

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

WASHOE COUNTY BOARD OF COMMISSIONERS

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

October 14, 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, 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., Bldg. A, 2nd Floor, Reno) on **MONDAY, October 13, 2003** at **9:00 a.m.** 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 a brief staff presentation of issue and may include review of background information and questions to be answered at the regular meetings. The Commission, at the Caucus Meeting, may also consider possible items for placement on the October 21, 2003 Commission Agenda.

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 (October 13, 2003), the following *workshop* will be held:

Discussion of and direction to staff concerning Fiscal Year 2004/05 budget process, calendar and criteria for priority setting (Finance Department).

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, 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 October 14, 2003.
 - *4. Public Comments (three-minute time limit per person and limited to items not listed on the agenda). The Commission reserves the right to reduce the time, or limit the total time allowed for public comment, if more than 10 people request to speak.
 - *5. Commissioners'/Manager's Announcements, Topics for Future Agendas and Statements Relating to Items Not on the Agenda. (No discussion among Commissioners will take place on this item.)
 6. Proclamation--October 16, 2003 as National Feral Cat Day (Chairman Humke).
 7. Resolution--Recognizing and thanking the members of the Groundwater Taskforce for their efforts in improving the quality of life for the citizens of Washoe County.
 8. Consent Items.
 - A. Approval of the minutes for the Board of Commissioners' regular meetings of July 8, 15 and 22, 2003.
 - B. Accept Decentralized Purchasing Audit Report--Internal Auditor.
 - C. Approve Sole Source Purchases.
 - (1) Eighty M26 Taser devices and associated supplies and equipment for use by Patrol Personnel [\$49,956.79]--Sheriff.
 - (2) Raritan Paragon KVM switch for Ninth Street Complex Data Center [\$38,508] from Proactive Network Management Corporation--Information Technology.
 - D. Agreements.
 - (1) Execute Interlocal Contract between the County of Washoe (Sheriff, Forensic Science Division) and State of Nevada, Department of Public Safety, Nevada Highway Patrol, concerning provision of forensic services [revenue for Fiscal Year 2003/04 is set at \$53,983 and \$56,682 for Fiscal Year 2004/05]--Sheriff.

8. D. (2) Execute Interlocal Contract between the County of Washoe (Sheriff, Crime Laboratory) and State of Nevada, Department of Public Safety, concerning provision of forensic services [revenue for Fiscal Year 2003/04 is set at \$212,049 and \$220,531 for Fiscal Year 2004/05]--Sheriff.
- (3) Execute Sheriff's Security Agreement between the County of Washoe, the Sheriff of Washoe County and the National Championship Air Races & Air Show, concerning monetary reimbursement to Washoe County for use of Deputy Sheriffs as security personnel and for traffic control in and around the Stead Airport for the 2003 Reno Championship Air Races (retroactive September 10-14, 2003) [no fiscal impact on Washoe County]--Sheriff.
- (4) Execute First Amendment to the Interlocal Agreement between the County of Washoe (Sheriff's Office) and City of Reno, Reno Police Department Report Offender Program, concerning lease of office rental for three-year period retroactive to July 1, 2003 and reduction of Washoe County's share from 25% to 20% [\$4,800 for July 1, 2003 through June 30, 2004; \$4,944 for July 1, 2004 through June 30, 2005; and \$5,092.80 for July 1, 2005 through June 30, 2006]--Sheriff.
- (5) Execute Second Amendment to Lease Agreement between the County of Washoe and Sun Valley Landowners Association, Inc., concerning extending term of lease retroactive to October 1, 2003 for use of the Association's building for operation of the Senior Nutrition Program through September 30, 2005 [\$1,000 per month]--Public Works.
- (6) Execute Funding Contribution Agreement between the County of Washoe and Nevada State Engineer, concerning operation and maintenance of stream flow gages and lake stage measuring points at four locations for the period October 1, 2003 through June 30, 2005 [\$75,382 of which Washoe County's share is \$37,691]--Water Resources.
- (7) Approve Cooperative Agreement between the County of Washoe, the City of Sparks and Klaore LLC, concerning access, installation and maintenance of sanitary sewer and reclaimed water lines through Lazy 5 Regional Park [no fiscal impact]; and if approved, authorize Chairman to execute agreement upon presentation; and, approve Contract for Reimbursement for Sewer and Reclaimed Water Line (Washoe County - Tierra del Sol Development) between the County of Washoe and Klaore LLC, concerning construction of sanitary sewer and reclaimed water lines through Lazy 5 Regional Park [\$59,600]; and if approved, authorize Chairman to execute agreement upon presentation--Parks.

8. E. Approve abolishment of two vacant Youth Advisor I positions (#124 and #125) and one vacant Laborer position (#5004) in the Juvenile Services Department, as grant has expired and there is no anticipation of grant renewal--Budget.
- F. Approve reimbursement for expenditure of no more than \$8 per person for provision of lunch for participants during October 13, 2003 Board retreat; approve expenditure of no more than \$8 per person for the provision of refreshments for the Organizational Effectiveness Committee for Fiscal Year 2003/04; approve expenditure of no more than \$8 per person for participants of the Northern Area Managers Roundtable when Washoe County hosts said meetings for Fiscal Year 2003/04; and, approve expenditure of no more than \$8 per person for food during Board of County Commissioners meetings that extend, for an afternoon-evening meeting beyond 6:30 p.m. or for a daytime meeting beyond 1 p.m. for Fiscal Year 2003/04--Strategic Planning.
- G. Authorize Sheriff's Office to pay for non-County employee travel expenses [not to exceed \$700--includes airfare, lodging and meals] to bring Kermit Channel to Reno from Arkansas, for three days sometime during first two weeks of November 2003, to perform external DNA audit of the Forensic Science Division DNA Section, in order for the Forensic Science Division to maintain accreditation status, as well as to maintain participation in the National DNA database--Sheriff.
- H. Public Works.
- (1) Approve appointment of Lt. Gregg Lubbe to the E-911 Emergency Response Advisory Committee to fill an un-expired term.
 - (2) Approve purchase and installation of proprietary electronic security cameras and software from Spectrum West Inc. for Detention Facility at 911 Parr Blvd. [\$28,031]; recognize Spectrum West Inc. as sole source provider of security cameras and software for future camera installation or replacement at Detention Facility; and, authorize Purchasing and Public Works to place future orders for installation of cameras and software for its 911 Parr Blvd. facility, including orders in excess of \$25,000 from Spectrum West Inc.
 - (3) Approve change order JDC Excavating's contract for site and utility improvements at Kids Kottage Modular Housing project [\$4,245]; and if approved, authorize Contract Administrator to execute necessary documents and make appropriate adjustment to contract value.

8. I. Senior Services.

- (1) Accept Single Point of Entry award from State of Nevada, Division for Aging Services [\$50,000 for Fiscal Year 2003-04, with County cash match of \$2,830]; and if accepted, authorize Purchasing and Contracts Administrator to execute contract for kiosk services with Technology Portals Incorporated for purchase and installation of 4 kiosks [\$75,800]; and authorize hiring of a one-year grant funded part-time Program Assistant to lead the Senior Service Single Point of Entry Project, subject to review and proper classification determination by Washoe County Job Evaluation Committee.
- (2) Approve waiver of prohibition of serving alcoholic beverages for Sparks Sertoma's annual free Senior Christmas Dinner event on Saturday, December 13, 2003 to be held at Reno Senior Center; the Senior Dance Club of Nevada's annual New Year's Eve Dinner and Dance event on Wednesday, December 31, 2003 to be held at the Reno Senior Center; and, the Reno Singles for its annual Christmas dinner party on Saturday, December 13, 2003 to be held at the Sparks Senior Center.

J. Approve Woodland Village Town Center Park Master Plan in Cold Springs (Parks).

K. Grants Administrator.

- (1) Accept grant [\$20,000 with County match of \$13,333.34 in in-kind contribution of staff time] from State Historic Preservation Office acting on behalf of the National Park Services; and if accepted, authorize Chairman to execute Historic Preservation funding Agreement between the County of Washoe and Department of Cultural Affairs, State Historic Preservation Office, concerning funding of grant and authorize Comptroller to make account changes.
- (2) Accept grant [\$262,367 with no County match] from U.S. Department of Justice, Office on Violence Against Women, Safe Haven Supervised Visitation and Safe Exchange Grant Program; and if accepted, authorize County Manager to execute related award documents; and, authorize Comptroller to make account changes.

L. District Health Department.

- (1) Approve increase to Fiscal Year 2003/04 Purchase Order #221521 [\$24,109.26, for total amount of \$30,000] for Children Cabinet at Incline Village.
- (2) Approve Fiscal Year 2003/04 Purchase Requisition #211178 [\$80,000] for Planned Parenthood Mar Monte to provide education activities.

8. L. (3) Approve Fiscal Year 2003/04 Purchase Requisition #211171 [\$29,000] for Board of Regents of the University and Community College System of Nevada for physician consultant providing services for adolescents, infectious disease, immunizations and to act as Laboratory Director for Community and Clinical Health Services of District Health Department.

M. Execute Resolutions.

- (1) Concerning Washoe County, Nevada, Special Assessment District No. 21 (Cold Springs Valley Sewer Treatment Facilities); establishing the rate of interest payable on deferred installments of assessments in the District; ratifying, approving and confirming all action previously taken by the County concerning the District; and providing the effective date hereof.
- (2) Concerning Washoe County, Nevada, Special Assessment District No. 23 (Arrowcreek); establishing the rate of interest payable on deferred installments of assessments in the District; ratifying, approving and confirming all action previously taken by the County concerning the District; and providing the effective date hereof.

N. Roll Change Requests for Clerical and Factual Errors and Execute Orders for Correction of Same (cumulative amount of reduction \$5,110.77)--Assessor.

V R L U C P Inc.--ID #2/191-489 [-\$1,441.45] (2001 Unsecured Roll).
V R L U C P Inc.--ID #2/191-489 [-\$1,181.11] (2002 Unsecured Roll).
Caughlin Club--ID #2/201-750 [-\$41.59] (2002 Unsecured Roll).
Country Garden--ID #2/212-301 [-\$191.44] (2002 Unsecured Roll).
R E V A International Group LTD--ID #2/300-425 [-\$914.73] (2002 Unsecured Roll).
Silvestri Enterprises--ID #2/500-630 [-\$337.80] (2002 Unsecured Roll).
Angelee Stevenson--ID #31/14-699 [-\$28.41] (2002 Unsecured Roll).
Lupin Trust--ID #31/01-257 [-\$20.26] (2003 Unsecured Roll)
Wells Fargo Bank - Donna M. Putnam--ID #31/11-398 [-\$27.35] (2003 Unsecured Roll).
Ray Grimm--ID #31/11-665 [-\$21.63] (2003 Unsecured Roll).
Brandee Van Horn--ID #31/12-891 [-\$25.13] (2003 Unsecured Roll).
Robert D. or Patricia D. Stitser--ID #31/18-233 [-\$83.85] (2003 Unsecured Roll).
Joe Cox--ID #31/21-611 [-\$22.50] (2003 Unsecured Roll).
Blaine R. or Shari D. Johnson--ID #32/02-675 [-\$773.52] (2003 Unsecured Roll).

9. Presentation on Washoe County's Web-based Communication and Customer Service Strategy--Community Relations.

10. Recommendation to authorize creation of four positions, subject to review and proper classification by the Washoe County Job Evaluation Committee [\$116,306] and approve proposed amendment to Fiscal Year 2003/04 budget--District Health.
11. Recommendation to establish priorities (homeownership opportunities, rehabilitation and repair for homes at or below 80% of Area Median Income, new construction for senior housing, projects that can clearly be shown to support the goals and policies of the regional plan, especially as they relate to infill development and development within the urban core) for the Washoe County pro rata share of the Fiscal Year 2003/2004 HOME Consortium Allocation--Community Development.
12. Discussion and possible direction regarding requesting Regional Transportation Commission to develop Pedestrian/Bicycle Plan for Washoe County. (Requested by Commissioner Sferrazza).
13. Appearance: Carl Adams, Washoe County Backcountry Coalition
Madelyn Shipman, District Attorney's Office
Rod Savini, Washoe County Roads Division
Bill Whitney, Washoe County Department of Community Development

Presentation concerning status of access to public lands in the Reno area; review of recommendations and possible action directing implementation of proposed options to preserve and restore access to public lands.

14. Appearance: Tim Crowley, Director of Public Affairs for Nevada Resort Association
Bill Thornton, Co-Owner Club Cal-Neva

Presentation on Sierra Gateway Coalition and request that Washoe County join same.

15. Request for reconsideration of denial of tax refund request for DP Operating Partnership L.P. (requested by Commissioner Sferrazza); and if approved, motion to continue consideration of refund request until after November 17, 2003 Workshop.
16. Recommendation concerning possible appointment of a qualified elector to fill a vacancy on the South Truckee Meadows General Improvement District Local Managing Board (term would expire the first Monday in January 2005)--continued from September 23, 2003 Commission Meeting.
17. Award of Bids.
 - A. Recommendation to award Bid No. 2406-03--Drug Testing Services (Social Services) to Quest Diagnostics Incorporated [\$120,000] for a two-year period; and if awarded, authorize Purchasing and Contracts Administrator to enter into a 24-month requirements agreement commencing November 1, 2003 through October 31, 2005 with option to renew upon mutual agreement for two additional

17.
 - A. one-year extensions. Prices shall not increase for duration of resultant original agreement and price increases for renewals are subject to negotiation and mutual agreement--Purchasing.
 - B. Recommendation to award bid, PWP-WA-2003-192, El Rancho Sidewalk Enhancement Project to Anchor Concrete [\$214,524.07]; and if awarded, authorize Chairman to execute contract documents upon receipt--Public Works.
18. First Reading of Ordinances.
 - A. Amending the Washoe County Code to add provisions to the De Minimus Use section of the Code to authorize County officers and employees to use a County maintained computer bulletin board for certain personal uses, including, but not limited to, advertising for purchase or sale personal items, informing other County officers and employees of upcoming social events, and for such other personal uses as the County permits through rules posted on the bulletin board web page (Community Relations).
 - B. Amending provisions relating to Washoe County Code Chapter 110, Article 324, Communication Facilities, by adding a definition of personal wireless services, by permitting personal wireless services facilities on county and state owned structures and land, by eliminating the requirement for a special use permit and substituting review and approval of certain personal wireless services facilities by the Director of Community Development, by further defining standards for approval of certain personal wireless services facilities, by enumerating that denial of applications must be in writing and must identify the standards which were not complied with, by enumerating that a denial of a personal wireless facility may not be based on the environmental effect of radio frequencies emanating from said facilities, by enumerating the procedures for appealing the decision of denial of the Director of Community Development; to amend Article 604, Design Requirements, by adding provisions that prohibit changes in density, space size, setbacks, and uses should a manufactured home park be converted to individually owned lots; to amend Article 608, Tentative Subdivision Maps, by enumerating the types of public utility easements that may be required to be shown on a tentative subdivision map, and by providing a process that a subdivider may request relief from dedication of certain public utility easements; to amend Article 612, Division of Land into Large Parcels, by enumerating the types of public utility easements that may be required to be shown on a tentative subdivision map, and by providing a process that a subdivider may request relief from dedication of certain public utility easements; and other matters properly relating thereto (Community Development).
 - C. Creating Washoe County, Nevada, Special Assessment District No. 35 (Rhodes Road); ordering a street project within Washoe County, Nevada; providing for the levy and collection of special assessments therefor; and prescribing other matters relating thereto.

19. Approve and execute Resolution repealing the 1996 Resolution establishing the alternative sentencing department in the Second Judicial District Court; absorb the Day Reporting function pursuant to Washoe County Code, Section 5.203; abolish four Pre Trial Services Officer II positions in the current Day Reporting Division of the District Court; create four positions in the County and two new classifications as evaluated by the Job Evaluation Committee (Alternative Sentencing Officer II and Supervising Alternative Sentencing Officer) and approve and execute Memorandum of Understanding between the County of Washoe and the Second Judicial District Court, concerning clarifying the bridging of sick leave, annual leave, career incentive accrual rates and health insurance benefits for those employees who move to Washoe County as a result of the Day Reporting function being assumed by the County.
20. Water Resources.
 - A. Recommendation to approve and authorize the Chairman to execute Project Cooperation Agreement between the County of Washoe and the Department of the Army, concerning Design and Construction of the Spanish Springs Valley Phased Sewering Project, Spanish Springs Valley, Washoe County, Nevada [\$3,925,000]; and if approved, authorize request by Director of Water Resources for reimbursement of up to 75 percent of expenses related to the Project.
 - B. Recommendation to approve and authorize the Chairman to execute Amendment No. 1 to Project Cooperation Agreement between the County of Washoe and the Department of Army, concerning Design and Construction of Phase 4A of the Lawton-Verdi Interceptor [\$2,868,000]; and, authorize request by Director of Water Resources to request reimbursement of up to 75% of the expenditures associated with facilities planning, design and construction of Phase 4A of the Lawton/Verdi Interceptor.
 - C. Recommendation to review requests from eight property owners to have particular properties they own in Verdi area annexed to Truckee Meadows Water Authority water service area; review 1996 Washoe County/Sierra Pacific Power Company agreement that established Washoe County and Sierra Pacific Power Company water service area boundaries and also provides for the adjustment of the retail water service area boundaries; review the Financial Consulting Solutions Group, Inc. report comparing Washoe County and Truckee Meadows Water Authority water service development criteria and costs (infrastructure, facilities charges, water rights, rates, operation and maintenance, etc.) relative to providing water service to the subject parcels; and, make a determination on requests.
21. Discussion and possible direction regarding 2002 Regional Plan Settlements and associated issues.

5:30 p.m. 22. **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. Second reading and adoption of Ordinance amending provisions relating to Washoe County Code Chapter 110, Article 306.10, accessory uses and structures, detached accessory structures, by removing the reference to the prohibition of construction of a detached accessory structure within the “front halves of a corner lot”, and other matters properly relating thereto. (Bill No. 1398).

B. **The County Commission will now convene as the County Liquor Board for Agenda Item 22B only.**

Appeal - Non-Renewal of Two Liquor Licenses - Patrick T. Mylan, dba Mustang Bar--Community Development. (Continued from September 23, 2003 Commission Meeting.)

An appeal of the Washoe County Business License action, which did NOT renew tavern and package liquor licenses for Patrick T. Mylan, dba the Mustang Bar, located at 11950 Interstate 80 East, Route 1, in Sparks, Nevada. The Board will determine whether good cause exists for non-renewal of the L1 Tavern license, which expires September 30, 2003; and for non-renewal of the L2 Package Liquor License, which expired on June 30, 2003 due to non-payment of fees.

END OF SCHEDULED PUBLIC HEARINGS

23. Possible Closed Session for the purpose of discussing negotiations with Employee Organizations. (Note: This item may be discussed at the Monday Caucus Meeting or Tuesday Board Meeting.)

24. Emergency Items.