

# YOUR GUIDE TO THE RENO CITY BUDGET

This guide provides the reader with a brief overview of the City of Reno budget document. This document is divided into sections which take the reader from general budget information and policy to specific information on departmental operations, followed by supplementary information. Refer to the Table of Contents on the facing page for the location of each section.

For a brief overview of the budget, you can pick up a copy of the Budget-in-Brief at City Hall. This short document provides a brief overview of the City's priorities and budget for the year.

There are eleven sections to the City of Reno budget:

- Preface:** This provides the reader with a list of City Officials, a table of contents and program index.
- I. The **Introductory** section contains the City Manager's budget message which describes the major issues facing the City this year and in the future. This section also contains overview charts of the City and Redevelopment Agency budgets, summary information which describes the City's overall goals, this year's City Council Priorities, and an overview chart of the organization.
  - II. The **Budget Summary** provides an overview of the City's budget. It includes a summary table of authorized positions and summary table showing the change in financial position for each fund. The major revenue sources and expenses by function for all funds are described. General Fund revenues and expenses are briefly described as well. Summary tables and charts are used throughout this section.
  - III. The **Department Budgets** section describes each operating department in total and by program, with regards to funding, staffing, and revenue sources. The program pages describe the purpose and objectives of the program and the list the performance measures used to measure success.
  - IV. The section on the **Capital Improvement Plan** briefly describes the process used to identify the City's capital requirements for the next twenty years and issues for the current year. Summary tables list the projects approved for this year and the accomplishments over the past three years. For more information on the CIP, see the complete Capital Improvement Plan document.
  - V. The **Debt Administration** section describes the City's debt policies, current debt obligations, and the expected tax rate required to service existing debt.
  - VI. The **Budget Structure** section describes the funds and fund types used by the City.
  - VII. This section provides a description of the **Policies and Procedures** used by staff to develop and implement the budget. A **budget calendar** is also shown.
  - VIII. This section contains a **Community Profile** of the City and surrounding area and Miscellaneous Statistics about the City government and infrastructure. A listing of all positions is shown.
  - IX. The **Glossary** defines some of the common terms and acronyms used in the budget.
  - X. The **Final Word** provides the reader with an ability to provide feed back on this document.