

**BOARD OF COUNTY COMMISSIONERS  
WASHOE COUNTY, NEVADA**

TUESDAY

10:00 A.M.

JANUARY 19, 2016

PRESENT:

**Kitty Jung, Chair**  
**Bob Lucey, Vice Chair**  
**Marsha Berkgigler, Commissioner**  
**Vaughn Hartung, Commissioner**  
**Jeanne Herman, Commissioner**

**Jan Galassini, Chief Deputy County Clerk**  
**John Slaughter, County Manager**  
**David Watts-Vial, Legal Counsel**

The Washoe County Board of Commissioners convened at 10:00 a.m. in regular session in the Commission Chambers of the Washoe County Administration Complex, 1001 East Ninth Street, Reno, Nevada. Following the Pledge of Allegiance to the flag of our Country, the Chief Deputy Clerk called the roll and the Board conducted the following business:

**16-0056** **AGENDA ITEM 3** Public Comment.

There was no public comment.

**16-0057** **AGENDA ITEM 4** Presentation of Excellence in Public Service Certificates honoring the following Washoe County employees who have completed essential employee development courses.

John Slaughter, County Manager, recognized the following employees for successful completion of the Excellence in Public Service Certificate Programs administered by the Human Resources Department:

**Essentials of Personal Effectiveness**

Erica Bower, Assessor's Office  
Suzanne Dugger, Health District

**Promote Yourself! Mini Certificate Program**

Kathie Duarte, Recorder's Office

**16-0058** **AGENDA ITEM 5** Approve minutes for the Board of County Commissioner's regular meetings of December 8, 2015 and December 15, 2015.

A-2/23/16 #5

On motion by Commissioner Berkgigler, seconded by Commissioner Hartung, which motion duly carried, it was ordered that Agenda Item 5 be approved.

### **DONATIONS**

**16-0059**      **6A** Accept a donation [\$750.00] from the Reno Air Racing Association, Inc., dba: National Championship Air Races to the Washoe County Sheriff's Office for the Citizen Corps Program (CCP), and, if approved, authorize Comptroller's Office to make appropriate budget adjustments. Sheriff. (All Commission Districts.)

Mike Crowell, Reno Air Racing Association Chief Executive Officer, stated in 2015 the Reno Air Racing Association made a profit for the first time in several years. He noted the featured performer at the 2016 National Championship Air Races would be the Blue Angels. He said the Reno Air Racing Association was very excited about the upcoming year. He mentioned great volunteers were coming back and there would be in excess of 200 pilots coming this year. He thanked the Reno-Sparks Convention and Visitors Authority (RSCVA) and the local government entities for their support. He also mentioned the Reno Air Racing Association signed an agreement with NBC Sports to televise the National Championship Air Races in the hopes of attracting more people.

Commissioner Hartung commended Mr. Crowell for doing a great job and told him to reach out to the Board any time the Reno Air Racing Association needed assistance. He commended the RSCVA for supporting the National Championship Air Races.

**16-0060**      **6B** Accept cash donations [\$40,621.27] from various businesses, organizations and individuals and acknowledge in-kind donations for Regional Parks and Open Space programs and facilities; and direct the Comptroller's Office to make the appropriate budget adjustments. Community Services. (All Commission Districts.)

Commissioner Berkgigler stated it appeared that Regional Parks and Open Space, and Animal Services were the two main recipients of donations. She said the community was fortunate to have citizens who were community-minded.

**16-0061**      **6C** Accept cash donations in the amount of [\$12,602.99] for the period of October 1, 2015 through December 31, 2015 and direct the Comptroller's Office to make the appropriate budget adjustments. Social Services. (All Commission Districts.)

Cathy Brandhorst spoke about matters of concern to herself.

On motion by Commissioner Berkbigler, seconded by Commissioner Hartung, which motion duly carried, it was ordered that Agenda Items 6A to 6C be accepted.

**16-0062      AGENDA ITEM 7 Announcements/Reports.**

There was no public comment or action taken on this item.

**16-0063      AGENDA ITEM 8 Possible Closed Session for the purpose of discussing labor negotiations with Washoe County, Truckee Meadows Fire Protection District and/or Sierra Fire Protection District per NRS 288.220.**

There was no closed session.

**16-0064      AGENDA ITEM 9 Public Comment.**

Cathy Brandhorst spoke about matters of concern to herself.

Dee Williams spoke about child abuse evidence being destroyed by the County. She commended Joey Orduna Hastings, Assistant County Manager, for her assistance.

**16-0065      AGENDA ITEM 10 Announcements/Reports.**

There was no public comment or action taken on this item.

**COMMUNICATIONS AND REPORTS**

The following communications and reports were received, duly noted, and ordered placed on file with the Clerk:

**ANNUAL FINANCIAL REPORT:**

**16-0066** Carson-Truckee Water Conservancy District Financial Statements, and Supplemental Information Report ending June 30, 2015.

**16-0067** Regional Transportation Commission's Comprehensive Annual Financial Report for the Fiscal Year ended June 30, 2015.

**16-0068** Reno-Tahoe Airport Authority's Comprehensive Annual Financial Report for the year ended June 30, 2015.

**16-0069** Sun Valley General Improvement District Financial Statements and Supplemental Information for the Fiscal Year ended June 30, 2015.

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**10:22 a.m.** There being no further business to discuss, the meeting was adjourned without objection.

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**KITTY K. JUNG**, Chair  
Washoe County Commission

ATTEST:

\_\_\_\_\_  
**NANCY PARENT**, County Clerk and  
Clerk of the Board of County Commissioners

*Minutes Prepared by:  
Michael Siva, Deputy County Clerk*

Pending Board Approval

**BOARD OF COUNTY COMMISSIONERS  
WASHOE COUNTY, NEVADA**

TUESDAY

1:00 P.M.

JANUARY 19, 2016

PRESENT:

**Kitty Jung, Chair**  
**Bob Lucey, Vice Chair**  
**Marsha Berkbigler, Commissioner**  
**Vaughn Hartung, Commissioner**  
**Jeanne Herman, Commissioner**

**Nancy Parent, County Clerk**  
**John Slaughter, County Manager**  
**Paul Lipparelli, Legal Counsel**

The Washoe County Board of Commissioners convened at 1:00 p.m. in special session at the Reno Town Mall, 4001 S. Virginia Street, Reno Sparks Convention and Visitors Authority Administrative Offices/Board Room, Reno, Nevada. Following the Pledge of Allegiance to the flag of our Country, the Clerk called the roll and the Board conducted the following business:

**16-0072      AGENDA ITEM 3 Public Comment.**

There was no public comment.

**16-0073      AGENDA ITEM 5 Strategic Planning Discussion: The purpose of the Strategic Planning Workshop is to discuss and possibly give direction regarding strategic objectives, current Fiscal Year 2016 goals and possible Fiscal Year 2017 goals of the Washoe County Commission, which may include, but not be limited to review, discussion and possible direction to staff regarding: Review of 2016 Accomplishments; Washoe County's Strategic Planning process; Fiscal Year 2017 Financial Outlook for Washoe County; 2016 Commission Requests/Strategic Objectives/Fiscal Year 2016 Goal Alignment; The Washoe County mission, vision and values; Washoe County's Strategic Objectives; Washoe County's Fiscal Year 2016 and 2017 goals.**

John Slaughter, County Manager, thanked each of the departments for their participation in the Strategic Plan process.

Al Rogers, Management Services Director, welcomed and thanked the Department Heads and the Board for all their efforts during the Strategic Plan process. He reviewed the flow that the presentation would follow and the expected goals for the meeting. A copy of the PowerPoint presentation was placed on file with the Clerk.

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Mr. Slaughter asked the Board to review a handout entitled Declarations of Possibility, which was placed on file with the Clerk, and to talk about last year's accomplishments and what they were proud of.

Chair Jung stated the County accomplished economic development and the recruitment of quality businesses and firms in the last year. She wanted to see the funding restored to parks and libraries in the future. She noted they were working on protecting the most vulnerable, which included the animals. She also thought they needed to look at the Government Services Tax that could be enacted upon. She indicated priorities would have to be set for where the money would go, but it would be useful in many areas.

Commissioner Berkbigler was pleased that the libraries that were selected for closure had not closed.

Commissioner Lucey stated the Strategic Planning meeting was his favorite meeting of the year. He said he was challenged to rebrand the Commission as a functioning team and to change the perception of the County within northern Nevada. He said the focus was on economic development and quality of life for all citizens and residents. He mentioned he worked directly with Nancy Leuenhagen, Community Relations Manager, to put together a great team to work towards these goals. He stated the County's new website launched in 2015, which was a significant accomplishment. He explained that it functioned much easier than the old website and had new features such as the staff directory and a newly formatted staff intranet. He noted there had already been more than 1,600 travelers to the staff directory alone. He said he was proud of the department presentations that had been conducted and he commented about the wealth of information that was included in them. He stated the Citizen Advisory Boards (CABs) had significantly improved and the focus had been realigned. He stated there was a change from CMail to County News as the news resource and there had already been over 3,000 subscribers. He said he looked forward to continuing to brand the County.

Commissioner Berkbigler said her declaration was concerning the regional perspective and working as a team with regional partners. She thought there was success this year since the baseball tax issue was settled, and in 2017, there would be a professional soccer team playing at the field. She stated it was progressing well and the City of Reno was happy that the baseball tax issue was settled. She said another issue was the legacy issue from the separation of the fire companies. She said they were moving forward with a Resolution in the next few weeks. She noted the Legislative team, along with the executive staff, worked well with the Nevada Association of Counties (NACO). She commended Joey Orduna Hastings, Assistant County Manager, for her great work with the local courts to establish a better working relationship. She said the cities and the County met on a regular basis and worked together as a team to deal with regional issues. She indicated they continued to work on regional dispatch services and were moving forward with the project in a positive manner. She noted that Senior Services had expanded the Meals on Wheels program. She mentioned that Mojra Hauenstine was hired

as Business Facilitator in the Community Services Department, and she would be a great addition.

Commissioner Hartung said his goal was good stewardship of resources for infrastructure. He stated the County was successful this year with the merger of the Truckee Meadows Water Authority (TMWA) and the South Truckee Meadows General Improvement District (STMGID). He stated part of the process was the successful signing of the Truckee River Operating Agreement (TROA), which was significant to all of the regional partners. He said they started to discuss the effluent in the County and ways to deal with it in the upcoming years. He wanted the TMWA to take control of effluent in the region and utilize it where potable water had been used in the past. He stated Ms. Hauenstine had reached out to some builders to streamline the building permit process. He indicated a delay with obtaining a permit would delay the completion of a job. He said there were improvements made within the fire service including a new station being built, increased work force at other stations, outreach to Gerlach resulting in some positive changes, and a resolution to the issues in Wadsworth.

Commissioner Herman stated there were many exciting things this past year. She stated the construction of the Medical Examiners new building was an exciting event. She wanted to continue to focus on agriculture in her District and to ensure that citizens' constitutional rights were upheld.

Mr. Rogers continued the PowerPoint presentation by reviewing the plan structure and timing; strategic foundation, strategic objectives, and the Fiscal Year 2016 prioritized goals slides.

Ms. Orduna Hastings introduced Cathy Hill, Comptroller, and stated they had created a strong finance team and there were many great opportunities going into the new year.

Mark Mathers, Budget Manager, continued the presentation with the Fiscal Year 2017 goals and budget reviews. He stated direction was needed from the Board for his team to assemble the budget. He said the budget theme would be "Promising but Restrained", which meant times were promising but they were working with a restrained approach to budgeting. He reviewed the Fiscal Year 2015 results and indicated the year ended with a surplus of \$2.6 million in the General Fund. He reviewed the revenue trends, monthly C-Tax revenues, taxable sales by category and the property tax cap formula slides. He stated the property tax calculation would affect the Fiscal Year 2017 due to a flaw in the calculations. He said the property tax collections received were half of the General Fund budget. He said because of the tax cap, property taxes could only increase by a maximum of three percent, but based on the State's formula for property tax caps, the cap could be lower than 3 percent in 2017. He said they had approached the State about the formula and asked them to revisit how they calculate it, but if they continued with the current method, the County would experience a 2017 property tax cap of close to zero percent.

In regards to Chair Jung's question regarding taking the issue to the Legislature, Ms. Orduna Hastings replied a letter was sent to the State requesting a change to the formula's interpretation and they were waiting on a response.

Mr. Mathers indicated this was a serious issue because if the County was at the normal 3 percent cap, it would be generating \$4.5 million in property tax revenue and in Fiscal Year 2017 the County could be generating close to zero dollars.

Mr. Mathers reviewed the known cost increases, other trends currently unquantified and the Fiscal Year 2017 General Fund budget trends slides. He stated that salaries were the major part of the budget and depending how the labor negotiations concluded; the costs would have to be worked into the budget. He noted that these were estimated costs because labor and health benefits had not been negotiated for the upcoming year. He reviewed the policy issues for Fiscal Year 2017 and beyond, preliminary recommendations, and the budget timeline slides. He said the County would budget for a six percent increase in health benefits. He stated he would bring additional suggestions for revenues to a future meeting. He said the recommendations could change dramatically between now and April.

In response to Commissioner Hartung's question regarding the benefits of being self-insured, Mr. Mathers replied that the possibility had been researched but it would not generate the wanted cost savings.

Commissioner Lucey thanked Mr. Mathers for his presentation. He stated the Capital Improvement Projects (CIPs) fund balance was \$2 million and he thought that was not enough money to cover unforeseen projects. He stated the buildings were more than 15 years old and could need considerable repairs or updates soon. He wondered whether additional funding could be obtained for the CIPs. Mr. Mathers clarified there was an additional \$2 million in the CIP fund. Commissioner Lucey stated that was still not enough money.

**2:31 p.m.** The Board recessed.

**2:36 p.m.** The Board reconvened with all members present.

Mr. Slaughter stated the next section of the presentation included a Fiscal Year 2016 goal preview and Fiscal Year 2017 goal setting.

Nancy Leuenhagen, Communications and Engagement Manager, stated a significant amount of work had been completed in a short amount of time. She praised Commissioner Lucey for attending every meeting and thanked him for his support with this goal related item.

Commissioner Lucey stated the County's goal was broad based and vague, therefore the focus was on the short term impacts. He thought the County needed to have a strong brand and a strong message. He said every department's homepage was

redesigned to be consistent throughout the website. He noted that citizens were able to stay connected to the County, get information faster and were able to connect with the person they needed easier. He had heard rave reviews about the new website.

Ms. Leuenhagen stated the staff directory was something new and it was an amazing resource. She said Commissioner Lucey worked on the directory ahead of time by having the Technology Services Department gather the best practices from the Cities. She noted the department presentations would continue through March and then there would be a break through the budget season.

Commissioner Lucey stated the website also featured frequently asked questions (FAQs) for each department allowing citizens to obtain answers to many questions online. He said the information on the website was now pertinent and navigable.

Ms. Leuenhagen stated there was a sub-committee that helped promote the County's accomplishments and highlights. She stated the committee worked on a presentation for the County Manager that addressed strategic planning processes and objectives. She also stated they had scheduled Mr. Slaughter to present an update on the County to the Rotary Clubs and to Western Nevada Development District.

Commissioner Lucey stated Mr. Slaughter had done a great job of being the face and the voice for the County. He stated another accomplishment was re-establishing the Citizen Advisory Boards (CABs). He said that currently there were eight CABs with more than 40 members and 43 scheduled meetings. He noted they had added district forums also, which allowed citizens a platform to express their concerns, wants and needs. He noted there were six district forums held with more than 500 participants.

Ms. Leuenhagen stated the internal goals for 2016 were to develop questionnaire surveys for employees and to continue to update and improve the employee intranet. She stated the external goals were to strategize and develop plans to include political and social leadership.

Chair Jung wondered when the last significant citizen survey was administered and when there would be a new one. She stated the survey would need to be divided by area and key issues so the citizens' concerns could be expressed for their particular district.

Commissioner Hartung stated the largest issue with the CABs was training. He said the intense training needed to be re-established for the CABs to be more effective.

Ms. Orduna Hastings spoke regarding the goal of proactive economic development and diversification. She stated there was work to be done in this area but a significant amount had been completed. She noted many departments had met their goals and she thanked them for their efforts. She reviewed the slides depicting the economic

impacts. She stated the County Codes were being revisited by the District Attorney's Office. She noted the Registrar of Voters Office would be ready for elections as soon as they were advised of the requirements from the Secretary of State's Office.

Dave Solaro, Community Services Director, reviewed the steps for the building permit pre-application process, which included meeting with the Fire District, the Health Department and the Community Services Department. He stated the process would enable a builder to obtain the building codes, and health and fire requirements prior to work starting. He indicated this process had decreased the amount of time the permits were in process. He said that Mojra Hauenstein, Business Facilitator, had met with 42 agencies and businesses to gather feedback regarding the effective practices within the County and the practices that needed improvement.

Ms. Orduna Hastings continued the presentation by discussing the Accela regional permits program. She said the goal that had been delayed, although staff continued to work on the project.

Craig Betts, Chief Information Officer, said the Accela project was being extended. He stated there would be meetings with the vendor soon to discuss timelines and the additional costs to keep the vendor engaged until the go-live date. He indicated the credit card reader project was complete and ready to be implemented.

Kevin Schiller, Assistant County Manager, continued the presentation by reviewing the Senior Services slides. He stated the goal was to keep up with the rising growth of the senior population. He noted the County was on target to serve close to 380,000 meals this year. He indicated that Social Services and Senior Services were already integrated although the County Code had not been updated. He stated the two departments had combined their resources into one case management system to broaden the access to seniors. He said they had identified that caregivers were in need of assistance with caring for aging family members and bringing in more services would change how the County approached the needs in the community.

Commissioner Berkgigler said one of the things to note about economic development growth was there were seniors moving into the area and more people with Dementia. She stated the County could not take the position that growth meant healthy happy residents and that growth would create the need for more services to be offered.

Commissioner Hartung thought additional training could help people with illnesses to stay in their homes. He said there was a fitness program for Parkinson's patients called Rock Steady Boxing, which helped patients lessen the amount of drugs needed to combat the disease. He said Carson City had a facility that worked with this program and he would like to see something similar in the County. He stated there was a need for additional senior centers in other areas such as Verdi, Cold Springs, Spanish Springs, and the South Valleys because transportation was an issue for many seniors.

Mr. Schiller reviewed the presentation slides about preparing for medical marijuana. He said the County's codes and ordinances related to medical marijuana would continue to be improved and clarified. He noted the Board would be discussing the platform for the next legislative session. He said the fee structure was a key issue that would be brought to the Board in the next month.

Chair Jung stated the Legislature had done a great job but there were always details that were overlooked. Mr. Schiller and his team had been tracking all of the fixes and she expected there would be a significant amount of legislative work to be done related to medical marijuana. She thought retail marijuana would pass through the Legislature because the younger generation would be voting in favor of it. She thought there needed to be a mechanism for a neighborhood notification process and she noted the medical marijuana workgroup was open to suggestions and feedback.

There was discussion among the Board regarding the fees collected and the need for clarification. In addition, it was discussed whether the medical marijuana establishments (MMEs) should receive first rights to sell recreational or retail marijuana.

Mr. Slaughter reviewed the Improve Service Delivery and Outcomes slide of the presentation. He stated there were 250 initiatives that represented this effort. He said getting back to the basis of how services were delivered was very important. He highlighted that the Granicus/Legistar agenda development program saved significant staff-hours. He thanked his team for the hard work of getting the programs implemented.

Gabriel Enfield, County Grants Administrator, said the Training Partners Team worked on a cross-functional initiative to consolidate online training developed by different departments. She stated the training presentations were placed on the County website so they could be accessed easier.

Kevin Dick, District Health Officer, said that in the past year they completed a cost benefit analysis of all the different programs within the Health District, which was a recommendation within the fundamental review. He stated the mission of each program, the services that were provided, the staffing levels and the program budget were reviewed. He said an analysis was conducted using the data that was available, which identified programs that were overstaffed and understaffed. He indicated work was being done to shift resources to accommodate service needs.

Nancy Parent, County Clerk, explained the microfilm of the permanent records was deteriorating and a vendor had been found who scanned over 4,000 microfilm reels electronically. She noted it saved the permanent records from further deterioration and made it easier for staff to access the records.

Michael Clark, Assessor, stated last year the Legislature decided not to require the publication of the complete tax roll and as a result, there were only four full pages of announcements published in the newspaper this year. He noted the change

would create a savings of \$30,000 to \$40,000 per year. He said there were less citizens interested in reading the print edition of the newspaper but it was available online.

Mr. Rogers reviewed the Investing In Critical Infrastructure slides of the presentation. He stated there had been great progress in this goal area. He noted there were 42 initiatives that drove this goal and most of the projects were either complete or in progress. He said a Capital Improvement Projects (CIP) Team had been created and they had a rough preliminary plan for the Fiscal Year 2017.

Commissioner Hartung stated wastewater was an issue that was getting worse. He wanted to see the Truckee Meadows Water Authority (TMWA) manage the wastewater and effluent. He thought there should be a plan to start looking into more satellite treatment facilities.

Regarding the critical infrastructure, Commissioner Lucey said there could be some security issues in the next year. He thought this was a discussion that was needed at all County facilities. He thought the safety and security of employees should be one of the top goals.

Eric Crump, Division Director of Operations, stated the Community Services Department (CSD) was responsible for maintaining a large percentage of the County's assets. He said the assets consisted of the roads, parks, Sheriff's Office's fleet vehicles, snowplows, equipment services, reclaimed water and the sewer infrastructure as well as the County buildings. He stated that currently CSD was using four different Asset Management software systems to manage them. He noted the Accela software program, which was being used in the CSD, had the capability to support the entire Asset Management processes without the need for additional software or licensing. He indicated it was decided to utilize Accela and a third party contract was being negotiated for the implementation of the program. He noted there were some issues with bandwidth, which would involve some technical work to be completed.

Commissioner Lucey wanted to know what properties the County owned and leased. He also wanted to see software consolidation for the Courts, Sheriff's Office and the District Attorney Office to streamline and unify processes.

Mr. Rogers stated the plan was to move forward with the six goals. He said the next step was to meet with department and division heads on February 10th, to take a deeper look at the goals and to prioritize them. He noted that in the spring they would bring forward new fiscal goals and a Fiscal Year 2016 update to the Board. He reviewed the annual planning calendar with the Board.

Chair Jung said she would like staff to work on a statement of employee decorum, appearance and attire, and establish a policy. She wanted an update on road conditions throughout the County. She noted the roads had been affected with the recent weather conditions and it was an economic issue for them to be in need of repairs. She said there was an issue regarding opioid use and she wondered what employment laws

were changing. She wondered what was being done to screen for opioids and to help people who were addicted to them.

Mr. Slaughter thanked the Board for their involvement in the strategic planning process. He said he was challenged to make the strategic planning meeting relevant and with the commitment of staff, Department Heads and the Board, he felt that had been achieved.

There was no public comment or action taken on this item.

**16-0074**      **AGENDA ITEM 4** Discussion and possible action with regard to amendment, or additions to the 2015 Washoe County Board of Commissioners Rules and Procedures, and such other action as the Board of Commissioners may desire to take in regard to these administrative matters.

John Slaughter, County Manager, indicated there were four areas where direction was needed from the Board. He referred to slide number 7 of the PowerPoint presentation, which was Commissioner Requests. (Please see Agenda Item 5 for the PowerPoint Presentation.) He reviewed the current policy and the proposed policy, which included placing priorities on requests related to strategic goals, strategic objectives or urgent and important items. He thought placing priorities on the requests would help staff to complete them.

With some discussion, the Board agreed that prioritizing requests would help them keep track of them. They concurred that they needed structure to stay focused on the goals and thought this would be a good policy change. Mr. Slaughter stated a tracking system for requests was essential for follow-up with the Board.

Mr. Slaughter indicated the next item to be addressed was Board travel. He said each Commissioner was targeted for 20 percent of the travel budget. He asked for Board input as to whether this should remain the same or if travel budgets should be based on appointments and boards.

The Board discussed some options including leaving the policy the way it was written with advice to the Board as to whether Commissioners could use the unused balance of their travel budgets for discretionary funds; leave it the way it was written and allow a Commissioner to request additional funds from other Commissioners if they ran out of travel money; and to place the entire travel budget into one pool and when it was depleted there would be no more travel. It was mentioned that most of the Boards that the Commissioner's sat on covered the travel expenses for the members who were required to travel to attend meetings or conferences. It was noted that Nevada Association of Counties (NACO) would not pay for Board Member travel.

Mr. Slaughter stated the suggestions provided would be brought back to the Board for review.

Mr. Slaughter indicated the next item was related to public comments and whether speakers should be allowed to use the County's audiovisual equipment. He noted allowing information to be submitted via a thumb drive could create risks of viruses or hacking and there would be no control over the content of the material presented.

Discussion among the Board concluded that it was not appropriate for a speaker to utilize the County's equipment for a presentation based on possible risks to the equipment. They agreed a policy should be created to state the determination. The Board determined handouts were appropriate for public comment and the use of props would be determined on a case-by-case basis. Props would be prohibited if they were considered to be disruptive during a meeting.

There was no public comment or action taken on this item.

**16-0075**      **AGENDA ITEM 6** Public Comment.

There was no public comment.

**4:21 p.m.**      There being no further business to discuss, the meeting was adjourned without objection.

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ATTEST:

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**KITTY K. JUNG**, Chair  
Washoe County Commission

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**NANCY PARENT**, County Clerk and  
Clerk of the Board of County Commissioners

*Minutes Prepared by:  
Doni Gassaway, Deputy County Clerk*

**BOARD OF COUNTY COMMISSIONERS  
WASHOE COUNTY, NEVADA**

TUESDAY

10:00 A.M.

JANUARY 12, 2016

PRESENT:

**Marsha Berkgigler, Chair**  
**Kitty Jung, Vice Chair**  
**Vaughn Hartung, Commissioner**  
**Jeanne Herman, Commissioner**  
**Bob Lucey, Commissioner**

**Nancy Parent, County Clerk**  
**John Slaughter, County Manager**  
**Paul Lipparelli, Legal Counsel**

The Washoe County Board of Commissioners convened at 10:00 a.m. in regular session in the Commission Chambers of the Washoe County Administration Complex, 1001 East Ninth Street, Reno, Nevada. Following the Pledge of Allegiance to the flag of our Country, the Clerk called the roll and the Board conducted the following business:

**16-0003      AGENDA ITEM 3 Public Comment.**

Dennis Diullo spoke regarding his concerns about the Department of Alternative Sentencing (DAS). He stated he had an employee who was under the supervision of the DAS and who was ordered to test in Reno one to two times a week as well as once a week in Incline Village. He indicated his employee had requested to be tested in Incline Village and to be allowed to report to the DAS in Reno via telephone, but his request was denied. He said it was so difficult on his employee to abide by the court order for testing that he quit his job and opted to spend 51 days in the County Jail to forgo his probation. He stated the County had done an injustice to the residents of Incline Village by not utilizing the resources offered there.

Barry O'Dea spoke against a proposed animal ordinance. He stated no one had the right to enter the back room of his business because it would disrupt the animals he cared for. He did not agree that changes needed to occur.

Sam Dehne spoke regarding the media and Donald Trump. He also stated he was in favor of Agenda Item 17.

Rick Snow stated he had attempted for two years to get the property at 275 Magnolia Drive in Lemmon Valley cleaned up after it burned. He said every day for the past two years he had to contend with the mess and smell. He asked the Board to get involved and he wanted someone to contact him via telephone.

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Katherine Snedigar spoke about Commissioner's oaths, fiduciary responsibility, cargo containers, and fire departments.

Cliff Low said that Mike Green, former Chief of the Sierra Fire Protection District, passed away Friday night. He noted Chief Green was a selfless person and would be greatly missed. He asked for a moment of silence.

Ardena Perry spoke about the welfare aspect of the proposed ordinance which stated animals must be kept in an isolated room or area for 72-hours prior to being released to a purchaser. She said that requirement would be devastating to a business. She also noted a room and an area were two very different things.

**16-0004**      **AGENDA ITEM 4** Election of Chair of the Washoe County Board of Commissioners.

Commissioner Lucey nominated Commissioner Jung as Chair. Chair Berkbigler seconded the nomination.

On the call for public comment, Sam Dehne spoke regarding the election of the Chair and thought he should be the Chair-elect.

On motion by Commissioner Lucey, seconded by Chair Berkbigler, which motion duly carried, it was ordered that Kitty Jung be elected as the Chair of the Board of County Commissioners.

Chair Jung assumed the gavel.

**16-0005**      **AGENDA ITEM 5** Election of Vice Chair of the Washoe County Board of Commissioners.

Commissioner Berkbigler nominated Commissioner Lucey as Vice Chair. Commissioner Hartung seconded the nomination.

There was no public comment on this item.

On motion by Commissioner Hartung, seconded by Commissioner Lucey, which motion duly carried, it was ordered that Bob Lucey be elected as the Vice Chair of the Board of County Commissioners.

**16-0006**      **AGENDA ITEM 6** Fix the term of office of the Chair and Vice Chair of the Board.

Commissioner Berkbigler said currently the term for Chair and Vice Chair was one year and she suggested the term remain one year.

There was no public comment on this item.

On motion by Commissioner Berkbigler, seconded by Commissioner Hartung, which motion duly carried, it was ordered that the terms for the Chair and the Vice Chair of the Board remain as one year terms.

**16-0007**      **AGENDA ITEM 7** Announcements/Reports.

Commissioner Herman thanked her constituents for the Christmas cards and gifts. She indicated she had been trying to get the Community Advisory Boards (CABs) back in her district for some time and had been told she could use discretionary funds to accomplish that. She provided a handout depicting the size of her district, which was placed on file with the Clerk.

Commissioner Hartung thanked Cliff Low for mentioning the passing of former Sierra Fire Protection District Chief Green. He stated Chief Green was a great man and would be missed. He hoped the Board would be able to attend his memorial. He brought up the issue that Dennis Diullo spoke about during public comment regarding the testing in Incline Village. He stated the testing standards might not be the same in Incline Village as it was in Reno and there could be a cost issue, but he would like to know why the request was denied. He questioned when staff was going to bring the cargo container issue back to the Board for review. He stated wastewater and effluent were issues and he wanted the Truckee Meadows Water Authority (TMWA) to be the agent for effluent. He said Western Regional Water was doing groundwater testing for nitrates and other contaminants for the areas that had septic tanks. He asked staff for an update about the septic tank to sewer conversion in Spanish Springs. He stated there were still more than 2,000 homes that needed to be converted to sewer.

Commissioner Berkbigler thanked Mr. Diullo for bringing up the testing issue and asked staff to report on this issue. She had concerns about Rick Snow's issue in Lemmon Valley and she asked staff to report regarding the status of the property and contact Mr. Snow to advise him of the progress. She thanked Mr. Low for the news about Chief Green.

Commissioner Lucey concurred that the cargo container issue needed to be resolved. He wanted an update on current projects related to bringing the Center for Court Innovations into the community with Judge Scott Pearson. He sent his condolences to the family of Chief Green and noted that he would be missed.

Chair Jung added to Commissioner Hartung's request to expand the update regarding the conversion of septic tanks to sewer for the entire County and wanted a plan of action. She asked staff, in regards to the cargo container issue, to compile a frequently asked questions (FAQs) list for residential and commercial issues and solutions. She indicated there were many misconceptions regarding the cargo containers that needed to be clarified. She asked for more than 2 hours of staff time to work on the issue of Food Deserts. She indicated there was a collaborative effort to incentivize local stores to be placed in neighborhoods that were deserts for food. She explained food deserts were areas where people who did not have public transportation had to rely on

fast food and convenience markets that did not carry fresh fruits or vegetables. She stated Judge Pearson had been named politician of the year and she wanted to do something to honor him. She expressed the loss she felt for Chief Green. She stated Arrowcreek Fire Station would not be standing if not for Chief Green.

Commissioner Lucey stated food and hunger needed to be a priority. He said the Food Bank of Northern Nevada did a great job feeding the community, but they could not provide enough food to eliminate hunger entirely.

**CONSENT ITEMS 8A THROUGH 8I**

- 16-0008** **8A** Accept funding for reimbursement [\$15,972.87, no County match required] from the Office of Criminal Justice Assistance through the Sparks Police Department for reimbursement of overtime costs associated with the Regional Gang Task Force activities involving the Adam Walsh Compliance project. Grant period is retroactive from 10/15/14 - 9/3/15; and authorize Comptroller's Office to make the appropriate budget adjustments. Sheriff. (All Commission Districts.)
- 16-0009** **8B** Acknowledge a Specialty Court General Fund Allocation from the Judicial Council of the State of Nevada to the Reno Justice Court [\$116,815.00 for FY16, no match required], paid in quarterly installments retroactive to November 1, 2015; and direct the Comptroller to make the appropriate budget adjustments. Reno Justice Court. (All Commission Districts.)
- 16-0010** **8C1** Approve amendments totaling an [increase of \$118,085 in both revenue and expense] to the FY16 the Public Health Preparedness Program, Preparedness, Assurance, Inspections, Statistics (PAIS), IO 11286; and if approved direct the Comptroller's office to make the appropriate budget adjustments. (All Commission Districts.)
- 16-0011** **8C2** Approve amendments totaling an [increase of \$2,815 in both revenue and expense] to the FY16 CDC ELC Grant Program, IO 10984; and if approved direct the Comptroller's office to make the appropriate budget adjustments. (All Commission Districts.)
- 16-0012** **8C3** Approve amendments totaling an [increase of \$53,140 in both revenue and expense] to the FY 16 CDC Public Health Preparedness – FY16 Carryover, IO 11294; and if approved direct the Comptroller's office to make the appropriate budget adjustments. (All Commission Districts.)
- 16-0013** **8C4** Approve amendments totaling an [increase of \$2,273 in both revenue and expense] to the Retail Program Standards Grant, IO 11293; and if

approved direct the Comptroller's office to make the appropriate budget adjustments. (All Commission Districts.)

- 16-0014** **8C5** Approve amendments totaling an [increase of \$24,005 in both revenue and expense] to the FY 16 ASPR Public Health Preparedness – Carryover Federal Grant Program, IO 11292; and if approved direct the Comptroller's office to make the appropriate budget adjustments. (All Commission Districts.)
- 16-0015** **8C6** Approve amendments totaling an [increase of \$15,000 in both revenue and expense] to the FY16 NACCHO – Accreditation Support Initiative Program, IO 11291; and if approved direct the Comptroller's Office to make the appropriate budget adjustments. (All Commission Districts.)
- 16-0016** **8D1** Approve a Correction Quitclaim Deed to correct the legal description on Quitclaim Deed Document #4430553, recorded on January 29, 2015 (APN 007-111-12, a 1,200 square foot sliver parcel located at 0 Codel Way) and all other matters properly related thereto. (Commission District 3.)
- 16-0017** **8D2** Approve a Big Ditch Use and Maintenance Agreement between Washoe County and Big Ditch Company, retroactive to December 1, 2015 and through June 30, 2021; [approximate annual cost \$3,579.60] for operation and maintenance associated with stormwater conveyance into Big Ditch. (Commission District 2.)
- 16-0018** **8D3** Approve a First Amendment to Interlocal Agreement between Washoe County and the Western Regional Water Commission retroactive to July 1, 2015, for the continuation of Septic Nitrate Study and Risk Assessment Phase II through June 30, 2016. (All Commission Districts.)
- 16-0019** **8D4** Approve an Employee Residence Agreement between Washoe County and Darren Evans (Washoe County Sheriff's Office Deputy) effective January 25, 2016, to allow occupancy within the County owned residence located at 330A Sunset Boulevard, Gerlach, Nevada. (Commission District 5.)
- 16-0020** **8D5** Approve a License Agreement between Washoe County and Truckee Meadows Water Authority for the Western Skies Emergency Management Flood Preparedness Storage Container. (All Commission Districts.)
- 16-0021** **8D6** Approve a Merger and Resubdivision Parcel Map (APNs 008-161-12 through 20, 39, 40 and 008-162-14 through 19, 9, 10), combining parcels owned by Washoe County for the future site of the Washoe County Medical Examiner Facility. (Commission District 3.)

- 16-0022** **8D7** Adopt a Resolution to donate one (1) surplus 40 KW, 277/480 Volt Model DGBC3381155, Serial Number K990017717 emergency generator from Washoe County to the Washoe County School District in accordance with NRS 244.15052(a); and providing other matters properly related thereto. (All Commission Districts.)
- 16-0023** **8D8** Approve a Resolution to Adopt Financial Policies for the Washoe County Community Services Department Utilities. (All Commission Districts.)
- 16-0024** **8E1** Acknowledge receipt of the Washoe County Law Library Annual Report 2015. (All Commission Districts.)
- 16-0025** **8E2** Reappoint one attorney member and reappoint one non-attorney member to the Law Library Board of Trustees. It is recommended that Clayton Brust serve as an attorney member for a two-year term expiring on January 31, 2018, and Teresa Mentzer serve as a non-attorney member for a two-year term expiring January 31, 2018. Candidates will satisfy the attorney position and non-attorney position required for the Law Library Board of Trustees. (All Commission Districts.)
- 16-0026** **8F1** Authorize the Director of Social Services to accept the Sixth Amendment of the Child Welfare Initiative Agreement with Casey Family Programs in the amount of [\$45,000 no match required] retroactive to January 1, 2016 through December 31, 2016. (All Commission Districts.)
- 16-0027** **8F2** Accept a Sub-grant Award from the State of Nevada Division of Child and Family Services in the amount of [\$17,254.00 no County match required] to support, enhance and expand the mission of the Child Advocacy Center, retroactive to November 1, 2015 through June 30, 2016. Approve \$1,000 for Non-County Employee Travel and authorized the Department to execute the Sub-Grant Award and direct the Comptroller's Office to make the necessary budget adjustments. (All Commission Districts.)
- 16-0028** **8F3** Accept a Subgrant Award from the State of Nevada Department of Health and Human Services Division of Public & Behavioral Health retroactive to October 1, 2015 through September 30, 2016 for [\$150,000.00 no County match required] supporting the position and activities of a Behavioral Health Program Coordinator. Authorize the Department to execute the Subgrant Award and direct the Comptroller's Office to make the necessary budget adjustments. Social Services. (All Commission Districts.)
- 16-0029** **8G1** Approve a request for reclassification of a Senior Youth Advisor, pay grade L, to a Shift Supervisor, pay grade N (Juvenile Services) as

evaluated by the Job Evaluation Committee. [Net annual cost is estimated at \$9,666]. (All Commission Districts.)

- 16-0030** **8G2** Approve revision of the Washoe County Self-Funded Group Health Insurance Plans plan document effective retroactive to January 1, 2016 to remove exclusions for therapy as it relates to members diagnosed as transsexual or with gender dysphoria; and authorize Director of Human Resources/Labor Relations to execute same. (All Commission Districts.)
- 16-0031** **8H1** Approve a policy directing staff to request quarterly reimbursement of the Health Benefits Fund's full cost of retiree health benefits from the Washoe County, Nevada OPEB Trust Fund. (All Commission Districts.)
- 16-0032** **8H2** Confirm appointment of Cathy Hill as County Comptroller effective January 4, 2016 and set starting annual salary at [\$118,019.20.] (All Commission Districts.)
- 16-0033** **8I** Approve the expenditure to replace the three (3) Harris Daily Wells Symphony Dispatch Radio Consoles currently in use at the Sparks Police Department Public Safety Answering Point (PSAP) dispatch center at a cost not to exceed [\$139,103.51.] Technology Services. - The 911 Emergency Response Advisory Committee. (All Commission Districts.)

On the call for public comment, Cathy Brandhorst spoke about matters of concern to herself.

On motion by Commissioner Berkgigler, seconded by Commissioner Lucey, which motion duly carried, it was ordered that Consent Agenda Items 8A through 8I be approved. Any and all Resolutions or Interlocal Agreements pertinent to Consent Agenda Items 8A through 8I are attached hereto and made a part of the minutes thereof.

**BLOCK VOTE (10, 11 and 12).**

- 16-0034** **AGENDA ITEM 10** Recommendation to approve the settlement of the claim by Paul Longshore against Washoe County et al., for a total sum of [\$200,000] for all claims against all defendants. Comptroller. (All Commission Districts.)

There was no public comment on this item.

On motion by Commissioner Hartung, seconded by Commissioner Lucey, which motion duly carried, it was ordered that Agenda Item 10 be approved.

- 16-0035** **AGENDA ITEM 11** Recommendation to accept a Sub-grant Award from the State of Nevada Division of Child and Family Services (DCFS) in the amount of [\$175,500.00 no County match required], retroactive to October

1, 2015 through September 30, 2016, to assist the Department of Social Services with the Adoption Incentive program. Authorize the Department to execute the Sub-Grant Award and direct the Comptroller's Office to make the necessary budget adjustments. Social Services. (All Commission Districts.)

There was no public comment on this item.

On motion by Commissioner Hartung, seconded by Commissioner Lucey, which motion duly carried, it was ordered that Agenda Item 11 be accepted, authorized and directed.

**16-0036**      **AGENDA ITEM 12** Recommendation to approve amendments totaling an [ increase of \$226,903 in both revenue and expense ] to the FY16 CDC PAIS – Ebola Preparedness & Response Federal Grant Program, IO 11257; and if approved direct the Comptroller's office to make the appropriate budget adjustments. Health District. (All Commission Districts.)

There was no public comment on this item.

On motion by Commissioner Hartung, seconded by Commissioner Lucey, which motion duly carried, it was ordered that Agenda Item 12 be approved and directed.

**16-0037**      **AGENDA ITEM 9** Department Presentation – Public Defender, Alternate Public Defender, and conflict counsel highlighting services and operations.

Kevin Schiller, Assistant County Manager, conducted a PowerPoint presentation regarding an overview of the Indigent Defense System. He reviewed the areas of legal representation, history, structure, contract history, cost trends and budget. He reviewed the proposed changes, which included adding one staff member and aligning cases to the Alternate Public Defender's Office from the Public Defender's Office.

Jennifer Lunt, Alternate Public Defender, reviewed the Alternative Public Defenders Office portion of the presentation, which included the mission, history, structure, budget and statistics. She noted that prior to 2007, there was one man who handled all the conflict cases in the County and he was paid \$1 million annually. She said any money that was not spent on Indigent Defense was his salary. She stated in 2007 the Board decided that was not the best practice, which lead to the creation of the Alternate Public Defenders Office. She said Family Court cases were fast growing in the Alternate Public Defenders Office. She noted they represented parents whose children had been removed by Social Services and helped to reunify them. She stated there was a typographical error on slide number 14, the number of cases from July through December of 2015 that were sent to Conflict was 126. She expected the total number of cases sent to

Conflict for this year would be less than 300. She reviewed the slides, which depicted the proposed changes, the strategic plan and feedback from staff. She noted one of the goals for the year was to review the risk assessment at 350 South Center Street and create a safe environment for staff located in that building.

Jim Leslie, Deputy Public Defender, reviewed the slides, which depicted the mission statement, structure and the services provided. He highlighted that the Public Defender's Office handled specialty cases including Opioid Court, Young Offenders Court and DUI Court at the felony and misdemeanor levels. He noted risk assessment analyses were being conducted on inmates to determine the likelihood that citizens would appear at their court appearances. He said the more they utilized the risk assessment analyses and moved away from cash bail, the more they could integrate people back into their families, their jobs, and the community.

Jeremy Bosler, Public Defender, reviewed the remainder of the PowerPoint presentation. He stated having 24 open murder cases in the office at one time was unimaginable. He said with this workload, the budget for investigators and expert witnesses would not begin to be enough. He indicated there were interns from many colleges who were brought in to train in his department. He noted they were working with the University of Nevada Reno (UNR) to increase the amount of criminal justice majors.

In response to Chair Jung's question regarding the differences between Public Defenders, Alternate Public Defenders and Conflict Counsel, Ms. Lunt explained that every case started in the Public Defender's Office. She stated if there were multiple defendants or a legal conflict, a case was sent to the Alternate Public Defender's Office. She stated if there was a continued conflict, the case would be sent to Conflict Counsel or divided between the three departments when there were multiple defendants.

Chair Jung asked whether it was considered to establish a Master of Social Work for Forensics program in the area. She wondered if the Regents at UNR had been approached about offering the program.

Mr. Bosler stated the Department of Social Services, indicated there was not any money in the budget for the program. He said Social Services was going to reach out to the Regents at UNR for a possible partnership. He stated if the Board would approve the direction, staff could research the possibility.

Chair Jung wanted staff to research the possibility of having the program brought to the County and how the County could help with the funding. She stated the mental health cases recommended ratio was one attorney per 200 cases but the County was pushing close to 700 cases per attorney. She asked when it would be considered a legal issue that citizens were not being provided with competent counsel.

Mr. Bosler replied the right to competent effective assistance was considered only in criminal cases and it was different with involuntary commitment cases.

**11:42 a.m.** Commissioner Berkbigler left the meeting.

On the call for public comment, Cathy Brandhorst spoke about matters of concern to herself.

On motion by Commissioner Hartung, seconded by Commissioner Lucey, which motion duly carried, with Commissioner Berkbigler absent, it was ordered that Agenda Item 9 be acknowledged.

**11:45 a.m.** Commissioner Berkbigler returned to the meeting.

**16-0038** **AGENDA ITEM 13** Introduction and first reading of an ordinance amending Washoe County Code Chapter 55 by creating provisions regulating commercial animal establishments (through an animal welfare permit); by adding related definitions, and by making changes to the definition of "County" and all other matters properly relating thereto; and, if supported, set the public hearing for second reading and possible adoption of the ordinance on January 26, 2016. Animal Services. (All Commission Districts.)

The Chair opened the public hearing by calling on anyone wishing to speak for or against adoption of said Ordinance.

Nancy Parent, County Clerk, read the title for Bill No. 1756.

Commissioner Lucey stated he would abstain from the item discussion and vote due to a business interest conflict.

**11:45 a.m.** Commissioner Lucey left the meeting.

Bobby Smith, Animal Services Manager, stated this ordinance was sent back to staff to revisit specific policies regarding the care and keeping of animals. He said they chose to adopt the policies and procedures from the American Veterinary Medical Association (AVMA) Policies and he had reviewed each line with the District Attorney to ensure clarity. He said there were small adjustments made to the language for clear understanding. He noted that section five was moved to section six, which was specific to commercial animal establishments. He stated the definitions of an operator, a retailer and a dealer had been added and these were top priority issues.

On the call for public comment, Ardena Perry spoke regarding the AVMA Policies and said that State Veterinarian informed her that the Veterinary Association had no power over non-medical treatment issues. She also spoke about the difference between

adopting a cat from the Humane Society and purchasing a cat from a pet store. She provided a handout, which was placed on file with the Clerk.

Michael Schneider, owner of Puppies Plus, wondered why the AVMA guidelines for commercial animal establishments did not include the Society for the Prevention of Cruelty to Animals (SPCA) and the Humane Society. He thought the ordinance would cripple his business.

Cathy Brandhorst spoke about matters of concern to herself.

Commissioner Berkbigler asked Mr. Smith how the ordinance would affect a commercial animal establishment. She stated she was unclear about the oath that was in the AVMA policies and if it applied to business owners who were not veterinarians.

Mr. Smith replied that they were asked to come back to the Board with a base standard for animal welfare. He said the AVMA set the standards for the base care of animals and that no one was expected to take an oath or to be a veterinarian.

Commissioner Berkbigler spoke to Mr. Schneider stating it was not her intention to harm his business in any way. She asked him to explain what it was in the Ordinance that he thought would cripple his business.

Mr. Schneider replied that the Code was already strenuous enough and it did not need to be enhanced. He thought it was unconstitutional that animal control officers could enter his establishment and review his health records without cause.

Commissioner Berkbigler said she knew it had been some time since the animal codes were updated and she appreciated the clarification of language, which was included in the proposed policy. She did not think the 72-hour hold was a concern but she thought it would improve the protection of animals.

Commissioner Herman said there was one puppy store in town and she thought the Ordinance was written for that one store.

Commissioner Hartung asked if there was clarity in the most recent language that was added to the policy. Mr. Smith replied the County did not want to be open to ambiguity. He said the intent was to look at specific documents and come up with welfare standards.

Commissioner Hartung said the last presentation was sent back for language clarification and for specific standards based on species. He said the language in the previous version stated that a horse needed to be in a pen with concrete floors. He wondered whether the care of individual species had been specifically addressed.

Mr. Smith replied the policy did not specify species of animal, but stated how animals should be cared for according to the type of animal.

Commissioner Hartung asked if the Humane Society followed the same principles. He also wondered whether an isolation room or area was required to hold an animal for 72-hours.

Mr. Smith stated the Humane Society followed the guidelines of sheltering, which were the same guidelines that the County followed. He clarified that isolation could be done in a room or an area because they were both acceptable and would protect other animals in the general population.

Commissioner Herman stated she would like more information before the proposal moved forward. She thought the 72-hour hold would cause undue stress to animals.

Mr. Smith indicated there was a 300-page report included with the staff report that clearly stated the proposed changes. He noted that the 72-hour hold would be utilized to determine whether an animal had contracted an illness during transportation and if so, the animal could be treated prior to being sold. He stated an animal could be displayed during the 72-hour hold.

There being no further response, the Chair closed the hearing.

Bill No. 1756 was introduced by Commissioner Berkbigler, and legal notice for the final action of adoption was directed.

**12:23 p.m.** The Board recessed.

**12:28 p.m.** The Board reconvened with all members present.

**16-0039** **AGENDA ITEM 17** Adopt the South Valleys Regional Park Master Plan Update. (Commission District 2.)

Dave Solaro, Community Services Director, reviewed the staff report and the conducted a brief presentation about the South Valleys Regional Park Master Plan.

Commissioner Hartung stated this would be great for the community.

Commissioner Lucey commended Mr. Solaro and his staff for the work that had been done on this project. He said as the community grew, the park would be heavily used and significant to the area.

On the call for public comment, Joel Grace thanked the County for the new park and said he was excited about the ice rink.

On motion by Commissioner Lucey, seconded by Commissioner Berkbigler, which motion duly carried, it was ordered that Agenda Item 17 be adopted.

**16-0040** **AGENDA ITEM 18** Approve the Mount Rose Scenic Byway Corridor Management Plan and the Washoe Valley Scenic Byway Corridor Management Plan. (Commission Districts 1 & 2.)

Dave Solaro, Community Services Director, reviewed the staff report, the Mount Rose Scenic Byway Corridor Management Plan and the Washoe Valley Scenic Byway Corridor Management Plan.

Commissioner Berkbigler thanked Mr. Solaro and said this was a great project.

There was no public comment on this item.

On motion by Commissioner Berkbigler, seconded by Commissioner Lucey, which motion duly carried, it was ordered that Agenda Item 18 be approved.

**16-0041** **AGENDA ITEM 22** Possible Closed Session for the purpose of discussing labor negotiations with Washoe County, Truckee Meadows Fire Protection District and/or Sierra Fire Protection District per NRS 288.220.

**12:37 p.m.** On motion by Commissioner Lucey, seconded by Commissioner Berkbigler, which motion duly carried, it was ordered that the meeting recess to a closed session for the purpose of discussing negotiations with Employee Organizations per NRS 288.220.

**2:01 p.m.** The Board reconvened with all members present.

**Public Hearings**

**16-0042** **AGENDA ITEM 19** Second reading and possible action to adopt an ordinance repealing the existing storm water discharge Ordinance 1223 (2003) and replacing it by amending the Washoe County Code at Chapter 110 (Development Code) to create Article 421, Storm Water Discharge Program, in order to update, codify and provide best management practices relating to the storm water discharge program and the National Pollutant Discharge Elimination System (NPDES) permit issued to Washoe County, and other matters necessarily connected therewith and pertaining thereto (Bill No. 1755). Community Services. (All Commission Districts.)

The Chair opened the public hearing by calling on anyone wishing to speak for or against adoption of said Ordinance. There being no response, the hearing was closed.

Nancy Parent, County Clerk, read the title for Ordinance No. 1572, Bill No. 1755.

On motion by Commissioner Lucey, seconded by Commissioner Berkbigler, which motion duly carried, Chair Jung ordered that Ordinance No.1572, Bill No. 1755, be adopted, approved and published in accordance with NRS 244.100. It was moved to affirm the four findings of fact of the Washoe County Planning Commission made on November 13, 2015 as recorded with Resolution 15-23 and as attached to the staff report for this item.

**16-0043** **AGENDA ITEM 20** Hearing, discussion and possible action to approve the continuation of the existing (1) Environmental Control Permit and monitoring fees and (2) administrative service fee and inspection fees for inspection of storm water quality controls for the Storm Water Discharge Program, as authorized in WCC Article 421 (110.421.60(d) and 110.421.65(e)); and, if approved, authorize the Chair to sign a Resolution (1) adopting the fee schedules of the Cities of Reno and Sparks as the county's Environmental Control Permit and monitoring fees, (2) deeming the county's Environmental Control Permit and monitoring fees satisfied by the payment of any such fees to the cities, and (3) further adopting the county's administrative service fee and inspection fees for the inspection of storm water quality controls in the form of a Master Storm Water Inspection Fee Schedule with an effective date of January 22, 2016, to be included as required in the Development Code Master Fee Schedule. Community Services. (All Commission Districts.)

On the call for public comment, Cathy Brandhorst spoke about matters of concern to herself.

On motion by Commissioner Hartung, seconded by Commissioner Berkbigler, which motion duly carried, it was ordered that Agenda Item 20 be approved and authorized. The Resolution for same is attached hereto and made a part of the minutes thereof.

**16-0044** **AGENDA ITEM 21** Master Plan Amendment Case No. MPA15-005 and Regulatory Zone Amendment Case No. RZA15-008 – Hearing, discussion, and possible action to approve (1) an amendment to Southwest Truckee Meadows Area Master Plan Category on four parcels of land totaling approximately 155 acres from a mix of Rural (R) (139.92 acres) and Suburban Residential (SR) (15.07 acres) to 69.60 acres of Rural (R), 59.20 acres of Rural Residential (RR) and 26.1 acres of Suburban Residential (SR) on the subject parcels (APN: 041-671-01, 041-0650-02,

041-662-12 & 41-650-03); and (2) an amendment to the Southwest Regulatory Zone Map, changing the Regulatory Zone on four parcels of land totaling approximately 155 acres from a mix of General Rural (GR) (139.92 acres) and Low Density Suburban (LDS) (15.07 acres) to 69.60 acres of General Rural (GR), 59.20 acres of High Density Rural (HDR) and 26.1 acres of Low Density Suburban (LDS) subject to the adoption of Master Plan Amendment Case No. MPA15-005. To reflect changes requested within this application and to maintain currency of general area plan data, administrative changes to the Southwest Truckee Meadows Area Plan are proposed. These administrative changes include a revised map series with updated parcel base and updated applicable text, and other matters properly relating thereto without prejudice to the final dispensation of the proposed amendments. The applicant is The Ridges at Hunter Creek, LLC and Ridges Development Inc. and the property is located South of Woodchuck Circle and Hunters Peak Road and West of Hawken Drive; Section 19 & 30, T19N, R19E, MDM. The property is within the Truckee Meadows Service Area and within the West Truckee Meadows Citizen Advisory Board Boundary. The Development Code sections applicable to this amendment are Article 820, Amendment of Master Plan and Article 821, Amendment of Regulatory Zone. And if approved, authorize the Chair to sign the resolutions to adopt the amendments to the Southwest Truckee Meadows Area Plan and the Southwest Regulatory Zone Map after a determination of conformance with the Truckee Meadows Regional Plan by the Truckee Meadows Regional Planning Commission. Community Services. (Commission District 1.)

Bill Whitney, Director of Planning and Development, presented a handout from Fire Chief Charles Moore, Truckee Meadow Fire Protection District, which was placed on file with the Clerk.

In response to Chair Jung's question about whether the development would be on septic tanks, Trevor Lloyd, Senior Planner, replied that this development would be on the County's sewer system. He stated the Truckee Meadows Water Authority (TMWA) would provide water service and NV Energy would provide natural gas service.

Chair Jung questioned why the applicant would not annex the property into the City of Reno.

Melissa Lindell, Wood Rodgers, Inc. stated the property did not physically touch any property in Reno, therefore, could it not be annexed into the City.

Commissioner Berkbigler stated this was in her district and she had not had any complaints regarding the change. She said there were concerns about fire services, but it was agreed that the area would be serviced by automatic aid.

On the call for public comment, Scott Gilles expressed the concerns of Reno Fire Chief Cochran regarding the project and the increased density to areas that were covered by Reno's Fire Department, even though it was located in unincorporated Washoe County.

Commissioner Lucey stated automatic aid was developed so the closest fire engine would respond. He said there would be times when the City of Reno would be closer, but the intent of automatic aid was to ensure life support for everyone. He thought the impact on the Reno Fire Department would not be as significant as previously thought.

Commissioner Berkbigler suggested that for future developments a fire analysis be completed.

Chair Jung concurred and stated schools should be included in the analysis.

On motion by Commissioner Berkbigler, seconded by Commissioner Herman, which motion duly carried, it was ordered that Agenda Item 21 be approved and authorized. The Resolution for same is attached hereto and made a part of the minutes thereof.

**16-0045** **AGENDA ITEM 14** Discussion and possible action with regard to amendments to the 2015 Washoe County Board of Commissioners Rules and Procedures, and such other action as the Board of Commissioners may desire to take in regard to these administrative matters. Manager. (All Commission Districts.)

Chair Jung requested this item to be tabled until the Board of County Commissioner's Retreat.

There was no public comment or action taken on this item.

**16-0046** **AGENDA ITEM 15** Discussion and possible action with regard to appointment and/or reappointment of Commissioners to boards and commissions, alteration of terms of service on boards and commissions where legally permissible, and such other action as the Board of Commissioners may desire to take in regard to these administrative matters. Manager. (All Commission Districts.)

John Slaughter, County Manager, read the current appointments and the Board made changes to the reappointments.

The appointments are as follows:

<b>Board/Commission</b>	<b>Commissioners</b>
Community Assistance Center Transitional Governing Board	Commissioner Jung
Criminal Justice Advisory Committee	Chair Jung – Primary and Commissioner Lucey – Alternate
Debt Management Commission	Commissioner Lucey
District Board of Health	Commissioner Jung
Economic Development Authority of Western Nevada (EDAWN)	Commissioner Berkbigler – Primary and Commissioner Lucey – Alternate
Internal Audit Committee	Chair Jung
Investment Committee	Chair Jung and Commissioner Hartung
Legislative Liaison	Commissioner Berkbigler
Library Board of Trustees	Chair Jung
Medical Marijuana Working Group	Chair Jung
Nevada Association of Counties (NACo) Board of Directors	Commissioner Herman and Commissioner Lucey
Nevada Commission for the Reconstruction of the V&T Railway	Commissioner Herman – Primary and Commissioner Lucey – Alternate
Nevada Land Transfer Task Force	Commissioner Hartung
Nevada Tahoe Regional Planning Agency	Commissioner Berkbigler – Primary and Commissioner Lucey – Alternate
Nevada Works	Commissioner Herman – Primary and Chair Jung – Alternate
Open Space and Regional Parks Commission	Commissioner Herman
Organizational Effectiveness Committee	Commissioner Berkbigler
Oversight Panel – WCSD	Commissioner Herman and Commissioner Lucey
Public Schools Overcrowding and Repair Needs Committee	Commissioner Berkbigler
Regional Transportation Commission (RTC)	Commissioner Berkbigler and Commissioner Lucey
Reno-Sparks Convention and Visitors Authority (RSCVA)	Commissioner Lucey
Senior Services Advisory Board Liaison	Commissioner Herman – Primary and Commissioner Hartung – Alternate
Smarter Region Economic Development Vision Subcommittee	Commissioner Lucey – Primary and Commissioner Berkbigler – Alternate
State Land Use Planning Advisory Council	Commissioner Herman

<b>Board/Commission</b>	<b>Commissioners</b>
(SLUPAC)	
Tahoe Prosperity Center Board of Directors	Commissioner Berkgigler
Tahoe Regional Planning Agency	Commissioner Berkgigler – Primary and Commissioner Lucey – Alternate
Tahoe Regional Planning Agency Governing Board	Commissioner Berkgigler – Primary and Commissioner Lucey - Alternate
Nevada Tahoe Regional Planning Agency	Chair Berkgigler
Tahoe Transportation District Board of Directors	Chair Berkgigler – Primary and Commissioner Lucey – Alternate
Tahoe Transportation Commission	Commissioner Berkgigler – Primary and Commissioner Lucey - Alternate
Truckee Meadows Water Authority Board	Commissioners Herman and Hartung – Primary and Commissioner Berkgigler, Commissioner Lucey, and Chair Jung – Alternate
Truckee River Flood Management Authority	Commissioner Lucey and Commissioner Hartung
Vya Conservation District	Commissioner Herman
Washoe County Stadium Authority	Commissioner Berkgigler and Chair Jung
Western Nevada Development District (WNDD)	Commissioner Berkgigler
Western Regional Water Commission	Commissioner Hartung, Commissioner Herman – TMWA appointee, and Commissioner Lucey – STMGID Successor

Commissioner Hartung stated the Nevada Land Transfer Task Force was no longer meeting and the Task Force was placed on hold.

There was no public comment on this item.

On motion by Commissioner Lucey, seconded by Commissioner Berkgigler, which motion duly carried, it was ordered that Agenda Item 15 be approved and to have alternates where allowed by law.

**16-0047**      **AGENDA ITEM 16** Recommendation to approve an Unsolicited Proposal Policy and Guideline document to be utilized for review of proposals to Washoe County for development and/or use of County owned land and/or infrastructure. (All Commission Districts.)

Chair Jung stated this Agenda Item was to clean up the policy language because there was no direction for staff to follow if they were presented with a proposal.

In response to Commissioner Hartung's question regarding proposals to utilize County land, Dave Solaro replied it would require a development to be of benefit to the community. He said the policy was specific to the utilization of County owned land and infrastructure that was already established. He noted it was different from a developer wanting to develop on County owned land.

There was no public comment on this item.

On motion by Commissioner Hartung, seconded by Commissioner Lucey, which motion duly carried, it was ordered that Agenda Item 16 be approved.

**16-0048      AGENDA ITEM 23 Public Comment.**

Cathy Brandhorst spoke about matters of concern to herself.

**16-0049      AGENDA ITEM 24 Announcements/Reports**

Commissioner Berkbigler thanked the Board for their support during her term as Chair. She asked staff for a list of appointees from each district because she had requests from constituents who were interested in sitting on various Boards.

Commissioner Lucey thanked the Board and said he was honored to serve as Vice Chair. He congratulated Chair Jung on her appointment.

Commissioner Herman wanted to send a thank you letter to each of the volunteer fire fighters for their participation. She asked staff to bring the Monte Cristo project back for discussion soon. She wanted the Citizen Advisory Boards (CABs) to be established in Gerlach and Verdi.

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**COMMUNICATIONS AND REPORTS**

The following communications and reports were received, duly noted, and ordered placed on file with the Clerk:

**COMMUNICATIONS:**

**16-0050      Reno-Sparks Convention and Visitors Authority Public Meeting Minutes, January to December, 2014.**

**MONTHLY STATEMENT:**

**16-0051** Washoe County Treasurer's Monthly Statement ending November 30, 2015.

**ANNUAL FINANCIAL REPORT:**

**16-0052** Reno-Sparks Convention and Visitors Authority, Washoe County, State of Nevada, Comprehensive Annual Financial Report, Fiscal Year Ended June 30, 2015.

**16-0053** City of Sparks Nevada, Comprehensive Annual Financial Report, Year ended June 30, 2015.

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**3:17 p.m.** There being no further business to discuss, the meeting was adjourned without objection.

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**Kitty K. Jung, Chair**  
Washoe County Commission

ATTEST:

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**NANCY PARENT, County Clerk and  
Clerk of the Board of County Commissioners**

*Minutes Prepared by:  
Doni Gassaway, Deputy County Clerk*