



Washoe County

Fiscal Year 2015 – 2016
County Manager Recommended Budget



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

Budget

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

Strategic Plan

- Summary of Budget Recommendations by Strategic Plan Goal

Next Steps

- Public Hearing and adoption of FY 16 Budget

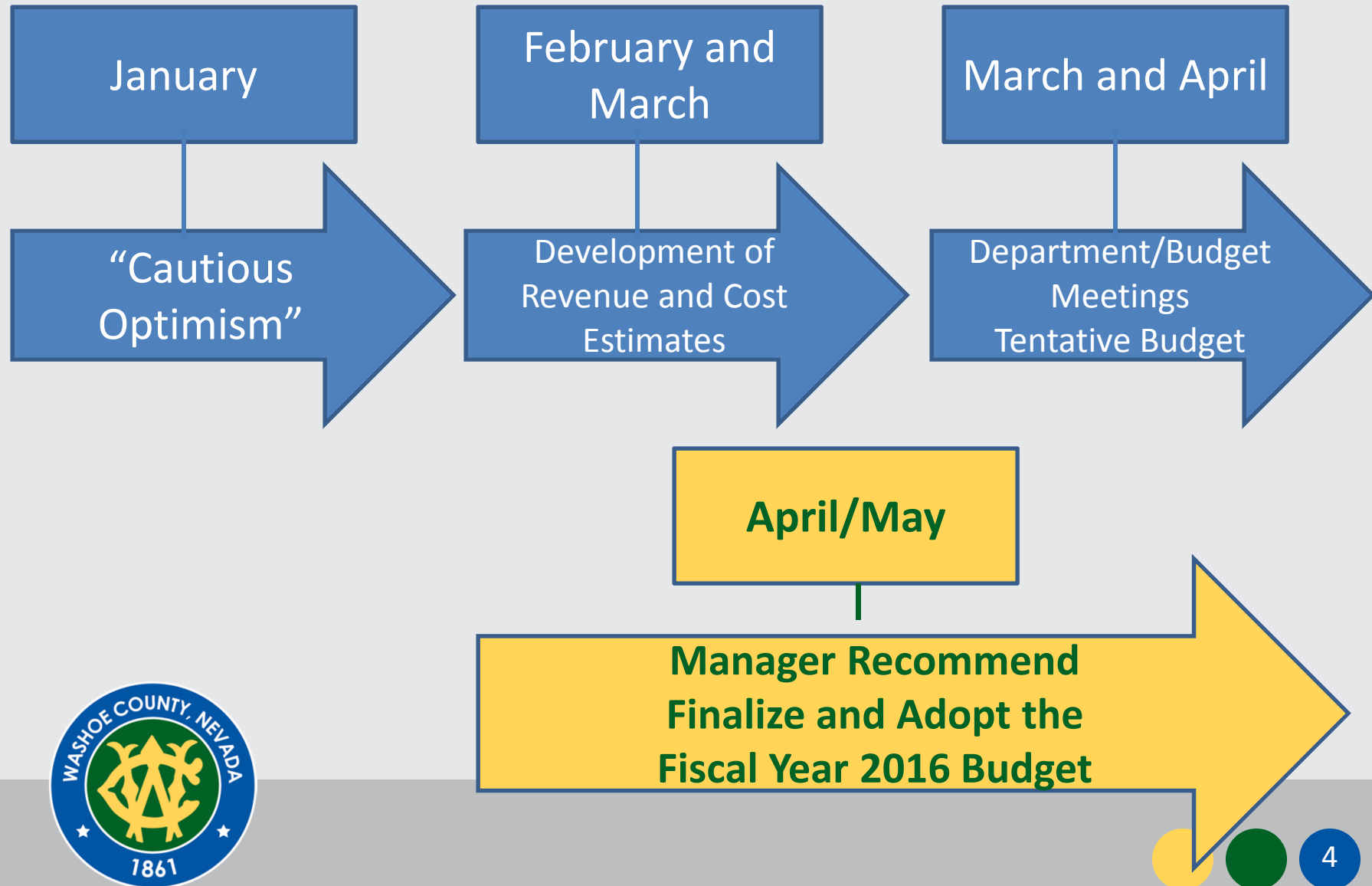


Budget

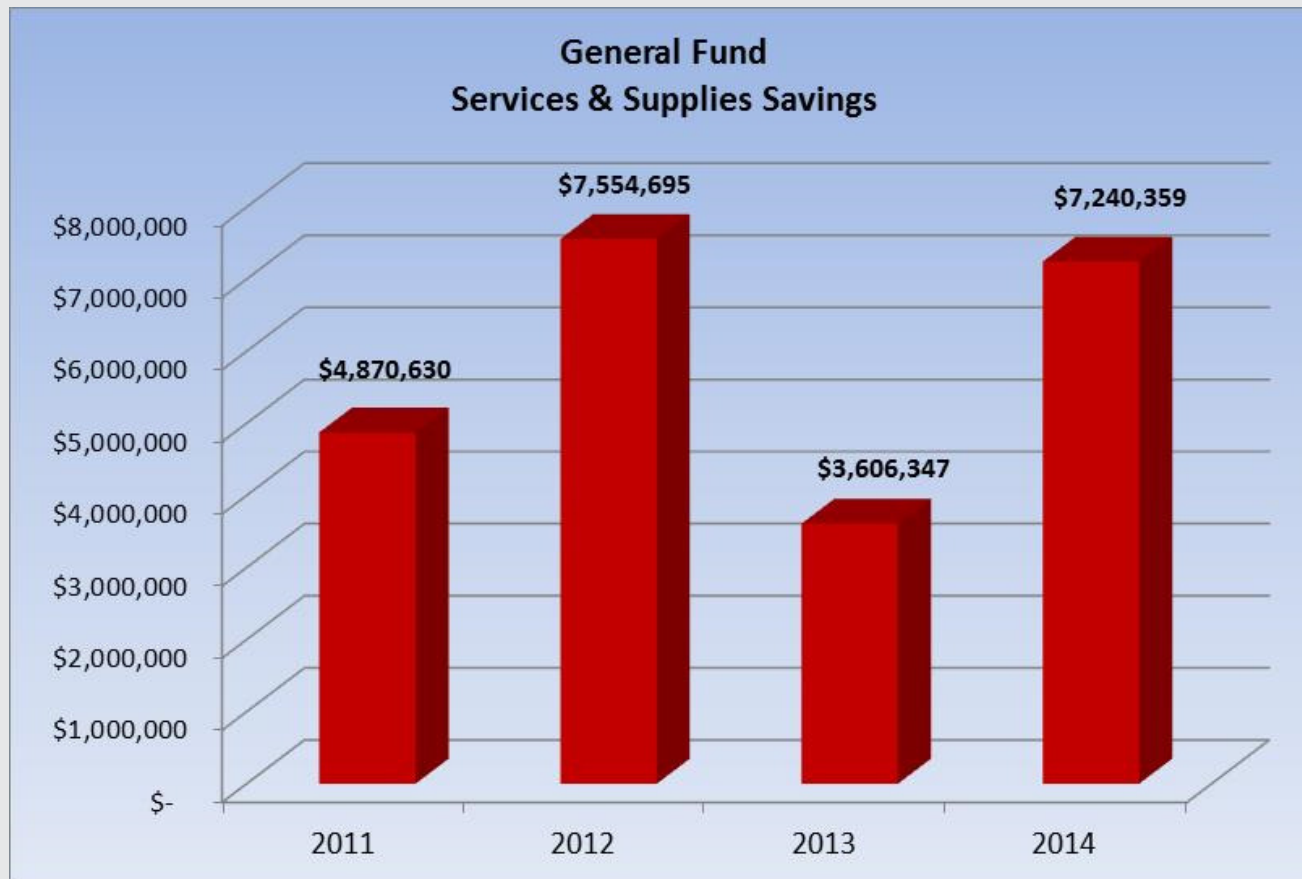
- **Budget Process Update**
- Fiscal Responsibility/General Fund assumptions
- County Manager's Recommendations



Budget Process Update



New Budget Approaches for FY 15-16 Budget



New Budget Approaches for FY 15-16 Budget

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



New Budget Approaches for FY 15-16 Budget & Beyond

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



Budget

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



Fiscal Responsibility

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



General Fund Property Taxes & Assessed Valuation

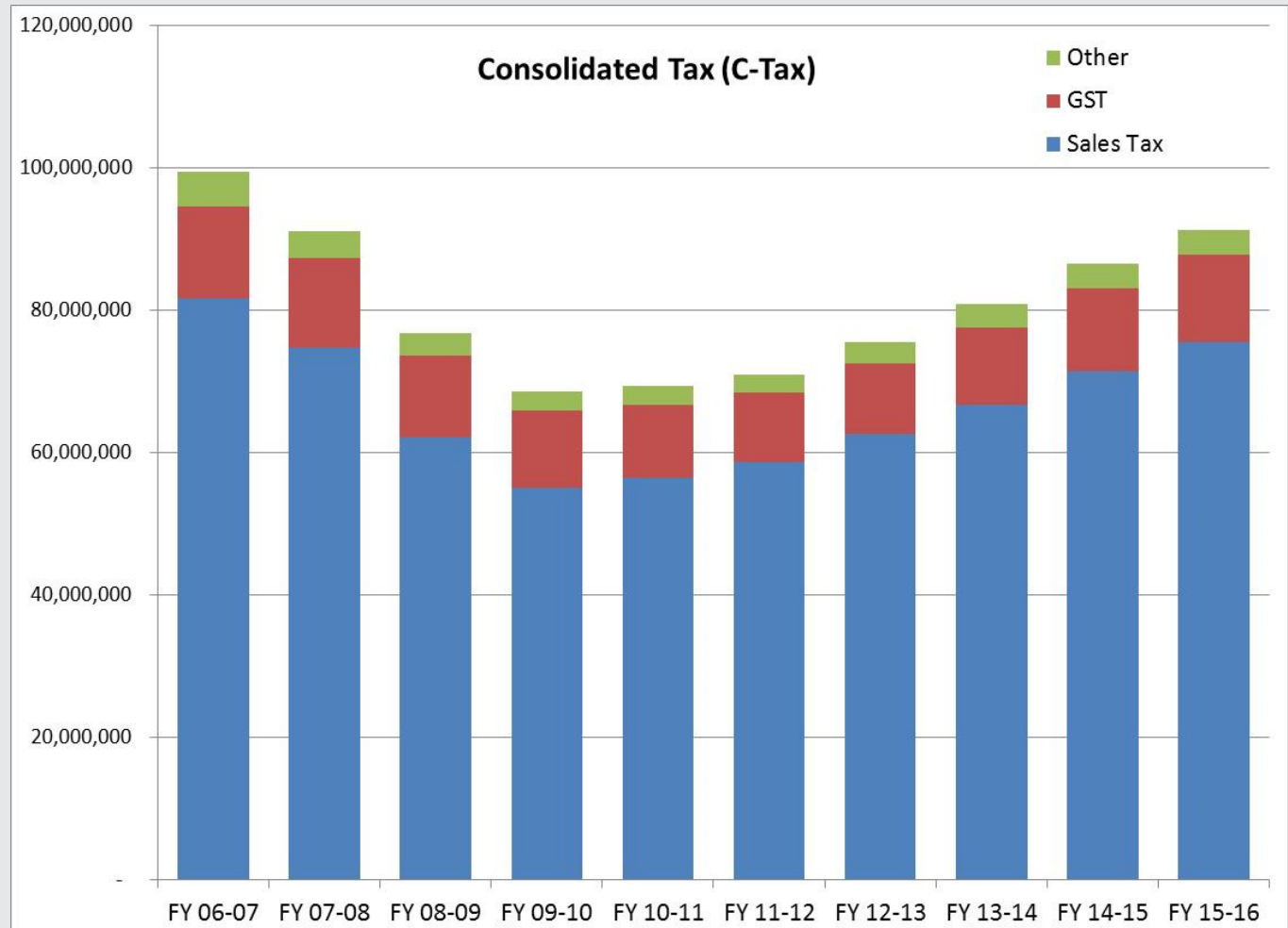
- Assessed Values increasing 6.4%
- Due to 2005 caps, total Property Tax Revenue is only increasing 3.3%.
- The General Fund's portion is increasing 1.9% due to need to increase debt rate.

General Fund Prop. Tax Revenue and Assessed Values



General Fund Consolidated Tax

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



General Fund Revenues

•Property Tax and Consolidated Taxes – 79% of resources



Property & Room Taxes
49%

Consolidated Tax
30%

Fees
8%

All Other
13%



79% of General Fund Revenues

* Excludes opening balance and transfers in



Summary of General Fund Expenditure Assumptions

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



General Fund Expenditures

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



Public Safety
40%

Judicial
19%

General Gov't.
18%

All Other
23%



General Fund Expenditures

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

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

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



Budget

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



Proposed General Fund Positions Funded through Reallocation of Budgets

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

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

Position	Department	FTE's		Net GF Impact
Deputy DA III	District Attorney	1.00	\$ 139,470	\$ -
Legal Secretary	District Attorney	1.00	\$ 71,833	\$ -
Legal Secretary Supervisor	District Attorney	1.00	\$ 80,166	\$ -
Victim Witness Advocate	District Attorney	1.00	\$ 71,833	\$ -
Human Resources Spec II	Human Resources	1.00	\$ 80,166	\$ -
Program Manager (ER)	Juvenile Services	1.00	\$ 116,341	\$ -
Media and Communications Specialist	Manager's Office	1.00	\$ 93,500	\$ -
Deputy PD III	Public Defender	1.00	\$ 139,470	\$ -
Investigator II	Public Defender	1.00	\$ 89,079	\$ -
Legal Secretary	Public Defender	2.00	\$ 143,666	\$ -
Office Support Specialist	Public Defender	1.00	\$ 68,333	\$ -
Supervising Guardian Case Manager	Public Guardian	1.00	\$ 98,531	\$ 74,768
Sheriff Support Specialist	Sheriff's Office	2.00	\$ 136,800	\$ -
Security Electronics Administrator	Technology Services	1.00	\$ 93,508	\$ -
Technology Network Engineer II	Technology Services	1.00	\$ 89,079	\$ -
Technology Support Technician	Technology Services	1.00	\$ 71,833	\$ -
Account Clerk II	Treasurer	1.00	\$ 68,333	\$ 28,333
Total		19.00	\$ 1,651,941	\$ 103,101



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

Funded either through:

- Reallocations of budgets
- Existing savings
- Other funds

Other significant reallocations:

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



Proposed Above-the-Base General Fund Recommendations

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

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

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

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



Proposed Above-the-Base General Fund Recommendations

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

Position Reclassifications

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

Deleted Positions

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

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



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

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

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



Proposed Above-the-Base Recommendations

Other Funds

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



BUILDING & SAFETY FUND POSITIONS TO BE ADDED				
TBD	Building Inspector	Bldg & Safety	1.00	\$ 80,166
TBD	Building Permits Tech	Bldg & Safety	1.00	\$ 85,134
TOTAL BUILDING & SAFETY FUND FTE INCREASE (DECREASE)			2.00	165,300
ANIMAL SERVICES FUND POSITIONS TO BE ADDED				
TBD	Office Assistant II	Animal Services	3.00	\$ 177,585
TOTAL ANIMAL SERVICES FUND FTE INCREASE (DECREASE)			3.00	177,585
CPS FUND POSITIONS TO BE ADDED				
TBD	Children's Services Coordinator	CPS	1.00	\$ 106,403
TBD	Case Compliance Reviewer	CPS	1.00	\$ 100,286
TBD	Social Services Supervisor	CPS	3.00	\$ 256,875
TBD	Social Worker III	CPS	6.00	\$ 426,192
TBD	Office Assistant II	CPS	2.00	\$ 112,802
TBD	Program Assistant	CPS	2.00	\$ 188,665
TBD	Management Analyst	CPS	1.00	\$ 110,325
CPS FUND RECOMMENDED POSITIONS TO BE DELIMITED				
CPS FUND RECOMMENDED CHANGES TO AUTHORIZED POSITIONS				
TOTAL CPS FUND FTE INCREASE (DECREASE)			16.00	\$ 1,301,548
SENIOR SERVICES FUND POSITIONS TO BE ADDED				
TBD	Community Health Aide	Sr. Services	1.00	\$ 59,394
TOTAL SENIOR SERVICES FUND FTE INCREASE (DECREASE)			1.00	\$ 59,394
UTILITIES FUND POSITIONS TO BE ADDED				
TBD	Environmental Engineer I	Sewer	1.00	\$ 98,530
TOTAL UTILITIES FUND FTE INCREASE (DECREASE)			1.00	98,530



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

- Can be supported by Library Expansion Fund revenues

- No ability for General Fund to finance a sixth day.



LIBRARY EXPANSION FUND POSITIONS TO BE ADDED				
TBD	Librarian I	Library Expansion	1.00	\$ 80,166
TBD	Library Assistant II	Library Expansion	2.25	\$ 100,680
TBD	Library Assistant II	Library Expansion	6.00	\$ 391,173
TBD	Library Assistant III	Library Expansion	2.00	\$ 136,666
LIBRARY EXPANSION FUND POSITIONS TO BE DELIMITED				
70002113	Librarian I	Library Expansion	-1.00	\$ -
TOTAL LIBRARY EXPANSION FUND FTE INCREASE (DECREASE)			10.25	\$ 708,685
TOTAL FTE INCREASE - SPECIAL REV. FUNDS			33.25	2,511,042

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

Strategic Plan

- Highlights of Budget Recommendations by Strategic Plan Goal



Be Responsive and Proactive to Pending Economic Development Impacts

Strategic Plan

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



Keep Senior Services on Pace with Rising Senior Population

Strategic Plan

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



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

Strategic Plan

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

County Wide

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



Prepare for the Impact of Medical Marijuana

Strategic Plan

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



Working as a Professional Unified Team

Strategic Plan



Judicial

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



Simplify Workflows to Improve Service Delivery and Customer Outcomes

Strategic Plan

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



Simplify Workflows to Improve Service Delivery and Customer Outcomes

Strategic Plan



Public Safety

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

Next Step

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





Washoe County

QUESTIONS?

