



WASHOE COUNTY

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STAFF REPORT

BOARD MEETING DATE: December 18, 2018

DATE: Wednesday, December 12, 2018

TO: Board of County Commissioners

FROM: Christine Vuletich, Assistant County Manager Finance/Administration
775-328-2016, cvuletich@washoecounty.us

THROUGH: John Slaughter, County Manager

SUBJECT: Introduction and first reading of an Ordinance amending Chapter 5 of the Washoe County Code by repealing a section related to the Community Relations Program; by repealing a section related to the Management Services Program; by repealing all provisions related to the Employment and Training Department; by repealing a section related to telephone toll call logs; by revising provisions related to the meetings of the Board of County Commissioners; by revising provisions related to the powers and duties of the County Manager and Assistant County Manager(s); and by revising a section concerning the County Manager's expenditures for incidental food and entertainment expenses for certain activities; and if supported, set a public hearing for the second reading and possible adoption of the ordinance on January 8, 2019. (All Commission Districts)

SUMMARY

The Washoe County Board of Commissioners will introduce and hold the first reading of an ordinance amending Washoe County's Code Chapter 5 specifically relating to the County's Community Relations Program; Management Services Program; revisions to the meetings of the Board of County Commissioners; revisions to the County Manager and Assistant County Manager(s) powers and duties, and expenditures for certain activities.

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

PREVIOUS ACTION

On October 9, 2018 the Board of County Commissioners approved a request by the County Manager, through the Washoe County Clerk, and pursuant to Washoe County Code ("WCC") 2.030, to initiate amendments to the Washoe County Code (Chapter 5- Administration and Personnel, Chapter 15- County Finances; Purchasing, and Chapter 65- Safety and Disaster Services) and to direct the County Clerk to submit the request to the District Attorney's Office for preparation of proposed ordinances in accordance with WCC 2.040.

AGENDA ITEM # _____

BACKGROUND

Under WCC 2.050, when the District Attorney has completed the proposed ordinance, the County Clerk will place the proposed ordinance on the agenda for the next regularly scheduled meeting of the Board in accordance with the adoption procedures set out in NRS 244.100.

On January 28, 2014, the Finance Director position was reclassified to Assistant County Manager assigned to Finance and Administration. Concurrent with that decision, the Comptroller function was modified to include purchasing and risk management. Various sections of the county code referencing these two positions and have not been updated to reflect new structure, roles and responsibilities. Since then, other organizational changes have occurred including a reorganization of the County Manager's Office approved by the Board of County Commissioners on September 12, 2017.

In this item, the County Manager is requesting amendments to WCC Chapter 5. Certain provisions within Chapter 5 are outdated and require amendment to reflect modern practice. Further, county organizational structures are codified in various parts of the Washoe County Code Chapter 5. Thus, these chapters require revisions in order to reflect the county's current organizational structure. Specific anticipated amendments, are as follows:

- Repealing section 5.023 related to the director of community relations
- Repealing section 5.0231 related to the director of management services
- Repealing all provisions related to the employment and training department
- Repealing section 5.423 related to telephone call logs
- Revising provisions related to meetings of the board of county commissioners
- Revising provisions related to the powers and duties of the county manager and assistant county managers
- Revising section 5.0244 related to the county manager's expenditures for incidental food and entertainment expenses

FISCAL IMPACT

There is no fiscal impact from this action.

RECOMMENDATION

It is recommended that the Board of County Commissioners introduce and conduct a first reading of an Ordinance amending Chapter 5 of the Washoe County Code by repealing a section related to the Community Relations Program; by repealing a section related to the Management Services Program; by repealing all provisions related to the Employment and Training Department; by repealing a section related to telephone toll call logs; by revising provisions related to the meetings of the Board of County Commissioners; by revising provisions related to the powers and duties of the County Manager and Assistant County Manager(s); and by revising a section concerning the County Manager's expenditures for incidental food and entertainment expenses for certain activities; and if supported, set a public hearing for the second reading and possible adoption of the ordinance on January 8, 2019.

POSSIBLE MOTION

Should the Board approve, a possible motion would be: Move to adopt an ordinance amending Chapter 5 of the Washoe County Code by repealing a section related to the Community Relations Program; by repealing a section related to the Management Services Program; by repealing all provisions related to the Employment and Training Department; by repealing a section related to telephone toll call logs; by revising provisions related to the meetings of the Board of County Commissioners; by revising provisions related to the powers and duties of the County Manager and Assistant County Manager(s); and by revising a section concerning the County Manager's expenditures for incidental food and entertainment expenses for certain activities; and if supported, set a public hearing for the second reading and possible adoption of the ordinance on January 8, 2019.