



WASHOE COUNTY

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DA N/A
Risk Mgt. N/A
HR N/A

STAFF REPORT BOARD MEETING DATE: November 29, 2016

DATE: November 17, 2016

TO: Board of County Commissioners

FROM: Al Rogers, Director of Management Services
328-2017, arogers@washoecounty.us

THROUGH: John Slaughter, County Manager

SUBJECT: Recommendation to approve a General Fund Contingency transfer of [\$150,000] to the Capital Improvement Fund to provide FY 2016/17 appropriation authority for capital improvements to the Board of County Commissioners Chambers project and direct the Comptroller to make the appropriate budget appropriation transfers. (All Commission Districts)

SUMMARY

A project is currently underway to upgrade the control room and overall audio/visual components of the Commission Chambers and to replace aged carpeting and furniture. During the course of planning for this work, additional security features and upgrades to the facility were identified. Rather than wait to construct or install these additional features later at a greater cost, it is recommended that the Board approve the partial use of the General Fund Contingency account to fund these improvements during the current construction period.

Strategic Objective supported by this item: Stewardship of our community.

PREVIOUS ACTION

On April 12, 2016 - Board of County Commissioners (BCC) approved an augmentation to the capital budget for technology upgrades to the Commission Chambers and Caucus Room.

BACKGROUND

During the course of planning for technology upgrades and replacement of carpeting and furniture in the Commission Chambers, a number of desired security upgrades and general enhancements to the Chambers have been identified. These enhancement items include:

AGENDA ITEM # 6.H.6

- Construction of dais extension that includes a second safety refuge area including new security enhancements.4agendas
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- Construction of staff/customer service area located at back of chambers to eliminate/ public interface at dais,
- Installation of aesthetic & removable barrier in front of dais and an improved podium,
- Americans with Disability Act (ADA) enhancements including an ADA pathway, hand rails and a wheelchair area integrated into the general seating,
- new and additional chairs for expanded meetings including concurrent meetings,
- new background wall colors, and
- additional monitors for agenda tracking and other technology enhancements not covered in original budget

The Chambers remodel is currently underway and both from an operational and cost standpoint, it is more efficient to install these security and other improvements now, rather than program the improvements for a future year which would then entail remobilization of a new contractor and possible relocation of carpeting and fixtures during the construction period.

The current Capital Improvement Program (CIP) includes \$310,000 for funding of security upgrades for County buildings this fiscal year. However, there are two security projects identified in the CIP but not yet completed that will use at least a portion of the \$310,000. To the extent that there are savings remaining after these two security projects are completed, those savings can be used to offset the transfer from the General Fund Contingency account for security-related improvements in the Commission Chambers.

FISCAL IMPACT

General Fund Contingency C189000-820000 will be reduced by \$150,000. Account transactions are as follows:

Fund/Function	Department/Expenditure	Budget Change
<u>General Fund</u>		
Decrease C189000-820000	General Fund Contingency	(\$150,000)
Increase C189000-814092	Transfer to Capital Funds	\$150,000
<u>Capital Improvement Fund</u>		
Increase PW920299-781004	BCC Chambers Remodel	\$150,000
Increase PW920299-621001	Transfer from General Fund	\$150,000

RECOMMENDATION

It is recommended that the Board of County Commissioners approve a General Fund Contingency transfer of \$150,000 to the Capital Improvement Fund to provide FY 2016/17 appropriation authority for capital improvements to the Board of County Commissioners Chambers and direct the Comptroller to make the appropriate budget appropriation transfers.

POSSIBLE MOTION

Should the Board agree with staff's recommendation, a possible motion would be: "Move to approve a General Fund Contingency transfer of \$150,000 to the Capital Improvement Fund to provide FY 2016/17 appropriation authority for capital improvements to the Board of County Commissioners Chambers and direct the Comptroller to make the appropriate budget appropriation transfers."