



# WASHOE COUNTY

Integrity Communication Service

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## STAFF REPORT

BOARD MEETING DATE: APRIL 14, 2026

**DATE:** Tuesday, April 21, 2026

**TO:** Board of County Commissioners

**FROM:** Jan Galassini, Washoe County Clerk  
775-784-7287, [jgalassini@washoecounty.gov](mailto:jgalassini@washoecounty.gov)

**THROUGH:** Jan Galassini, Washoe County Clerk

**SUBJECT:** Approval of minutes for the Board of County Commissioners' regular meetings of March 10, 2026, and March 17, 2026, and the workshop of January 27, 2026. (All Commission Districts.)

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### SUMMARY

Approval of minutes that have gone past the 45-day requirement for approval by the governing body.

**Washoe County Strategic Objective supported by this item:** Regional and Community Leadership.

### PREVIOUS ACTION

None.

### BACKGROUND

NRS 241.035 states that, unless good cause is shown, a public body shall approve the minutes of a meeting within 45 days of the meeting or at the next meeting of the public body, whichever occurs later. The attached minutes for the regular meeting of March 10, 2026, and the workshop of January 27, 2026, were not submitted for approval within 45 days due to the following reasons:

1. The regular meeting of March 10, 2026, minutes were scheduled to be approved at the April 21, 2026, Board of County Commissioners' meeting. The April 21, 2026, meeting was scheduled as a workshop meeting, with direction from the Office of the County Manager that minutes for approval would not be allowed. The next scheduled Board of County Commissioners' meeting with an opportunity to schedule minutes to be approved is April 28, 2026.
2. The completion of the workshop meeting minutes for January 27, 2026, was delayed due to the Clerk's Office's heavy workload in February 2026

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

during the Board of Equalization season, along with a staffing shortage on the Board Records & Minutes team.

3. The regular meeting of March 17, 2026, minutes are within the 45-day requirement for approval by the governing board.

**FISCAL IMPACT**

No Fiscal Impact.

**RECOMMENDATION**

It is recommended that the Board:

Approve the minutes of the Board of County Commissioners' regular meetings of March 10, 2026, and March 17, 2026, and the workshop of January 27, 2026.

**POSSIBLE MOTION**

Should the Board agree with the recommendation, a possible motion would be:

“Move to approve the minutes of the Board of County Commissioners' regular meetings of March 10, 2026, and March 17, 2026, and the workshop of January 27, 2026.”