



WASHOE COUNTY

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STAFF REPORT

BOARD MEETING DATE: April 9, 2019

DATE: Thursday, April 4, 2019

TO: Board of County Commissioners

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THROUGH: Christine Vuletich, Assistant County Manager
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SUBJECT: Recommendation to approve the resolution to augment the Capital Improvements Fund in the amount of [\$90,000.00] to increase expenditure authority for professional services contracts to support District Court Capital Expansion for fiscal year 2019; and direct the Comptroller to make the appropriate budget amendments. (Commission District)

SUMMARY

Approval of the attached resolution to augment the Capital Improvements Fund – District Court Capital Expansion in the amount of \$90,000.00 is requested. This request is needed for professional services contracts related to the District Court courthouse project. There is sufficient unappropriated fund balance and cash to pay the projected expenses, but additional budget authority is needed to increase appropriations to cover these costs.

Washoe County Strategic Objective supported by this item: Stewardship of our Community.

PREVIOUS BOARD ACTION

On May 22, 2018, the Board of County Commissioners (BCC) approved and adopted the County Manager's recommended Capital Improvements Plan for Fiscal Years 2019-2023.

On February 26, 2019, the Board of County Commissioners approved the professional services contract with GSD Nevada, LLC from July 01, 2019 through June 30th, 2024 at an annual rate of \$108,000. This amount was approved to be paid out of the District Court Capital Expansion account.

AGENDA ITEM # _____

BACKGROUND

The District Court Capital Expansion account began as an agreement between Washoe County and the Second Judicial District Court to put aside 50% of unspent general fund allocations of the District Court into an account for the purpose of obtaining a new courthouse. In planning for this project, several professional services providers have been hired to provide a myriad of related services. While some of these contracts had previously been paid with the capital expansion account, many had not. The District Court reached out to the County to see if services related to the project that were previously paid with other funds could be transferred to the capital expansion account. It was determined that payments made prior to fiscal year 2019 could not, but payments made in the current fiscal year could. The District Court made payments to professional services providers, GSD Nevada, LLC and Crowley and Ferrato. The total of the payments estimated for fiscal year 2019 is \$90,000. The request to increase expenditure authority is for this reason.

Nevada Revised Statute (NRS) 354.598005 and Nevada Administrative Code 354.410 set for the requirements for budgetary augmentations. Available resources for a mid-year budget augmentation are:

- An opening balance which is larger than anticipated;
- Revenues in excess of those budgeted;
- Revenues generated from previously unbudgeted sources; or
- An unappropriated ending balance of a fund for capital projects.

In this case, since this is within the capital fund, the County can augment any of the unappropriated ending fiscal year 2018 fund balance from the Capital Improvements Fund.

FISCAL IMPACT

If approved, \$90,000 is available in the fiscal year 2019 unappropriated fund balance of the Capital Improvements Fund – District Court Capital Expansion that will result in an increase in expenditure appropriation for the following cost center:

Cost Object	G/L Account	Amount
Source of Funds:		
Capital Improvement Fund - Unappropriated Fund Balance	Cash Account 4023 – District Court Capital Expansion	\$90,000
Revenues/Expenditures/Transfers:		
C920301 District Court Capital Expansion	710100 – Professional Services	\$90,000

RECOMMENDATION

It is recommended that the Board of County Commissioners approve the resolution to augment the Capital Improvements Fund in the amount of [\$90,000.00] to increase expenditure authority for professional services contracts to support District Court Capital Expansion for fiscal year 2019; and direct the Comptroller to make the appropriate budget amendments.

POSSIBLE MOTION

Should the Board agree with staff's recommendation, a possible motion would be, "Move to approve the resolution to augment the Capital Improvements Fund in the amount of [\$90,000.00] to increase expenditure authority for professional services contracts to support District Court Capital Expansion for fiscal year 2019; and direct the Comptroller to make the appropriate budget amendments."