



WASHOE COUNTY

Integrity Communication Service

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STAFF REPORT

BOARD MEETING DATE: June 16, 2026

DATE: May 18, 2026

TO: Board of County Commissioners

FROM: Chris Sarman, Washoe County Assessor
(775) 328-2205, csarman@washoecounty.gov

THROUGH: Chris Sarman, Washoe County Assessor

SUBJECT: Recommendation to approve the multi-year contract with Government Tax Advisors, LLC (GovTax) for professional services in an amount not to exceed [\$350,000.00] per fiscal year through June 30, 2031, to conduct audits on business property accounts and authorize the Purchasing and Contracts Manager to execute the agreement and authorize the expenditure. Assessor. (All Commission Districts) FOR POSSIBLE ACTION

SUMMARY

The Washoe County Assessor's Office is requesting to contract with Government Tax Advisors, LLC (GovTax) for professional services to conduct audits on business personal property accounts with a full cash value of \$50,000 or greater. This is a five-year agreement which will allow for all business personal property accounts in the county to be audited once within the contract period. Washoe County Appraisers will perform audits on all lower valued accounts not included in this contract within the same five-year period.

Washoe County Strategic Objective supported by this item: Innovative Services

PREVIOUS ACTION

On May 19, 2026, The Board of County Commissioners approved and adopted the Final Budget for FY27.

On April 28, 2026, the Purchasing and Contracts Manager approved the Sole Source Purchase Request Form.

AGENDA ITEM # _____

BACKGROUND

The primary duties of the Assessor's Office are to discover, list, and value all property, real and personal, in the county. Annual business personal property declarations are required to be submitted by taxpayers pursuant to NRS 361.265 and are necessary for discovery and valuation. The declarations list the acquisition cost and year acquired for each asset; however, because this is a self-reporting system, errors, omissions, and confusion between what is real property and what should be declared can occur.

The auditing process allows for open communication between the business owners, the auditors, and our in-house auditing staff. While many audits do result in a determination of under-reporting, it is not uncommon to find over-reporting and the issuance of refunds as well. Additionally, a five-year audit cycle allows for greater equalization as all assets will be accounted for amongst all business types.

FISCAL IMPACT

The Adopted FY27 Assessor's Office budget will include sufficient budget authority to support this contract, not to exceed \$350,000. It is anticipated that revenues generated through this contract will offset and may exceed associated costs.

- Assessor's Office (102) - Assessor Administration (102100-710100)

RECOMMENDATION

It is recommended that the Board of County Commissioners approve the multi-year contract with Government Tax Advisors, LLC (GovTax) for professional services in an amount not to exceed [\$350,000.00] per fiscal year through June 30, 2031 to conduct audits on business personal property accounts with a full cash value of \$50,000 or greater and authorize the Purchasing and Contracts Manager to execute the agreement and authorize the expenditure.

POSSIBLE MOTION

Should the Board agree with staff's recommendation, a possible motion would be:

“Move to approve the multi-year contract with Government Tax Advisors, LLC (GovTax) for professional services in an amount not to exceed [\$350,000.00] per fiscal year through June 30, 2031 to conduct audits on business personal property accounts with a full cash value of \$50,000 or greater and authorize the Purchasing and Contracts Manager to execute the agreement and authorize the expenditure.”