



WASHOE COUNTY

Integrity Communication Service

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STAFF REPORT

BOARD MEETING DATE: May 13, 2025

DATE: Thursday, March 27, 2025

TO: Board of County Commissioners

FROM: Kate Thomas, Assistant County Manager
775-328-2008, kathomas@washoecounty.gov

THROUGH: Eric Brown, County Manager

SUBJECT: Recommendation to approve the use of General Fund Contingency in the amount up to [\$386,650] to increase expenditures for 1) pooled positions [\$181,000] and 2) various operating expenditures [\$205,650] needed to support the Department of Alternative Sentencing in accordance with Nevada Revised Statutes (NRS) 354.598005 which sets forth procedures for augmenting a budget and; if approved, direct Finance to make the necessary budget appropriation transfers [Total fiscal year 2025 impact \$386,650; net fiscal impact \$0]. (All Commission Districts) FOR POSSIBLE ACTION

SUMMARY

Nevada Revised Statutes (NRS) 354.598005(5) provide that “budget appropriations may be transferred between functions, funds or contingency accounts if such a transfer does not increase the total appropriation for any fiscal year and is not in conflict with other statutory provisions”. Further, Nevada Revised Statute (NRS) 354.608 states that “no expenditure may be made directly from a contingency account, except as a transfer to the appropriate account...in accordance with the procedure established in NRS 354.598005”.

This board item seeks approval of the use of the General Fund Contingency account. Approval of this recommendation will align budget authority for expenditures already incurred, or anticipated to be incurred, for Fiscal Year 2025 (FY25), including providing additional resources to the Alternative Sentencing Department. All adjustments are within the Washoe County existing approved FY25 budget. Additional FY25 Contingency items may be submitted for BCC approval if necessary.

Washoe County Strategic Objective supported by this item: Fiscal Sustainability

PREVIOUS ACTION

July 16, 2024 - the Board approved the use of General Fund Contingency in the amount of [\$100,000] to implement a “Transparency and Open Checkbook” website which will

AGENDA ITEM # _____

display Washoe County's vendor payments, expenditures and other financial information to the public

July 16, 2024 - the Board approved the 1) award Request for Proposal (RFP) No. 3223-24 for inmate medical services for the Washoe County Detention Facility to NaphCare, Inc. in the amount of [\$13,502,694.24] for year 1, and [\$14,177,828.88] for year 2 and 2) approve the use of General Fund Contingency in an amount up to but not to exceed [\$1,300,000] to increase expenditure authority within the Washoe County Sheriff's Office departmental budget for detention medical services for unbudgeted expenditures for Fiscal Year 2025 in accordance with Nevada Revised Statute (NRS) 354.598005

November 19, 2024 - the Board approved the First Amendment to the Master Services and Purchasing Agreement dated January 20, 2022, between Axon Enterprise, Inc and Washoe County Sheriff's Office effective upon approval, to consolidate and amend the Axon contract for the Washoe County Sheriff's Office, Public Defender, Alternate Public Defender and District Attorney and extend the contract for a 10-year or 120 month term at a cost not to exceed [year one \$2,219,127.44, year two \$3,248,289, year three \$3,344,453 year four \$3,299,253, year five \$3,290,609, year six \$3,652,025, year seven \$3,275,675, year eight \$3,282,102, year nine \$3,336,489, year ten \$3,295,345] annually, or [\$32,243,367.44] for the full 120 months; to support body worn cameras and fleet in-car cameras with live streaming capabilities, virtual reality training, less lethal (TASERs), unlimited storage, Justice Premier, and other software support services offered by Axon Enterprise, Inc.; approve the use of General Fund Contingency on an as needed basis, not to exceed a total amount of [\$2,073,641] for fiscal year 2025 in accordance with Nevada Revised Statute (NRS) 354.598005 to increase expenditure authority in Sheriff's office for Axon Contract expenditures

June 18, 2024, The Board approved the use of General Fund Contingency in the amount of \$397,000 to increase expenditure authority for pooled drug screener positions [\$180,000]; and for professional services for electronic monitoring [\$160,000]; and for various operating expenditures [\$86,000] needed to support the Department of Alternative Sentencing. And 2. Increase expenditures authority for professional services for the District Attorney's Office for activity related to all legally viable claims to obtain declaratory, mandamus, and/or injunctive relief in federal court against the United States Postal Service and its representatives [\$25,000] for unbudgeted expenditures for Fiscal Year 2024 in accordance with Nevada Revised Statute (NRS) 354.598005.

May 21, 2024 - the Board approved the Fiscal Year 2025 (FY25) budget, which included \$12,500,000 of General Fund Contingency.

BACKGROUND

The County must stay within its adjusted budget for each fund, with certain very limited exceptions, and by function. To remain compliant with this statutory requirement, a General Fund Contingency account transfer up to \$386,650 is needed. It's anticipated that this adjustment will cover actual and/or anticipated FY25 fund and functional expenditures.

Additional contingency requests, related to this item or separate, will be brought forward for Board approval, pursuant to the requirements of NRS 354, as aforementioned.

Approval of these transfers will leave \$8,639,709 available in FY25 General Fund Contingency.

General Fund Contingency appropriation transfers are necessary as outlined below:

Contingency Transfers Total \$386,650:

Per NRS 211A, the Department of Alternative Sentencing has a statutory obligation to provide services and has served as the regional testing facility for Washoe County. Due to the shortage of operating funds, funding for some expenditures has been frozen, however the Department is obligated to provide court ordered services.

To assist with this shortage, the Department of Alternative Sentencing has closed operations for one day per week and reduced its hours on other days in an effort to reduce budget expenditure for the remainder of FY25. Additionally, the Department of Alternative Sentencing will reduce staffing costs by reducing non-permanent Intermittent Hourly position hours, based on the updated hours of operation, for at least the remainder of the fiscal year.

Furthermore, the Department of Alternative Sentencing will reduce the number of drugs to be tested based on trends received from the Washoe County Medical Examiner's Office and the positivity rate for certain drugs.

- **Pooled Positions - \$181,000:**

Alternative Sentencing utilizes approximately 40 intermittent staff to subsidize its fulltime staffing in order to fulfill its NRS 211A statutory obligation of "supervising a probationer or pretrial releasee, who as a condition of a suspended sentence, a sentence to residential confinement or pretrial or presentence release, is released under the supervision of the department by the court", and its designation as the Regional Drug Testing Agency under the umbrella, Sober 24. Alternative Sentencing does forecast to the best of its ability the projected cases that will be assigned for supervision, however, ultimately has no control over the courts and the cases assigned. Caseloads have increased to 791 probation cases and 1,255 pretrial in calendar year 2024. The Department of Alternative Sentencing is on track to exceed those numbers in calendar year 2025. It's anticipated that an additional \$181,000 will be needed to account for the increased caseload.

- **Department Operating – \$205,650:**

There are several line items in the Alternative Sentencing budget that are anticipated to exceed FY25 budget authority. The items below reflect costs that were budgeted based on information available at a point in time, but year-to-date expenditures indicate these costs will exceed the authorized budget due to both unanticipated cost increases and activity.

Cell Phones:	\$2,700	Lab Testing Services	\$9,000
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Utilities:	\$7,730	Fuel	\$6,000
Chemical Supplies:	\$136,500	Office Supplies	\$5,550
Operating Supplies	\$26,320	Custodial Contracts	\$11,850

FISCAL IMPACT

If approved, the use of contingency funds in account 189000-820000 and the associated budget appropriation transfers are anticipated to bring the budget into alignment with actual and/or anticipated expenditures for Fiscal Year 2025 (FY25) for the items outlined above. All adjustments are within the existing approved budget for Washoe County and are summarized in the table below:

General Fund Contingency	Department/ Expenditure Transfer	Cost Objective/GL Accounts	Budget Change
General Fund (F100)		Contingency Funds	
General Govt	Contingency	189000-820000	(\$386,650.00)
Subtotal Contingency			(\$386,650.00)
General Fund (F100)	Alternative Sentencing		
Public Safety	Cellular Phones	154000-710519	\$2,700.00
Public Safety	Utilities	154100-711010	\$7,730.00
Public Safety	Chemical Supplies	154100-710319	\$136,500.00
Public Safety	Operating Supplies	154000-710300	\$26,320.00
Public Safety	Custodial Contracts	154100-710202	\$11,850.00
Public Safety	Lab Testing Services	154100-710101	\$9,000.00
Public Safety	Fuel Charge	154000-711117	\$6,000.00
Public Safety	Office Supplies	154100-710350	\$5,550.00
Public Safety	Pooled Positions	154000-701130	\$181,000.00
Subtotal Expenditures			\$386,650.00
NET TOTAL			\$0.00
<i>*Upon approval, Finance will need to process all budget appropriation transfers as outlined above.</i>			

RECOMMENDATION

Recommendation to approve the use of General Fund Contingency in the amount up to [\$386,650] to increase expenditures for 1) pooled positions [\$181,000] and 2) various operating expenditures [\$205,650] needed to support the Department of Alternative Sentencing in accordance with NRS 354.598005 which sets forth procedures for augmenting a budget and; if approved, direct Finance to make the necessary budget appropriation transfers [Total fiscal year 2025 impact \$386,650; net fiscal impact \$0].

POSSIBLE MOTION

Should the Board of County Commissioners agree with staff's recommendation, a possible motion would be: *"Move to approve the use of General Fund Contingency in the amount up to [\$386,650] to increase expenditures for 1) pooled positions [\$181,000] and 2)*

various operating expenditures [\$205,650] needed to support the Department of Alternative Sentencing in accordance with NRS 354.598005 which sets forth procedures for augmenting a budget and direct Finance to make the necessary budget appropriation transfers [Total fiscal year 2025 impact \$386,650; net fiscal impact \$0].”