

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
Dave Nelson, District 1

Thursday, July 5, 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.

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.

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 Douglas County Audit Committee 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 Douglas County Audit Committee 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 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

July 5, 2018

1:00 PM

Call to Order

PLEDGE OF ALLEGIANCE- Led by Kathy Lewis, Clerk-Treasurer

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.

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

DOUGLAS COUNTY LIQUOR BOARD

A. For possible action. Discussion on the addition of Steven and Renee McElvain to the existing On-Site Retail Unrestricted Liquor License for Tail Dragger Cafe, LLC dba Tail Dragger Cafe represented by owner Mary S. Getty. Steven and Renee McElvain have both signed a Waiver of Notice of Hearing. The Tail Dragger Cafe is located at 1150 Airport Road, Minden, Nevada 89423. (Bernadette Smith) 5 Minutes

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

DOUGLAS COUNTY AWARD PRESENTATIONS

Ceremonial Presentation/Employee Service Award to Geoffrey Marshall of DCSO for 15 continuous years of service.

DOUGLAS COUNTY PRESENTATIONS

For presentation only. Presentation and discussion on the 2018 Aviation Roundup, including performers and activities. (Bobbi Thompson) 15 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 - O**

FINANCE

A. For possible action. Discussion on receipt of the auditor's report on Douglas County's general ledger balances through June 17, 2018, per NRS 251.030. (Geoff Bonar)

B. For possible action. Discussion on **Resolution 2018R-038**, authorizing payment for the Douglas County Room Tax Fund for the Carson Valley Visitors Authority in the estimated amount of \$320,998.00 for Fiscal Year 2018-19. (Sarah McComb)

C. For possible action. Discussion on **Resolution 2018R-039**, authorizing payment from the Douglas County Room Tax Fund for the Lake Tahoe Visitors Authority in the estimated amount of \$332,061.00 and for the Lake Tahoe South Shore Chamber of Commerce in the amount of \$75,000.00 for Fiscal Year 2018-19. (Sarah McComb)

CLERK-TREASURER

D. For possible action. Discussion to accept the cumulative voucher sheets for checks issued for the 6/8/18 Payroll, 6/22/18 Payroll, 6/4/18 Payables, 6/8/18 Payables, and 6/15/18 Payables. (Kathy Lewis)

ASSESSOR

E. For possible action. Discussion to accept the annual report on the use of the Assessor's Technology Account funds as required pursuant to NRS 250.085 (4) (Doug Sonnemann)

SHERIFF

F. For possible action. Discussion on the transfer of the Hunter Safety Trailer back to the Carson Valley Chukar Club in accordance with **Resolution 2007R-059** and authorize the Sheriff or Fleet Services to execute the necessary documentation to effectuate the transfer. (Paul Howell)

G. For possible action. Discussion on the Interlocal School Resource Officer Contract between the Douglas County Sheriff's Office and Douglas County School District for three School Resource Officers to serve the School District at a cost to the School District of \$80,000 per year, per officer, and for all other costs associated with the positions to be paid by the Sheriff's Office. (Paul Howell)

AIRPORT

H. For possible action. Discussion to approve Land Lease 126 at the Minden-Tahoe Airport with Talon Aviation, LLC; this item is contingent upon the termination of Land Lease 094. (Bobbi Thompson)

I. For possible action. Discussion to terminate Land Lease 094 at the Minden-Tahoe Airport. (Bobbi Thompson)

TECHNOLOGY SERVICES

J. For possible action. Discussion on a five (5) year service agreement with Motorola Solutions, Inc. to provide critical support for the Public Safety radio MCore and 911 MCC 7500 dispatch radio consoles. This equipment is used for communicating with Douglas County first responders for daily and emergency operations. Total cost of the agreement is \$173,298.00, payable over 5 fiscal years. (Tammy James)

COMMUNITY SERVICES

K. For possible action. Discussion on the Memorandum of Understanding (MOU) between Douglas County Community Services Department and the Young at Heart Senior Citizen Club, a private nonprofit foundation set up to assist with fundraising and recreation programming in support of Douglas County seniors and the Douglas County Senior Centers. (Scott Morgan)

SENIOR SERVICES

L. For possible action. Discussion to accept a supplemental award of \$22,382 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 Douglas County Senior Center (Grant Number 04-000-57-NX-18) (Travis Lee)

SOCIAL SERVICES

M. For possible action. Discussion to approve the 2018 Intrastate Interlocal Contract between the Nevada Department of Health and Human Services and Douglas County for the provision of Developmental Services to intellectually and developmentally disabled children of Douglas County pursuant to NRS 435.010 at a cost of \$65,473 for FY 2018-2019. (Karen Beckerbauer)

COUNTY MANAGER

N. For possible action. Discussion to accept a State of Nevada, Division of Emergency Management, Emergency Management Performance Grant, in the amount of \$57,239, for costs associated with running Douglas County Emergency Management, administered under an interlocal agreement with the East Fork Fire Protection District, and to authorize the Emergency Manager to sign all documents related to the management of the grant. Matching funds in the amount of \$57,239 have been included in the budget. (Tod Carlini)

REPORT OF FEES

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

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

COUNTY MANAGER

1. For possible action. Discussion on receipt of notice from BHC Consultants, LLC to terminate its contract providing County Manager services effective August 31, 2018, in accordance with the BHC Contract for Professional Services with Douglas County. (Lawrence Werner) 5 Minutes

2. For possible action. Discussion on the process to select the next County Manager, including review and update of the job description and current salary range of \$137,696-\$188,697.60 for the position. (Wendy Lang) 30 Minutes

CLERK-TREASURER

3. For possible action. Discussion on whether to rescind the Board of County Commissioner's June 21, 2018, decision to decline to appoint ballot committees based on newly received information and appoint Jim Slade (pro) and Virginia Starrett (con) as ballot committee members for the 2018 General Election advisory ballot question concerning whether to increase the existing tax on the privilege of engaging in new real property development in Douglas County consistent with NRS 295.121. (Kathy Lewis) 10 Minutes

FINANCE

4. For possible action. Discussion on the Community Grant application process and timeline for Fiscal Year 2018-19. (Kathy Kaiser and Karen Beckerbauer) 10 Minutes

COMMUNITY DEVELOPMENT

5. For possible action. Discussion to adopt **Ordinance No. 2018-1511**, an ordinance repealing Ordinance No. 96-754, and Ordinances 97-780, 99-889, 2004-1068, 2006-1162, and 2008-1247, which adopted and amended the Job's Peak Ranch Development Agreement, and other properly related matters - 2nd reading. (Mimi Moss) 5 Minutes

6. For possible action. Discussion on **Resolution 2018R-035**, amending and establishing certain rates, fees, and charges for services provided by the Community Development Department as provided for in Douglas County Code, and repealing Resolutions 2009R-024, 2014R-090, and 2016R-063 which established and amended the rates, fees, and charges for the department in 2009, 2014, and 2016, respectively. (Mimi Moss) 20 Minutes

COMMUNITY SERVICES

7. For possible action. Discussion on modifications to the Douglas County Parks & Recreation Department Programs and Facilities Manual adding language to support a credit and debit card only self-pay system at Topaz Lake Campground including changes to the reservation and cancellation sections and other minor clarifications regarding financial assistance and program promotion. If approved these changes would be implemented starting January 1, 2019. (Scott Morgan) 15 Minutes

**PLEASE BE ADVISED THAT THE FOLLOWING ITEMS
WILL NOT BE HEARD BEFORE 3:00 PM:**

PUBLIC WORKS

8. For possible action. Discussion on **Resolution 2018R-040** consolidating the Carson Valley Water Fund (Fund 326) with the Lake Tahoe Water Utility Fund (Fund 327), fully consolidating the water utilities owned and operated by Douglas County into one enterprise fund pursuant to NRS 354.612. (Jenifer Davidson & Ron Roman) 50 Minutes

9. For possible action. Discussion on **Resolution 2018R-041** establishing the water rates and charges for the Douglas County Water Utility Fund, maintaining the current water rates and charges for all Douglas County water customers. (Ron Roman) 5 Minutes

DISTRICT ATTORNEY

10. For possible action. Discussion to enter into and execute a Cave Rock/Uppaway Litigation Settlement Agreement and Release of All Claims with the plaintiffs and intervenors in Case No. 3:16-CV-00296, regarding the Caverock/Uppaway Water System, currently pending in the United States District Court, upon the terms and conditions stated therein and direct staff to take such actions necessary to comply with the executed Settlement Agreement. (Douglas V. Ritchie) 10 Minutes

COUNTY MANAGER

11. For possible action. Discussion to approve reclassification of the Mail Services Clerk positions from pay grade A1 to grade A2 and replace three part-time (.33 FTEs) positions with one full-time position and one on-call position. The replacement of the part-time positions and reclassification would incur an increased expense of \$16,291.15 annually (from \$31,344.95 to \$47,636.10). (Jenifer Davidson) 10 Minutes

12. 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