

2019
CITY OF CARLIN
STATE OF NEVADA

**ANNUAL REPORT AS REQUIRED PURSUANT
TO:**

**NEVADA REVISED STATUTES
DEBT MANAGEMENT COMMISSION ACT
NRS 350.013**

**Indebtedness Report
5-Year Capital Improvement Plan
Debt Management Policy
Information on Chief Financial Officer**

INDEBTEDNESS REPORT
As of June 30, 2019
Postmark Deadline 8/01/2019



Entity: City of Carlin

Date: July 15, 2019

DEBT MANAGEMENT COMMISSION ACT (NRS 350.013)

1. Has your local government issued any new General Obligation Bond issues since July 1, 2018? Yes No

If so, amount: _____ Date: _____

2. Has your local government approved any new Medium-Term Obligation issues since July 1, 2018? Yes No

If so, amount: _____ Date: _____

3. Has your local government updated its debt management policy? (Per NRS 350.013) **If Yes, submit updated policy with Indebtedness Report or prepare a statement discussing the following areas:** Yes No

- A. Discuss the ability of your entity to afford existing and future general obligation debt.
- B. Discuss your entity's capacity to incur future general obligation debt without exceeding the applicable debt limit.
- C. Discuss the general obligation debt per capita of your entity as compared with the average for such debt of local governments in Nevada.
- D. Discuss general obligation debt of your entity as a percentage of **assessed valuation** of all taxable property within the boundaries of your entity. (REDBOOK FY 2018-2019)
- E. Present a policy statement regarding the manner in which your entity expects to sell its debt.
- F. Discuss the sources of money projected to be available to pay existing and future general obligation debt.
- G. Discuss the operating costs and revenue sources with each project.

If No, please provide a brief explanation.

4. Has your local government updated its five-year capital improvement plan? Yes No
(Required pursuant to NRS 350.013, 354.5945 & 354.5947)

Submitted By: Madison Mahon
(signature)

775-754-6354
(Phone number)



SCHEDULE OF INDEBTEDNESS REPORT

For June 30, 2019

Postmark Deadline 8/1/2019

Entity: **City of Carlin**

CHECK HERE IF YOUR ENTITY HAS NO OUTSTANDING DEBT

GENERAL OBLIGATION BONDS

| | | |
|--|-------|----------|
| 1. General obligation | _____ | |
| 2. General obligation/revenue | _____ | |
| 3. General obligation special assessment | _____ | |
| Total general obligation bonded debt | _____ | 0 |

MEDIUM-TERM OBLIGATIONS

| | | |
|-----------------------------------|-------|----------|
| 1. General Obligation bonds | _____ | |
| 2. Negotiable notes or bonds | _____ | |
| 3. Capital lease purchases | _____ | |
| Total medium-term obligation debt | _____ | 0 |

REVENUE BONDS

_____ **0**

OTHER DEBT

| | | |
|--|-------|----------------|
| 1. Capital lease purchases-MTO not required or prior to law change | _____ | |
| 2. Mortgages | _____ | |
| 3. Warrants | _____ | |
| 4. Special Assessments | _____ | |
| 5. Other (specify) USDA 30 year Loan Senior Center | _____ | 131,035 |
| 6. Other (specify) _____ | _____ | |
| Total other debt | _____ | 131,035 |

TOTAL INDEBTEDNESS

_____ **131,035**

Authorized but unissued general obligation bonds **NONE**

Note: Please explain and provide documentation for any differences between the amounts reported on this **schedule** and those reported on **Schedule C-1** of your **Final Fiscal Year 2019-2020 budget**.



Entity: City of Carlin

For the next five years, list the total dollar requirement for principal and interest broken down for each type of indebtedness the entity currently has outstanding.

| | <u>2019-2020</u> | <u>2020-2021</u> | <u>2021-2022</u> | <u>2022-2023</u> | <u>2023-2024</u> |
|--|------------------|------------------|------------------|------------------|------------------|
| <u>General Obligation Bonds</u> | | | | | |
| G/O Bonds | | | | | |
| G/O Revenue | | | | | |
| G/O Special Assessment | | | | | |
| <u>Medium-Term Obligation</u> | | | | | |
| G/O Bonds | | | | | |
| Notes/Bonds | | | | | |
| Leases/ Purchases | | | | | |
| <u>Revenue Bonds</u> | | | | | |
| <u>Other Debt</u> | | | | | |
| Other Lease Purchases | | | | | |
| Mortgages | | | | | |
| Warrants | | | | | |
| Special Assessments | | | | | |
| Other Debt | \$ 12,100 | \$ 12,100 | \$ 12,100 | \$ 12,100 | \$ 12,100 |
| TOTAL | \$ 12,100 | \$ 12,100 | \$ 12,100 | \$ 12,100 | \$ 12,100 |

SCHEDULE OF DEBT REPAYMENT

As of June 30, 2019

Postmark Deadline 8/1/2019



The repayment schedules should start with the payment of principal and interest due **after June 30, 2019** and continue until any particular issue is retired.

1 Other Dept - Loan to payable to USDA

Debit Repayment Amortization

| Year Ended June 30, | US Department of Agriculture Senior Citizens Facility | | | | | | Total Notes Payable | |
|------------------------|---|---------------|-----------|----------|-----------|----------|------------------------|---------------|
| | Principal | Interest | Principal | Interest | Principal | Interest | Principal | Interest |
| 2020 | 6,361 | 5,739 | | | | | 6,361 | 5,739 |
| 2021 | 6,639 | 5,461 | | | | | 6,639 | 5,461 |
| 2022 | 6,930 | 5,170 | | | | | 6,930 | 5,170 |
| 2023 | 7,234 | 4,866 | | | | | 7,234 | 4,866 |
| 2024 | 7,550 | 4,550 | | | | | 7,550 | 4,550 |
| 2025-2029 | 43,012 | 17,488 | | | | | 43,012 | 17,488 |
| 2030-2034 | 53,309 | 7,206 | | | | | 53,309 | 7,206 |
| Total | 131,035 | 50,480 | | | | | 131,035 | 50,480 |



Entity: City of Carlin

CONTEMPLATED GENERAL OBLIGATION DEBT

| (1) PURPOSE | (2) TYPE | (3) AMOUNT | (4) TERM | (5) FINAL PAYMENT DATE | (6) INTEREST RATE |
|----------------|-------------|---------------|-------------|------------------------------|----------------------|
| NONE | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |

SPECIAL ELECTIVE TAX

| PURPOSE | TYPE | RATE | ELECTION DATE | EXPIRATION DATE | IMPLEMENTATION DATE |
|---------|------|------|---------------|-----------------|------------------------|
| NONE | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |



| | | | |
|--|--------------------|----------------|----------------|
| Minimum level of expenditure for items classified as capital assets | \$ 1,500.00 | ENTITY: | City of Carlin |
| Minimum level of expenditure for items classified as capital projects | \$ 2,500.00 | DATE: | July 15, 2019 |

| | | FY 2019-2020 | FY 2020-2021 | FY 2021-2022 | FY 2022-2023 | FY 2023-2024 |
|-----------------------------|---|---------------|---------------|--------------|--------------|--------------|
| Fund: | General Fund | | | | | |
| Capital Improvement: | Transcriptions system, Accounting program system, computer systems & server | 60,000 | 15,000 | | | |
| Funding Source: | General Fund Revenues | | | | | |
| Completion Date: | | 6/30/2020 | 6/30/2021 | | | |
| Fund Total | | 60,000 | 15,000 | | | |

| | | FY 2019-2020 | FY 2020-2021 | FY 2021-2022 | FY 2022-2023 | FY 2023-2024 |
|-----------------------------|--------------------------------------|---------------|--------------|--------------|--------------|--------------|
| Fund: | General Fund | | | | | |
| Capital Improvement: | Fire / Ambulance - various equipment | 79,000 | | | | |
| Funding Source: | General Fund Revenues | | | | | |
| Completion Date: | | 6/30/2020 | | | | |
| Fund Total | | 79,000 | | | | |

| | | FY 2019-2020 | FY 2020-2021 | FY 2021-2022 | FY 2022-2023 | FY 2023-2024 |
|-----------------------------|--|---------------|--------------|--------------|--------------|--------------|
| Fund: | General Fund | | | | | |
| Capital Improvement: | Covered eating areas, Fertig Field, Legion Field | 30,000 | | | | |
| Funding Source: | General Funds, Property & Room Tax | | | | | |
| Completion Date: | | 6/30/2020 | | | | |
| Fund Total | | 30,000 | | | | |

List of Funding Sources:

- Property Tax - Gen. Revenues
- Charges for Services
- Debt
- Grants
- Other** (Please Describe)



| | | | |
|--|--------------------|----------------|----------------|
| Minimum level of expenditure for items classified as capital assets | \$ 1,500.00 | ENTITY: | City of Carlin |
| Minimum level of expenditure for items classified as capital projects | \$ 2,500.00 | DATE: | July 15, 2019 |

| | | FY 2019-2020 | FY 2020-2021 | FY 2021-2022 | FY 2022-2023 | FY 2023-2024 |
|-----------------------------|-----------------------|---------------|--------------|--------------|--------------|--------------|
| Fund: | General Fund | | | | | |
| Capital Improvement: | Police - new vehicle | 38,000 | | | | |
| Funding Source: | General Fund Revenues | | | | | |
| Completion Date: | | 6/30/2020 | | | | |
| Fund Total | | 38,000 | | | | |

| | | FY 2019-2020 | FY 2020-2021 | FY 2021-2022 | FY 2022-2023 | FY 2023-2024 |
|-----------------------------|------------------------------|----------------|--------------|--------------|--------------|--------------|
| Fund: | General Fund | | | | | |
| Capital Improvement: | Public Works - street repair | 350,000 | | | | |
| Funding Source: | General Fund Revenues | | | | | |
| Completion Date: | | 6/30/2020 | | | | |
| Fund Total | | 350,000 | | | | |

| | | FY 2019-2020 | FY 2020-2021 | FY 2021-2022 | FY 2022-2023 | FY 2023-2024 |
|-----------------------------|-------------------------|--------------|--------------|--------------|--------------|--------------|
| Fund: | General Fund | | | | | |
| Capital Improvement: | court room improvements | 7,500 | | | | |
| Funding Source: | General Fund Revenues | | | | | |
| Completion Date: | | 6/30/2020 | | | | |
| Fund Total | | 7,500 | | | | |

List of Funding Sources:

- Property Tax - Gen. Revenues
- Charges for Services
- Debt
- Grants
- Other** (Please Describe)



| | | | |
|---|-------------|---------|----------------|
| Minimum level of expenditure for items classified as capital assets | \$ 1,500.00 | ENTITY: | City of Carlin |
| Minimum level of expenditure for items classified as capital projects | \$ 2,500.00 | DATE: | July 15, 2019 |

| | | FY 2019-2020 | FY 2020-2021 | FY 2021-2022 | FY 2022-2023 | FY 2023-2024 |
|----------------------|---------------------------------|----------------|--------------|--------------|--------------|--------------|
| Fund: | Grants Fund | | | | | |
| Capital Improvement: | Senior Center bus and generator | 130,000 | | | | |
| Funding Source: | NDOT Grant | | | | | |
| Completion Date: | | 6/30/2020 | | | | |
| Fund Total | | 130,000 | | | | |

| | | FY 2019-2020 | FY 2020-2021 | FY 2021-2022 | FY 2022-2023 | FY 2023-2024 |
|----------------------|--|---------------|--------------|--------------|--------------|--------------|
| Fund: | Parks & Recreatin | | | | | |
| Capital Improvement: | Admin office improvements | 30,000 | | | | |
| Funding Source: | Parks & Recreation Revenues & Room Tax | | | | | |
| Completion Date: | | 6/30/2020 | | | | |
| Fund Total | | 30,000 | | | | |

| | | FY 2019-2020 | FY 2020-2021 | FY 2021-2022 | FY 2022-2023 | FY 2023-2024 |
|----------------------|--|---------------|--------------|--------------|--------------|--------------|
| Fund: | Equestrian Park Fund | | | | | |
| Capital Improvement: | Podium, restrooms and C-stand | 25,000 | | | | |
| Funding Source: | Parks & Recreation Revenues & Room Tax | | | | | |
| Completion Date: | | 6/30/2020 | | | | |
| Fund Total | | 25,000 | | | | |

List of Funding Sources:

- Property Tax - Gen. Revenues
- Charges for Services
- Debt
- Grants
- Other** (Please Describe)



| | | | |
|--|--------------------|----------------|----------------|
| Minimum level of expenditure for items classified as capital assets | \$ 1,500.00 | ENTITY: | City of Carlin |
| Minimum level of expenditure for items classified as capital projects | \$ 2,500.00 | DATE: | July 15, 2019 |

| | | FY 2019-2020 | FY 2020-2021 | FY 2021-2022 | FY 2022-2023 | FY 2023-2024 |
|-----------------------------|-----------------------|----------------|----------------|----------------|----------------|----------------|
| Fund: | Capital Projects Fund | | | | | |
| Capital Improvement: | Firehouse Phase III | 300,000 | 350,000 | 150,000 | 150,000 | 150,000 |
| Funding Source: | General Fund Revenues | | | | | |
| Completion Date: | | 6/30/2020 | 6/30/2021 | 6/30/2022 | 6/30/2023 | 6/30/2024 |
| Fund Total | | 300,000 | 350,000 | 150,000 | 150,000 | 150,000 |

| | | FY 2019-2020 | FY 2020-2021 | FY 2021-2022 | FY 2022-2023 | FY 2023-2024 |
|-----------------------------|--|---------------|--------------|--------------|--------------|--------------|
| Fund: | Police Forfeiture | | | | | |
| Capital Improvement: | Police Forfeiture - various police equipment | 10,000 | | | | |
| Funding Source: | Police Forfeiture | | | | | |
| Completion Date: | | 6/30/2020 | | | | |
| Fund Total | | 10,000 | | | | |

| | | FY 2019-2020 | FY 2020-2021 | FY 2021-2022 | FY 2022-2023 | FY 2023-2024 |
|-----------------------------|-------------------------------------|---|---|---|---|---|
| Fund: | Utility Fund | 500,000 | 500,000 | 500,000 | 500,000 | 500,000 |
| Capital Improvement: | Complete a City Wide PER | Sewer Lift Station Construction USDA | Sewer Lift Station Construction USDA | Sewer Lift Station Construction USDA | Sewer Lift Station Construction USDA | Sewer Lift Station Construction USDA |
| Funding Source: | Utility Fund Revenue & General Fund | Utility Fund Revenue & General Fund | Utility Fund Revenue & General Fund | Utility Fund Revenue & General Fund | Utility Fund Revenue & General Fund | Utility Fund Revenue & General Fund |
| Completion Date: | | 6/30/2020 | 6/30/2021 | 6/30/2022 | 6/30/2023 | 6/30/2024 |
| Fund Total | | | | | | |

List of Funding Sources:

- Property Tax - Gen. Revenues
- Charges for Services
- Debt
- Grants
- Other** (Please Describe)

DEBT MANAGEMENT POLICY - CITY OF CARLIN, NEVADA

Limitations on Debt Required by Carlin City Charter

The Carlin City Charter, Article VII, Section 7.010 limits debt that may be incurred by the city as follows:

1. The City shall not incur indebtedness in excess of 20 percent of the total assessed valuation of the taxable property within the boundaries of the City.
2. In determining any debt limitation under this section, there shall not be counted as indebtedness:
 - (1) Any revenue bonds, unless the full faith and credit of the City is also pledged to their payment.
 - (2) Any special assessment bonds, although a deficiency in the proceeds of the assessments is required to be paid from the general fund of the City.
 - (3) Any short-term securities issued in anticipation of and payable from property taxes levied for the current fiscal year.

The limitations set by the Carlin City Charter on debt that may be incurred by the City and reflective of the current fiscal year's assessed valuation of taxable property within the city are detailed in the chart that follows:

| | |
|--|---------------------|
| Assessed Valuation per 2018-2019 Budget | \$37,759,088 |
| Debt Limitation (maximum allowed debt) | \$ 7,551,818 |
| Outstanding Indebtedness June 30, 2019 | \$ 131,035 |
| Debt Limitation net of outstanding indebtedness | \$ 7,420,783 |

Ability to Afford Existing and Future General Obligation Debt

Sufficient funds are available through the General Fund and Debt Service Fund. The chart below details sources of funds and payment of outstanding debt.

| Description of Debt | Source of Repayment Funds | Annual Amount |
|--|--|----------------------|
| Other Debt – 30 Year USDA Loan for Senior Center | Transfer from General Fund and Capital Project Fund to Debt Service Fund | \$12,100 |

Capacity to Incur Future Debt without Exceeding Applicable Debt Limits

As of June 30, 2019, the City of Carlin has total outstanding debt in the amount of \$131,035. This figure represents 2% of the maximum allowed under statute (20% of assessed value of property within the City).

| | |
|---|--------------|
| Current Total Debt | \$131,035 |
| Assessed Value of Property FY 2018-2019 | \$37,759,088 |
| Debt Limit (20% of Assessed Property Value) | \$7,551,818 |
| Excess Debt Limit currently not Used by City | \$7,420,783 |
| Percentage of Debt Limit Unused | 98% |

General Obligation Debt Payable from Ad Valorem Taxes Per Capita

As of June 30, 2019 the City of Carlin has no outstanding leases, mortgages, warrants or special assessment bonds. General Obligation/Revenue Bond debt is not paid from ad valorem taxes.

The Medium Term financed loans and Other Debt loan obligation are paid through transfers from the City's General Fund to the Debt Service Fund. To the extent that the General Fund contains revenue from ad valorem taxes these obligations are partially repaid from local ad valorem taxes.

The chart below details the total anticipated General Fund revenues for FY 2019 – 2020 and the percentage of these revenues that is comprised of ad valorem taxes. The percentage of debt that is paid through these ad valorem taxes along with the cost of debt repayment per capita is also indicated.

| | |
|---|---------------|
| Total General Fund Revenues | \$2,587,746 |
| General Fund Revenue from Ad Valorem Taxes Prior FY | \$435,246 |
| Percentage of General Fund Revenue from Ad Valorem Tax | 17% |
| Transfers from General Fund for Debt Service (MTF and Other) | \$12,100 |
| Transfers to Debt Service from Ad Valorem Taxes (18% of General Fund Revenues) | \$2,178 |
| City Population FY 2017 – 2018 from State Demographer | 2,617 |
| Per Capita Costs of Debt Service from Ad Valorem Taxes | \$0.83 |

General Obligation Debt Payable from Ad Valorem Taxes as a Percentage of Assessed Valuation of all Taxable Property within the Boundaries of the Municipality

General Obligation/Revenue Bond debt is not paid from ad valorem taxes (see above). Medium Term Financing and Other long-term debt is paid from transfers from the General Fund to the Debt Service Fund.

The percentage of Medium Term and Other Debt repaid from ad valorem taxes is discussed in the chart below:

| | |
|---|--------------|
| Total Transfers from General Fund for Debt Service (MTF and Other) | \$12,100 |
| Transfers to Debt Service from Ad Valorem Taxes (18% of General Fund Revenues) | \$2,178 |
| Assessed Valuation of Property within City Boundaries | \$37,759,088 |
| Ad Valorem Taxes used for Debt Service as a Percentage of Assessed Valuation | .01% |

Policy Regarding Manner in Which Municipality Expects to Sell Its Debt

There are no plans to sell any City of Carlin debt during fiscal year 2019-2020. Should a decision be made to do so, the debt will be sold through revenue bonds, medium term financing or other debt. Where possible, grants may be used to reduce or eliminate debt.

Sources of Money Projected to be Available to Pay Existing and Future General Obligation Debt

Existing debt is paid from these previously discussed sources:

General Obligation/Revenue Bond – As of June 30, 2019 the City of Carlin has no outstanding leases, mortgages, warrants or special assessment bonds.

Medium Term Financing and Other Debt Loan – Paid from intergovernmental tax revenue, fees and ad valorem taxes received into the General Fund and transferred to the Debt Service Fund.

Future Debt will be paid through additional transfers from the General Fund and other appropriate funds to the Debt Service Fund. Where applicable, funding will be obtained through grants or additional General Obligation, Medium Term or Other Debt financing. All additional financing, if any, will be within the statutory debt limits discussed above.

Operational Costs and Revenue Sources for Ensuing 5 Fiscal Years Associated with Each Project Included in the Plan for Capital Improvement, if those costs and revenue are expected to affect the tax rate

All capital projects, operational costs and items included in the current 5-year Capital Improvement Plan will be funded through the General Fund and current revenue sources of other indicated Funds.

The Capital Improvement Plan includes, improvements and renovations are planned for City property, Park and Equestrian Center Facilities, as well as required replacement and upgrades to equipment including the Storage Tanks for Water and the control system to operate the water and sewer system. There is no expectation that funding these projects and operations will affect the tax rate.

Summary of Indebtedness Fiscal Year 2019-2020

GENERAL OBLIGATION/REVENUE BONDS

As of June 30, 2019 the City of Carlin has no outstanding leases, mortgages, warrants or special assessment bonds.

LEASES, MORTGAGES, WARRANTS & SPECIAL ASSESSMENT BONDS

As of June 30, 2019 the City of Carlin has no outstanding leases, mortgages, warrants or special assessment bonds.

OTHER DEBT

As of June 30, 2019 the City of Carlin has one outstanding loan debt classified as “Other Debt” as detailed in the chart below:

| Purpose | Payable to | Issue Date | Term | Interest Rate | Original Amount | Annual Payment | Balance | Final Payment Date |
|---|------------|------------|----------|---------------|-----------------|----------------|-----------|--------------------|
| Construction Of new Senior Citizen Center | USDA | 6/30/04 | 30 Years | 4.38% | \$200,000 | \$12,100 | \$131,035 | 06/20/2034 |

INFORMATION REGARDING THE CHIEF FINANCIAL OFFICER

The Chief Financial Officer of the City of Carlin is:

Madison Mahon, City Manager
City of Carlin
101 South 8th St.
PO Box 787
Carlin, NV 89822
775-754-6354 (Office)
775-754-6912 (Fax)
Email at:
Mmahon@cityofcarlin.com

Report Prepared by:

Signature *Madison Mahon* Date 7/31/2019

Madison Mahon
City Manager, City of Carlin