



WASHOE COUNTY

OFFICE OF THE COUNTY MANAGER

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February 12, 2025

Jan Galassini
Washoe County Clerk
1001 East Ninth Street
Reno, NV 89512

RE: Request to initiate proceedings to amend the Washoe County Code

Dear Ms. Galassini,

In accordance with Washoe County Code ("WCC") Section 2.030, please submit this correspondence to the Board of County Commissioners (Board). I request that proceedings be initiated to amend WCC Chapter 5 (Administration and Personnel) to update provisions relating to citizen advisory boards.

Amendments to this chapter may include, but are not limited to: renaming the boards; clarifying that the purpose of the boards is to provide feedback on community-wide issues within Washoe County's governmental jurisdiction as part of the commissioner support program; requiring the geographical boundaries of the boards to fall within a single commissioner district; updating provisions for appointment of members; removing the prohibition on CAB members from concurrently serving on the County's planning commission or board of adjustment; amending various provisions to comply with current open meeting law requirements; updating provisions related to bylaws; and other matters necessarily connected thereto; as outlined in the accompanying staff report.

The attached staff report seeks Board approval to formally initiate the code amendments and provide you with direction to submit the request to the District Attorney's Office to prepare an ordinance reflecting the desired code amendments.

Respectfully,

Eric P. Brown
Washoe County Manager