



WASHOE COUNTY

Integrity Communication Service

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STAFF REPORT

BOARD MEETING DATE: August 16th, 2022

DATE: Thursday, August 11, 2022

TO: Board of County Commissioners

FROM: Eric P. Brown, County Manager
775.328.2003, epricebrown@washoecounty.gov

THROUGH: Jan Galassini, Washoe County Clerk, on behalf of the Office of the County Manager

SUBJECT: 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 45- Public Welfare; Washoe County Affordable Housing Trust Fund) to ensure that WCC reflects Washoe County’s current capacity to directly administer the Washoe County Affordable Housing Trust Fund (“the Fund”) as well as reflect the County’s housing and homeless services priorities; and to direct the County Clerk to submit the request to the District Attorney’s Office for preparation of a proposed ordinance in accordance with WCC 2.040. (All Commission Districts.)

SUMMARY

The County Manager, Eric P. Brown, through the County Clerk, requests (pursuant to WCC 2.030) to initiate proceedings to amend the Washoe County Code (Chapter 45 – Public Welfare; Washoe County Affordable Housing Trust Fund) as requested by the County Manager to ensure that county code reflects Washoe County’s current capacity to directly administer the Washoe County Affordable Housing Trust Fund (“the Fund”) as well as reflect the County’s housing and homeless services priorities. If the request is approved, the Board of County Commissioners (“Board”) is asked to direct the County Clerk to submit a request to the District Attorney to draft a proposed ordinance amending this code chapter. When the proposed ordinance is complete, the County Clerk will commence proceedings by setting an Introduction and First Reading.

Washoe County Strategic Objective supported by this item: Vulnerable Populations

PREVIOUS ACTION

On August 20, 2021, the City of Reno, the City of Sparks, and Washoe County approved the transfer of the administrative and financial responsibility for the operation of homeless shelters in Washoe County, Nevada to Washoe County.

On May 25, 2021, the Board of County Commissioners approved a fund agreement with the Community Foundation of Northern Nevada to establish a non-endowed field-of-

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interest fund to enable acceptance of assets for the Washoe County Affordable Housing Trust Fund.

On January 13, 2021, direction was provided by the BCC to include pursuing an expanded role in addressing the regional issue of homelessness in the Strategic Plan.

On March 26, 2019, the Board adopted Ordinance Number 1632, which establishes the Washoe County Affordable Housing Trust Fund and provides that the fund will receive monies from various sources to be used to increase and improve the supply of housing projects affordable to households of low income in a manner consistent with the provisions of the Ordinance. The Ordinance also provides that the Board will approve an allocation plan for the use and disbursement of monies in the Fund and which will identify a non-profit contractor as the administrator of the Fund.

On February 26, 2019, Board introduced and conducted a first reading of an ordinance establishing the Washoe County Affordable Housing Trust Fund and set the second reading and public hearing date for March 26, 2019.

On November 27, 2018, the Board gave direction on elements to be included in an ordinance establishing the Washoe County Affordable Housing Trust Fund.

On August 28, 2018, the Board voted to approve the utilization of county staff time to research establishing a county-level affordable housing trust fund.

BACKGROUND

WCC 2.030 provides that amendments to the Washoe County Code may be initiated by the head of a Washoe County office to the County Clerk. Upon receiving the request, the County Clerk, pursuant to WCC 2.040, places the request on an agenda for consideration by the Board. Upon a majority vote of the members present at the meeting, the Board may approve the request with any changes the Board desires. In considering the request, the Board may hear testimony from the proposer or any other person regarding the proposed changes. If approved, the Board shall direct the County Clerk to submit the request to the District Attorney for preparation of a proposed ordinance(s). 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.

In March 2019, the Board approved Ordinance 1632, which established the Fund, and which provides that the Fund would receive monies from various sources to be used to increase and improve the supply of housing projects affordable to households of low income in a manner consistent with the provisions of the Ordinance. When the Board first established the Fund, there was not adequate County staffing or expertise to administer the Fund directly and it was decided that a separate non-profit administrator would be contracted to administer the Fund. Additionally, the Fund was established with a broad purpose of increasing and improving affordable housing available to households at or below 80 percent of the Area Median Income.

However, since the Fund was first established, Washoe County has expanded its role in providing homeless services in the region. In particular, the Housing and Homeless Services Division has been established in the Office of the County Manager to lead the County's expanded efforts to address homelessness. Because of this, there is now

adequate County staffing and expertise to directly administer the Fund. There is also a need for the stated purpose of the Fund to be more closely aligned with the County's expanded role in housing and homeless service priorities.

The County Manager is requesting amendments to WCC Chapter 45 to ensure that county code reflects Washoe County's current capacity to directly administer the Fund as well as reflect the County's housing and homeless service priorities. Specific anticipated amendments are as follows:

Chapter 45:

- Revising section 45.495 related to purpose of the Fund
- Revising section 45.500 related to County's role in the administration of the Fund
- Revising section 45.505 related to the availability of monies in the Fund
- Revising section 45.510 related to the eligible use and disbursement of monies in the Fund
- Revising section 45.515 related to location of units/project to be assisted with Fund monies
- Revising section 45.520 related to annual evaluation of the Fund

FISCAL IMPACT

No fiscal impact.

RECOMMENDATION

It is recommended that The Board of County Commissioners approve 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 45- Public Welfare; Washoe County Affordable Housing Trust Fund) to ensure that WCC reflects Washoe County's current capacity to directly administer the Washoe County Affordable Housing Trust Fund ("the Fund") as well as reflect the County's housing and homeless services priorities; and to direct the County Clerk to submit the request to the District Attorney's Office for preparation of a proposed ordinance in accordance with WCC 2.040. (All Commission Districts).

POSSIBLE MOTION

Should the Board agree with staff's recommendation, a possible motion would be: *"Move to approve a approve 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 45- Public Welfare; Washoe County Affordable Housing Trust Fund) to ensure that WCC reflects Washoe County's current capacity to directly administer the Washoe County Affordable Housing Trust Fund ("the Fund") as well as reflect the County's housing and homeless services priorities; and to direct the County Clerk to submit the request to the District Attorney's Office for preparation of a proposed ordinance in accordance with WCC 2.040."*