



# WASHOE COUNTY

Integrity Communication Service

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## STAFF REPORT

**BOARD MEETING DATE:** January 8, 2019

**DATE:** Wednesday, January 02, 2019

**TO:** Board of County Commissioners

**FROM:** Christine Vuletich, Assistant County Manager Finance/Administration  
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**THROUGH:** John Slaughter, County Manager

**SUBJECT:** Public Hearing: Second reading and adoption 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. (All Commission Districts)

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### **SUMMARY**

The Washoe County Board of County Commissioners will hold the second reading and possible adoption 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.

On December 18, 2018 the Board of County Commissioners introduced and conducted a first reading of an Ordinance amending Chapter 5 of the Washoe County Code 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

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

County Manager(s) powers and duties, and expenditures for certain activities, and directed that a public hearing be set for January 8, 2019.

### **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 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 conduct a second 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, adopt the ordinance.

**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.