



WASHOE COUNTY

Integrity Communication Service

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STAFF REPORT

BOARD MEETING DATE: April 16, 2024

DATE: Thursday, April 11, 2024

TO: Board of County Commissioners

FROM: Jennifer Gustafson, Deputy District Attorney
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THROUGH: Nathan Edwards, Assistant District Attorney

SUBJECT: Second reading and possible adoption of an ordinance amending Washoe County Code Chapter 2 by adopting Supplement 18 to the Washoe County Code and all clerical and technical corrections made therein. If passed, Supplement 18 will codify ordinances 1627 (Building Code); 1674 (Adoption of Supplement 15); 1694 (Affordable Housing Trust Fund); 1695 (Personnel Code); 1697 (Building Program); 1698 (Traffic); 1699 (Adoption of Supplement 16); 1701 (Adoption of Supplement 17); 1702 (Sideshows & Street Racing); 1707 (Registration of Lobbyists); and 1708 (Variance Permits). This supplement does not include amendments to the Washoe County Development Code (Chapter 110), which is published separately from the general Washoe County Code. (All Commission Districts.) **FOR POSSIBLE ACTION.**

SUMMARY

The adoption of Supplement 18 will codify ordinances 1627, 1674, 1694, 1695, 1697, 1698, 1699, 1701, 1702, 1707, and 1708 amending the Washoe County Code, which is required by NRS 244.117.¹

Washoe County Strategic Objective supported by this item: Government efficiency and financial stability.

PREVIOUS ACTION

On March 26, 2024, the Board conducted a first reading and introduction of Bill Number 1907, an ordinance amending Washoe County Code Chapter 2 by adopting Supplement 18 to the Washoe County Code and all clerical and technical corrections made thereto; and setting the public hearing for the second reading and possible adoption of the ordinance for April 9, 2024. Supplement 18 will codify ordinance numbers 1627, 1674, 1694, 1695, 1697, 1698, 1699, 1701, 1702, 1707 and 1708.

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

AGENDA ITEM # _____

On March 28, 2023, the Board adopted Ordinance 1701, which amended Washoe County Code Chapter 2 by adopting Supplement 17 and all clerical and technical corrections made therein. Supplement 17 codified ordinances 1687, 1690, and 1692.

The Board has adopted previous supplements to the Washoe County Code in line with NRS 244.117.

On May 24, 2016, the Board approved a three-year professional services contract between Washoe County and Municipal Code Corporation (“Municode”), for publication and future supplementation of the Washoe County Code and authorized the District Attorney to approve future renewal options for Municode’s professional services.

BACKGROUND

In September of 1982, the ordinances of Washoe County were codified for the first time in the Washoe County Code. Since that time, the Board has adopted supplements amending the code by incorporating the substantive provisions of the adopted ordinances into a unified code document, as required by NRS 244.116 and 244.117.

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’s request to utilize a professional code publication servicer to perform the largely ministerial task of incorporating adopted ordinances into the Washoe County Code.

In 2017, with oversight from the District Attorney’s Office, Municode, now owned by CivicPlus, completed a republication of the entire Washoe County Code and also incorporated all applicable ordinances passed from January 2012 through January 2016 (Supplement 14). In 2020, with oversight from the District Attorney’s Office, Municode incorporated all applicable newly enacted ordinances into Supplement 15. Between July 2021 and June 2022, again with oversight from the District Attorney’s Office, Municode incorporated all applicable newly enacted ordinances into Supplement 16. Between July 2022 and November 2022, again with oversight from the District Attorney’s Office, Municode incorporated all applicable newly enacted ordinances into Supplement 17. Municode has since incorporated all applicable newly enacted ordinances between November 2022 until December 31, 2023, which will be labeled Supplement 18. To formalize and finalize the codification of Supplement 18, this Board must officially adopt the new supplement by ordinance in accordance with NRS 244.116, *et. seq.*

The ordinances which comprise Supplement Number 18 are currently incorporated in the Washoe County Code online and are readily searchable through Washoe County’s Municode Library database. Individual ordinances which comprise Supplement 18 are also available in both print format, and online Word and PDF formats. Ordinances adopted after January 1, 2024 (which will eventually be codified in Supplement 19) will also be available online on the Municode Library database after direction from the Washoe County District Attorney’s Office.

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 Sections 2.080(4) and 2.090.

FISCAL IMPACT

No fiscal impact.

RECOMMENDATION

It is recommended that the Board hold a second reading and adopt an ordinance amending Washoe County Code Chapter 2 by adopting Supplement 18 to the Washoe County Code and all clerical and technical corrections made therein.

POSSIBLE MOTION

Move to adopt Ordinance No. _____ [insert Ordinance No. provided by County Clerk], an ordinance amending Washoe County Code Chapter 2 by adopting Supplement 18 to the Washoe County Code and all clerical and technical corrections made therein. Supplement 18 will codify ordinances 1627 (Building Code); 1674 (Adoption of Supplement 15); 1694 (Affordable Housing Trust Fund); 1695 (Personnel Code); 1697 (Building Program); 1698 (Traffic); 1699 (Adoption of Supplement 16); 1701 (Adoption of Supplement 17); 1702 (Sideshow & Street Racing); 1707 (Registration of Lobbyists); and 1708 (Variance Permits). This supplement does not include amendments to the Washoe County Development Code (Chapter 110), which is published separately from the general Washoe County Code.