

RESOLUTION TO INCREASE REVOLVING IMPREST ACCOUNT

WHEREAS, NRS 354.609 requires the adoption of a resolution to amend revolving accounts; and,

WHEREAS, a revolving imprest account was established on August 16, 2005, to establish the ability for the Court to take credit cards as payment; and,

WHEREAS, it is necessary to increase the amount of the North Las Vegas Justice Court’s imprest account.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Clark County, Nevada, that the North Las Vegas Justice Court’s imprest account shall be increased from \$1,600 to \$3,000 for the purpose of allowing the Court to take credit cards as a payment.

BE IT FURTHER RESOLVED that the source of money to be used to accomplish and maintain such account shall come from the Court Collections Fee fund.

BE IT FURTHER RESOLVED that North Las Vegas Justice Court will continue to use its existing written procedures for controlling use of such funds, and the Court Administrator will be responsible for the account; however, he/she may designate an individual within the office to maintain the account. Proper documentation of all dispersals from the account will be maintained.

BE IT FURTHER RESOLVED that any losses, shortages, or discrepancies must be reported to the County Comptroller. Losses not covered by insurance are the responsibility of North Las Vegas Justice Court.

BE IT FURTHER RESOLVED that the account will be reconciled no less than once per day.

BE IT FURTHER RESOLVED that the Comptroller’s Office will conduct periodic audits of the revolving imprest account and that all records must be kept in accordance with State law and the County’s records retention schedules.

PASSED, ADOPTED, AND APPROVED this 16th day of April, 2024.

BOARD OF COUNTY COMMISSIONERS
CLARK COUNTY, NEVADA

BY: _____
TICK SEGERBLOM, Chair

ATTEST:

LYNN MARIE GOYA, County Clerk