



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, September 7, 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 Francisco's Mexican, 1588 US Hwy 395 N, Minden, Nevada. 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 refrains 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 775-782-9013. Supporting material can also be found at <http://douglascountynv.igmp2.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
September 7, 2017**

1:00 PM

Call to Order

PLEDGE OF ALLEGIANCE- Chief Civil Deputy District Attorney, Doug Ritchie

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 - Emergency Meeting - Jul 25, 2017 4:00 PM
Board of County Commissioners - Regular Meeting - Aug 3, 2017 1:00 PM
Board of County Commissioners - Regular Meeting - Aug 17, 2017 1:30 PM

DOUGLAS COUNTY AWARD PRESENTATIONS

Ceremonial presentation for employee service awards to Jonathan Storke, Sheriff's Office; Rebbel Naylor, China Spring Youth Camp; Richard J. Koontz, Sheriff's Office; Douglas Albertson, Alternative Sentencing; and Maria Pearson, Library.

Ceremonial presentation on **Proclamation 2017P-056** recognizing the Business Council of Douglas County for their 25th Anniversary as an organization. (Renea Louie)

Ceremonial presentation of **Proclamation 2017P-057**, designating September 17, 2017, as "Citizenship Day" and September 17-23, 2017, as "Constitution Week" in Douglas County. (Dianna Scott and Debbie Crone-Palio)

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

1. For possible action. Discussion to approve the Unrestricted On-Site Retail Liquor License for Guadalupe Lopez representing Noemi's Pupuseria LLC dba Noemi's Pupuseria. Mr. Lopez has signed a Waiver of Notice of Hearing. Noemi's Pupuseria is located at 1799 Ironwood Drive, Minden, Nevada. (Sergeant Bernadette Smith)
2. For possible action. Discussion to approve removing Kimberly Dandos and Eric Dereng, and adding Jian Xin to the existing On-Site Retail Unrestricted Liquor License and Restricted Gaming License for JKE Entertainment LLC, dba Allstar Bar and Grill. Mr. Xin has signed a Waiver of Notice of Hearing. Allstar Bar and Grill is located at 924 Mica Drive, Suite E, Carson City, Nevada 89705. (Sergeant Bernadette Smith)
3. For possible action. Discussion to approve an On-Site Unrestricted Retail Liquor License with Entertainment endorsement for Bluebird Tahoe LLC, dba Bluebird Loft represented by owner/operator Arfelle Belen contingent on passing the required health and fire inspections. Ms. Belen has signed the Waiver of Notice of Hearing. Bluebird Loft is located at 148 US Hwy 50 Stateline Nevada, 89449. (Sergeant Bernadette Smith)

**ADJOURN AS DOUGLAS COUNTY LIQUOR BOARD
RECONVENE AS BOARD OF 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 receipt of the auditor's report on Douglas County's general ledger balances through August 21, 2017. (Vicki Moore)

B. For possible action. Discussion on the adoption of **Resolution 2017R-071** amending Resolution 2017R-015 establishing an updated list of petty cash funds for the departments of Douglas County. (Vicki Moore)

CLERK-TREASURER

C. For possible action. Discussion to accept the cumulative voucher sheets for checks issued for the 8/4/17 Payroll, 8/11/17 Payroll, 8/18/17 Payroll, 8/4/17, Payables, 8/11/17 Payables and 8/18/17 Payables. (Kathy Lewis)

TECHNOLOGY SERVICES

D. For possible action. Discussion to approve the five-year agreement between Douglas County and Inyo Networks, Inc. in the amount of \$106,500 for increased Internet Service bandwidth from 100Mb/100Mb to 500Mb/500Mb and use of one (1) Class "C" of IP addresses to support increased utilization. Previously budgeted in the FY 2017/18 budget. (Sherri McGee)

PUBLIC WORKS

E. For possible action. Discussion to approve Contract Amendment No. 1 with CH2M Hill Engineers, Inc. to modify the scope of work and increase the contract amount by \$70,000, paid from account 325.865.562.000, to allow for additional design engineering services for the North Valley wastewater treatment plant. (Nick Charles)

F. For possible action. Discussion to approve Lakefront Property, Limited's Grant of Access and Public Utility Easement at 1236 U.S. Highway 50, Assessor's Parcel Number 1418-34-201-001, to Douglas County for the purpose of maintaining an existing water main in the Cave Rock water system. (Carl Ruschmeyer)

EMERGENCY MANAGEMENT

G. For possible action. Discussion to accept a State of Nevada, Emergency Response Commission, Hazardous Materials Emergency Preparedness Grant in the amount of \$16,879, to fund for the training at FireShows West Reno for the Douglas County Local Emergency Planning Commission (LEPC) and authorize the District Fire Chief or his designee to sign all documents related to the management of the grant. (Tod Carlini)

REPORT OF FEES

H. For possible action. Discussion to accept the July 31, 2017, Report of Fees from the Recorder's Office. (Karen Ellison)

I. For possible action. Discussion to accept the receipt of the Clerk and Tahoe General Services Report of Revenue and Transactions for the month of July 2017. (Kathy Lewis)

J. For possible action. Discussion to accept the DMV Report of Revenue and Transactions for the month of July 2017. (Kathy Lewis)

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.

COUNTY MANAGER

1. For possible action. Discussion for the Board of County Commissioners to direct staff to enter an interlocal agreement with the Washoe Tribe of Nevada and California for the joint management of a portion of the land currently owned by the United States Forest Service known as Dance Hill (Parcel 14 of the Proposed Douglas County Land Conveyance Bill). (Lawrence Werner) 10 minutes

DISTRICT ATTORNEY

2. For possible action. Discussion to approve extending the contract with BHC Consultants, LLC, for the County Manager services performed by Lawrence A. Werner. This discussion may also include a review of the performance of Mr. Werner. (Wendy Lang) 30 Minutes

AIRPORT

3. For presentation only. Presentation on the progress of the Aviation Destination Economic Vitality Project. (Bobbi Thompson) 15 minutes

COMMUNITY DEVELOPMENT

4. For possible action. Discussion on the introduction of **Ordinance No. 2017-1492**, amending Douglas County Code, Title 20, Sections 20.654.020; 20.658.020; 20.660.070; 20.662.010; 20.664.130; 20.666.010; and 20.668.090 to allow open or subsurface mining subject to specific standards in the General Industrial (GI) zoning district only upon approval of a Special Use Permit approved by the Board of County Commissioners, and prohibit open or subsurface mining in all Agricultural, Forest and Range, and Public Facilities zoning districts, and other properly related matters. First reading (Mimi Moss & Mary Anne Martin) 45 minutes

5. For possible action. Discussion on the following: 1) Adoption of **Ordinance Number 2017-1491**, a Zoning Map Amendment changing the zoning for two contiguous 1-acre parcels from Light Industrial (LI) to General Industrial (GI) for APN's 1220-11-001-058 & 1220-11-001-059, and all other properly related matters (Second Reading); and 2) A Special Use Permit for the establishment of a commercial propane distributorship for the same two parcels 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. DA 17-054 and DA 17-053. (Steve Mason) 25 minutes
6. For possible action. Discussion on a request for a private road per Douglas County Code 20.100.090(H) to serve parcels created by serial Tentative Parcel Maps LDA 17-015 and LDA 17-016. The subject parcel is located at 837 Highway 88 in the A-19 (Agricultural-19 acre minimum parcel size) zoning district in the South Agricultural Community Plan Area. The applicants are Kent Neddenriep as trustee of the Neddenriep/Johnson Family Trust and Nedd Family, LLC. (APN 1220-18-002-003). (Lucille Rao) 10 minutes
7. For possible action. Discussion to introduce **Ordinance No. 2017-1493**, an ordinance correcting previously adopted Ordinance no. 2017-1483, a zoning map amendment (ref. DA 16-083 and PD 05-001-6) for Genoa Ridge Investors, LLC, which modified the existing Planned Development for Summit Ridge Phases 3B and 3C by establishing an SFR-1/2 PD and a PR/PD for 115 acres located approximately 1,000 feet north of Mountain Meadow Drive within the Genoa Community Plan Area (APNs: 1419-26-101-002 and 1419-26-101-003), and other properly related matters. First reading (Mimi Moss) 10 minutes
8. For possible action. Discussion to adopt **Resolution 2016R-064**, approving a Master Plan Amendment (ref. DA 17-073) for Douglas County, replacing the current 2007 Douglas County Transportation Plan with the final draft of the 2017 Douglas County Transportation Plan. The Board of Commissioners may approve, approve with modifications, or deny the request. (Erik Nilssen) 1 Hour

FINANCE

9. For possible action. Discussion to accept the Government Finance Officers Association's Certificate of Achievement for Excellence in Financial Reporting Award to Douglas County for its Comprehensive Annual Financial Report for FY 2015-16. (Vicki Moore) 5 Minutes
10. For possible action. Discussion to accept the Government Finance Officers Association's Distinguished Budget Presentation Award for FY 2016-17. (Vicki Moore) 5 minutes

COUNTY MANAGER

- 11.**For possible action. Discussion for the Board of County Commissioners to determine whether a review of the current requirement that a proposed gaming establishment must include, as part of a development plan, no less than 100 guest rooms that are held out to the public for transient nightly occupancy is warranted. If the Board determines that it wishes to reconsider this code section, and possibly other sections, staff will meet with stakeholders to discuss possible code changes and report back to the Board at a future Commissioners' meeting. (Lawrence Werner) 10 minutes

- 12.**For possible action. Discussion to approve a contract amendment for the preparation and implementation of the Douglas County Stormwater Utility with House Moran Consulting, Inc., for an amount not to exceed \$44,200. (Lawrence Werner) 45 minutes

- 13.**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