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STATE OF NEVADA
COUNTY OF WASHOE

Being first duly sworn, deposes and says: That as the legal clerk of the Reno Gazette-Journal, a daily newspaper published in Reno, Washoe County, State of Nevada, that the notice referenced below has published in each regular and entire issue of said newspaper between the dates: **03/17/2006 - 03/24/2006**, for exact publication dates please see last line of Proof of Publication below.

Signed: *[Signature]*
MAR 27 2006

Subscribed and sworn to before me

 **TANA CICCOTTI**
Notary Public - State of Nevada
Appointment Recorded in Washoe County
No: 02-75259-2 - Expires May 18, 2006

Tana Cicotti

Proof of Publication

NOTICE OF ADOPTION WASHOE COUNTY ORDINANCE NO. 1291 NOTICE IS HEREBY GIVEN THAT: Bill No. 1469, Ordinance No. 1291 entitled An Ordinance amending Chapter 80 of the Washoe County Code (Public Works, Building and Safety; County property) by adding Sections establishing the procedures for creating and amending a list of qualified general appraisers to conduct appraisals of real property offered for sale or lease by the County and a process for the selection of appraisers; and other matters properly related thereto. was adopted on March 14, 2006 by Commissioners Galloway, Humke, Larkin, Sferrazza, and Weber. This ordinance shall be in full force and effect from and after March 24, 2006. Typewritten copies of the ordinance are available for inspection by all interested persons at the office of the County Clerk, 75 Court Street Reno, Nevada, and can be found on the County Clerk's website, www.washoecounty.us/clerks. AMY HARVEY, Washoe County Clerk and Clerk of the Board of County Commissioners No. 208900 March 17, 24, 2006

SUMMARY: An ordinance establishing the procedures for creating and amending a list of qualified general appraisers to conduct appraisals of real property offered for sale or lease by the county.

BILL NO. 1469

ORDINANCE NO. 1291

AN ORDINANCE AMENDING CHAPTER 80 OF THE WASHOE COUNTY CODE (PUBLIC WORKS; BUILDING AND SAFETY; COUNTY PROPERTY) BY ADDING SECTIONS ESTABLISHING THE PROCEDURES FOR CREATING AND AMENDING A LIST OF QUALIFIED GENERAL APPRAISERS TO CONDUCT APPRAISALS OF REAL PROPERTY OFFERED FOR SALE OR LEASE BY THE COUNTY AND A PROCESS FOR THE SELECTION OF APPRAISERS; AND OTHER MATTERS PROPERLY RELATED THERETO.

THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF WASHOE DO ORDAIN:

SECTION 1. Chapter 80 of the Washoe County Code (Public Works; Building and Safety; County Property) is hereby amended by adding thereto the provisions set forth in sections 2 through 4 of this ordinance.

SECTION 2.

80.540 Purpose of appraiser provisions.

Pursuant to the legislative mandate of Chapter 381, Statutes of Nevada 2005 and Chapter 496, Statutes of Nevada 2005 (AB 312 and SB 394 of The 73rd Session of the Nevada Legislature) the Board of County Commissioners of the County of Washoe does hereby adopt an ordinance establishing the procedures for creating and amending a list of appraisers qualified to conduct appraisals of real property offered for sale or lease by the board. This ordinance applies when the county is offering real property for sale or lease except as otherwise provided by state law including but not limited to those exceptions contained in Section 52.2 of Chapter 496, Statutes of Nevada 2005. For the purposes of NRS 244.281(3) only, the board hereby finds and resolves that all county-owned parcels are worth more than \$1,000 if offered for sale and authorizes the Director of Public Works to follow the procedures of Section 80.560 to select appraisers without first having to obtain another resolution of the board.

SECTION 3.

80.550 List of qualified appraisers.

1. The director of Department of Public Works shall obtain from the Nevada Real Estate Division a list of all general appraisers in Washoe County. The director shall send a request for qualification to each appraiser on that list to determine which appraisers are interested in performing appraisals for sale or lease of county property. The request for qualifications shall ask the appraiser to designate whether he or she is willing and qualified to provide an appraisal for the following four types of property: residential; general commercial/industrial; ranches; and open space. The request shall also ask whether the appraiser will and is qualified to appraise county-owned property to be leased. An appraiser who fails to respond to the request for qualifications for at least one category of property within the time specified in the request is not eligible to perform appraisals for the county until requests for qualifications are next released.

2. From the responses to the request for qualifications the director shall prepare a list of appraisers qualified to conduct appraisals of real property offered for sale or lease by the board. The following standards shall be used to determine minimum qualifications:

- (a) The appraiser must possess all necessary licenses;
- (b) The appraiser must not have violated professional appraiser standards or statutory requirements in the performance of appraisals or cannot have been disciplined or fined by any state or federal agency for conduct that relates to the ability of the appraiser to perform the work to be required by the county;
- (c) The appraiser must have the ability to obtain and maintain insurance coverage as required by the county;
- (d) The appraiser must have the professional qualifications and experience for the specific appraisal required by the county;
- (e) During the 5 years immediately preceding the date of the appointment by the county the appraiser cannot have filed as a debtor in a business capacity under the provisions of the United States Bankruptcy Code or breached any contracts with a public agency or person in this state or any other state;
- (f) The appraiser's application must be truthful and complete; and
- (g) The appraiser must execute the application form and consent to and have the ability to satisfy all terms and conditions contained in any proposed contract for appraisal services presented by the county.

3. Appraisers on the list shall keep the director informed of any change in the status of standards listed in (a) through (f),

above. The change in the appraiser's status or failure to maintain the minimum qualifications is cause for immediate removal from the list by the director. The Director shall provide written notice to any appraiser of his or her removal.

4. The names on the list shall be labeled to indicate the appraiser's willingness and qualification to perform the following types of appraisals: residential; general commercial/industrial; ranches; open space; and county-owned property to be leased. The names on the list must be organized in a random order in a fashion determined by the director.

5. The names of appraisers who are organized in a firm of appraisers may be placed on the list independently if each is independently qualified. No two appraisers from the same firm can be selected to appraise the same real property. An appraiser who cannot be selected because of an appraisal firm relationship retains his or her place on the list for the next appraisal required by the county.

6. From time to time the director shall obtain a new list from the State Real Estate Division and follow the procedures in paragraphs 2 and 3 to assemble a new list. An appraiser whose name is stricken from the list as required in Section 80.560(2) may be added to the new list if properly qualified and responsive.

SECTION 4.

80.560 Appraiser selection process.

1. When an appraisal is required for the sale or lease of county real property the director shall send a request for proposal to the appraiser whose name is next on the list for the type of property appraisal required, and who has not been hired by the county for an appraisal since the last time the list was assembled or reordered. The request shall identify the property to be appraised, the desired terms and conditions of appraisal and the requirements for the response to the request for proposal. The response from the appraiser must include: a statement of specific qualifications to do the type of appraisal required; a proposal that complies with the terms and conditions of the request for proposal; the names of other appraisers in the appraiser's firm, if any; a disclosure statement which includes, without limitation, all sources of income of the appraiser that may constitute a conflict of interest, any prior appraisal by the appraiser of the subject property and any relationship of the appraiser with the county, the owner of the subject property or the owners of any adjoining property to the one being appraised; and a statement that the appraiser is not related within the first degree of consanguinity or affinity to any person who has an interest in the real property or an adjoining property.

2. If an appraiser responds to the request in terms that are responsive and satisfactory to the Director, the appraiser's proposal shall be presented to the board of county commissioners which shall verify the qualifications of the appraiser. The determination of the board as to qualifications is conclusive. An appraiser's name shall be stricken from the list for the type of appraisal requested if the appraiser does not satisfactorily respond to the request as determined by the Director or the board declines to verify the appraiser's qualifications.

3. The director shall use the list and repeat the selection procedures until the board approves an appraiser. To expedite the selection process, the Director may send a request for proposal to more than one appraiser on the list. Those appraisers who respond but are not selected shall retain their places on the list. The director may also send the name of more than one appraiser to the board but shall report to the board the order of the appraisers on the list.

[Business Impact Note: The Board of County Commissioners hereby finds that this ordinance does not impose a direct and significant economic burden upon a business, nor does it directly restrict the formation, operation or expansion of a business.]

Proposed on the 28th day of FEBRUARY, 2006.
Proposed by Commissioner HAMKE.
Passed on the 14th day of MARCH, 2006.

Vote:

Ayes: GALLOWAY, HAMKE, LARKIN, SFERRAZZA & WEBER

Nays: (NONE)

Absent: (NONE)

Robert M Larkin
Chairman
Washoe County Commission

ATTEST:

Amy Harvey
County Clerk

This ordinance shall be in force and effect from and after the 24th day of MARCH, 2006.