



P.O. Box 218, Minden, NV 89423
775-782-9821 FAX: 775-782-6255

Douglas County Board of Commissioners

Meeting Agenda

Barry Penzel, Chairman, District 5
Steve Thaler, Vice Chairman, District 2
Nancy McDermid, District 4
Larry Walsh, District 3
David Nelson, District 1

Lawrence Werner, County Manager

Kathy Lewis, Clerk-Treasurer

Thursday August 3, 2017

1:00 PM

**Douglas County Historic Courthouse
1616 8th Street, Minden, Nevada**

MISSION STATEMENT

Working together with integrity and accountability, the Douglas County team is dedicated to providing essential and cost-effective public services fostering a safe, healthy, scenic, and vibrant community for the enjoyment of our residents and visitors.

The Board of Commissioners may also be meeting for lunch on the same day, at 11:30 a.m. at JT Basque Bar & Dining, 1426 US Hwy 395, Gardnerville, NV 89410. Members of the public, press, and staff are welcome. This is a social gathering; and no Board of Commissioner business will be discussed.

Copies of the finalized agenda are posted at the following locations prior to the meeting day: Minden Inn, Administration Building (Historic Courthouse), Judicial and Law Enforcement Center, Gardnerville Post Office, Minden Post Office, Minden Library, Douglas County Administration Building and the Tahoe Transportation Center at Stateline, Nevada. Questions concerning the agenda should be referred to the County Manager's Office at 775-782-9821.

The Board of County Commissioners sit jointly as the following Boards: Liquor Board, License Board, Tahoe-Douglas Transportation District Board, Water District Board, and the Redevelopment Agency. Agenda items may be taken out of order, may be combined for consideration, or may be removed from the agenda at any time. All items designated "for possible action" shall include discussion and possible action to approve, modify, deny, take "no action," or continue the item.

It is the intent of the Board of County Commissioners to protect the dignity of citizens who wish to comment before the Board. It is also the County Commissioner's wish to provide the citizens of Douglas County with an environment that upholds the highest professional standards. Citizens should have the ability to freely comment on items and/or projects that are brought before the Board for action without interference.

In order to ensure that every citizen desiring to speak before the Board has the opportunity to express his or her opinion, it is requested that the audience refrain from making comments, hand clapping or making any remarks or gestures that may interrupt, interfere or prevent the speaker from commenting on any present or future project. Persons desiring an opportunity to address the Board of County Commissioners and who are unable to attend the meeting are requested to send an email to clerk@douglasnv.us at the Douglas County Clerk's Office at least 24 hours prior to the convening of the Commission meeting.

Copies of supporting material can be requested in person from the Douglas County Clerk/Treasurer's Office, 1616 8th Street, Minden, Nevada or by calling 775-782-9014. Supporting material can also be found at <http://douglascountynv.igmm2.com>. During the public hearing, supporting materials can be viewed in the Public Information Binder located at the entrance to the meeting room.

Notice to Persons with Disabilities: Members of the public who are disabled and require special assistance or accommodations at the meeting are requested to notify the Clerk's Office in writing at Post Office Box 218, Minden, Nevada 89423 or by calling 782-9821 at least 20 hours in advance.

**DOUGLAS COUNTY BOARD OF COUNTY COMMISSIONERS
FINAL AGENDA – MINDEN, NV
August 3, 2017**

1:00 PM

Call to Order

INVOCATION- Steep Weiss, Christian Science Center

PLEDGE OF ALLEGIANCE- Chairman Penzel

PUBLIC COMMENT (No Action)

At this time, public comment will be taken on those items that are within the jurisdiction and control of the Board of Commissioners or those agenda items where public comment will not be taken as a public hearing is not legally required.

Public Comment is limited to three minutes per speaker. The Board of Commissioners uses timing lights to ensure that everyone has an opportunity to speak. You will see a green light when you begin, and then a yellow light which indicates that you have thirty seconds left and should conclude your comments. Once the light turns red, please sit down.

If you are going to comment on a specific agenda item that the Board of Commissioners will take action on, please make your comments when the Board of Commissioners considers that item and the item is opened for public comment.

For members of the public not able to be present when an agenda item is heard, Speaker/Comment Cards are available from the Clerk and at the entrance to the meeting room. These cards should be completed and given to the Clerk.

APPROVAL OF AGENDA

For possible action. Approval of proposed agenda. The Board of Commissioners reserves the right to take items in a different order to accomplish business in the most efficient manner, to combine two or more agenda items for consideration, and to remove items from the agenda or delay discussion relating to items on the agenda.

APPROVAL OF PREVIOUS MINUTES

Board of County Commissioners - Special Meeting - Jun 26, 2017 4:00 PM

Board of County Commissioners - Regular Meeting - Jul 6, 2017 1:00 PM

DOUGLAS COUNTY AWARD PRESENTATIONS

Ceremonial presentation of employee service awards to Nathan Almeida and Robert Duffy with the Douglas County Sheriff's Office, and Debra Gochenouer of 911 Emergency Services for 20 continuous years of service. 15 Minutes

Ceremonial presentation on **Proclamation 2017P-054** recognizing Dan Doyle, Senior Library Technician, for 30 years of dedicated service to Douglas County. 5 minutes

**RECESS AS BOARD OF COUNTY COMMISSIONERS
CONVENE AS DOUGLAS COUNTY LIQUOR BOARD**

DOUGLAS COUNTY LIQUOR BOARD

1. For possible action. Discussion on the election of the Chairperson of the Douglas County Liquor Board in compliance with Nevada Revised Statute (NRS) 244.350 (Kathy Lewis) 5 minutes
2. For possible action. Discussion to approve the addition of Denise Nicole Lowrance as the on-site Store Manager for Dolgen Midwest, LLC, dba Dollar General #13581, to the existing Packaged Retail Liquor License. Denise Nicole Lowrance has signed a Waiver of Notice of Hearing. Dollar General #13581 is located at 1257 Pit Road, Gardnerville, NV 89460. (Sergeant Bernadette Smith) 5 Minutes
3. For possible action. Discussion to approve the addition of an Unrestricted Caterer's Liquor License to the existing Unrestricted On-Site Retail Liquor License for Brent Knittel, owner/operator of Cottonwood Spirits LLC, dba Cottonwood Spirits. Brent Knittel has signed a Wavier of Notice of Hearing. Cottonwood Spirits is located at 202 Genoa Lane, Genoa NV 89411. (Sergeant Bernadette Smith) 5 Minutes

**ADJOURN AS DOUGLAS COUNTY LIQUOR BOARD
RECONVENE AS BOARD OF COUNTY COMMISSIONERS**

CONSENT CALENDAR

Items appearing on the Consent Calendar are items that can be adopted with one motion unless an item is pulled by a Commissioner or a member of the public. Members of the public who wish to have a consent item placed on the Administrative Agenda shall make that request during the public comment section at the beginning of the meeting and specifically state why they are making the request. When items are pulled for discussion, they will automatically be placed at the beginning of the Administrative Agenda or may be continued until another meeting.

Motion to approve the Consent Calendar items A - J

FINANCE

- A.** For possible action. Discussion to accept the auditor's report on Douglas County's general ledger balances through July 17, 2017 per NRS 251.030. (Caroline Chieffo)
- B.** For possible action. Discussion to accept the Quarterly Grant Report through the Fourth Fiscal Quarter for all County funds. (Kathy Kaiser)

CLERK-TREASURER

C. For possible action. Discussion to approve, with conditions, the Outdoor Festival Permit submitted by the Town of Genoa for the Annual Genoa Candy Dance Arts & Crafts Faire, scheduled for September 23 & 24, 2017, from 7:00 a.m. to 10:00 p.m., Saturday; and 7 a.m. to 6 p.m., Sunday, to be held throughout the Town of Genoa, Nevada. (Kathy Lewis)

D. For possible action. Discussion to accept the cumulative voucher sheets for checks issued for the 7/7/17 Payroll, 7/7/17 Payables, and 7/14/17 Payables. (Kathy Lewis)

DISTRICT COURT

E. For possible action. Discussion to approve acceptance of the 2017 National CASA Grant award for FY 2017/18 received in the amount of \$5,400 from the National Court Appointed Special Advocates, ratifying the County Manager's signature as Governing Body Administrator for Grant Contract. (Bobbie Williams)

RECORDER

F. For possible action. Discussion to accept a report on the estimated proceeds and use of the Recorder's Technology Funds for FY 2017-18 as required pursuant to NRS 247.306. (Karen Ellison)

AIRPORT

G. For possible action. Discussion to approve the renewal of Building Lease 1150 Airport Road with Taildragger Cafe, LLC for five calendar years expiring on October 20, 2022, with the option of two (2) one-year extensions. (Bobbi Thompson)

H. For possible action. Discussion to approve the cancellation of Hangar Lease 2323BH with John Marsalis because the tenant has sold his aircraft and business equipment. In accordance with the terms of his lease, Mr. Marsalis provided the required Notice of Cancellation. (Bobbi Thompson)

I. For possible action. Discussion to approve amendment to Hangar 2323BH Aces Aircraft Maintenance Lease. This amendment would add an additional bay to the tenants existing lease for an additional amount of \$1240 per month. (Bobbi Thompson)

REPORT OF FEES

J. For possible action. Discussion to accept the Douglas County Constable's quarterly report of fees for April 1 thru June 30, 2017. (Paul Gilbert)

ADMINISTRATIVE AGENDA

The Administrative Calendar will be handled as follows:

- (1.) The Chairman will read the agenda title into the public record.
- (2.) Staff will introduce the item and provide a report, if any.
- (3.) The applicant, if any, will have an opportunity to address the Board.
- (4.) The Board will then discuss the item. Once the Board has concluded their discussion, public comment will be allowed.
- (5.) Public comment will be allowed and is limited to three minutes per speaker.
- (6.) Once public comment is completed, the Board will then ask any follow-up questions and take action.

On agenda items that are agendized as a “presentation” with no action listed, public comment is not legally required and must be made at the beginning of the meeting.

CONSENT CALENDAR ITEMS PULLED FOR FURTHER DISCUSSION

PRESENTATIONS

1. Presentation of the 2017 Leadership Douglas County Project to bring awareness to the community of their project goal of forming a 5-9 member Advisory Committee to set up an Affiliate Fund through the Community Foundation of Western Nevada. (Sherri McGee) 15 Minutes

COMMUNITY DEVELOPMENT

2. For possible action: Discussion to introduce **Ordinance No. 2017-1491**, a Zoning Map Amendment (ZMA) changing the zoning for two contiguous 1-acre parcels from “Light Industrial” (LI) to “General Industrial” (GI), APN’s 1220-11-001-058 & 1220-11-001-059, and all other properly related matters. The subject parcels are located at 1731 and 1737 Timber Court, Gardnerville, within the Old Sawmill Industrial Park in the East Valley Community Plan Area. The applicant is Campora Propane Service. Development Application (DA) 17-054. First Reading. (Steve Mason) 20 minutes

COMMUNITY SERVICES

3. Presentation regarding the Feral Cat situation in Douglas County. (Linda Garmong, President of DAWG) 10 minutes

4. For possible action. Discussion to approve the Douglas County Weed Department Operations Manual including a revision to the Schedule of Charges for spray services, equipment rentals and chemical sales. (Scott Morgan) 5 minutes

DISTRICT ATTORNEY

5. For possible action. Discussion on the adoption of **Resolution 2017R-053** granting the County Manager the ability to authorize the District Attorney to file legal pleadings to protect the interests of Douglas County and its citizens. (Douglas V. Ritchie - 10 min.) 5 Minutes

COUNTY MANAGER

6. For presentation only. Reports/updates from County Commission members concerning the various boards and/or commissions that they may be a member of or a liaison to or meetings/functions they have attended. 10 minutes

CLOSING PUBLIC COMMENT (No Action)

At this time, public comment will be taken on those items that are within the jurisdiction and control of the Board of Commissioners or those agenda items where public comment has not already been taken.

THE TIMING FOR AGENDA ITEMS IS APPROXIMATE UNLESS OTHERWISE INDICATED AS A TIME SPECIFIC ITEM. ITEMS MAY BE CONSIDERED AHEAD OF OR AFTER THE SCHEDULE INDICATED BY THIS AGENDA.

ADJOURNMENT