

UNSOLICITED
EXECUTIVE AGENCY
FISCAL NOTE

AGENCY'S ESTIMATES

Date Prepared: April 22, 2017

Agency Submitting: State Department of Conservation and Natural Resources, State Historic Preservation Office

Items of Revenue or Expense, or Both	Fiscal Year 2016-17	Fiscal Year 2017-18	Fiscal Year 2018-19	Effect on Future Biennia
Tax Program (Expense)		\$183,428	\$382,329	\$825,854
Total	0	\$183,428	\$382,329	\$825,854

Explanation

(Use Additional Sheets of Attachments, if required)

The Agency has previously submitted a fiscal note stating that the fiscal impact could not be determined as the bill was first introduced. With the amendment, the Agency has determined the fiscal impact. Please see attached narrative and supporting documentation.

Name Celeste D. Arnold

Title ASO 1

The Office proposes to phase the implementation of the program established by AB370. During the first year of the biennium, the Office would require the following positions to prepare regulations, develop the application to implement the program, and to process the few applications the agency would likely receive from the more-informed persons with qualified building rehabilitations who are already familiar with the federal rehabilitation tax credit program and interested in a state program.

FY18:

Tax Supervisor II (Grade 37, step 5): Working in coordination with the Department of Taxation, the Office would require this position to review the eligible costs and expenses of any rehabilitation proposal (Sections 3, 4, and 5), determine the amount of credits and duration for such transferable tax credits (Sections 2 and 6), issue the certificate of transferable tax credits or calculate the amount withheld or reduced due to pending legal action (Sections 6 and 8), determine the process for recapturing expired credits (Section 9), and hold a hearing on the application received (Section 10).

Historic Preservation Specialist II (Grade 35, step 5): This position would both determine if the building is a “qualified historical building” (Section 5) and that the proposed rehabilitation meets the standards for a “qualified rehabilitation” (Section 6). While the Office anticipates that the earliest applications would be from persons owning “qualified historical buildings” it is possible that the Office may see an increase in the numbers of National Register nomination proposals from property owners beyond the ability of the existing National Register program staff to manage. This position would assist the National Register program manager with any workload increase in that program area.

FY19:

The Office anticipates that in the second year of the program there will be an increase in applications from around the state by persons who hear about the program and who may have proposals for qualified rehabilitations and want to nominate their property for the National Register to participate in the program. Two additional positions would be required to manage this anticipated increase.

Administrative Assistant II (Grade 25): This position will coordinate the increased volume of applications submitted for program, schedule the required hearings consistent with open meeting law, schedule the travel and logistics needed for specialists to visit the proposed “qualified rehabilitations”, and prepare documentation for review by the specialists.

Historic Preservation Specialist II (Grade 35, step 5): This position would be located in the Southern Nevada office to serve the southern Nevada applicants. This position would both determine that the building is a “qualified historical building” (Section 5) and that the proposed rehabilitation meets the standards for a “qualified rehabilitation” (Section 6). By the second year, the Office anticipates that there will be an increase in the numbers of National Register nominations proposal from property owners. This position would also assist the National Register program manager with any workload increase in that program area.

Tax Program Travel

HPS 2 - Carson City Region

	Meals	Incidentals	Mileage	Parking	*Fleet Svcs	Lodging	Airfare
LV Trip - 3 Days	\$177	\$15	\$35	\$42	\$118	\$204	\$520
LV Trip - 3 Days	\$177	\$15	\$35	\$42	\$118	\$204	\$520
LV Trip - 3 Days	\$177	\$15	\$35	\$42	\$118	\$204	\$520
Rural Trip - 3 Days	\$138	\$15				\$182	
Rural Trip - 3 Days	\$138	\$15				\$182	
Rural Trip - 3 Days	\$138	\$15				\$182	
Rural Trip - 3 Days	\$138	\$15				\$182	
Rural Trip - 3 Days	\$138	\$15				\$182	
Rural Trip - 3 Days	\$138	\$15				\$182	
Rural Trip - 3 Days	\$138	\$15				\$182	
Rural Trip - 3 Days	\$138	\$15				\$182	
Rural Trip - 3 Days	\$138	\$15				\$182	
TOTALS	\$1,911	\$195	\$104	\$126	\$354	\$2,432	\$1,560

HPS 2 - Las Vegas Region (Beginning FY 2019)

	Meals	Incidentals	Mileage	Parking	*Fleet Svcs	Lodging	Airfare
CC Trip - 3 Days	\$177	\$15	\$35	\$180	\$118	\$268	\$520
CC Trip - 3 Days	\$177	\$15	\$35	\$180	\$118	\$268	\$520
CC Trip - 3 Days	\$177	\$15	\$35	\$180	\$118	\$268	\$520
Rural Trip - 3 Days	\$138	\$15				\$182	
Rural Trip - 3 Days	\$138	\$15				\$182	
Rural Trip - 3 Days	\$138	\$15				\$182	
Rural Trip - 3 Days	\$138	\$15				\$182	
Rural Trip - 3 Days	\$138	\$15				\$182	
Rural Trip - 3 Days	\$138	\$15				\$182	
Rural Trip - 3 Days	\$138	\$15				\$182	
Rural Trip - 3 Days	\$138	\$15				\$182	
Rural Trip - 3 Days	\$138	\$15				\$182	
TOTALS	\$1,911	\$195	\$104	\$540	\$354	\$2,624	\$1,560

Tax Program Supervisor 2

	Meals	Incidentals	Mileage	Parking	*Fleet Svcs	Lodging	Airfare
LV Trip - 3 Days	\$295	\$25	\$35	\$180	\$174	\$204	\$520
LV Trip - 3 Days	\$295	\$25	\$35	\$180	\$174	\$204	\$520
TOTALS	\$590	\$50	\$70	\$360	\$348	\$408	\$1,040

*Fleet Services: Current Day Rate \$28 times 5 plus 200 miles at \$0.17/mile

Current Parking for RNO Airport is \$14 a day

Current Parking for LAS Airport is \$36 a day

	FY 2018	FY 2019	FY 2020	FY 2021	
GL 6200	\$4,538	\$10,316	\$10,316	\$10,316	
GL 6210	\$354	\$1,056	\$1,056	\$1,056	
GL 6240	\$230	\$1,304	\$1,304	\$1,304	
GL 6250	\$1,560	\$4,160	\$4,160	\$4,160	Difference for Biennia
	\$6,682	\$16,836	\$16,836	\$16,836	\$10,154

Salary Projection

Salary Projection per NEBS - Governor Recommends

Tax Program Supervisor 2

Step 5	Step 6	Step 7	Step 8
FY 2018	FY 2019	FY 2020	FY 2021
\$62,471	\$85,002	\$89,252	\$93,715
Difference		\$4,250	\$4,463

HPS 2 - Architectural Historian (Carson City Region)

Step 5	Step 6	Step 7	Step 8
FY 2018	FY 2019	FY 2020	FY 2021
\$57,799	\$78,589	\$82,518	\$86,644
Difference		\$3,929	\$4,126

Administrative Assistant 2

Step 5	Step 5	Step 6	Step 7
FY 2018	FY 2019	FY 2020	FY 2021
\$335	\$51,681	\$54,265	\$56,978
Difference		\$2,584	\$2,713

HPS 2 - Architectural Historian (Las Vegas Region)

Step 5	Step 5	Step 6	Step 7
FY 2018	FY 2019	FY 2020	FY 2021
\$335	\$76,800	\$80,640	\$84,672
Difference		\$3,840	\$4,032

This FTE will incur a 5% merit increase each year of the next biennium.

Total for Biennia \$29,937

Fleet Services Lease

Location	Type	FY 2018	FY 2019	FY 2020	FY 2021	Difference
Las Vegas	Intermediate	\$0	\$3,937	\$3,937	\$3,937	
Carson City	Intermediate	\$3,212	\$3,937	\$3,937	\$3,937	
		\$3,212	\$7,874	\$7,874	\$7,874	\$4,662

Section A1: Line Item Detail by GL

Budget Account: 4205 DCNR - STATE HISTORIC PRESERVATION OFFICE

Item No	Description	Actual 2015-2016	Work Program 2016-2017	W03 Year 1 2017-2018	W03 Year 2 2018-2019
E125	SUSTAINABLE AND GROWING ECONOMY				
	REVENUE				
2501	APPROPRIATION CONTROL	0	0	183,428	382,329
	TOTAL REVENUES FOR DECISION UNIT E125	0	0	183,428	382,329
	EXPENDITURE				
01	PERSONNEL SERVICES				
5100	SALARIES	0	0	87,714	211,744
5200	WORKERS COMPENSATION	0	0	2,079	3,913
5300	RETIREMENT	0	0	12,719	30,703
5400	PERSONNEL ASSESSMENT	0	0	1,003	1,040
5500	GROUP INSURANCE	0	0	13,374	35,564
5700	PAYROLL ASSESSMENT	0	0	338	332
5750	RETIRED EMPLOYEES GROUP INSURANCE	0	0	2,333	5,400
5800	UNEMPLOYMENT COMPENSATION	0	0	109	307
5840	MEDICARE	0	0	1,272	3,069
	TOTAL FOR CATEGORY 01	0	0	120,941	292,072
04	OPERATING				
7050	EMPLOYEE BOND INSURANCE	0	0	6	6
7054	AG TORT CLAIM ASSESSMENT	0	0	394	388
	TOTAL FOR CATEGORY 04	0	0	400	394
18	TAX CREDIT PROGRAM				
6200	PER DIEM IN-STATE	0	0	4,538	10,316
6210	FS DAILY RENTAL IN-STATE	0	0	354	1,056
6211	FS MONTHLY VEHICLE RENTAL IN-STATE	0	0	3,212	7,874
6240	PERSONAL VEHICLE IN-STATE	0	0	230	1,304
6250	COMM AIR TRANS IN-STATE	0	0	1,560	4,160
7025	OPERATING SUPPLIES-E	0	0	3,000	3,000
7030	FREIGHT CHARGES	0	0	1,200	1,200
7041	PRINTING AND COPYING - A	0	0	1,000	1,000
705A	NON B&G - PROP. & CONT. INSURANCE	0	0	4	6
7110	NON-STATE OWNED OFFICE RENT	0	0	28,827	38,436
7255	B & G LEASE ASSESSMENT	0	0	40	63
7289	EITS PHONE LINE AND VOICEMAIL	0	0	206	499
7302	REGISTRATION FEES	0	0	2,250	4,500
7533	EITS EMAIL SERVICE	0	0	262	699
7545	EITS 18-19 ELIM (OLD EITS VPN SECURE LINK)	0	0	88	234
7771	COMPUTER SOFTWARE <\$5,000 - A	0	0	1,010	1,010

State of Nevada - Budget Division
Line Item Detail & Summary
2017-2019 Biennium (FY18-19)

Item No	Description	Actual 2015-2016	Work Program 2016-2017	W03 Year 1 2017-2018	W03 Year 2 2018-2019
8241	NEW FURNISHINGS <\$5,000 - A	0	0	8,772	8,772
8371	COMPUTER HARDWARE <\$5,000 - A	0	0	4,373	4,373
	TOTAL FOR CATEGORY 18	0	0	60,926	88,502
26	INFORMATION SERVICES				
7554	EITS INFRASTRUCTURE ASSESSMENT	0	0	783	846
7556	EITS SECURITY ASSESSMENT	0	0	378	515
	TOTAL FOR CATEGORY 26	0	0	1,161	1,361
	TOTAL EXPENDITURES FOR DECISION UNIT E125	0	0	183,428	382,329
	TOTAL REVENUES FOR BUDGET ACCOUNT 4205	0	0	183,428	382,329
	TOTAL EXPENDITURES FOR BUDGET ACCOUNT 4205	0	0	183,428	382,329

Section B1: Summary by GL

Budget Account: 4205 DCNR - STATE HISTORIC PRESERVATION OFFICE

Item No	Description	Actual 2015-2016	Work Program 2016-2017	W03 Year 1 2017-2018	W03 Year 2 2018-2019
REVENUE					
2501	APPROPRIATION CONTROL	0	0	183,428	382,329
	TOTAL REVENUES FOR BUDGET ACCOUNT 4205	0	0	183,428	382,329
EXPENDITURE					
01	PERSONNEL SERVICES				
5100	SALARIES	0	0	87,714	211,744
5200	WORKERS COMPENSATION	0	0	2,079	3,913
5300	RETIREMENT	0	0	12,719	30,703
5400	PERSONNEL ASSESSMENT	0	0	1,003	1,040
5500	GROUP INSURANCE	0	0	13,374	35,564
5700	PAYROLL ASSESSMENT	0	0	338	332
5750	RETIRED EMPLOYEES GROUP INSURANCE	0	0	2,333	5,400
5800	UNEMPLOYMENT COMPENSATION	0	0	109	307
5840	MEDICARE	0	0	1,272	3,069
	TOTAL FOR CATEGORY 01	0	0	120,941	292,072
04	OPERATING				
7050	EMPLOYEE BOND INSURANCE	0	0	6	6
7054	AG TORT CLAIM ASSESSMENT	0	0	394	388
	TOTAL FOR CATEGORY 04	0	0	400	394
18	TAX CREDIT PROGRAM				
6200	PER DIEM IN-STATE	0	0	4,538	10,316
6210	FS DAILY RENTAL IN-STATE	0	0	354	1,056
6211	FS MONTHLY VEHICLE RENTAL IN-STATE	0	0	3,212	7,874
6240	PERSONAL VEHICLE IN-STATE	0	0	230	1,304
6250	COMM AIR TRANS IN-STATE	0	0	1,560	4,160
7025	OPERATING SUPPLIES-E	0	0	3,000	3,000
7030	FREIGHT CHARGES	0	0	1,200	1,200
7041	PRINTING AND COPYING - A	0	0	1,000	1,000
705A	NON B&G - PROP. & CONT. INSURANCE	0	0	4	6
7110	NON-STATE OWNED OFFICE RENT	0	0	28,827	38,436
7255	B & G LEASE ASSESSMENT	0	0	40	63
7289	EITS PHONE LINE AND VOICEMAIL	0	0	206	499
7302	REGISTRATION FEES	0	0	2,250	4,500
7533	EITS EMAIL SERVICE	0	0	262	699
7545	EITS 18-19 ELIM (OLD EITS VPN SECURE LINK)	0	0	88	234
7771	COMPUTER SOFTWARE <\$5,000 - A	0	0	1,010	1,010
8241	NEW FURNISHINGS <\$5,000 - A	0	0	8,772	8,772

State of Nevada - Budget Division
Line Item Detail & Summary
2017-2019 Biennium (FY18-19)

Item No	Description	Actual	Work Program	W03	W03
		2015-2016	2016-2017	Year 1 2017-2018	Year 2 2018-2019
8371	COMPUTER HARDWARE <\$5,000 - A	0	0	4,373	4,373
	TOTAL FOR CATEGORY 18	0	0	60,926	88,502
26	INFORMATION SERVICES				
7554	EITS INFRASTRUCTURE ASSESSMENT	0	0	783	846
7556	EITS SECURITY ASSESSMENT	0	0	378	515
	TOTAL FOR CATEGORY 26	0	0	1,161	1,361
	TOTAL EXPENDITURES FOR BUDGET ACCOUNT 4205	0	0	183,428	382,329

Schedule Selection B: Vendor Services Schedule

Budget Account: 4205 DCNR - STATE HISTORIC PRESERVATION OFFICE						
Catg	GL Acct	Vendor Name	Actual Amt	Wrk Pgm Amt	Year 1 Amt	Year 2 Amt
E125	SUSTAINABLE AND GROWING ECONOMY					
18	7302	REGISTRATIONS	0	0	2,250	4,500
Total for Decision Unit: E125			0	0	2,250	4,500
Total for Budget Account: 4205			0	0	2,250	4,500

Schedule Selection E: EITS Schedule

Budget Account: 4205 DCNR - STATE HISTORIC PRESERVATION OFFICE										
Catg	GL Acct	Unit of Measure	IT Service	Actual Quantity	Year 1 Quantity	Year 1 Rate	Amount	Year 2 Quantity	Year 2 Rate	Amount
E125		SUSTAINABLE AND GROWING ECONOMY								
18	7289	PHONE LINE AND VOICEMAIL	PER LINE PER MONTH	0	18	11.47	206	48	10.39	499
18	7533	EMAIL SERVICE	PER ACCOUNT PER MONTH	0	18	14.57	262	48	14.56	699
18	7545	VPN SECURE LINK (FY18-19 REV COST POOL)	PER CONNECTION PER MONTH	0	9	9.73	88	24	9.73	234
Total for Decision Unit: E125				0			556			1,432
Total for Budget Account: 4205				0			556			1,432

Schedule Selection F: Fleet Services Vehicles Schedule

Budget Account: 4205 DCNR - STATE HISTORIC PRESERVATION OFFICE										
Catg	Region	Vehicle Type	License	Description	Year 1 Est. Miles	Year 1 # Months	Total	Year 2 Est. Miles	Year 2 # Months	Total
E125	SUSTAINABLE AND GROWING ECONOMY									
18	LAS VEGAS	INTERMEDIATE	TBD		0	0	0	1,000	12	3,937.2
18	CARSON CITY	INTERMEDIATE	TBD		1,000	9	3,212.46	1,000	12	3,937.2
Total for Decision Unit: E125							3,212.46			7,874.4
Total for Budget Account: 4205							3,212.46			7,874.4

2017-2019 Biennium (FY18-19)
W03 BDR 32-536/AB370

Schedule Selection G: Equipment Schedule

Budget Account:		4205 DCNR - STATE HISTORIC PRESERVATION OFFICE							
Catg	GL Acct	Description	Priority	Year1 Count	Year2 Count	Year1 Rate	Year2 Rate	Year1 Amt	Year2 Amt
E125		SUSTAINABLE AND GROWING ECONOMY							
18	7771	SOFTWARE-ADOBE ACROBAT	0	2	2	175.00	175.00	350	350
18	7771	SOFTWARE-MICROSOFT OFFICE SUITE PRO	0	2	2	330.00	330.00	660	660
18	8241	OFFICE FURNITURE-WORKSTATION	0	2	2	4,386.00	4,386.00	8,772	8,772
18	8371	HARDWARE-DESKTOP PC W/ MONITOR & OS, HIGH COST	0	2	2	1,355.00	1,355.00	2,710	2,710
18	8371	HARDWARE-FLAT PANEL MONITOR 19"	0	2	2	172.00	172.00	344	344
18	8371	HARDWARE-ULTRABOOK/NOTEBOOK	0	1	1	1,319.00	1,319.00	1,319	1,319
Total for Decision Unit: E125				11	11			14,155	14,155
Total for Budget Account: 4205				11	11			14,155	14,155

Schedule Selection I: Building Rent Non-Building & Grounds Schedule

Budget Account:		4205 DCNR - STATE HISTORIC PRESERVATION OFFICE												
Catg	Address	City	Lessor	B&G Asses	Type of Space	Sq. Ft	Year1 #Mo	Year1 #Rate	Year1 Rent	Year1 P&C Ins	Year2 #Mo	Year2 #Rate	Year2 Rent	Year2 P&C Ins
E125	SUSTAINABLE AND GROWING ECONOMY													
18	901 S STEWART STREET	CARSON CITY	B&G-COPS	N	OFFICE	256	9	11.87	27,353	2	12	11.87	36,470	3
18	901 S STEWART STREET	CARSON CITY	B&G-RENT	Y	OFFICE	256	9	0.64	1,475	2	12	0.64	1,966	3
Total for Decision Unit: E125									28,828	4			38,436	6
Total for Budget Account: 4205									28,828	4			38,436	6