



Citation Authority Program

Fine Schedule



Fine schedule

- Washoe County Code Chapter 125 is for enforcement, remedies, and penalties
- Per WCC Chapter 125.170, there is clear direction that the fee schedule must be adopted by the Board of County Commissioners
- Since Parks has a fee schedule associated with park facility reservations and recreation programs, it is important to distinguish between a fee schedule and a fine schedule
- Per WCC Chapter 95.510 – civil penalties may be imposed in an amount no less than \$100 and no more than \$1000



Fine schedule

- The fine schedule illustrates that the fines double upon each successive infraction of the same violation, up to a third violation. This is within a 2-year period.
- For ease of use, each fine for each violation of the code is the same.
- First violation - \$200
- Second violation - \$400
- Third violation - \$800



Fine Schedule

Washoe County Code Chapter 95 Fine Schedule

Code #	Code Description	First Offense	Second Offense	Third Offense
95.060	Park hours: Sunrise to Sunset. No person, except county employees or enforcement officials on official business, may be present in any county park after closing hours unless prior authorization has been issued.	\$200	\$400	\$800
95.070	Curfew Limitations: Curfew may apply to under 18 years of age unless under certain circumstances such as staying with a parent or guardian.	\$200	\$400	\$800
95.080	Payment for Use of Facilities: Areas requiring a fee must not be used unless the user has paid the established fee for that particular facility	\$200	\$400	\$800
95.100	Group Permit: Groups in excess of 25 need to have group use permit	\$200	\$400	\$800
95.110	Concession Operation: Selling products or business is not allowed without a permit	\$200	\$400	\$800
95.120	Filming/Photography: Commercial photography or filming requires a permit.	\$200	\$400	\$800
95.130	Posting of signs and notices: It is illegal to post signs in parks without permission.	\$200	\$400	\$800
95.140	Landing of aircraft: air craft of all types may not take off or land in County parks without permission.	\$200	\$400	\$800
95.150	Aerial apparatus: Remote control vehicles and aircraft are allowed except in marked areas. Remote control vehicles and aircraft can not be used in a way that poses a threat or disturbs the peace.	\$200	\$400	\$800
95.160	Vehicle Operators: Drivers of vehicles must have a valid license, other special vehicles may be allowed if permitted by the director.	\$200	\$400	\$800
95.170	Registered Vehicles: Vehicles must be properly registered, unless otherwise permitted by the director.	\$200	\$400	\$800
95.180	Speed limit: The speed limit in parks is 15 MPH	\$200	\$400	\$800

Fine schedule

- Process:
 - Violator will pay fine, if within 30-day of the violation, 50% payment is to be considered paid in full.
 - If violator chooses to contest the civil penalty, they will request an administrative hearing through the administrative hearing office (AHO) within 30 calendar days of the notice of civil penalty (NCP). There is a fee associated with an administrative hearing, fees approved by the BCC.
 - Should the NCP fine not be paid, and no request for an administrative hearing is scheduled, the lack of action is considered an admission of liability and a waiver of any right to an administrative hearing. The fines then go into a collections process within Washoe County – a separate fee schedule approved by the BCC.
 - If collections is unsuccessful in collecting fines and fees, a lien can be placed on the property of the violator.



Fine schedule

- Goals:
 - To have all fines paid within the 30-day period.
 - These fines will be deposited into a separate cost center within Parks and Open Space Administration, created for the citation program.
 - If the violator requests an administrative hearing, all fines/fees will be deposited into a cost center associated with the administrative enforcement process through the Office of the County Manager.
 - Working with the Communications Team to inform park visitors of these upcoming changes.
 - Sandwich board signs at Regional Parks with QR code link to website
 - Short videos for website and social media posts
 - On-going messaging to keep the information relevant and out to the public

Possible Motion:

“The Open Space and Regional Park Commission recommend to the Board of County Commissioners to approve the fine schedule associated with the citation authority of park enforcement officers due to begin July 1, 2024.”

