

Operating 3-27-13									
Sewer System									
	2011/12		2012-13		2013-14		Cash		
	Actual	Audit	Final	Budget	Tentative		Actual	Final	Tentative
Revenues						Revenues	Audit	Budget	
Charges for Services	173,577		212,825		230,000	Charges for Services	170,369	212,825	230,000
Interest	822		500		500	Interest	829	500	500
Misc	0					Capital Contribution	13,203	10,000	0
Total Revenues	174,399		213,325		230,500	Total Revenues	184,401	223,325	230,500
Expenditures						Expenditures			
Salary	69,315		75,692		78,332	Salary	69,622	75,692	78,332
Benefits	28,489		34,502		37,828	Benefits	28,274	34,502	37,828
Service & Supplies	53,199		79,485		87,100	Service & Supplies	76,212	79,485	87,100
Operational Expense	0					Operational Expense		0	
Capital Outlay	0					Capital Outlay	0	25,000	25,000
Road Improvements	0					Road Improvements		0	
Grant Match	0		140,844		141,000	Grant Match	126,209	140,844	141,000
Interest Expense	3,044		2,789		2,600	Interest Expense	3,044	2,789	2,600
Principle Expense	0					Principle Expense	5,032	5,287	5,600
Misc	34,109					Misc	34,109	0	
Depreciation	41,650		40,000		40,000	Depreciation		0	
Total Expense	229,806		373,312		386,860	Total Expense	342,502	363,599	377,460
Revenue vs Expense	-55,407		-159,987		-156,360	Revenue vs Expense	-158,101	-140,274	-146,960
						Cash Beginning	406,874	248,773	108,499
						Cash Ending	248,773	108,499	-38,461

Sewer

Jessie Fain

From: Dean Haymore
Sent: Tuesday, March 26, 2013 2:26 PM
To: Bill Sjovangen; Marshall McBride; Lance Gilman
Cc: Pat Whitten; Jessie Fain
Subject: Budget 2014
Attachments: 2266_001.pdf

Dear commissioners

The following information is a synopsis of the Community Development Department budget for the year July 1, 2013 through June 30, 2014.

Salaries and direct expenses have a slight increase based on the calculations completed by Jesse in the Commissioner's office. I have not increased my staff, only decreased over the last two budget years. I and my Staff, Shannon, Stacey are currently doing all aspects of the job in the Community Development Department which include overseeing the Building department, Business license department, Flood Plains Manager and I am still over the Planning Department, working hard to bring new companies and to help existing companies expand under the Economic Development Department and working with Storey County assessor's office and IT department on GIS mapping and information. We did away with the RTC budget last year but I am fully involved with the RTC projects i.e. USA Parkway and other ongoing RTC projects. As my responsibilities for the Economic Development Department and Team Storey is fully involved in promoting Storey County to bring in new companies and businesses countywide. As you can see the report I sent you last Friday shows the current companies and businesses that we are working on and trying to bring in too Storey County.

Salary direct expenses for 2013 is \$241492 this year 2014 is as follows, \$249,945 up \$8453

Employee benefits which are pretty much set for in 2013 is \$107807 and 2014 is \$118,498 up \$10691

Operating expenses for the year 2013, is \$34,875

Operation expenses for the year 2014 is \$35,650 up \$775

Major changes to operational expenses is as follows

Postage, Added a new column for postage, this was paid out a generals budget before.

We were told that we had to add it to our budgets for this year's budget, \$1600

Office supplies, We reduced \$300, 2013 is \$3100 and 2014 is \$2800 this year.

Telephones, were kept at the same at \$4000.

Travel expenses, I did ask for extra \$1000 to give me the opportunity.

if I had to travel to try to bring in new companies to the county. This increased from \$2500 to \$3500.

for this year's budget for economic development. Which is very low for trying to bring companies.

Dues Subscription, Stayed the same \$800, this is used to pay the dues with a different code councils that we need to belong to, to stay current and all the code enforcement responsibilities that we have.

Equipment maintenance, We reduced by \$800 2013 year budget was \$1000 2014 year's budget we budget 200.

Printing budget, We did increase by \$300 this year, 2013 was \$500 this year budget \$800. This is to help for the cost of the plaques that we paid for out of my budget that was given to new companies at economic development events.

Utilities, We reduced by \$700, 2013 was \$2500 budgeted for 2014, \$1800.

Rents/ Leases/purchase, We reduced this item by \$1100 this year from the previous budget, I have to rent my office from

the water company and we have to pay leases on the copy machines. 2013 budgeted \$9,600 this year's, 2014 budget is \$8500.

Training budget, Will stay the same at \$1000, this year's expenditures show we've only spent \$250 to date, but I have

Shannon

Stacey going to a week of training for the new codes that we will be adopting this year.

Auto maintenance, Will stay the same at \$2000 this is necessary to keep our vehicles running. Originally I put in for a new car

this year budget but it was taken out because of budget constraints. My vehicle has 150,000 miles on it, one of the pickups that

Shannon drives has 100,000 miles and we are trading him over to the other pickup for now.

Records management, Stay the same at \$250, this is our cost for offsite storage for the plans and documents that we must keep.

Gas/ Diesel, Is the same budget amount per last year to this year at \$7,000, hopefully fuel prices won't keep going up as I expect a lot of traveling this year for the new companies and homes that we will be building though out the county and in TRI.

Tires, we did add a new column this year or tires, \$800 that will cover tires for just one truck, Shannon need new tires for his truck.

I will need new tires for my vehicle next year also.

Building maintenance, this was reduced by \$25 for a total 2014 budget of \$600.

Equipment acquisition, I budgeted \$2500 this year for a new let top for Shannon and computer upgrade for Stacey's computer.

Both computers need a \$500 software upgrade per James. Shannon's computer is over six years old so instead of putting \$500

upgrade in his computer I felt it was better to just get him a new one. I wanted to try to get a new tablet i.e. I Pad so I could carry around

with me at a different meetings and have available for travel. But with the budget shortfalls I decided not to budget for that

this year.

My total budget for 2013 is \$384,174 and my budget request for 2014 is \$406,593 a difference of \$22,114. The increase is based on

a little bit of salary and benefits and increased operational costs of \$750.

For over 26 years I've worked for Storey County, my budgets have always been bare bone budget requests. I have always worked hard

be responsible for the taxpayers of Storey County. I have worked very hard with Team Storey to bring in new companies to

generate revenue for the County of Storey. If you have any questions on my budget please feel free to call me at any time,

the best way to contact me is on my cell phone. Thank you for taking the time to review my budget for the year 2014.



Dean Haymore, Director

STOREY COUNTY COMMUNITY DEVELOPMENT

110 Toll Road ~ P O Box 526 ~ Virginia City NV 89440

t. (775) 847-0966 f. (775) 847-0935 c. (775) 742-8226

dhaymore@storeycounty.org

Storey
County is
an Equal
Opportunit
y Provider.
This email
and any
files
transmitted
with it are

confidential and intended solely for the use of the individual or entity to whom they are addressed. This message contains confidential information and is intended only for the individual named. If you are not the named addressee you should not disseminate, distribute or copy this e-mail. Please notify the sender immediately by e-mail if you have received this e-mail by mistake and delete this e-mail from your system. If you are not the intended recipient you are notified that disclosing, copying, distributing or taking any action in reliance on the contents of this information is strictly prohibited.

Rep: 03/17:32:37
FUND 001
Account # Account

STOREY COUNTY
ESTIMATED EXPENDITURES FOR

Page 1

2014
Approved

2014
Tentative

2013
Estimated

2013
To Date

2012
Actual

2011
Actual

2010
Actual

DEPT 109 COMMUNITY DEVELOPMENT

51 SALARY DIRECT EXPENSE
51010-000 SALARIES & WAGES
51010-145 STREETScape-NDOT
51010-204 STREET VIBRATION
51010-500 TAHOE RENO INDUSTRIAL
51010-612 STORM DEC 2012
51010-708 BAIN FIRE
51020-000 LONGEVITY
510 TOTAL

167,738.42
199,618.42
8,680.58
241.02
34,741.18
287.52
14,949.74
223,536.26
217,670.36
223,536.26
241,492.00
149,754.06
16,014.00
10,699.41
16,014.00
225,478.00
138,928.65
225,478.00
233,370.00
16,575.00
241,492.00
249,945.00

51 TOTAL

8453

217,670.36
38,493.83
51.82
7,082.90
2,576.01
971.69
36,294.59
1,972.65
109.87
12,369.60
2,604.55
3,132.24
125.87
502.19
101,060.54
101,060.54
101,875.68
107,807.00
71,643.06
107,807.00
118,498.00
118,498.00
1,600.00
2,800.00
4,000.00
3,500.00
800.00

52 FRINGE BENEFITS
52010-000 PERS
52010-204 STREET VIBRATION
52010-500 TAHOE RENO INDUSTRIAL
52010-612 STORM DEC 2012
52010-708 BAIN FIRE
52011-000 PACT
52011-145 STREETScape-NDOT
52011-500 TAHOE RENO INDUSTRIAL
52012-000 HEALTH INSURANCE
52012-145 STREETScape-NDOT
52012-204 STREET VIBRATION
52012-500 TAHOE RENO INDUSTRIAL
52012-612 STORM DEC 2012
52012-708 BAIN FIRE
52013-000 MEDICARE
52013-145 STREETScape-NDOT
52013-204 STREET VIBRATION
52013-500 TAHOE RENO INDUSTRIAL
52013-612 STORM DEC 2012
52013-708 BAIN FIRE
520 TOTAL

49,379.87
54,791.00
36,908.95
29.92
68.29
3,997.86
1,871.80
41,253.29
1,972.65
109.87
12,369.60
2,604.55
3,132.24
125.87
502.19
101,060.54
101,875.68
107,807.00
71,643.06
107,807.00
118,498.00
118,498.00
1,600.00
2,800.00
4,000.00
3,500.00
800.00

FRINGE BENEFITS

10691

53 OPERATIONAL EXPENSES
53010-000 POSTAGE
53011-000 OFFICE SUPPLIES
53011-500 TAHOE RENO INDUSTRIAL
53012-000 TELEPHONE
53012-500 TAHOE RENO INDUSTRIAL
53013-000 TRAVEL
53013-500 TAHOE RENO INDUSTRIAL
53014-000 DUES & SUBSCRIP.

101,060.54
101,875.68
107,807.00
71,643.06
107,807.00
118,498.00
118,498.00
1,600.00
2,800.00
4,000.00
3,500.00
800.00

Storey County
110 Toll Road ~ Gold Hill Divide
P O Box 526 ~ Virginia City, NV 89440



Community Development
planning@storeycounty.org
(775) 847-0966 ~ Fax (775) 847-0935

March 26, 2013

Re: Planning Budget Summary 2013-14

Dear Commissioners:

It is my pleasure to provide this brief background and rationale pertaining to the Storey County Planning Division proposed budget for fiscal year 2013-14. The planning function plays a critical role in county operations, including meeting the land use needs for various county, state, and federal departments and agencies, local businesses and prospective business clients, and property owners and residents of the county.

The planning function includes day-to-day services as well as medium- and long-term planning for the county and the region. Routine services include professional consultation on land use decisions and proposals including, for example, parcel maps, lot consolidations, buildings and land development, zone changes, master plan amendments, special use permits, and variances, as well as conformance with local, state, and federal regulations pertaining thereto. It also provides the long-term guidance on the development of the county and the surrounding region. Development may include revitalization strategies in existing historic towns as well as new residential, commercial, industrial, natural resources, and other land use proposals. Planning includes the presentation of information and findings to the Board and reveals existing conditions, highlights current and future issues, and recommends goals, policies, and actions to address land use issues. Key elements of planning include population and demographics, housing, transportation, economic development, and regional coordination of planning and development efforts.

The following items correspond directly with the budget line items shown in the enclosed spreadsheet. They summarize the purpose of each item and justify requested changes that are expected to occur. They are as follows:

Salary and Direct Expense (\$152,424.00 from \$147,338) – The Planning Division currently employs 2.5 persons: the Senior Planner, one full-time administrative assistant, and one less than part-time administrative assistant. In February of 2013, the functional roles of the Senior Planner and the county Administrative Officer were combined. The Administrative Officer now serves as the county planning and human resources administrator under the direction of the County Manager. The Administrative Officer will maintain this dual role during the 2013-14 fiscal period. To assist in the day-to-day planning operations and provide support in higher-level planning endeavors, a junior-level planner is expected sometime in mid-autumn. This person will perform necessary planning duties under the direction of the Administrative Officer. The 2013/2014 update to the Storey County Master Plan will be directed by the Administrative Officer. One administrative assistant of the planning division is expected to retire midyear. That person will not be replaced; instead, related duties will be combined with other planning staff and the junior-level planner. The budget increase is approximately 3.5 percent; it includes the foregoing model as well as expenses related to other costs such as health care and other industry-wide increases.

Storey County
110 Toll Road ~ Gold Hill Divide
P O Box 526 ~ Virginia City, NV 89440



Community Development
planning@storeycounty.org
(775) 847-0966 ~ Fax (775) 847-0935

Operational Expenses (\$29,500.00 from \$31,800.00) – Operational expenses for the planning function include office supplies, postage and mailings, dues and subscriptions, training for planning staff, automobile maintenance, records management, and related expenses. Building rent (shared rent between the Building/Business License and Planning Divisions), and lease agreements for the office copy machine, postage machine, and other office equipment make up a substantial portion (approximately 37%) of the planning budget for operational expenses. The following provides brief explanation of each operation budget line item and shows the budget amount difference between the 2012/13 and 2013/14 fiscal periods.

- A. Office Supplies (\$1,500 from \$2,100) – Office supplies last year included the necessary replacement of three computers and several printers. With those machines now updated, the amount was reduced to match anticipated general office supplies. The office contains an additional computer that may be utilized by the junior-level planner.
- B. Telephone (\$1,700 unchanged) – This includes land-lines for both administrative planning staff and the cellular telephone for the planning administrator. It includes adequate funding for the junior-level planner's land-line and cellular phone.
- C. Dues and Subscriptions (\$500 unchanged) – As acting Senior Planner, the Administrative Office is a member of the American Planning Association (APA). The APA provides legal and professional services to planners at little to no costs. Professional periodicals, journals, and other subscriptions pertaining to land use planning are also provided. Scholarly textbooks and other reading materials are purchase regularly for professional development.
- D. Equipment Maintenance (\$200 unchanged) – This item includes maintenance of the office copy machine and printers. It also included maintenance of two large-format map plotters, which recently were moved to the Assessor's and Recorder's Offices. Those machines are no longer included in the planning budget.
- E. Printing (\$400 from \$600) – Last year's update to the Storey County Zoning Ordinance required much color printing. The ordinance was approximately 280 pages, of which copies were provided to the Board, planning commission, county staff, consultants, and members of the public on a reoccurring basis. That project is complete; however, the update to the county Master Plan is expected to generate a commensurate number of copies. This item also includes copies made for general planning staff reports (e.g., special use permits, etc.), letters, and other correspondence pertaining to planning related matters.
- F. Rents/Leases/Purchases (\$8,500 from \$9,600) – Rent for the Community Development Department building is paid to the Storey County Water and Sewer Services (through Public Works). Building rent is split evenly between the Building/Business License and Planning Divisions. This item also covers half of the lease for the office copy machine which is shared department wide.

Storey County
110 Toll Road ~ Gold Hill Divide
P O Box 526 ~ Virginia City, NV 89440

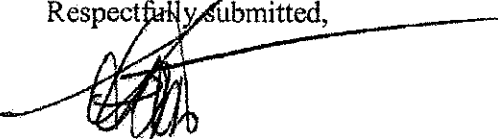


Community Development
planning@storeycounty.org
(775) 847-0966 ~ Fax (775) 847-0935

-
- G. Training (\$3,000 unchanged) – This item is reserved for professional development and training for all planning staff including the Administrative Officer (for planning) and the junior-level planner. Training is provided from the APA, National Association of Counties (NACO), other state and federal associations, the system of higher education, and private enterprise. The APA also provides the Administrative Officer and the junior-level planner opportunity to become certified by the American Institute of Certified Planners (AICP), when prerequisites are met.
 - H. Auto Maintenance (\$800 unchanged) – The automobile used for the planning function (for site visits, meetings, etc.) is not expected to have any large repair costs. This item will go mainly to general maintenance and repairs that may arise.
 - I. Records Management (\$0 from \$300) – This item was removed from the planning budget.
 - J. Gas and Diesel (\$1,000 from \$1,500) – Fuel costs for the planning vehicle were decreased to better match anticipated travel costs for planning staff.
 - K. Public Notices (\$1,000 from \$500) – Updates to the county Master Plan are expected to generate added costs for public notices. This includes USPS mailing that occurs pursuant to NRS requirements. This item also includes postage necessary to notice general planning application requests, such as special use permits, variances, etc.
 - L. Buildings Maintenance (\$500 unchanged) – This item includes general building maintenance. Building repairs and maintenance are shared between the Building/Business License and Planning Divisions.
 - M. GIS Geographic Information Services (\$5,000 unchanged) – Funds for this item come from the "Tech Fund" of the Storey County Assessor's Office. These funds pay for Geographic Information Systems (GIS) services pursuant to the inter-local agreement between Storey County and Douglas County GIS Services. GIS is used primarily for zone maps, master plan maps, and parcel maps. This fund will be utilized heavily in the development of Master Plan maps that conform to parcel and other GIS overlays.

Hopefully these items provide sufficient information pertaining to the planning budget request for 2013/14. I am happy to provide additional information upon request.

Respectfully submitted,


Austin Osborne
Administrative Officer

Attached: Planning Budget

Rept: PB2700
Run: 03/13/13 09:30:16
Fund 001 GENERAL
Account # Account

STOREY COUNTY
ESTIMATED EXPENDITURES FOR 2014

Page 1

Description	2011 Actual	2012 Actual	Budget	To Date	Estimated	2014 Dpt Req	2014 Tentative	2014 Approved
DEPT 143 PLANNING DEPARTMENT								
51 SALARY DIRECT EXPENSE								
51010-000 SALARIES & WAGES	149,541.26	136,472.14	142,179.00	91,853.51	142,179.00	147,162.00		
51010-136 CDEG 2010 FLOOD PLAN	68.88							
51010-500 TAHOE RENO INDUSTRIAL	18,348.57	124.16						
51010-708 BAIN FIRE		4,085.13	5,159.00	3,568.18	5,159.00	5,262.00		
51020-000 LONGEVITY								
510 TOTAL SALARY DIRECT EXPENSE	172,972.83	140,681.43	147,338.00	95,421.69	147,338.00	152,424.00		
51 TOTAL SALARY DIRECT EXPENSE	172,972.83	140,681.43	147,338.00	95,421.69	147,338.00	152,424.00		
52 FRINGE BENEFITS								
52010-000 PERS	32,295.75	27,291.02	29,481.00	19,294.96	29,481.00	31,559.00		
52010-500 TAHOE RENO INDUSTRIAL	3,592.33							
52010-708 BAIN FIRE		29.49						
52011-000 FACT	3,453.02	3,651.24	7,887.00	2,074.99	7,887.00	8,788.00		
52011-500 TAHOE RENO INDUSTRIAL	442.19							
52012-000 HEALTH INSURANCE	20,105.08	12,012.97	12,889.00	9,666.90	12,889.00	30,941.00		
52012-500 TAHOE RENO INDUSTRIAL	1,806.75							
52012-708 BAIN FIRE		27.83						
52013-000 MEDICARE	2,238.23	2,084.61	2,136.00	1,457.43	2,136.00	2,210.00		
52013-500 TAHOE RENO INDUSTRIAL	263.53							
52013-708 BAIN FIRE		1.80						
52014-000 SOCIAL SECURITY	169.43	1,750.81	1,922.00	1,209.38	1,922.00	1,971.00		
52014-500 TAHOE RENO INDUSTRIAL	93.45							
52015-000 UNEMPLOYMENT COMP		796.00						
520 TOTAL FRINGE BENEFITS	64,459.76	47,645.77	54,315.00	33,703.66	54,315.00	75,469.00		
52 TOTAL FRINGE BENEFITS	64,459.76	47,645.77	54,315.00	33,703.66	54,315.00	75,469.00		
53 OPERATIONAL EXPENSES								
53010-000 POSTAGE								
53011-000 OFFICE SUPPLIES	1,623.96	998.94	2,100.00	708.89	2,100.00	500.00		
53011-500 TAHOE RENO INDUSTRIAL	490.11					1,500.00		
53012-000 TELEPHONE	1,558.67	1,657.05	1,700.00	1,231.34	1,700.00	1,700.00		
53013-000 TRAVEL	849.88	2,735.96	3,000.00	775.99	3,000.00	3,000.00		
53014-000 DUES & SUBSCRIP.	230.00	230.00	500.00	240.00	500.00	500.00		
53015-000 EQUIPMENT MAINTENANCE	366.37	276.86	200.00		200.00	200.00		
53016-000 TAHOE RENO INDUSTRIAL	158.55							
53020-000 PRINTING		214.20	600.00	154.00	500.00	400.00		
53022-000 UTILITIES	718.43	1,190.93	2,500.00	1,289.46	2,500.00	1,900.00		
53022-500 TAHOE RENO INDUSTRIAL	986.59							
53027-000 RENT/LEASE/PURCHASE	1,500.00	10,884.57	9,600.00	5,477.12	9,600.00	8,500.00		
53027-500 TAHOE RENO INDUSTRIAL	4,500.00							
53029-000 TRAINING	1,459.15	1,183.78	3,000.00	595.07	3,000.00	3,000.00		
53030-000 AUTO MAINTENANCE	90.90	517.51	800.00		800.00	800.00		
53035-000 RECORD MANAGEMENT		249.26	300.00	93.11	300.00			

- J. VLS

Attach ment: Planning Budget

Rept: PB2700
Run: 03/13/13 09:30:16
FUND 001 GENERAL
Account # Account

STORY COUNTY
ESTIMATED EXPENDITURES FOR 2014

Page 2

Description	2011 Actual	2012 Actual	2013 Budget	To Date 06/20/13	2013 Estimated	Dpt Req	2014 Tentative	2014 Approved
53040-000 GAS & DIESEL	939.44	1,021.37	1,500.00	506.48	1,500.00	1,000.00		
53048-000 PUBLIC NOTICES	266.24	122.50	500.00	752.50	500.00	1,000.00		
53057-000 BUILDING MAINTENANCE	22.40	445.61	500.00	152.30	500.00	500.00		
53057-500 TAHOE RENO INDUSTRIAL	33.60							
53070-000 PROFESSIONAL SERVICES	21,570.67	1,955.00	5,000.00		5,000.00	5,000.00		
53070-270 GIS								
530 TOTAL SERVICES & SUPPLIES	37,905.96	23,663.45	31,800.00	11,886.45	31,800.00	29,500.00		
53401-136 CDBG 2010-FLOOD PLAN	9,900.00	100.00						
534 TOTAL FEDERAL GRANTS	9,900.00	100.00						
53 TOTAL OPERATIONAL EXPENSES	47,805.96	23,763.45	31,800.00	11,886.45	31,800.00	29,500.00		
54 GENERAL GOVERNMENT								
54160-000 COMPUTER EQUIPMENT		1,057.98						
541 TOTAL EQUIPMENT ADMINISTRATION		1,057.98						
54 TOTAL GENERAL GOVERNMENT		1,057.98						
55 MISCELLANEOUS	500.00							
55602-000 INSURANCE DEDUCTIBLE								
556 TOTAL INSURANCE EXPENSE	500.00							
56 TOTAL MISCELLANEOUS	500.00							
DEPT 143 TOTAL PLANNING DEPARTMENT	285,738.55	213,148.63	233,453.00	141,011.81	233,453.00	257,393.00		
Net Rev to Expense Fund: 001	2,029,613.99	826,912.26		2,049,305.16				
FUND 001 TOTAL *****	2,315,352.54	1,040,060.89	233,453.00	967,924.07	233,453.00	257,393.00		
Grand Totals:	2,315,352.54	1,040,060.89	233,453.00	967,924.07	233,453.00	257,393.00		

STOREY COUNTY GRANT FUNDING

This is an overview of the grant budget fund 206. You have been provided with a spreadsheet of which is very tentative. This presentation is an attempt to give a more accurate reflection of the grants that we have applied for with anticipation of funding in the next 12-18 months. Total grant funding that we are anticipating is \$4.4 million. There are many unknowns as we go forward because of cuts to various state and federal grant programs. We will continue to monitor each of these programs and be as optimistic as possible that funding will come through as anticipated.

In addition to the grants that I will speak about, we occasionally have opportunities to obtain interim year grants for specific programs of which we generally always take advantage of. We will continue to pursue all grant sources as staffing allows for.

Listed below are the grants by department:

Emergency Management receives various grants throughout the year to support emergency preparedness efforts for training and also support for our emergency response agencies as well as protecting our critical county infrastructure.

Grant Name	Grant	Match
United We Stand	\$ 30,000.00	NONE
Emergency Management Performance- C.Nevin Salary	\$ 20,679.00	\$ 20,679.00
Hazardous Materials Emergency Planning- Fire Shows Reno Training	\$ 3,000.00	NONE
State Emergency Response Commission Operations and Equipment	\$ 29,158.00	NONE
State Emergency Response Commission Operations and Equipment	\$ 4,000.00	NONE
State Emergency Response Commission Fire Shows Reno Coordination	\$ 40,000.00	NONE
Six Mile Canyon Drainage Improvement Projects	\$ 1,115,037.05	\$ 371,679.02

The District Attorney's Office has been successful in receiving funding for the past several years to support a Victim Services unit in their department. The grant funding that they receive pays for a less than part time position and associated supplies.

Grant Name	Grant	Match
Victim Services STOP Grant	\$ 13,333.00	\$ 4,444.00 Cash

Sheriff's Office has applied for two grants and hopes to receive funds for the following programs in the coming year. They have been successful in the past of receiving these grants and we anticipate funding for these programs in the coming year.

Grant Name	Grant	Match
Office of Traffic Safety- Joining Forces 2014	\$ 12,000.00	\$ 3,000.00 In Kind
Office of Traffic Safety- Radar Replacement/Upgrade	\$ 4,975.00	In Kind

Fire Department has been successful in obtaining a grant through NDF and USDA for Fuel Management Programs throughout the county. In addition, they have applied to the office of traffic safety for a grant to upgrade some of their emergency medical services equipment.

Grant Name	Grant	Match
Office of Traffic Safety- Emergency Medical Pulse Ox	\$ 73,529.00	\$ 22,309.00 In Kind
USDA Fuel Management Grant	\$ 252,291.00	\$ 140,050.00 Cash/In Kind

Grants that fall under the Commissioner's office include the following. Please note that on a couple of these grants that I mention below we are acting as a sponsor for a local non-profit to help them further their mission of providing needed services to our residents. We hope to receive funding from Historic Preservation and Cultural Affairs but we are very uncertain as these programs are facing cuts.

Grant Name	Grant	Match
Historic Preservation- Courthouse Electrical Renovations	\$ 43,020.00	\$ 28,680.00 Cash
Cultural Affairs- Courthouse Electrical Renovations	\$ 44,000.00	\$ 20,000.00 Cash
Community Services Block Grant- Child Care and Employment Assistance	Community Chest	In-Kind
Community Development Block Grant- RSVP Transportation Project	\$ 55,750.00	NONE
USACE Wastewater System Design	\$ 369,000.00	\$ 93,000.00 Cash
USDA Rural Development	\$ 2,312,794.00	\$ -

The VCTC has applied for six grants to continue to promote tourism in the county. These grants all come through the Nevada Commission on Tourism.

Grant Name	Grant	Match
VCTC Social Media	\$ 10,000.00	\$ 5,000.00 Cash
VCTC Nevada Planner/Misc. Print	\$ 5,000.00	\$ 5,000.00 Cash
VCTC Reno Tahoe International Airport Ad Campaign	\$ 10,000.00	\$ 5,000.00 Cash
VCTC Winter Blues Campaign	\$ 3,000.00	\$ 1,500.00 Cash
VCTC Tour De Nez Event	\$ 2,500.00	\$ 1,000.00 In Kind
VCTC FAM Tours	\$ 2,500.00	\$ 1,000.00 In Kind

The Justice Court and Clerk Offices have applied jointly for funding to upgrade their audio video system in the courtroom.

Grant Name	Grant	Match
Trial Court Improvement Grant Funding	\$ 11,035.39	\$ 4,730.00 Cash

GRANT BUDGET 2013/14

YELLOW- FUNDED
RED- GRANT HEARING
PURPLE- CONFIDENT

Grant Description	Requested Amount	Match Amount	Match Type	Dept
United We Stand	\$ 30,000.00	NONE	NONE	EM
Emergency Management Performance- C.Nevin Salary	\$ 20,679.00	\$ 20,679.00	CASH	EM
Hazardous Materials Emergency Planning- Fire Shows Reno Training	\$ 3,000.00	NONE	NONE	EM
State Emergency Response Commission Operations and Equipment	\$ 29,158.00	NONE	NONE	EM
State Emergency Response Commission Operations and Equipment	\$ 4,000.00	NONE	NONE	EM
State Emergency Response Commission Fire Shows Reno Coordination	\$ 40,000.00	NONE	NONE	EM
Six Mile Canyon Drainage Improvement Projects	\$ 1,115,037.05	\$ 371,679.02	CASH	EM
Victim Services STOP Grant	\$ 13,333.00	\$ 4,444.00	Cash	DA
Office of Traffic Safety- Joining Forces 2014	\$ 12,000.00	\$ 3,000.00	In Kind	SO
Office of Traffic Safety- Radar Replacement/Upgrade	\$ 4,975.00		In Kind	SO
Office of Traffic Safety- Emergency Medical Fire Department	\$ 73,529.00	\$ 22,309.00	In Kind	FD
Historic Preservation Fund- Courthouse Electrical Renovations	\$ 43,020.00	\$ 28,680.00	Cash	COMMISH
Commission on Cultural Affairs- Courthouse Electrical Renovations	\$ 44,000.00	\$ 20,000.00	Cash	COMMISH
Community Services Block Grant (CSBG)- Child Care and Employment Assistance			IN-Kind	COMMISH
Community Development Block Grant (CDBG)- RSVP Transportation Project	\$ 55,750.00	NONE	CASH/In-Kind	COMMISH
USACE WasteWater System Design	\$ 369,000.00	\$ 93,000.00	Cash	COMMISH
VCTC Social Media	\$ 10,000.00	\$ 5,000.00	Cash	VCTC
VCTC Nevada Planner/Misc Print	\$ 5,000.00	\$ 5,000.00	Cash	VCTC
VCTC Reno Tahoe International Airport Ad Campaign	\$ 10,000.00	\$ 5,000.00	Cash	VCTC
VCTC Winter Blues Campaign	\$ 3,000.00	\$ 1,500.00	Cash	VCTC
VCTC Tour De Nez Event	\$ 2,500.00	\$ 1,000.00	In Kind	VCTC
VCTC FAM Tours	\$ 2,500.00	\$ 1,000.00	In Kind	VCTC
Trial Court Improvement Grant Funding	\$ 11,035.39	\$ 4,730.00	Cash	JP/CLERK
USDA Rural Development	\$ 2,312,794.00	\$ -	NONE	COMMISH

TOTAL \$ 4,214,310.44



*Storey County Commissioners' Office
Courthouse, 26 South B Street
PO Box 176
Virginia City, Nevada 89440
Phone (775) 847-0968 Fax (775) 847-0949
Commissioners@storeycounty.org*

2013-2014 Commissioners Department Budget Narrative

General Overview

The Storey County Commissioners' Office has historically been managed from two primary "departments", the "Commissioners" (this department) and "Administrative", which follows next. Both are components of the General Fund. Combined, these units facilitate the day-to-day operations of the Board of Commissioners including; County Management, Human Resources, Budget Oversight and Health & Human Services. Generally speaking, line items associated with this Commissioners' Department are tied more directly to functions integral to the Board of Commissioners such as Commission Salaries & Benefits, support staff (which are often allocated proportionally with the Administrative Department), and other items again often allocated proportionally such as travel, equipment leases such as copiers, etc., and costs associated with maintaining the two department vehicles. This year we have also established a line item for Economic Development to reflect the Commissions' added emphasis the criticality of this effort. Specific breakdown analysis of each line item follows:

SALARIES	317,980.00
BENEFITS	186,117.00

Reflects 100% of salaries and benefits for three Commissioners and County Manager; 20% of Administrative Officer; 80% of Management Analyst and 100% of Government Affairs Director of which 50% is reimbursed by the School District. Despite the increases in Health Insurance and PERS, the addition of a Government Affairs Director and the change of Commissioners and Administrative Officer, Salaries and Benefits only increased by 5.6%.



Storey County Commissioners' Office
Courthouse, 26 South B Street
PO Box 176
Virginia City, Nevada 89440
Phone (775) 847-0968 Fax (775) 847-0949
Commissioners@storeycounty.org

OPERATIONAL EXPENSES

Office Supplies **500.00**

Decreased by 1,500 in part to new personnel using a "paperless" approach as much as possible along with the current office supply vendor negotiating better pricing.

Telephone **2,000.00**

The 7,000 decrease is primarily a shift of cost to the Administrative budget that previously had not been allocated correctly for the share of usage. In addition, 3 staff have chosen to use their personal cell phones and not a County cell phone.

Travel **9,000.00**

Increased by 2,000 to accommodate travel for attendance to conferences such as NACO for the new Commissioners.

Dues & Subscriptions **500.00**

Decreased by 100 to accommodate subscriptions to trade publishing.

Rents/Lease/Purchase **2,500.00**

A decrease of 500 adequately reflects the lease payment and maintenance agreement to support the shared cost of the office copier.

Training **2,000.00**

Increased by 500 to accommodate training and attendance to conferences such as NACO for the new Commissioners.



Storey County Commissioners' Office
Courthouse, 26 South B Street
PO Box 176
Virginia City, Nevada 89440
Phone (775) 847-0968 Fax (775) 847-0949
Commissioners@storeycounty.org

Auto Maintenance 1,000.00

Increased by 500 to provide repairs beyond the capabilities of Service Department.

Gas and Diesel 2,000.00

Increased by 500 to accommodate increased travel by new Commissioner.

Tires 900.00

Increased by 100 to provide much needed new tires.

Economic Development 7,500.00

This new line item will be used to capture costs associated with business meetings, etc.

EQUIPMENT ADMINISTRATION

Computer Equipment 2,000.00

Increased by 800 to provide for new computer for County Manager to replace the current machine that is past its life expectancy.

Miscellaneous 500.00

Increased by 350 to allow for unanticipated business costs.

TOTAL increase of 5.87%

TOTAL Budget Request = \$534,497



Storey County Commissioners' Office
Courthouse, 26 South B Street
PO Box 176
Virginia City, Nevada 89440
Phone (775) 847-0968 Fax (775) 847-0949
Commissioners@storeycounty.org

2013-2014 Administrative Department Budget Narrative

The Storey County Commissioners' Office has historically been managed from two primary "departments", the "Commissioners" (see previous) and "Administrative" (this request). Both are components of the General Fund.

While expenses related to "Commissioners" facilitate the day-to-day operations of the Board of Commissioners, expense line items integrated into the Administrative Department tend to generally involve items that are factored on a more County-wide basis. Specific breakdown analysis of each line item follows:

SALARIES	105,766.00
BENEFITS	185,952.00

Reflects 100% of salaries and benefits for the roving Administrative Specialist who provides short and medium term relief in various offices; 80% of Administrative Officer; 20% of Management Analyst and a small allocation to allow use of the "in-house" temp employee pool, if necessary. Health Insurance and PERS increases reflect the 18.5% increase to Salaries and Benefits. Please note that the cost for Retiree insurance is captured here at an estimated \$138,000.

OPERATIONAL EXPENSES

<u>Postage</u>	4,000
----------------	--------------

Previously, the Administrative budget included postage that was used by all departments who utilized the postage machine located in the Clerk's Office. The machine has the capability to track usage by department therefore all departments have included postage into their own budgets this year bringing this line item down 16,000.

<u>Office Supplies</u>	4,000
------------------------	--------------

Decreased by 1,000 in part to new personnel using a "paperless" approach as much as possible along with the current office supply vendor negotiating better pricing.

<u>Telephone</u>	4,000
------------------	--------------

The 1,000 increase is attributed to the correct shift of cost from the Commissioners budget for the share of usage.



Storey County Commissioners' Office
Courthouse, 26 South B Street
PO Box 176
Virginia City, Nevada 89440
Phone (775) 847-0968 Fax (775) 847-0949
Commissioners@storeycounty.org

<u>Travel</u>	3,000
No change as the current amount will provide for travel to attendance meetings for Human Resources, Government Accounting and Health and Human Services.	
<u>Dues & Subscriptions</u>	2,000
No change to the current amount that provides for newspaper subscriptions, trade publications and the required dues for ASCAP (The American Society of Composers, Authors and Publishers).	
<u>Equipment Maintenance</u>	3,000
No change in this provision for Courthouse elevator maintenance agreement.	
<u>Utilities</u>	0
Previously this item covered the cost of a few streetlights. This cost has been properly moved into Building & Grounds resulting in a decrease of 2,000.	
<u>Rents/Lease/Purchase</u>	25,000
The decrease of 5,000 adequately reflects the reallocation of the lease payment on the postage machine in the Clerk's office to all departments that utilize it as well as discontinuing the lease of the small postage machine in the Human Resource office. Other costs included here are the Courthouse parking lot lease, and shared portion of the office copier lease and maintenance agreement.	
<u>Communications</u>	1,000
The decrease of 1,500 adequately reflects the cost for internet service in the satellite C Street Office.	
<u>Training</u>	5,000
No change to this item that accommodates training and attendance to conferences and meetings for Human Resources, Government Accounting and Health and Human Services	
<u>Auto Maintenance</u>	1,000
No changes to amount provided for vehicle repairs beyond the capabilities of Service Department.	
<u>Bank Charges</u>	0
Decrease of 10,000 is due to the reallocation of this cost to be properly recorded in the Clerk-Treasurer's Budget.	



*Storey County Commissioners' Office
Courthouse, 26 South B Street
PO Box 176
Virginia City, Nevada 89440
Phone (775) 847-0968 Fax (775) 847-0949
Commissioners@storeycounty.org*

<u>Record Management</u>	150
Decrease of 100 to properly reflect cost to properly dispose and store records.	
<u>Economic Development</u>	0
Decrease of 10,000 is due to the reallocation of this cost to be properly recorded in the Commissioners Budget.	
<u>Public Notices</u>	7,000
Decreased by 1,000 which will still allow for required publications of Public Notices per NRS.	
<u>Professional Services</u>	100,000
No change to this line item that provides for services such as lobbyist agreements, drug testing services, countywide accounting software support, social media and Board of Equalization costs.	
<u>Technical IT Services</u>	7,500
Decreased by 2,500 to allow for website firewall and virus needs.	
<u>Furniture and Fixtures</u>	1,000
No change to this item that will be used to provide items for the dedicated Commissioner office inside the Courthouse.	
<u>Web Design</u>	7,500
Decreased by 2,500 to allow for website design and updates.	
<u>NACO-WNDD-EDAWN-NNDA</u>	25,000
No change to this item that reflects costs of memberships to these groups.	
<u>Legal Printing</u>	3,000
No change to this cost of printing the code every other year.	
<u>Wildlife Management</u>	0
Decreased by 800 due to elimination of this provision.	
<u>Youth Services Agreement</u>	25,000
Increase of 1,931 to allow for estimated shared cost of interlocal agreement to support the Western Nevada Regional Youth Center and China Springs. This cost is offset by a portion of the ad valorem tax.	



Storey County Commissioners' Office
Courthouse, 26 South B Street
PO Box 176
Virginia City, Nevada 89440
Phone (775) 847-0968 Fax (775) 847-0949
Commissioners@storeycounty.org

Carson-Truckee Water Conservation District 725
Decrease by 275 as a reflection of the estimate provided by The Department of Taxation.

Capital Outlay 5,000
No change in this historical provision intended to cover minor unforeseen needs.

Computer Equipment 4,000
No change in this item that will provide staff for a new computer in the event that a "clean-up" of the current system fails to correct operating issues and increase the needed demand.

Safety Fund 2,000
No change to historical budget used for needs brought forward by Safety Committee.

Special Grant Match 50,000
No change to this historical line item that is intended to cover unanticipated grant match opportunities that may arise though out the year.

Miscellaneous 10,000
No change to the historical budget that is used for a variety of costs such as conference gifts, holiday party, retiree plaques, awards, condolence flowers, elected official pictures and frames.

Commissary 1,000
A decrease of 1,000 allows for minimal purchase of water and coffee type items for extended meetings usually held in the Commissioner's Office as well as contribution to the 4th of July BBQ held at the Fire Department.

Insurance Premium 375,000
No change to this historical line item for the cost of causality and liability insurance for all departments within the County.

Insurance Deductible 5,000
No change to this line item that is driven by the liability insurance policy.

Settlement Reserve 25,000
A decrease of 50,000 leaves minimal coverage for lawsuit settlement costs. At this time, there are none pending.



*Storey County Commissioners' Office
Courthouse, 26 South B Street
PO Box 176
Virginia City, Nevada 89440
Phone (775) 847-0968 Fax (775) 847-0949
Commissioners@storeycounty.org*

OTHER FINANCING

The Administrative Fund is also used to properly account for transfers from the General Fund into other dedicated funds. We are requesting continuation of the two primary transfers historically provided for, specifically;

Transfer to Roads **200,000**

No change in the budgeted amount to help maintain all the needs of the road maintenance that historically cannot be covered by the revenue stream that the Road Department receives.

Transfer to TRI Payback **812,702**

No change to the estimated budget. Any fund that received ad valorem is required to payback a percentage of the outstanding debt. Details are explained within the TRI PAYBACK narrative.

TOTAL decrease of -5.15%

TOTAL Budget Request = \$2,010,295

STOREY COUNTY
OFFICE OF THE COMPTROLLER
POST OFFICE BOX 432
VIRGINIA CITY, NEVADA 89440

Storey County Commissioners

2014 Budget Notes

March 26, 2013

Gentlemen:

The Comptroller's office is tasked with weekly submittals of payroll and voucher disbursement requests. We take each of these applications and audit for completeness and proper account classification. Once this process has been completed, a posting to the General Ledger takes place which culminates in Unaudited Financial Statements at the end of each month. In addition all correspondence and report processing to the various federal and state agencies is prepared through this office. In addition, all requests for audits within the county and separate local governments are initiated and processed through this office. We accomplish all these tasks and many more with one 40 hour fulltime equivalent and one 35 hour senior administrative assistant. The following is a breakdown of the various expense items recognized.

Payroll

Salaries include a 2% cost of living increase for both employees. This will also effects longevity which effects our 22 year Senior Administrative Assistant.

Fringe Benefits

A PERS rate increase of 1.97% combined with insurance increases of around 10% leave this category about \$6,000 over last year's budget.

Operational Expenses

Travel

As an alternate for the Pool/Pact board, yearly travel to meetings does become necessary. In addition travel to Certified Financial Officers Association and Government Financial Officer Association conventions are necessary for updates in governmental accounting rule changes and state policy updates.

Rents/Leases

Obligations for our copier plus added lease approximate for the postage has increased this line item by \$500 over last year's budget.

Training

Additional assignments in the area of budget control and labor negotiations will require some additional specialized training.

Professional Services

Contracts with outside auditors for contractual audits such as Waste Management, Sierra Pacific Power and AT&T are classified into this account. In addition all AS/400 enhancements and changes to existing or new programs with are paid through this account.

Audit/Budget

This is primarily expenses incurred through services provided in connection with Audited Financial Statements for the previous year.



WILLIAM A. MADDOX
STOREY COUNTY DISTRICT ATTORNEY
P.O. Box 496 • 201 South C Street • Virginia City, Nevada 89440

March 27, 2013

NARRATIVE RE 2013/2014 DISTRICT ATTORNEY'S OFFICE BUDGET

There are only a few significant line items that need to be discussed in regards to the requested budge for 2013/2014 for the Storey County District Attorney Office. Otherwise, the amount requested for 2013/2014 is just a carry forward of amounts spent in 2012/2013.

STAFFING

In the budget year prior to my arrival, the District Attorney's Office had the District Attorney, a Deputy District Attorney and two Administrative Assistants/Paralegals. I eliminated the Deputy District Attorney position leaving the office with the District Attorney and two Administrative Assistants/Paralegals.

In July 2012, one of the Administrative Assistants/Paralegals retired and at the end of 2012, the other Administrative Assistants/Paralegal ran for and won an election for the position of Justice of the Peace. I have since hired a new Administrative Assistant/Paralegal and propose to hire a part time Administrative Assistant/Paralegal for the budget year 2013/2014. The part time position will not pay benefits.

I propose hiring a full time Deputy District Attorney in January 2014, which will give me the opportunity to train someone to take my place when my term of office is concluded in January 2015. I will recommend to my successor that the office go forward with the District Attorney, a part time (½ time) Deputy District Attorney and one full time Administrative Assistant/Paralegal and one part time Administrative Assistant/Paralegal.

COMPUTER SOFTWARE

If I hire a new Deputy District Attorney, I will need to have one more station for the Lexis/Nexis case management system will cost \$1,000.

PROFESSIONAL SERVICES

Unless an unusual criminal or civil case arises, the majority of the Professional Services line item will be spent hiring outside counsel to update and redo the Storey County Code. In 2012/2013, several ordinances were updated, most significantly the planning and zoning

June 26, 2012

Page 2

ordinances. While Austin Osborne was primarily responsible for work on it, Bob Morris assisted him by giving legal advise. I hope to continue to work on the Storey County Code until I leave and maybe after I leave.

FURNITURE AND FIXTURES

Because of the move into the new building on South C Street, it will be necessary to furnish one office and a small space in front of the office where the victim/witness person works.

COMPUTER EQUIPMENT

If I hire a new Deputy District Attorney, that person will need a computer work station. Also, I have been advised by James Deane that the Switching station needs to be updated. If you have a question about that, talk to James Deane.



WILLIAM A. MADDOX
STOREY COUNTY DISTRICT ATTORNEY
P.O. Box 496 • 201 South C Street • Virginia City, Nevada 89440

March 27, 2013

2013/2014 District Attorney's Office Annual Budget Request Breakdown

SALARIES

51010	<u>Salaries and Wages</u>	\$237,771.00
-------	---------------------------	--------------

BENEFITS

52010	<u>PERS</u>	\$53,893.41
52011	<u>PACT</u>	\$10,756.70
52012	<u>Health Insurance</u>	\$35,242.29
52013	<u>Medicare</u>	\$ 3,447.68
52014	<u>Unemployment</u>	\$ 0

- One District Attorney
- One Deputy District Attorney to be hired in January 2014
- One Full Time Administrative Assistant/Paralegal
- One Part Time Administrative Assistant/Paralegal (no benefits)
- Stop Grant Employee (Grant Pays All Expenses)

OPERATIONAL EXPENSES

53010	<u>Postage</u>	\$300.00
-------	----------------	----------

- One-Half cost of Postage Machine plus postage

53011	<u>Office Supplies</u>	\$3,000.00
-------	------------------------	------------

- General office supplies (Pens, paper, envelopes, staples, paperclips, DVD-R) plus distilled water dispenser

53012	<u>Telephone</u>	\$2,000.00
-------	------------------	------------

June 26, 2012

Page 2

53013 Travel \$2,500.00

- State / Local Conferences or Seminars
- Travel expenses of externs
- Trips to Carson City and Reno

53014 Dues & Subscriptions \$6,000.00

- Nevada District Attorney's Association (Two Lawyers)
- Nevada State Bar Dues (Two Lawyers)
- Nevada Public Lawyers (Two Lawyers)
- Lexis/Nexis Maintenance Program for case management system
- Lexis/Nexis legal research
- Nevada Association of Legal Secretaries

53016 Equipment Maintenance \$1,000.00

- Repairs on out of warranty equipment (Printers and computers)

53022 Utilities \$3,000.00

- Propane
- Electric

53027 Rents/Lease/Purchase \$4,250.00

- Department Copier Lease

53029 Training \$1,250.00

- Training and Certification of Attorneys and Administrative Assistants/Paralegals-This was incorrectly put in a \$0.

53034 Computer Software \$1,000.00

- Additional Lexis/Nexis Program for Case Management for new Computer

53035 Record Management \$0

June 26, 2012

Page 3

53040 Gas and Diesel \$500.00

- Gas Expenses for Travel to Training And/or to Carson City or Reno

53057 Building Maintenance \$500.00

- Repairs to Building - plumbing, electrical

53070 Professional Services \$60,000.00

- Ordinary and Expert Witness Fees
- Trial and Hearing Expenses
- Fees for Arbitrations
- Fees for Labor Negotiators
- Fees for Outside Counsel

53072 Furniture and Fixtures \$7,000.00

- Desks, Chairs and Related Office Furniture for Victim/witness Corner and Upstairs Office

CAPITAL OUTLAY

54010 Capitol Outlay \$0

- This amount is not needed so can be zeroed out.

54160 Computer Equipment \$6,500.00

- \$2,000.00 for New Computer and Monitor for Upstairs Office
- \$4,500.00 for Update of Switching Terminal (Ask James Deane)

56100 Miscellaneous Interest Expense \$5,350.00

- Interest on loan for purchase of 201 South C Street