

NEVADA STATE JOURNAL

PROOF OF PUBLICATION

STATE OF NEVADA }
COUNTY OF WASHOE } ss.

SUSAN KLEENOW

being first duly sworn, deposes and says: That she is the legal clerk of THE NEVADA STATE JOURNAL, a daily newspaper published at Reno, in Washoe County, in the State of Nevada.

That the notice... on county ordinance 384

.....
of which a copy is hereto attached, was first published in said newspaper in its issue dated the 14th day of June, 1974 and June 21

.....
the full period of 2 days, the last publication thereof being in the issue dated the 21st day of June, 1974


Signed *Susan Kleenow*...

Subscribed and sworn to before me this

21st day of June, 1974

Hugh E. Robinson
Notary Public.

NOTICE OF COUNTY ORDINANCE
Notice is hereby given that Bill No. 384, Ordinance No. 230, entitled "An Ordinance establishing the position of Court Administrator in the Office of the Clerk of the District Court under the supervision of the District Judges; providing for his designation; specifically assigning certain individuals employed in the Office of the Clerk of the District Court to the direct supervision of the District Judges and the Court Administrator; providing for the duties of the Court Administrator; making provisions for necessary appropriation transfers affecting District Court and County Clerk's budgets; and providing other matters properly relating thereto" was adopted on June 5, 1974, by Commissioners Rust, Nelson, Pagni, Scott and Grow all voting aye.
Typewritten copies of the Ordinance are available for inspection by all interested persons at the office of the County Clerk.
H. K. BROWN, County Clerk
33-4900-384 June 14 21

 HUGH E. ROBINSON
Notary Public — State of Nevada
Washoe County
My Commission Expires Dec. 1, 1976

SUMMARY--Assigns certain personnel to the direct supervision of the District Court; establishes the position of Court Administrator.

BILL NO. 384

ORDINANCE NO. 230

AN ORDINANCE ESTABLISHING THE POSITION OF COURT ADMINISTRATOR IN THE OFFICE OF THE CLERK OF THE DISTRICT COURT UNDER THE SUPERVISION OF THE DISTRICT JUDGES; PROVIDING FOR HIS DESIGNATION; SPECIFICALLY ASSIGNING CERTAIN INDIVIDUALS EMPLOYED IN THE OFFICE OF THE CLERK OF THE DISTRICT COURT TO THE DIRECT SUPERVISION OF THE DISTRICT JUDGES AND THE COURT ADMINISTRATOR; PROVIDING FOR THE DUTIES OF THE COURT ADMINISTRATOR; MAKING PROVISION FOR NECESSARY APPROPRIATION TRANSFERS AFFECTING DISTRICT COURT AND COUNTY CLERK'S BUDGETS; AND PROVIDING OTHER MATTERS PROPERLY RELATING THERETO.

THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF WASHOE DO ORDAIN:

Section 1. Section 32 of Article 4 of the Nevada constitution and NRS 3.250 and 246.060 provide that the County Clerk is ex officio Clerk of the District Court. Section 1 of Article 3 of the Nevada constitution provides for a separation of governmental powers, prohibiting the exercise of powers properly belonging to the Judicial Department by any other governmental department. The purpose of this ordinance is to:

1. Recognize the power of the judiciary by assigning those employees in the office of the Clerk of the District Court to the Judicial Branch of government under complete jurisdiction and control of the District Judges, and designating the status of such employees as exempt employees, pursuant to subparagraph (1) of paragraph (d) of subsection 2 of section 20 of Washoe County Ordinance No. 213.

2. Provide a method, by the designation of a Court Administrator, for the institution of administrative methods and procedures for the improvement of the judicial system.

Sec. 2. Subject to the confirmation of a majority of the District Judges, the Clerk of the District Court shall, upon the effective

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date of this ordinance, appoint a Deputy Clerk of the District Court, whose exclusive duty shall be to act as a Court Administrator. Such designation shall continue until such time as sufficient moneys are made available by appropriation or otherwise for the employment of a Court Administrator by the District Judges.

Sec. 3. The Court Administrator shall, under the supervision and direction of the District Judges:

1. Prepare and submit budgets to the County Manager and the Board of County Commissioners necessary for the maintenance and operation of the judicial system and make recommendations in respect thereto.
2. Attend to such other matters as may be assigned by the District Judges.
3. Perform the duties of Clerk of the District Court as prescribed by the Constitution of the State of Nevada, Nevada Revised Statutes, Nevada Rules of Civil Procedure, the District Court Rules, and local rules of court.

Sec. 4. Upon the effective date of this ordinance, the following named individuals are assigned as exempt employees of the District Judges:

	<u>Name</u>	<u>Class Code</u>	<u>Title</u>
1.	Coon, Alexander	0159	Chief Civil Deputy
2.	Ceccarelli, Aldo	0127	Court Clerk Supv. II
3.	Bowen, Colleen	0121	Court Clerk I
4.	Brackett, Patricia	0123	Court Clerk II
5.	Jaffe, Ethel	0123	Court Clerk II
6.	Matlack, Sandra	0123	Court Clerk II
7.	Ryan, Bernice	0123	Court Clerk II
8.	Sopher, Vernetta	0123	Court Clerk II
9.	Wright, Oma	0121	Court Clerk I
10.	DeLong, Gayle	0121	Court Clerk I
11.	Whitmore, June	0123	Court Clerk II
12.	Holland, Modena	0121	Court Clerk I
13.	Koffler, Joyce	0022	Principal Clerk Typist
14.	Ince, Ralph	0124	Jury Commissioner
15.	Snow, Loretta	0124	Jury Commissioner

	<u>Name</u>	<u>Class Code</u>	<u>Title</u>
16.	Koontz, Frank	0145	Civil Office Supervisor
17.	Brown, Jo Ann	0122	Civil Counter Clerk
18.	Carey, Anne	0122	Civil Counter Clerk
19.	Courtney, Terry	0021	Clerk Typist II
20.	Cunningham, Beverly	0122	Civil Counter Clerk
21.	Hasson, Richard	0122	Civil Counter Clerk
22.	Johnson, Marilyn	0021	Clerk Typist II
23.	Leach, Bonnie	0122	Civil Counter Clerk
24.	Livermore, Elizabeth	0122	Civil Counter Clerk
25.	Lovejoy, Judith	0024	Administrative Secretary II
26.	McKenzie, Mabel	0122	Civil Counter Clerk
27.	Machen, Ronalene	0122	Civil Counter Clerk
28.	Morz, Rita	0122	Civil Counter Clerk
29.	Hicks, Gladys	0122	Civil Counter Clerk
30.	Sauer, Mary	0122	Civil Counter Clerk
31.	Ronchetti, E. Teddy	0122	Civil Counter Clerk
32.	Schmidt, Oswald	0318	Accountant

Sec. 5. Necessary and authorized microfilming of judicial records shall be the obligation of the County Clerk.

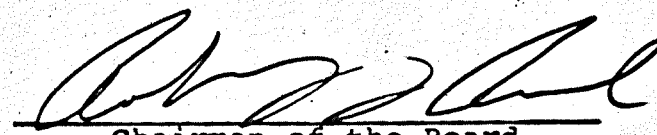
Sec. 6. The County Manager is directed to take necessary action with respect to transfers of appropriations made for the support of the office of the County Clerk for fiscal years 1973-1974 and 1974-1975 to augment the budget of the District Courts for such fiscal years to effectuate the purposes of this ordinance.

Sec. 7. This ordinance shall be in full force and effect after its passage, approval and publication as prescribed by NRS 244.100.

Proposed on the 28th day of May, 1974.
Proposed by Commissioners Rusk, Nelson, Pagni, Scott and Grow.
Passed on the 5th day of June, 1974.

Vote:

Ayes: Commissioners: Rusk, Nelson, Pagni, Scott and Grow.
Nays: Commissioners: None.
Absent: Commissioners: None.


Chairman of the Board

ATTEST: H. K. Brown, CLERK


County Clerk

This Ordinance shall be in force and effect from and after the 21st day of June, 1974.

ORDINANCE NO. 230

Amended by Ordinance No. 244, Bill No. 406, Item 75-88
Amended by Ordinance No. 245, Bill No. 407, Item 75-89
Amended by Ordinance No. 262, Bill No. 425, Item 75-678