



WASHOE COUNTY

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STAFF REPORT

BOARD MEETING DATE: *March 28, 2017*

DATE: Thursday, March 09, 2017

TO: Board of County Commissioners

FROM: Victoria Jakubowski, Fiscal Compliance Officer, 325-6710,
vjakubowski@da.washoecounty.us

THROUGH: Christopher Hicks, District Attorney

SUBJECT: Recommend Board of County Commissioners approve budget authority in the amount of \$37,329.39 to reflect the balance of the District Attorney Victim Fund bank account retroactive to July 1, 2016. (All Commission Districts).

SUMMARY

Create the necessary budget authority in SAP for the District Attorney's Victim Fund bank account. This account was recently fully integrated into SAP.

Washoe County Strategic Objective supported by this item: Stewardship of our Community

PREVIOUS ACTION

No previous action

BACKGROUND

The District Attorney's Victim Fund account was created more than 10 years ago to assist victims of crime. This small fund has been used to assist victims, sometimes in emergency situations. The account was pre-dates SAP and was not included when that program went live. The Treasurer's Office is sent monthly reports and the internal auditor reviews the account.

In 2015, based on the recommendation of the County's internal auditor, we requested the functions of the account be moved into SAP. This change ensures appropriate controls and creates separation of duties. In July of 2016, we began testing the functions with WinNet and went live with the account shortly thereafter. The account is now functioning in SAP. This request for budget authority will complete the process.

AGENDA ITEM # 5.A.

FISCAL IMPACT

Increase budget authority in IO 20421 as follows:

Revenue account 460317 to \$37,629.39

Expense account 710400 to \$37,629.39

RECOMMENDATION

It is recommended that the Board of County Commissioners approve budget authority in the amount of \$37,329.39 to reflect the balance of the District Attorney Victim Fund bank account retroactive to July 1, 2016.

POSSIBLE MOTION

If the Board agrees with the recommendation, a possible motion would be: "Move to approve budget authority in the amount of \$37,329.39 to reflect the balance of the District Attorney Victim Fund bank account retroactive to July 1, 2016.