

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

June 10, 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. 9th St., 2nd Floor, Reno) on **MONDAY, June 9, 2003**, following the *Work Card Permit Appeal*, in order to review agenda items for the regular meeting of the Washoe County Board of Commissioners, as described below. 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 June 17, 2003 Commission Agenda.

NOTE: The Board of County Commissioners, on **MONDAY, June 9, 2003**, at **1:30 p.m.**, will take action on a **WORK CARD PERMIT APPEAL** for Filimone Tuavao. The **HEARING** will be a **CLOSED SESSION** to discuss the applicant's character or other matters under NRS 241.030(1) and will take place in the Commission Caucus Room (1001 E. 9th St., 2nd 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 (June 9, 2003), the following *workshop* will be held:

Jail Population Management: A statistical review and retrospective examination (presented by David Bennett).

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. Current bills the County is tracking that may be reported on or discussed are listed under ***Legislative Affairs*** at "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. 9th 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, as the Board of Fire Commissioners for the Sierra Forest Fire Protection District, 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.

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

- 2:00 p.m.**
- *1. Salute to the flag.
 - *2. Roll call.
 3. Approval of the agenda for the Board of County Commissioners' meeting of June 10, 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).
 6. Consent Items.
 - A. Approval of the minutes for the Board of County Commissioners' meeting of January 28, 2003.
 - B. Reject all Bids and allow rebidding--PWP-WA-2003-104 for 2003/04 Street Cut Pavement Repair Project, Incline Village--Public Works.
 - C. Execute Grant of Easement for Water Meter to Truckee Meadows Water Authority for installation of water meter facilities at Jan Evans Juvenile Justice Center (APN 035-014-01)--Public Works.

6. D. Authorize Chairman to execute Health Care Assistance Program Amendment to the Guidelines and Standards and Certification by Program Sponsor to Health Care Assistance Program; authorize Adult Services Division to adopt policies and procedures, including any necessary forms, for the Health Care Assistance Program to satisfy the privacy rules mandated by the Health Insurance Portability and Accountability Act of 1996; and, authorize the Adult Services Division to approve and execute Business Associate Agreements to ensure that all health program service providers take steps to avoid inappropriate uses and disclosures of protected health information--Social Services.

E. Award of Bids--Purchasing.

(1) Bid #2375-03--Outsourcing of the Personal Property Commercial Tax Billing (Information Technology/Treasurer) to A.B. Data Ltd. [\$6,753.51]; and if awarded, authorize Purchasing and Contracts Administrator to execute one year Agreement with A. B. Data Ltd., for the outsourcing of the Washoe County Personal Property Commercial Tax Billing, with Washoe County retaining an option to renew the agreement in single year increments for up to three additional one-year periods.

(2) Bid #2391-03--Compact Utility Tractor (Equipment Services) to Nevada Power Products, Inc. [\$23,266 for tractor and \$8,237 for aerator with seeder roller and rake attachment].

F. Adopt and execute Resolution necessary in order to execute Grant Agreement and execute Grant Agreement between the County of Washoe and ReStart, Inc., concerning Payee Representative Program to assist homeless and chronic mentally and/or physically ill population of Washoe County in using available income for shelter, medications and food [\$50,000 for July 1, 2003 through June 30, 2004] (Social Services).

G. Grants Administrator.

(1) Accept Community Development Block Grant funds from State of Nevada for Washoe County Housing Rehabilitation Program [\$199,796 with no County match]; and if accepted, authorize Chairman to execute Notice of Grant Award and Community Development Block Grant Certification Letter and direct Comptroller to make account changes. (To be heard before Agenda Item No. 6G(2).)

(2) Execute Grant Program Contract between the County of Washoe and Community Services Agency, concerning Home Rehabilitation Program [\$199,796 grant from State of Nevada with no County match, see item 6G(1) above]; and, execute Resolution necessary for same. (To be heard after Agenda Item No 6G(1).)

6. G. (3) Accept Community Development Block Grant [\$113,857 with no County match] from State of Nevada for engineering and construction of ion exchange treatment facility for uranium removal from Gerlach's water supply and authorize Chairman to accept and/or execute documents concerning same; and, authorize assignment of accounts and funds to Manager's Office, Community Support Budget for term of grant.
- (4) Accept Low Income Housing Trust Funds - Welfare Set Aside from Nevada Housing Division and authorize Chairman to execute agreement between the County of Washoe and Nevada Housing Division of the Department of Business and Industry of the State of Nevada, concerning 2003/04 Low Income Housing Trust Funds.
- (5) Accept Grant Award [\$25,000 with no County match] for Reno Area Alliance for the Homeless, Homeless Services Center design project, from State of Nevada for Community Development Block Grant and authorize Chairman to accept and/or execute documents concerning same; and, authorize assignment of accounts and funds to Manager's Office Community Support Budget for term of grant.

H. Execute Agreements.

- (1) Amendment to Cooperative Agreement between the County of Washoe and Department of Taxation of the State of Nevada, concerning administration and enforcement of all provisions of Washoe County's Public Transit and Road Tax Ordinance pertaining to the collection of all taxes provided in Ordinance [all revenue collected is remitted to Regional Transportation Commission]--Finance.
- (2) Interlocal Agreement between the County of Washoe and South Truckee Meadows General Improvement District, concerning supply of water for Nell J. Redfield Trust [no direct fiscal impact as South Truckee Meadows General Improvement District will gain new customers by utilizing the agreement and will have associated expenses and revenues]--Water Resources.
- (3) Between the County of Washoe (Parks and Recreation Department) and Reno/Sparks/Washoe County Skyfire, Inc., concerning July 4, 2003 celebration to be held at Rancho San Rafael Regional Park [includes \$2,000 facility use fee waiver]--Parks.
- (4) Resident Caretaker Rental Agreement between the County of Washoe and Richard D. and Yvonne E. McCollum, concerning provision of resident caretaker for security, safety and maintenance purposes at Hidden Valley Regional Park [no direct fiscal impact related to agreement, presence of caretaker has proven to reduce vandalism at Hidden Valley Regional Park, saving Washoe County money in repair costs and Parks Department incurs

6. H. (4) cost savings from 10 hours per week of volunteer services performed by the caretaker. This equates to annual wage cost of \$6,240 if Parks Department was paying a Seasonal Ranger Aide to perform same tasks]--Parks.

(5) Between the County of Washoe and Reno-Sparks Convention and Visitors Authority, concerning ESPN Productions to hold the ESPN Great Outdoor Games at Rancho San Rafael Regional Park July 10-13, 2003 [Washoe County to receive \$5,000 and Parks Department is negotiating \$2,500 of enhancement to Rancho San Rafael Regional Park in in-kind services or services paid for by ESPN Production or a combination of both]--Parks.

I. Roll Change Requests for Clerical and Factual Errors and Execute Orders for Correction of Same (cumulative amount of reduction \$17,883.63)--Assessor.

Pro Media Blasting--ID #2/105-788 [-\$185.29] (2001 Unsecured Roll).
Silver Wing Holidays Inc.--ID #2/107-056 [-\$17.04] (2001 Unsecured Roll).
Home Office Solutions--ID #2/111-242 [-\$27.28] (2001 Unsecured Roll).
Evaporative Control Systems Inc.--ID #2/201-754 [-\$2,830.10] (2001 Unsecured).
C E S Machine Products--ID #2/559-002 [-\$3,266.30] (2001 Unsecured Roll).
American Spray--ID #2/101-568 [-\$22.00] (2002 Unsecured Roll).
I C R C Inc.--ID #2/104-686 [-\$305.64] (2002 Unsecured Roll).
Winyon Consulting--ID #2/105-219 [-\$153.47] (2002 Unsecured Roll).
Silver Wing Holidays Inc.--ID #2/107-056 [-\$19.12] (2002 Unsecured Roll).
Inter Tel Inc.--ID #2/109-417 [-\$3,579.90] (2002 Unsecured Roll).
Mosler Inc.--ID #2/114-244 [-\$215.54](2002 Unsecured Roll).
Round Table Pizza--ID #2/117-443 [-\$133.74] (2002 Unsecured Roll).
Reno Pacific Surgery Center--ID #2/160-857 [-\$202.81] (2002 Unsecured Roll).
Presentation Dynamics--ID #2/181-102 [-\$44.87] (2002 Unsecured Roll).
Provident Lease Receivables Corp.--ID #2/191-863 [-\$250.18] (2002 Unsecured Roll).
Albertson's Store #175--ID #2/200-001 [-\$124.80] (2002 Unsecured Roll).
Albertson's Store #149--ID #2/200-003 [-\$115.09] (2002 Unsecured Roll).
Albertson's Store #170--ID #2/200-023 [-\$83.20] (2002 Unsecured Roll).
Albertson's Store #173--ID #2/200-049 [-\$82.16] (2002 Unsecured Roll).
Albertson's Store #172--ID #2/200-070 [-\$67.41] (2002 Unsecured Roll).
Albertson's Store #185--ID #2/201-458 [-\$61.52] (2002 Unsecured Roll).
Evaporative Control Systems Inc.--ID #2/201-754 [-\$2,436.48] (2002 Unsecured Roll).
Illustration Station--ID #2/202-314 [-\$22.91] (2002 Unsecured Roll).
Barnes Distribution Inc--ID #2/300-420 [-\$715.88] (2002 Unsecured Roll).
Kalu Glass Company--ID #2/460-238 [-\$53.73] (2002 Unsecured Roll).
Williams Telecommunications--ID 2/539-007 [-\$61.07] (2002 Unsecured Roll).
C E S Machine Products--ID #2/559-002 [-\$2,806.10] (2002 Unsecured Roll).

2:30 p.m.

7. Joint Meeting between the Washoe County Commission and the Sparks City Council pursuant to NRS 361.455 (procedure for reducing the combined property tax rate within \$3.64 statutory limitation).
 - A. Roll call.
 - B. Approval of Joint Meeting Agenda for June 10, 2003.
 - C. Public Comments.
 - D. Discussion and possible approval of a plan to adjust the Washoe County property tax rate and/or the City of Sparks property tax rate for Fiscal Year 2003/04 such that the combined tax rate within the boundary of the City of Sparks does not exceed the statutory \$3.64 property tax limit required by NRS 361.453.
 - E. If by separate majority vote the Washoe County Commission and the Sparks City Council approve a plan, direct the Washoe County Clerk to immediately advise the Department of Taxation of the results of the ballots cast and the tax rates set by Washoe County and the City of Sparks, or if both Washoe County Commission and the Sparks City Council do not separately approve the plan, direct the Washoe County Clerk to transmit all records of the proceedings to the Department of Taxation within five days after the meeting.
 - F. Adjournment.
8. Recommendation to adopt Fiscal Year 2004-2008 Washoe County Capital Improvements Program--Finance.
9. Recommendations to Award Bids.
 - A. PWP-WA-2003-105 for 2003/04 Street Cut Pavement Repair Project for Truckee Meadows Area to Granite Construction [base bid \$102,250]; and if awarded, authorize Chairman to execute agreement upon receipt--Public Works.
 - B. #2386-03--Wheeled Excavator (Equipment Services) to Cashman Equipment Company [\$128,400]; and if awarded, affirm Washoe County's ability to procure additional wheeled excavators from successful bidder through June 30, 2004 should need arise, provided no increase in pricing offered and subject to prior approval of the Commission. Cashman Equipment has offered a guaranteed buy-back option at end of three years in the amount of \$61,000. If Washoe County chooses to exercise this option the resulting net cost to the County will be approximately \$67,400. In addition, based on County's current money market account return of 1.25%, there will be a lost interest opportunity of approximately \$4,875 on the capital investment of \$128,400 over three years--Purchasing.

10. Recommendations to Execute Resolutions.

- A. Authorizing an Interfund Loan - General Fund (001) to the Animal Services Fund (005) [not to exceed \$188,500, will be for less than one year and have no significant fiscal impact on the Animal Services Fund or the General Fund] (Budget).
- B. Sale of 196.03 acre feet of ground water rights, 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, and authorize Chairman to execute sale agreement upon presentation--Parks.

11. Execution of Agreements.

- A. Traffic Signal Maintenance Agreement between the County of Washoe and the City of Sparks, concerning provision of regular signal maintenance service for Washoe County's signals [\$116,300 annual cost, plus materials and overtime costs]--Public Works.
- B. Between the County of Washoe and the Regional Emergency Medical Services Authority, concerning ground ambulance and air transportation to the medically indigent population in Washoe County [\$388,461 has been budgeted for Fiscal Year 2003/04]--Social Services.
- C. Interlocal Contract between the County of Washoe (Social Services) and State of Nevada, Department of Human Resources, Division of Child and Family Services, concerning maintaining funding for integrated child welfare service system in Washoe County from July 1, 2003 through December 31, 2005 [\$29,618,841 with State budgeted general fund monies of 33% to be available to Washoe County from federal reimbursements]--Social Services.
- D. Contract for Reimbursement for Sewer (Washoe County - Cliff View Drive) between the County of Washoe and Somersett Development Company, Ltd., LLC, [\$140,325]--Water Resources.
- E. Interlocal Agreement for Regional Parks and Special Use Facilities between the County of Washoe and City of Sparks, concerning County's completion of Master Plans on all Regional Park and Special Use Facilities and procedures/projects for same (will include input from Sparks Parks and Recreation and Sparks Community Development Departments--Parks. (To be heard before Agenda Item No. 12.)

12. Recommendation to authorize Chairman to execute application, upon presentation, requesting annexation and zone change to public facility for the Lazy 5 Regional Park property--Parks. (To be heard after Agenda Item No. 11E.)

13. Discussion and possible adoption of amended Rule #6 (pertaining to Appointment and Terms of Service of County Appointees on Boards) of the Rules and Procedures for the Washoe County Board of Commissioners (continued from May 27, 2003 Commission Meeting).
14. First Reading of Ordinances.
 - A. Amending the Washoe County Code to eliminate the two-term limit on appointment of members to Citizens Advisory Boards; and other matters relating thereto.
 - B. Revising a schedule of rates and charges and a pretreatment program for provision of sanitary sewer service by Washoe County within certain areas of Washoe County; requiring the Department of Water Resources to submit billings to all sanitary sewer users within the certain areas; requiring payment thereof; and providing procedures for its enforcement. This Ordinance repeals Ordinance Nos. 802, 830, 901, 931, 954, 973, and 1037.
15. Discussion and possible direction regarding 2002 Regional Plan Settlements and associated issues.
16. Discussion and possible direction concerning County Commission Caucus and Regular Meeting dates (requested by Commissioner Humke).
- 4:30 p.m. 17. Possible interviews of finalists for position on Washoe County Airport Authority and possible appointment of an individual to same.
- 5:30 p.m. 18. **Public Hearings.** (*Note: Items listed under this heading only will be heard at or after the noted time. In no case will they be heard before the stated time. Due to public testimony and discussion, time expended on items in this category can vary.*)
 - A. Appeal Case No. AX03-008 - John and Carole Fett - Variance Case No. VA03-012--Community Development.

To consider an appeal to amend the Conditions of Approval for the Washoe County Board of Adjustment's action approving the request to reduce the front yard setback from 15' to 0'-6," the side yard setback from 8' to 0'3" and to permit a two-story garage in the front yard setback to facilitate the construction of a garage with a habitable space above garage and an elevator tower as authorized in Article 406 of the Washoe County Development Code. The project is located at 485 Gonowabie Road approximately 1350 feet from the westernmost intersection of State Route 28 and Gonowabie Road. The ±0.174-acre parcel is designated Medium Density Suburban (MDS) in the Tahoe Area Plan, and is situated in a portion of Section 19, T16N, R18E, MDM, Washoe County, Nevada. The property is located in the Incline Village/Crystal Bay Citizen Advisory Board boundary and Washoe County Commission District No. 1. (APN: 123-133-20)

5:30 p.m. 18. B. Second Reading and Adoption of Ordinances.

- (1) Amending Ordinance No. 1000 creating the Washoe County, Nevada, District No. 24 (Groundwater Remediation) in order to change the boundaries of the District; ratifying, approving and confirming all action previously taken directed thereto; and providing the effective date hereof. (Bill No. 1380)
- (2) Concerning the Washoe County, Nevada, District No. 24 (Groundwater Remediation); providing for the payment of a portion of the costs of developing and carrying out a plan for remediation; imposing a fee to pay such costs on the parcels of land in such District No. 24; describing the manner for the collection and payment of the fee; ratifying, approving and confirming all action previously taken directed toward those purposes; and prescribing other matters relating thereto. (Bill No. 1381)
- (3) Adopting and ratifying an Interlocal Agreement by and between Washoe County, the City of Reno and the City of Sparks regarding the consolidation of animal control services in Washoe County as provided herein; providing that so long as this Ordinance remains in force and effect the Interlocal Agreement will be in force and effect; and providing notice be given in the event Washoe County takes action to introduce or otherwise act upon an Ordinance repealing this Ordinance. (Bill No. 1387)

AND

Execution of an Interlocal Agreement between the County of Washoe, the City of Reno and the City of Sparks, concerning consolidation of animal control services in Washoe County--Public Works.

- (4) Amending the Washoe County Code by repealing Chapter 55 relating to animals and fowl and enacting provisions regarding animal control in Washoe County, including the incorporated City of Sparks; establishing congested areas of Washoe County, including the City of Sparks, for the purpose of animal control; creating an animal control board to hear and decide kennel permit appeals and exotic animal permits; describing the duties of animal control officers; prohibiting the running at large of certain animals in congested areas; enacting provisions relating to cruelty to animals and other provisions regarding the control and protection of animals; requiring the licensing of dogs in congested areas and establishing fees therefore; setting forth requirements for rabies control, including vaccination and quarantine requirements; establishing kennel permitting requirements for keeping more than three dogs in congested areas; setting forth conditions for the impoundment of animals; prohibiting livestock to be at large in congested

- 5:30 p.m. 18. B. (4) areas; requiring permits for exotic animals and prescribing required enclosures for exotic animals; establishing procedures in making dangerous dog determinations and requiring their registration and setting forth unlawful acts relating thereto; proscribing penalties for violations of the animal control provisions; and providing other matters properly relating thereto. (Bill No. 1388)
- (5) Amending the Washoe County Code to remove business license fees from the Washoe County Code; to enable the Department of Community Development to adopt business license fees by resolution; to adopt business license fees by resolution; to provide for the processing of motion picture film permits and the waiver of fees therefore; and providing other matters relating thereto. (Bill No. 1386)

AND

Consideration and possible execution of a Resolution adopting a master fee schedule for business license fees under Chapter 25 (Business License Ordinance) of the Washoe County Code--Community Development.

AND

Recommendation to direct staff to submit an application to the Nevada Tax Commission in order to increase Washoe County's Fiscal Year 2003/04 business license revenue beyond the amount allowed pursuant to NRS 354.5989 and, if approved, authorize Chairman to execute a letter to Nevada Tax Commission regarding same; and provided Nevada Tax Commission approves the County's request for increased FY 2003/04 business license fee revenue, direct staff to return to the Washoe County Commission with a Resolution to adopt the business license fees outlined staff report; and provide direction to staff on future increases to business license fees over the next five fiscal years to gain parity with business license fees currently charged by the Cities of Reno and Sparks--Community Development.

END OF SCHEDULED PUBLIC HEARINGS

19. Emergency Items.