



# WASHOE COUNTY

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## STAFF REPORT

**BOARD MEETING DATE:** December 09, 2025

**DATE:** Thursday, December 04, 2025

**TO:** Board of County Commissioners

**FROM:** Shamayne Brown, Senior Office Specialist, Special Operations  
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**THROUGH:** Darin Balaam, Sheriff  
(775) 328-3010; [DBalaam@washoecounty.gov](mailto:DBalaam@washoecounty.gov)

**SUBJECT:** Recommendation to retroactively approve the Security Agreement between the Palau Association and Washoe County, on behalf of the Washoe County Sheriff's Office to provide reimbursement for extra staffing/patrol services [up to \$7,500.00 total reimbursement] needed at the Washoe County Rancho San Rafael Regional Park during the Reno-Tahoe CityFest (2025) from 12:00 PM to 12:00 AM on August 23<sup>rd</sup> & 24<sup>th</sup>, 2025. Sheriff. (All Commission Districts) FOR POSSIBLE ACTION

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### **SUMMARY**

The Washoe County Sheriff's Office requests retroactive approval for contractual reimbursement from the Palau Association for providing law enforcement coverage at the "Reno-Tahoe CityFest" at Rancho San Rafael Regional Park from 12:00 PM to 12:00 AM on August 23<sup>rd</sup> & 24<sup>th</sup>, 2025. The Palau Association has agreed to a contract which provides for reimbursement to the County for the cost of providing the additional manpower.

**Washoe County Strategic Objective supported by this item:** Safe, Secure and Healthy Communities.

### **PREVIOUS ACTION**

None.

**AGENDA ITEM #** \_\_\_\_\_

### **BACKGROUND**

The Palau Association “Reno-Tahoe CityFest” takes place in Reno, Nevada and 2025 was the first year requesting county participation. The event is within Washoe County and annually draws thousands of visitors.

The Washoe County Sheriff’s Office is tasked with providing additional law enforcement presence in the community while the event is going on, which creates a financial burden to Washoe County. Washoe County will be responsible for providing additional law enforcement presence inside the event, which is being handled by the Palau Association. The Palau Association is aware of the financial burden to Washoe County and has agreed to offset the Sheriff’s Office expenses by providing funding to the Sheriff’s Office. They have agreed to pay up to \$7,500.00 for additional law enforcement presence.

### **FISCAL IMPACT**

The Palau Association and WCSO supervision will determine appropriate additional staffing levels needed during the “Reno-Tahoe CityFest” event and all salaries will be reimbursed by the Palau Association, up to \$7,500.00. The funds obtained will be used for salary reimbursements. The reimbursement received will be deposited into account:

| <b>Cost Object &amp; Description</b> | <b>G/L Account &amp; Description</b> | <b>Amount</b>    |
|--------------------------------------|--------------------------------------|------------------|
| 150200 – Office of the Sheriff       | 485129 – Salary Reimbursement        | \$7,500.00 (est) |

### **RECOMMENDATION**

It is recommended that the Board of County Commissioners retroactively approve the Security Agreement between the Palau Association and Washoe County, on behalf of the Washoe County Sheriff’s Office to provide reimbursement for extra staffing/patrol services [up to \$7,500.00 total reimbursement] needed at the Washoe County Rancho San Rafael Regional Park during the Reno-Tahoe CityFest (2025) from 12:00 PM to 12:00 AM on August 23<sup>rd</sup> & 24<sup>th</sup>, 2025.

### **POSSIBLE MOTION**

Should the Board agree with staff’s recommendation, a possible motion would be: “Move to retroactively approve the Security Agreement between the Palau Association and Washoe County, on behalf of the Washoe County Sheriff’s Office to provide reimbursement for extra staffing/patrol services [up to \$7,500.00 total reimbursement] needed at the Washoe County Rancho San Rafael Regional Park during the Reno-Tahoe CityFest (2025) from 12:00 PM to 12:00 AM on August 23<sup>rd</sup> & 24<sup>th</sup>, 2025.”