



Douglas County Board of Commissioners

Meeting Agenda

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

Lawrence Werner, County Manager

Kathy Lewis, Clerk-Treasurer

Thursday March 1, 2018

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:

Carson Valley Country Club located at 1029 Riverview Drive in Gardnerville, 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, 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 775-782-9013. Supporting material can also be found at <http://douglascountynv.iqm2.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

March 1, 2018

1:00 PM

Call to Order

PLEDGE OF ALLEGIANCE- Chairman Thaler

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 - Jan 22, 2018 12:00 PM

Board of County Commissioners - Special Meeting - Jan 23, 2018 2:00 PM

ADJOURN AS BOARD OF COMMISSIONERS CONVENE AS DOUGLAS COUNTY LIQUOR BOARD

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 adding Stephen Judge to the existing On-Site Beer and Wine Retail Liquor License, with Entertainment Endorsement, for Hard Rock Cafe International (USA) Inc., dba Hard Rock Cafe. Mr. Judge has signed a Waiver of Notice of Hearing. Hard Rock Cafe is located in Harveys Lake Tahoe located at 18 Hwy 50, Stateline Nevada 89449. (Sergeant Bernadette Smith) 5 Minutes

ADJOURN AS DOUGLAS COUNTY LIQUOR BOARD RECONVENE AS BOARD OF COMMISSIONERS

DOUGLAS COUNTY PRESENTATIONS

For presentation only. Presentation on the progress of the Main Street Gardnerville Program. (Lisa Granahan, Debbi Lehr, and Meredith Fischer) 20 Minutes

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 February 14, 2018 per NRS 251.030 (Geoff Bonar)

CLERK-TREASURER

B. For possible action. Discussion to accept the cumulative voucher sheets for checks issued for the 2/2/18 Payroll, 1/26/18 Payables, 1/29/18 Payables, 2/2/18 Payables, and 2/9/18 Payables. (Kathy Lewis)

COMMUNITY DEVELOPMENT

C. For possible action. Discussion to accept a grant, bargain, and sale deed for the Right of Way encompassing the southern half of Lampe Drive from Highway 395 east approximately 290 feet, including the curb return at the southeast corner of the intersection. The Right of Way to be dedicated to the County contains approximately 8,946 square feet. (Erik Nilssen)

PUBLIC WORKS

D. For possible action. Discussion to approve a contract between Douglas County and Douglas Disposal, Inc. for reimbursement of costs of necessary improvements to the Douglas County Solid Waste Transfer Station for electrical service and plumbing improvements, up to an amount of \$99,999. (Ron Roman)

RECORDER

E. For possible action. Discussion to accept the January 31, 2018, Report of Fees from the Recorder's Office. (Karen Ellison)

SENIOR SERVICES

F. For possible action. Discussion to approve acceptance of additional supplement of \$4,744 award from the Nutrition Services Incentive Program (NSIP) grant funds from the State of Nevada Aging and Disability Services Division for reimbursement of food purchased through the Senior Center (Grant Number 04-000-57-NX-18). (Travis Lee)

TECHNOLOGY SERVICES

G. For possible action. Discussion to approve an Interlocal Agreement for the Douglas County Technology Services Department to provide technology services to the East Fork Fire Protection District for five years with Fiscal Year 2018/19 payments in the amount of \$113,071. (Sherri McGee)

H. For possible action. Discussion to rescind Policy 400.04, Information Systems Advisory Committee Functions, that has been replaced by Policy 400.06, Technology Steering Committee Policy. (Sherri McGee)

REPORT OF FEES

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 January 2018. (Kathy Lewis)

J. For possible action. Discussion to accept receipt of the DMV Report of Revenue and Transactions for the month of January 2018. (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.

CONSENT CALENDAR ITEMS PULLED FOR FURTHER DISCUSSION

DISTRICT COURT

1. For possible action. Discussion to approve a request from the Ninth Judicial District Court and China Spring/Aurora Pines to hire an Assistant Director at 10% (\$49.02 hourly, \$101,961.60 annually) above the mid-range with no financial impact to the General Fund. (Wendy Garrison) 5 Minutes

DISTRICT ATTORNEY

2. For possible action. Review possible alternative options to address building deficiencies and space constraints at the Judicial and Law Enforcement Center (JLEC), and discuss the status of a possible advisory ballot question regarding the funding of the JLEC expansion project. (Zach Wadle) 15 Minutes

3. For possible action. Discussion and public hearing on the Douglas County Redevelopment Agency's proposed recommendation to the Board of County Commissioners to dissolve Redevelopment Area No. 1. (Zach Wadle') 10 Minutes

4. For possible action. Discussion to approve a Settlement Agreement and Release of Claims with the Washoe Tribe of Nevada and California related to the construction of a waterline within the Jacks Valley Road right-of-way crossing Bureau of Indian Affairs Tract Number 672 T-1004, in the amount of \$49,500. (Doug Ritchie) 10 Minutes

5. For possible action. Discussion to approve an Agreement for the Grant of an Easement for Right-of-Way for the construction of a waterline within the Jacks Valley Road right-of-way crossing Bureau of Indian Affairs Tract Number 672 T-1004, in the amount of \$49,999. (Doug Ritchie) 10 Minutes

AIRPORT

6. For possible action. Discussion to approve the 2018 Minden-Tahoe Airport Capital Improvement Plan. The 2018 plan includes four asphalt rehabilitation projects including runways, taxiways, and ramps and the design of a new east-side taxiway at a total cost of \$685,000. Federal Aviation Authority (FAA) Grants will provide \$642,187 with a local match requirement of \$42,813 that will come from the Airport reserve. (Bobbi Thompson) 10 Minutes

COMMUNITY DEVELOPMENT

7. For possible action. Discussion on the Introduction of **Ordinance Number 2018-1499**, an ordinance for a Zoning Map Amendment (ref. DA 18-004) for Ron Bommarito, Trustee of the Ronald D. Bommarito Trust, amending the existing zoning of SFR-1 (Single Family Residential-1 acre minimum net parcel size) to NC (Neighborhood Commercial) providing for zoning consistency with the existing Commercial master plan designation on a 0.15 acre parcel. The parcel is located at 185 Mill Street in the Genoa Community Plan area (APN 1319-09-702-026). (First Reading) (Heather Ferris) 20 Minutes

8. For possible action. Discussion on the Introduction of **Ordinance Number 2018-1501**, an ordinance for a Zoning Map Amendment (ref. DA 17-115) for Hellwinkel Family, LLC, amending the existing zoning of SFR-1 (Single Family Residential- 1 acre minimum net parcel size) to MFR (Multi-Family Residential) providing for zoning consistency with the Multi-Family Residential master plan designation approved by the Board of Commissioners on September 18, 2017. The subject parcel is 2.09 acres and is located at 1691 County Road in the Minden/Gardnerville Community Plan area (APN 1320-30-802-008) (First Reading) (Heather Ferris) 20 Minutes

9. For possible action. Discussion on the Introduction of **Ordinance Number 2018-1500**, an ordinance for a Zoning Map Amendment (ref. DA 17-117) for Bently Family Ltd. Partnership, amending the existing zoning of RA-5 (Rural-Agricultural 5 acre minimum net parcel size) to SFR-2 (Single Family Residential-2acre minimum net parcel size), providing for zoning consistency with the Single Family Estates master plan designation approved by the Board of Commissioners on December 7, 2017. The subject parcels are 26.18 and 10.69 acres in size and located approximately 450 feet north of the intersection of Fremont Street and Kiss Lane on both the east and west sides of East Valley Road, in the Johnson Lane Community Plan area (APN's 1320-11-001-035 and -036) (First Reading). (Heather Ferris) 20 Minutes

10. For possible action. Discussion on the Introduction of **Ordinance Number 2018-1502**, an ordinance for a Zoning Map Amendment (ref. DA 17-098) for Bently Enterprises, amending the existing zoning of NC (Neighborhood Commercial) and A-19 (Agriculture-19 acre minimum parcel size) with a PD (Planned Development) Overlay zone to SFR-8,000 (Single Family Residential - 8,000 square foot minimum net parcel size) providing for zoning consistency with the existing Single Family Residential master plan designation on a 9.22 acre parcel. The parcel is located at 1280 Dresslerville Road in the Gardnerville Ranchos, Gardnerville (APN 1220-09-302-006). (First Reading) (Louis Cariola) 20 Minutes

11. For possible action. Discussion on the Introduction of **Ordinance Number 2018-1503**, an ordinance for a Zoning Map Amendment (ref. DA 17-097) for Holstein Farms, LLC, amending the existing zoning of SFR-1 (Single Family Residential- 1 acre minimum net parcel size) to SFR-1/2 (Single Family Residential – one-half acre minimum net parcel size) providing for zoning consistency with the existing Single Family Residential master plan designation on a 5.43 acre parcel. The subject parcel is located at 1291 Centerville Lane in the Gardnerville Ranchos, Gardnerville (APN 1220-09-401-001). (First Reading) (Louis Cariola) 20 Minutes

12. For possible action. Discussion on the Introduction of **Ordinance Number 2018-1504**, a Zoning Map Amendment (ref. DA 17-099) for Gordon Gregory, Gregory Family Trust, amending the existing zoning of TC (Tourist Commercial) to SFR-1/2 (Single Family Residential – one-half acre minimum net parcel size) providing for zoning consistency with the existing Single Family Residential master plan designation for four 0.44 acre parcels located south of Sandy Bowers Avenue between Genoa Street and Eureka Street parcel in the Topaz Community plan area (APNs: 1022-29-310-001, 002, 003, 004); and other properly related matters. (First Reading) (Louis Cariola) 20 Minutes

13. For possible action. Discussion on the following requests: (1) Introduction of **Ordinance Number 2018-1496**, an ordinance for a Zoning Map Amendment (ref. PD 17-002) for Keith Serpa, Project LM, LLC amending the existing zoning of SFR-8,000 (Single Family Residential- 8,000 square foot minimum net parcel size) and PF (Public Facilities) by establishing an SFR-8,000 and PF Planned Development Overlay Zone, and other properly related matters; (2) a Tentative Subdivision Map to subdivide 87.02 acres into 178 single family residential lots, the smallest being 6,004 square feet, with 33 acres of common area and open space, and an approximately 9 acre remainder parcel; and (3) a Variance to Improvement Standards to allow for one ingress and egress into the development with future secondary access being provided by adjacent developments in accordance with the North Douglas County Specific Plan. The subject property is located east of Highway 395 on North Sunridge Drive approximately 1/3 mile south of Topsy Lane in the Indian Hills/Jacks Valley Community Plan. The applicant is Keith Serpa for Project LM, LLC; (APN 1420-05-401-005); Planned Development (PD) 17-002; and Land Division Application (LDA) 17-028. (First Reading) (Heather Ferris) 45 Minutes

FINANCE

14. For possible action. Discussion to accept Douglas County's 2017 Cost Allocation Plan and to direct staff to recover General Fund costs incurred in FY 2018-19 to develop the budget. (Vicki Moore and Chuck Mahoney, Mahoney & Associates) 30 Minutes

15. For possible action. Discussion to approve the Community Grant Committee's recommendation of \$96,450, or some other amount up to \$195,354, previously budgeted for community grant awards, funded from the General Fund and Social Services Fund, to various applicants for FY 2017-2018. (Vicki Moore, Kathy Kaiser and Karen Beckerbauer) 10 Minutes

CLERK-TREASURER

16. For possible action. Discussion to approve the Douglas County Clerk/Treasurer's proposed office restructure, effective March 1, 2018, along with new job descriptions and the phasing in of the proposed office restructuring to ensure the Clerk/Treasurer's budget remains cost neutral with the retirement of the current Assistant Clerk/Treasurer. (Kathy Lewis) 20 Minutes

COUNTY MANAGER

17. For possible action. Discussion to approve a contract with Shaheen Beauchamp Builders for the Kahle Community Center Improvement Project, in the amount of \$407,000, and authorize the County Manager to approve contract change orders by up to 10% for any required added scope of services. (Scott McCullough) 5 Minutes

18. 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. (Lawrence Werner) 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