



DEPARTMENT OF ADMINISTRATION

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MEMORANDUM

April 02, 2012

TO: Lorne Malkiewich, Secretary
Interim Finance Committee

FROM: Jeff Mohlenkamp, Director
Department of Administration

SUBJECT: Next Interim Finance Committee Meeting

Please place the following items on the agenda of the April 24, 2012 Interim Finance Committee meeting:

I. WORK PROGRAMS

- 89. DEPARTMENT OF ADMINISTRATION - SPWD - BUILDINGS AND GROUNDS - FY 12**
Transfer of \$53,124 from the Reserve category to the Operating category to fund a projected shortfall associated with unanticipated increases in costs for temporary positions, fuel and vehicle maintenance. Requires Interim Finance approval since the cumulative change to the Operating category exceeds 10 percent of the legislatively approved amount for that category. **Work Program #C23257**
- 90. DEPARTMENT OF ADMINISTRATION - SPWD - BUILDINGS AND GROUNDS - FY 12**
Transfer of \$115,000 from the Reserve category to the Equipment category to purchase a used S65 boom-type man-lift, a used bucket truck, and an emergency generator fuel polishing system trailer. Requires Interim Finance approval since the amount transferred to the Equipment category exceeds \$75,000. **Work Program #C23264**

- 91. DEPARTMENT OF ADMINISTRATION - SPWD - BUILDINGS AND GROUNDS - FY 12**
Transfer of \$277,000 from the Reserve category to the Building Renovation category and \$400,000 from the Utilities category to the Building Renovation category to fund various life safety and/or protection of property related maintenance projects. Requires Interim Finance approval since the amount transferred to the Building Renovation category exceeds \$75,000. **Work Program #C23268**
- 92. DEPARTMENT OF ADMINISTRATION - MOTOR POOL - FY 12**
Transfer of \$256,374 from the Reserve category to the Vehicle Operation category to cover rising prices for fuel and vehicle repair expenses. Requires Interim Finance approval since the amount added to the Vehicle Operation category exceeds \$75,000. **Work Program #C23226**
- 93. DEPARTMENT OF TAXATION - FY 13**
Transfer of \$46,325 from the Lockbox Services category to the Personnel Services category and \$3,823 from the Operating category to the Personnel Services category to cover the costs associated with reclassifying management positions within the department, dividing duties of existing staff, and ensuring parity of staff commensurate with work complexity. Requires Interim Finance approval since the cumulative amount added to the Personnel Services category exceeds \$75,000. **Work Program #C23331**
- 94. DEPARTMENT OF TAXATION - FY 13**
Transfer of \$114,108 from the Lockbox Services category to Personnel Services category, \$30,486 from the Lockbox Services category to the In-State Travel category, \$5,189 from the Lockbox Services category to the Operating category, and \$344 from the Lockbox Services category to the Information Services category to fund two new auditor positions to complete field audits specific to the Net Proceeds of Mineral Taxes. Requires Interim Finance approval since the amount added to the Personnel Services category exceeds \$75,000. **Work Program #C23345**
- 95. DEPARTMENT OF TAXATION - FY 12**
Transfer of \$31,625 from the Lockbox Services category to the Operating category, \$21,515 from the Lockbox Services category to the Equipment category, and \$17,413 from the Lockbox Services category to the Information Services category to replace old furniture, install a keycard access system at the Reno and Henderson Offices, and develop and implement a desktop virtualization system. Requires Interim Finance approval since the cumulative amount transferred to the Equipment category exceeds 10% of the legislatively approved amount for that category. **Work Program #C23347**
- 96. OFFICE OF VETERANS SERVICES - VETERANS' HOME ACCOUNT - FY 12**
Addition of \$1,329,249 in Medicare funds and \$373,919 in Medicaid Charges to align the Southern Nevada Veteran's Home budget authority with the agency's revised revenue projections for the remainder of the fiscal year. The additional revenue will be used to cover projected shortfalls in operating, building maintenance, and information services. Requires Interim Finance approval since the amount added to the Operating category exceeds \$75,000. **Work Program #C23371**

97. **DEPARTMENT OF CONSERVATION & NATURAL RESOURCES - HISTORIC PRESERVATION - FY 12**
Addition of \$5,040 in federal Department of Energy (DOE) Section 106 National Historic Preservation Act grant funds transferred from the Nevada Division of Environmental Protection to support the ongoing review of all reports and environmental documentation sent by the DOE regarding qualifying environmental restoration projects in Nevada. This request also transfers \$9,960 from the Survey and Planning category to the Cultural Resources Information category to place authority in the correct category. Requires Interim Finance approval since the cumulative change to the Cultural Resources Information category exceeds \$75,000. **Work Program #C23291**
98. **DEPARTMENT OF CONSERVATION & NATURAL RESOURCES - PARKS - STATE PARKS - FY 12**
Addition of \$80,000 in reimbursement funds from the Tahoe Regional Planning Agency (TRPA) to pay the salaries & fringe benefits for seasonal park aids to perform check-in and check-out inspections of water craft at Lake Tahoe Nevada State Park to ensure they have been inspected for aquatic invasive species. Approval of this request is contingent upon the Board of Examiners (BOE) approval of the amendment to the current inter-local agreement between the TRPA and the Division of State Parks for these services. The amendment has been placed on the April 3, 2012 BOE agenda. Requires Interim Finance approval since the amount added to the Personnel Services category exceeds \$75,000. **Work Program #C23247**
99. **DEPARTMENT OF CONSERVATION & NATURAL RESOURCES - PARKS - STATE PARKS - FY 12**
Deletion of \$43,806 in federal Recreation Trails Administration Funds to align state and federal authority. Requires Interim Finance approval since the cumulative change to the State Trails category exceeds 10 percent of the legislatively approved amount for that category. **Work Program #C23251**
100. **DEPARTMENT OF CONSERVATION & NATURAL RESOURCES - FORESTRY - FY 12**
Addition of \$1,151,707 in Indirect Cost authority to establish and implement an indirect cost funding structure for the agency in accordance with direction from the division's cognizant agency, the U.S. Dept. of Agriculture, Forest Service. The indirect cost rate will be applied to all eligible grants/programs for the state fiscal year beginning July 1, 2011. Corresponding expenditure authority is placed in each of the participating grant/program categories. This new indirect cost structure is revenue neutral to the overall grant/program awards and merely provides for the transfer authority from the grants/programs to fund the indirect cost structure. Requires Interim Finance approval since the amount added to the Indirect Cost category exceeds \$75,000. **Work Program #C23153**