



# WASHOE COUNTY

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## STAFF REPORT

**BOARD MEETING DATE:** August 28, 2018

**DATE:** Wednesday, August 22, 2018

**TO:** Board of County Commissioners

**FROM:** Jennifer Gustafson, Deputy District Attorney  
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**THROUGH:** Paul A. Lipparelli, Assistant District Attorney

**SUBJECT:** Public Hearing: Second reading and adoption of an ordinance amending Washoe County Code Chapter 2 by adopting Supplement Number 14 to the Washoe County Code and all clerical and technical corrections made therein. (All Commission Districts).

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### **SUMMARY**

Supplement number 14 adds all ordinances amending the Washoe County Code that were adopted between February 2012 and January 2016.<sup>1</sup>

County Priority/Goal Supported by this Item: Government efficiency and financial stability.

### **PREVIOUS ACTION**

On August 14, 2012, the Board of County Commissioners ("Board") adopted Ordinance 1496, which amended Washoe County Code Chapter 2 by adopting Supplement Number 13 to the Washoe County Code, and all clerical and technical corrections made therein. Supplement Number 13 added all ordinances amending the Washoe County Code that were adopted between January 2009 through January 2012.

On May 4, 2016, the Board approved a three year professional services contract between Washoe County and Municipal Code Corporation ("Municode") for republication and future supplementation of the Washoe County Code, and authorized the District Attorney to approve future renewal options for Municode's professional services.

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<sup>1</sup> This does not include the Washoe County Development Code (Chapter 110), which is published separately from the Washoe County Code.

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

On July 24, 2018, the Board introduced and held a first reading of the ordinance amending Washoe County Code Chapter 2 by adopting Supplement Number 14 to the Washoe County Code and all clerical and technical corrections made therein.

### **BACKGROUND**

In September of 1982, the ordinances of Washoe County were codified for the first time in the Washoe County Code. Since that time, there have been 13 supplements amending the code by adding the substantive provisions of the adopted ordinances into a unified code document.

Historically, the District Attorney's Office manually updated the Washoe County Code. This was a lengthy process involving a significant number of attorney and staff hours. Accordingly, in May 2016, the Board approved the District Attorney's Office request to utilize a professional code publication servicer to perform the largely ministerial task of incorporating adopted ordinances into the Washoe County Code.

With oversight from the District Attorney's Office, Municode has completed a republication of the entire Washoe County Code and has incorporated all applicable ordinances passed from January 2012 through January 2016. Upon adoption of Supplement Number 14, the Washoe County Code will be available in both print format, and online Word and PDF formats, hosted through the Municode Library database. Ordinances that have been adopted since January 2016 are also available online on Washoe County's Municode Library database. Further, recent amendments to the Washoe County Code are clearly reflected by a blue flag with the word "Amended" and a link to the applicable ordinance.

With the Board's adoption of Supplement Number 14, a link to Washoe County's Municode Library database will be included on the Washoe County Clerk's website. It is anticipated that Municode's assistance will allow for more frequent updates to the Washoe County Code.

### **FISCAL IMPACT**

Costs for the Washoe County Code republication (including incorporation of ordinances adopted from February 2012 through January 2016) were already encumbered in the FY 2016/17 budget for Cost Center 106100, GL Act# 710100, PO 5500019901. Costs for future supplementation (incorporation of ordinances adopted from February 2016 through the present) are encumbered in FY 2017/18 and 2018/19 budget for Cost Center 106100, GL Act# 710100.

Funds are budgeted for printing the Washoe County Code under the Clerk's Office printing budget. Subscribers to the code may purchase supplements from the Clerk for the actual cost of printing and mailing the supplement. Copies of the supplements are made available at no cost to other public entities, as specified in WCC §§ 2.080(4) and 2.090.

**RECOMMENDATION**

It is recommended that the Board hold a second reading and adopt an ordinance amending Washoe County Code Chapter 2 by adopting Supplement Number 14 to the Washoe County Code and all clerical and technical corrections made therein.

**POSSIBLE MOTION**

Move to adopt an ordinance amending Washoe County Code Chapter 2 by adopting Supplement Number 14 to the Washoe County Code and all clerical and technical corrections made therein.