

**PROPOSED REGULATION OF THE
COMMITTEE ON LOCAL GOVERNMENT FINANCE**

LCB File No. R005-12

EXPLANATION – Matter in *bold italic* is new; matter in brackets ~~[omitted material]~~ is material to be omitted.

AUTHORITY: §§1-7, NRS 354.107; SB 65

A REGULATION relating to local government finance; prescribing the format of the financial statement posted on the Internet website of a city or county pursuant to NRS 244.225, 268.030 and 354.210; and providing other matters relating properly thereto.

Section 1. Chapter 354 of NAC is hereby amended by adding thereto the provisions set forth as sections 1 to 2, inclusive, of this regulation.

Sec. 2. *1. The statement of the finances of the local government required to be posted to the internet website of the local government must be maintained on a separate webpage easily located within the website, such as the finance department page, and must include:*

a. The telephone number the public may call for further instructions on how to obtain copies of supporting documentation to the published reports;

b. The address of the local government office where the detailed financial documents may be viewed;

c. A notice that the original and duplicate or copy of each receipt, bill, invoice, check, warrant, voucher or other similar document that supports a transaction as listed in any of the reports in subparagraph 2 of this section is available for inspection and copying by any person pursuant to NRS 239.001 through 239.070;

d. A Statement of Receipts. The receipts must, at a minimum, be reported on a cash basis and summarized by category or source of receipts, such as, but not limited to, taxes, licenses and permits, intergovernmental revenue, charges for services, fines and forfeitures,

and miscellaneous. The receipts received by category or source of receipts must be totaled for the quarter and from the beginning of the fiscal year through the end of the quarter. The local government may elect to report the receipts by fund and account type, to include the fund and account numbers, and account description. In addition, the local government may elect to report for comparison purposes, the budgeted amount, variance between the actual receipts and budgeted amount; and the percent of the budget goal.

d. A Statement of Disbursements and Bills Allowed and Paid. The disbursements and bills allowed and paid must, at a minimum, be reported on a cash basis and summarized by vendor. Payroll disbursements must be reported by the total salary and wages, and benefits amounts paid for personnel as necessary without reference to individual employees. The total disbursements and bills allowed and paid must be totaled for the quarter and from the beginning of the fiscal year through the end of the quarter. The local government may elect to report disbursements by fund, category, and object to include the fund and account numbers and account description. In addition, the local government may elect to report for comparison purposes the budgeted amount of disbursements, the budgeted amount remaining and the percent remaining for each account.

2. The statement of the finances of the local government must be posted to the internet website within 45 days after the end of the calendar quarter.

3. As used in this section, “local government” means cities and counties created under NRS Chapters 244 and 268; and does not include any other category or type of local government, including component units created by other sections of statute.

Sec. 3. 1. *The Department may inspect the official website of the local government, if any, and notify the local government if the required information does not appear to be properly posted and request compliance with this regulation.*