

COUNTY COMMISSIONERS
Chair, Bob Lucey, District 2
Vice-Chair, Vaughn Hartung, District 4
Alexis Hill, District 1
Kitty Jung, District 3
Jeanne Herman, District 5



COUNTY MANAGER
Eric P. Brown

NOTICE OF MEETING AND AGENDA

ASSISTANT DISTRICT ATTORNEY
Nathan Edwards

WASHOE COUNTY BOARD OF COUNTY COMMISSIONERS

- 1001 E. 9th Street, Reno, Nevada 89512

COUNTY CLERK
Janis Galassini

October 12, 2021

10:00 a.m.

NOTE: Items on the agenda may be taken out of order; combined with other items; removed from the agenda; moved to the agenda of another meeting; moved to or from the Consent section; or may be voted on in a block. Items with a specific time designation will not be heard prior to the stated time, but may be heard later. The Consent is a single agenda item and is considered as a block and will not be read aloud. The Board of County Commissioners may take breaks approximately every 90 minutes.

Accessibility. In compliance with the Americans with Disabilities Act, the Washoe County Commission Chambers are accessible and those requiring accommodation for this meeting should notify the Office of the County Manager at (775) 328-2000, 24 hours prior to the meeting.

Public Transportation. Public transportation is available to this meeting site: RTC Routes 2, 2S, 5 and 15 serve this location. For eligible RTC ACCESS reservations call (775) 348-5438.

Public Comment. Members of the public may also submit comments by mail, email to Washoe311@washoecounty.gov, or voice message at: (775) 954-4664. The County will make reasonable efforts to include all comments received by 4:00pm on October 11, 2021 by email and voicemail into the record. Comments are limited to 3 minutes per person and will be entered into the record only. Voicemails will no longer be played for broadcast and emails will not be read by the Clerk.

Time Limits. Public comments are welcomed during the Public Comment periods for all matters, whether listed on the agenda or not, and are limited to three minutes per person. Additionally, public comment of three minutes per person will be heard during individually numbered items designated as "for possible action" on the agenda. Persons are invited to submit comments in writing on the agenda items and/or attend and make comment on that item at the Commission meeting. Persons may not allocate unused time to other speakers.

Forum Restrictions and Orderly Conduct of Business. The Board of County Commissioners conducts the business of Washoe County and its citizens during its meetings. The presiding officer may order the removal of any person whose statement or other conduct disrupts the orderly, efficient or safe conduct of the meeting. Warnings against disruptive comments or behavior may or may not be given prior to removal. The viewpoint of a speaker will not be restricted, but reasonable restrictions may be imposed upon the time, place and manner of speech. Irrelevant and unduly repetitious statements and personal attacks which antagonize or incite others are examples of speech that may be reasonably limited.

Responses to Public Comments. The County Commission can deliberate or take action only if a matter has been listed on an agenda properly posted prior to the meeting. During the public comment period, speakers may address matters listed or not listed on the published agenda. The Open Meeting Law does not expressly prohibit responses to public comments by the Commission. However, responses from Commissioners to unlisted public comment topics could become deliberation on a matter without notice to the public. On the advice of legal counsel and to ensure the public has notice of all matters the Commission will consider, Commissioners may choose not to respond to public comments, except to correct factual inaccuracies, ask for County staff action or to ask that a matter be listed on a future agenda. The Commission may do this either during the public comment item or during the following item "Commissioners'/County Manager's announcements, reports and updates, requested for information or topics for future agendas."

Pursuant to NRS 241.020, the Agenda for the Board of County Commissioners has been posted at the following locations: Washoe County Administration Building (1001 E. 9th Street, Bldg. A), Washoe County Courthouse-Second Judicial District Court (75 Court Street), Reno City Hall - Clerk's Office (1 E. 1st Street); Sparks Justice Court (1675 East Prater Way); www.washoecounty.gov/bcc/board_committees/ and <https://notice.nv.gov>.

Although no longer required under NRS 241.020, the agenda has been physically posted at the following locations: Washoe County Courthouse-Second Judicial District Court (75 Court Street), Reno City Hall - Clerk's Office (1 E. 1st Street), Sparks Justice Court (1675 East Prater Way).

Support documentation for the items on the agenda, provided to the Washoe County Board of Commissioners is available to members of the public at the County Manager's Office (1001 E. 9th Street, Bldg. A, 2nd Floor, Reno, Nevada) Erick Willrich, Assistant to the County Manager, (775) 328-2000 and on Washoe County's website www.washoecounty.gov/bcc <http://www.washoecounty.gov/bcc>

10:00 a.m.

1. Salute to the flag.
2. Roll call.
3. Public Comment. Comment heard under this item will be limited to three minutes per person and may pertain to matters both on and off the Commission agenda. The Commission will also hear public comment during individual action items, with comment limited to three minutes per person. Comments are to be made to the Commission as a whole.
4. Commissioners'/County Manager's announcements, reports and updates to include boards and commissions updates, requests for information or topics for future agendas. (No discussion among Commissioners will take place on this item.)

5. Consent Items. (FOR POSSIBLE ACTION)

- 5.A.1. Recommendation to approve a State of Nevada Importer/Wholesaler Liquor License application for Melissa Hankla, dba Lakeshore Premium Wines, at 923 Incline Way, Suite #32B in Incline Village, Nevada, and if approved, authorize each Commissioner to sign the Nevada State Liquor License Application with direction for the County Clerk to attest the license application. Community Services. (Commission District 1.) FOR POSSIBLE ACTION

Attachments: [BCC 10-12-21 - Staff Report - Lakeshore Premium Wines Liquor License Application](#)
[BCC 10-12-21 - Attachment A - State Liquor License Application, Lakeshore Premium Wines](#)

- 5.A.2. Recommendation to approve a Lease Agreement between Washoe County School District and Washoe County for approximately 11,151 square feet of space together with parking areas, grounds and entrances located at 405 Short Street in Gerlach, NV used for modular housing for county employees retroactive to September 1, 2021 through September 1, 2026 [fiscal impact \$12.00 annually]. Community Services. (Commission District 5.) FOR POSSIBLE ACTION

Attachments: [BCC 10-12-21 - Staff Report - Gerlach Lease 2021](#)
[BCC 10-12-21 - Gerlach Lease Agreement 2021.doc](#)

- 5.A.3. Recommendation to approve an Easement Deed and Easement Agreement between Washoe County (Grantor) and Scannell Properties #497, LLC an Indiana Limited Liability company (Grantee) for constructing, installing, using and maintaining an Emergency Access Road and associated improvements over, across and through a portion of Washoe County property APN 530-931-13 located between the end of Isidor Court and Sha Neva Road in Sparks, Nevada [at the appraised value of \$12,400]. Said easement would provide for emergency ingress/egress to the adjacent residential development. Community Services. (Commission District 4.) FOR POSSIBLE ACTION

Attachments: [BCC 10-12-21 - Staff Report - Emergency Access Easement - APN 530-931-13](#)
[BCC 10-12-21 - APN 530-931-13 Easement Deed](#)
[BCC 10-12-21 - APN 530-931-13 Emergency Access Agreement](#)

- 5.B.1. Recommendation to authorize the Tax Collector to strike names and amounts identified on delinquency/uncollectible Personal Property Tax list for fiscal years 2016-2017 through 2020-2021, totaling [\$65,244.24]. Comptroller. (All Commission Districts.) FOR POSSIBLE ACTION

Attachments: [BCC Staff report October 12 2021 - Treasurers uncollectible](#)
[Write Off Letter - September 2021](#)
[Write-off letter](#)
[09-2021 W-O worksheet](#)
[Write Off Criteria](#)

- 5.C.1. Recommendation to approve, effective October 18, 2021, one (1) reclassification for the Incline Village - Crystal Bay Township Justice Court to reclassify Court Clerk I position (70008744), pay grade J 130 to Court Clerk II position (70008744) pay grade J 157 part-time, benefited (.80 FTE) and, if approved, authorize Human Resources to make the necessary changes [\$5,547 net impact]. Incline Justice Court. (Commission District 5.) FOR POSSIBLE ACTION

Attachments: [BCC 10/12/21 - Incline Justice Court Reclassify Position \[\\$5.547\]](#)

- 5.D.1 Recommendation to approve updated Washoe County Workplace Violence Policy which outlines prohibited practices, training requirements, and the process to be followed when a workplace violence incident occurs. The policy complies with current legal requirements. Manager's Office. (All Commission Districts.) FOR POSSIBLE ACTION

Attachments: [BCC Staff Report Workplace Violence Policy FOR 10 12 2021 BCC](#)
[2021-08-09 Workplace Violence Policy FOR 10 12 2021 BCC](#)

- 5.D.2. Recommendation to appoint Elliott Sattler and Jeff Clark to the Nevada Local Justice Reinvestment Coordinating Council for a two-year term ending on June 30, 2023, pursuant to Assembly Bill 236 (2019) (now codified at NRS 176.014). The Nevada Local Justice Reinvestment Coordinating Council advises and assists the Nevada Sentencing Commission in making data-driven policy recommendations to Nevada's Legislature by providing input on and recommendations regarding various criminal justice issues and matters that are important at the local level. Manager's Office. (All Commission Districts.) FOR POSSIBLE ACTION

Attachments: [Staff Report 10-12-21- Manager - Nevada Local Justice Reinvestment Coordinating Council Sattler, 2021](#)
[Sattler, Resume, 2021](#)
[Clark, 2021](#)
[Clark resume, 2021](#)

- 5.D.3. Recommendation to accept the Community Foundation of Western Nevada Truckee River Fund grant in the amount of [\$219,164, with a Washoe County in-kind match in the amount of \$77,874.26] retroactive from October 1, 2021 - September 30, 2022 to improve water quality by reducing the amount of pollution in the urban Truckee River corridor through outreach, education, data collection, river clean-ups, appropriately placed sharps disposal containers and maintenance/cleaning of Portland Loo bathroom facilities; authorize County Manager Eric Brown to execute grant documents and direct the Comptroller's Office to make the necessary budget amendments. Manager's Office. (All Commission Districts.) FOR POSSIBLE ACTION

Attachments: [20211012 Truckee River Fund Grant Staff Report](#)
[#256 Washoe County 9.16.21](#)

- 5.E.1. Recommendation to accept grant funding [\$61,032 with no county match] from the State of Nevada Department of Health and Human Services for personnel, operating, and travel expenses relating to the National Violent Death Reporting System (NVDRS) program, retroactive from September 1, 2021 through August 31, 2022, and authorize the Chief Medical Examiner & Coroner of the Washoe County Regional Medical Examiner's Office to sign the award and approve amendments, and direct the Comptroller's Office to make the necessary budget amendments. Regional Medical Examiner. (All Commission Districts.) FOR POSSIBLE ACTION

Attachments: [Staff Report - NVDRS FY22 and FY23.docx](#)
[Regional Medical Examiner - NVDRS Grant Award Documents.docx](#)

- 5.F.1. Recommendation to authorize Washoe County Treasurer to auction all delinquent lands held in trust for a total amount not less than the amount of the taxes, costs, penalties and interest legally chargeable against the property. Treasurer. (All Commission Districts.) FOR POSSIBLE ACTION

Attachments: [2021-10-12 BCC 2021 Tax Delinquent Parcels](#)
[Tax Delinquent Property Booklet](#)

- 5.F.2. Recommendation to accept Treasurer's status report for the period ending September 30, 2021, of payment of refunds and interest since last update in the amount of \$2,238,505 on certain property tax overpayments for residential properties at Incline Village/Crystal Bay, in compliance with the October 21, 2019 Order issued by the District Court in Village League to Save Incline Assets, Inc., et.al. vs. State of Nevada, et.al., Case No. CV03-06922, as modified and clarified by the settlement agreement regarding the processing of refunds. Treasurer. (All Commission Districts.) FOR POSSIBLE ACTION

Attachments: [Staff Report - Treasurer's status report for the period ending 9.30.2021](#)
[Status Report for the period ending 9.30.2021](#)

End of Consent Items

6. Recommendation to approve Resolution R21-061 to augment the Equipment Services Fund [in the amount of \$2,000,000] to increase fiscal year 2022 budget authority to enable staff to place orders for replacement vehicles and equipment; and direct the Comptroller to make the necessary budget amendments. Community Services. (All Commission Districts.) FOR POSSIBLE ACTION

Attachments: [BCC 10-12-21 - Staff Report - ESD FY22 Budget Augmentation](#)
[BCC 10-12-21 - Resolution - ESD FY22 Budget Augmentation](#)

7. Recommendation to approve a Trail Easement and Agreement between Washoe County and Hunt Harris Ranch, LLC regarding an easement for a future trail through the Harris Ranch Subdivision in Spanish Springs, affecting the parcels currently identified as Assessor's Parcel Numbers 538-272-01, 538-281-04 and 534-600-21; and approve a Memorandum of Understanding between Washoe County and Hunt Harris Ranch, LLC affirming that the aforementioned Trail Easement and Agreement satisfies Conditions of Approval 7.b and 7.c for Tentative Subdivision Map TM16-007, approved by the Washoe County Board of County Commissioners on October 25, 2016. Community Services. (Commission District 4.) FOR POSSIBLE ACTION

Attachments: [BCC 10-12-21 - Staff Report - Harris Ranch Trail Easement](#)
[BCC 10-12-21 - Trail Easement Agmt - Harris Ranch FINAL](#)
[BCC 10-12-21 - Memorandum of Understanding - Harris Ranch](#)

8. Recommendation to: (1) accept the Nevada Department of Public Safety, Division of Emergency Management and Homeland Security “Lemmon Valley Home Acquisitions Phase I” grant award [in the amount of \$1,034,981.25 with a Washoe County cash/in-kind match in the amount of \$344,993.75] for the purpose of purchasing certain residential properties located in the Lemmon Valley area of Washoe County, removing all existing structures, buildings, materials and debris, thereby returning these parcels to vacant open space that are further deed restricted to prevent any future development; (2) approve the Subrecipient Grant Award agreement with a grant period retroactive from August 7, 2020 through August 6, 2023, and authorize the Chair to execute the same; (3) direct the Comptroller’s Office to make the necessary budget amendments; and (4) designate the County Manager as the authorized representative with the authority to enter into and execute all necessary construction and purchase agreements for the properties, identified as APN 086-303-22 in a purchase amount not to exceed [\$227,000.00], APN 086-305-01 in a purchase amount not to exceed [\$132,500.00], APN 080-301-08 in a purchase amount not to exceed [\$354,000.00], APN 086-523-07 in a purchase amount not to exceed [\$228,000.00], and APN 086-523-01 in a purchase amount not to exceed [\$145,000.00]. Community Services. (All Commission Districts.) FOR POSSIBLE ACTION

Attachments: [BCC 10-12-21 - Staff Report - HMGP 9-21-21- FINAL](#)
[BCC 10-12-21 - Lemmon Valley Home Acquisitions Phase I-Sub Award](#)
[BCC 10-12-21 - Map of potential homes](#)

9. Recommendation to approve an Agreement for Professional Services between Washoe County and Karma Box Project to manage and operate the River Stewards Project to improve water quality by reducing the amount of pollution in the urban Truckee River corridor through river clean-ups, outreach, education, data collection, and maintenance/cleaning of Portland Loo bathroom facilities [not to exceed \$189,134.00]; authorize the Purchasing & Contracts Manager to execute the agreement. Manager's Office. (All Commission Districts.) FOR POSSIBLE ACTION

Attachments: [20211012 Karma Box Project Contract Staff Report](#)
[Karma Box Project PSA 10.12.21](#)

10. Recommendation to approve an Agreement for Professional Services between Washoe County and the Housing Authority of the City of Reno to provide payment processing services and administer pass through direct financial assistance funds [\$1,525,000.00 for professional services, \$1,500,000.00 in pass-through funds for direct financial assistance, up to \$25,000 in billable administrative costs] from Washoe County's Emergency Rental Assistance 2 allocation from the United States Department of the Treasury, starting September 23, 2021 through June 30, 2022; authorize the Purchasing and Contracts Manager to execute the agreement. Item supports Washoe County residents facing possible eviction and/or experiencing housing instability during the COVID-19 pandemic. Manager's Office. (All Commission Districts.) FOR POSSIBLE ACTION

Attachments: [BCC 10-12-2021 ERA2 Professional Services Agreement](#)
[RHA ERA2 Agreement for Professional Svcs](#)
[Sole Source Purchase Request Form HHS ERA2](#)

11. Discussion and possible approval of a resolution to establish a list of fees to be charged to cover the actual costs of providing copies of public records in accordance with Washoe County's public records policy and NRS Chapter 239, including but not limited to NRS 239.052. Among other things, the proposed resolution defines actual costs to include personnel costs for staff time that exceeds 2 hours in filling any particular request, as well as provides a limited ability for department heads to waive all or a portion of fees in extraordinary circumstances. Manager's Office. (All Commission Districts.) FOR POSSIBLE ACTION

Attachments: [Staff Report-Fee Schedule 10.12.21](#)
[Exh 1 Public-Records-Policy-2020-update](#)
[Resolution 9.28.21](#)

12. Recommendation and possible action to approve a Resolution to Delegate Decision Making Authority Regarding Litigation to the Chair of the Washoe County Board of County Commissioners and the Washoe County Manager pursuant to NRS 241.0357 Manager's Office. (All Commission Districts.) FOR POSSIBLE ACTION

Attachments: [Staff Report - Resolution](#)
[Resolution for Delegation of Authority](#)

13. Recommendation to approve reducing the hours of Court Referee position #70011177 from a benefitted 30-hour-per-week, part-time (.75 FTE) position to a non-benefitted 19-hour-per-week (.475 FTE), part-time position pursuant to NRS 4.355; to create a special salary adjustment for seated justices of the peace during any time that the Court is operating with fewer than the full complement of judges authorized by NRS 4.020(1)(b); and authorize Human Resources to make the necessary changes. [Total net fiscal impact of both requests is estimated at between \$136,129 to \$331,441 in salary savings.] Reno Justice Court. (All Commission Districts.) FOR POSSIBLE ACTION

Attachments: [Staff Report for 5% Incentive and Court Referee final](#)

14. Recommendation to approve the reimbursement of costs incurred by the City of Reno, the City of Sparks, Truckee Meadows Fire and Rescue, and departments of Washoe County for expenses related to and in support of the Enhanced 911 Emergency Response System and portable event recording devices, as recommended by the 911 Emergency Response Advisory Committee on September 23, 2021, in an amount not to exceed [\$1,606,796.48] as specified within the adopted Enhanced 911 Fund's operating budget. Technology Services. (All Commission Districts.) FOR POSSIBLE ACTION

Attachments: [BCC 10-12-21 - Staff Report - 911 Reimbursements](#)
[BCC 10-12-21 - 09-23-21 E-911 Agenda](#)

Public Hearing. (Note: Due to public testimony and discussion, time expended on the item in this category can vary.)

(Note: Items listed under this heading only will be heard at or after the noted time. In no case will it be heard before the stated time. Due to public testimony and discussion, time expended on the item in this category can vary.)

15. Public Hearing to: (1) consider objections to Resolution of Intent to Convey (R21-056); and (2) possible action to approve the purchase and sale between Washoe County and the Northern Nevada Youth Golf Foundation, d/b/a First Tee of Northern Nevada, a corporation for public benefit under NRS chapter 82, for the transfer of the property commonly known as the Wildcreek Golf Course on Sullivan Lane in Sparks, Nevada (APN 027-011-09) (approximately 110.72 acres) as authorized in NRS 244.284; and (3), if approved, First Tee will be required to operate the golf course for charitable or civic purposes for the community on terms specified in the purchase and sale agreement and related documents, and if the property ever ceases being so used, it will revert automatically to Washoe County; (4), the balance of the funds associated with the Wildcreek Golf Cost Center (680100) on the actual date of transfer be utilized as a 1:1 match for fundraising efforts by First Tee for improvements necessary for reconfiguration of the golf course for their needs; and (5) authorize the County Manager to execute any and all required documents necessary for the property transfer. (Commission District 3.) Community Services. FOR POSSIBLE ACTION

Attachments: [BCC 10-12-21 - Staff Report - Public Hearing - Wildcreek purchase and sale](#)
[BCC 10-12-21 - Wildcreek map - Exhibit A](#)

16. Introduction and first reading of an ordinance amending Washoe County Code Chapter 2 by adopting Supplement Number 15 to the Washoe County Code and all clerical and technical corrections made therein; and if supported, set the public hearing for second reading and possible adoption of the ordinance on October 26, 2021. If passed, this supplement will codify all ordinances amending the Washoe County Code that were adopted between February 2016 and June 2020, not including Washoe County Development Code (Chapter 110), which is published separately from the general Washoe County Code. District Attorney. (All Commission Districts.) FOR POSSIBLE ACTION

Attachments: [Staff Report- Washoe County Code Supplement 15- First Reading Ordinance-- Working Copy-- Adopting Supplement No. 15](#)
[Ordinance-- Clean Copy-- Adopting Supplement No. 15](#)
[Attachment](#)

End Of Scheduled Public Hearings

17. Public Comment. Comment heard under this item will be limited to three minutes per person and may pertain to matters both on and off the Commission agenda. The Commission will also hear public comment during individual action items, with comment limited to three minutes per person. Comments are to be made to the Commission as a whole.
18. Commissioners’/County Manager’s announcements, reports and updates to include boards and commissions updates, requests for information or topics for future agendas. (No discussion among Commissioners will take place on this item.)

Adjournment

Various boards/commissions the Washoe County Commissioners may be a member of or liaison to:

Chair Lucey

Community Homelessness Advisory Board
Nevada Association of Counties Board of Directors (NACO)
Regional Transportation Commission
Reno-Sparks Convention & Visitors Authority
Tahoe Regional Planning Agency Governing Board (alternate)
Tahoe Transportation District Board of Directors (alternate)
Tahoe Transportation Commission (alternate)
Truckee Meadows Water Authority Board (alternate)
Truckee River Flood Management Authority (alternate)
Washoe County Criminal Justice Advisory Committee
Washoe County District Board of Health
Washoe County Investment Committee
Washoe County Legislative Liaison
Washoe County School District Capital Funding Protection Committee
Washoe County School District Oversight Panel
Washoe County Stadium Authority (alternate)
Western Nevada Development District (WNDD) (alternate)
Western Regional Water Commission

Vice-Chair Hartung

Community Homelessness Advisory Board (alternate)
EDAWN (Economic Development Authority of Western Nevada)
Nevada Association of Counties Board of Directors (NACO)
Regional Transportation Commission
Truckee Meadows Regional Planning Agency Governing Board
Truckee Meadows Water Authority Board
Truckee River Flood Management Authority
Washoe County Stadium Authority (alternate)
Western Regional Water Commission

Commissioner Hill

Community Homelessness Advisory Board
Downtown Reno Business Improvement District
EDAWN (Economic Development Authority of Western Nevada) (alternate)
Nevada Tahoe Conservation District Board of Supervisors
Tahoe Prosperity Center Board of Directors
Tahoe Regional Planning Agency Governing Board
Tahoe Transportation District Board of Directors
Tahoe Transportation Commission
Truckee Meadows Regional Planning Agency Governing Board
Truckee Meadows Water Authority Board
Truckee River Flood Management Authority
Washoe County Internal Audit Committee (alternate)
Washoe County Investment Committee
Washoe County Legislative Liaison
Washoe County Stadium Authority

Commissioner Jung

Washoe County Animal Services Advisory Board
Downtown Reno Business Improvement District (alternate)
Nevada Tahoe Conservation District Board of Supervisors (alternate)
Nevada Works (alternate)
Truckee Meadows Water Authority Board (alternate)
Truckee River Flood Management Authority (alternate)
Washoe County Open Space and Regional Parks Commission Liaison
Washoe County Senior Services Advisory Board Liaison
Washoe County Stadium Authority

Commissioner Herman

Nevada Association of Counties Board of Directors (alternate)
NevadaWorks
State Land Use Planning Advisory Council (SLUPAC)
Truckee Meadows Regional Planning Agency Governing Board
Truckee Meadows Water Authority Board (alternate)
Truckee River Flood Management Authority (alternate)
Verdi Television District (Liaison)
Vya Conservation District (Diane Stobiecki—alternate)
Washoe County Debt Management Commission
Washoe County Internal Audit Committee
Washoe County Senior Services Advisory Board Liaison (alternate)
Washoe County School District Capital Funding Protection Committee
Washoe County School District Oversight Panel
Washoe County Stadium Authority (alternate)
Washoe-Storey Conservation District (Jim Shaffer – alternate)
Western Nevada Development District (WNDD)