



WASHOE COUNTY

Integrity Communication Service

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STAFF REPORT

BOARD MEETING DATE: April 24, 2018

DATE: April 24, 2018

TO: Board of County Commissioners

FROM: Dexter Thomas, Justice Court Administrator
Reno Justice Court
DThomas@washoecounty.us; 325-6543

THROUGH: Pierre Hascheff, Chief Judge, Reno Justice Court, 325-6550,
phascheff@washoecounty.us

SUBJECT: Approve an adjustment to the Reno Justice Court budget for by moving (\$10,000.00) from the budget in the Professional Services line item to the Travel line item and (\$10,000.00) from the budget in the Contract/Temp Services line item to the Meals and Lodging line item. (All Commission Districts).

SUMMARY

Recommendation to approve an increase the budget in the Travel line item by (\$10,000.00) and reduce the budget in the Professional Services line item in the same amount of (\$10,000.00) and increase the budget in the Meals and Lodging line item by (\$10,000.00) and reduce the budget in the Contracted/Temp Services line item in the same amount of (\$10,000.00).

Washoe County Strategic Objective supported by this item: Safe, Secure and Healthy Communities

PREVIOUS ACTION

Not Applicable

BACKGROUND

Section 5.353(3)(c) of the Washoe County code states that "It is the department head's responsibility to make appropriate adjustments to the department's budget throughout the year to ensure sufficient funds are available in the department's travel account or special account to pay for such travel..."

AGENDA ITEM # _____

Section 5.356(2) of the Washoe County code indicates travel reallocations, as outlined above, shall be "...reported to the county manager and the board of county commissioners at the next regular meeting of the board and recorded in the minutes of the meeting."

FISCAL IMPACT

There is no fiscal impact by moving a portion of the Professional Services line item budget (cost center C270731, account number 710100) to the Travel line item budget (cost center C270731, account number 711210) and moving a portion of the Contracted/Temp Services line item budget (cost center C270731, account number 710110) to the Meals and Lodging line item budget (cost center C270731, account number 711212). This is solely a house-keeping item to comply with Section 5.353(3) (c) of the Washoe County code.

Cost Object	G/L Account	Amount
Expenditures:		
C270731	710100– Professional Services	(\$10,000.00)
C270731	710110-Contracted/Temp Services	(\$10,000.00)

Cost Object	G/L Account	Amount
Expenditures:		
C270731	711210– Travel	\$10,000.00
C270731	7112112-Meals and Lodging	\$10,000.00

RECOMMENDATION

It is recommended that the Board approve an adjustment to the Reno Justice Court budget by moving (\$10,000.00) from the budget in the Professional Services line item to the Travel line item and (\$10,000.00) from the budget in the Contract/Temp Services line item to the Meals and Lodging line item.

POSSIBLE MOTION

Should the Board agree with staff's recommendation, a possible motion would be "move to approve an adjustment to the Reno Justice Court budget by moving (\$10,000.00) from the Professional Services line item to the Travel line item budget and moving (\$10,000.00) from the Contract/Temp Services line item to the Meals and Lodging line item budget".