup> Rounds of play are expressed in 18 hole equivalents.

# WATER RESOURCES FUND



### Total Positions/Full Time Equivalents 104/104.9

Mission: The mission of the Department of Water Resources is to meet current and future regional demand

for potable water, and wastewater disposal.

**Description:** The Washoe County Department of Water Resources (DWR) provides integrated management of

water supply, wastewater treatment, effluent reuse, ground water remediation, and water resource planning. Washoe County is the only government in Nevada that has combined these important water resource management services in one department. The Department has four divisions:

o Consulting and Construction

o Sewer, Water and Reclaimed Utility Operations and Maintenance

o Finance and Customer Service

o Water Resource Planning

Revenue Summary	Actual 2005- 2006	Actual 2006- 2007	2007-2008 Estimate to Complete	Final Budget 2008-2009	\$ Change from Prior Year	% Change from Prior Year
Operating	25,415,023	29,546,998	30,816,498	28,179,171	-2,637,327	-8.56%
Non-Operating	3,094,668	6,906,881	3,934,699	3,308,000	-626,699	-15.93%
Transfers In	0	0	0	0	0	0.00%
Total	28,509,691	36,453,879	34,751,197	31,487,171	-3,264,026	-9.39%

Expenditures Summary	Actual 2005- 2006	Actual 2006- 2007	2007-2008 Estimate to Complete	Final Budget <b>2008-2009</b>	\$ Change from Prior Year	% Change from Prior Year
Salaries and Wages	4,522,680	4,984,343	5,036,564	5,584,399	547,835	10.88%
Employee Benefits	1,507,081	1,708,084	1,426,629	1,924,482	497,853	34.90%
Services and Supplies	10,242,092	12,009,405	17,289,135	14,431,917	-2,857,218	-16.53%
Depreciation/Amortization	6,428,902	8,222,066	9,508,051	10,443,057	935,006	9.83%
Nonoperating Expenses	2,872,530	3,251,577	4,864,665	4,832,952	-31,713	-0.65%
Transfers Out	1,172,045	0	0	0	0	0.00%
Total	26,745,330	30,175,475	38,125,044	37,216,807	-908,237	-2.38%

Note: 1) FY2007-2008 Estimate to Complete Services & Supplies includes the cash transfer of \$3 million for the new Western Regional Water Commission.

Financial M	anagement Metrics	
Objectives	Measures	Targets
Generate operating revenues that are adequate to sustain utility operations and maintenance programs	Match of Financial Plan annual operating revenue projections to annual operating revenues received	Plus or Minus 10%
Maintain strong financial health	Retained earnings for each utility are positive at the end of the fiscal year	Yes
	Unqualified audit opinion	Yes
	Percent of annual base budget spent on planned expenses	90%
	Comply with all debt covenants	Yes
Effectively manage utility enterprise and special funds	Number of monthly financial reports generated for the Central Truckee Meadows Remediation District fund	12
	Number of monthly financial reports generated for the Western Regional Water Commission Water Management fund	12
	Number of monthly financial reports generated for the Water Resources Utility Enterprise fund	12
	Percent of accounting issues identified in monthly financial reports that are addressed or resolved within 10 working days	100%

Custome	er Service Metrics	
Objectives	Measures	Targets
Provide safe, reliable and adequate water service to customers	Percent of drinking water delivered that meets all health related and aesthetic federal and state drinking water standards and regulations	100%
	Percent of commercial and residential customers being served by all DWR water systems receiving water that meets flow and pressure levels needed to meet domestic and fire-flow requirements	98%
	Number of interties with TMWA that enable Washoe County and TMWA to provide emergency back up to each other	20
	Percent of water service outages that are planned in advance (with appropriate customer notification) or are emergencies with outages under 4 hours of duration for all affected customers	80%
Provide safe, reliable and adequate wastewater service to customers	Percent of wastewater collection systems cleaned (flushed) each year	20%
	Percent of wastewater collection system problems resolved within 12 hours of being reported	95%
	Compliance with all wastewater treatment permit conditions	Yes

Provide safe, reliable and adequate wastewater service to customers continued	Plan for and maintain wastewater facilities to address state required margin of capacity needed to accommodate planned growth	No less than 15%
Provide safe, reliable and adequate reclaimed water service to customers	Percent of reclaimed water delivered that meets all health related standards and regulations	100%
	Percent of reclaimed water customer demand that is provided by treated effluent (rather than creek water)	90% by FY 11-12
	Percent of reclaimed water production or distribution system issues that are resolved within 24 hours of being reported	95%
Provide billing and account services to customers that are timely, efficient and cost-effective	Percent of customer complaints regarding water quality, water pressure, or billing issues resolved within 2 working days	98%
	Percent of customer bills generated annually that require revision due to inaccuracy of meter reading	Less than 2%
	Percent of customers rating Department of Water Resources services and product "good" or "very good" on customer surveys or comment cards	80%

Business Process Metrics			
Objectives	Measures	Targets	
Improve efficiency and effectiveness of business processes through continuous improvement	Percent of development plan reviews completed within 20 working days	95%	
	Cost of water delivered per million gallons produced and delivered	Less than XXXXX per million gallons produced and delivered [1]	
	Cost of wastewater collection and treatment per million gallons processed	Less than XXXXX per million gallons collected and processed [1]	
	Percent of preventive maintenance program for utility infrastructure that is completed as planned	80% by FY12-13	
	1. Percent of Southern Washoe County (below T25N) hydrographic basin with completed groundwater models completed for Southern Washoe County     2. Percent of Southern Washoe County (below T25N) hydrographic basins with data collection and model development underway	1. 50% 2. 100%	
	Percent of Flood Warning Gauges inspected annually	90%	

Objectives	Measures	Targets
Improve efficiency and effectiveness of business processes through continuous improvement continued	Percent of Well Mitigation Hearing Board applications processed and heard within 60 days of receiving a complete application	95%
	Number of recommendations developed and implemented for changes in business processes, work scheduling or work priority setting that results from analyses of work order system data	12
	Daniel of Material Materials	
	Percent of Water, Wastewater, and Reclaimed Water systems that have:	4 0.504
	1. Adopted facility plans that have been updated in within the last 5 years and include overall facility work plans and schedules; and	1. 95%
	2. Clearly defined project level implementation work plans and schedules	2. 95%
	Percent of CIP projects	1. 90%
	completed within initially established schedule and budget; and	1. 7070
	2. Percent of schedule milestones for multi-year CIP projects that are met	2. 75%
	Number of Department of Water Resources policies and procedures reviewed, revised as needed and documented	12

Objectives	Measures	Targets
Improve efficiency and effectiveness of business processes through continuous improvement continued	Percent of hiring processes that are initiated and completed within 120 days of a position becoming vacant	80%
Acquire and support the use of tools and technologies that improve productivity, effectiveness, responsiveness and strategic decision making	Develop an approach to an Asset Management program with implementation planned for FY09- 10	Complete by June 30, 2009
	Develop a Customer Service effectiveness monitoring and management program for implementation in FY 2010. The plan should include objectives, measures, and targets for customer service area that relate to customer satisfaction such as timeframes for answering calls and number of issues that are resolved in one call	Complete by June 30, 2009
Protect groundwater and surface water resources in the Central Truckee Meadows	Revise and adopt an updated Remediation Plan for the Central Truckee Meadows	Complete by June 30, 2009