



**CITY OF HENDERSON
DEVELOPMENT SERVICES CENTER
ADVISORY COMMITTEE
AGENDA**

**Tuesday, July 27, 2021
7:45 PM
Meeting Inquiries: (702) 267-3663**

**Westgate Conference Room
240 S Water St.
Henderson, Nevada 89015**

NOTICE

**DUE TO THE TERMINATION OF THE STATE OF NEVADA EXECUTIVE DEPARTMENT
DECLARATION OF EMERGENCY DIRECTIVE 006 AS OF MAY 31, 2021, IN PERSON
ATTENDANCE WILL BE ALLOWED CONSISTENT WITH CDC GUIDELINES. PLEASE
CHECK WWW.CDC.GOV FOR ADDITIONAL INFORMATION.**

Notice to persons with special needs: For those requiring special assistance or accommodation to attend or participate in this meeting, arrangements for a sign language interpreter or services necessary for effective communication for qualified persons with disabilities should be made as soon as possible, but no later than 72 hours before the scheduled event. Please contact Emilie Wiemer at (702) 267-3663 or TTY: 7-1-1 at least 72 hours in advance to request a sign language interpreter. You may also submit your request by using [Contact Henderson](#).

The Chairman reserves the right to hear agenda items out of order, combine two or more agenda items for consideration, remove an item from the agenda, or delay discussion relating to an item on the agenda at any time.

Public comment will be taken at the designated Public Comment periods. Individuals will be limited to three (3) minutes and spokespersons for a group will be limited to ten (10) minutes at the discretion of the Chairman. The Chairman reserves the right to curtail abusive, offensive, inflammatory or repetitive comments that disrupt, disturb or otherwise impede the orderly conduct of the meeting. See NRS 241.030(4)(a). Examples of disruptive conduct include, without limitation, yelling, stamping of feet, whistles, applause, heckling, name calling, use of profanity, personal attacks, physical intimidation, threatening use of physical force, assault, battery, or any other acts intended to impede the meeting or infringe on the rights of the board and/or committee members, City staff, or meeting participants.

Backup materials for agenda items can be found in the Office of the City Clerk or on the City's website at: <http://www.cityofhenderson.com>. To request backup materials, please contact Emilie Wiemer at (702) 267-3663.

I. CALL TO ORDER

II. CONFIRMATION OF POSTING AND ROLL CALL

III. PUBLIC COMMENT

Public Comment during this portion of the agenda must be limited to matters on the agenda. Individuals will be limited to three (3) minutes and spokespersons for a group will be limited to ten (10) minutes at the discretion of the Chairman. The Chairman reserves the right to curtail abusive, offensive, inflammatory or repetitive comments that disrupt, disturb or otherwise impede the orderly conduct of the meeting. In addition, any person willfully disrupting the meeting may be removed from the room by the presiding officer. See NRS 241.030(4)(a). Examples of disruptive conduct include, without limitation, yelling, stamping of feet, whistles, applause, heckling, name calling, use of profanity, personal attacks, physical intimidation, threatening use of physical force, assault, battery, or any other acts intended to impede the meeting or infringe on the rights of the board and/or committee members, City staff, or meeting participants.

IV. ACCEPTANCE OF AGENDA (For Possible Action)

V. NEW BUSINESS

-
- | | |
|-----------------------------|---|
| 1 | MINUTES
DEVELOPMENT SERVICES CENTER ADVISORY COMMITTEE
APRIL 27, 2021 |
| <hr/> | |
| DEVELOPMENT SERVICES CENTER | |
-

For Possible Action.
RECOMMENDATION: Adopt

Development Services Center Advisory Committee meeting minutes of April 27, 2021.

-
- | | |
|-----------------------------|---|
| 2 | DEVELOPMENT SERVICES CENTER (DSC)
QUARTERLY PERFORMANCE REPORT |
| <hr/> | |
| DEVELOPMENT SERVICES CENTER | |
-

For Possible Action.
RECOMMENDATION: For Information and Discussion Only

Christopher Barnes, DSC Manager, or his designee will review the Development Services Center Quarterly Performance Report and respond to questions from the Committee Members.

3 DEVELOPMENT SERVICES CENTER (DSC)
QUARTERLY FINANCIAL UPDATE

DEVELOPMENT SERVICES CENTER

For Possible Action.

RECOMMENDATION: For Information and Discussion Only

Jim McIntosh, Chief Financial Officer, or his designee will provide an update of the Development Services Center's quarterly financials and respond to questions from the Committee Members.

4 DSC PERMITS ONLINE

DEVELOPMENT SERVICES CENTER

For Possible Action.

RECOMMENDATION: For Information and Discussion Only

Christopher Barnes, Manager of Development Services Center, or his designee, will respond to questions from the Committee Members about online permits in the DSC.

VI. CHAIRMAN\MEMBER COMMENTS

The Chairman and Members may speak on any subject under this section of the agenda. Chairman and Members may comment on matters including, without limitation, future agenda items, upcoming meeting dates, and meeting procedures. Comments made cannot be acted upon or discussed at this meeting, but may be placed on a future agenda for consideration.

VII. SET NEXT MEETING

VIII. PUBLIC COMMENT

Items discussed under this Public Comment period cannot be acted upon at this meeting, but may be referred to a future agenda for consideration. Individuals will be limited to three (3) minutes and spokespersons for a group will be limited to ten (10) minutes, at the discretion of the Chairman. The Chairman reserves the right to curtail abusive, offensive, inflammatory or repetitive comments that disrupt, disturb or otherwise impede the orderly conduct of the meeting. In addition, any person willfully disrupting the meeting may be removed from the room by the presiding officer. See NRS 241.030(4)(a). Examples of disruptive conduct include, without limitation, yelling, stamping of feet, whistles, applause, heckling, name calling, use of profanity, personal attacks, physical intimidation, threatening use of physical force, assault, battery, or any other acts intended to impede the meeting or infringe on the rights of the board and/or committee members, City staff, or meeting participants.

IX. ADJOURNMENT

Posted not later than 9:00 a.m. of the third working day before the meeting, at the following locations:

City Hall, 240 Water Street, 1st Floor Lobbies

Multigenerational Center, 250 S. Green Valley Parkway

Whitney Ranch Recreation Center, 1575 Galleria Drive

Fire Station No. 86, 1996 E. Galleria Drive

www.cityofhenderson.com

<https://notice.nv.gov>



DEVELOPMENT SERVICES CENTER ADVISORY COMMITTEE AGENDA ITEM

MEETING DATE	July 27, 2021	ITEM NO.
SUBJECT	Development Services Center Advisory Committee meeting minutes of April 27, 2021.	
PETITIONERS	Development Services Center	
RECOMMENDATION	Adopt	

BACKGROUND / DISCUSSION:

N/A

RECOMMENDED MOTION:

Adopt Development Services Center Advisory Committee meeting minutes of April 27, 2021.

Staff Contact Name and Number Regarding this Item: Emilie Wiemer - 3663

**CITY OF HENDERSON
DEVELOPMENT SERVICES CENTER
ADVISORY COMMITTEE
MEETING MINUTES
Tuesday, April 27, 2021**

I. CALL TO ORDER

Chairman Nat Hodgson called the City of Henderson Development Services Center Advisory Committee meeting to order at 7:49 a.m. in the Valley View Conference Room, 240 South Water Street, Henderson, Nevada.

II. CONFIRMATION OF POSTING AND ROLL CALL

Stephanie Murray, Administrative Assistant II, confirmed the DSC Advisory Committee meeting had been noticed in compliance with the Open Meeting Law by posting the Agenda three working days prior to the meeting at City Hall, the Multigenerational Recreation Center, the Whitney Ranch Recreation Center, Fire Station No. 86, the Nevada Public Notice Website, the City of Henderson Website, and by mailing or emailing a copy of the Agenda to everyone appearing thereon on the Agenda Master Mailing List and Emailing List.

PRESENT: Chairman Nat Hodgson (via WebEx)
Renee Carroll (via WebEx)
Jim McIntosh (via WebEx)
Majid Pakniat (via WebEx)
Todd Steadham (via WebEx)
John Stewart (via WebEx)
Derrick Williams (via WebEx)

ABSENT: Devon Sansone

STAFF: Stephanie Murray, Administrative Assistant II
Andre Dixon, Deputy City Clerk
Daniel Croy, Deputy City Clerk
Emilie Wiemer, Administrative Assistant III (via WebEx)
Christopher Barnes, Manager of Development Services Center (via WebEx)
Jill Lynch, Assistant Director of Finance (via WebEx)
Ed McGuire, Director of Public Works (via WebEx)
Michael Tassi, Community Development and Services Director (via WebEx)
Becky Risse, Assistant City Attorney III (via WebEx)
Thomas Davy, City Engineer (via WebEx)
Jan Fullmer, Accounting Manager (via WebEx)
Priscilla Howell, Director of Utility Services (via WebEx)

GUESTS: Amanda Moss, Southern Nevada Home Builders (via WebEx)

III. PUBLIC COMMENT

There were no public comments presented.

IV. ACCEPTANCE OF AGENDA

(Motion)

Mr. Pakniat introduced a motion to accept the agenda as presented. The vote favoring approval was unanimous. Chairman Hodgson declared the motion carried.

V. NEW BUSINESS

**1 MINUTES
DEVELOPMENT SERVICES CENTER ADVISORY COMMITTEE
JANUARY 26, 2021**

DEVELOPMENT SERVICES CENTER

Development Services Center Advisory Committee Meeting minutes of January 26, 2021.

(Motion)

Mr. Stewart introduced a motion to adopt the meeting minutes of January 26, 2021, as presented. The vote favoring approval was unanimous. Chairman Hodgson declared the motion carried.

**2 DEVELOPMENT SERVICES CENTER (DSC)
QUARTERLY PERFORMANCE REPORT**

DEVELOPMENT SERVICES CENTER

RECOMMENDATION: For Information and Discussion Only

Christopher Barnes, DSC Manager, or his designee, will review the Development Services Center Quarterly Performance Report and respond to questions from the Committee members.

Christopher Barnes, Manager of Development Services Center, via WebEx, referred to the Development Services Center Performance Report for the Month Ending March 31, 2021, PowerPoint presentation included in pages 12 through 28 of the backup documents, and presented a summary of DSC's plan review performance, permit activity, inspection activity, and five-year comparison.

3 DEVELOPMENT SERVICES CENTER (DSC)
QUARTERLY FINANCIAL UPDATE

DEVELOPMENT SERVICES CENTER

RECOMMENDATION: For Information and Discussion Only

Jim McIntosh, Chief Financial Officer, or his designee, will provide an update of the Development Services Center's quarterly financials and respond to questions from the Committee members.

Mr. McIntosh, via WebEx, referred to pages 30 through 36 of the backup documents and provided a summary of the financial statements for the DSC for the period ending on March 31, 2021. He stated overall the DSC is doing well on a quarterly basis, and staff expects to see that trend continue into the next quarter as well.

Responding to an inquiry by Chairman Hodgson regarding how would accounting for Working Capital Liability (WIPL) effect the Statutory Working Capital End Balance listed on page 30 of the backup, Jill Lynch, Assistant Director of Finance, said it would reduce the ending balance by approximately two million dollars.

Additionally, Mr. McIntosh stated the WIPL is entered at the end of the next quarter; therefore, it will be reflective in the financial statements at that point.

4 DEVELOPMENT SERVICES CENTER FISCAL YEAR 2022 BUDGET

DEVELOPMENT SERVICES CENTER

RECOMMENDATION: For Information and Discussion Only

Jim McIntosh, Chief Financial Officer, or his designee, will provide a presentation regarding fiscal year 2022 DSC Budget and facilitate a discussion.

Jill Lynch, Assistant Director of Finance, referred to pages 38 through 40 of the backup documents and provided a summary of the DSC's Fiscal Year: 2022 Budget. She said the tentative budget was submitted to the state on April 15, 2021, and the final budget will be presented to City Council on May 18, 2021.

Ms. Lynch stated due to workload demands, the DSC is adding four new staff members, and the expense of their positions are captured in the presented financials. She said the budget is projecting a loss for the fiscal year; however, staff was conservative in their projection of revenues, and noted that historically the DSC beats their revenue projections.

Ms. Lynch noted the Credit Card Payment Discount Fee listed on page 40 of the backup is normally approximately \$200,000.00 annually for the DSC; however, due to providing more online services, that expense is projected to increase significantly to \$700,000.00.

A discussion ensued regarding the particularities associated with processing credit card payments and electronic checks, options the City is considering citywide to potentially reduce credit card payment discount fee expenses, and how that would affect the DSC's financials.

Following an inquiry by Ms. Carroll regarding how the DSC came to the decision to hire four new staff members even though the finances are projecting a loss for the year, Ms. Lynch said the DSC has a steering committee made up of DSC department heads, and they voted on the need to hire the new positions to meet the different workload demands of the department.

A discussion ensued regarding staffing needs to meet service targets and the related effect on the DSC financials.

Chairman Hodgson commented on implementing a change in fees or processes in order to lower expenses, such as credit card payment discount fees, without vetting the potential effect it can have on developers and development.

VI. CHAIRMAN\MEMBER COMMENTS

Ms. Carroll thanked City staff for presenting the budget and fielding questions from the Committee on DSC finances. She also commended the DSC staff and management on all their hard work to maintain service targets.

Chairman Hodgson concurred with Ms. Carroll's comments and said it is important the DSC is accounting for, and feeling supported in, meeting staffing and resource needs in order to facilitate their heavy workload.

VII. SET NEXT MEETING

The next meeting was set for July 27, 2021, at 7:45 a.m.

VIII. PUBLIC COMMENT

There were no public comments presented.

IX. ADJOURNMENT

There being no further business to come before the Committee,
Chairman Hodgson adjourned the meeting at 8:54 a.m.

Respectfully submitted,

Andre Dixon,
Deputy City Clerk



DEVELOPMENT SERVICES CENTER ADVISORY COMMITTEE AGENDA ITEM

MEETING DATE	July 27, 2021	ITEM NO.
SUBJECT	Christopher Barnes, DSC Manager, or his designee will review the Development Services Center Quarterly Performance Report and respond to questions from the Committee Members.	
PETITIONERS	Development Services Center	
RECOMMENDATION	For Information and Discussion Only	

BACKGROUND / DISCUSSION:

N/A

RECOMMENDED MOTION:

For information and discussion only Christopher Barnes, DSC Manager, or his designee will review the Development Services Center Quarterly Performance Report and respond to questions from the Committee Members.

Staff Contact Name and Number Regarding this Item: Christopher Barnes - 3613



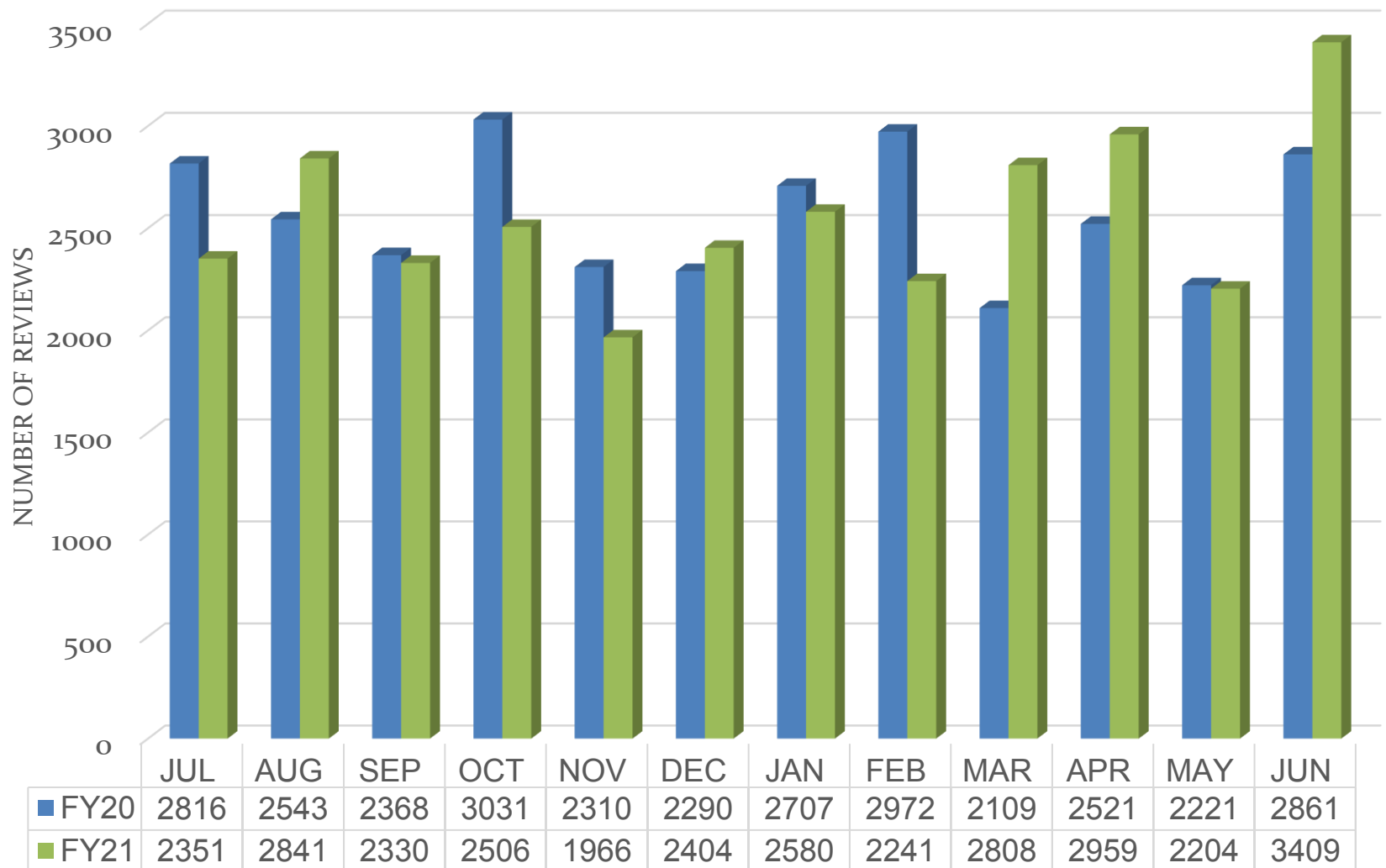
Development Services Center

Performance Report For the month ending June 30, 2021

Plan Review Performance

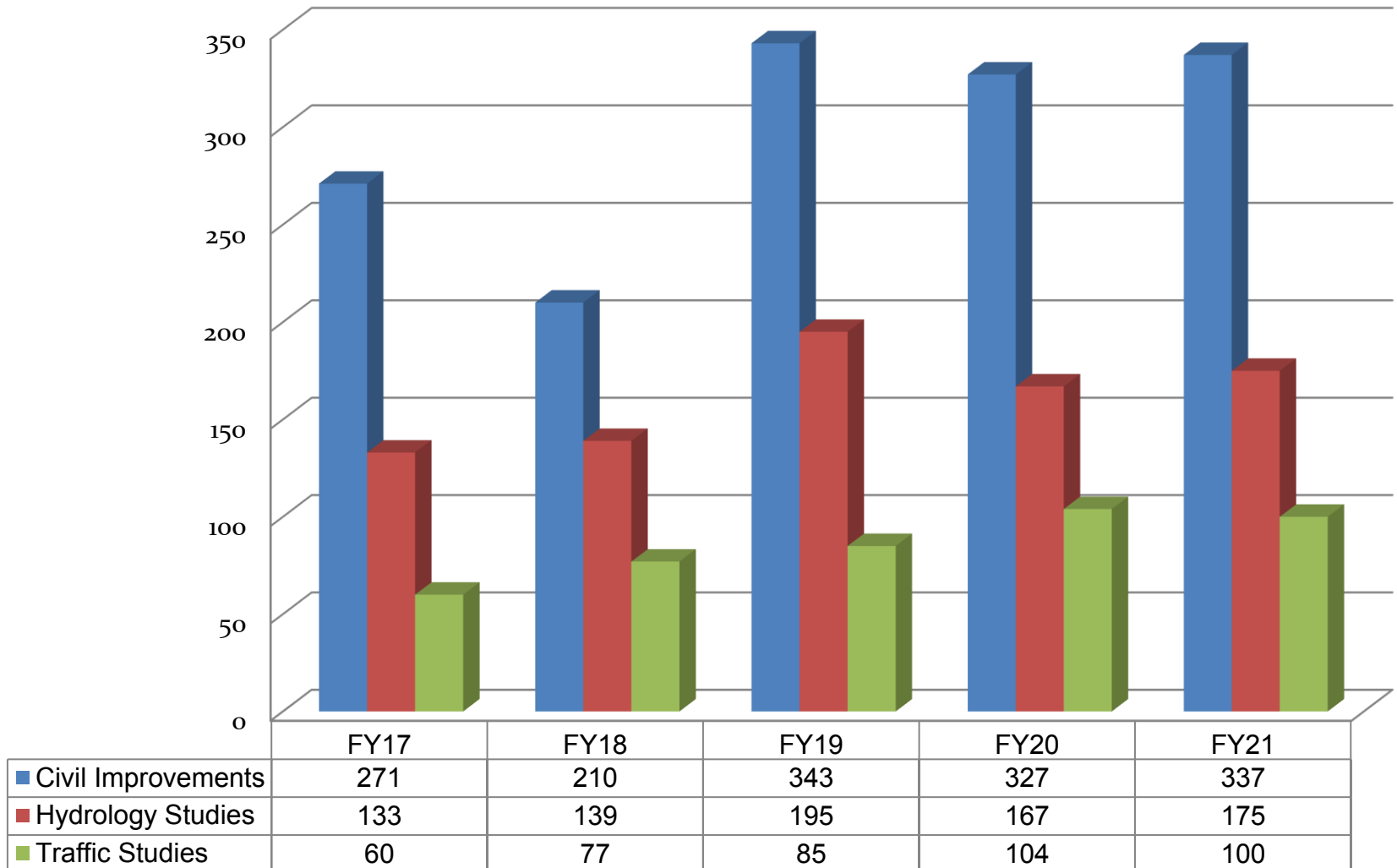
Total Number of Monthly Reviews

FY20 to FY21

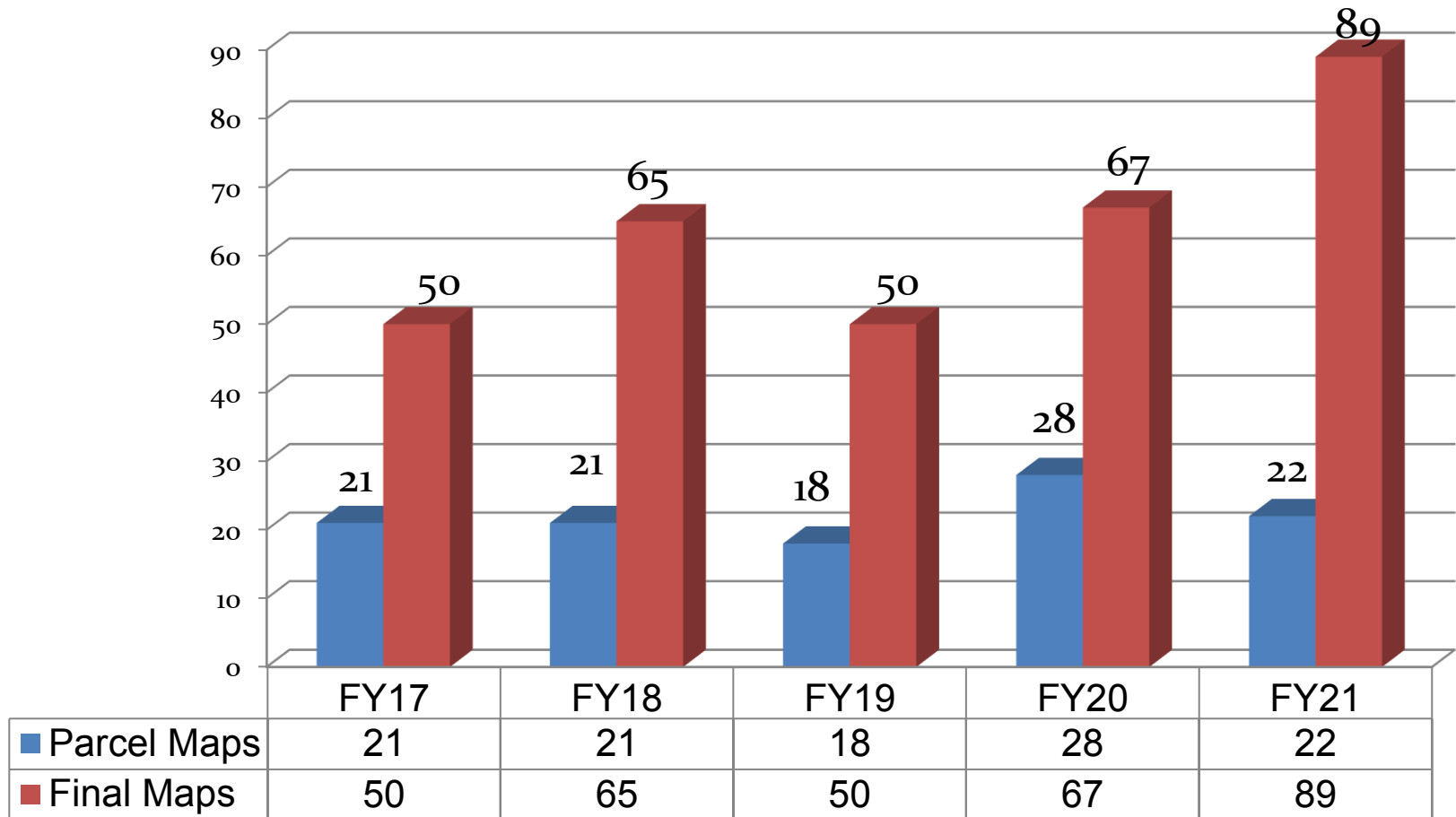


Yearly Site Design Submittals Received

Civil Improvements, Hydrology Studies, Traffic Studies

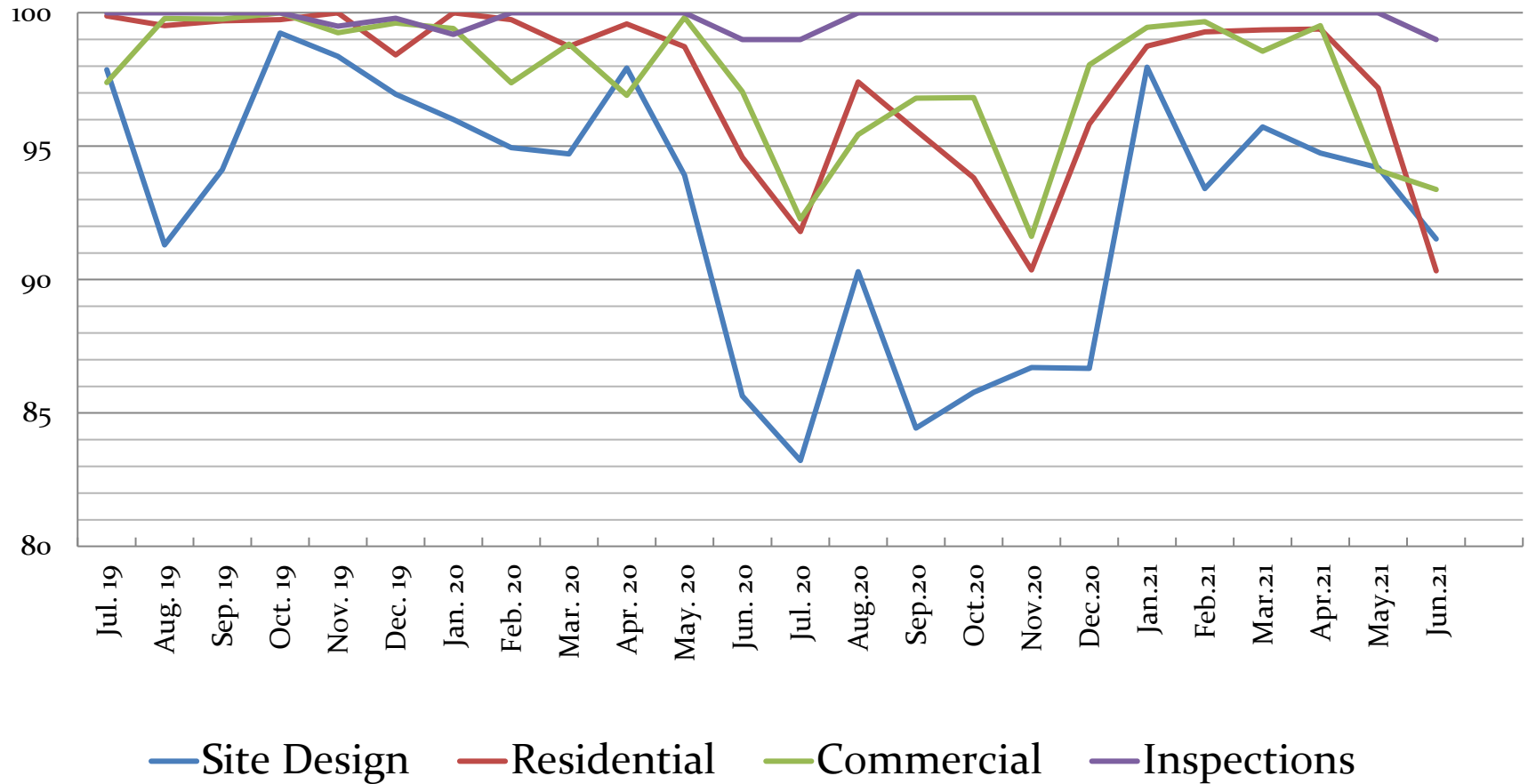


Yearly Site Design Submittals Received Parcel Maps and Final Maps



Development Industry Report Card

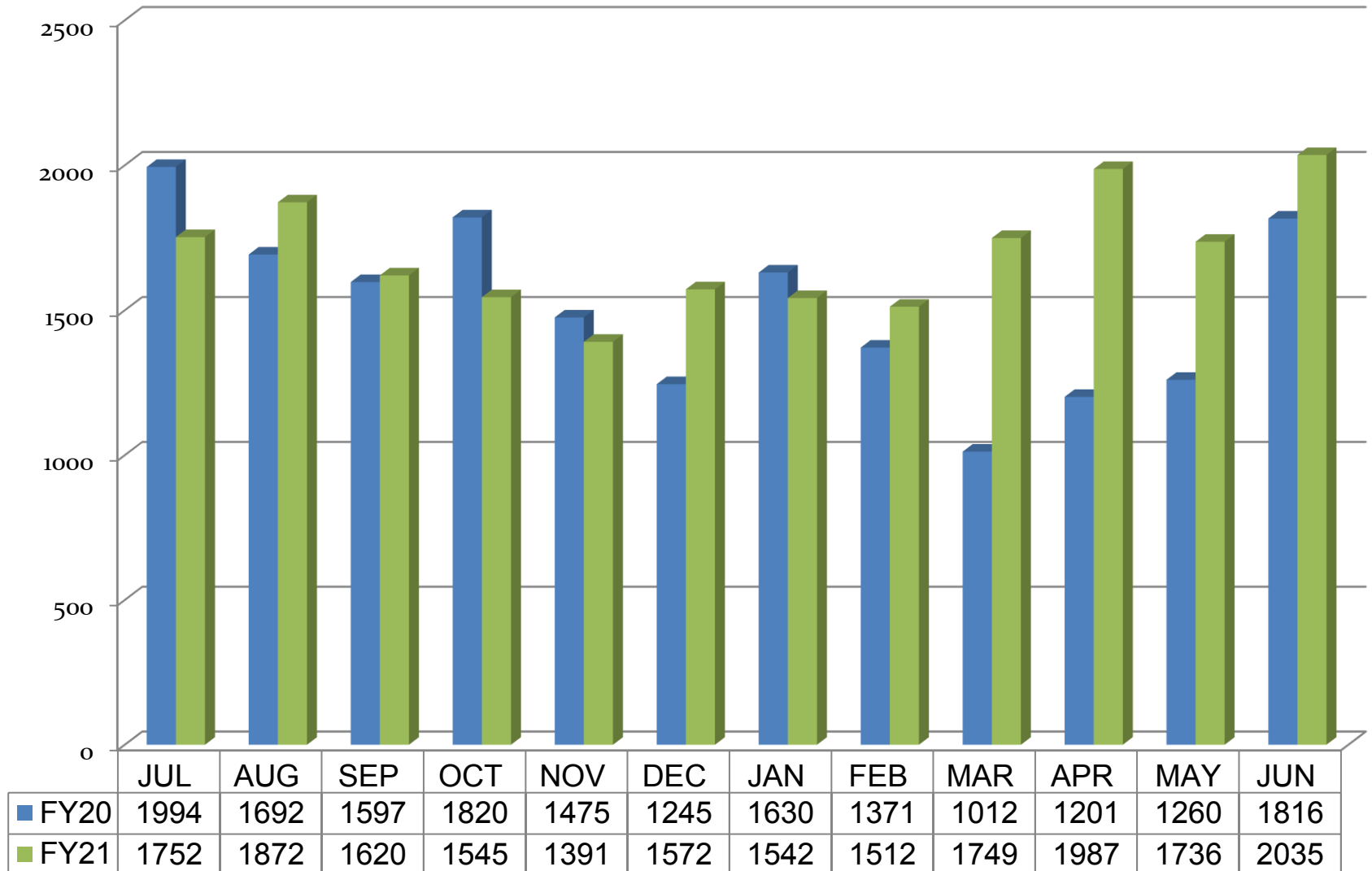
Rolling 24 Month Period



Permit Activity

Total Building Permits Issued

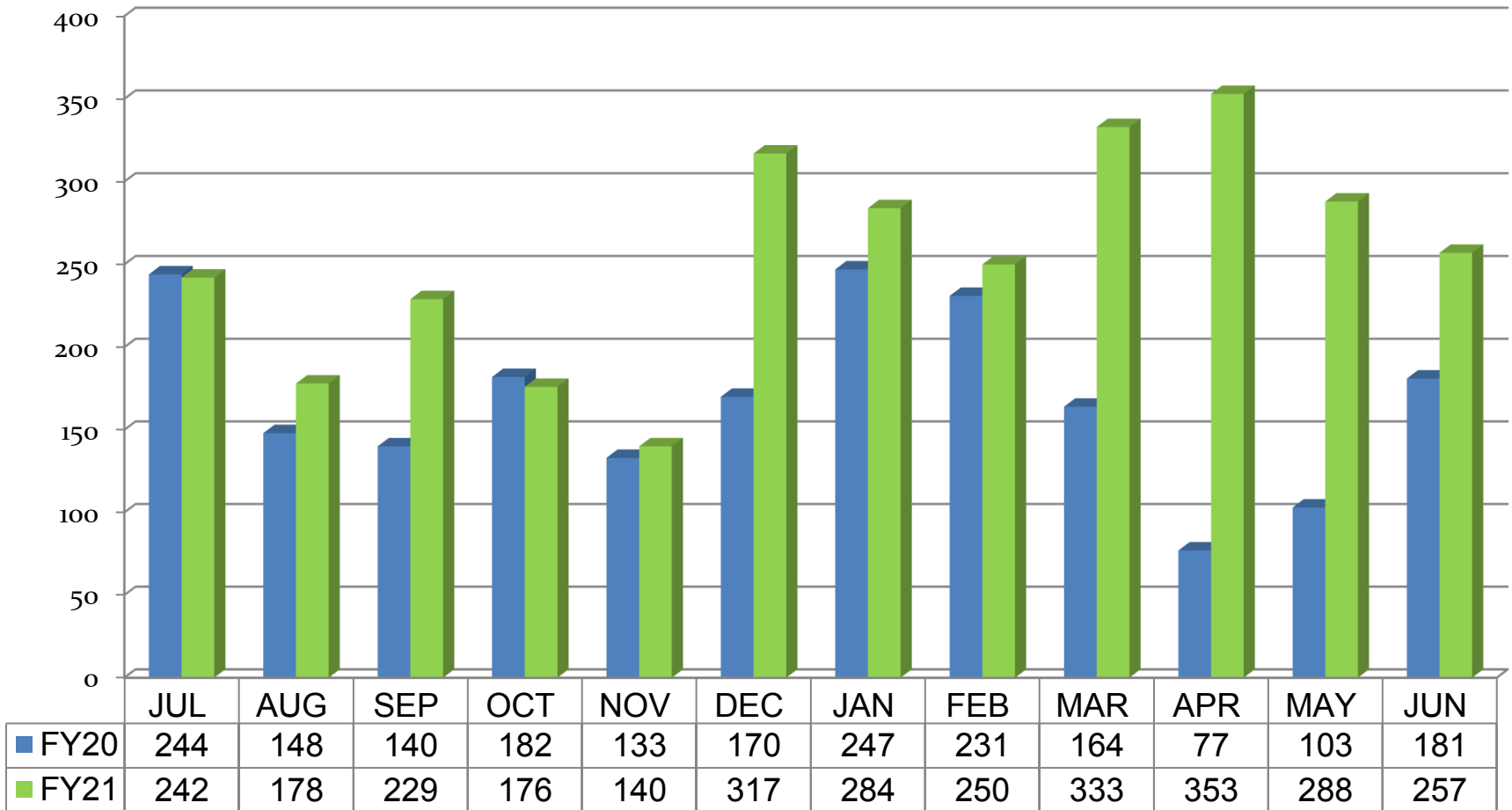
FY20 to FY21



Single-Family Home Building Permits Issued

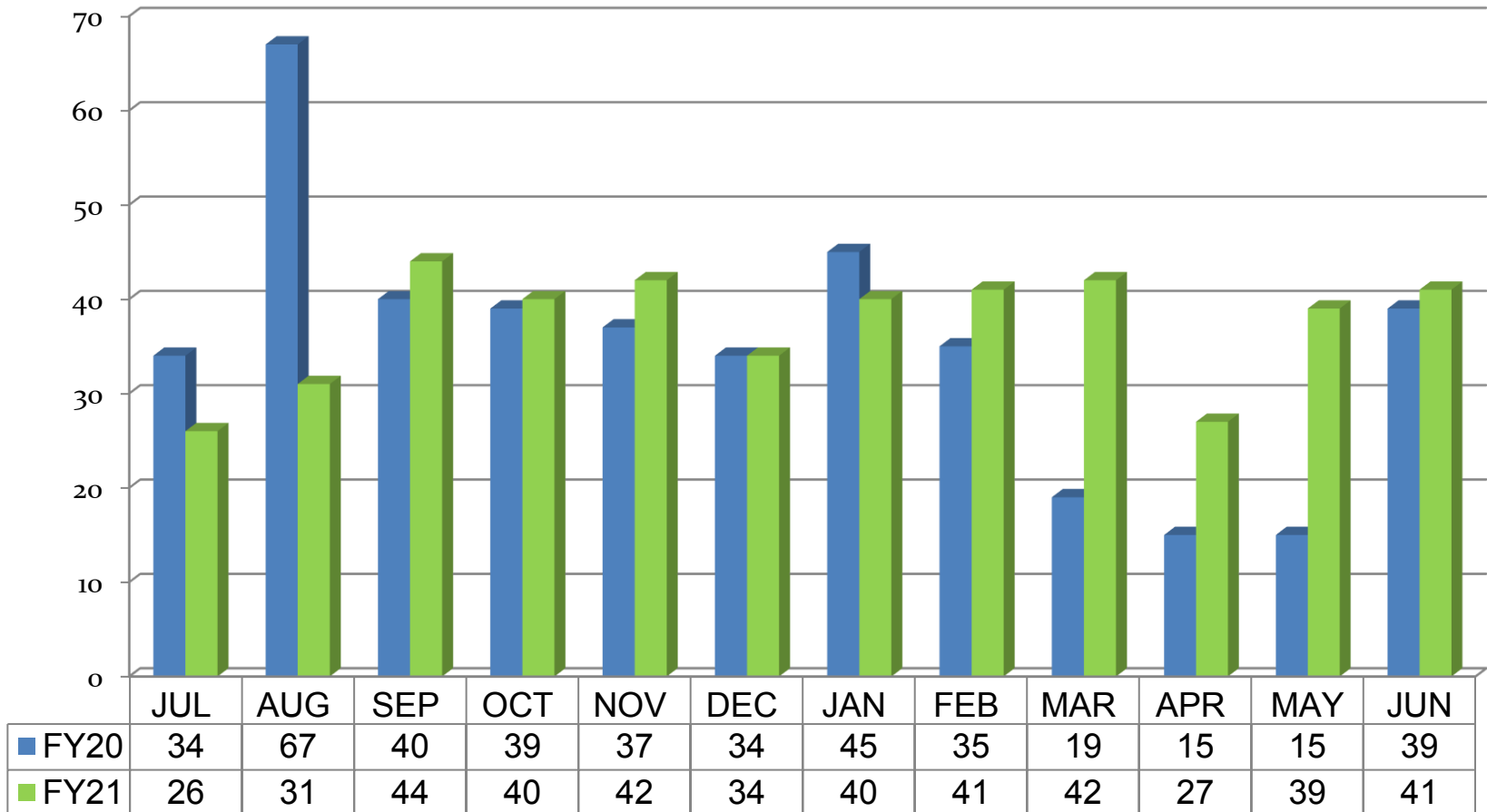
Custom, Models, Production, Duplex, Townhouse

FY20 to FY21



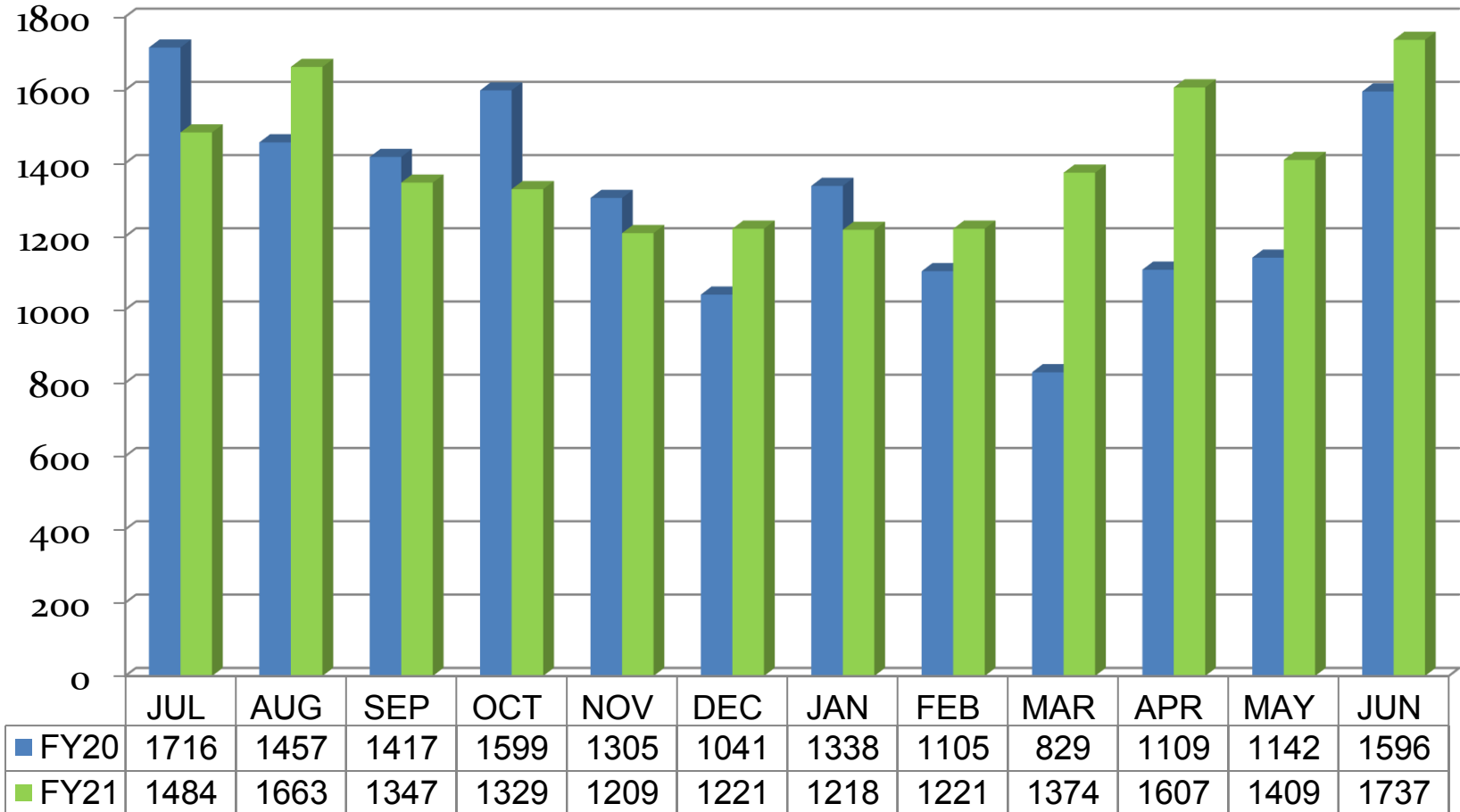
Commercial Building Permits Issued

FY20 to FY21



Other Building Permits Issued

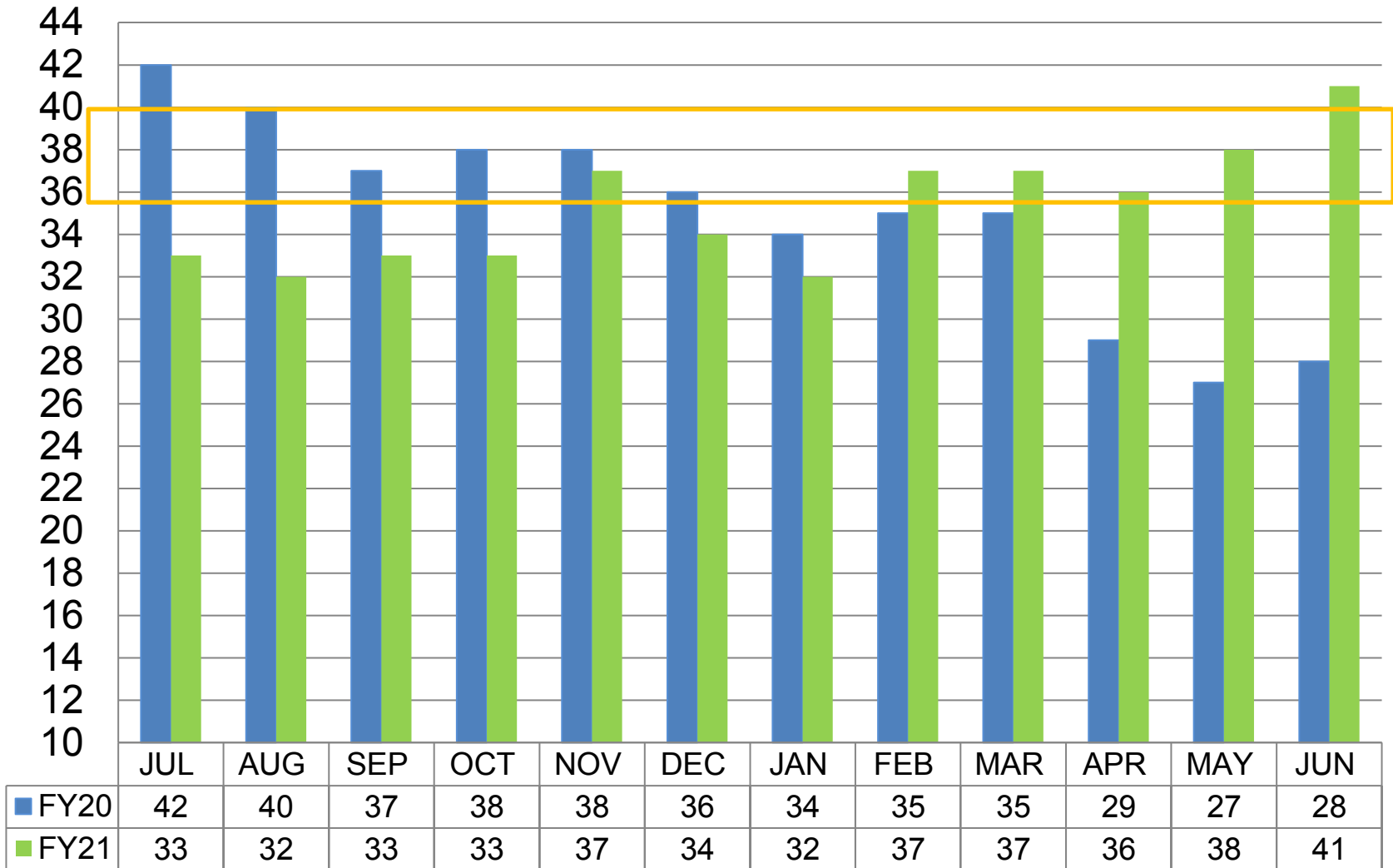
FY20 to FY21



Inspection Activity

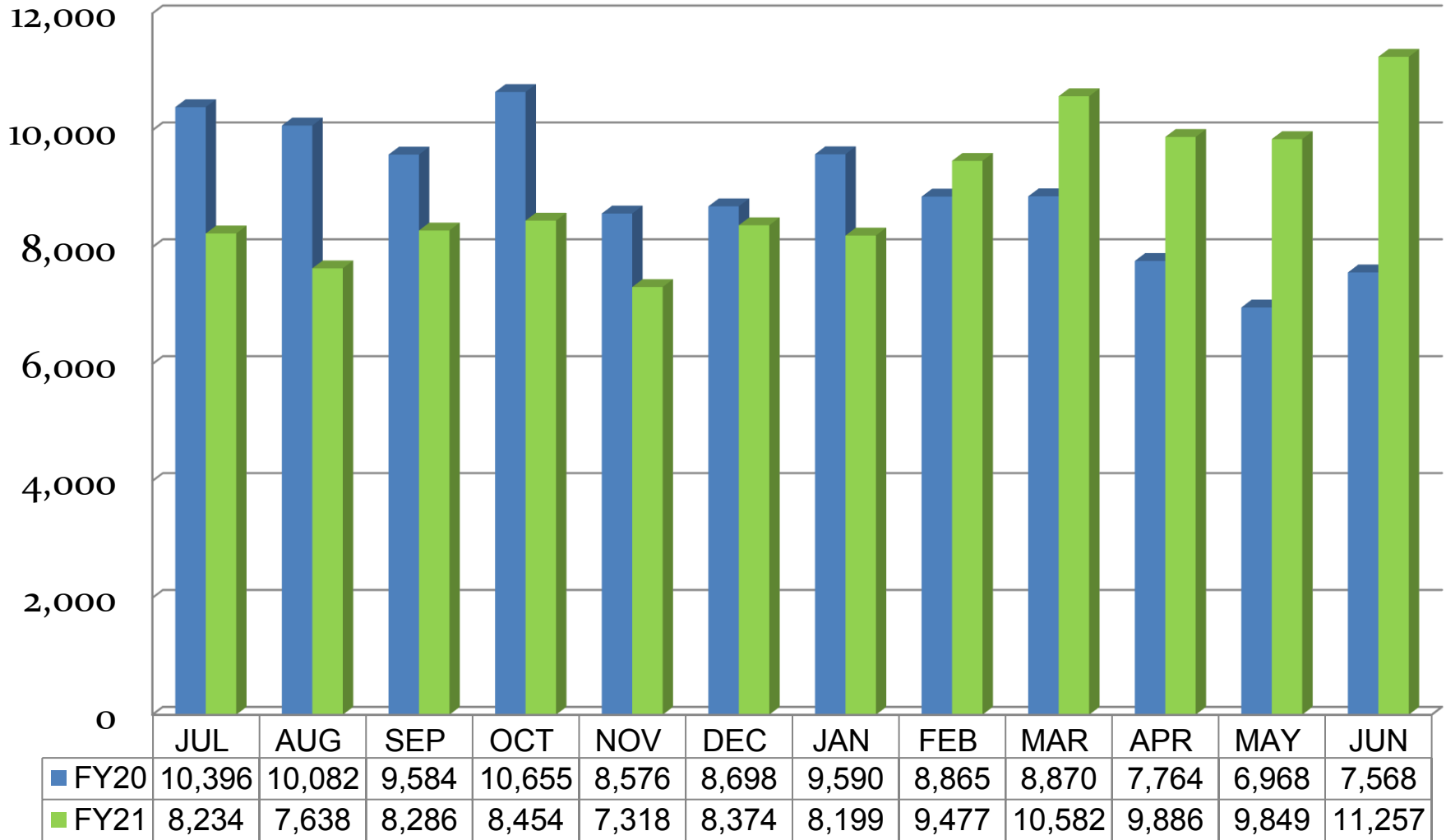
Building Inspections Per Inspector Per Day

FY20 to FY21



Total Monthly Building Inspections

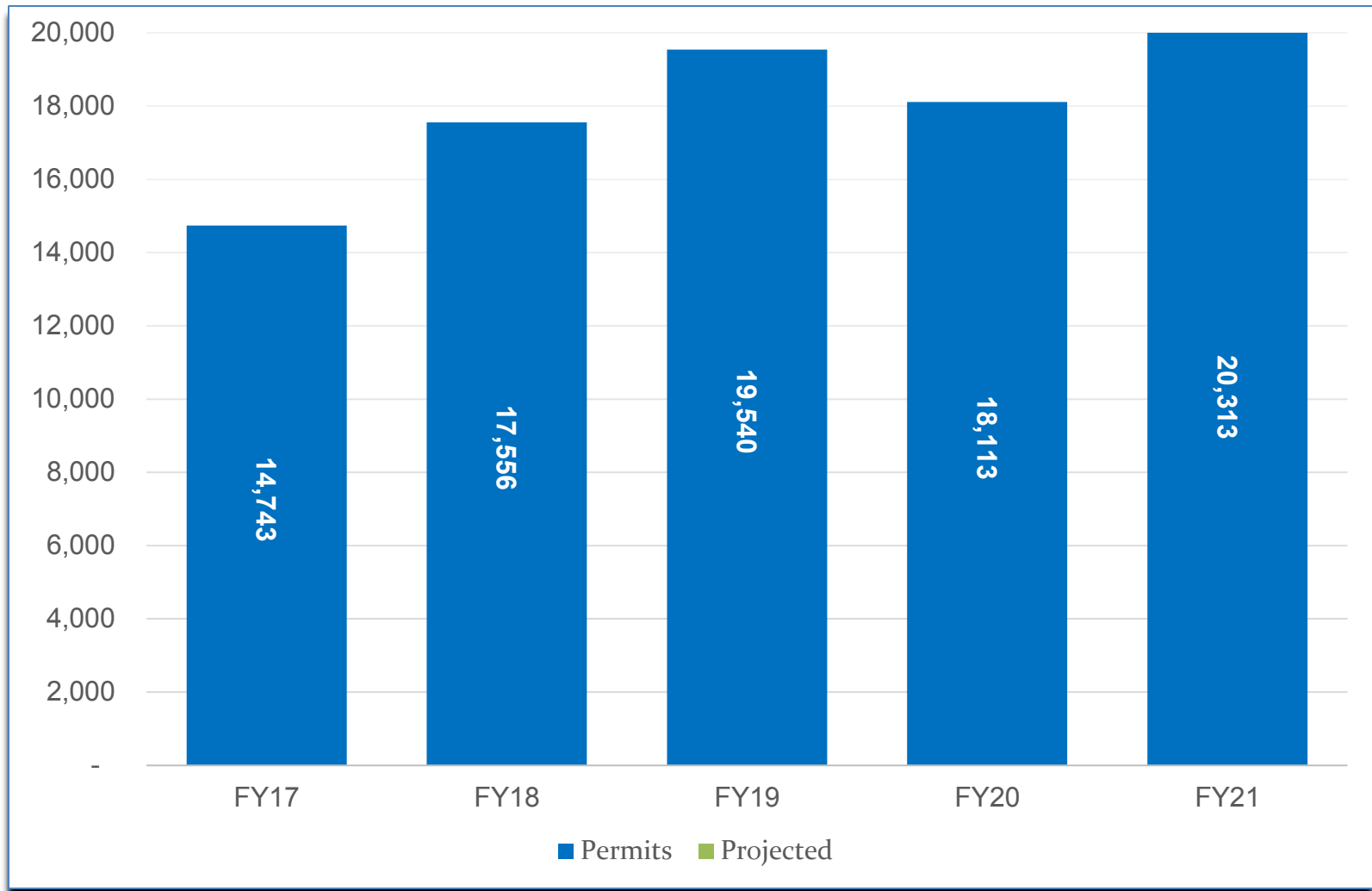
FY20 to FY21



5- Year Comparison

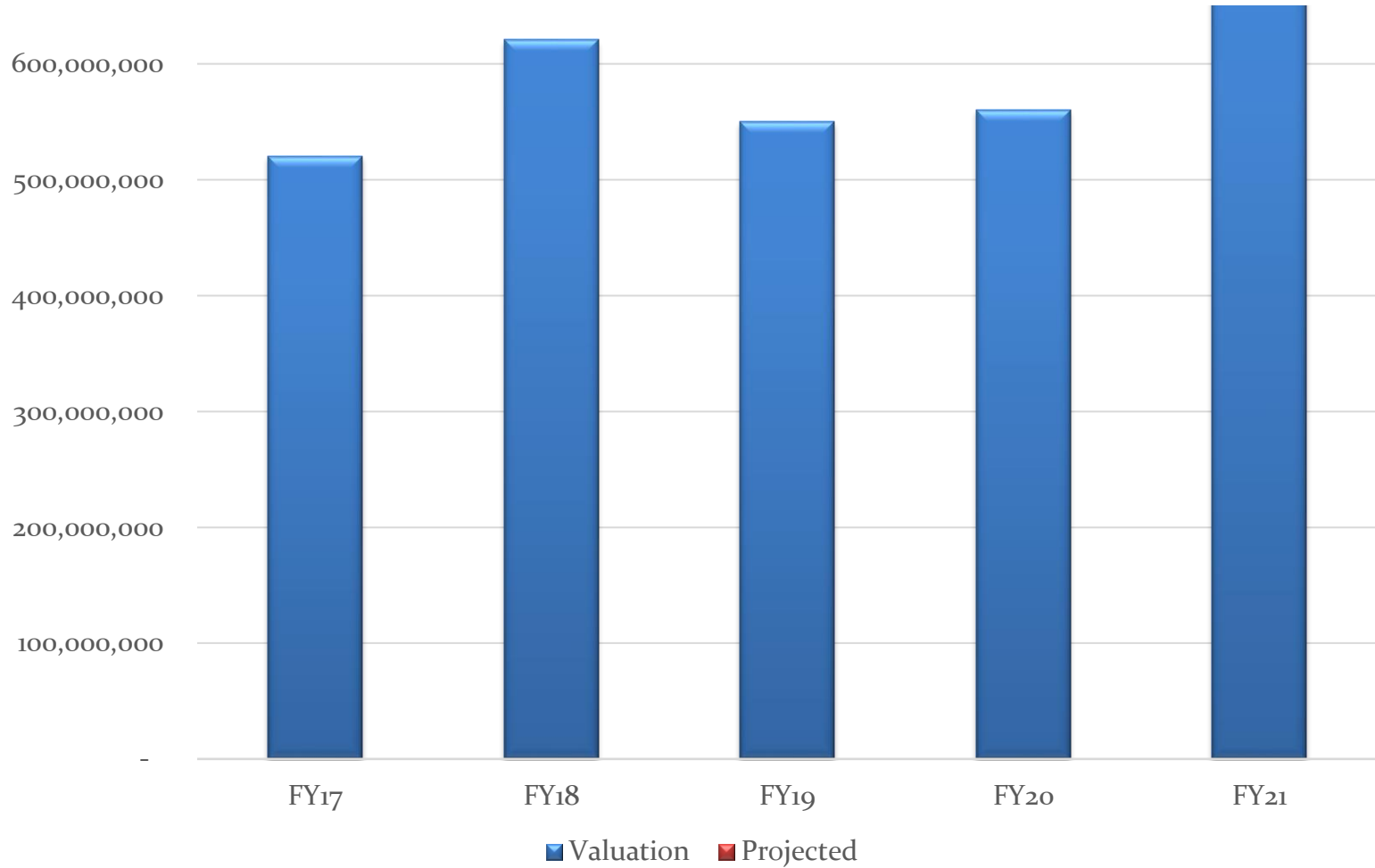
Building Permitting Trends

Five Year Comparison



Building Permitting Valuation

Five Year Comparison





DEVELOPMENT SERVICES CENTER ADVISORY COMMITTEE AGENDA ITEM

MEETING DATE	July 27, 2021	ITEM NO.
SUBJECT	Jim McIntosh, Chief Financial Officer, or his designee will provide an update of the Development Services Center's quarterly financials and respond to questions from the Committee Members.	
PETITIONERS	Development Services Center	
RECOMMENDATION	For Information and Discussion Only	

BACKGROUND / DISCUSSION:

N/A

RECOMMENDED MOTION:

For Information and Discussion Only Jim McIntosh, Chief Financial Officer, or his designee will provide an update of the Development Services Center's quarterly financials and respond to questions from the Committee Members.

Staff Contact Name and Number Regarding this Item: Jim McIntosh -1707

City of Henderson-Development Services Center
Schedule of Revenues, Expenses, and Changes in Net Position (Unaudited)
For the Period Ended 06/30/2021

Description	Current Budget FY 2021	Current YTD Actuals 06/30/2021	Percent Remaining	Prior YTD Actuals 06/30/2020	Actual YOY % Change Pos/(Neg)
		(1)			
REVENUES					
Licenses and Permits	5,978,128	5,804,185	2.9%	6,190,461	-6.2%
Charges for Services	13,317,740	13,360,335	-0.3%	12,866,052	3.8%
Interest (2)	130,000	118,000	9.2%	418,060	-71.8%
Miscellaneous	4,132	56,919	-1277.5%	31,490	80.8%
Total revenues	19,430,000	19,339,439	0.5%	19,506,063	-0.9%
EXPENSES					
Salaries (4)	7,852,513	7,648,125	2.6%	7,206,705	-6.1%
Benefits (4)	3,630,620	3,630,299	0.0%	3,897,230	6.8%
Operating	9,649,851	8,824,753	8.6%	8,049,151	-9.6%
Depreciation (3)	20,000	9,910	50.5%	10,811	8.3%
Total expenses	21,152,984	20,113,087	4.9%	19,163,897	-5.0%
OTHER FINANCING SOURCES (USES)					
Transfers in	52,607	-	100.0%	415,946	-100.0%
Less: Transfers out	-	-	0.0%	(160,000)	-100.0%
Total other financing sources (uses)	52,607	-	100.0%	255,946	-100.0%
CHANGE IN NET POSITION	(1,670,377)	(773,648)		598,112	-229.3%
WORKING CAPITAL, EXCLUDING WIPL EFFECT - BEG BAL		15,223,134			
Operating Income		(773,648)			
Depreciation		9,910			
WORKING CAPITAL, EXCLUDING WIPL EFFECT - END BAL		14,459,396			
Work in Progress Liability, Beg Bal (WIPL Effect)		(6,666,427)			
STATUTORY WORKING CAPITAL, END BAL		7,792,969			

(1) Amounts subject to change based on fiscal year-end analysis.

(2) Interest is an estimate based on actual months currently posted in FY 2021.

(3) Depreciation is an estimate; subject to change based on fiscal year-end analysis.

(4) Includes estimated payroll accrual of \$125,001

Schedule of Full Time Employees
For the Periods: Jun-2017 through Jun-2021

Period	FTE's	% Change
Jun-17	74	
Jun-18	84	13.5%
Jun-19	84	0.0%
Jun-20	85	1.2%
Jun-21	85	0.0%

City of Henderson-Development Services Center

Revenues-Fund Rollup (Unaudited)

Fiscal Year: 2021

For the Quarter Ended 06/30/2021

ACCOUNT DESCRIPTION	Current Budget FY 2021	YTD Actuals 06/30/2021	Variance to Budget Over (Under)	Percent Remaining
LICENSES & PERMITS				
Building Permits	5,482,933	5,262,850	(220,083)	4.0%
Fire Permits	399,253	479,470	80,217	-20.1%
Premium Service	95,942	61,852	(34,090)	35.5%
Plumbing Permit	-	13	13	100.0%
Total Licenses and Permit Revenue	5,978,128	5,804,185	(173,943)	2.9%
CHARGES FOR SERVICES				
Quality Control Inspections	2,844,800	2,476,481	(368,319)	12.9%
Plan Check Fees Building	2,380,857	2,123,287	(257,570)	10.8%
Plan Check Fees	1,796,622	2,238,401	441,779	-24.6%
Fire Prevention Fees	930,657	926,154	(4,503)	0.5%
Fire Review	835,404	770,009	(65,395)	7.8%
Fire Safety Square Footage Fee	640,259	802,913	162,654	-25.4%
Reserve Fund Allocation	478,301	533,212	54,911	-11.5%
Permitting	532,783	592,482	59,699	-11.2%
Community Dev Plans Check Fees	396,597	362,583	(34,014)	8.6%
Records Management Fees	356,951	398,096	41,145	-11.5%
Technology Fees - DSC	349,034	389,701	40,667	-11.7%
Building & Fire Safety Admin.	333,563	357,524	23,961	-7.2%
Expedited Plan Review	530,978	613,817	82,839	-15.6%
DSC Administration	134,933	64,253	(70,680)	52.4%
Capital Acquisition	119,787	133,575	13,788	-11.5%
Hydrology Study Reviews	194,854	160,189	(34,665)	17.8%
Fire Marshal Administration	111,678	113,535	1,857	-1.7%
Civil Engineering Fees	107,301	79,945	(27,356)	25.5%
Cashier Charge	70,964	76,186	5,222	-7.4%
Traffic Study Reviews	54,069	30,686	(23,383)	43.2%
Community Development Fees	81,774	93,556	11,782	-14.4%
Quality Control Fees	35,574	23,750	(11,824)	33.2%
Total Charges for Services Revenues	13,317,740	13,360,335	42,595	-0.3%
MISCELLANEOUS REVENUES				
Interest Unrestricted	130,000	118,000	(12,000)	9.2%
Miscellaneous	4,132	10	(4,122)	99.8%
Intergovernmental	-	54,978	54,978	100.0%
Returned Check Fees	-	100	100	100.0%
Gain on Sale of Capital Assets	-	1,831	1,831	100.0%
Total Miscellaneous Revenues	134,132	174,919	40,787	-30.4%
OTHER FINANCING SOURCES: TRANSFERS IN	52,607	-	(52,607)	100.0%
TOTAL REVENUES AND OTHER FINANCING SOURCES	19,482,607	19,339,439	(143,168)	0.7%

City of Henderson-Development Services Center

Expenses-Fund Rollup (Unaudited)

Fiscal Year: 2021

For the Quarter Ended 06/30/2021

ACCOUNT DESCRIPTION	Current Budget FY 2021	YTD Actuals 06/30/2021	Variance to Budget (Over) Under	Percent Remaining
SALARIES & WAGES				
Salaries - Full Time	7,223,463	7,152,548	70,915	1.0%
Salaries - Part Time	127,759	30,800	96,959	75.9%
Salaries - Over Time	336,485	327,007	9,478	2.8%
Salaries - Bonus Pay	34,912	34,912	-	0.0%
Salaries - Holiday Pay	454	454	-	0.0%
Salaries - Out of Class	33,291	11,834	21,457	64.5%
Salaries - Vacation	30,360	30,360	-	0.0%
Salaries - Sick Leave	21,270	21,270	-	0.0%
Salaries - Call Out	7,111	2,872	4,239	59.6%
Salaries - Vacation Exchange	30,353	30,353	-	0.0%
Salaries - PTO	5,928	4,755	1,173	19.8%
Salaries - Bilingual Pay	1,127	960	167	14.8%
Total Salaries Expense	7,852,513	7,648,125	204,388	2.6%
BENEFITS				
Insurance Employ Med Teamsters	712,006	712,006	-	0.0%
Insurance Employ Med Self Fund	268,560	268,560	-	0.0%
Medicare	109,617	109,617	-	0.0%
Retirement (PERS)	2,109,482	2,109,433	49	0.0%
Workmen's Compensation	226,280	226,280	-	0.0%
Clothing Allowance	43,520	43,520	-	0.0%
Vantage Care Expense	85,249	85,249	-	0.0%
Life Insurance Teamsters	2,362	2,362	-	0.0%
LTD Insurance Teamsters	15,015	15,015	-	0.0%
AD&D Insurance Teamsters	572	572	-	0.0%
Retiree Medical Pricing	13,212	12,940	272	2.1%
Medical Contribution Allowance	44,745	44,745	-	0.0%
Total Benefits Expense	3,630,620	3,630,299	321	0.0%
OPERATING				
City Engineering	3,500,273	3,423,355	76,918	2.2%
Administrative Costs	2,437,616	2,437,616	-	0.0%
Professional Services	1,220,082	731,449	488,633	40.0%
Computer License Internal Chgs	621,355	621,355	-	0.0%
Contingency	9,447	-	9,447	100.0%
City Shop Charges	241,904	241,904	-	0.0%
Computer Maintenance Charges	155,767	155,767	-	0.0%
Credit Card Pmt Discount Fee	767,529	767,529	-	0.0%
Telephone-Cellular/Pagers	58,911	50,106	8,805	14.9%
PBX Internal Charges	64,909	64,909	-	0.0%
Electricity	35,000	33,845	1,155	3.3%
Property & Liability Assessment	102,414	102,414	-	0.0%
Operating Expenses	61,328	25,619	35,709	58.2%
Minor Computer Equipment	34,873	4,057	30,816	88.4%
Connection Fees	31,284	13,640	17,644	56.4%
Xerox Contract Internal Charge	25,245	25,245	-	0.0%
Training & Tuition	32,171	12,919	19,252	59.8%
Contract Maintenance	9,849	-	9,849	100.0%
Maps and Code Books	26,100	-	26,100	100.0%
Dues, Fees, Memberships	8,859	5,653	3,206	36.2%
Clothing & Protective Gear	7,050	3,969	3,081	43.7%
Water	12,000	9,644	2,356	19.6%
Lodging & Meals Inc Per Diem	10,150	-	10,150	100.0%
Sewer	5,500	3,650	1,850	33.6%
Postage & Freight	5,164	2,230	2,934	56.8%
College Reimbursement Citywide	3,000	3,000	-	0.0%
Telephone-Data Lines	4,900	-	4,900	100.0%
Printing/Copying/Newsletters	3,798	1,256	2,542	66.9%
Minor Equipment	3,500	826	2,674	76.4%
Operating Materials	2,202	375	1,827	83.0%
Natural Gas	2,016	2,016	-	0.0%
Public Education costs	1,250	-	1,250	100.0%
Computer Software	5,475	2,610	2,865	52.3%
Facilities Repairs & Maint.	702	-	702	100.0%
Food costs	-	-	-	N/A
Equipment Repairs & Maint.	527	98	429	81.4%
Contract Labor	460	-	460	100.0%
Rentals	304	-	304	100.0%
Fees, Permits, Licenses	519	519	-	0.0%
Software - new workstation	7,178	7,178	-	0.0%
To Be Allocated - Operating	40,000	-	40,000	100.0%
Total Operating Expense	9,560,611	8,754,753	805,858	8.4%
CAPITAL				
Construction Costs	70,000	70,000	-	0.0%
Vehicles	19,240	-	19,240	100.0%
Total Capital Expense	89,240	70,000	19,240	21.6%
DEPRECIATION EXPENSE	20,000	9,910	10,090	50.5%
TOTAL OPERATING EXPENSES	21,152,984	20,113,087	1,039,897	4.9%
TRANSFERS OUT	-	-	-	N/A
TOTAL OTHER FINANCING USES: TRANSFERS OUT	-	-	-	N/A
TOTAL EXPENSES AND OTHER FINANCING USES	21,152,984	20,113,087	1,039,897	4.9%

CITY OF HENDERSON
DEVELOPMENT SERVICES ENTERPRISE FUND
COMPARATIVE BALANCE SHEETS (UNAUDITED)
June 30, 2021

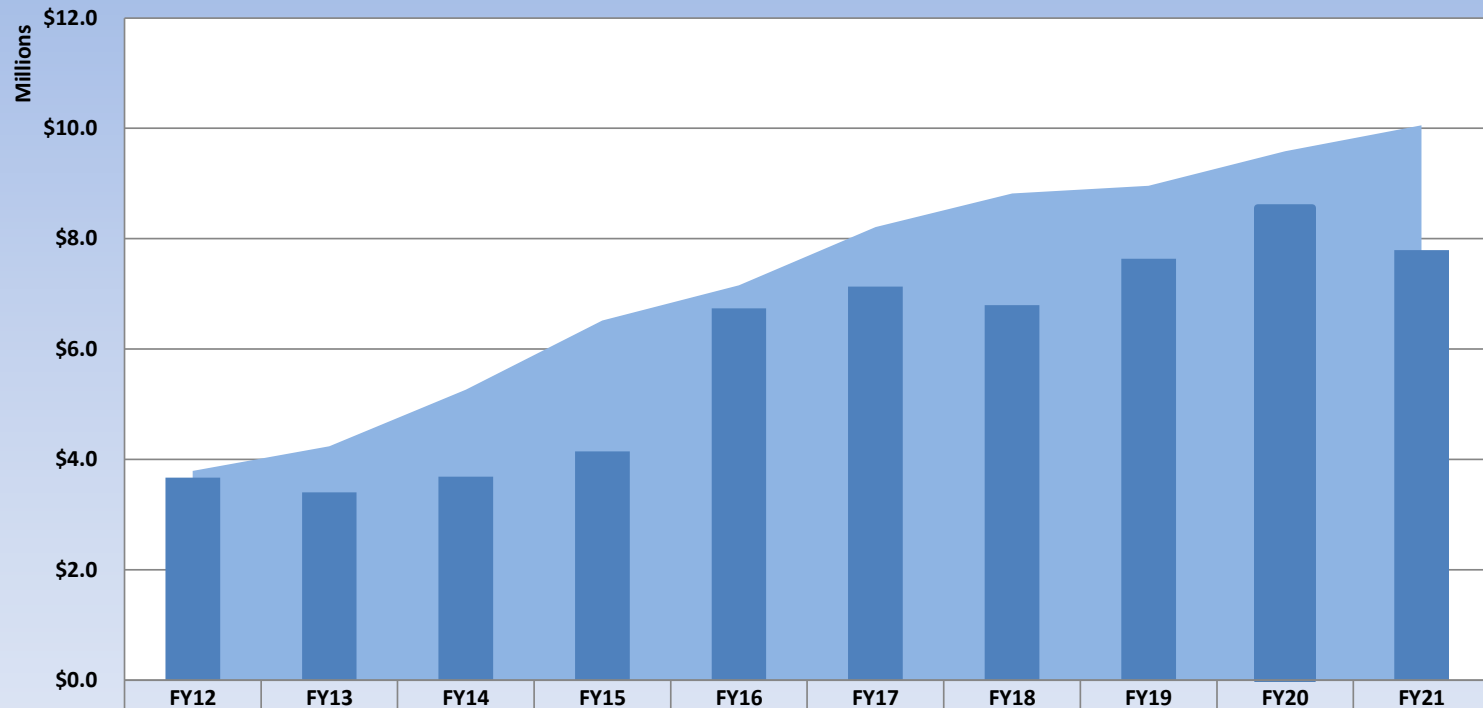
ASSETS	FY 2021	June FY 2020
CURRENT ASSETS:		
Cash and investments	\$ 18,294,218	\$ 16,224,703
Accounts receivable	\$ 719	\$ -
Accrued interest receivable	\$ 32,122	\$ 42,738
Total current assets	<u>\$ 18,327,059</u>	<u>\$ 16,267,441</u>
PROPERTY, PLANT AND EQUIPMENT:		
Building	\$ 15,420	\$ 15,420
Improvements other than buildings	\$ 1,206,116	\$ 1,206,116
Machinery and equipment	\$ 675,334	\$ 689,224
Total property and equipment	<u>\$ 1,896,870</u>	<u>\$ 1,910,760</u>
Less accumulated depreciation	<u>\$ (1,375,006)</u>	<u>\$ (1,378,987)</u>
Net property, plant and equipment	<u>\$ 521,864</u>	<u>\$ 531,773</u>
TOTAL ASSETS	\$ 18,848,923	\$ 16,799,214
DEFERRED OUTFLOWS OF RESOURCES		
Deferred Costs - Pension	<u>\$ 1,661,770</u>	<u>\$ 1,661,770</u>
TOTAL ASSETS AND DEFERRED OUTFLOWS OF RESOURCES	\$ 20,510,693	\$ 18,460,984
LIABILITIES		
CURRENT LIABILITIES (payable from current assets):		
Accounts payable and accrued wages	\$ 577,081	\$ 546,724
Developer escrow deposits	\$ 400,593	\$ 356,970
Deferred revenue	\$ 9,415,804	\$ 6,666,427
Compensated absences payable	\$ 140,613	\$ 140,613
Total current liabilities (payable from current assets)	<u>\$ 10,534,090</u>	<u>\$ 7,710,734</u>
LONG-TERM LIABILITIES:		
OPEB liability	\$ 1,424,252	\$ 1,424,252
Compensated absences payable - long term	\$ 1,445,573	\$ 1,445,573
Pension Liability	\$ 10,617,543	\$ 10,617,543
Total long-term liabilities	<u>\$ 13,487,368</u>	<u>\$ 13,487,368</u>
TOTAL LIABILITIES	\$ 24,021,458	\$ 21,198,102
DEFERRED INFLOWS OF RESOURCES		
Deferred Revenue - Pension	<u>\$ 817,259</u>	<u>\$ 817,259</u>
TOTAL LIABILITIES AND DEFERRED INFLOWS OF RESOURCES	\$ 24,838,717	\$ 22,015,361
NET POSITION	\$ (4,328,024)	\$ (3,554,377)
TOTAL LIABILITIES AND NET POSITION	\$ 20,510,693	\$ 18,460,984
WORKING CAPITAL CALCULATION		
Current Assets	\$ 18,327,059	\$ 16,267,441
Current Liabilities	<u>\$ (10,534,090)</u>	<u>\$ (7,710,734)</u>
Working Capital	\$ 7,792,969	\$ 8,556,707
MEMO ONLY:		
NET POSITION EXCLUDING GASB 68 IMPACT		
Net Position	\$ (4,328,024)	\$ (3,554,377)
Deferred Costs - Pension	\$ (1,661,770)	\$ (1,661,770)
Pension Liability	\$ 10,617,543	\$ 10,617,543
Deferred Revenue - Pension	\$ 817,259	\$ 817,259
Net Position Excluding GASB 68 Impact	\$ 5,445,008	\$ 6,218,655

WIPL Balance

As of June 30, 2021 WIPL

Funds Received in FY	Permit Count	Sum of Fees in WIPL
17	81	98,591
18	123	160,156
19	253	525,461
20	768	968,062
21	9,323	7,663,533
Totals	10,548	\$9,415,804

City of Henderson
Development Services Fund
Statutory Working Capital Threshold Comparison



Statutory Working Capital Limit	FY12	FY13	FY14	FY15	FY16	FY17	FY18	FY19	FY20	FY21
Working Capital	3,790,642	4,234,817	5,266,017	6,517,721	7,156,916	8,210,942	8,818,497	8,955,158	9,581,949	10,056,544
	3,669,374	3,402,149	3,686,121	4,147,300	6,735,117	7,133,011	6,791,679	7,633,623	8,556,707	7,792,969

NOTE: Statutory Working Capital Limit based on 50% of annual operating costs and capital expenditures, per NRS 354.59891.4(d).

DSC Quarterly Revenue Trend

FY17 - FY21

ACCOUNT DESCRIPTION	2017	Pct Change	2018	Pct Change	2019	Pct Change	2020	Pct Change	Unaudited 2021
LICENSES & PERMITS									
Quarter 1	1,095,860	10%	1,201,038	2%	1,228,701	30%	1,601,698	-1%	1,579,954
Quarter 2	1,028,625	38%	1,423,478	-16%	1,199,349	18%	1,409,963	12%	1,585,819
Quarter 3	1,339,485	21%	1,621,886	-3%	1,573,834	-6%	1,485,018	35%	2,001,421
Quarter 4	1,337,130	21%	1,614,544	10%	1,772,734	-36%	1,141,800		1,905,519
Gross Licenses and Permits	4,801,100	22%	5,860,945	-1%	5,774,618	-2%	5,638,480	25%	7,072,712
WIPL Adj	(468,101)		(955,414)		341,134		551,981		(1,268,528)
TOTAL LICENSES & PERMITS REVENUE	4,332,999	13%	4,905,531	25%	6,115,752	1%	6,190,460	-6%	5,804,185
CHARGES FOR SERVICES									
Quarter 1	3,017,401	2%	3,075,449	-13%	2,669,352	40%	3,725,098	-15%	3,163,417
Quarter 2	2,206,228	50%	3,316,566	-6%	3,113,656	9%	3,386,883	19%	4,018,811
Quarter 3	2,792,611	10%	3,057,934	19%	3,645,311	-12%	3,198,666	23%	3,932,731
Quarter 4	2,692,060	11%	2,982,284	20%	3,577,326	-15%	3,023,294		3,726,221
Gross Charges for Services	10,708,301	16%	12,432,233	5%	13,005,645	3%	13,333,941	11%	14,841,179
WIPL Adj	1,939,177		(754,796)		(134,489)		(467,890)		(1,480,849)
TOTAL CHARGES FOR SERVICES REVENUE	12,647,477	-8%	11,677,436	10%	12,871,156	0%	12,866,052	4%	13,360,330
MISC & OTHER REVENUES									
Quarter 1	26,845	18%	31,678	90%	60,074	46%	87,533	-21%	69,321
Quarter 2	23,584	56%	36,747	71%	62,781	51%	94,801	-65%	33,357
Quarter 3	26,041	153%	65,944	6%	70,165	10%	77,506	-46%	41,969
Quarter 4	(77,299)	64%	(28,131)	326%	63,491	854%	605,657		30,277
TOTAL MISC & OTHER REVENUES	(829)	12923%	106,238	141%	256,511	237%	865,497	-80%	174,924
TOTAL REVENUES	16,979,648	-2%	16,689,206	15%	19,243,420	4%	19,922,009	-3%	19,339,439



DEVELOPMENT SERVICES CENTER ADVISORY COMMITTEE AGENDA ITEM

MEETING DATE	July 27, 2021	ITEM NO.
SUBJECT	Christopher Barnes, Manager of Development Services Center, or his designee, will respond to questions from the Committee Members about online permits in the DSC.	
PETITIONERS	Development Services Center	
RECOMMENDATION	For Information and Discussion Only	

BACKGROUND / DISCUSSION:

N/A

RECOMMENDED MOTION:

For Information and Discussion Only Christopher Barnes, Manager of Development Services Center, or his designee, will respond to questions from the Committee Members about online permits in the DSC.

Staff Contact Name and Number Regarding this Item: Topher Barnes x3613
