



# WASHOE COUNTY

Integrity Communication Service

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## STAFF REPORT

BOARD MEETING DATE: MAY 20, 2025

**DATE:** Wednesday, May 07, 2025

**TO:** Board of County Commissioners

**FROM:** Jan Galassini, Washoe County Clerk  
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' concurrent meeting of February 6, 2025. (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 concurrent meeting on February 6, 2025, were not submitted for approval within 45 days due to the following reasons:

1. The heavy workload in February 2025, involving Board of Equalization and Debt Management Commission meetings.
2. The unusual complexity of the meeting, due to multiple agencies participating.
3. Workload, including the number of sets of minutes staff were working on simultaneously.
4. Staffing shortage. Two new employees, 50% of the Board Records and Minutes team, started only a week prior to this meeting.

### FISCAL IMPACT

No Fiscal Impact.

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

**RECOMMENDATION**

It is recommended that the Board:

Approve the minutes of the Board of County Commissioners' concurrent meeting of February 6, 2025.

**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' concurrent meeting of February 6, 2025.”