

**COUNTY COMMISSIONERS**

David Humke, Chairman  
Jim Shaw, Vice Chairman  
Jim Galloway  
Pete Sferrazza  
Bonnie Weber

**COUNTY MANAGER**

Katy Singlaub

**ASSISTANT  
DISTRICT ATTORNEY**

Madelyn Shipman

**AGENDA**

**MEETING OF**

**WASHOE COUNTY BOARD OF COMMISSIONERS**

**COMMISSION CHAMBERS - 1001 E. 9th Street, Reno, Nevada**

**April 15, 2003**

**NOTE:** Items on the agenda without a time designation may not necessarily be considered in the order in which they appear on the agenda. Items may be moved to the Consent Agenda at the beginning of the Board Meeting.

The Washoe County Commission Chambers are accessible to the disabled. If you require special arrangements for the meeting, please call the County Manager's Office, 328-2000, 24-hours prior to the meeting.

An Agenda **CAUCUS** Meeting will be held in the Commission Caucus Room (1001 E. 9<sup>th</sup> St., 2<sup>nd</sup> Floor, Reno) on **MONDAY, April 14, 2003**, following the *Work Card Permit Appeal*, in order to review agenda items for the April 15, 2003 Joint Meeting of the Washoe County Commission and Reno and Sparks City Councils. Following review of the Joint Meeting Agenda, a Caucus for the regular meeting of the Washoe County Board of Commissioners, as described below, will be held. Said review, if requested by the Commission, is limited to brief staff presentation of issue and may include review of background information and questions to be answered at the joint and regular meetings. The Commission, at the Caucus Meeting, may also consider possible items for placement on the April 22, 2003 Commission Agenda.

**NOTE:** The Board of County Commissioners, on **MONDAY, April 14, 2003**, at **1:30 p.m.**, will take action on a **WORK CARD PERMIT APPEAL** for Kenneth Nakis. The **HEARING** will be a **CLOSED SESSION** to discuss the applicants' character or other matters under NRS 241.030(1) and will take place in the Commission Caucus Room (1001 E. 9<sup>th</sup> St., 2<sup>nd</sup> Floor, Reno).

**Public Comment:** Limited to three minutes per person and limited to matters other than the agenda items that will be heard at the Commission Meeting. Persons are invited to submit comments in writing on agenda items and/or attend and make comment on that item at the Commission Meeting.

**AT THE CAUCUS MEETING (April 14, 2003)**, the following *workshop* will be held:

Discussion concerning consolidation of Animal Services.

**Legislative Briefing**--this item may be discussed at Monday's Caucus Meeting and/or Tuesday's Board Meeting and may involve discussion by the Commission and direction to staff on various bills and bill draft requests (BDR). Current bills the County is tracking that may be reported on or discussed are listed under **Legislative Affairs** at "[www.co.washoe.nv.us](http://www.co.washoe.nv.us)". Due to time constraints inherent in the legislative process, a list of specific bills that staff will seek direction from the Commission on during **Legislative Briefing** will be posted on the web site by 6:30 p.m. the Friday before the Monday Caucus and will be posted in the County Manager's Office, and at other locations where the agenda is posted, by 9 a.m. on Monday.

Pursuant to NRS 241.020, the Agenda for the Commission Meeting has been posted at the following locations: Washoe County Administration Building (1001 E. 9<sup>th</sup> Street, Bldg. A), Washoe County Courthouse-Clerk's Office (Court and Virginia Streets), Washoe County Central Library (301 South Center Street) and Sparks Justice Court (630 Greenbrae Drive). At the meeting, after salute to the flag and roll call, the Board of County Commissioners may vote on the following items as the Board and, ex-officio, as the Board of Fire Commissioners for the Truckee Meadows Fire Protection District, the Governing Board for Financial Matters of the Regional Hazardous Materials Response Team and/or the Board of Trustees of either the Lawton/Verdi or South Truckee Meadows General Improvement Districts.

Support documentation for 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 St., Bldg. A, 2nd Floor, Reno, Nevada) and on the County's website at [www.co.washoe.nv.us](http://www.co.washoe.nv.us).

**Unless otherwise indicated by asterisk (\*), all items on the agenda are action items upon which the Board of County Commissioners will take action.**

- 1:00 p.m.** \*1. Salute to the flag.
- \*2. Roll call.
3. Approval of the agenda for the Board of County Commissioners' meeting of April 15, 2003.
- \*4. Public comments (three-minute time limit per person and limited to items not listed on the agenda).
- \*5. Commissioners'/Manager's Announcements and Requests for Agenda Items (this item limited to announcements or topics/issues proposed for future workshops/agendas).
- 1:00 p.m.** \*6. Introduction of new Washoe County employees.
- 1:00 p.m.** 7. Resolution or Position Concerning War in Iraq (requested by Commissioners Pete Sferrazza and Jim Galloway).
- A. Discussion and possible determination on whether or not the Washoe County Board of Commissioners should adopt any Resolution or position concerning the war in Iraq.
- AND
- B. Possible Resolution or position concerning the war in Iraq, including possible support or opposition of U.S. action.
- 1:00 p.m.** 8. Resolution or position supporting the U.S. and coalition troops (requested by Commissioners Pete Sferrazza and Jim Galloway).

1:00 p.m.

9. Consent Items.

- A. Approve minutes for the Board of County Commissioner's meetings of December 17, 2002 and January 6, 2003.
- B. Approve payment for sexual assault victims (65 cases)--District Attorney.
- C. Comptroller.
  - (1) Accept Financial Report for Washoe County for the seven-month period ended January 31, 2003 - Unaudited.
  - (2) Accept Financial Report for Washoe County for the eight-month period ended February 28, 2003 - Unaudited.
- D. Approve waiver of prohibition of serving alcoholic beverages for Daughters of Norway's annual smorgasbord event on Saturday, May 10, 2003 (5 p.m. - 10 p.m.) to be held at Reno Senior Services Center--Senior Services.
- E. Accept Donations.
  - (1) \$72,330 from Friends of Washoe County Library to benefit the Downtown Reno Library, Duncan Traner Community Library, Literacy Center, Mendive Community Library, Mobile Library I, North Valleys Library, Northwest Reno Library, Sr. Center Community Library, Sierra View Library, Sparks Library, Children's Services, Marketing, Systems and the Nevada Vertical File Washoe County Library System--Library.
  - (2) \$1,570 from Friends of Loring "Mac" McGee for the McGee Center; and if accepted, authorize Comptroller to make account changes--Juvenile Services.
  - (3) \$500 from Reno Air Race Association and \$1,000 from Nevada State Fair to purchase equipment for the Reserve Deputies (pagers and ballistic helmets); and if accepted, authorize Comptroller to make budget adjustments (Sheriff).
  - (4) \$13,130 from Robert Z. Hawkins Foundation and \$11,500 from The E. L. Cord Foundation for the purpose of upgrading the J A V S System in Second Judicial District Family Court; and if accepted, direct Comptroller to make account changes--Second Judicial District Court.
- F. Accept grant monies [\$4,550 with no matching share] from Office of Traffic Safety to purchase ten 3850 IPAQ Handheld Personal Data Assistants in order to assist with collection of traffic records data; and if accepted, approve revenue and expenditure budget adjustments--Sheriff.

1:00 p.m.

9. G. Authorize payment of travel expenses [approximately \$485.36 to be paid from grant funds], for a non-county employee, for costs associated with attendance at the National Conference on Immunization Coalitions in Phoenix, Arizona, May 28 - 29, 2003--Health.

H. Approve purchase requisition #161905 to Truckee Meadows Regional Planning Agency on behalf of Air Quality Management Division [\$26,260 - Air Quality required to pass through 10% of grant award to Truckee Meadows Regional Planning Agency per Interlocal Agreement]--Health.

I. Approve Proposed Amendments to Fiscal Year 2002/03 Budget with Amendments to be made in Various Accounts--Health.

(1) HIV Prevention Program.

(2) Tuberculosis CDC Program.

(3) Air Quality Management's Environmental Protection Agency Carryover Program.

(4) District Health Department budget to create new project entitled Waste Reduction and Recycling Public Outreach and Education Program.

J. Water Resources.

(1) Accept and execute Water Rights Deed and Water Sale Agreement between the County of Washoe and Truckee Meadows Water Authority and direct Utility Services Division Manager to record same.

(2) Authorize law firm of Allison, MacKenzie, Russell, Pavlakis, Wright & Fagan, Ltd. to continue to represent Washoe County in Supreme Court of the State of Nevada, Case No. 41006, Juanita S. LaRue, et al, vs. Washoe County in the appeal filed by the LaRue's.

(3) Approve expenditure of Regional Water Management Funds [not-to-exceed \$125,000] and execute Agreement between the County of Washoe and The Nature Conservancy, concerning partially funding a river and wetlands pilot restoration project at McCarran Ranch located on the lower Truckee River.

K. Agreements.

(1) Approve Storm Drain Letter Agreement between the County of Washoe, City of Sparks and Regional Transportation Commission to install Storm Drainage Improvements within Sullivan Lane; and if approved, authorize Public Works Director to execute same and direct Comptroller's Office to make necessary account changes--Public Works.

1:00 p.m.

9. K. (2) Approve and execute Usage License Agreement between the County of Washoe and CompuTrust Software Corporation, concerning purchase of case and financial management software [due to previous donation from Bank of America, initial cost of software and first three months of usage fees are no cost to the County; Fiscal Year 2003/04 cost will be \$11,723 based on 11 users and up to 300 open cases; and, cost for following years would be dependent on number of active cases and number of users]--Public Administrator.
- (3) Authorize Chairman to execute software contract between the County of Washoe and Scotia Consulting [\$109,200] to replace existing case management system in Court Services Division of Second Judicial District Court (sole source purchase)--Second Judicial District Court.
- (4) Approve an Amendment to Interlocal Agreement between the County of Washoe and State of Nevada Department of Human Resources, Division of Child and Family Services, authorizing Washoe County to make adoption subsidy payments to adoptive parents of special needs children on behalf of Reno District Office of the Division--Social Services.

L. Award of Proposals--Purchasing.

- (1) Security Fencing for Sheriff's Detention Facility (Washoe County Sheriff's Office) to Tholl Fence, Inc. [\$33,994]; and if awarded, authorize Purchasing and Contracts Administrator to enter into an Agreement for same.
- (2) Request For Proposal #2376-03 sound and lighting services for musical, theatrical and special event performances at Robert Z. Hawkins Amphitheater (Parks and Recreation Department) to Starsound Audio, Inc. [estimated value indeterminate and based upon number of events and actual sound and lighting services provided - 2002 season approximately \$24,000 was expended]; and if awarded, authorize Purchasing and Contracts Administrator to execute an approximate 6-month Agreement with Starsound for sound and lighting services with Washoe County reserving option to renew Agreement for 2005/06 production season.
- (3) Request For Proposal #2383-03 for hay and pasture leases at Rancho San Rafael Park and Canepa Ranch (Parks and Recreation Department) to Lazetich Ranch, Inc. [Rancho San Rafael Park \$500 per year (season)] and John McMullan [Canepa Ranch \$5,000 per year (season)]; and if awarded, allow Parks & Recreation Director or designee to modify resulting Agreement(s), including lease fee, in the event that any of the leased property currently available should become unsuitable or unsatisfactory in Washoe County's opinion for continued hay and/or pasture use; and, authorize Purchasing and Contracts Administrator to execute an annual (season)

1:00 p.m.

9. L. (3) Agreement(s) for hay and pasturage leases with Lazetich Ranch and John McMullan with Washoe County retaining option for two annual (season) renewals.

M. Risk Management.

- (1) Approve changes to Health Benefits Program for Fiscal Year 2003/04 and authorize Risk Manager to execute insurance contracts and other service contracts necessary to continue Health Benefits Program.
- (2) Approve and authorize Chairman to execute documents relating to Washoe County Health Benefits Program (Health Benefits Program Amendment and Certification by Program Sponsor to Health Benefits Program) and authorize Risk Manager to adopt policies and procedures including any necessary forms for Health Benefits Program to satisfy the privacy rules mandated by Health Insurance Portability and Accountability Act of 1996; and, authorize Risk Management to approve Business Associate Agreements to ensure that all Health Program Service Providers take steps to avoid inappropriate uses and disclosures of protected health information.

- N. Accept invoice from Airport Authority of Washoe County for payment of \$1 to that entity for the purchase and transfer of three EG&G Astrophysics Security Screening Scanners (X-ray machines) and one EG&G Astrophysics Sentries Metal Detector (walk through device) for use at District Court--Second Judicial District Court.

O. Parks and Recreation.

- (1) Approve master plan for Jumbo Grade Trailhead located on Jumbo Grade Road in Washoe Valley.
- (2) Approve and execute Agreement between the County of Washoe and Bighorn BMX, Inc., concerning use of bicycle motocross (BMX) track located within Sun Valley Community Park.

P. Roll Change Requests for Clerical and Factual Errors and Execute Orders for Correction of Same (cumulative amount of reduction \$847.81)--Assessor.

James E. and Danise M. Davis--Parcel #017-350-30 [-\$209.94] (2002 Secured Roll).

Mountain Top Communications Lessee--Parcel #048-120-08 [\$N/A] (2003 Secured Roll).

Ronald Beaty--Parcel #082-585-06 [-\$26.68] (2000 Secured Roll).

Ronald Beaty--Parcel #082-585-06 [-\$26.40] (2001 Secured Roll).

Ronald Beaty--Parcel #082-585-06 [-\$166.82] (2002 Secured Roll).

Alice Gori (Lessee)--Parcel #084-160-75 [-\$175.48] (2000 Secured Roll).

- 1:00 p.m.** 9. P. Carol J. Dolan et al--Parcel #125-201-05 [-\$11.69] (2000 Secured Roll).  
Carol J. Dolan et al--Parcel #125-201-05 [-\$11.74] (2001 Secured Roll).  
Carol J. Dolan et al--Parcel #125-201-05 [-\$12.37] (2002 Secured Roll).  
Robert D. Hunt--Parcel #550-081-25C [-\$45.80] (2000 Secured Roll).  
Robert D. Hunt--Parcel #550-081-25B [-\$46.72] (2001 Secured Roll).  
Robert D. Hunt--Parcel #550-081-25A [-\$47.99] (2002 Secured Roll).  
Clayton W. and Stacie A. Filler, Jr.--Parcel #554-091-12 [-\$17.78] (2000 Secured Roll).  
Clayton W. and Stacie A. Filler, Jr.--Parcel #554-091-12 [-\$18.14] (2001 Secured Roll).  
Clayton W. and Stacie A. Filler, Jr.--Parcel #554-091-12 [-\$30.26] (2002 Secured Roll).

Q. Approve and execute Resolution to create the Animal Services Special Revenue Fund--Budget Division.

- 1:00 p.m.** 10. Truckee Meadows Fire Protection District.

See separate agenda.

- 1:30 p.m.** 11. Sierra Forest Fire Protection District.

See separate agenda.

- 2:00 p.m.** 12. Recommendation to recognize and award employee for innovation suggestion (Finance).

- 2:00 p.m.** 13. Recommendations Concerning Staffing New South Valley's Branch Library--Budget Division.

Approve creation of 5 Library Aide positions that will be permanent part-time at 16 hours maximum per week; increase an existing Library Assistant II position (Position #103) to full-time permanent status from part time permanent; create a new full-time permanent Library Assistant II position; and, recommendation that the new positions and resulting backfill positions be exempt from the 9-month hiring deferral. (Note: The new positions, as well as all existing classifications, are subject to Job Evaluation Committee approval.)

- 2:10 p.m.** 14. Parks and Recreation.

A. Appearance: Eric Matijevich  
Director of ESPN Great Outdoor Games

Presentation and recommendation to approve request by ESPN Great Outdoor Games to waive Washoe County Code 95.220 (July 10-13, 2003) to allow archery and target shooting events to take place at Rancho San Rafael Regional Park during limited hours with supervision by a certified shooting range professional.

- 2:10 p.m.** 14. B. Report on Washoe County Parks Commission's geographic areas of representation and request County Commission direction on whether or not the Washoe County Parks Commission will continue to serve as an open space commission and possibly direct staff to change the name to Washoe County Regional Parks and Open Space Commission.
- C. Recommendation to approve the Resolution for sale of 196.03 acre-feet of ground water rights as a single block, being a portion of Permit No. 66958 and 66959, at Sierra Sage Golf Course, with a minimum bid price of \$10,000 per acre foot, proceeds from the sale are to be utilized to complete the ball fields at North Valley's Regional Sports Complex and to make improvements to Washoe County golf courses; and if approved, authorize Chairman to execute sale agreement upon receipt. (Note: Sealed bids will be received and considered at the May 13, 2003 County Commission meeting at 5:15 p.m.).
- D. Update on Open Space and Regional Parks and possible direction to staff.

- 2:20 p.m.** 15. Appearance: Carl Adams  
Washoe County Backcountry Coalition

Presentation regarding public roads and off-highway vehicle use in Washoe County.

AND

- 2:20 p.m.** 16. Update from Washoe County Roads and Community Development staff concerning public roads and off-highway vehicle use in Washoe County; and, possible direction to staff regarding same.
- 3:00 p.m.** 17. Discussion and possible direction and endorsement of the process to develop expenditure recommendations for Truckee River Funding (made available by passage of State Question 1 in November 2002)--Nevada Land Conservancy.
- 3:10 p.m.** 18. Discussion and possible direction regarding various Fiscal Year 2003/04 budget issues, including sale of golf courses, formation of a mosquito abatement district, budget and service reductions, proposals by employee bargaining units, District Court's budget proposal, community support and professional service expenditures, general fund overhead allocation and budget criteria--Finance.
- 3:30 p.m.** 19. Recommendation to award Bid #2374-03/RW--Mosquito Abatement Products (District Health, Environmental Health Division) to B & G Chemicals & Equipment, Clarke Mosquito Control Products, Fennimore Chemicals, and Van Waters & Rogers [budgeted amount for Fiscal Year 2002/03 is \$360,000]; and if awarded, authorize Purchasing and Contracts Administrator to procure products with approval of District Health Department commencing from date of bid award through November 30, 2004, with Washoe County retaining the option for a one-year extension of any resultant Agreement(s) from the Invitation to Bid--Purchasing.

- 3:35 p.m.** 20. Discussion and request for direction from Business License staff as to whether staff should prepare an amendment to Washoe County Code Chapter 25, Business License Ordinance, to require no license fees (waive fees) for a motion picture business license--Community Development.
- 3:45 p.m.** 21. Appearance: John Hester  
City of Reno Community Development Director
- Presentation, review and opportunity for County Commission to provide comments on City of Reno's Annexation Program, 2003-2009.
- 4:05 p.m.** 22. Recommendation to accept and review Washoe County's Comprehensive Emergency Management Plan and Emergency Operations Center Guidebook, County Commission roles and responsibilities in periods of emergency or disaster, procedures for declarations of emergency, and possible direction to staff--Emergency Management.
- 4:20 p.m.** 23. Discussion and appointment of an alternate to the Regional Planning Governing Board Legislative Committee.
- 4:25 p.m.** 24. Discussion and possible direction regarding County Commission Board Meeting Agenda Formats, including noticing of expected times for items.
- 4:25 p.m.** 25. Discussion and possible direction regarding 2002 Regional Plan Settlements and associated issues.
- 4:30 p.m.** 26. Sparks Justice of the Peace applicant interviews and possible appointment of an individual to fill upcoming vacancy.
27. Emergency Items.