



CITY MANAGER BUDGET RECOMMENDATIONS

FY2012-2013



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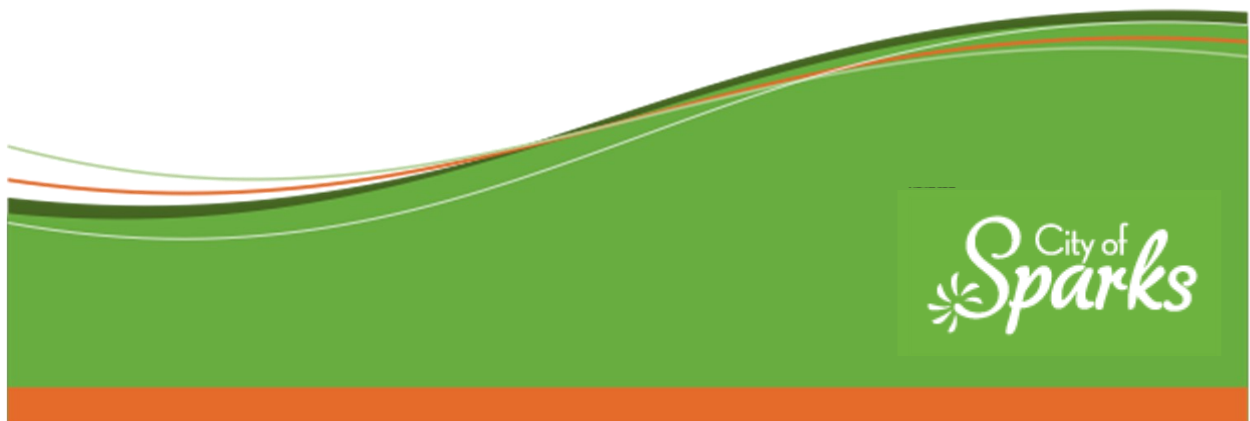
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Introduction and Overview



City of Sparks Elected Officials



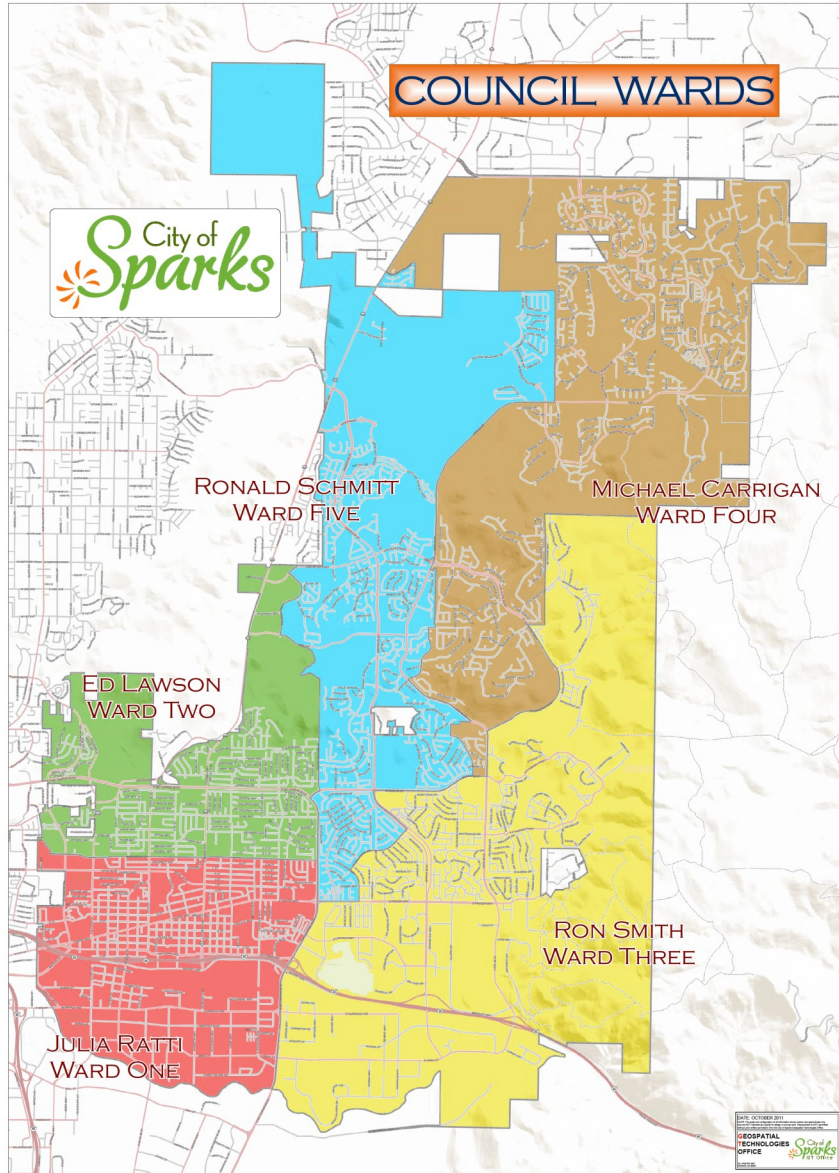
Geno Martini
Mayor



Julia Ratti
Ward 1



Ed Lawson
Ward 2



Ron Smith
Ward 3



Mike Carrigan
Ward 4



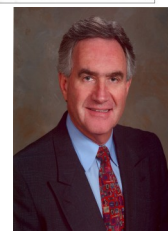
Ron Schmitt
Ward 5



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

Mayor	Geno Martini	11/2010—11/2014
Ward 1	Julia Ratti	11/2008—11/2012
Ward 2	Ed Lawson	11/2010—11/2014
Ward 3	Ron Smith	11/2008—11/2012
Ward 4	Mike Carrigan	11/2010—11/2014
Ward 5	Ron Schmitt	11/2008—11/2012
City Attorney	Chet Adams	11/2008—11/2012

JUDICIAL

Department 1	Barbara McCarthy	11/2008—11/2014
Department 2	Jim Spoo	11/2006—11/2012

STAFF

City Manager	Shaun Carey	Appointed
Assistant City Manager	Stephen Driscoll	Appointed
City Clerk	Linda Patterson	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 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 11/12 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.

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

Core Services supporting this Strategic Goal: City Administration

Our FY 11/12 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 11/12 Citywide Objectives:

- 1.1. Maintain Police Services at 2011 service standards.
- 1.2. Maintain Fire Services at 2011 service standards.
- 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.

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

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

Our FY 11/12 Citywide Objectives:

- 2.1. Complete and adopt an Economic Development Plan for the City.
- 2.2. Increase special event days by expanding special events to other venues.
- 2.3. Increase advertising to gain public brand awareness.
- 2.4. Define the Direction of Victorian Square; set clear goals and implement action plans.
- 2.5. Completion and 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 11/12 Citywide Objectives:

- 3.1. Develop/maintain the technology framework to support City operations.
- 3.2. Manage the City's infrastructure to the CIP & Regulatory requirements.
- 3.3. Increase Graffiti Abatement Response.
- 3.4. Implement energy conservation and generation sources.
- 3.5. Define Asset Management Plan for Truckee Meadows Water Reclamation Facility (CIP).

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 11/12 Citywide Objectives:

- 4.1. Identify Citizen Groups and design and implement an action plan for City government interaction.
- 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.
- 4.4. Evaluate the merit of regional strategic alliances; maintain those of value, and disengage from those with no benefit or potential for advancement.
- 4.5. Increase volunteer opportunities within the City to engage the community in local government.

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

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

Our FY 11/12 Citywide Objectives:

- 5.1. Increase revenue through sponsorships to develop quality of life initiative.
- 5.2. Explore acquiring additional facilities to better meet the needs of the community.
- 5.3. Secure open space.
- 5.4. Develop a safety plan for the parks.
- 5.5. Rebuild budget to support recreational services/activities (FY12-13).
- 5.6. Develop Park Maintenance Plan to avoid further decline.

FY 11/12 Performance Measures – Citywide

	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.
	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.
	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.

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



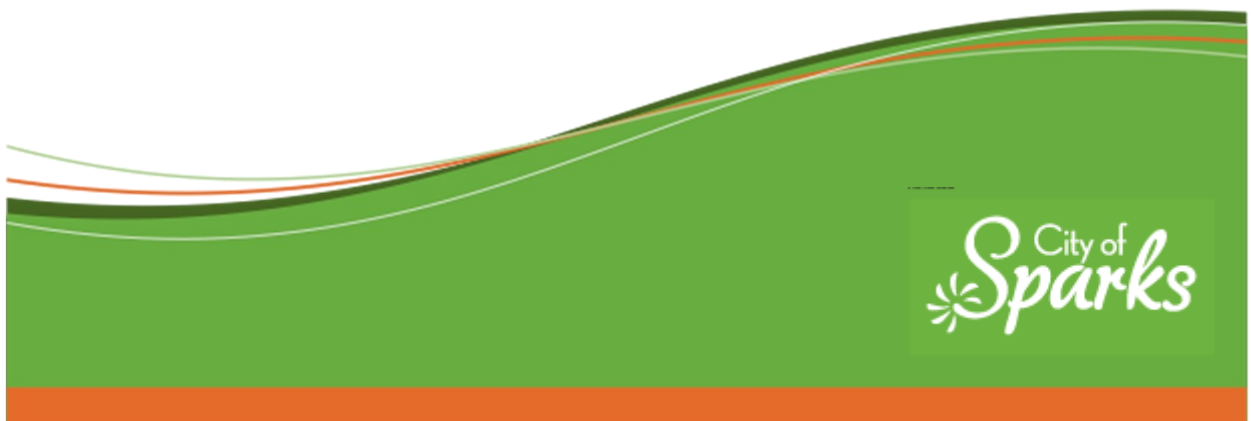
Fiscal Policies

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 Initiative (SSSI) and to be in compliance with GASB54.

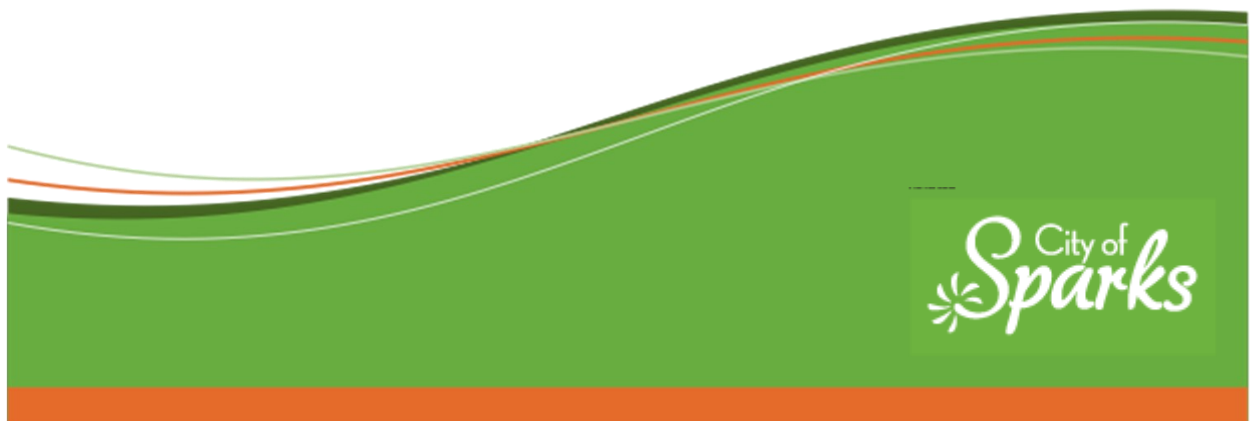
The City of Sparks Fiscal Policies are as follows:

1. **Minimum General Fund unrestricted ending Fund Balance level equal to 8.3% of expenditures**
2. **Establish a Contingency budget up to 3% of total expenditures in the annual budget**
3. **Transfer an amount equal to 2% of total expenditures from the General fund to the Capital Projects Fund**
4. **Transfer an amount equal to 2% of total expenditures from the General Fund to replenish the depleted Stabilization Fund**
5. **Reduce General Fund Personnel costs so that they don't exceed 78% of General Fund Base Revenues**
6. **Consider funding the Other Post Employment Benefit (OPEB) liability**

FY2012-13 City Manager Budget Recommendations: GENERAL FUND



City Council Agenda Staff Report





CITY COUNCIL AGENDA STAFF REPORT

MEETING DATE: April 23, 2012

Title: Consideration, discussion, and possible approval of fiscal year 2012-2013 budget and fiscal items including 1) the City Manager's recommendations for the City of Sparks final budget; 2) the City's property tax rate; 3) committing \$200,000 of Business License revenue to the Stabilization Fund; 4) the creation of a new Internal Services Fund called the "Employee Retirement Benefits Fund"; 5) initiating a second round of the Sparks Sustainable Services Initiative (SSSI); 6) the proposed five year Capital Improvement Plan; and 7) the proposed use of unspent 2007 CTAX bond proceeds.
Petitioner: Shaun Carey, City Manager Presenter: Jeff Cronk, CPA, Financial Services Director
Recommendation: That the City Council approve 1) the City Manager's recommendations for the 2012-2013 final budget; 2) no change to the City's property tax rate; 3) committing \$200,000 of Business License Revenue to the Stabilization Fund; 4) the creation of a new Internal Services Fund called the "Employee Retirement Benefits Fund"; 5) initiating a second round of the Sparks Sustainable Services Initiative (SSSI); 6) the proposed five year Capital Improvement Plan; and 7) the proposed use of unspent 2007 CTAX bond proceeds.
Financial Impact: Establishing the City's budget for Fiscal Year 2012-2013.
Business Impact (Per NRS 237) <input type="checkbox"/> A Business Impact Statement is attached. <input checked="" type="checkbox"/> A Business Impact Statement is not required because this is not a rule. <input type="checkbox"/> A Business Impact Statement is not required. This is a rule but does not impose a direct and significant economic burden on a business, or directly restrict the formation, operation or exemption of a business. <input type="checkbox"/> A Business Impact Statement is not required. Thus is a rule but emergency action is necessary to protect the public health and safety (requires a unanimous vote of the City Council and cannot be in effect for more than six months).
Agenda Item Brief: This agenda item provides the City Council with the City Manager's recommendations for the fiscal year 2012-2013 budget and fiscal impacts for the City of Sparks.

BACKGROUND & ANALYSIS:

The City Manager and Financial Services Director are presenting the City Manager's final budget recommendations for fiscal year 2012-2013. Today, the City Council is asked to direct staff in preparing the City's final budget document for submission to the State of Nevada. City staff has filed the tentative budget for the fiscal year 2012-2013, and City Council will receive public comment on the fiscal year 2012-2013 tentative budget on Tuesday morning, May 15, 2012 at 9:00 am. Immediately following the public hearing on the 2012-2013 tentative budget at 9:00 am, the City Manager and Financial Services Director will present the final budget which will be prepared based upon direction received today. The final budget must be filed with the Nevada Department of Taxation by June 1 annually. During years in which the Legislature is in session, should the Legislature take action which affects the City's budget for the subsequent fiscal year, an additional 30 days would be granted to file an amended budget with the Nevada Department of Taxation.

Attached to this agenda is the City Manager's Budget Recommendation book as well as the proposed five-year Capital Improvements Plan (CIP). The City Manager's Recommendation book provides a

synopsis of results and expectations of the City Manager's budget recommendations for the various Funds of the City of Sparks and the Sparks Redevelopment Agency for fiscal year 2012-2013. Today, the Financial Services Department Director will be presenting the material found in the City Manager's Recommendations book, and is seeking feedback and approval to proceed to prepare the City's final budget for fiscal year 2012-2013.

Today, the City Manager is seeking the following:

1. Approval of the fiscal year 2012-2013 City Manager's budget recommendations;
2. Approval of the City's property tax rate (no change is recommended);
3. Formal Council action to "commit" \$200k of Business License revenue to the Stabilization Fund per Council Policy in accordance with GASB 54 requirements.
4. Direction to establish a new Internal Services Fund to be called "Employee Retirement Benefits Fund", designed to accumulate assets to offset the City's OPEB liability;
5. Approval to initiate a second round of the Sparks Sustainable Services Initiative (SSSI);
6. Approval of the proposed five-year Capital Improvements Plan (CIP);
7. Approval of the proposed use of remaining unspent 2007 CTAX bond proceeds;

Item #1 -- Information Regarding the City Manager's Budget Recommendations:

- See attached Budget Recommendations book for more detailed information on the City Manager's budget recommendations for FY '13

Summary of the City Manager's budget recommendations for FY '13:

- Follow Council adopted fiscal policies;
- Maintain a "status-quo" budget;
- "New needs" & exceptions to a status quo budget included based upon Council direction received on April 9, 2012 workshop. City Manager Recommendations include:
 - 2.5 currently vacant public safety FTE (2 Fire Fighters & ½ Victim Advocate pending loss of grant funding);
 - Contracted Plans Examination Services (funded within the Development Services Fund);
 - Contracted services to help City staff overhaul the City's development ordinances;
- Transfer \$60k to the General Fund from the Development Services Fund to begin paying back the \$1.1M the General Fund subsidy 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;
 - Another \$268k transfer to the Development Services Fund was budgeted in FY '12; however, revenues have improved, and it appears there will be enough resources in this Fund that the transfer from the General Fund will not be necessary in FY '12;

- Additionally, it also appears likely that during FY '13, the Development Services Fund will be able to begin to pay back the General Fund subsidy from FY '10 and FY '11;
- Thus, a transfer from the Development Services Fund to the General Fund of \$60k is included in the City Manager's recommendations for FY '13 to begin paying back the roughly \$1.1M subsidy that occurred in FY '10 and FY '11.
- Reduce Health Insurance Fund contributions and premium rates by 8%. This will provide \$400k in savings for the General Fund.

Item #2 -- Information Regarding the City's Property Tax Rate:

- Per NRS 362.140, the property tax rate is capped at \$3.64 per \$100 of assessed value;
- SB 507 ('03 Legislature) added a total of 2 cents outside of the cap, which effectively raised the cap to \$3.66 per \$100 of assessed value;
- The City of Sparks current property tax rate is \$3.6163 per \$100 of assessed value;
- This means that the City of Sparks total tax rate is \$0.0437 (4.37 cents) under the maximum rate allowed of \$3.66 per \$100 of assessed value;
- The City Council has the authority to raise the property tax rate up to the \$3.66 cap;
- Each penny that increases the tax rate is expected to generate an additional \$189k of General Fund revenue after abatement is calculated;
- Increasing the property tax rate to the maximum level is expected to generate an additional \$825k of General Fund revenue;
- Raising the property tax rate is not being recommended by the City Manager at this time.

Item #3 -- Information Regarding Commitment of Revenues to the Stabilization Fund:

Formal Council action is needed prior to the end of June 30, in order to commit revenues to the Stabilization Fund per GASB 54 requirements. The City Manager is seeking formal Council action at today's meeting to commit \$200k of Business License revenue to the Stabilization Fund to comply with those requirements.

Item #4 -- Information Regarding the City's OPEB Liability:

One of Council's fiscal policies is to consider funding the City's OPEB liability. The City Manager is recommending continuing the City's "pay-as-you-go" funding status; however, the City Manager is also recommending the creation of a new Internal Services Fund called the "Employee Retirement Benefits Fund" as a vehicle to accumulate assets to offset the OPEB liability over time.

Item #5 -- Information Regarding Round 2 of the Sparks Sustainable Services Initiative (SSSI):

The City Manager's FY '13 budget recommendations identify actions designed to meet the Council's fiscal policy of maintaining a minimum unrestricted ending fund balance equal to 8.3% of total expenditures. Looking ahead to FY '14, a preliminary shortfall of about \$3.1M is anticipated assuming revenues remain flat. In anticipation of this shortfall, the City Manager is seeking authority to launch a second round of the Sparks Sustainable Services Initiative (or, SSSI). Aspects of the first round of the SSSI project was implemented in FY '11 and FY '12. A second round is being recommended by the City

Manager to be implemented during FY '13 so that actions may be identified and recommended by the City Manager for incorporation into the FY '14 budget.

Item #6 -- Information Regarding the City's Five-Year Capital Improvements Plan (CIP):

➤ The CIP document can be found as an attachment to the Budget Recommendations Book Nevada Revised Statutes (NRS) 354.59801 requires that each local government have on file, a copy of its plan for capital improvements. NRS 354.5945 further requires a five year capital improvement plan be submitted to the:

- Department of Taxation
- Debt management commission of Washoe County
- Director of the Legislative Counsel Bureau

In addition, NRS 354.5945 requires that copies be available for public record and inspection at:

- The Sparks City Clerk
- The Washoe County Clerk

Because of regional efforts, additional focus must be given to how capital projects included in the City's Capital Improvement Program (CIP) relate to the regional master plan.

Under the direction of the City Manager and the Deputy City Manager and with the collaboration of the Finance Department, the five-year CIP has historically been compiled by accumulating and prioritizing City Council and department requests, projecting all available and appropriate funding sources, and meeting with appropriate City staff to determine timeline and costs. The above factors are then considered and scheduled in the CIP by priority, category and funding source. During the planning process, care is taken to insure that projects scheduled in the capital plan are supported by expected funding sources for each category.

The revenue sources dedicated for ongoing capital road projects in the City are gasoline fuel taxes. These fuel taxes are remitted to the City's Road Fund (1401) and are required to be utilized for streets. Additional ongoing revenues coming from the TMWA Memorandum of Understanding Agreement (MUA) and the electric and gas franchise fees coming from NVEnergy has added to our ability to maintain and enhance our roadway system now and in the future.

Capital projects paid for through the General Fund are accounted for in Fund 1404 (Capital Projects and FIP Capital Projects), whose main resource is a General Fund transfer. In addition, projects in support of the Victorian Square Development Plan that will be using consolidated tax revenue resource are included in the FIP Capital Project portion of Fund 1404.

A special ad valorem (property tax) levy of five cents collected by the County and remitted to Sparks is the funding source for the City's capital facility improvements and has been regained from the State. 40% of the proceeds collected will be remitted to the Counties and Cities, while 60% will be remitted to the State. Projects found in the Capital Facilities Fund 1405, are spending the rest of this special levy. Per NRS 354.598155, this fund is authorized to make a variety of outlays for capital projects in the categories of:

- Land,
- Improvements to land,
- Major items of equipment, or
- The renovation of existing governmental facilities not including normal recurring maintenance

Other sources of capital funding are available but restricted. Examples include

- The NVEnergy electric and gas franchise fees for parks and recreation projects
- Residential construction taxes dedicated to neighborhood park construction, rehabilitation or improvements
- Sewer user's and connection fees
- Bond proceeds for purposes authorized when the bonds were issues
- Municipal court assessments for purposes to enhance or support municipal court facilities and operations.

In addition

- Community Development Block Grant (CDBG)
- Regional Transportation Commission (RTC)
- Nevada Department of Transportation (NDOT)

For the purposes of enhancements and miscellaneous, grant resources are available for restricted use projects as outlined in this plan.

The Motor Vehicle Fund (1702) provides funding to replace and maintain City vehicles and equipment, recovering costs to user departments through

- Maintenance and repair
- Depreciation charges

As with any planning effort, the City's Five Year CIP is a working document. As time progresses, future capital needs and priorities change annually and are then adjusted accordingly.

Item #7 -- Information Regarding the Proposed Use of Unspent 2007 CTAX Bond Proceeds:

- Staff recommendations are included in the City's Five-Year Capital Improvements Plan

In 2007, the City of Sparks sold bonds backed by a pledge of the City's CTAX revenues (the "CTAX bonds") to finance the acquisition or construction of multiple capital projects, including:

- Phase 1 of the Larry D. Johnson Community Center
- Victorian Square public improvements
- Design costs for a new City Hall
- Golden Eagle Regional Park

The City sold \$14,475,000 in bonds and most recently refinanced this debt in 2011. Sparks Redevelopment Area 1 (RDA 1) is responsible for a portion (about 29%) of the principal and interest payments on this debt.

The City spent a majority of the proceeds (the "CTAX bond proceeds") to fund costs associated with the projects specified above. There remain, however, unspent and unencumbered CTAX bond proceeds totaling approximately **\$1.58 million**, primarily because the City did not undertake a full design of the City Hall complex that was previously being considered for Victorian Square. Swendseid & Stern, the City's legal counsel for the sale of the CTAX bonds, has advised that the City has significant latitude as to the use of the remaining CTAX bond proceeds for capital projects.

The City Council and Redevelopment Agency Board have previously considered the expenditure of the remaining CTAX bond proceeds, including most recently in February, 2011 with the approval of a *revised* RDA 1 Action Plan. The City and Agency have since proceeded with implementation of the Action Plan, including design and construction of the C Street parking garage phase 1 repairs, design of the Victorian Square plaza enhancements (with construction of the phase 1A improvements to be bid this summer), and the provision of additional funding to support special events.

This agenda item asks the City Council to provide direction to staff regarding the use, for one or more capital projects, of the remaining CTAX bond proceeds. Possible projects include some that were considered as part of the RDA 1 Action Plan as well as more recently identified projects. The projects include:

C Street parking garage phase 2 repairs. The phase 1 repairs are currently underway. The phase 2 repairs would focus on major retrofit or replacement of the garage's stairwells and its two elevator towers as well as structural repairs (to the center beam and ramp columns). The total estimated cost is \$600,000 but the project could be undertaken in sub-phases.

City Hall electrical upgrades. The projects consist of full review, design and installation of an upgraded electrical system for the existing City Hall complex. The current electrical system at City Hall is antiquated and has no capacity to allow for HVAC modifications or upgrades. Additionally, parts of the existing system are over capacity and it is difficult to add new technologies to City Hall without affecting operation of existing equipment (computers, printers, servers, card key systems, etc.). The upgrades would include an upsized NV Energy Transformer, new upgraded electrical switch gear, re-wiring of the entire City Hall complex with a 3 wire system (contains true ground, City Hall has two wire system now w/o true ground), and all circuit breaker panels would be replaced and upgraded. The estimated cost is approximately \$900,000 to \$1,000,000 but the project could be undertaken in sub-phases.

Victorian Square phase 1b plaza enhancements. Phase 1B includes a tensile fabric pavilion, lighting and sound system, as well as the infrastructure for an ice rink. Based on the 50% design, the project engineer estimates phase 1b will cost approximately \$2.53 million to construct. This figure includes a 10% contingency.

The remaining CTAX bond proceeds could also be used to make regularly scheduled principal and interest payments on the CTAX bonds (prepayment penalties would apply if the City prepaid debt rather than simply using the proceeds to make regularly scheduled payments in fiscal years 2013 and 2014).

Staff requests City Council direction as to the use of the remaining \$1.58 million of CTAX bond proceeds and offers the following recommendations:

- 1) \$600,000 for C Street parking garage phase 2 repairs.
- 2) \$980,000 for City Hall electrical upgrades.

ALTERNATIVES:

City Council could also choose alternatives other than those presented today, and direct staff to prepare a final budget for fiscal year 2012-2013 and five-year Capital Improvements Plan for approval implementing any alternate actions accordingly.

RECOMMENDED MOTIONS:

Recommended Motion #1: "I move to approve the City Manager's budget recommendations for fiscal year 2012-2013".

Recommended Motion #2: "I move to keep the City of Sparks property tax rate unchanged."

Recommended Motion #3: "I move to commit \$200k of Business License revenue to the Stabilization Fund for fiscal year 2012-2013."

Recommended Motion #4: "I move to direct the Financial Services Director to begin the process of establishing a new Fund called the "Employee Retirement Benefits Fund" for the purpose of accumulating assets to offset the City's OPEB liability."

Recommended Motion #5: "I move to authorize the City Manager to begin a second round of the Sparks Sustainable Services Initiative (SSSI) during FY '13 in anticipation of a FY '14 budget shortfall."

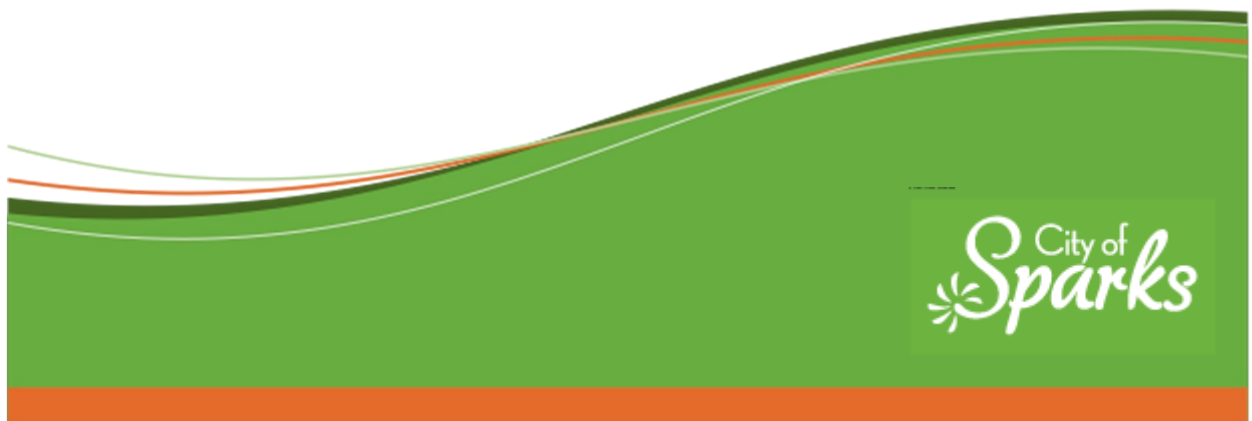
Recommended Motion #6: "I move to approve the proposed five-year Capital Improvements Plan for fiscal year 2012-2013 through fiscal year 2016-2017".

Recommended Motion #7: "I move to approve the proposed use of unspent 2007 CTAX bond proceeds as presented".

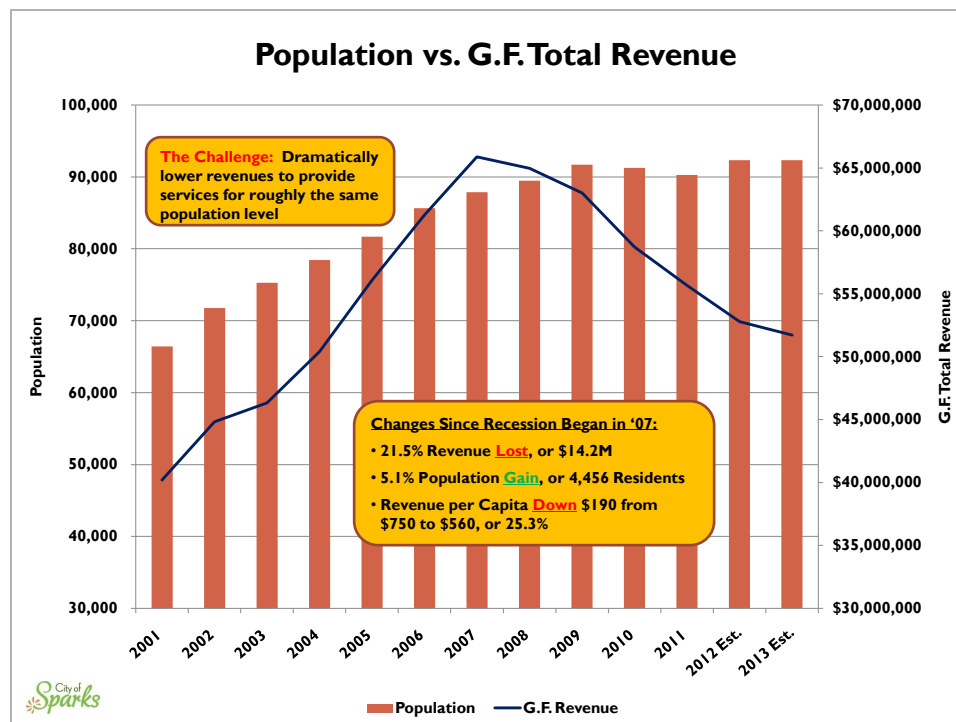
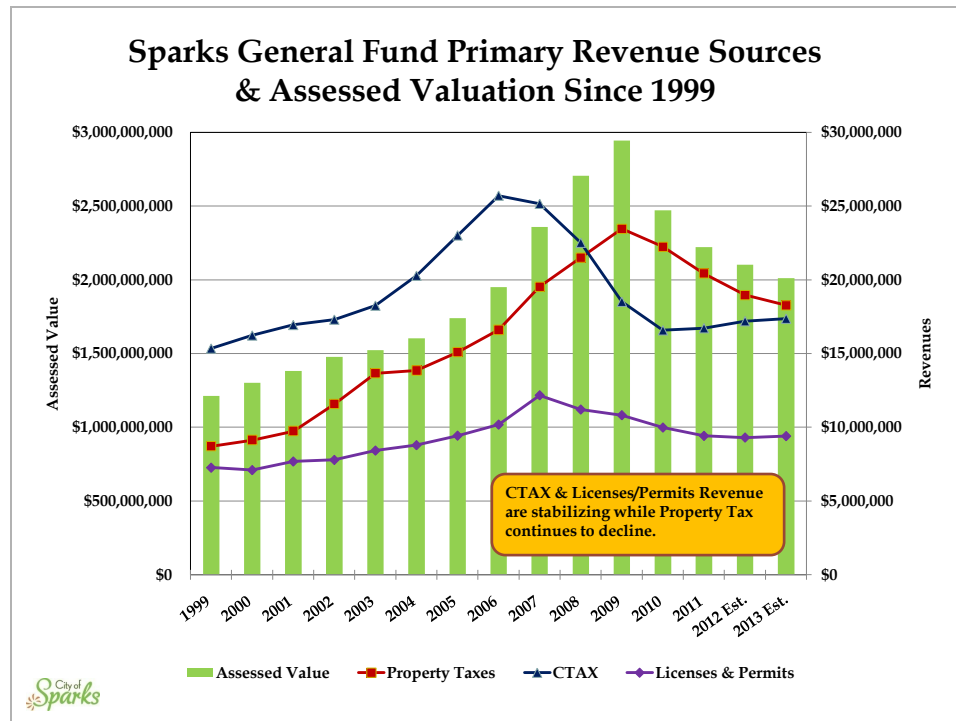
Respectfully Prepared & Submitted by:
Jeff Cronk, CPA, Financial Services Director

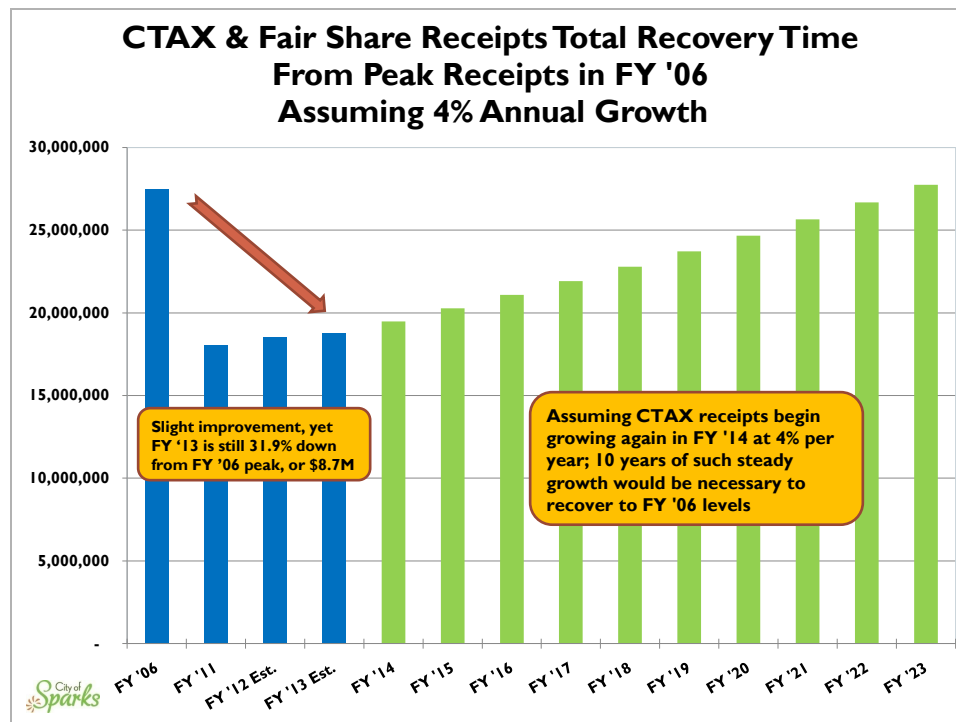
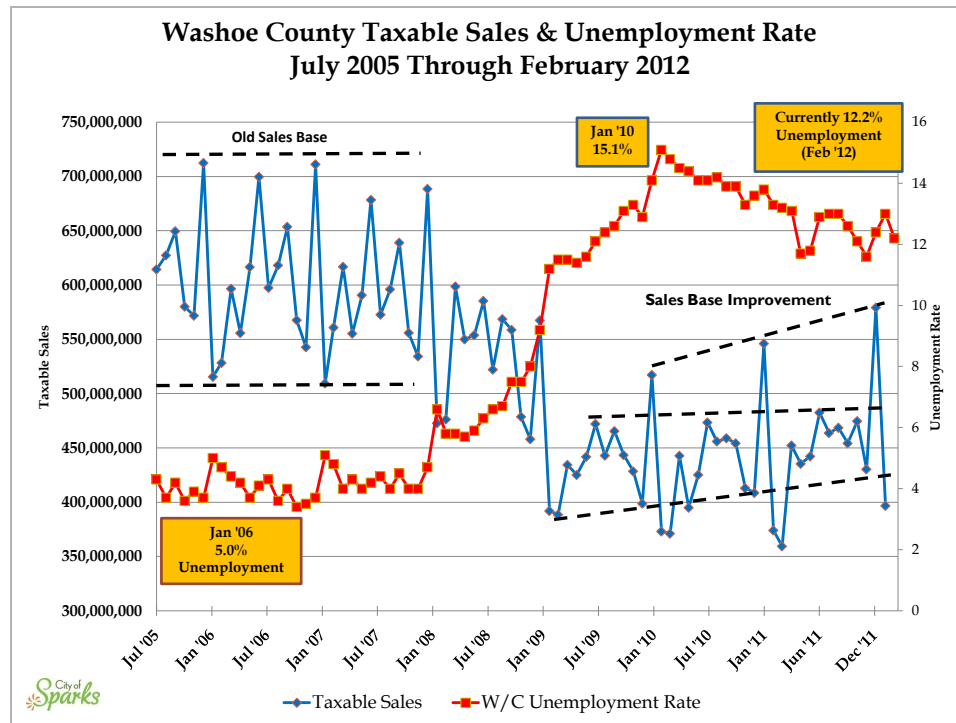
Approved:
Shaun D. Carey, City Manager

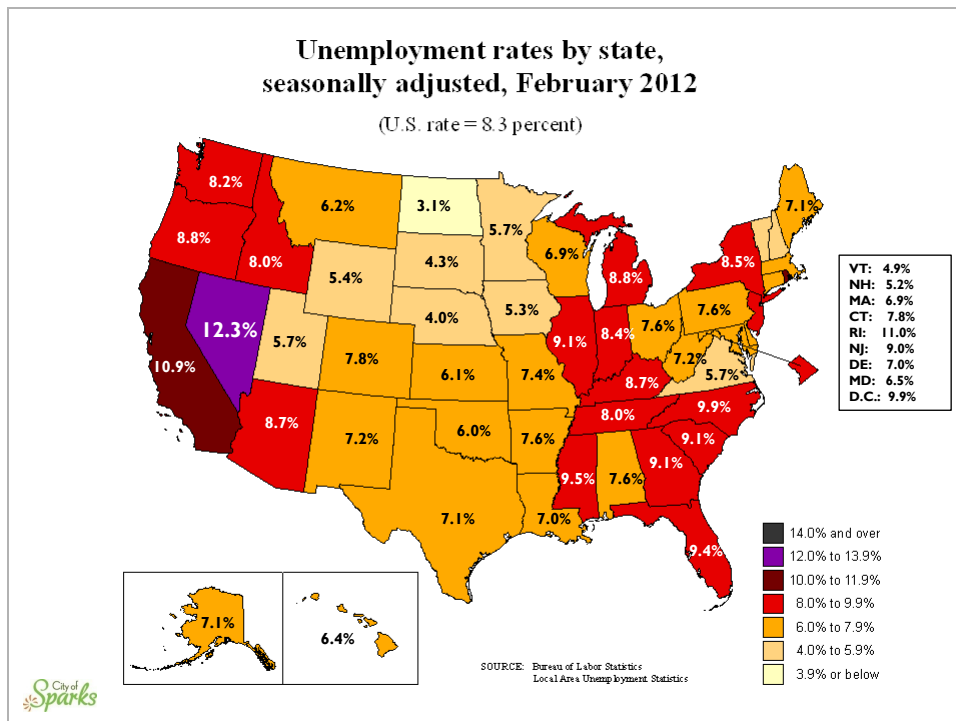
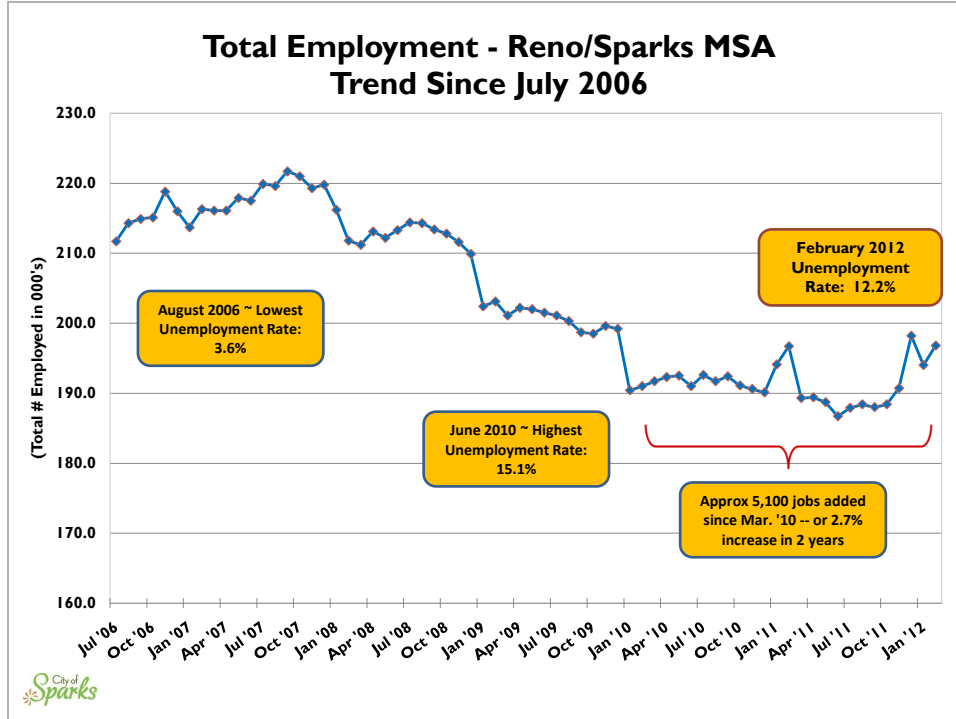
Budget Presentation

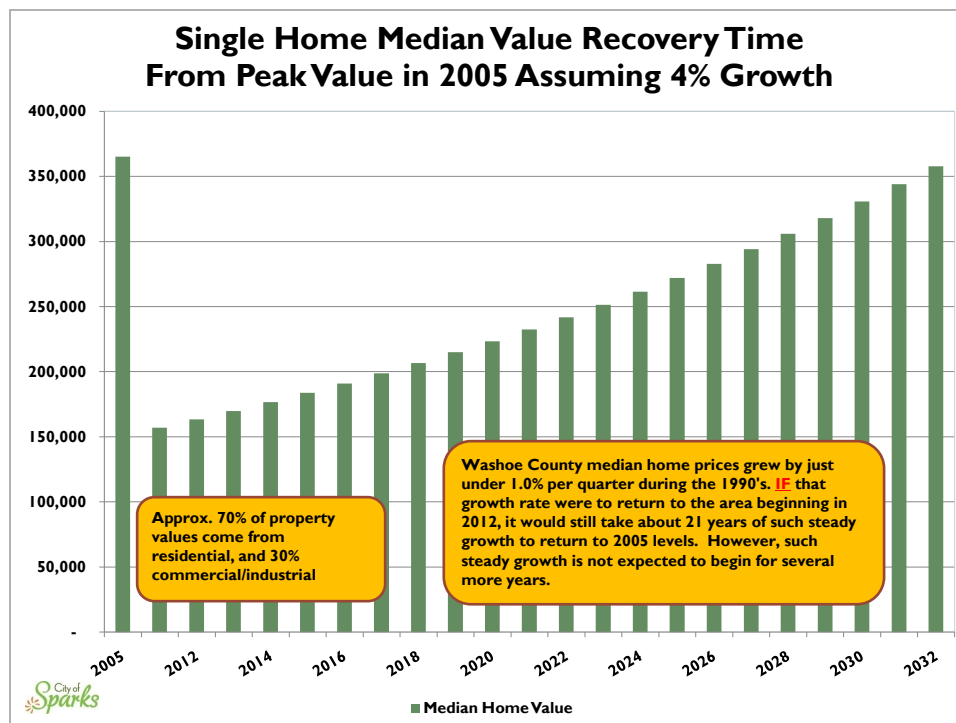
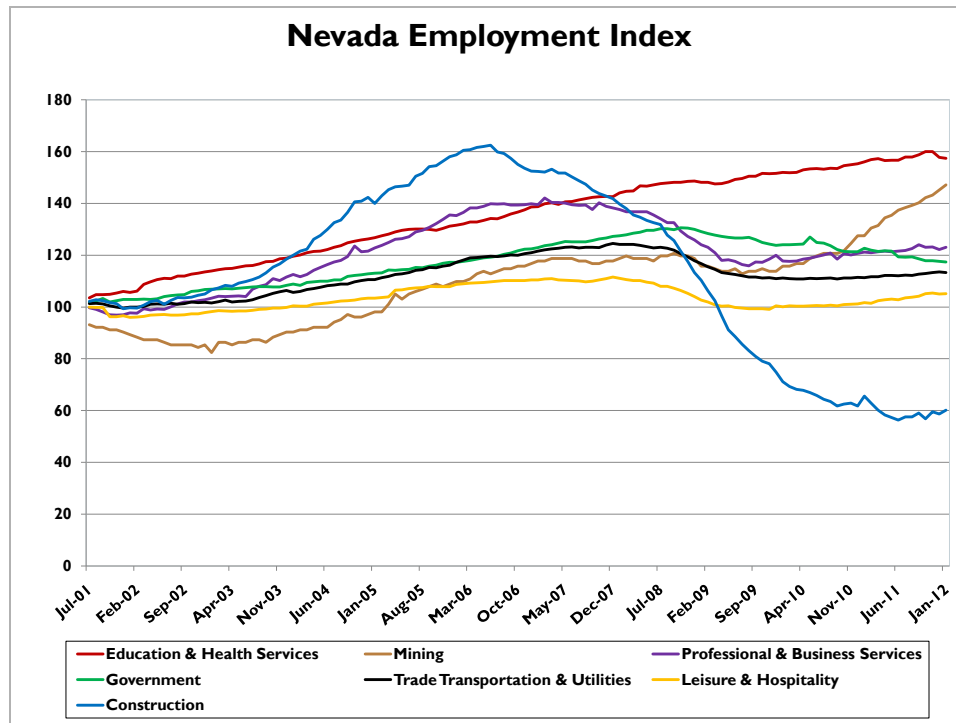


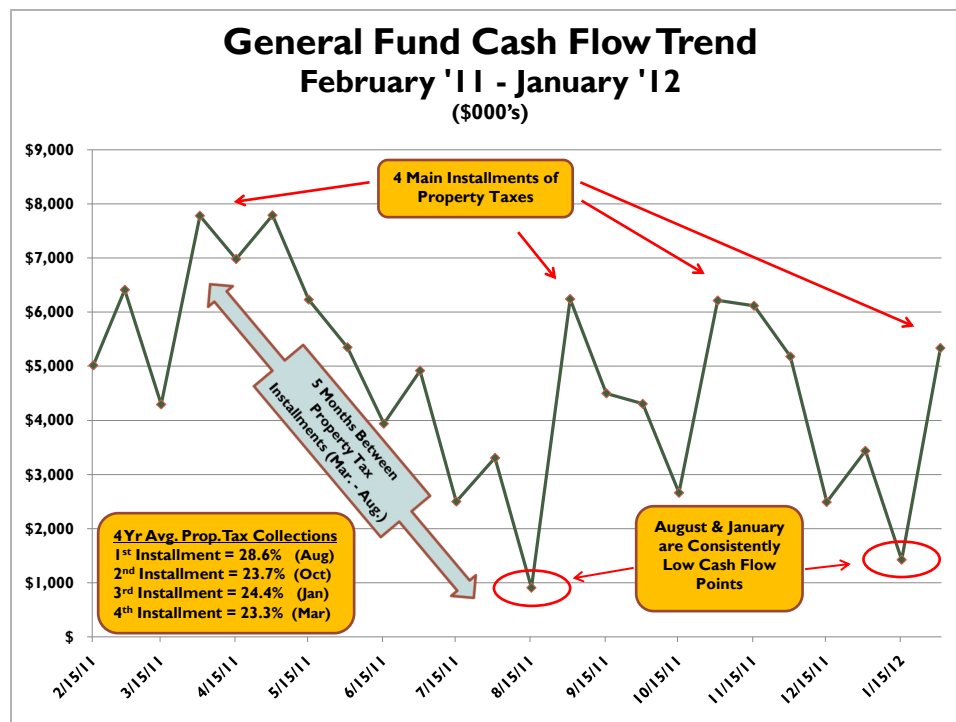
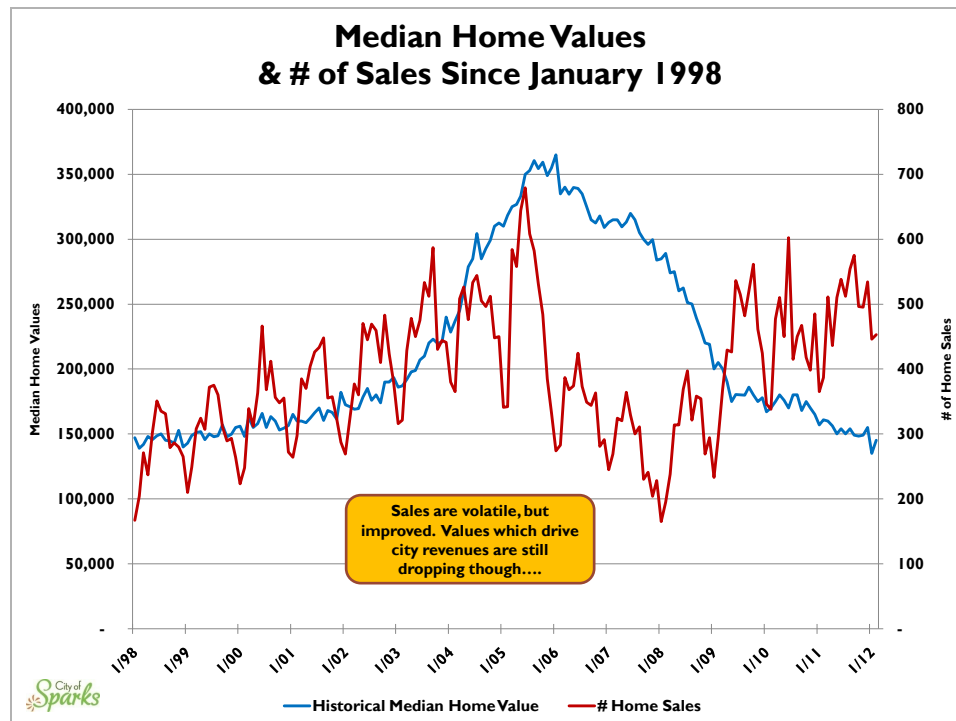


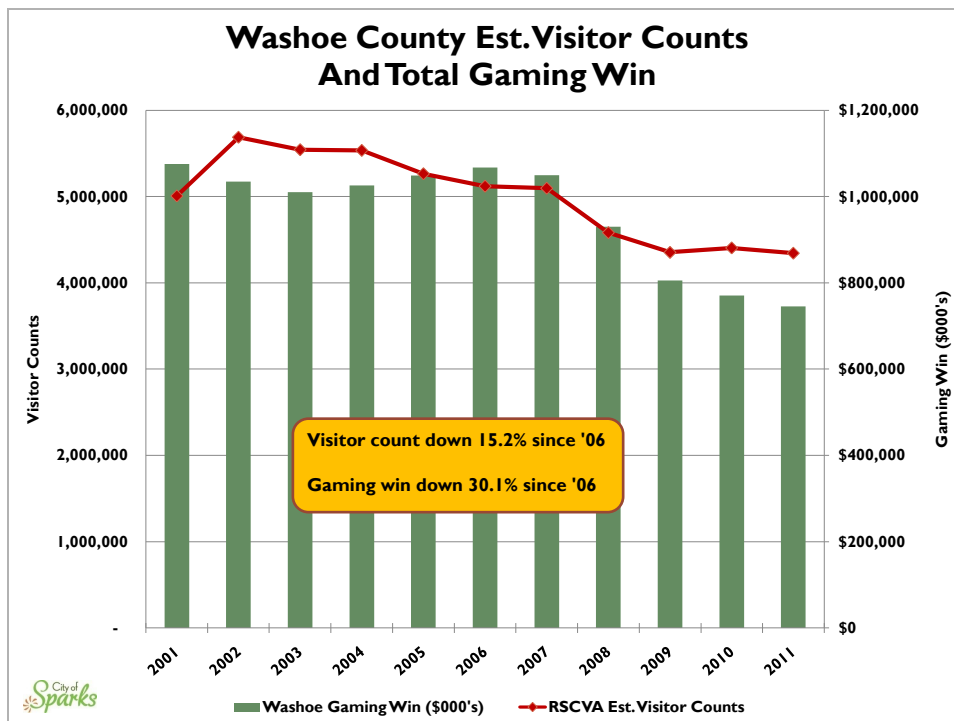
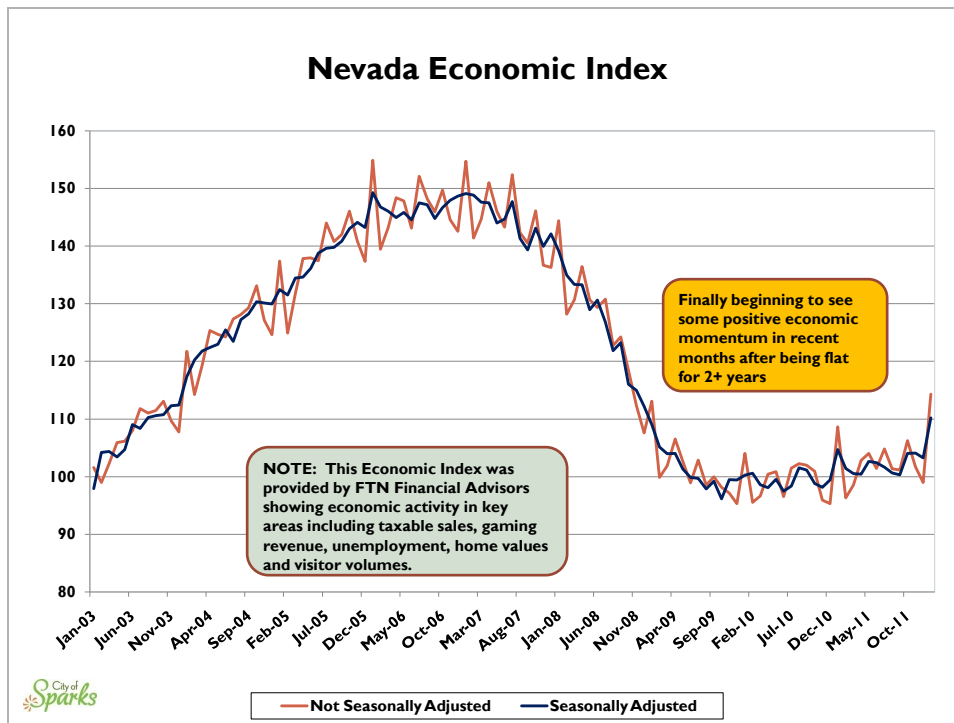


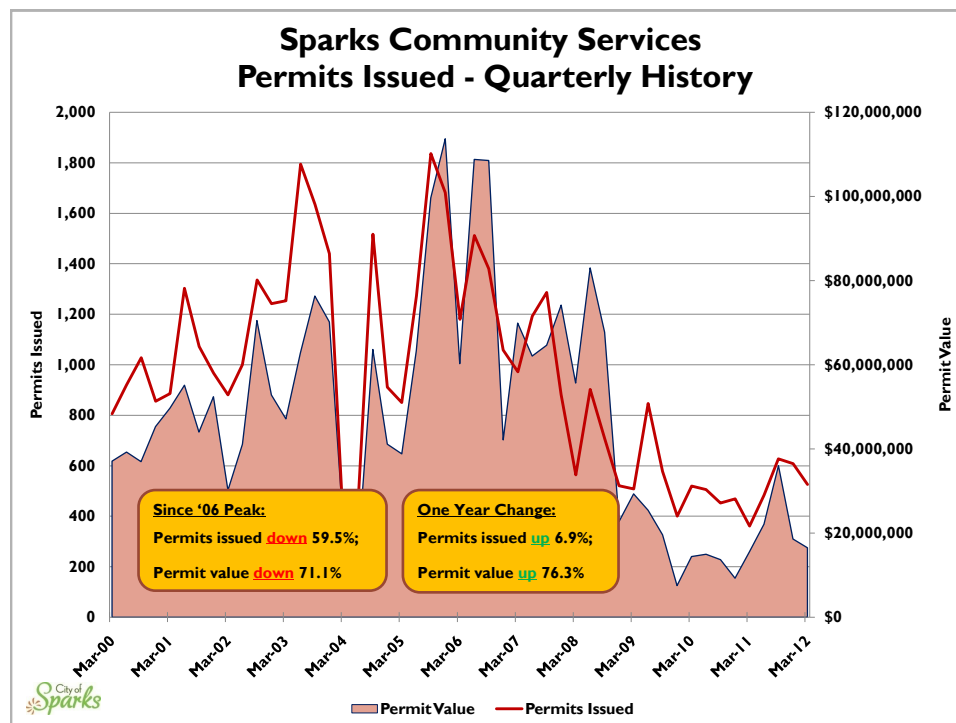
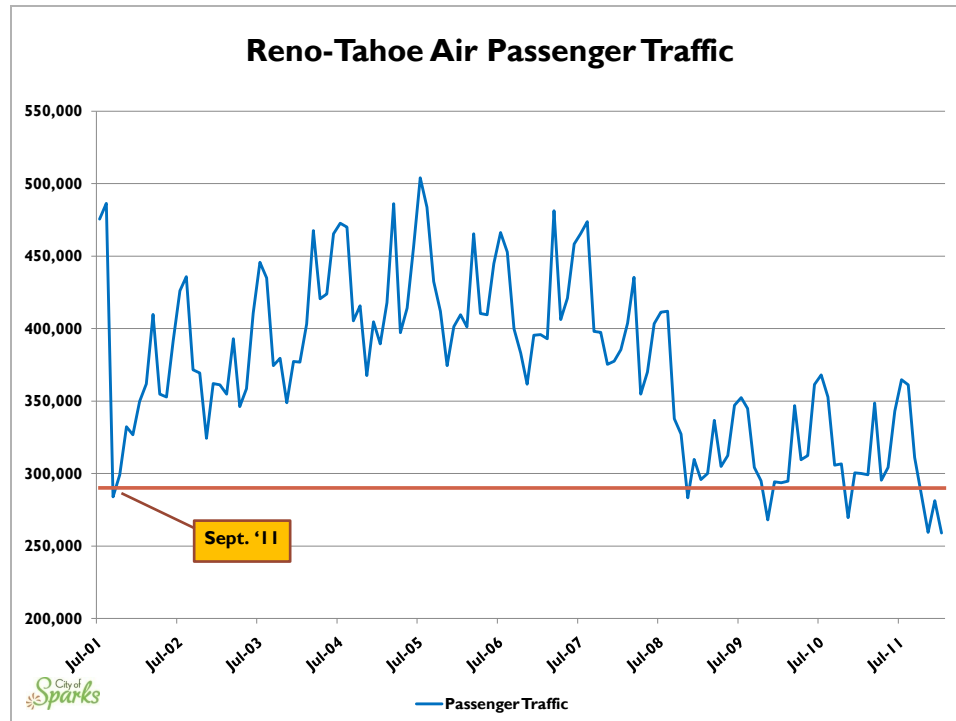












What the City Manager is Seeking Today

1. Approval of FY '13 City Manager's budget recommendations
2. Approval of the City's property tax rate **(no change is recommended)**
 - ✓ Currently, the City is 4.37 pennies under the property tax cap of \$3.66 per \$100 of assessed value, and Council has the authority to raise the rate up to the maximum allowed
3. Council approval to "Commit" \$200k of Business License revenue to the Stabilization Fund per Council Policy in accordance with GASB 54 requirements
 - ✓ Approval is necessary prior to the end of the current fiscal year, and is expected to result in a balance of about \$428k by end of FY '13



What the City Manager is Seeking Today (Cont'd)

4. Authority to establish a new Internal Services Fund called "Employee Retirement Benefits Fund" to accumulate assets & offset OPEB liability;
 - ✓ Each year, funds could be swept from the current Health Insurance Fund into the new Employee Retirement Benefits Fund if the current Health Insurance Internal Services Fund assets are sufficient to provide > 3.0x coverage of fund liabilities
5. Approval to initiate a second round of the Sparks Sustainable Services Initiative (SSSI)
6. Approval of the proposed five-year Capital Improvements Plan (CIP)
7. Approval of the proposed use of remaining unspent 2007 CTAX bond proceeds



City Manager's Recommendations FY '13 General Fund Budget

- Follow Council Adopted Fiscal Policies
 - ✓ Maintain a minimum unrestricted ending fund balance equal to 8.3% of expenditures
 - ✓ Transfer \$1.1M to Capital Projects Fund to help meet infrastructure and CIP needs
 - ✓ Commit \$200k of revenue to the Stabilization Fund
 - ❖ Currently, this Fund has a balance of about \$228k
 - ✓ Maintain a Contingency Budget
 - ❖ Recommend increasing the contingency budget, to \$1.0M, but offsetting it by a transfer-in from the Motor Vehicle Internal Service Fund of an equal amount



City Manager's Recommendations FY '13 General Fund Budget

- Follow Council Adopted Fiscal Policies (cont'd)
 - ✓ Reduce personnel costs so that they don't exceed 78% of Primary Revenues
 - ❖ City Manager is recommending achieving this goal over time
 - ❖ Note: Adopted Council policy is to not exceed 78% of Primary Revenues; however, staff is recommending a minimum goal of 75% of Total Revenues to better reflect the new City organization implemented in FY '12
 - ✓ Consider funding the City's OPEB liability
 - ❖ Maintain "Pay-As-You-Go" status; however, City Manager is recommending creating a new "Employee Retirement Benefits Fund" as a vehicle to accumulate assets to offset the OPEB liability over time



City Manager's Recommendations FY '13 General Fund Budget

- FY '13 "Status Quo" Budget is Recommended
- New Needs & Exceptions to "Status Quo"
 - ✓ Filling 2.5 FTE currently vacant positions -- 2 Fire Fighters, & .5 Victim's Advocate (if grant funding is lost)
 - ✓ Additional funds are also needed to provide for Contract Plans Examination services (\$60k – funded within the Development Services Enterprise Fund) and to overhaul the City's development ordinances (\$150k one-time money)
 - ✓ Inflation is also driving up costs somewhat (fuel, for example)



City Manager's Recommendations FY '13 General Fund Budget

- New Needs & Exceptions to "Status Quo" (cont'd)
 - ✓ Some of these costs will be offset by a transfer of \$60k from the Development Services Fund to begin to repay the amount subsidized by the General Fund during the prior two fiscal years (\$1.1M total subsidy over two years)
 - ✓ Also offsetting some of the additional costs is a planned reduction of health insurance contributions by about \$400k
 - ✓ This all results in a net expense increase of about \$316k over FY '12 expectations



General Fund Budget Summary Reflecting FY '13 Recommendations

- Revenues are expected to decline by \$900k, or 1.7%
- Net expenses & transfers are expected to rise by about \$316k as previously outlined
- Overall, expenses are expected to be greater than revenues resulting in a fund balance reduction of about \$1.6M
- FY '12 unrestricted ending fund balance is expected to be about 11.3% of total expenses, or about \$1.6M over the Council's minimum goal of 8.3%
- FY '13's fund balance is expected to be right at the minimum goal of 8.3% with these recommendations



Development Services Enterprise Fund

- The City's General Fund subsidized the Development Services Enterprise Fund by approx. \$1.1M
 - ✓ \$916K in FY '10 and another \$200K in FY '11
 - ✓ The City Manager is recommending that the Development Services Fund begin paying back this subsidy in FY '13, and has included a \$60k transfer to the General Fund as part of his recommendations
- Plans Examination Services were identified as a "New Need" at the April 9, 2012 Council workshop
 - ✓ An additional \$60K within the Development Services Fund is recommended to pay for these services on a contracted basis



“New Needs”

- The City Council was presented information from Department Directors regarding FY ‘13 funding requests for “New Needs” at a workshop on April 9, 2012
- The Financial Services Department compiled the information from the Department Directors and the City Manager sought Council feedback and direction on those new needs
- The City Manager’s recommendation was that only new needs with an identified funding source be included in the FY ‘13 budget, but is seeking final direction from Council today
- All new needs identified from and since that workshop are presented on the next slides for consideration



FY ‘13 “New Needs” Review

New →

Fund	Department	Description	FY ‘13 Amount	Manager Recommended?
General	Comm. Services	Development Ordinances – Contracted Services	\$150,000	Yes – One Time Money
Dev. Svcs.	Comm. Services	Plans Examination – Contracted Services	\$60,000	Yes
Equipment	Comm. Services	Mechanic II	\$78,217 **	Yes
General	Police	3 Officers	\$312,235	No
General	Comm. Services	I Code Enforcement Officer	\$79,513	No

** Mechanic II is funded through a corresponding reduction of the Professional Services budget in the Equipment Fund of an equivalent amount.



FY '13 "New Needs" Review (cont'd)

Fund	Department	Description	FY '13 Amount	Manager Recommended?
General	Police	I Property Evidence Tech.	\$66,515	No
General	Comm. Services	Maint. Worker III	\$68,116	No – Staff to Explore Reduction from Contract Svcs.
General	Comm. Services	Safety & Training Officer	\$73,247	No – Staff to Explore Privatization
General	Comm. Services	Economic Development Mgr.	\$137,025	No – Staff to Explore Combining with Econ. Dev.
General	Comm. Services	Business & Dev. Mgr.	\$75,000	No



FY '13 "New Needs" Review (cont'd)

Fund	Department	Description	FY '13 Amount	Manager Recommended?
General	Fire	3 Fire Fighters	\$297,819	No
General	Fire	Public Fire Safety Education Officer	\$104,641	No
General	Police	Dispatcher	\$68,821	No
General	Police	Detective – Crime Suppression	\$115,425	No
Equipment	Comm. Services	P/T Parts Tech.	\$26,060	No



FY '13 "New Needs" Review (cont'd)

Fund	Department	Description	FY '13 Amount	Manager Recommended?
Dev. Svcs	Comm. Services	Bldg. Inspector	\$87,611	No
General	Comm. Services	5 Temp. & 2 P/T Maint. Workers	\$112,123	No



General Fund Budget Summary Looking Ahead to FY '14.....

- Revenues are expected to be flat at best
- A need to cover the loss of the COPS grant which provides funding for 6 Officers, equal to about \$726k
- Redevelopment Area #2's debt will potentially need to be subsidized by an approximate \$550k due to lack of property tax revenue generated from Area #2 (subsidy will probably be needed through FY '17 when debt matures & is removed from the books)
- Currently estimating a potential shortfall of about \$3.1M from reaching the 8.3% minimum fund balance goal (Exp's > Rev's)
- To address the est. shortfall, the City Manager is recommending a second round of the Sparks Sustainable Services Initiative (SSSI), which was originally implemented in FY '11 & FY '12



City of Sparks
General Fund Financial Summaries (Prepared for 4/23/12 Council Presentation)
FY '11 Through FY '14

General Fund (presented in \$000's)	FY '13 Est. Budget	FY '12 Est. Results	FY '12 Filed Budget	FY '11 Results	\$ Change FY '12-FY '13	% Change FY '12-FY '13	FY '14 'Distant Look'
Property Taxes	\$ 18,282	\$ 18,975	\$ 19,118	\$ 20,445	\$ (693)	-3.7%	\$ 18,282
Consolidated & Fair Share Taxes	\$ 18,736	\$ 18,550	\$ 18,350	\$ 18,055	\$ 186	1.0%	\$ 18,736
Licenses & Permits	\$ 9,615	\$ 9,497	\$ 9,056	\$ 9,418	\$ 118	1.2%	\$ 9,615
Policy to Commit Business License Rev. to Stabilization Fund	\$ (200)	\$ (200)	\$ (200)	\$ -	\$ -	0.0%	\$ (200)
Other (Charges for Service, Grants, etc.)	\$ 5,424	\$ 5,933	\$ 6,964	\$ 7,722	\$ (510)	-8.6%	\$ 5,424
Total Revenue	\$ 51,856	\$ 52,756	\$ 53,288	\$ 55,639	\$ (900)	-1.7%	\$ 51,856
Total Dept. Exp's & Transfers-Out	\$ (52,495)	\$ (52,305)	\$ (52,829)	\$ (53,514)	\$ (190)	0.4%	\$ (52,712)
Add: Filling 2.5 Vacant Public Safety Positions (2 FF's & .5 Victim Advocate)	\$ (217)	\$ -	\$ -	\$ -	\$ (217)	n/a	\$ -
Add: Overhaul of City's development ordinances -- FY '13 only	\$ (150)	\$ -	\$ -	\$ -	\$ (150)	n/a	\$ -
Less: Health Insurance Contribution Savings - FY '13 only	\$ 400	\$ -	\$ -	\$ -	\$ 400	n/a	\$ -
Policy Transfers-Out to CIP (2% of Dept. Exp's)	\$ (1,100)	\$ (1,200)	\$ (1,310)	\$ (140)	\$ 100	-8.3%	\$ (1,100)
Transfer-In From Dev. Svc. Enterprise Fund to begin subsidy repayment	\$ 60	\$ -	\$ -	\$ -	\$ 60	n/a	\$ 60
Other Transfers-In (FY '13 from Vehicle Fund ONLY if Contingency is used)	\$ 1,000	\$ 318	\$ 202	\$ 6	\$ 682	214.1%	\$ 1,000
Contingency Budget	\$ (1,000)	\$ -	\$ (550)	\$ -	\$ (1,000)	n/a	\$ (1,000)
Less: Budgetary Savings TBD (SSSI Part II) -- FY '14	\$ -	\$ -	\$ -	\$ -	\$ -	n/a	\$ 3,075
Add: Loss of COPS Grant (6 Officers) -- FY '14	\$ -	\$ -	\$ -	\$ -	\$ -	n/a	\$ (726)
Add: Anticipated RDA #2 Subsidy -- FY '14	\$ -	\$ -	\$ -	\$ -	\$ -	n/a	\$ (550)
Total Expenditures & Net Transfers	\$ (53,502)	\$ (53,187)	\$ (54,487)	\$ (53,648)	\$ (316)	0.6%	\$ (51,953)
Net Chg in Fund Balance	\$ (1,647)	\$ (431)	\$ (1,200)	\$ 1,991	\$ (1,216)	282.1%	\$ (98)
Beginning Fund Balance	\$ 6,414	\$ 6,845	\$ 6,845	\$ 4,853	\$ (431)	-6.3%	\$ 4,767
Total Ending Fund Balance	\$ 4,767	\$ 6,414	\$ 5,645	\$ 6,845	\$ (1,647)	-25.7%	\$ 4,670
Ending Fund Balance Categories:							
Non-Spendable (FY '12 & '13 Assumed No Change From FY '11)	\$ 1	\$ 1	\$ 1	\$ 1	\$ -	0.0%	\$ 1
Restricted (FY '12 & '13 Assumed No Change From FY '11)	\$ 346	\$ 346	\$ 346	\$ 346	\$ -	0.0%	\$ 346
Unrestricted (Ind. Committed, Assigned, & Unassigned Balances)	\$ 4,420	\$ 6,067	\$ 5,298	\$ 6,498	\$ (1,647)	-27.1%	\$ 4,323
Unrestricted Fund Balance as a % of Exp's (Policy Goal = 8.3% Min.)	8.3%	11.3%	9.7%	12.1%	n/a	n/a	8.3%
Unrestricted Fund Balance Amount Over/(Under) 8.3% Minimum	\$ -	\$ 1,550	\$ 725	\$ 1,900	\$ n/a	n/a	\$ -

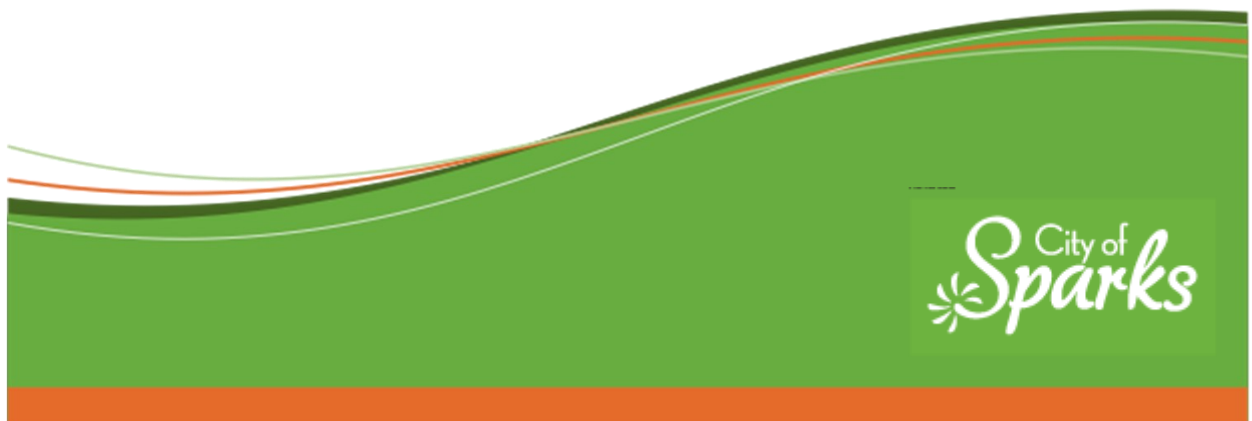
FY '12 & '13 Fiscal Stabilization Policy Impacts:

Stabilization Fund \$ 200,000 (set annually)
Transfers to CIP..... \$ 1,100,000 (2% of Exp's)
Contingency Budget..... \$ 0 (Alt: Funding)
Total..... \$ 1,300,000

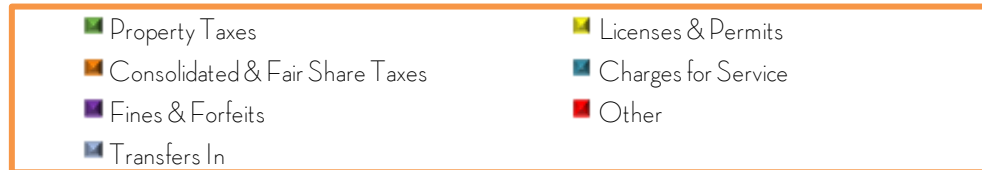
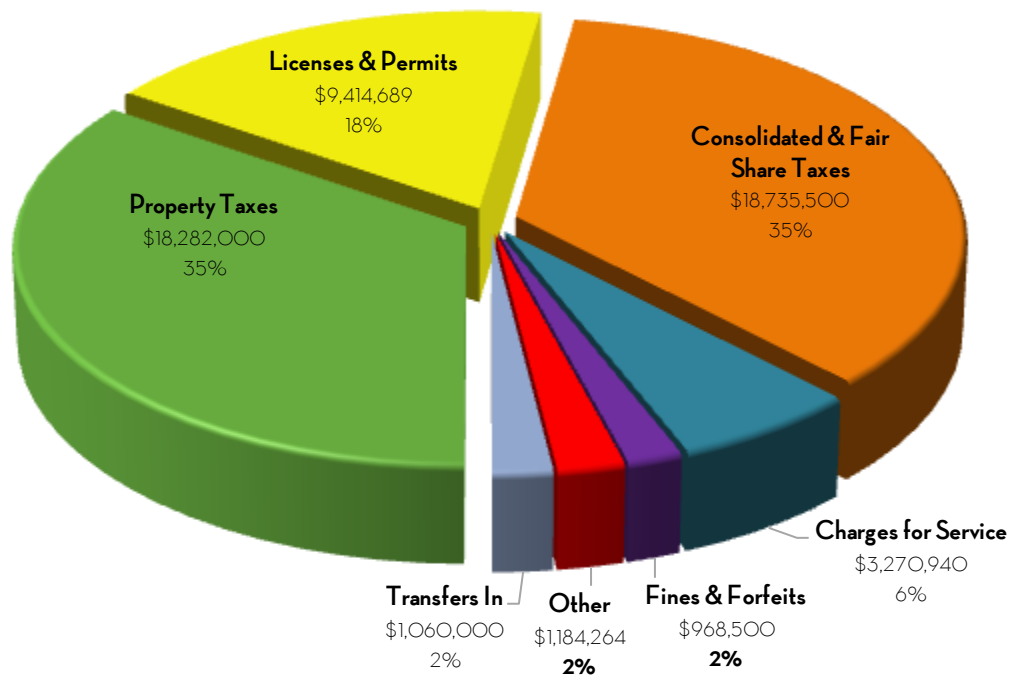
FY '13 Position Vacancy Notes:

-- 2.5 vacant Public Safety existing positions to be filled in FY '13: 2 Fire Fighters, .5 Victim Advocate
Payroll Policy Recommended Goal: Costs <= 75% of Total Revenue:
-- FY '12 projected to be 76.9%, or about \$1.0M over goal;
-- FY '13 projected to be 78.1%, or about \$1.6M over goal.

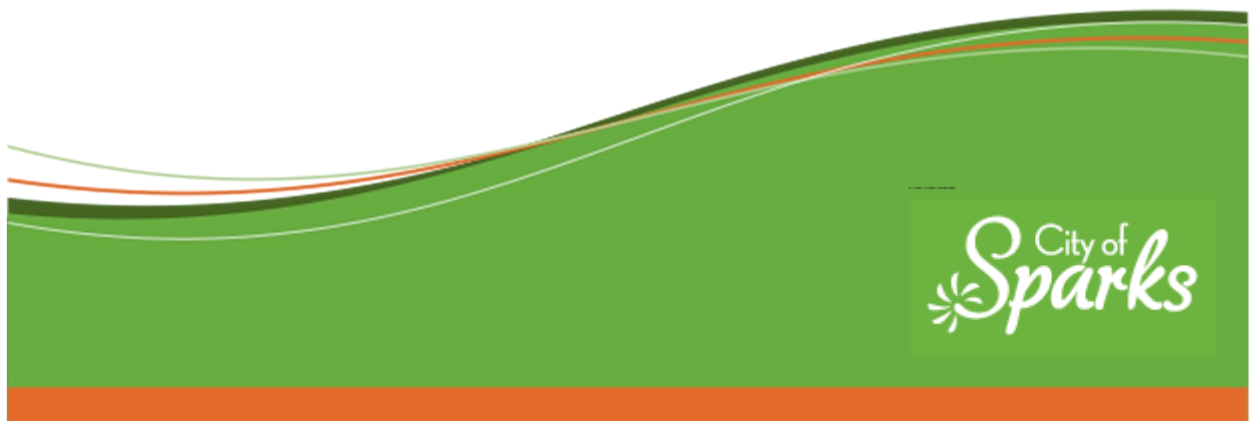
General Fund Revenues & Transfers In



General Fund Revenues & Transfers In



General Fund Expenditures



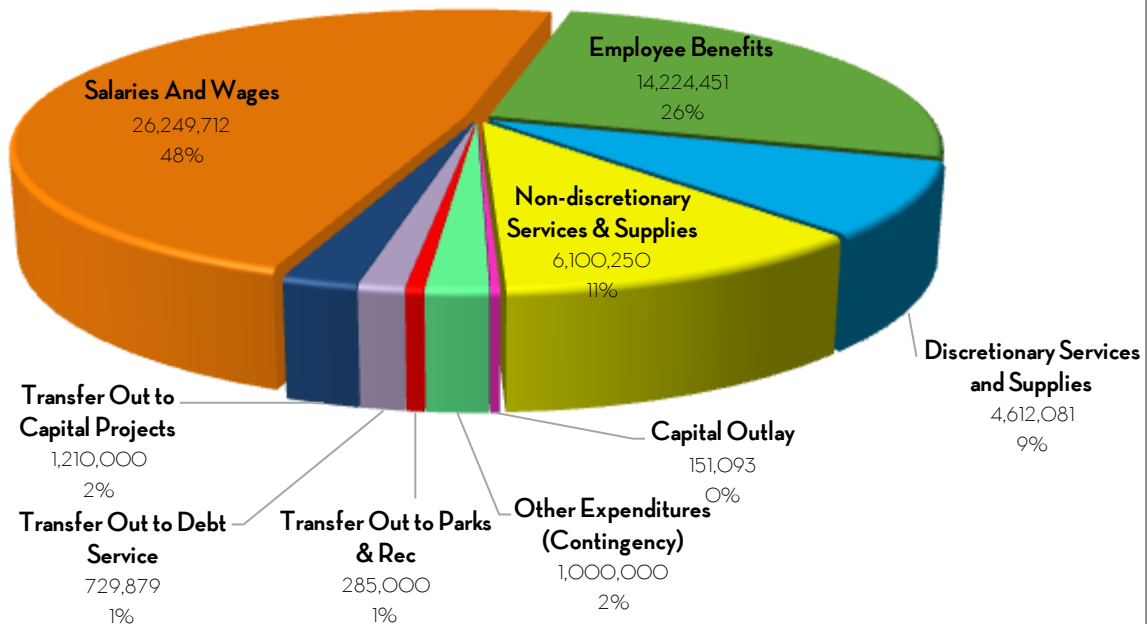
FY13 Expenditures by Strategic Goal—GENERAL FUND



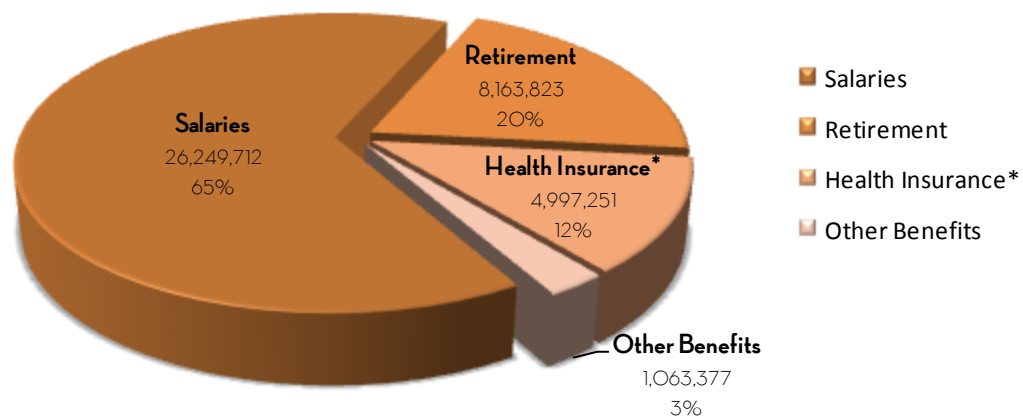
Legend	Strategic Goal	FY13 Budget	% of Budget
	#1 - Promote the safety of our residents, businesses and visitors	34,978,291	67%
	#2 - Explore and promote opportunities for economic development and special events	576,642	1%
	#3 - Manage resources to keep pace with technology, infrastructure, and sustainability needs	1,837,206	4%
	#4 - Encourage our citizens to interact with their City government and build strong alliances with other government entities	12,677,316	24%
	#5 - Improve and promote quality of life in the City of Sparks	2,268,131	4%

TOTAL GENERAL FUND EXPENDITURES (excluding Transfers Out) 52,337,586 100%

FY13 General Fund Expenditures & Transfers Out

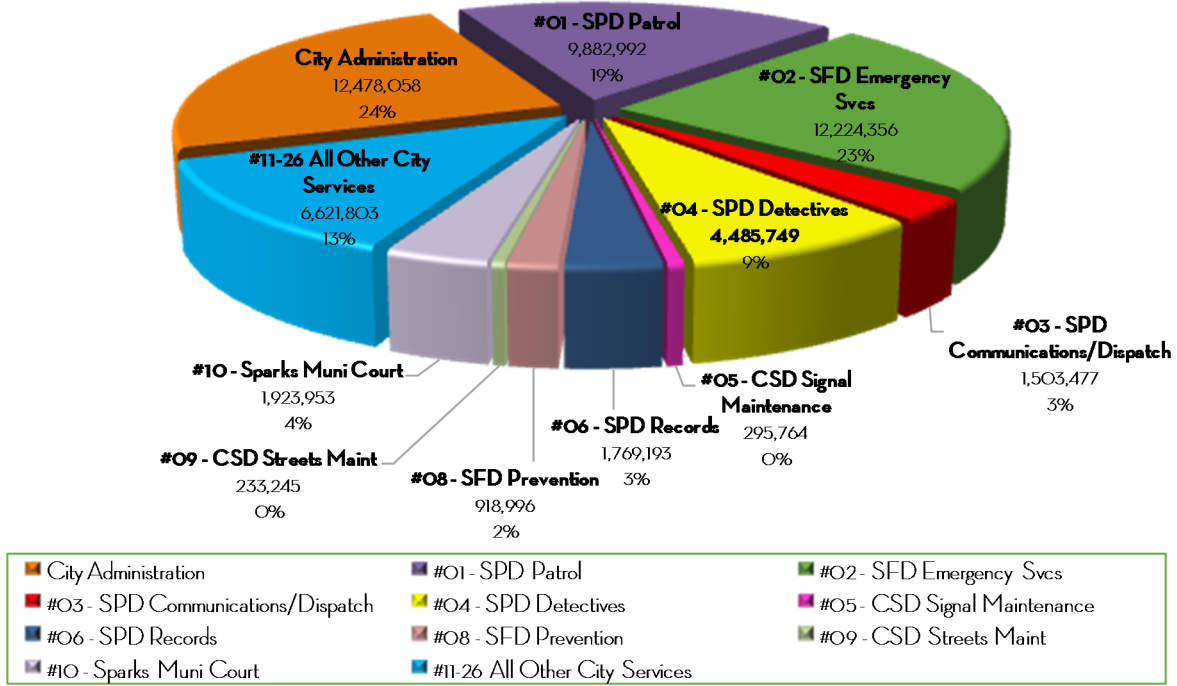


FY13 Salary & Benefits - General Fund

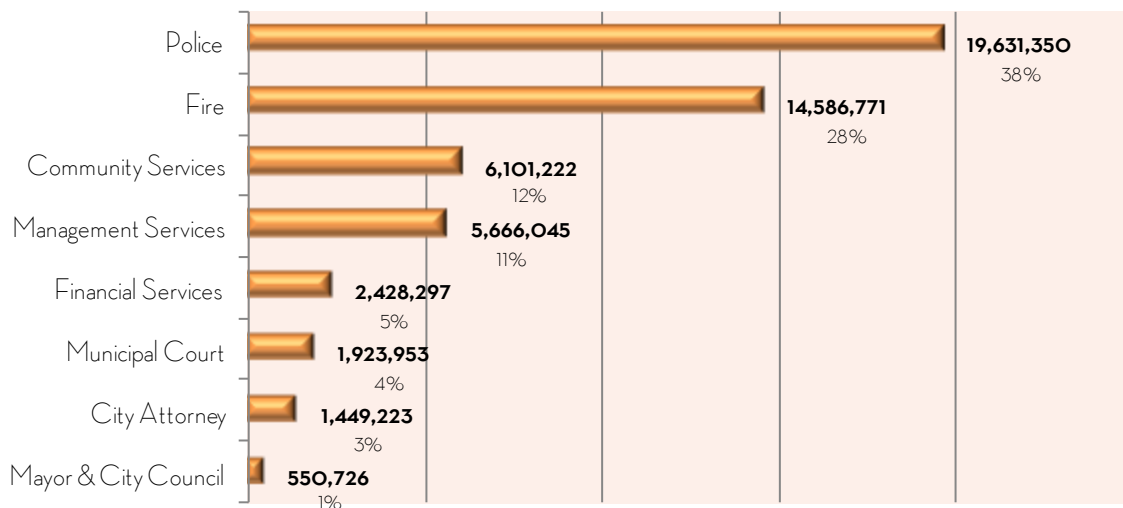


* Health insurance costs include Sick Leave Conversion and NV PEB Subsidy. Health insurance is 10% of total General Fund expenditures of \$52.3 M (excludes transfers out).

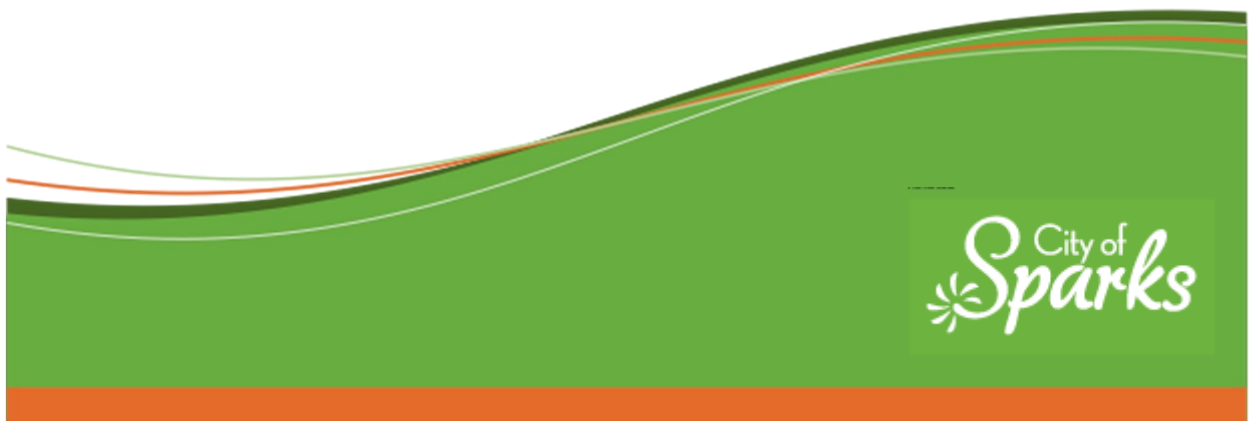
FY13 Expenditures by Core Service - General Fund



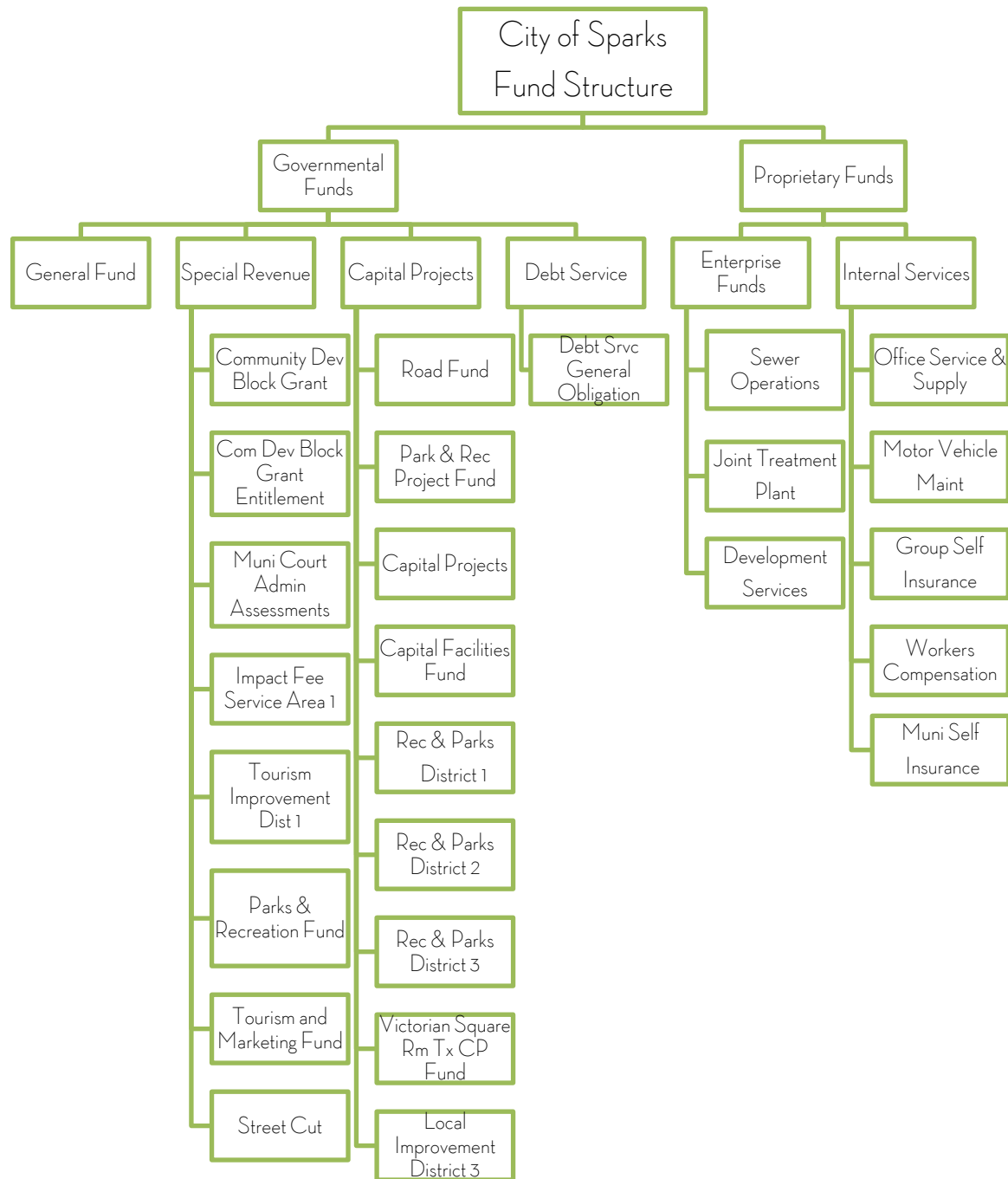
FY13 Expenditures by Department - General Fund



FY2012-13 City Manager Budget Recommendations: OTHER FUNDS



City of Sparks Fund Structure



City Manager Budget Recommendations: OTHER FUNDS

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

GOVERNMENTAL FUNDS

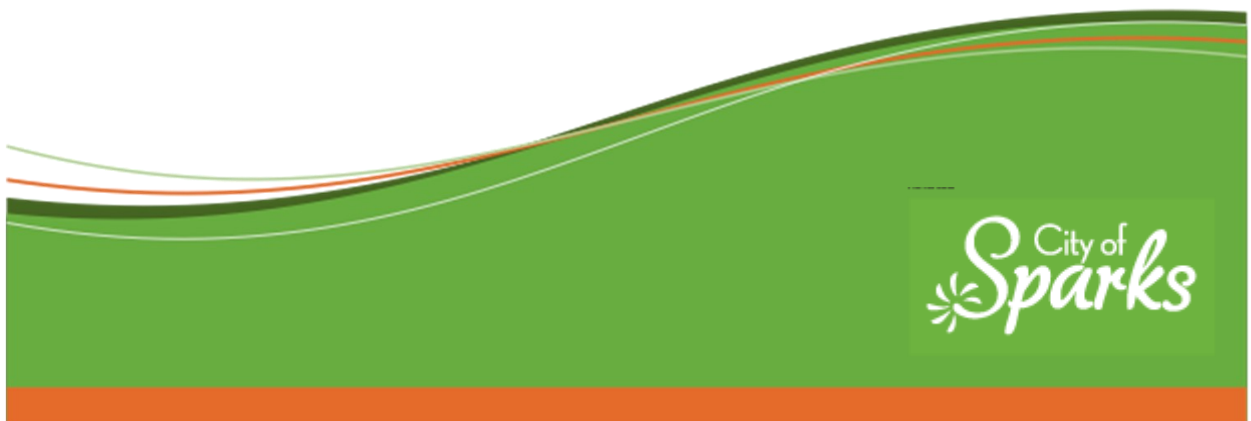
Fund Name	Fund #	Fund Description	FY13 Beginning Fund Balance	FY13 Revenues & Transfers In	FY13 Expenses & Transfers Out	FY13 Ending Fund Balance
Special Revenue Funds						
Community Development Block Grant (CDBG)	1202	Grant program spending, currently of Community Development Block Grant (CDBG) program income.	(1)	12,000	12,000	(1)
Community Development Block Grant (CDBG) Entitlement	1203	Grant spending of Community Development Block Grant (CDBG) for programs that benefit low and moderate income households, as approved by the the granting Federal agency, U.S. Department of Housing & Urban Development (HUD).	1	574,145	574,145	1
Sparks Grants & Donations Fund	1204	Special Revenue Fund to account for all grants received by the City. Does not include grants received by Proprietary Funds.	294,526	-	-	294,526
Muni Court Admin Assessments	1208	Muni Court Fees collected per NRS and spending in accordance with those regulations.	672,600	275,000	225,237	722,363
Impact Fee Service Area 1	1210	Developer Impact fees that are designated for construction of specific infrastructure improvements for sanitary sewer, flood control, parks and recreation, and fire station projects.	248,858	74,500	15,000	308,358
Tourism Improvement Dist 1 (Legends)	1215	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.	65,949	-	65,949	-

Fund Name	Fund #	Fund Description	FY13 Beginning Fund Balance	FY13 Revenues & Transfers In	FY13 Expenses & Transfers Out	FY13 Ending Fund Balance
Special Revenue Funds (continued)						
Parks & Recreation Fund	1221	Used to provide recreation programs and for maintenance and operation of parks.	323,319	2,960,188	3,207,798	75,709
Tourism & Marketing Fund	1222	Revenue and spending related to the "Washoe County Taxes on Transient Lodging Act of 1999".	128,117	210,397	336,565	1,949
Street Cut	1224	Provide orderly repair of streets according to the provisions of Sparks Municipal Code Chapter 50.	42,927	214,694	256,078	1,543
Stabilization Fund	1299	Reserve to stabilize the operation of the City in the event of a revenue shortfall or natural disaster.	228,560	200,280	-	428,840
Capital Project Funds						
Road Fund	1401	Maintenance, repair, reconstruction and construction of roads and streets. Revenues mainly from fuel taxes.	1,954,751	4,521,644	4,747,644	1,728,751
Park & Recreation Project Fund	1402	Creation of the Sparks Marina and other parks and recreation amenities using settlement money and franchise fees.	836,082	1,257,700	737,732	1,356,050
Capital Projects	1404	Acquiring and constructing designated fixed assets or for the renovation and rehabilitation of capital facilities and infrastructure. Revenue is mainly from City transfers (when available) and bond proceeds.	2,114,774	1,210,903	1,723,500	1,602,177
Capital Facilities Fund	1405	Special Ad Valorem Revenues to be used in accordance with NRS 354.598155. The 2009 legislature redirected these funds from Sparks to the State.	273,543	162,000	417,897	17,646

Fund Name	Fund #	Fund Description	FY13 Beginning Fund Balance	FY13 Revenues & Transfers In	FY13 Expenses & Transfers Out	FY13 Ending Fund Balance
Capital Project Funds (continued)						
Rec & Parks District 1	1406	Construction Tax revenues collected in district 1 to be used for the acquisition, improvement and expansion of public parks, playgrounds and recreational facilities within the district.	3,380	8,400	-	11,780
Rec & Parks District 2	1407	Construction Tax revenues collected in district 2 to be used for the acquisition, improvement and expansion of public parks, playgrounds and recreational facilities within the district.	946,371	35,000	470,000	511,371
Rec & Parks District 3	1408	Construction Tax revenues collected in district 3 to be used for the acquisition, improvement and expansion of public parks, playgrounds and recreational facilities within the district.	1,187,613	50,000	178,000	1,059,613
Victorian Square Room Tax CP Fund	1415	Collection and spending of room taxes, financing and other resources as designated by AB205.	1,133,363	609,000	50,000	1,692,363
Local Improvement District 3 (Legends)	1427	Acquire infrastructure per Acquisition Agreement with RED Development. Fund will be dissolved once bond proceeds are spent.	753,962	1,050	755,000	12
Debt Service Funds						
General Obligation	1301	Retirement (principal and interest) of general obligation bonds, emergency loans, long term contracts imposed by the State, long term lease agreements, retirement of other bond issuances, etc.	9,684,716	9,930,095	12,390,208	7,224,603

Fund Name	Fund #	Fund Description	FY13 Beginning Net Assets	FY13 Revenues & Transfers In	FY13 Expenses & Transfers Out	FY13 Ending Net Assets
Enterprise Funds						
Sewer Operations (Sewer, Drains, Effluent)	16xx	Provide for operation of collection system and share of disposal plant, provide improvements and extension of the sewer, drain, and effluent systems, finance debt for capital projects. A new rate study is scheduled for FY13. Any rate changes would need to be approved by Council.	184,029,284	21,734,047	20,024,645	185,738,686
Joint Treatment Plant	5605	To account for resources used in the operation of the joint waste water treatment plant. This facility is jointly owned by the cities of Reno & Sparks.	110,041,675	29,238,583	26,617,674	112,662,584
Development Services Fund	2201	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, administration. Fees approved by Council.	131,626	1,718,607	1,954,253	(104,020)
Internal Service Funds						
Motor Vehicle Maintenance	1702	Provide central accounting for all motor vehicle equipment operations and to provide prudent equipment utilization, maintenance, accountability, replacement and updating of equipment.	7,190,317	3,721,695	5,488,453	5,423,559
Group Self Insurance	1703	Collection of revenue from other funds of the City to pay medical, dental and vision claims, and the cost of administering a self-funded insurance program.	3,583,703	7,327,831	7,916,167	2,995,367
Worker's Comp Self Insurance	1704	Collection of revenue from other funds of the City to pay workers' compensation claims, compensating injured workers, and the cost of administering a self-funded insurance program.	2,285,308	422,225	1,834,011	873,522
Municipal Self Insurance	1707	Finance and account for the costs of repairs or replacement of real and personal property owned by the City of Sparks. Settle any claims or litigations against the City.	2,407,060	261,912	881,116	1,787,856

Debt Review



City of Sparks & Redevelopment Agency Debt

NAME OF BOND OR LOAN	TERM (years)	Original Amount of Issue	Final Payment Date	Interest Rate	Outstanding Balance 7/1/12	Outstanding Balance 6/30/13	FY13 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	03/01/2017	3.78%	3,880,000	3,160,000	866,664
G.O. Limited Tax, Medium Term Bonds, Series 2007B (currently paid by RDA2)	10	1,315,000	03/01/2017	5.645%	890,000	730,000	210,241

City Issued Revenue Bonds

CTAX Bonds Series 2007 (partially funded (29%) by RDA1)	20	13,635,000	05/01/2026	4.090%	7,275,000	7,275,000	297,548
CTAX Revenue Bonds, Series 2011 (partially funded (29%) by RDA1)	6	4,180,000	05/01/2018	3.050%	4,160,000	3,515,000	767,000
Sr. Sales Tax Anticipation Revenue Bonds Series 2008A	20	83,290,000	06/15/2028	6.5%-6.75%	80,705,000	79,155,000	6,944,550
Subordinate Sales Tax Anticipation Revenue Bonds Series 2008A	20	36,600,000	06/15/2028	5.750%	32,716,045	32,716,045	799,093

Tax Allocation Bonds

Local Improvement District #3, Ltd Obligation Improvement Bonds	20	26,120,000	09/01/2027	6.5%-6.75%	24,465,000	23,555,000	2,505,113
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Capital Leases in the Motor Vehicle Internal Service Fund

American LaFrance / MBCC Fire Equipment Lease	7.5	457,586	08/18/2012	4.340%	75,895	0	79,189
American LaFrance / MBCC Fire Equipment Lease	9.5 YRS	3,046,040	08/18/2014	4.410%	1,179,327	803,055	428,281
American LaFrance / MBCC Fire Equipment Lease	9 YRS	1,263,900	07/20/2015	5.310%	636,470	489,480	180,787

Sewer & Effluent G.O. Bonds - SRF Loans

1995 - NE Interceptor	20	4,700,000	07/01/2015	3.825%	1,203,365	875,670	370,620
1996 - Effluent Pipeline	20	6,814,489	07/01/2016	3.663%	2,140,757	1,694,784	520,342
2000 - Denitrification Plant	20	3,070,670	01/01/2020	3.710%	1,648,991	1,468,393	240,116

City of Sparks & Redevelopment Agency Debt

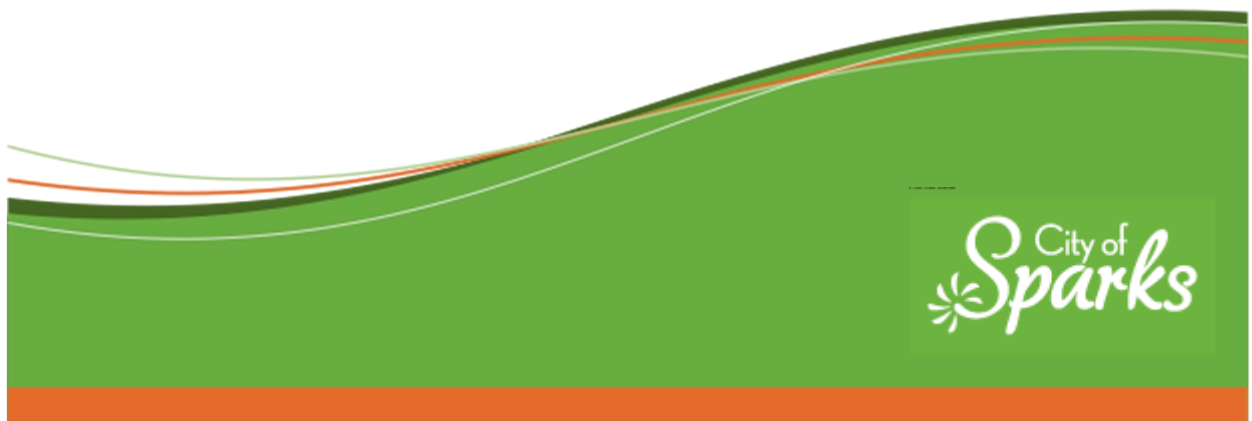
NAME OF BOND OR LOAN	TERM (years)	Original Amount of Issue	Final Payment Date	Interest Rate	Outstanding Balance 7/1/12	Outstanding Balance 6/30/13	FY13 Debt Service (P&I)
2001 - Effluent Pipeline	20	7,038,807	07/01/2021	3.1375%	4,385,301	3,982,351	537,403
2002 - NW Interceptor	20	3,082,361	01/01/2022	3.25%	1,712,807	1,565,030	201,624
2003 - Effluent Pipeline	20	8,243,494	01/01/2024	3.05%	6,024,501	5,579,836	625,048
2005 - Vista/Prater Interceptor	20	4,091,227	01/01/2025	2.88%	3,091,961	2,892,773	286,851
2005 - Sparks BI/Sun Valley Interceptor	20	5,160,261	07/01/2025	2.66%	4,090,424	3,834,906	362,635
2006 - Sparks BI/Sun Valley Interceptor Ph.II	20	13,385,606	07/01/2026	3.05%	11,511,307	10,852,433	963,843
Sparks portion of SRF Water Pollution							
bonds, Series 2004 & 2005 issued by City of							
Reno for TMWRF Expansion							
2010 - Sparks BI/Sun Valley Interceptor	17	12,047,541	01/01/2024	2.76%	9,052,133	8,406,054	891,180
Ph.III	20	4,772,645	07/01/2029	2.78%	4,572,115	4,365,981	331,590
2010A - Sparks BI/Sun Valley Interceptor	20	2,509,299	07/01/2029	2.78%	2,403,867	2,295,489	174,339
Ph.IV							
Redevelopment Issued Debt							
Redevelopment Agency #1 Tax Increment							
Refunding Revenue Bonds, Series 2010	14	22,165,000	01/15/2023	4%-5.125%	19,210,000	17,805,000	2,290,281
Redevelopment Agency #2 Tax Increment							
Revenue Bonds, Series 2008	20	12,700,000	06/01/2028	6.4%-6.7%	11,885,000	11,440,000	1,227,900
Redevelopment Agency #2 Tax Increment							
Revenue Bonds, Series 2009	20	7,230,000	06/01/2029	5%-7.75%	6,775,000	6,530,000	741,119
TOTAL		294,008,927			245,690,266	234,987,280	22,843,357

Other Debt Outstanding as of 6/30/11 (Business & Governmental Debt)

Sick Leave Conversion	5,579,918
Compensated Absences	9,169,161
Developer Credits	355,759
Other Post Employment Benefits (OPEB)	5,219,749
Total	20,324,587

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

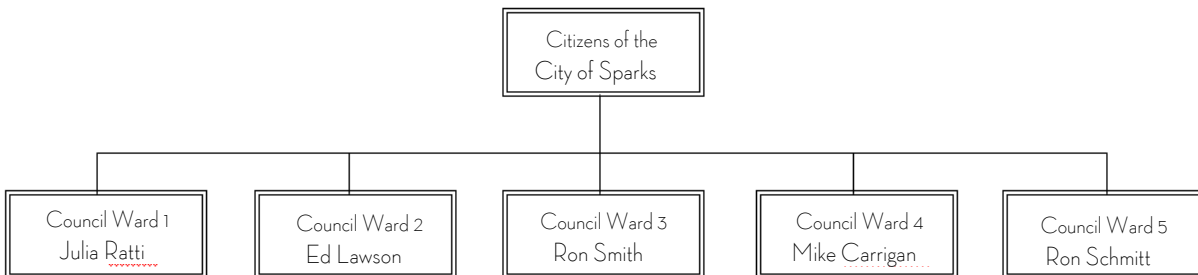
Department Review



City Council

Five elected City Council members serve as the legislative branch of the City of Sparks, and also act as the Re-development 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 include major responsibilities including: enacting, amending, and repealing laws, ordinances, and policies affecting the operations and services of the City government, which include 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.

Organizational Chart

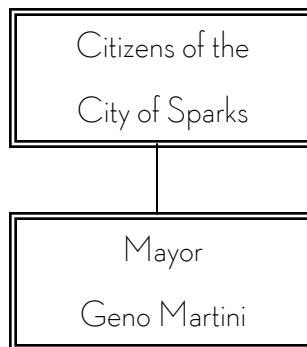


Mayor

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 votes only to break a tie, although he may not vote on any proposed ordinance.

The Mayor also acts as the head of government of the City, 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 also has veto power which may be overturned by a 4/5 vote of the Council.

Organizational Chart



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

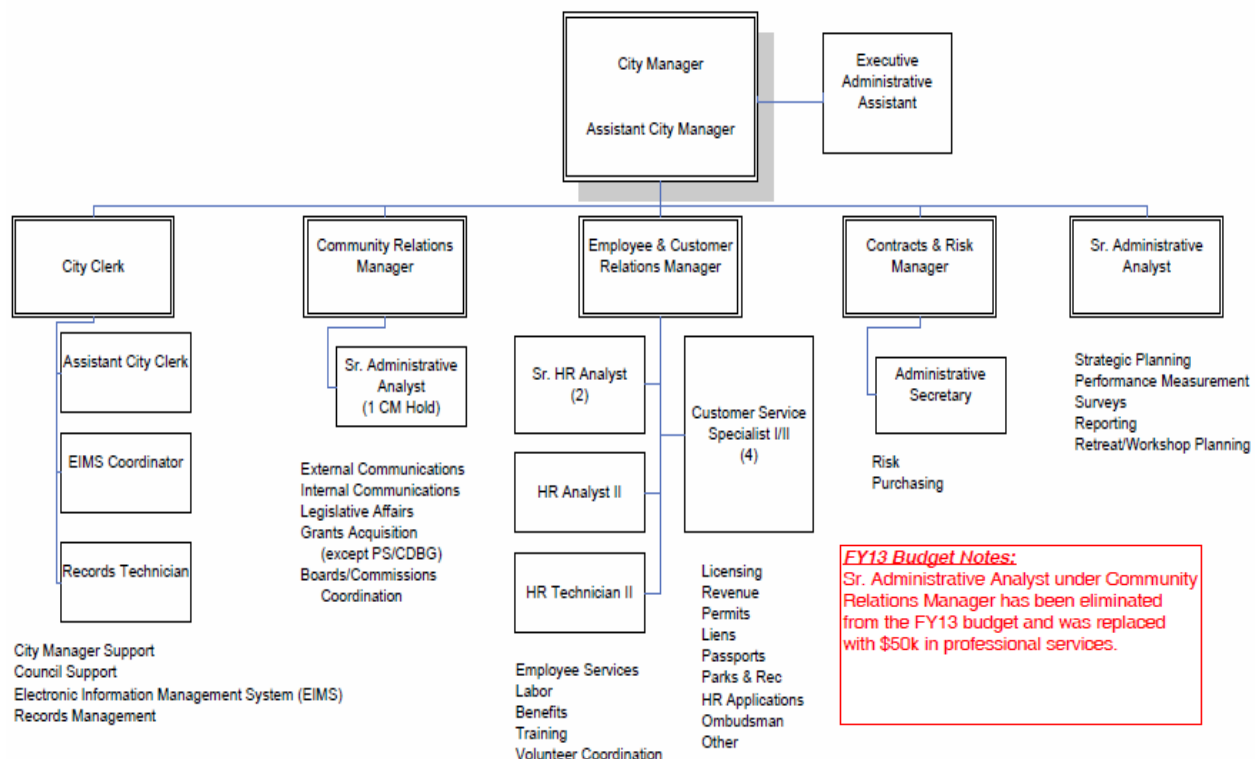
Employee & Customer Relations

- **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.

Organizational Chart



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

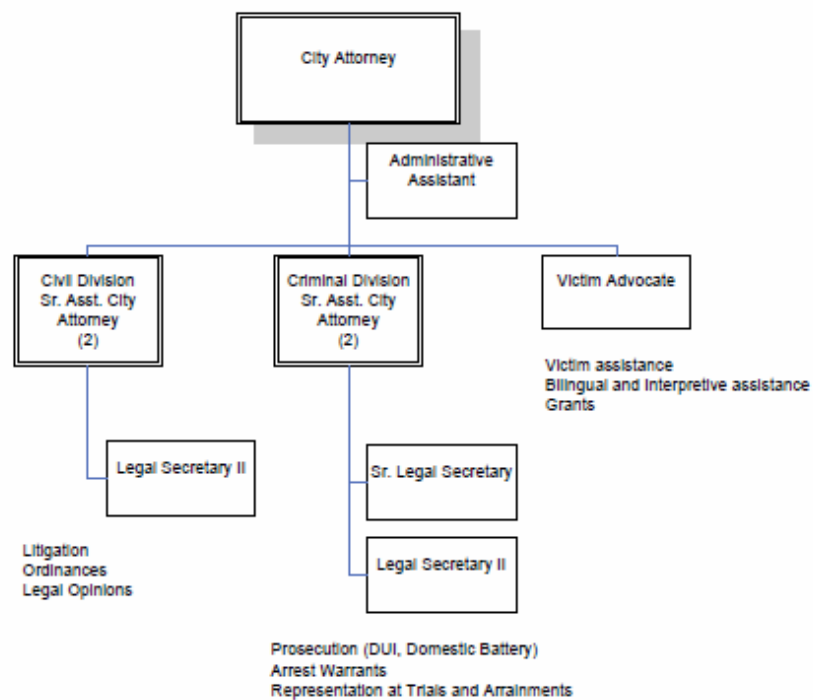
Criminal Division

- 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
- 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

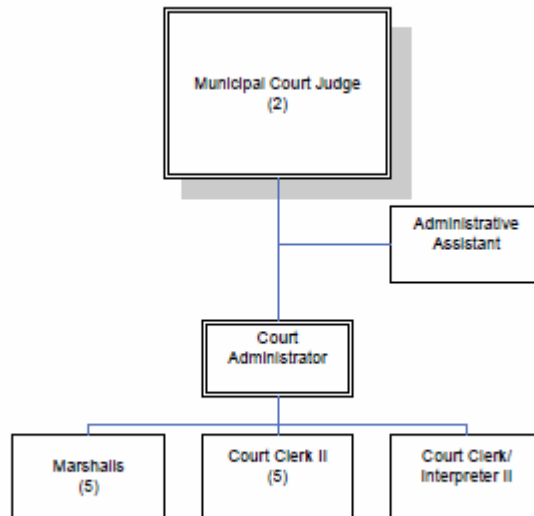
Organizational Chart



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.

Organizational Chart



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.

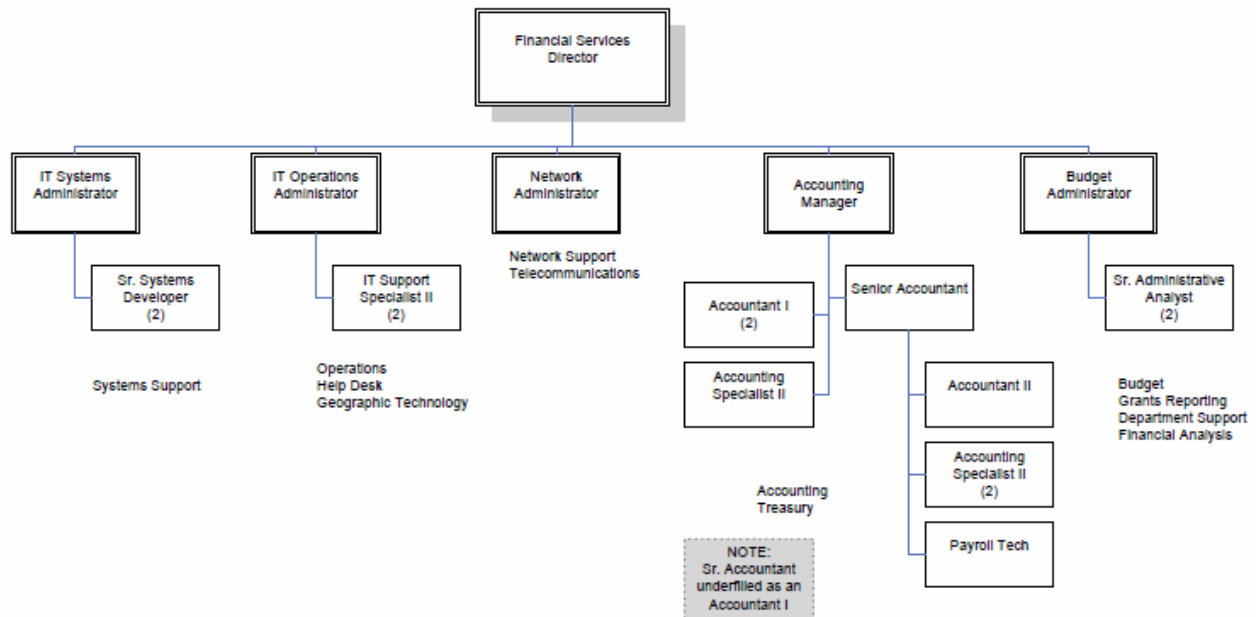
Budget: Prepare the tentative and final budget documents in accordance with Nevada Revised Statutes, as well as other reports and financial analysis as needed.

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.

Organizational Chart



FY13 Budget Notes:

One of the Sr. Administrative Analysts under Budget Administrator has been moved to the Community Services Department (TMWRF) in the FY13 budget and was replaced with an Accountant.

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:

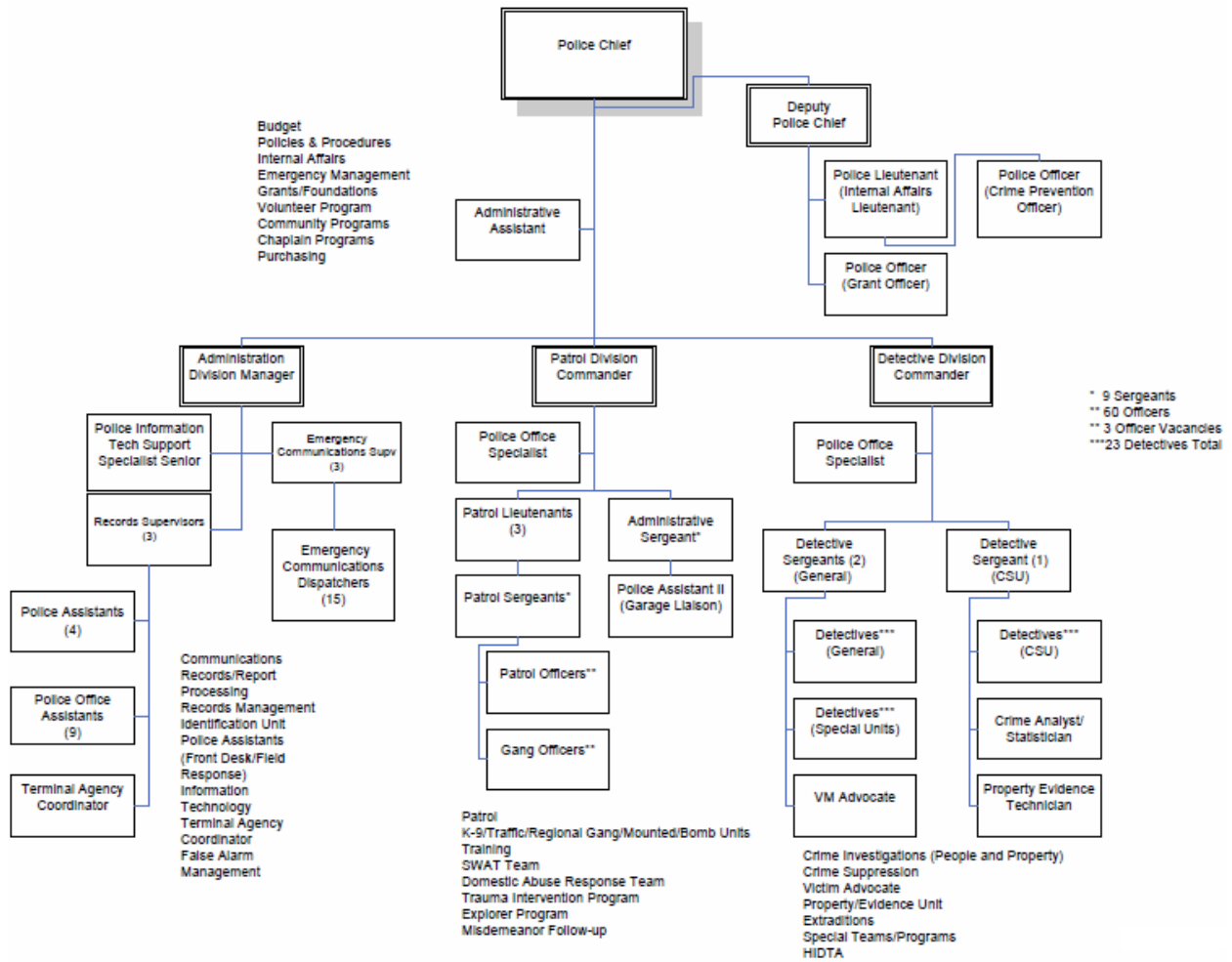
- Deliver uniformed police response to emergency and non-emergency calls for service
- Perform service delivery through a Community Policing Philosophy and pro-active problem solving strategies including the ComStat model
- Provide specialized support activities to the department and community through 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

Organizational Chart



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

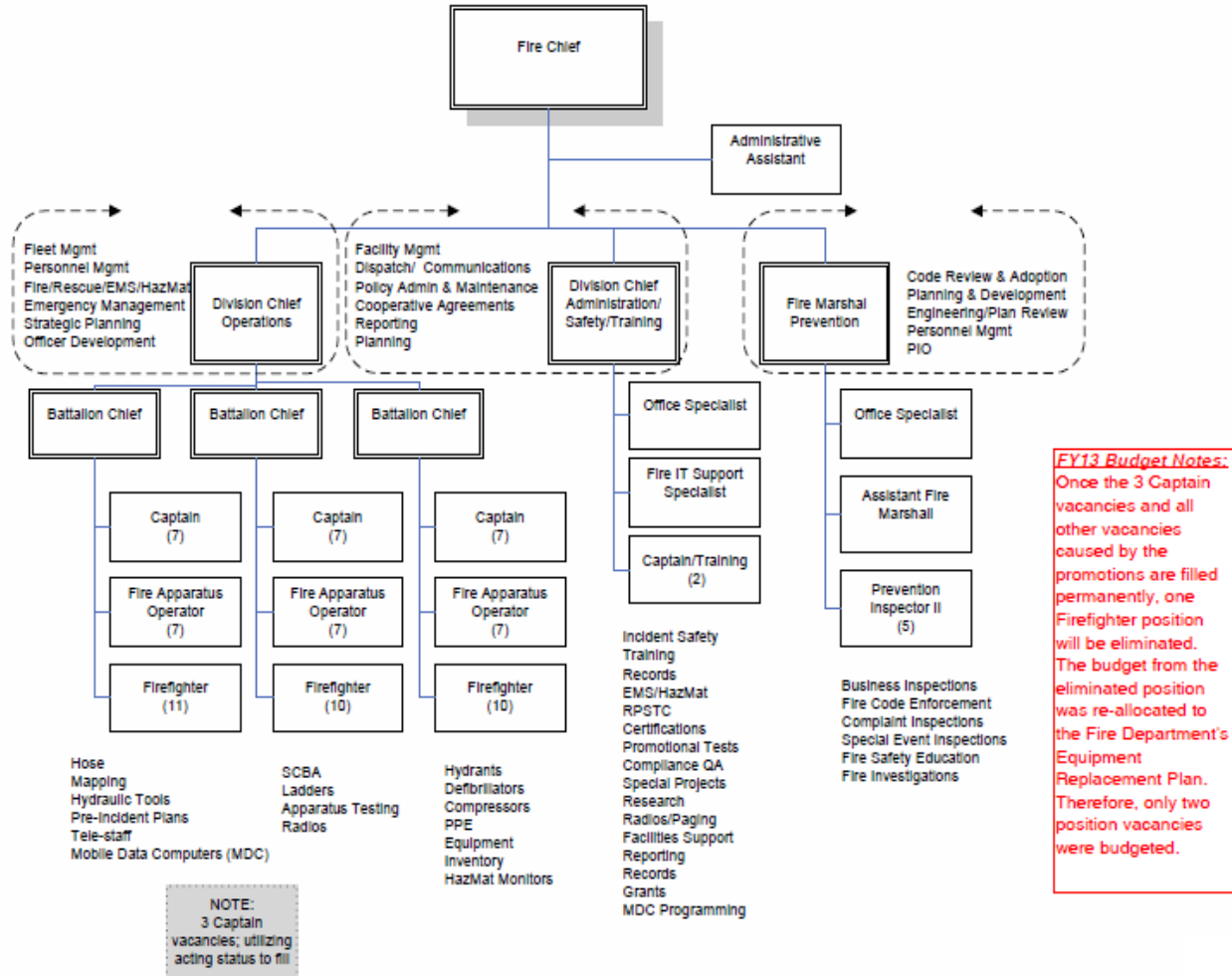
- Perform equipment testing and maintenance
- Provide maps and pre-incident planning
- Administer personnel management and development
- Perform project management

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

Organizational Chart



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 with one full time employee. Provide custodial services, and oversee contracts with vendors for maintenance services. 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, rezoning, 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 financial institutions.
- 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
- Assist with redistricting of City Council wards
- Review building permit and business license applications for zoning code compliance
- Zoning code enforcement
- Administer the City's housing rehabilitation loan 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

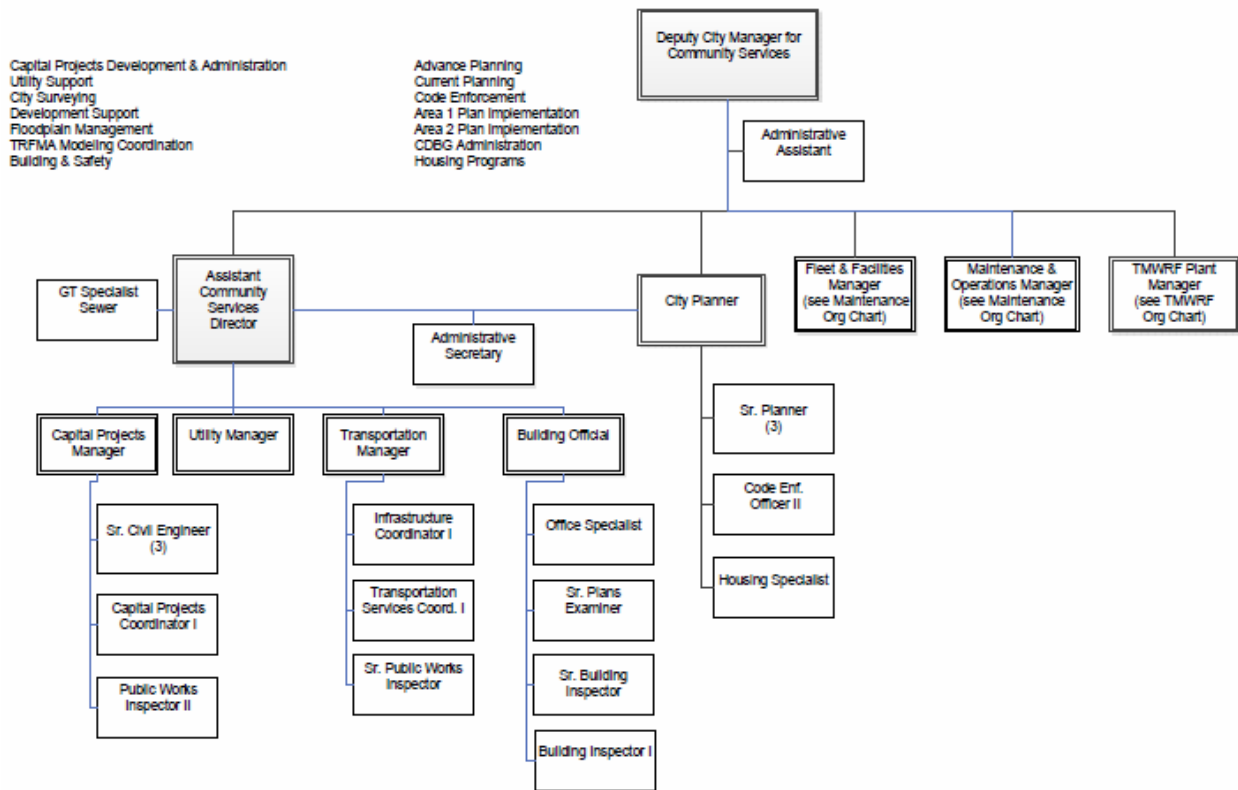
The Truckee Meadows Water Reclamation Facility (TMWRF) is responsible for the daily operations (24/7) of the community wastewater treatment plant that services Sparks, Reno and portions of Washoe County. TMWRF currently treats approximately 28 million gallons of wastewater each day.

- **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 reuse; 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.

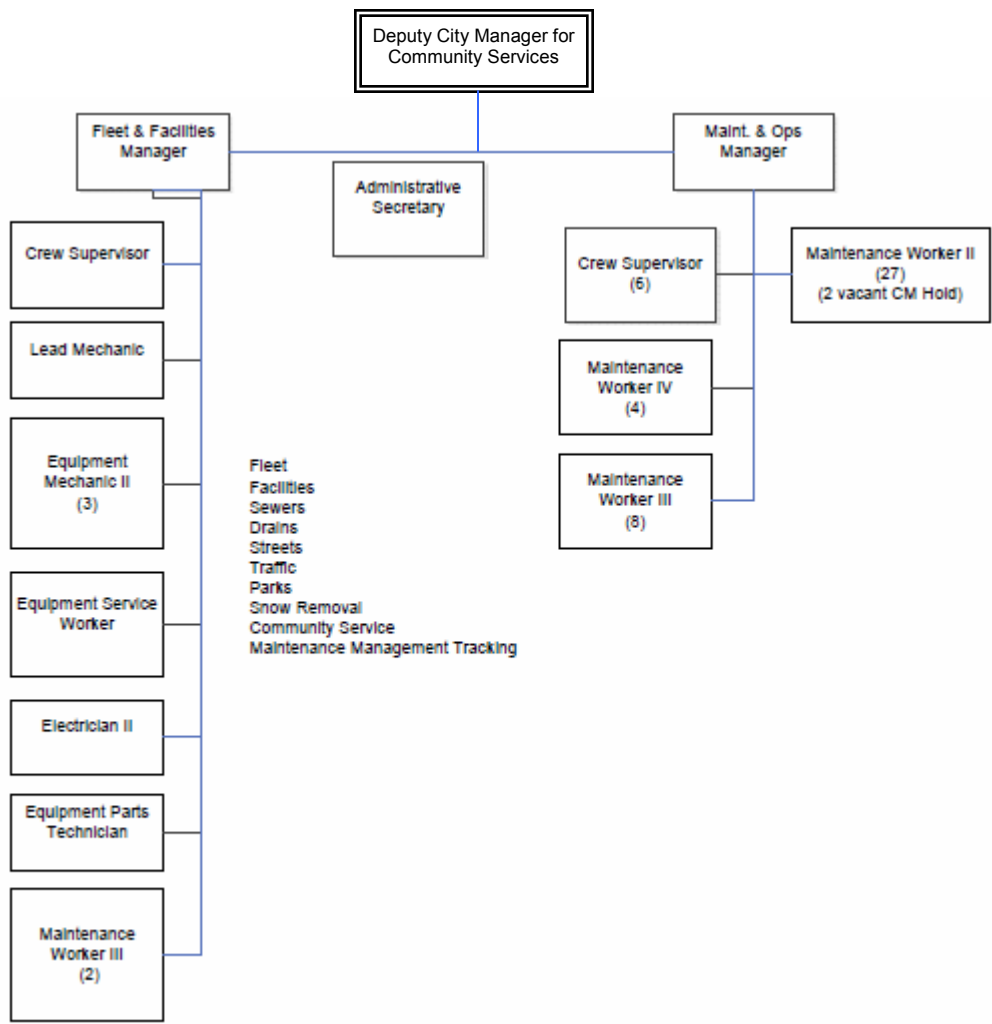
Utility Engineering and Support Services Division

- 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

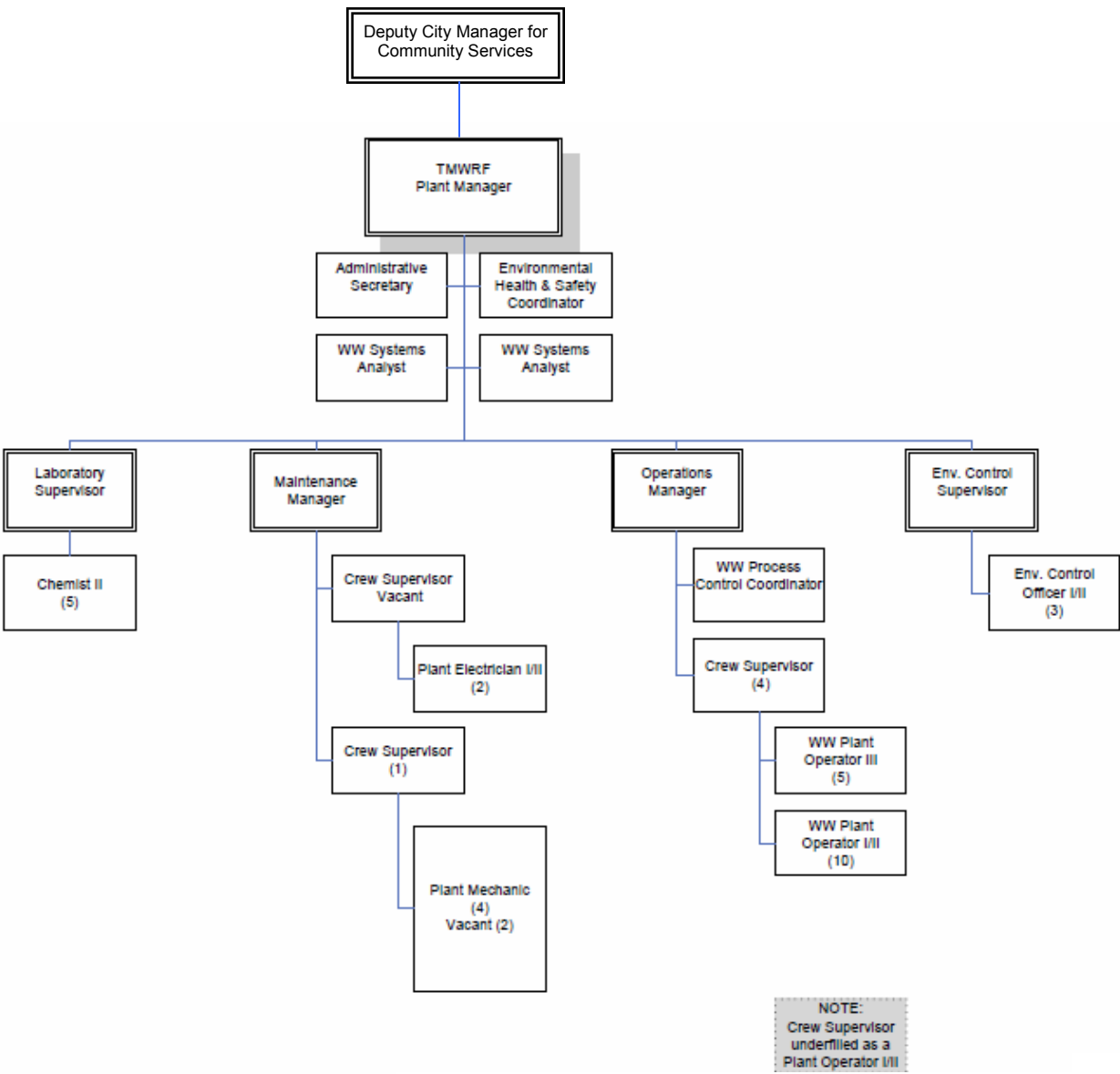
Organizational Chart



Organizational Chart: Fleet and Facilities and Maintenance and Operations



Organizational Chart: Truckee Meadows Water Reclamation Facility (TMWRF)



FY13 Budget Notes:
The FY13 Budget contains one Sr. Administrative Analyst transferred from the Financial Services Department. It also contains one additional Crew Supervisor.

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), eight reservable park sites and approximately 15 sports fields at eight school sites.

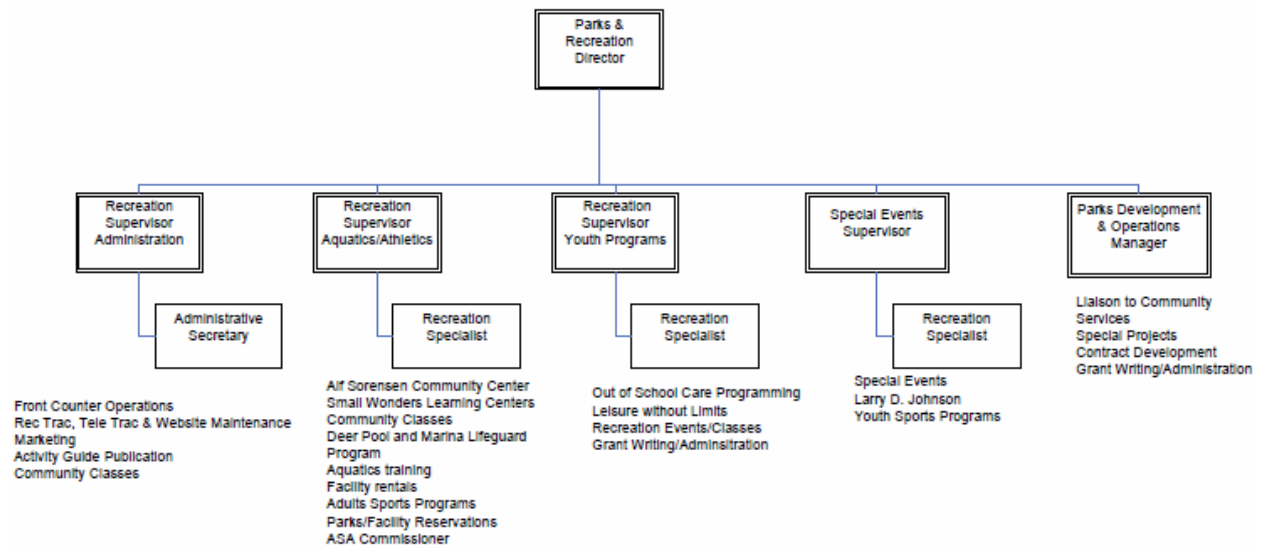
Recreation Programs/Services: Develop, administer and coordinate programs and services for all ages and abilities ranging from youth/adult sports, kids out-of-school programs, community classes, swimming lessons/aquatic programs, arts and programming for people with disabilities.

Special Events: 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.

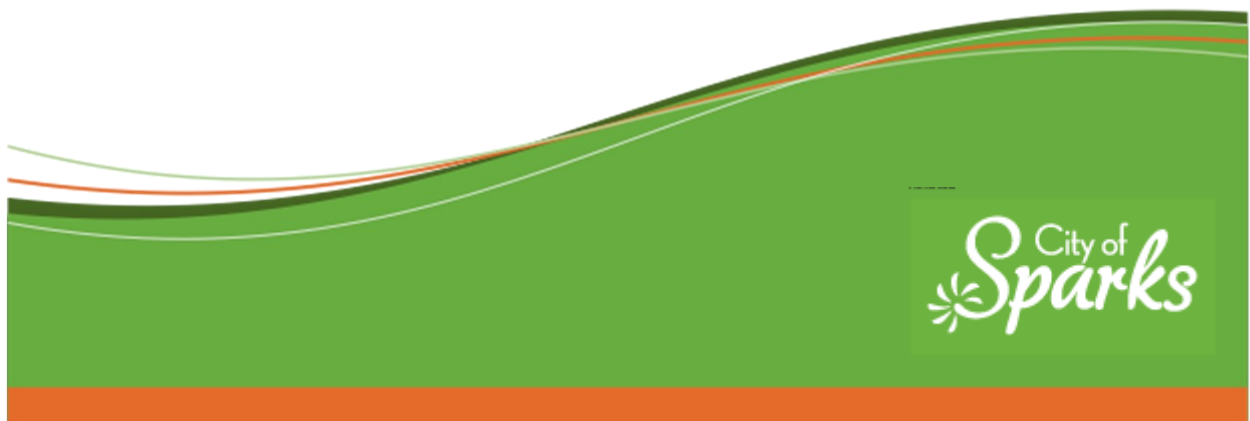
Marketing: Broaden awareness of parks and recreation services, programs and events and the related benefits, and encourage/engage community participation.

Community Giving: Facilitate partnerships, donations, grants, and volunteer opportunities for businesses, community organizations, foundations and residents to support parks and recreation services and facilities.

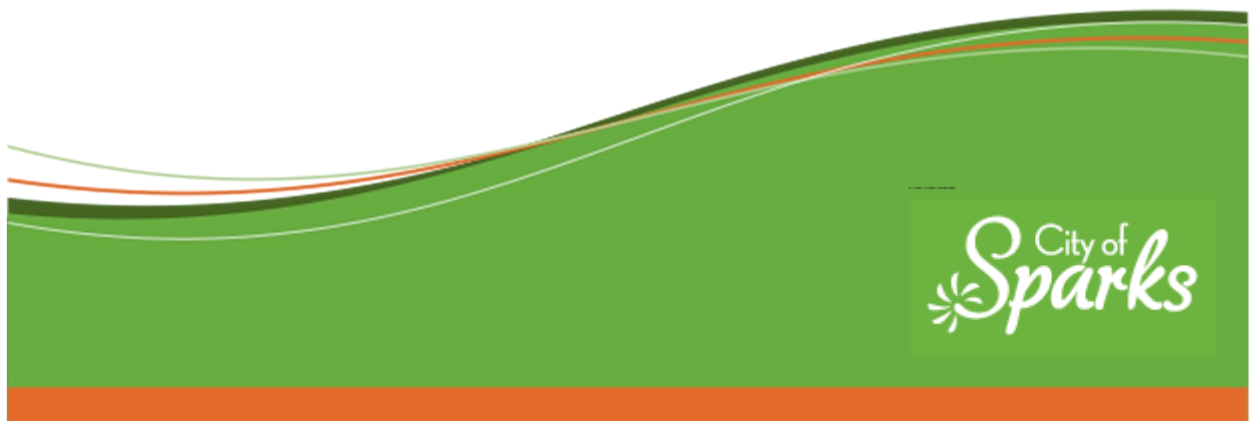
Organizational Chart



**FY2012-13 City Manager
Budget Recommendations:
REDEVELOPMENT AGENCY
AREAS 1 & 2**



Redevelopment Agency Agenda Staff Report





REDEVELOPMENT AGENCY AGENDA STAFF REPORT

MEETING DATE: April 23, 2012

Title: Consideration, discussion, and possible approval of the Chief Administration Officer's Final Budget recommendations for the City of Sparks Redevelopment Agency, Areas 1 & 2, for fiscal year 2012-2013.
Petitioner: Shaun Carey, Chief Administrative Officer Presenter: Jeff Cronk, CPA, Chief Financial Officer
Recommendation: That the Agency Board approve the Chief Administrative Officer's recommendations for the 2012-2013 Final Budget.
Financial Impact: Establishing the Agency's budget for Fiscal Year 2012-2013.
Business Impact (Per NRS 237) <input type="checkbox"/> A Business Impact Statement is attached. <input checked="" type="checkbox"/> A Business Impact Statement is not required because this is not a rule. <input type="checkbox"/> A Business Impact Statement is not required. This is a rule but does not impose a direct and significant economic burden on a business, or directly restrict the formation, operation or exemption of a business. <input type="checkbox"/> A Business Impact Statement is not required. Thus is a rule but emergency action is necessary to protect the public health and safety (requires a unanimous vote of the City Council and cannot be in effect for more than six months).
Agenda Item Brief: This agenda item provides the Agency's Board with the Chief Administrative Officer's recommendations for the fiscal year 2012-2013 budget for the City of Sparks Redevelopment Agency, Areas 1 & 2.

BACKGROUND & ANALYSIS:

The Agency's Chief Administrative Officer and Chief Financial Officer are presenting the Chief Administrative Officer's final budget recommendations for fiscal year 2012-2013. Today, the Agency Board is asked to direct staff in preparing the Agency's final budget document for submission to the State of Nevada. City staff has filed the tentative budget for the fiscal year 2012-2013, and the Agency Board will receive public comment on the fiscal year 2012-2013 tentative budget on Tuesday morning, May 15, 2012 at 9:00 am. Immediately following the public hearing on the 2012-2013 tentative budget at 9:00 am, the Chief Administrative Officer and Chief Financial Officer will then present the final budget which will be prepared based upon direction received today. The final budget must be filed with the Nevada Department of Taxation by June 1 annually. During years in which the Legislature is in session, should the Legislature take action which affects the City's budget for the subsequent fiscal year, an additional 30 days would be granted to file an amended budget with the Nevada Department of Taxation.

Attached to this agenda are summary financial information for the Redevelopment Agency Areas 1 & 2, and a presentation providing an overview of the expectations and recommendations for fiscal year 2012-2013.

ALTERNATIVES:

Agency members could also choose alternatives other than those presented today, and direct staff to prepare a final budget for fiscal year 2012-2013.

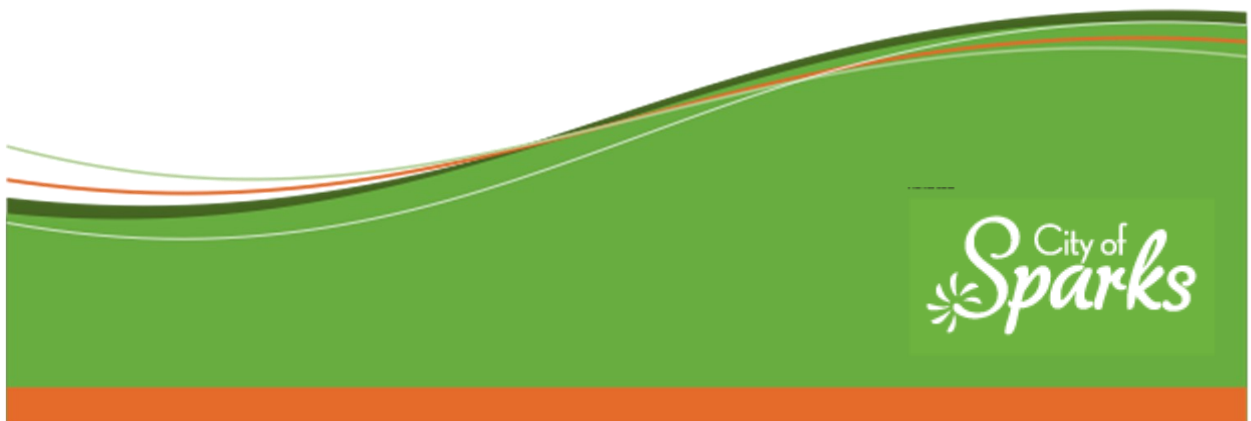
RECOMMENDED MOTIONS:

I move to approve the Chief Administrative Officer's recommendations for the City of Sparks Redevelopment Agency, Areas 1 & 2, final budget for fiscal year 2012-2013.

Respectfully Prepared & Submitted by:
Jeff Cronk, CPA, Chief Financial Officer

Approved:
Shaun D. Carey, Chief Administrative Officer

Redevelopment Agency Budget Presentation



Redevelopment Area #1 Overview & Recommended FY '13 Budget

- FY '13 Property Tax Revenues are expected to decline by 3.4%
- Expenditures expected to remain consistent with FY '12 & include:
 - ✓ Debt Service payments of \$2.6M;
 - ✓ Common Service Charges of \$304K;
 - ✓ Special Events subsidy \$119K;
 - ✓ Other expenses of \$257K (incl. \$100k trans. to Tourmark Fund)
- Unrestricted ending fund balance should be ~ \$1.0M
 - ✓ Additional fund balance of ~\$2.2M is restricted for tax increment bond reserves



Redevelopment Area #1 Overview & Recommended FY '13 Budget

- Exp's are expected to be greater than Rev's by about \$520K
- At current pace of Fund Balance "burn", it is expected that by FY '15 or FY '16, the G.F. will need to begin subsidizing Area #1 costs
 - ✓ The planned \$100k transfer to the Tourmark Fund is not expected to occur after FY '13, thus reducing the fund balance "burn" rate
- A financial summary of FY '13 expectations and recommended budget as well as detailed debt information for Redevelopment Area #1 is presented on the next slide



Sparks RDA #1 Financial Overview

	FY '13 Est.	Comments
Revenues		
Expenses:		
Debt Service	\$2,756,312	3.4% Decline in Property Tax Revenue Expected
Common Service Charges		
Special Events Subsidy		
Other Operating Exp's	\$3,276,787	
Net Revenues/(Expenses)	(\$520,475)	
Est. FY '13 Unrestricted Beginning Fund Balance	\$1,543,259	
Est. FY '13 Unrestricted Ending Fund Balance	\$1,022,784	(Assuming an additional \$2.2M for tax increment bond reserves)
Est. Fund Balance Coverage Ratio of Net Expenses	2.0	(By FY '15 or '16, the General Fund would need to begin subsidizing costs)

** City Issued Debt Partially Paid by RDA #1

	Tax Increment Refunding Bonds	2011 CTAX Refunding Bonds	2007 CTAX Refunding Bonds	Total RDA Debt Service
Original Issue Amount	\$22,165,000	\$4,180,000	\$13,635,000	
Issue Date	5/11/2010	5/12/2011	2/15/2007	
Maturity Date	1/15/2023	5/1/2018	5/1/2026	
Interest Rate	4.0% - 5.375%	3.05%	4.09%	
FY '12 Principal Payment	\$1,350,000	\$20,000	\$595,000	
FY '12 Interest Payment	\$939,281	\$123,442	\$321,883	
Total FY '12 Debt Service	\$2,289,281	\$143,442	\$916,883	
Total FY '12 Debt Service Paid by RDA	\$2,289,281	\$41,598	\$263,131	\$2,594,010
6/30/12 Debt Outstanding	\$19,210,000	\$4,160,000	\$7,275,000	
FY '13 Principal Payment	\$1,405,000	\$645,000	\$0	
FY '13 Interest Payment	\$885,281	\$112,164	\$297,548	
Total FY '13 Debt Service	\$2,290,281	\$757,164	\$297,548	
Total FY '13 Debt Service Paid by RDA	\$2,290,281	\$219,578	\$86,365	\$2,596,223
6/30/13 Debt Outstanding	\$17,805,000	\$3,515,000	\$7,275,000	
FY '13 D.S. from RDA-Issued Debt =			\$2,290,281	
FY '13 D.S. from City-Issued Debt =			\$305,942	
Total FY '13 RDA Debt Service =			\$2,596,223	

** City Issued Debt Partially Paid by RDA #1 Notes:

- Both bonds are issued in the City's name, but about 29% (\$305,942 in FY '13) is allocated to RDA #1 for Victorian Square portion of the original bonding project
- The 2007 Refunding bonds will be interest only until FY '19 after the 2011 Refunding bonds mature
- \$2,181,295 remains in Capital Projects Fund as unspent bond proceeds which can be used for projects or debt service

-- Recommended use of bond proceeds includes \$1.2M for C Street parking garage repairs, & \$980K for City Hall electrical upgrades

Redevelopment Area #2 Overview & Recommended FY '13 Budget

- FY '13 Property Tax Revenues are expected to increase by 3.1%
- Expenditures expected to decrease 8.3% from FY '12 & include:
 - ✓ Debt Service payments of \$3.0M;
 - ✓ Special Assessment charges of \$93K from property owned
 - ✓ The primary reason for the 8.3% decrease in exp's is removal of Common Service Charges which totaled \$232K in FY '12
- Unrestricted ending fund balance should be ~ \$0
 - ✓ Additional fund balance of ~\$2.3M is restricted for tax increment bond reserves



Redevelopment Area #2 Overview & Recommended FY '13 Budget

- Exp's are expected to be greater than Rev's by about \$652K
- With a razor-thin fund balance projected, the General Fund can be expected to subsidize RDA #2 debt service costs by at least FY '14, but possibly FY '13 pending property tax collections
- A \$550K General Fund subsidy is being projected to begin in FY '14
 - ✓ A subsidy of varying amounts should exist through FY '17, which is when the 2007 Series of Ad Valorem Refunding bonds are scheduled to mature
 - ✓ Assuming property taxes grow 3% annually, the cumulative subsidy is projected to be about \$1.7M through FY '17
- A financial summary of FY '13 expectations and recommended budget as well as detailed debt information for Redevelopment Area #2 is presented on the next slide

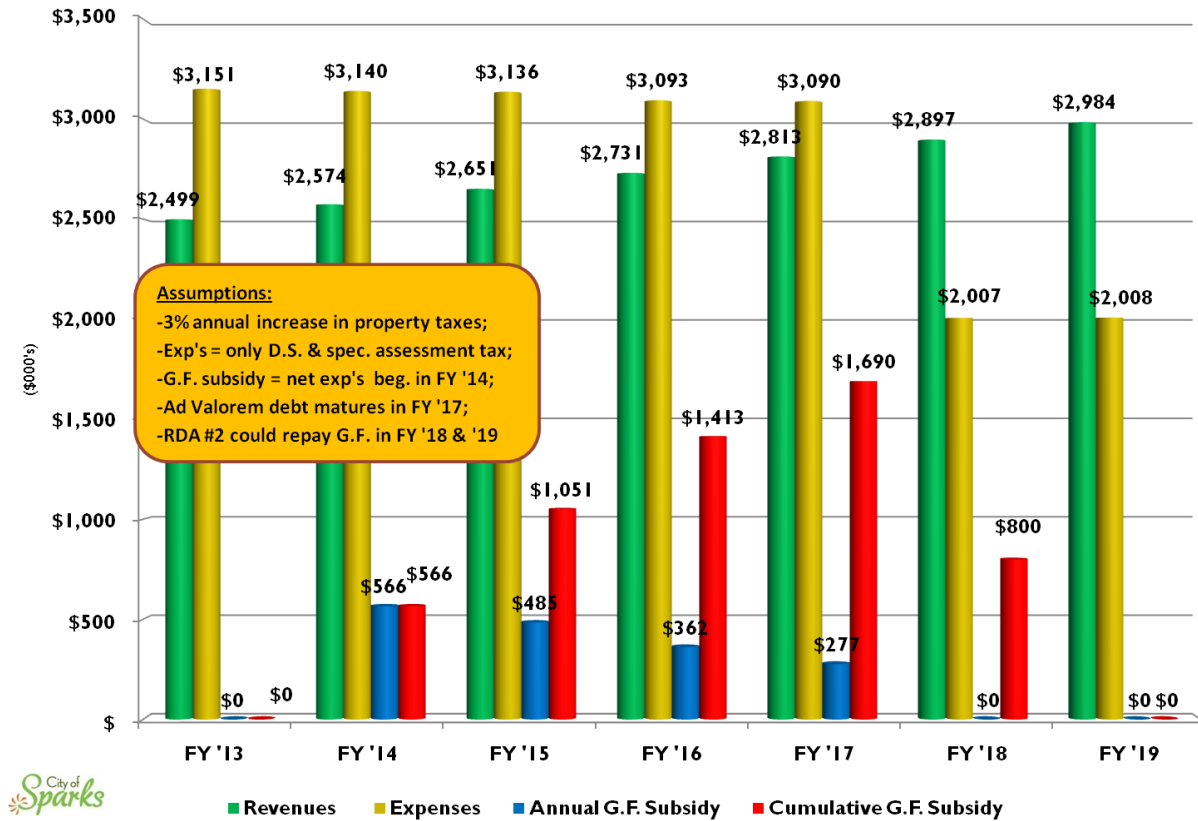


Sparks RDA #2 Financial Overview

	<u>FY '13 Est.</u>	<u>Comments</u>
Revenues	\$2,498,926	3.1% Increase in Property Tax Revenue Expected
Expenses:		
Debt Service		Total revenue provides less than 1x debt service coverage (0.8x)
Common Service Charges	\$3,045,924	Common Service Charges of \$178k removed from FY '13 (G.F. Impact)
Special Assessment Charges	\$0	
Other Operating Exp's	\$92,924	
	\$11,826	
	\$3,150,674	
Net Revenues/(Expenses)	(\$651,748)	
Est. FY '13 Unrestricted Beginning Fund Balance	\$652,049	(Assuming an additional \$2.3M for Tax Increment Bond reserve)
Est. FY '13 Unrestricted Ending Fund Balance	<u>\$301</u>	(In FY '14, the General Fund will need to begin subsidizing debt service)

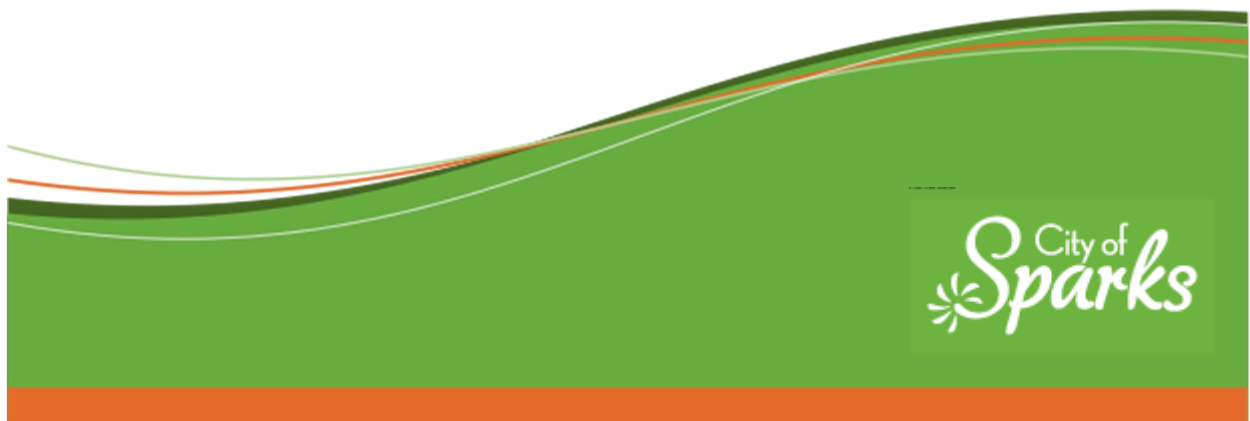
	<u>Redevelopment Area #2 Debt</u>				<u>City Issued Debt Paid by RDA #2</u>			
	<u>2008 Tax</u>	<u>Increment Bonds</u>	<u>2009 Tax</u>	<u>Increment Bonds</u>	<u>2007A Ad Valorem</u>	<u>Refunding Bonds</u>	<u>2007B Ad Valorem</u>	<u>Refunding Bonds</u>
Original Issue Amount	\$12,700,000		\$7,230,000		\$7,090,000		\$1,315,000	
Issue Date	7/30/2008		11/24/2009		3/29/2007		3/29/2007	
Maturity Date	6/1/2028		6/1/2029		3/1/2017		3/1/2017	
Interest Rate	6.4% - 6.70%		5.0% - 7.75%		3.78%		5.65%	
FY '12 Principal Payment	\$420,000		\$285,000		\$690,000		\$150,000	
FY '12 Interest Payment	\$809,780		\$511,438		\$172,746		\$58,708	
Total FY '12 Debt Service	\$1,229,780		\$796,438		\$862,746		\$208,708	
6/30/12 Debt Outstanding	<u>\$11,885,000</u>		<u>\$6,775,000</u>		<u>\$3,880,000</u>		<u>\$890,000</u>	
FY '13 Principal Payment	\$445,000		\$245,000		\$720,000		\$160,000	
FY '13 Interest Payment	\$782,900		\$496,119		\$146,664		\$50,241	
Total FY '13 Debt Service	<u>\$1,227,900</u>		<u>\$741,119</u>		<u>\$866,664</u>		<u>\$210,241</u>	
6/30/13 Debt Outstanding	<u>\$11,440,000</u>		<u>\$6,530,000</u>		<u>\$3,160,000</u>		<u>\$730,000</u>	
FY '13 D.S. from RDA-Issued Debt =	<u>\$1,969,019</u>		FY '13 D.S. from City-Issued Debt =		<u>\$1,076,905</u>		<u>\$3,045,924</u>	

Redevelopment Area #2 7 Year Projection of Financial Results & Possible G.F. Impact



Appendix:

2012-13 Capital Investment Projects Five-Year Plan



CITY OF SPARKS
2012/2013 - CAPITAL INVESTMENT PROJECTS - FIVE YEAR PLAN

Proj. #	Project Description	Total Budget 2012-2013
TRANSPORTATION SYSTEMS PROJECTS (Fund 1401)		
130500	Pavement Management Program - Street Surfaces - Preventive	\$ 350,000
130501	Pavement Management Program - Street Surfaces - Corrective	\$ 400,000
130502	Pavement Management Program - Street Surfaces - Rehabilitation	\$ 1,200,000
130503	Pavement Management Program - Sidewalk Replacement - Rehabilitation	\$ 175,000
130504	Pavement Management Program - Alley, City Owned Parking Lots and Pathway Facilities - Preventive	\$ 40,000
130505	Pavement Management Program - Alley, City Owned Parking Lots and Pathway Facilities - Rehabilitation	\$ 40,000
130506	Street and Pavement Projects - Design/Geotechnical Support Supplemental Funds to RTC/NDOT Projects - RTC- 2012-13 / 2016-17	\$ 25,000
130507	Fuel TAX Supported Roadway Projects and NDOT Enhancement Projects	\$ 75,000
130508	School Safety Flashers- Safe Route To School Plan Updates	\$ 25,000
130509	Traffic Signal Improvements - Citywide Signal Coordination/Capacity Improvements	\$ 25,000
130510	Traffic Signal Improvements - Traffic Signal Detection Upgrades	\$ 20,000
130512	Traffic Safety and Calming Improvements - Traffic Calming Enhancements	\$ 25,000
130513	Traffic Safety and Calming Improvements - Real Property / Right of Way Services	\$ 15,000
130514	Sparks Blvd Road Safety Audit Improvements	\$ 80,000
130515	Howard Drive Pedestrian Improvements	\$ 5,600
130516	Vista Del Rancho Permanent Traffic Calming Improvements	\$ 44,000
130517	La Posada Guardrail Project	\$ 70,000
130518	Transportation Systems Operational and Maintenance - Street Surfaces (for Services Provided by the City) - Crack Seal Materials	\$ 110,625
130519	Transportation Systems Operational and Maintenance - Street Surfaces (for Services Provided by the City) - Road Surfacing Materials	\$ 150,000
130520	Transportation Systems Operational and Maintenance - Street Surfaces (for Services Provided by the City) -Traffic Paint Materials	\$ 58,000
130522	Transportation Systems Operational and Maintenance - Traffic Signaling Systems - Traffic Computer Maintenance and Upgrades	\$ 7,500

CITY OF SPARKS
2012/2013 - CAPITAL INVESTMENT PROJECTS - FIVE YEAR PLAN

Proj. #	Project Description	Total Budget 2012-2013
130523	Transportation Systems Operational and Maintenance - Traffic Signaling Systems - Traffic Signal LED Replacement Program	\$ 3,750
130524	Transportation Systems Operational and Maintenance - Traffic Signaling Systems - MUTCD Sign Compliance Requirements Review Program	\$ 56,250
130525	Transportation Systems Operational and Maintenance - Traffic Signaling Systems - Street Sign Contracting Services	\$ 50,000
130526	Transportation Systems Operational and Maintenance - Traffic Signaling Systems - Traffic Signal Electrical Contracting Services	\$ 18,750
130527	Transportation Systems Operational and Maintenance - Traffic Safety and Calming Improvements - Traffic Signal Conflict Monitor Replacement Projects	\$ 5,000
99-1401	Transportation Systems Operational and Maintenance - Roadway Maintenance Full Time Employees - Personnel Costs	\$ 1,743,169
TOTAL TRANSPORATION SYSTEMS FUND		\$ 4,817,644

CAPITAL PROJECTS (Fund 1404)

131000	Capital Projects - Non Facility Improvement Plan - City Facilities - ADA Mitigation Improvements	\$ 25,000
131001	Capital Projects - Non Facility Improvement Plan - City Facilities - Facilities Projects	\$ 100,000
131002	Capital Projects - Non Facility Improvement Plan - City Facilities - Mechanical VFD Replacement Project	\$ 8,000
131003	Capital Projects - Non Facility Improvement Plan - City Facilities - Richards Way Senior Center Stucco Rehabilitation Project	\$ 110,000
131004	Capital Projects - Non Facility Improvement Plan - City Facilities - Fleet Bldg-Maintenance Garage Bull Pen Bldg Roof Replacement Project	\$ 110,000
131010	Capital Projects - Non Facility Improvement Plan - Carpet Replacement - City Hall Basement	\$ 25,000
131011	Capital Projects - Non Facility Improvement Plan - Carpet Replacement - Maintenance Yard Main Building	\$ 35,000
131020	Capital Projects - Non Facility Improvement Plan - Parks and Recreation Department Facility Improvements - Alf Sorensen Pool Room Roll Up Door and Maintenance Door Project	\$ 45,000
131021	Capital Projects - Non Facility Improvement Plan - Parks and Recreation Department Facility Improvements - Deer Park Pool Pump Building Roof Replacement Project	\$ 20,000

CITY OF SPARKS
2012/2013 - CAPITAL INVESTMENT PROJECTS - FIVE YEAR PLAN

Proj. #	Project Description	Total Budget 2012-2013
131022	Capital Projects - Non Facility Improvement Plan - Parks and Recreation Department Facility Improvements - Shadow Mountain Little League Restroom Roof Replacement Project	\$ 12,000
131030	Capital Projects - Non Facility Improvement Plan - Police Department Facility Improvements - Evidence Building Bird Netting Project	\$ 7,500
131031	Capital Projects - Non Facility Improvement Plan - Police Department - Portable Radio Replacement	\$ 420,000
131040	Capital Projects - Non Facility Improvement Plan - Fire Station Facility Improvements - Fire Station No. 1 Plumbing Rehabilitation Project	\$ 95,000
131041	Capital Projects - Non Facility Improvement Plan - Fire Station Facility Improvements - Fire Station No. 1 Security Fencing	\$ 60,000
131042	Capital Projects - Non Facility Improvement Plan - Fire Department Facility Improvements - Station No 3 - Roof Replacement Project	\$ 110,000
131050	Capital Projects - Non Facility Improvement Plan - Information Technology - Refresh Program	\$ 110,000
131051	Capital Projects - Non Facility Improvement Plan - Information Technology - IT Voice Over Internet Telephone System Project	\$ 80,000
131052	Capital Projects - Non Facility Improvement Plan - Information Technology - Richards Way Network Cabling Project	\$ 6,000
131060	Capital Projects - Non Facility Improvement Plan - Energy Conservation Projects - Street Lights	\$ 25,000
TOTAL CAPITAL PROJECTS		\$ 1,403,500
FIP CAPITAL PROJECTS (Fund 1404)		
131070	Facility Improvement Project (FIP) - Victorian Square - "C" Street Parking Garage Rehabilitation Project - Phase2	\$ 600,000
131071	Facility Improvement Project (FIP) - City Hall - Electrical Upgrade Project	\$ 980,000
TOTAL FIP CAPITAL PROJECTS		\$ 1,580,000
TOTAL CAPITAL PROJECTS FUND		\$ 2,983,500

CITY OF SPARKS
2012/2013 - CAPITAL INVESTMENT PROJECTS - FIVE YEAR PLAN

Proj. #	Project Description	Total Budget 2012-2013
CAPITAL FACILITIES (Fund 1405)		
131500	Senior Center Security Fencing	\$ 30,397
131501	Fleet Building-Oversized Garage Lift Project	\$ 210,000
131502	C Street Garage Energy Efficiency Lighting Retrofit Project	\$ 120,000
131503	City Wide Elevator Upgrades	\$ 50,000
131504	Secondary Heater for Maintenance Yard Vehicle Storage Building	\$ 7,500
TOTAL CAPITAL FACILITIES FUND		\$ 417,897
PARK & RECREATION CAPITAL PROJECT (Fund 1402)		
132000	Parks and Recreation - Bike Path Rehabilitation Project	\$ 120,000
132001	Parks and Recreation - Ion Regional Trail Improvements Project	\$ 20,000
132002	Parks and Recreation - Fisherman's Park Bathroom Demolition	\$ 40,000
132003	Parks and Recreation - Park Facility Improvement Project	\$ 20,000
132004	Parks and Recreation - Deer Park Sand Filter Replacement	\$ 22,000
132005	Parks and Recreation - Recreation Management Software	\$ 25,000
99-1402	Parks and Recreation - Park Maintenance Full Time Employees - Personnel Costs	\$ 430,878
132006	Parks and Recreation - Park Lighting Electrical Contracting Services	\$ 15,000
132007	Parks and Recreation - Nursery Restock	\$ 5,000
132008	Parks and Recreation - Sports Fields Grass Turf Replacement	\$ 15,000
132009	Parks and Recreation - Golden Eagle Regional Park (GERP) Operational and Maintenance - Operations	\$ 25,000
TOTAL PARK & RECREATION CAPITAL PROJECT FUND		\$ 737,878
PARK CONSTRUCTION TAX DISTRICT #1 (1406):		
TOTAL PARK CONSTRUCTION TAX DISTRICT 1 FUND		\$ -
PARK CONSTRUCTION TAX DISTRICT #2 (1407):		
133000	Park District #2 - Appropriations for Unexpected Park Projects	\$ 50,000
133001	Park District #2 - Cottonwood Park Shade Structure Project	\$ 70,000
133002	Park District #2 - Les Hicks Play Structure Replacement Project	\$ 200,000
133003	Park District #2 -Van Meter Play Structure Replacement Project	\$ 150,000

CITY OF SPARKS
2012/2013 - CAPITAL INVESTMENT PROJECTS - FIVE YEAR PLAN

Proj. #	Project Description	Total Budget 2012-2013
TOTAL PARK CONSTRUCTION TAX DISTRICT 2 FUND		\$ 470,000
PARK CONSTRUCTION TAX DISTRICT #3 (1408):		
133500	Park District #3 - Replace or Upgrade Shelters & Playground Equipment	\$ 75,000
133501	Park District #3 - Appropriations for Unexpected Park Projects	\$ 50,000
133502	Park District #3 - Kestrel Park Improvements Project	\$ 34,000
133503	Park District #3 - Red Hawk Park Improvements Project	\$ 19,000
TOTAL PARK CONSTRUCTION TAX DISTRICT 3 FUND		\$ 178,000
VICTORIAN SQUARE ROOM TAX (Fund 1415)		
134000	Room Tax Projects - Victorian Square Development Contribution Plan	\$ 50,000
TOTAL VICTORIAN SQUARE ROOM TAX FUND		\$ 50,000
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) (Fund 1203)		
134500	CDBG Projects- Pedestrian and Street Improvements Project	\$ 254,196
TOTAL COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUND		\$ 254,196
MUNICIPAL COURT ADMINISTRATIVE ASSESSMENT (In Fund 1208)		
135000	Municipal Court - Project Management Administration Plan	\$ 15,000
135001	Municipal Court - Appropriations for Unanticipated Projects	\$ 25,000
135002	Municipal Court - ADA Bathroom Upgrades Project	\$ 50,000
TOTAL MUNICIPAL COURT ADMINISTRATIVE ASSESSMENT		\$ 90,000
STREET CUT (Fund 1224)		
136000	Street Cut - Street Cut Repair Contract	\$ 150,000
TOTAL STREET CUT FUND		\$ 150,000
SEWER UTILITIES PROJECTS (Funds 16@)		
136500	Sparks Utilities Projects - Sewer System - Citywide Sanitary Sewer Model Update Project	\$ 200,000
136501	Sparks Utilities Projects - Sewer System - Real Property/Right of Way Services	\$ 20,000
136502	Sparks Utilities Projects - Sewer System - TMWRF Studies with UNR, etc.	\$ 32,895
136503	Sparks Utilities Projects - Sewer System - Sanitary Sewer Rating Software Upgrade Project	\$ 30,000
136504	Sparks Utilities Projects - Sewer System - Utility Rate Study	\$ 65,000

CITY OF SPARKS
2012/2013 - CAPITAL INVESTMENT PROJECTS - FIVE YEAR PLAN

Proj. #	Project Description	Total Budget 2012-2013
136600	Sparks Utilities Projects - Sewer System - TMWRF Projects	\$ 2,307,264
136601	Sparks Utilities Projects - Sewer System - Sparks RTC Coordination Project	\$ 150,000
136602	Sparks Utilities Projects - Sewer System - Annual Road Ahead Project Coordination Project	\$ 100,000
136603	Sparks Utilities Projects - Sewer System - Residential Sanitary Sewer Rehabilitation Project (Lining/Bursting/etc)	\$ 500,000
136604	Sparks Utilities Projects - Sewer System - Emergency/ Contingency Funds- Sewer Projects	\$ 200,000
136605	Sparks Utilities Projects - Sewer System - Water Rights Acquisition	\$ 100,000
136606	Sparks Utilities Projects - Sewer System - Sewer System Rehabilitation Project	\$ 250,000
136607	Sparks Utilities Projects - Sewer System - I Street Sewer Rehabilitation Project	\$ 125,000
136608	Sparks Utilities Projects - Sewer System - Lift Station Radio Upgrade	\$ 150,000
136609	Sparks Utilities Projects - Sewer System - Joint Interceptor Siphon Rehab	\$ 160,000
136610	Sparks Utilities Projects - Sewer System - Small Diameter Camera Upgrade	\$ 300,000
136611	Sparks Utilities Projects - Sewer System - Pelican Park Pathway Rehabilitation	\$ 325,000
136700	Sparks Utilities Projects - Storm Drain System - Pioneer Diversion Monitoring Project	\$ 175,000
136701	Sparks Utilities Projects - Storm Drain System - FEMA CRS/CAV Flood Mitigation Project	\$ 50,000
136702	Sparks Utilities Projects - Storm Drain System - Real Property/Right of Way Services	\$ 12,000
136703	Sparks Utilities Projects - Storm Drain System - Utility Rate Study	\$ 30,000
136800	Sparks Utilities Projects - Storm Drain System - Sparks RTC Coordination Project	\$ 150,000
136801	Sparks Utilities Projects - Storm Drain System - Road Ahead Project Coordination Project	\$ 200,000
136802	Sparks Utilities Projects - Storm Drain System - Curb, Gutter and Drainage Inlet Replacement Project	\$ 500,000
136803	Sparks Utilities Projects - Storm Drain System - Storm Drain System and Ditch Rehabilitation Project	\$ 300,000
136804	Sparks Utilities Projects - Storm Drain System - Dam/Flood Structure/Citywide Flood Rehabilitation & Construction Project	\$ 50,000
136805	Sparks Utilities Projects - Storm Drain System - Emergency/Contingency Funds- Storm Drains Projects	\$ 200,000

CITY OF SPARKS
2012/2013 - CAPITAL INVESTMENT PROJECTS - FIVE YEAR PLAN

Proj. #	Project Description	Total Budget 2012-2013
136806	Sparks Utilities Projects - Storm Drain System - Sparks Marina Permit Review	\$ 75,000
136807	Sparks Utilities Projects - Storm Drain System - Backflow Prevention Site 2 & 4 Construction	\$ 235,000
136808	Sparks Utilities Projects - Storm Drain System - North Truckee Drain Kiley Ranch South Reach Improvements Project	\$ 300,000
136809	Sparks Utilities Projects - Storm Drain System - Parking Lot Sweeper	\$ 130,066
136900	Sparks Utilities Projects - Effluent System - Utility Rate Study	\$ 5,000
137000	Sparks Utilities Projects - Effluent Projects - Emergency/Contingency Funds- Effluent Projects	\$ 150,000
137001	Sparks Utilities Projects - Effluent Projects- Metered Site Upgrades Projects	\$ 50,000
137002	Sparks Utilities Projects - Effluent Projects - Slide-In Vacuum Unit for Maintenance	\$ 50,000
136810	Sparks Utilities Projects - River Flood - Locally Funded Flood Control Studies	\$ 500,000
TOTAL SEWER IMPROVEMENTS FUNDS		\$ 8,177,225
MOTOR VEHICLE PROJECTS (Fund 1702)		
137500	Municipal Yard - City Vehicle & Equipment Replacement - Replacement Plan	\$ 1,377,500
TOTAL MOTOR VEHICLE PROJECTS		\$ 1,377,500
TOTAL CAPITAL PROJECTS FISCAL YEAR 2012-2013		\$ 19,703,840

CITY OF SPARKS

2012/13- 2016/17 CAPITAL IMPROVEMENT PROGRAM- FIVE YEAR PLAN

Project #	Project Description	Total Budget 2012-2013	Total Budget 2013-2014	Total Budget 2014-2015	Total Budget 2015-2016	Total Budget 2016-2017
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TRANSPORTATION SYSTEMS (1401): Road & related street maintenance projects supported by gas taxes, TMWA Right-of-way and franchise fees revenues, grants and participation from other agencies.

RESOURCES

Funding Available from Prior Year
Fuel Tax Revenues
TMWA MUA Revenue
Electric and Gas Franchise Fees
Miscellaneous Revenue
Total Available For Road Projects

1,954,751	1,658,751	1,510,193	1,170,118	1,033,951
1,646,644	1,646,644	1,646,644	1,646,644	1,646,644
600,000	600,000	600,000	600,000	600,000
2,250,000	2,250,000	2,250,000	2,250,000	2,250,000
25,000				
6,476,395	6,155,395	6,006,837	5,666,762	5,530,595

TRANSPORTATION SYSTEMS STREET PROJECTS

PAVEMENT MANAGEMENT PROGRAM

STREET SURFACES

130500	Preventative	350,000	350,000	350,000	350,000	350,000
130501	Corrective	400,000	400,000	400,000	400,000	400,000
130502	Rehabilitation	1,200,000	1,200,000	1,300,000	1,000,000	1,000,000
	Sub-total	1,950,000	1,950,000	2,050,000	1,750,000	1,750,000

SIDEWALK

130503	Rehabilitation	175,000	175,000	175,000	175,000	175,000
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ALLEY, CITY OWNED PARKING LOTS AND PATHWAY FACILITIES

130504	Preventative	40,000	42,500	42,500	42,500	42,500
130505	Rehabilitation	40,000	42,500	42,500	42,500	42,500
	Sub-total	80,000	85,000	85,000	85,000	85,000

STREET AND PAVEMENT PROJECTS

130506	Design/Geotechnical Support	25,000	25,000	25,000	25,000	25,000
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SUPPLEMENTAL FUNDS TO RTC/NDOT PROJECTS

130507	RTC- 2011-12 / 2015-16 Fuel TAX Supported Roadway Projects and NDOT Enhancement Supported Projects	75,000	10,000	10,000	10,000	10,000
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SCHOOL SAFETY FLASHERS

130508	Safe Route To School Plan Updates	25,000	25,000	25,000	25,000	25,000
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TRAFFIC SIGNAL IMPROVEMENTS

130509	Citywide Signal Coordination/Capacity Improvements	25,000	25,000	25,000	25,000	25,000
130510	Traffic Signal Detection Upgrades	20,000	20,000	20,000	20,000	20,000
	Sub-total	45,000	45,000	45,000	45,000	45,000

TRAFFIC SAFETY & CALMING IMPROVEMENTS

130512	Traffic Calming Enhancements	25,000	25,000	25,000	25,000	25,000
130513	Real Property / Right of Way Services	15,000	15,000	15,000	15,000	15,000
130514	Sparks Blvd Road Safety Audit Improvements	80,000				
130515	Howard Drive Pedestrian Improvements	5,600				
130516	Vista Del Rancho Permanent Traffic Calming Improvements	44,000				
130517	La Posada Guardrail Project	70,000				
	Sub-total	239,600	40,000	40,000	40,000	40,000

TOTAL STREET PROJECTS

2,614,600	2,355,000	2,455,000	2,155,000	2,155,000
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CITY OF SPARKS

2012/13- 2016/17 CAPITAL IMPROVEMENT PROGRAM- FIVE YEAR PLAN

Project #	Project Description	Total Budget 2012-2013	Total Budget 2013-2014	Total Budget 2014-2015	Total Budget 2015-2016	Total Budget 2016-2017
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TRANSPORTATION SYSTEMS OPERATIONAL AND MAINTENANCE

STREET SURFACES (FOR SERVICES PROVIDED BY THE CITY)

130518	Crack Seal Material	110,625	110,625	110,625	110,625	110,625
130519	Road Surfacing Materials	150,000	150,000	150,000	150,000	150,000
130520	Traffic Paint Materials	58,000	58,000	58,000	58,000	58,000
	Sub-total	318,625	318,625	318,625	318,625	318,625

TRAFFIC SIGNALING SYSTEMS

130522	Traffic Computer Maintenance & Upgrades	7,500	7,500	7,500	7,500	7,500
130523	Traffic Signal LED Replacement Program	3,750	3,750	3,750	3,750	3,750
130524	MUTCD Sign Compliance Requirements Program	56,250	56,250	56,250	56,250	56,250
130525	Street Sign Contracting Services	50,000	50,000	50,000	50,000	50,000
130526	Traffic Signal Electrical Contracting Services	18,750	18,750	18,750	18,750	18,750
	Sub-total	136,250	136,250	136,250	136,250	136,250

TRAFFIC SAFETY & CALMING IMPROVEMENTS

130527	Traffic Signal Conflict Monitor Replacement Projects	5,000	5,000	5,000	5,000	5,000
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ROADWAY MAINTENANCE FULL TIME EMPLOYEES

99-1401	Personnel Costs	1,743,169	1,830,327	1,921,844	2,017,936	2,118,833
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TOTAL TRANSPORTATION SYSTEMS OPERATIONAL AND MAINTENANCE

2,203,044	2,290,202	2,381,719	2,477,811	2,578,708
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TOTAL TRANSPORTATION SYSTEMS PROJECTS, FUND 1401

4,817,644	4,645,202	4,836,719	4,632,811	4,733,708
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CAPITAL PROJECTS (1404): Capital projects funded by General Fund transfer

RESOURCES

Funding Available from Prior Year	533,648	341,051	674,551	1,063,051	1,311,051
Additional General Fund Transfer for Public Works Projects	1,210,000	1,100,000	1,100,000	1,100,000	1,100,000
Miscellaneous Revenue	903	5,000	5,000	5,000	5,000
Total Available For Non FIP Projects	1,744,551	1,446,051	1,779,551	2,168,051	2,416,051

CAPITAL PROJECTS-CITY FACILITIES

CITY FACILITIES

131000	ADA Mitigation Improvements	25,000	25,000	25,000	25,000	25,000
131001	Facilities Projects	100,000	100,000	100,000	100,000	100,000
131002	City Hall Mechanical VFD Replacement Project	8,000				
	City Hall Roof Trim Replacement Project		0	50,000		
131003	Senior Center Parapet and Stucco Repair Project	110,000				
131004	Maintenance Yard Bull Pen Roof Replacement Project	110,000				
	City Hall HVAC Upgrades Design			100,000		
	City Hall HVAC Upgrades Phase 1				250,000	
	City Hall HVAC Upgrades Phase 2					250,000
	Victorian Square Amphitheater Retrofit			50,000	0	
	Sub-total	353,000	125,000	325,000	375,000	375,000

CARPET REPLACEMENT

	Fire Department Station 1		95,000			
	Fire Department Station 4			45,000		
131010	City Hall Basement Carpet Replacement Project	25,000				
131011	Maintenance Yard Main Building Carpet Replacement Project	35,000				
	Sub-total	60,000	95,000	45,000	0	0

PARKS AND RECREATION DEPARTMENT FACILITY IMPROVEMENTS

131020	Alf Sorensen Pool Room Roll Up and Maintenance Doors Replacement Project	45,000				
131021	Deer Park Pool Pump Building Roof Replacement Project	20,000				

CITY OF SPARKS

2012/13- 2016/17 CAPITAL IMPROVEMENT PROGRAM- FIVE YEAR PLAN

Project #	Project Description	Total Budget 2012-2013	Total Budget 2013-2014	Total Budget 2014-2015	Total Budget 2015-2016	Total Budget 2016-2017
131022	Shadow Mountain Little League Restroom Roof Replacement Project	12,000				
	Alf Sorensen Boiler Refurbishment Project		50,000			
	Sub-total	77,000	50,000	0	0	0

POLICE DEPARTMENT FACILITY IMPROVEMENTS

	Window Energy Efficiency Project			40,000		
	Police Department Interior Hallway Lighting Retrofit Project					
131030	Evidence Building Bird Netting Project	7,500				
131031	Police Department Portable Radio Replacement	420,000				
	PD Lobby Bullet Proof Glass Retrofit		200,000			
	HVAC VFD Retrofit Project		23,500			
	Interrogation Noise Reduction Project		26,000			
	HVAC System Retrofit 1st/2nd/Basement Design			45,000		
	HVAC System Retrofit 1st/2nd/Basement Construction				300,000	
	Basement Painting Project				17,000	
	Parking Lot Paving Project Unimproved Area					213,000
	Records Area Remodel					65,000
	Dispatch Expansion Project					230,000
	Sub-total	427,500	249,500	85,000	317,000	508,000

FIRE DEPARTMENT FACILITY IMPROVEMENTS

FIRE STATION #1						
	Digital Control System Project			75,000		
131040	Plumbing Rehabilitation Project	95,000		0		
131041	Parking Lot Security Fencing	60,000				
	3rd Floor Shower Room Remodel				30,000	
FIRE STATION #3						
131042	Roof Replacement Project	110,000				
	Attic Insulation Project		12,000			
	Outdoor Security Lighting Project		5,000			
	Exterior Painting Project			15,000		
	Landscaping Project			30,000		
FIRE STATION #4						
	Exterior Painting Project			6,500		
	Sub-total	265,000	17,000	126,500	30,000	0

INFORMATION TECHNOLOGY (IT)

131050	IT Tech Refresh Program	110,000	110,000	110,000	110,000	110,000
131051	IT Voice Over Internet Telephone System	80,000	100,000			
131052	Richards Way Network Cabling Project	6,000				
	Sub-total	196,000	210,000	110,000	110,000	110,000

ENERGY CONSERVATION PROJECTS

131060	Street Lights	25,000	25,000	25,000	25,000	25,000
	Sub-total	25,000	25,000	25,000	25,000	25,000

TOTAL CAPITAL PROJECTS-CITY FACILITIES

1,403,500	771,500	716,500	857,000	1,018,000
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Facility Investment Plan (FIP) CAPITAL PROJECTS (1404): Capital projects funded by proceeds from 2007 Consolidated Tax Revenue Bonds

FACILITY PROJECTS

FIP CTAX BOND PUBLIC IMPROVEMENTS RESOURCES

	Funding Available from Prior Year	1,581,126	1,126	1,126	1,126	1,126
	Miscellaneous Revenue	0	0	0	0	0
	Total Funding Sources for Victorian Square Public Improvements	1,581,126	1,126	1,126	1,126	1,126

131070	C Street Garage Rehabilitation Phase 2	600,000				
131071	City Hall Electrical Upgrade Project	980,000				

CITY OF SPARKS

2012/13- 2016/17 CAPITAL IMPROVEMENT PROGRAM- FIVE YEAR PLAN

Project #	Project Description	Total Budget 2012-2013	Total Budget 2013-2014	Total Budget 2014-2015	Total Budget 2015-2016	Total Budget 2016-2017
TOTAL FIP CAPITAL PROJECTS		1,580,000	0	0	0	0
TOTAL CAPITAL PROJECTS, FUND 1404		2,983,500	771,500	716,500	857,000	1,018,000

AD VALOREM (1405): Sparks share of the nickel property tax for the purchase of capital assets, renovation of existing governmental facilities or the repayment of medium-term obligations. Resource lost due to Legislative mandate in 2009, but reinstated in 2011.

RESOURCES

Funding Available from Prior Year	273,543	17,646	39,646	121,646	183,646
Anticipated Ad Valorem/Personal Property Taxes	162,000	162,000	162,000	162,000	162,000
Miscellaneous Revenue	0	0	0	0	0
Total Available For Capital Facility Improvement Projects	435,543	179,646	201,646	283,646	345,646

PARKS AND RECREATION FACILITY IMPROVEMENTS

131500	Senior Center Security Fencing	30,397				
	Sub-total	30,397	0	0	0	0

FACILITIES

131501	Fleet Building-Garage Oversized Lift Project	210,000				
131502	C St Garage LED Retrofit Project	120,000				
131503	City Wide Elevator Upgrades	50,000				
131504	Secondary Heater for Maintenance Yard Vehicle Storage Building Project	7,500				
	Garage Building Area Heaters		100,000			
	Victorian Square Water Fountain Filter Retrofit		40,000			
	Maintenance Yard Bull Pen Ventilation Improvement Project			50,000		
	Victorian Square Kiosk Roof Replacement Project			30,000		
	Citywide Re-Keying/Security Improvements				100,000	100,000
	Sub-total	387,500	140,000	80,000	100,000	100,000

TOTAL CAPITAL FACILITIES PROJECTS, FUND 1405

417,897	140,000	80,000	100,000	100,000
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PARKS & RECREATION PROJECTS (1402): Park Improvement Projects, including Sparks Marina, funded by franchise fees.

RESOURCES

Funding Available from Prior Year	363,274	777,496	1,229,074	1,508,031	1,931,236
Electric and Gas Up to 1% Franchise Fees	1,125,000	1,125,000	1,125,000	1,125,000	1,125,000
Miscellaneous Revenue	2,100	2,000	2,000	2,000	2,000
Total Available For Parks & Recreation Capital Projects	1,490,374	1,904,496	2,356,074	2,635,031	3,058,236

PARKS AND RECREATIONS CAPITAL PROJECTS

132000	Bike Path Rehabilitation	120,000	120,000	120,000	120,000	120,000
	Small Wonders Exterior Painting Project			8,000		
	Marina Park Landscape, Path Modifications, and Upgrades		50,000		50,000	50,000
132001	Ion Regional Trail Improvements	20,000				
	Recreation Parking Lot Rehabilitation			210,000		
132002	Fisherman's Park Bathroom Demolition	40,000				
132003	Park Facility Improvement Project	20,000	20,000	20,000	20,000	20,000
132004	Deer Park Pool Sand Filter Replacements	22,000				
	Deer Park Pool Chemical Room Door Replacements		18,000			
132005	Recreation Registration Management Software	25,000				
	Sub-total	247,000	208,000	358,000	190,000	190,000

TOTAL PARKS AND RECREATION CAPITAL PROJECTS

247,000	208,000	358,000	190,000	190,000
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PARKS AND RECREATIONS OPERATIONS

PARK MAINTENANCE FULL TIME EMPLOYEES

99-1402	Personnel Costs	430,878	452,422	475,043	498,795	523,735
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CITY OF SPARKS

2012/13- 2016/17 CAPITAL IMPROVEMENT PROGRAM- FIVE YEAR PLAN

Project #	Project Description	Total Budget 2012-2013	Total Budget 2013-2014	Total Budget 2014-2015	Total Budget 2015-2016	Total Budget 2016-2017
132006	Park Lighting Electrical Contracting Services	15,000	15,000	15,000	15,000	15,000
132007	Nursery Re-Stock	5,000	5,000	5,000	5,000	5,000
132008	Sports Fields Grass Turf Replacement	15,000	15,000	15,000	15,000	15,000
	Sub-total	465,878	467,422	490,043	513,795	538,735
TOTAL PARKS AND RECREATIONS CAPITAL PROJECTS AND		712,878	675,422	848,043	703,795	728,735
RESOURCES GOLDEN EAGLE REGIONAL PARK						
	Funding Available from Prior Year	472,808	578,408	704,008	829,608	(44,792)
	GERP Facility Rentals, Sponsorship, Advertising, and Lighting Revenue	30,000	50,000	50,000	50,000	50,000
	GERP Concession Franchise Fee	100,000	100,000	100,000	100,000	100,000
	Miscellaneous Revenue	600	600	600	600	600
	Total Available For GERP Operational and Maintenance	603,408	729,008	854,608	980,208	105,808
132009	Golden Eagle Regional Park Operations	25,000	25,000	25,000	25,000	25,000
GOLDEN EAGLE REGIONAL PARK (GERP) BALL FIELD UPGRADES- (PHASES 1-5)						
	Turf Replacement				1,000,000	1,000,000
TOTAL GOLDEN EAGLE REGIONAL PARK		25,000	25,000	25,000	1,025,000	1,025,000
TOTAL PARKS AND RECREATION PROJECTS, FUND 1402		737,878	700,422	873,043	1,728,795	1,753,735
PARK CONSTRUCTION TAX DIST #1 (1406): Construction of new park facilities located in the district where funds were collected.						
RESOURCES						
	Funding Available from Prior Year	3,380	11,780	11,280	16,780	22,280
	Budgeted Residential Park Construction Tax	7,000	5,000	5,000	5,000	5,000
	Miscellaneous Revenue	1,400	500	500	500	500
	Total Available For Neighborhood Parks	11,780	17,280	16,780	22,280	27,780
	Play Equipment Repair / Replacement Project		6,000			
TOTAL PARK DISTRICT #1 PROJECTS, FUND 1406		0	6,000	0	0	0
PARK CONSTRUCTION TAX DIST #2 (1407): Construction of new park facilities located in the district where funds were collected.						
RESOURCES						
	Funding Available from Prior Year	946,371	511,371	168,371	135,371	102,371
	Budgeted Residential Park Construction Tax	25,000	15,000	15,000	15,000	15,000
	Miscellaneous Revenue	10,000	2,000	2,000	2,000	2,000
	Total Available For Neighborhood Parks	981,371	528,371	185,371	152,371	119,371
133000	Appropriations for Unexpected Park Dist. 2 Projects	50,000	50,000	50,000	50,000	50,000
133001	Cottonwood Park Shade Structure	70,000				
133002	Les Hicks Play Structure Replacement Project	200,000				
133003	Van Meter Play Structure Replacement Project	150,000				
	Woodtrail Play Structure Replacement Project		150,000			
	Willow Creek Horseshoe Pit Improvement Project		60,000			
	Pah Rah Play Structure Replacement		100,000			
TOTAL PARK DISTRICT #2 PROJECTS, FUND 1407		470,000	360,000	50,000	50,000	50,000
PARK CONSTRUCTION TAX DIST #3 (1408): Construction of new park facilities located in the district where funds were collected.						
RESOURCES						
	Funding Available from Prior Year	1,187,613	1,059,613	1,020,113	919,113	893,113
	Budgeted Residential Park Construction Tax	40,000	30,000	20,000	20,000	20,000
	Miscellaneous Revenue	10,000	4,000	4,000	4,000	4,000
	Total Available For Neighborhood Parks	1,237,613	1,093,613	1,044,113	943,113	917,113

CITY OF SPARKS

2012/13- 2016/17 CAPITAL IMPROVEMENT PROGRAM- FIVE YEAR PLAN

Project #	Project Description	Total Budget 2012-2013	Total Budget 2013-2014	Total Budget 2014-2015	Total Budget 2015-2016	Total Budget 2016-2017
133500	Replace or Upgrade Shelters & Playground Equipment	75,000		75,000		
133501	Appropriations for Unexpected Park Dist. 3 Projects	50,000	50,000	50,000	50,000	50,000
133502	Kestrel Park Improvements	34,000				
	Tumbleweed Trails Park Improvements		12,000			
	Jacinto Park Improvements		11,500			
133503	Red Hawk Park Improvements	19,000				
TOTAL PARK DISTRICT #3 PROJECTS, FUND 1408		178,000	73,500	125,000	50,000	50,000

VICTORIAN SQUARE ROOM TAX (1415): Capital projects funded by Victorian Square room taxes.

RESOURCES

Funding Available from Prior Year
Anticipated Victorian Square Room Tax Revenues
Miscellaneous Revenue

1,133,363	1,692,363	2,192,276	2,692,189	3,242,102
606,000	548,713	548,713	548,713	548,713
3,000	1,200	1,200	1,200	1,200
1,742,363	2,242,276	2,742,189	3,242,102	3,792,015

Total Available For Room Tax Projects

AB205 ROOM TAX PROJECTS

134000	Victorian Square Development Contribution	50,000	50,000	50,000		
TOTAL VICTORIAN SQUARE ROOM TAX PROJECTS		50,000	50,000	50,000	0	0

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) (1203): Projects that; benefit low and moderate income people; help to prevent or eliminate slum and blight; or meet an urgent need such as a natural disaster. Funding source is Federal Community Development Block Grants

RESOURCES

Funding Available from Prior Year
Grant Award

0	0	0	0	0
254,195	200,000	200,000	200,000	200,000
254,195	200,000	200,000	200,000	200,000

Total Available For CDBG Projects

134500	Pedestrian and Street Improvements	254,195	200,000	200,000	200,000	200,000
TOTAL CDBG PROJECTS, FUND 1203		254,195	200,000	200,000	200,000	200,000

MUNICIPAL COURT ADMINISTRATIVE ASSESSMENT FUND (1208): Projects that enhance or support municipal court facilities and operations. Funding source is administrative assessments for the provision of court facilities per NRS 176.0611.

RESOURCES

Funding Available from Prior Year
Anticipated Admin Assessment Court Facilities Resources

187,949	152,949	122,949	112,949	152,949
55,000	55,000	55,000	55,000	55,000
242,949	207,949	177,949	167,949	207,949

Total Available For Municipal Court Projects

135000	Municipal Court Carpet Replacement		0	50,000		
135000	Project Management Administration	15,000	15,000	15,000	15,000	15,000
135001	Unanticipated Projects	25,000	20,000			
	Marshal and Public Defender Area Functional Remodel Project		50,000			
135002	ADA Bathroom Upgrades	50,000				
TOTAL MUNICIPAL COURT PROJECTS, FUND 1208		90,000	85,000	65,000	15,000	15,000

STREET CUT (1224): Street repairs as a result of street cuts from local vendors. The City bids an annual contract and bills each vendor that requests and performs street cuts. The fund is self-supporting.

RESOURCES

Funding Available from Prior Year
Street Cut Permits
Miscellaneous Revenue and Reimbursements

42,927	1,178	5,417	9,656	13,895
154,012	200,000	200,000	200,000	200,000
75	75	75	75	75

CITY OF SPARKS

2012/13- 2016/17 CAPITAL IMPROVEMENT PROGRAM- FIVE YEAR PLAN

Project #	Project Description	Total Budget 2012-2013	Total Budget 2013-2014	Total Budget 2014-2015	Total Budget 2015-2016	Total Budget 2016-2017
	Less - Resources Designated for Personnel and Operational Costs	(45,836)	(45,836)	(45,836)	(45,836)	(45,836)
	Total Available For Street Cut Projects	151,178	155,417	159,656	163,895	168,134

STREET CUT REPAIRS

136000	Street Cut Repair Contract	150,000	150,000	150,000	150,000	150,000
	TOTAL STREET CUT	150,000	150,000	150,000	150,000	150,000

SPARKS UTILITIES (1600's): Sanitary sewer, storm drain, and effluent projects supported by user and connection fees

RESOURCES

Capital Funding Available from Prior Year	17,389,205	10,795,948	5,477,843	247,629	(4,941,709)
Connection Fees & other Non-Op Revenues	1,530,374	1,657,983	1,635,061	2,162,076	3,066,655
CMAQ Grant for Parking Lot Sweeper	130,066				
System Reinvestment Transfer from Operating	4,309,220	4,222,646	3,814,637	3,627,502	2,948,702
Debt Service	(5,505,587)	(5,505,587)	(5,505,587)	(5,320,276)	(4,874,797)
Total Resources Available for Utilities Projects	17,853,278	11,170,990	5,421,954	716,931	(3,801,149)

SANITARY SEWER CAPITAL PROJECTS

SEWER OPERATIONAL EFFICIENCY PROJECTS IN FUND 1630

136500	Citywide Sanitary Sewer Model Update	200,000				
136501	Sanitary Sewer Real Property/Right of Way Services	20,000	20,000	20,000	20,000	20,000
136502	TMWRF Studies with UNR, Etc.	32,895	32,895			
136503	Sewer Rating Software Upgrade	30,000				
136504	Utility Rate Study	65,000				
	Sub-total	347,895	52,895	20,000	20,000	20,000

EXPANSION / REHABILITATION OF SEWER INFRASTRUCTURE SYSTEMS IN FUND 1631

136600	TMWRF Projects	2,307,264	2,293,147	2,274,325	2,258,640	2,274,325
136601	Sparks RTC Coordination - Sewer	150,000	150,000	150,000	150,000	150,000
136602	Annual Road Ahead Project Coordination - Sewer	100,000	100,000	100,000	100,000	100,000
	Sewer Interceptor Condition Assessments		500,000		500,000	
136603	Residential Sanitary Sewer Rehab (Lining, Bursting, etc.)	500,000	500,000	500,000	500,000	500,000
136604	Emergency Funds - Sewer	200,000	200,000	200,000	200,000	200,000
136605	Sewer Water Rights	100,000	100,000	100,000	100,000	100,000
136606	Annual Sewer System Rehab	250,000	250,000	250,000	250,000	250,000
136607	I Street Sewer Rehabilitation	125,000				
136608	Lift Station Radio Upgrade	150,000				
136609	Joint Interceptor Siphon Rehab	160,000				
136610	Small Diameter Camera Upgrade	300,000				
136611	Pelican Park Pathway Rehabilitation	325,000				
	Sub-total	4,667,264	4,093,147	3,574,325	4,058,640	3,574,325

TOTAL SANITARY SEWER PROJECTS

5,015,159	4,146,042	3,594,325	4,078,640	3,594,325
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STORM DRAIN PROJECTS

STORM DRAINS OPERATIONAL EFFICIENCY PROJECTS IN FUND 1640

136700	Pioneer Diversion Monitoring	175,000	175,000	175,000		
136701	FEMA CRS/CAV Flood Mitigation	50,000	50,000	50,000	50,000	50,000
136702	Storm Drains Real Property/Right of Way Services	12,000	12,000	12,000	12,000	12,000
136703	Utility Rate Study	30,000				
	Sub-total	267,000	237,000	237,000	62,000	62,000

EXPANSION / REHABILITATION OF STORM DRAINS INFRASTRUCTURE SYSTEMS IN FUND 1641

136800	Sparks RTC Coordination - Drains	150,000	150,000	150,000	150,000	150,000
136801	Annual Road Ahead Project Coordination - Drains	200,000	200,000	200,000	200,000	200,000
136802	Annual Curb & Gutter & Drainage Inlet Replacement	500,000	500,000	500,000	500,000	500,000
136803	Annual Storm Drain System & Ditch Rehab	300,000	300,000	300,000	300,000	300,000

CITY OF SPARKS

2012/13- 2016/17 CAPITAL IMPROVEMENT PROGRAM- FIVE YEAR PLAN

Project #	Project Description	Total Budget 2012-2013	Total Budget 2013-2014	Total Budget 2014-2015	Total Budget 2015-2016	Total Budget 2016-2017
136804	Annual Dam/Flood Structure/Citywide Flood Rehab & Construction	50,000	50,000	50,000	50,000	50,000
136805	Emergency - Storm Drains	200,000	200,000	200,000	200,000	200,000
136806	Sparks Marina Permit Review	75,000				
136807	Backflow Prevention Site 2 & 4 Construction	235,000				
136808	NTD/Kiley Ranch South Reach Improvement Project	300,000				
136809	Parking Lot Sweeper	130,066				
	Sub-total	2,140,066	1,400,000	1,400,000	1,400,000	1,400,000
TOTAL STORM DRAIN PROJECTS		2,407,066	1,637,000	1,637,000	1,462,000	1,462,000

EFFLUENT PROJECTS

EFFLUENT OPERATIONAL EFFICIENCY PROJECTS IN FUND 1650						
136900	Utility Rate Study	5,000				
	Sub-total	5,000	0	0	0	0

EFFLUENT CAPITAL PROJECTS IN FUND 1651						
137000	Emergency Funds - Effluent	150,000	150,000	150,000	150,000	150,000
137001	Effluent Metered Site Upgrades	50,000	50,000	50,000	50,000	50,000
137002	Slide-In Vacuum Unit for Effluent Maintenance	50,000				
	Sub-total	250,000	200,000	200,000	200,000	200,000
TOTAL EFFLUENT PROJECTS		255,000	200,000	200,000	200,000	200,000

TOTAL SEWER/STORM DRAIN/EFFLUENT/TMWRF PROJECTS, FUNDS 1630 THROUGH 1651

7,677,225	5,983,042	5,431,325	5,740,640	5,256,325
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RESOURCES RIVER FLOOD						
	Funding Available from Prior Year	6,987,513	9,413,184	11,824,116	14,749,024	17,699,754
	River Flood User Fees	2,903,823	2,879,084	2,883,060	2,887,035	2,893,992
	River Flood Connection Fees	11,848	11,848	11,848	23,695	47,390
	Miscellaneous Revenue	10,000	20,000	30,000	40,000	50,000
	Total Available For GERP Operational and Maintenance	9,913,184	12,324,116	14,749,024	17,699,754	20,691,136

136810	Locally Funded Flood Control Studies	500,000	500,000			
TOTAL RIVER FLOOD PROJECTS		500,000	500,000	0	0	0

TOTAL SEWER/STORM DRAIN/EFFLUENT/TMWRF & RIVERFLOOD PROJECTS, FUNDS 1630 THROUGH 1651

8,177,225	6,483,042	5,431,325	5,740,640	5,256,325
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MOTOR VEHICLE FUND (1702): Vehicles and equipment are transferred to and maintained through this fund. Depreciation is subsequently charged to each department to cover replacement costs.

CITY VEHICLE AND EQUIPMENT REPLACEMENTS						
137500	Vehicle & Equipment Replacement Plan	1,377,500	1,000,000	1,000,000	1,000,000	1,000,000
TOTAL MOTOR VEHICLE RELATED PROJECTS, FUND 1702		1,377,500	1,000,000	1,000,000	1,000,000	1,000,000

CITY OF SPARKS

2012/13 - 2016/17 CAPITAL IMPROVEMENT PROGRAM DESCRIPTIONS

<i>Project. #</i>	<i>Project Title</i>	<i>Project Description</i>
130500	Pavement Management Program - Street Surfaces - Preventive	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 2012-2013 is included in this book. We have also included maps of streets scheduled for Fiscal Year 2013-2014.
130501	Pavement Management Program - Street Surfaces - Corrective	
130502	Pavement Management Program - Street Surfaces - Rehabilitation	
130503	Pavement Management Program - Sidewalk Replacement - Rehabilitation	
130504	Pavement Management Program - Alley, City Owned Parking Lots and Pathway Facilities - Preventive	
130505	Pavement Management Program - Alley, City Owned Parking Lots and Pathway Facilities - Rehabilitation	
130506	Street and Pavement Projects - Design/Geotechnical Support	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.
130507	Supplemental Funds to RTC/NDOT Projects - RTC- 2012-13 / 2016-17 Fuel TAX Supported Roadway Projects and NDOT Enhancement Projects	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, soundwalls, storm drain, sanitary sewer and other miscellaneous improvements in order to fully complete the project in a cost effective and timely manner.
130508	School Safety Flashers- Safe Route To School Plan Updates	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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2012/13 - 2016/17 CAPITAL IMPROVEMENT PROGRAM DESCRIPTIONS

<i>Project. #</i>	<i>Project Title</i>	<i>Project Description</i>
130509	Traffic Signal Improvements - Citywide Signal Coordination/Capacity Improvements	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.
130510	Traffic Signal Improvements - Traffic Signal Detection Upgrades	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.
130512	Traffic Safety and Calming Improvements - Traffic Calming Enhancements	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.
130513	Traffic Safety and Calming Improvements - Real Property / Right of Way Services	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.
130514	Sparks Blvd Road Safety Audit Improvements	To construct roadway safety improvements along Sparks Blvd between Baring Boulevard and Prater Way, based upon the NDOT Road Safety Audit
130515	Howard Drive Pedestrian Improvements	To construct pedestrian improvements on Howard Drive from Lincoln Way to Prater Way. These improvements are necessary based on a study prepared for the City.
130516	Vista Del Rancho Permanent Traffic Calming Improvements	To construct permanent traffic calming improvements along Vista Del Rancho. These improvements are based on a study of the area prepared for the City of Sparks Transportation Division.

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2012/13 - 2016/17 CAPITAL IMPROVEMENT PROGRAM DESCRIPTIONS

<i>Project. #</i>	<i>Project Title</i>	<i>Project Description</i>
130517	La Posada Guardrail Project	To construct a guardrail along La Posada. These improvements are based on a field safety audit performed by the City of Sparks Transportation Division
130518	Transportation Systems Operational and Maintenance - Street Surfaces (for Services Provided by the City) - Crack Seal Materials	Crack seal material will be used for crack filling in order to prepare the roads for micro and slurry sealing as well as supporting regional roadway activity with RTC.
130519	Transportation Systems Operational and Maintenance - Street Surfaces (for Services Provided by the City) - Road Surfacing Materials	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.
130520	Transportation Systems Operational and Maintenance - Street Surfaces (for Services Provided by the City) - Traffic Paint Materials	Street markings such as crosswalks and travel lanes erode over time. Paint needs to be reapplied to ensure the safety of the public.
130522	Transportation Systems Operational and Maintenance - Traffic Signaling Systems - Traffic Computer Maintenance and Upgrades	This project will allow the Traffic Engineering Division to maintain the existing ACTRA traffic system.
130523	Transportation Systems Operational and Maintenance - Traffic Signaling Systems - Traffic Signal LED Replacement Program	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.

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<i>Project. #</i>	<i>Project Title</i>	<i>Project Description</i>
130524	Transportation Systems Operational and Maintenance - Traffic Signaling Systems - MUTCD Sign Compliance Requirements Review Program	The Federal Highway Administration (FHWA) established 23 CFR Part 655 of the Federal Register on January 22, 2008. This document establishes national traffic sign retroreflectivity 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.
130525	Transportation Systems Operational and Maintenance - Traffic Signaling Systems - Street Sign Contracting Services	This Annual funding is for the replacement of street signs damaged from weather elements or vandalism results.
130526	Transportation Systems Operational and Maintenance - Traffic Signaling Systems - Traffic Signal Electrical Contracting Services	This project is being requested due to the reduction in the electrical staff. Funding would enable the City to enter into a professional agreement with an electrical contractor to provide emergency repairs and installations on an annual basis.
130527	Transportation Systems Operational and Maintenance - Traffic Safety and Calming Improvements - Traffic Signal Conflict Monitor Replacement Projects	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.
99-1401	Transportation Systems Operational and Maintenance - Roadway Maintenance Full Time Employees - Personnel Costs	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.
131000	Capital Projects - City Facilities - ADA Mitigation Improvements	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.

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2012/13 - 2016/17 CAPITAL IMPROVEMENT PROGRAM DESCRIPTIONS

<i>Project. #</i>	<i>Project Title</i>	<i>Project Description</i>
131001	Capital Projects - City Facilities - Facilities Projects	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.
131002	Capital Projects - City Facilities - Mechanical VFD Replacement Project	The City Hall Mechanical VFD Replacement Project is planned to replace the existing mechanical system variable fan drives (VFD). The existing VFD's are aging and becoming a continual maintenance issue. With reduced facility maintenance staff, a contractor is needed to replace the existing VFD's with the new ones the City has already purchased.
	Capital Projects - City Facilities - Roof Trim Replacement Project	The City Hall Roof Trim Replacement Project is for the removal of the existing metal roof trim and replacement with a new metal roof trim. The metal roof trim is deteriorating to a point near failure and requires replacement.
131003	Capital Projects - City Facilities - Senior Center Parapet and Stucco Repair Project	This project will construct repairs and upgrades to the roof parapets, flashing, and stucco at the Senior Center located on Richards Way.
131004	Capital Projects - City Facilities - Maintenance Yard Bull Pen Roof Replacement Project	This project is for the replacement of the existing roof on the Maintenance Yard Crew Room Building. The existing roof is deteriorating beyond repair and requires replacement.

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2012/13 - 2016/17 CAPITAL IMPROVEMENT PROGRAM DESCRIPTIONS

<i>Project. #</i>	<i>Project Title</i>	<i>Project Description</i>
	Capital Projects - City Facilities - City Hall HVAC Upgrades Design	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.
	Capital Projects - City Facilities - City Hall HVAC Upgrades Phase 1	
	Capital Projects - City Facilities - City Hall HVAC Upgrades Phase 2	
	Capital Projects - City Facilities - Victorian Square Amphitheater Retrofit	This project is to provide painting and installation of bird spikes/netting to the Amphitheatre.
	Capital Projects - City Facilities - Carpet Replacement - Fire Department Station 1 Project	Existing carpet has a limited life and when carpet begins to deteriorate and fray replacement is required over time. Carpeting at Fire Station 1 is expected to reach its end of life in Fiscal Year 2012-2013 and will be replaced at that time. The carpeting at the Maintenance Yard Main Building is planned for Fiscal Year 2013-2014. The carpet in the basement of City Hall will need replacement in Fiscal Year 2014-2015. The life expectancy is longer at Fire Station 4 with replacement planned in Fiscal Year 2015-2016.
	Capital Projects - City Facilities - Carpet Replacement - Fire Department Station 4 Project	
131010	Capital Projects - City Facilities - Annual Carpet Replacement - City Hall Basement Carpet Replacement Project	
131011	Capital Projects - City Facilities - Annual Carpet Replacement - Maintenance Yard Main Building Carpet Replacement Project	

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2012/13 - 2016/17 CAPITAL IMPROVEMENT PROGRAM DESCRIPTIONS

<i>Project. #</i>	<i>Project Title</i>	<i>Project Description</i>
131020	Capital Projects - City Facilities - Parks and Recreation Department Facility Improvements - Alf Sorensen Pool Room Roll Up Door and Maintenance Door Project	The Alf Sorensen Pool Room Roll Up Door and Maintenance Door Replacement Project is planned to remove and replace the Pool Room maintenance roll up door and access doors that are becoming inoperable due to chemical and humidity exposure from the pool. With the planned pool area exhaust/dehumidifier improvement project planned in Fiscal Year 2011-2012, the chemical/humidity problem should be alleviated by the time these doors would be replaced.
131021	Capital Projects - City Facilities - Parks and Recreation Department Facility Improvements - Deer Park Pool Pump Building Roof Replacement Project	The Deer Park Pool Pump Building Roof Replacement Project is for the removal of the existing shake roof and replacement with a dimensional composition roof. The existing shake roof is deteriorating to a point near failure and requires replacement. Structural Issue.
131022	Capital Projects - City Facilities - Parks and Recreation Department Facility Improvements - Shadow Mountain Little League Restroom Roof Replacement Project	This project will begin to renovate the park, which is a highly used facility. Improvements to the restroom and concession building as well as the asphalt within the complex will be done.
	Capital Projects - Capital Facilities - Parks and Recreation Department Facility Improvements - Alf Sorensen Boiler Refurbishment Project	The Alf Sorensen Boiler Refurbishment Project is intended to refurbish the existing boiler. The current boiler is approx 20 years old, but overall in good shape. The refurbishment will upgrade the firebox and systems within and is more cost efficient than a full replacement. Mechanical/Electrical.
	Capital Projects - City Facilities - Police Department Facility Improvements - Window Energy Efficiency Project	The Police Department 2nd Floor Window Treatment Project is planned to install window treatments (shades) all along the South, East, and West windows on the second floor. The existing windows do not have treatment and due to thermal heating from the sun in the summer and winter it creates heating/cooling issue throughout the building that is impossible to regulate. Mechanical/Electrical Issue

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2012/13 - 2016/17 CAPITAL IMPROVEMENT PROGRAM DESCRIPTIONS

<i>Project. #</i>	<i>Project Title</i>	<i>Project Description</i>
131030	Capital Projects - City Facilities - Police Department Facility Improvements - Evidence Building Bird Netting Project	The Police Department Evidence Building Bird Netting Project will install bird netting and spikes throughout the facility to help eradicate birds from this facility. The birds are creating a continual maintenance issue, as well as possible contamination of evidence. Maintenance Issue.
131031	Capital Projects - City Facilities - Police Department Facility Improvements - Police Department Portable Radio Replacement	This Police Department Portable Radio Replacement will take place over three fiscal years. The Department needs to replace the existing aging radios that are no longer made. They have been cannibalizing their existing radios and those they have been able to acquire from other agencies that have replaced their radios. The Department looks to purchase a total of 120 radios over a two year period.
	Capital Projects - City Facilities - Police Department Facility Improvements - PD Lobby Bullet Proof Glass Retrofit	This project will consist of retrofitting the existing ground floor exterior Lobby windows and reception counter glass with bullet proof windows.
	Capital Projects - City Facilities - Police Department Facility Improvements - HVAC VFD Retrofit Project	This project will retrofit the existing HVAC system with Variable Fan Drive's providing more efficient operation of the existing HVAC system.
	Capital Projects - City Facilities - Police Department Facility Improvements - Interrogation Noise Reduction Project	This project will construct/retrofit the existing Interrogation Rooms to reduce noise levels.

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2012/13 - 2016/17 CAPITAL IMPROVEMENT PROGRAM DESCRIPTIONS

<i>Project. #</i>	<i>Project Title</i>	<i>Project Description</i>
	Capital Projects - City Facilities - Police Department Facility Improvements - HVAC System Retrofit 1st/2nd/Basement Design	This project will consist of the design of HVAC system upgrades at the Police Department. It will include the installation of a standalone system for the basement and modification of the existing system for the 1st and 2nd floors. This will provide a more efficient balanced system to the facility.
	Capital Projects - City Facilities - Police Department Facility Improvements - HVAC System Retrofit 1st/2nd/Basement Construction	
	Capital Projects - City Facilities - Police Department Facility Improvements - Basement Painting Project	This project is for the preparation and painting of the basement.
	Capital Projects - City Facilities - Police Department Facility Improvements - Parking Lot Paving Project Unimproved Area	This project will construct additional asphalt cement parking area at the Police Department in the existing dirt unimproved area within the security fence.
	Capital Projects - City Facilities - Police Department Facility Improvements - Records Area Remodel	This project will construct four new offices in the existing records area on the 1st Floor at the Police Department. These offices will be for the sergeants and lieutenants.

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<i>Project. #</i>	<i>Project Title</i>	<i>Project Description</i>
	Capital Projects - City Facilities - Police Department Facility Improvements - Dispatch Expansion Project	This project will design and construct the expansion of the existing Dispatch area into the adjacent conference room on the 2nd floor.
	Capital Projects - City Facilities - Fire Department Facility Improvements - Station No 1 - Digital Control System Project	The Fire Station No 1 Digital Control System Project is for the installation of the Allerton Digital Control System which reduces heating and cooling cost as well as improves maintenance identification of problems. Mechanical Issue.
131040	Capital Projects - City Facilities - Fire Department Facility Improvements - Station No 1 - Plumbing Rehabilitation Project	The Fire Station No 1 Plumbing Rehabilitation Project is intended to make improvements to the existing plumbing that does not function properly.
131041	Capital Projects - City Facilities - Fire Department Facility Improvements - Station No 1 Parking Lot Security Fencing	This project will be for the construction of security fencing of the city owned parking lot across from Fire Station No 1. This will provide security of city owned vehicles that remain onsite throughout the day and night when not in use.
	Capital Projects - City Facilities - Fire Department Facility Improvements - Station No 1 3rd Floor Shower Room Remodel	This project will consist of the design and construction of the Fire Station No. 1 crew shower room.
131042	Capital Projects - City Facilities - Fire Department Facility Improvements - Station No 3 - Roof Replacement Project	The Fire Station No. 3 Roof Replacement Project is to remove and replace an existing first generation TPO roof that is deteriorating to a point near failure. The roof is currently not failing but has potential based on evaluation to begin failure within the next year. Structural & Maintenance Issue.

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2012/13 - 2016/17 CAPITAL IMPROVEMENT PROGRAM DESCRIPTIONS

<i>Project. #</i>	<i>Project Title</i>	<i>Project Description</i>
	Capital Projects - City Facilities - Fire Department Facility Improvements - Station No 3 - Attic Insulation Project	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.
	Capital Projects - City Facilities - Fire Department Facility Improvements - Station No 3 - Outdoor Security Lighting Project	This project will be for the design and installation of motion activated and permanent outdoor security lighting around Fire Station No 3.
	Capital Projects - City Facilities - Fire Department Facility Improvements - Station No 3 - Exterior Painting Project	The Fire Station No 3 Fire Station No 3 Exterior Painting Project is for the painting of the exterior of the building. The original paint is original and beginning to fade and delaminate from the building.
	Capital Projects - City Facilities - Fire Department Facility Improvements - Station No 3 - Landscaping Project	The Fire Station No 3 Landscaping Project is for the removal of a majority of the existing landscaping and construction of new xeroscape landscaping to make it more maintenance friendly and cost effective by reducing water usage.
	Capital Projects - City Facilities - Fire Department Facility Improvements - Station No 4 - Exterior Painting Project	The Fire Station No 4 Exterior Painting Project is for the painting of the exterior of the building trim. The original paint is original and beginning to fade and delaminate from the building.
131050	Capital Projects - City Facilities - Information Technology - Refresh Program	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.

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2012/13 - 2016/17 CAPITAL IMPROVEMENT PROGRAM DESCRIPTIONS

<i>Project. #</i>	<i>Project Title</i>	<i>Project Description</i>
131051	Capital Projects - City Facilities - Information Technology - IT Voice Over Internet Telephone System Project	As of 2009 the City telephone systems are currently 13-17 years old. Parts are only available on the used market and support capability is limited. A conversion to a Voice over IP telephone system would enable the city to reduce telecommunications charges by over \$71,000 per year for a total savings of \$357,000 in the first five years. This project encompasses replacement of analog telephone controllers and telephone sets in fifteen city buildings with several computer servers, network routers, computer software and 469 telephone sets. The new system will be fully digital and allow for combined voice and email access from either the phone set or a computer. Estimate is based on an average cost of \$800 per telephone set.
131052	Capital Projects - City Facilities - Information Technology - Richards Way Network Cabling Project	This project will be for the re-cabling of Richards Way with Cat 5E network cable.
131060	Capital Projects - City Facilities - Energy Conservation Projects - Street Lights	Public Works staff continue to review energy consumption and actively look for improvements to implement.
131070	Capital Projects - FIP - C Street Garage Rehabilitation Phase 2	Phase 2 Rehabilitation will focus on major retrofit or replacement of the garage's stairwells and its two elevator towers as well as structural repairs (to center beam and ramp columns).
131071	Capital Projects - FIP - City Hall Electrical Upgrade Project	The City Hall Electrical Upgrade Project is for the electrical upgrades to sustain City Hall operations for the long term use of this facility. The project will upgrade the existing main transformer, switchgear, wiring to the facility and retrofit of Bldg 300 (Clerk, City Manager, HR, & Basement) to a three wire system and upsized breaker panel, retrofit of Bldg 100 & 400 (IT, Attorney, Old PW, Purchasing, Traffic) to a three wire system and upsized breaker panels, retrofit of Bldg 200 & 500 (Finance & City Council Chambers) to a three wire system and upsized breaker panels.

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2012/13 - 2016/17 CAPITAL IMPROVEMENT PROGRAM DESCRIPTIONS

<i>Project. #</i>	<i>Project Title</i>	<i>Project Description</i>
131500	Capital Facilities - Parks and Recreation Facility Improvements - Senior Center Security Fencing	This project will construct wrought iron security fencing around the back half of the Senior Center on Richards Way.
131501	Capital Facilities - Facilities - Fleet Building-Garage Oversized Lift Project	The Fleet Bldg-Garage Oversized Lift Project is for the installation of a new lift for oversized vehicles with varying wheel base's.
131502	Capital Facilities - Facilities - C St Garage LED Retrofit Project	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.
131503	Capital Facilities - Facilities - City Wide Elevator Upgrades	This project is to upgrade the all the City's Elevators as required by the State of Nevada.
131504	Capital Facilities - Facilities - Secondary Heater for Maintenance Yard Vehicle Storage Building Project	The Secondary Heater for Maintenance Yard Vehicle Storage Building will provide a back up redundant heating source for the new vehicle storage building. The existing heating system is a green waste oil system that periodically shuts down and requires reset. The secondary system would be tied to an existing gas line and be sized to provide enough warm air to protect the equipment in this building. It would have a set point to come on incase of the primary waste oil system going off line during non working hours. Mechanical/Electrical Issue.
	Capital Facilities - Facilities - Garage Building Area Heaters	This project will be for the purchase and installation of new area heater's throughout the Maintenance Garage.
	Capital Facilities - Facilities - Victorian Square Water Fountain Filter Retrofit	This project will upgrade the filter system to match the reduced size of the fountain and reduce the amount of maintenance and repair cost.
	Capital Facilities - Facilities - Maintenance Yard Bull Pen Ventilation Improvement Project	This project will upgrade the existing ventilation system. The existing system does not provide proper ventilation of the facility.

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2012/13 - 2016/17 CAPITAL IMPROVEMENT PROGRAM DESCRIPTIONS

<i>Project. #</i>	<i>Project Title</i>	<i>Project Description</i>
	Capital Facilities - Facilities - Victorian Square Kiosk Roof Replacement Project	This project will replace the existing wood shake roofs on the kiosk throughout Victorian Square. The existing wood shake roofs are beyond their life span and repair. The kiosk require extensive maintenance annually prior to and after the spring/summer event season.
	Capital Facilities - Facilities - Citywide Re-Keying/Security Improvements	This project will be phased over several years re-keying and providing security upgrades to all City Buildings. The first phase of the project would begin at City Hall. FY15/16-FY 19/20
132000	Parks and Recreation - Bike Path Rehabilitation Project	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.
	Parks and Recreation - Small Wonders Exterior Painting Project	The Small Wonders Exterior Painting Project is for the painting of the exterior of the building. The paint is original and beginning to fade and delaminate from the building.
	Parks and Recreation - Marina Park Landscape, Path Modifications, and Upgrades Project	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 be to be looked at.
132001	Parks and Recreation - Ion Regional Trail Improvements Project	This project will improve the landscape on the existing site.
	Parks and Recreation - Recreation Parking Lot Rehabilitation Project	This project will remove and replace approximately 36,000 square feet asphalt paving in the parking lot of 98 Richards and will include striping.
132002	Parks and Recreation - Fisherman's Park Bathroom Demolition	This project will demolish the bathroom at Fisherman's Park. The existing facility has been closed for the past three years due to being beyond repairs. Additionally the area around the building has caused vandalism to become common place at the park. By removing this building it will clean up the Park and help prevent vandalism in this area.
132003	Parks and Recreation - Park Facility Improvement Project	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.

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<i>Project. #</i>	<i>Project Title</i>	<i>Project Description</i>
132004	Parks and Recreation - Deer Park Pool Sand Filter Replacements	This project is for the purchase and installation of two new Sand Filter Systems for Deer Park Pool.
	Parks and Recreation - Deer Park Pool Chemical Room Door Replacements	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.
132005	Recreation Registration Management Software	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.
99-1402	Parks and Recreation - Park Maintenance Full Time Employees - Personnel Costs	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.
132006	Parks and Recreation - Park Lighting Electrical Contracting Services	This project is being requested due to the reduction in the electrical staff. Funding would enable the City to enter into a professional agreement with a electrical contractor to provide emergency repairs and installations on an annual basis.

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<i>Project. #</i>	<i>Project Title</i>	<i>Project Description</i>
132007	Parks and Recreation - Nursery Restock	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.
132008	Parks and Recreation - Sports Fields Grass Turf Replacement	This project will be an Annually funded project to purchase and install grass turf throughout the City's parks and fields used for athletic.
132009	Parks and Recreation - Golden Eagle Regional Park (GERP) Operational and Maintenance - Operations	This project will fund GERP operational expenses, such as telephone; custodial supplies; vehicle fuel; maintenance; repair; and depreciation.
	Parks and Recreation - Golden Eagle Regional Park (GERP) - Field Turf Replacement Project	The artificial turf installed originally had an expected life of approximately seven years. With heavy use of the playing fields as well as weather elements it is expected portions will need to be replaced after the warranty period ends.
	Park District #1 - Play Equipment Repair / Replacement Project	This project is for the purchase or replacement of damaged or deteriorated park play equipment in Park District 1.
133000	Park District #2 - Appropriations for Unexpected Park Projects	This appropriation will allow for some flexibility if projects are identified during the year in Park District 2.
133001	Park District #2 - Cottonwood Park Shade Structure Project	This project is intended to construct a new shade structure at Cottonwood Park located in Park District 2. This is a heavily used facility and will provide additional shaded space for citizen use and enjoyment along the Truckee River.
133002	Park District #2 - Les Hicks Play Structure Replacement Project	This project will replace the play structures that have reached the end of their useful lives at Les Hicks Park.
133003	Park District #2 -Van Meter Play Structure Replacement Project	This project will replace outdated play structures at Van Meter Park.
	Park District #2 - Woodtrail Play Structure Replacement Project	This project will replace outdated play structures at Woodtrail Park.

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<i>Project. #</i>	<i>Project Title</i>	<i>Project Description</i>
	Park District #2 -Willow Creek Horseshoe Pit Improvement Project	This project refurbish the existing horseshoe pits, install wrought iron safety fencing, and modify existing irrigation systems at the park.
	Park District #2 - Pah Rah Play Structure Replacement Project	This project will replace one of the play structures that has reached the end of its useful life at Pah Rah Park.
133500	Park District #3 - Replace or Upgrade Shelters & Playground Equipment Projects	This funding is for any needed improvements or upgrades to shelters, picnic tables, etc. for parks located in District 3. This project would include demolition of old shade structures. A new shade structure would then be constructed and new picnic tables purchased.
133501	Park District #3 - Appropriations for Unexpected Park Projects	This appropriation will allow for some flexibility if projects are identified during the year in Park District 3.
133502	Park District #3 - Kestrel Park Improvements Project	This project will replace decomposed granite with rip rap on the lower end of the park, concrete the existing maintenance access road, replace some of the concrete panels under and around the gazebo, and mount additional picnic tables.
	Park District #3 - Tumbleweed Trails Park Improvements Project	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.
	Park District #3 - Jacinto Park Improvements Project	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.
133503	Park District #3 - Red Hawk Park Improvements Project	This project will build a retaining wall along the hillside to help stop erosion onto the sidewalks, add a shade structure over the picnic area, and upgrade to rock signage.
134000	Room Tax Projects - Victorian Square Development Contribution Plan	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.
134500	CDBG Projects- Pedestrian and Street Improvements Project	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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<i>Project. #</i>	<i>Project Title</i>	<i>Project Description</i>
	Municipal Court - Carpet Replacement Project	Carpet has an expected life and is now reaching its end of life. Replacement is expected to be needed by Fiscal Year 2013-2014.
135000	Municipal Court - Project Management Administration	Funding will let engineering staff personnel costs supporting the Municipal Court facility capital projects to be re-captured.
135001	Municipal Court - Appropriations for Unanticipated Projects	This appropriation will allow for some flexibility if projects are identified during the year at the Municipal Court facility.
	Municipal Court - Marshal & Public Defender Functional Remodel Project	The Marshal & Public Defender Functional Remodel will modify the existing security area to provide a more secure and controlled entry and exiting area for citizens and staff at this facility. Additionally, a private small office area will be developed to allow the public defender to meet with clients to confer on their cases allowing for confidentiality.
135002	Municipal Court - ADA Bathroom Upgrades	This project is for design and construction to remodel the existing public bathrooms at the Muni Court to current ADA standards.
136000	Street Cut - Street Cut Repair Contract	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.
136500	Sparks Utilities Projects - Sewer System - Citywide Sanitary Sewer Model Update Project	This funding is for an update of the Citywide Sanitary Sewer Model. The last model was completed in 2004, and with the growth and changes that have occurred since then an update is required to plan future phases of expansion or change based on the building and growth changes that have occurred in the past seven years.
136501	Sparks Utilities Projects - Sewer System - Real Property/Right of Way Services	This funding is for Real Property/Right of Way Consultant Services that may be required throughout the year for Sanitary Sewer related projects.
136502	Sparks Utilities Projects - Sewer System - TMWRF Studies with UNR, etc.	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.
136503	Sewer Rating Software Upgrade	This is for the upgrade of the Sanitary Sewer Rating Software. The current software is outdated by five updates.

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<i>Project. #</i>	<i>Project Title</i>	<i>Project Description</i>
136504	Utility Rate Study	Professional Services for analysis of rate structure for Sanitary Sewer, Storm Drain, and Effluent Utilities. Including Sewer Surcharge fee structure review, and analysis of Septage Receiving fees. Cost estimates allocated to the three funds based on percentage of user fees in each Utility.
136600	Sparks Utilities Projects - Sewer System - TMWRF Projects	Truckee Meadows Water Reclamation Facility (TMWRF) capital projects as approved by the JCC.
136601	Sparks Utilities Projects - Sewer System - Sparks RTC Coordination - Sewer	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.
136602	Sparks Utilities Projects - Sewer System - Annual Road Ahead Project Coordination Project	<p>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.</p> <p>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.</p>
	Sparks Utilities Projects - Sewer System - Sewer Interceptor Condition Assessment Project	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.
136603	Sparks Utilities Projects - Sewer System - Residential Sanitary Sewer Rehabilitation Project (Lining/Bursting/etc)	These appropriations are for rehabilitation of Sanitary Sewers in the City of Sparks Residential Area between Pyramid to McCarran (N/S) and Greenbrae North to the Orr Ditch. The SS mains throughout this area are typical in the back yards and not the Street. The City intends to look at the various trenchless methods available, test these methods on smaller projects, and determine the best method to develop larger projects within this area as well. In future CIP years additional Residential areas will be added to this scope of work.

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<i>Project. #</i>	<i>Project Title</i>	<i>Project Description</i>
136604	Sparks Utilities Projects - Sewer System - Emergency/ Contingency Funds- Sewer Projects	<p>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:</p> <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. <p>Projects/Materials identified to use this funding will require approval by the Public Works Director and/or the City Council as necessary.</p>
136605	Sparks Utilities Projects - Sewer System - Water Rights Acquisition	<p>The Cities of Reno and Sparks currently have been granted 6,700 acre-feet of ground water under our public right of ways. Through the TROA negotiations, the Cities and TMWRF are investing and building up a water rights fund to purchase water rights for downstream water quality through instream flows. Sparks share for this future investment is approximately \$10 million of the \$30 million total water right program. This item is to specifically purchase water rights that would go toward expanded effluent use.</p>
136606	Sparks Utilities Projects - Sewer System - Sewer System Rehabilitation Project	<p>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.</p> <p>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.</p>

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<i>Project. #</i>	<i>Project Title</i>	<i>Project Description</i>
136607	Sparks Utilities Projects - Sewer System - I Street Sewer Rehabilitation Project	The "I" Street SS Rehab appropriations are for sanitary sewer infrastructure rehabilitations based on the assessment rating and review of the video of this pipe section between Rock Blvd. and 18th Street. This will include removal and replacement of existing SS main, laterals, SSMH's, and patching of roadway. This project will be designed in FY11/12 and constructed in FY12/13.
136608	Lift Station Radio Upgrade	Installation of radio telemetry system into City-owned sanitary sewer lift stations. This will allow remote monitoring of the sites, alerting crews of alarms. Currently a "drive-by" status check is required, which is labor intensive and a potential liability.
136609	Joint Interceptor Siphon Rehab	Cost-sharing with Reno (Reno-led project) for rehabilitation of sanitary sewer siphon structure beneath the Truckee River.
136610	Small Diameter Camera Upgrade	Upgrade of existing sanitary sewer inspection camera system, including transition to a fish-eye camera system. Will allow for greater efficiency by separating field inspection and assessment into two unique functions. Field crews will be able to gather data quickly, with assessment and analysis being done at a later date.
136611	Pelican Park Pathway Rehabilitation	This project is for the reconstruction of the Pelican Park Pathway that runs along the western side of Wingfield Springs Development. The existing pathway also serves as an sewer maintenance access road. The path is broken, cracked, and heaved throughout its 8,000 lineal feet.
136700	Sparks Utilities Projects - Storm Drain System - Pioneer Diversion Monitoring Project	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.
136701	Sparks Utilities Projects - Storm Drain System - FEMA CRS/CAV Flood Mitigation Project	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.
136702	Sparks Utilities Projects - Storm Drain System - Real Property/Right of Way Services	This funding is for Real Property/Right of Way Consultant Services that may be required throughout the year for Storm Drain related projects.

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<i>Project. #</i>	<i>Project Title</i>	<i>Project Description</i>
136703	Utility Rate Study	Professional Services for analysis of rate structure for Sanitary Sewer, Storm Drain, and Effluent Utilities. Including Sewer Surcharge fee structure review, and analysis of Septage Receiving fees. Cost estimates allocated to the three funds based on percentage of user fees in each Utility.
136800	Sparks Utilities Projects - Storm Drain System - Sparks RTC Coordination - Drains	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.
136801	Sparks Utilities Projects - Storm Drain System - Road Ahead Project Coordination Project	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.
136802	Sparks Utilities Projects - Storm Drain System - Curb, Gutter and Drainage Inlet Replacement Project	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.
136803	Sparks Utilities Projects - Storm Drain System - Storm Drain System and Ditch Rehabilitation Project	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
136804	Sparks Utilities Projects - Storm Drain System - Dam/Flood Structure/Citywide Flood Rehabilitation & Construction Project	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.

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<i>Project. #</i>	<i>Project Title</i>	<i>Project Description</i>
136805	Sparks Utilities Projects - Storm Drain System - Emergency/Contingency Funds- Storm Drains Projects	<p>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:</p> <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. <p>Projects/Materials identified to use this funding will require approval by the Public Works Director and/or the City Council as necessary.</p>
136806	Sparks Marina Permit Review	<p>This project is intended to review two areas: Discharge limits within the Marina NDEP Discharge Permit, and the Status of the Marina as a 303 (d) waterway.</p>
136807	Backflow Prevention Site 2 & 4 Construction	<p>This project is for the construction of Site 2 & 4 Storm Drain Backflow Prevention. The project was originally budgeted in FY 10/11 and based on permitting requirements from the State and Federal governments, additional funding is required due to increased design requirements.</p>

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<i>Project. #</i>	<i>Project Title</i>	<i>Project Description</i>
136808	NTD/Kiley Ranch South Reach Improvement Project	Cleanup of existing channel section generally downstream of Los Altos Parkway. Removal of excess sedimentation and vegetation, establishment of low-flow channel, and planting of appropriate vegetation species.
136809	Parking Lot Sweeper	The City owns many parking lots. Currently we have no efficient means to clean these up. Purchasing a small pickup truck mounted sweeper would allow us to provide better maintenance in these parking lots. These units cost approximately \$130,000.00 and possibly could be funded by the CMAQ grant from the EPA providing that we can find a unit that meets the PM 10 specification.
136810	Locally Funded Flood Control Studies	Professional Services for non Army Corp of Engineers flood studies for the Truckee River.
136900	Utility Rate Study	Professional Services for analysis of rate structure for Sanitary Sewer, Storm Drain, and Effluent Utilities. Including Sewer Surcharge fee structure review, and analysis of Septage Receiving fees. Cost estimates allocated to the three funds based on percentage of user fees in each Utility.

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<i>Project. #</i>	<i>Project Title</i>	<i>Project Description</i>
137000	Sparks Utilities Projects - Effluent Projects - Emergency/Contingency Funds- Effluent Projects	<p>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:</p> <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. <p>Projects/Materials identified to use this funding will require approval by the Public Works Director and/or the City Council as necessary.</p>
137001	Sparks Utilities Projects - Effluent Projects- Metered Site Upgrades Projects	<p>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.</p>
137002	Slide-In Vacuum Unit for Effluent Maintenance	<p>This is a small vacuum unit for cleaning out vaults and other small jobs where a large vacuum truck would be too large and cumbersome to work effectively. These units cost approximately \$50,000.00, and could possibly be purchased using the Emergency Contingency fund at the end of this fiscal year providing that there have not been any other needs for those funds.</p> <p>This equipment would reduce the amount of time required to make repairs and to maintain the effluent system.</p>
137500	Municipal Yard - City Vehicle & Equipment Replacement - Replacement Plan	<p>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.</p>