



WASHOE COUNTY

Integrity Communication Service

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STAFF REPORT

BOARD MEETING DATE: May 11, 2021

DATE: Thursday, May 06, 2021

TO: Board of County Commissioners

FROM: Brenda Mathers, Chief Deputy Treasurer, Treasurer
(775) 328-2535, bmathers@washoecounty.us

THROUGH: Tammi Davis, Treasurer

SUBJECT: Recommendation to increase the Washoe County Sheriff's Office, Records Division, change fund from nine hundred fifty dollars (\$950.00) to one thousand two hundred fifty dollars (\$1,250.00), to enable Washoe County Sheriff's Office, Records Division, to add additional permit stations to accept cash payments. This is necessary due to the increase in concealed carry weapons (CCW) permits and to comply with NRS time frame requirements, and if approved, authorize the Chairman to execute Resolution for same. Treasurer. (All Commission Districts.)

SUMMARY

A change fund request was made by the Washoe County Sheriff's Office with a letter dated March 23, 2021. The Sheriff's Office, Records Division, has seen an increase in the number of concealed carry permits and needs to increase their permit stations to accommodate this increase and ensure compliance with NRS time frame requirements. The request for this increase has been reviewed and approved by the Treasurer and Comptroller.

Washoe County Strategic Objective supported by this item:

Stewardship of our Community.

PREVIOUS ACTION

On January 12, 1999, the Washoe County Board of County Commissioners ("BCC") approved an increase to a change fund for the Washoe County Sheriff's Office, Records Division, which brought the total change fund to two hundred dollars (\$200.00).

On September 12, 2006, the BCC approved to increase the established change fund for the Washoe County Sheriff's Office, Records Division, from two hundred dollars (\$200.00) to six hundred dollars (\$600.00) to accommodate a significant increase in transactions.

AGENDA ITEM # _____

On March 26, 2013, the BCC approved to increase the established change fund for the Washoe County Sheriff's Office, Records Division, from six hundred dollars (\$600.00) to nine hundred fifty dollars (\$950.00) to accommodate an increase in transactions

BACKGROUND

The Washoe County Sheriff's Office, Records Division, has seen an increase in the quantity of concealed carry weapons (CCW) permits and accordingly needed to increase their permit stations to be in compliance with NRS time frame requirements.

FISCAL IMPACT

No fiscal impact.

RECOMMENDATION

Recommendation to increase the Washoe County Sheriff's Office, Records Division, change fund from nine hundred fifty dollars (\$950.00) to one thousand two hundred fifty dollars (\$1,250.00), to enable Washoe County Sheriff's Office, Records Division, to add additional permit stations to accept cash payments. This is necessary due to the increase in concealed carry weapons (CCW) permits and to comply with NRS time frame requirements, and if approved, authorize the Chairman to execute Resolution for same.

POSSIBLE MOTION

Should the Board agree with staff's recommendation, a possible motion would be: "Move to increase the Washoe County Sheriff's Office, Records Division, change fund from nine hundred fifty dollars (\$950.00) to one thousand two hundred fifty dollars (\$1,250.00), to enable Washoe County Sheriff's Office, Records Division, to add additional permit stations to accept cash payments, and authorize the Chairman to execute Resolution for same."