

BOARD OF COUNTY COMMISSIONERS, WASHOE COUNTY, NEVADA

TUESDAY 9:00 A.M. OCTOBER 22, 1996

PRESENT:

Steve Bradhurst, Chairman
Grant Sims, Vice Chairman
Joanne Bond, Commissioner
Mike Mouliot, Commissioner
Jim Shaw, Commissioner

Judi Bailey, County Clerk
John MacIntyre, County Manager
Madelyn Shipman, Legal Counsel

The Board met in regular session in the Commission Chambers of the Washoe County Administration Complex, 1001 E. Ninth Street, Reno, Nevada. Following the pledge of allegiance to the flag of our Country, the Clerk called the roll and the Board conducted the following business:

96-1048 AGENDA

In accordance with the Open Meeting Law, on motion by Commissioner Shaw, seconded by Commissioner Bond, which motion duly carried, Chairman Bradhurst ordered that the agenda for the October 22, 1996 meeting be approved with the following amendment -- Delete: Item 15, Expenditure of Funds from Regional Water Management Fee to conduct an independent analysis of water supply alternatives for North Valleys.

MINUTES

On motion by Commissioner Shaw, seconded by Commissioner Bond, which motion duly carried, Chairman Bradhurst ordered that the minutes of the regular meetings of September 17 and 24, 1996, be approved.

PUBLIC COMMENTS

There was no response to the call for public comments.

96-1049 BILL NO. 1142 - AMENDING WCC CHAPTER 5 - OVERTIME PROVISIONS AND RECORDS/REPORTS OF VACATION/SICK LEAVE

9:30 a.m. This was the time set in a Notice of Public Hearing published in the Reno Gazette-Journal on October 11, 1996, to consider second reading and adoption of Bill No. 1142. Proof was made that due and legal Notice had been given.

Howard Reynolds, Assistant County Manager, explained that the proposed ordinance provides for a form of overtime for unclassified management; that it changes the time reporting requirements from a daily basis to a weekly basis for the confidential and management group; and that it discontinues the practice of counting vacation, sick leave and holidays as hours worked for the purposes of computing overtime. Mr. Reynolds stated that at the first reading of the ordinance, the Board had been presented with a letter from four employees of the Clerk's Office objecting to the change and a request by them to respond to their concerns. He then reviewed his response contained in a memorandum dated October 10, 1996 stating that he conceded that the employees do have a point with respect to being treated differently than those represented by the Washoe County Employees Association (WCEA); that he is not opposed to the Board not adopting the ordinance in which case, the entire ordinance would be redrafted to exclude those individuals who are confidential and who presently receive time-and-one-half for overtime. Mr. Reynolds then advised that he

intends to discuss this issue with the WCEA during negotiations.

Chairman Bradhurst opened the public hearing and called on those wishing to speak.

Sharon Gotchy, an employee of the Clerk's Office and representing the four Deputy County Clerks classified as confidential, thanked Mr. Reynolds and the Board for their reconsideration of the ordinance and responded to questions raised by Commissioner Sims concerning this issue.

There being no one else wishing to speak, the hearing was closed.

On motion by Commissioner Sims, seconded by Commissioner Shaw, which motion duly carried, Chairman Bradhurst ordered that Bill No. 1142, entitled "AN ORDINANCE AMENDING THE WASHOE COUNTY CODE BY REVISING OVERTIME PROVISIONS RELATING TO COMPUTATION OF TIME WORKED, LIMITS ON OVERTIME ACCRUAL, RECORDS AND REPORTS THEREOF; AND OTHER MATTERS PROPERLY RELATING THERETO," be defeated; and that staff be directed to draft a new ordinance addressing the concerns expressed by employees concerning this issue.

96-1050 BILL NO. 1143 - AMENDING WCC - INCREASE FEES FOR BUILDING AND CONSTRUCTION

Jess Traver, County Building Official, reviewed background information contained in a memorandum concerning a proposed 3.2% building permit fee increase for 1996 and answered questions of the Board.

Bill No. 1143, entitled "AN ORDINANCE AMENDING THE UNIFORM CODES RELATING TO BUILDINGS AND CONSTRUCTION BY INCREASING FEES FOR BUILDING, ELECTRICAL, MECHANICAL, PLUMBING AND SOLAR ENERGY PERMITS, DESIGNATING THE EFFECTIVE DATE OF SUCH FEE INCREASES AND PROVIDING OTHER MATTERS PROPERLY RELATING THERETO" was introduced by Commissioner Shaw, the title read to the Board and legal notice for final action of adoption directed.

96-1051 JUVENILE PROBATION SALARY SCHEDULE - JUVENILE SERVICES

Upon recommendation of Rob Calderone, Director, Juvenile Services, on motion by Commissioner Shaw, seconded by Commissioner Bond, which motion duly carried, Chairman Bradhurst ordered that amendments to the Juvenile Probation Salary Schedule be approved as follows:

EEO CLASS

Eliminate: CODE CODE GRADE 2 P713 P775 Probation Officer IV

Change Job Title:

From: 2 P704 P785 Traffic Master To: 2 P704 P785 Program Mgr.

96-1052 RESOLUTION - FINANCIAL POLICIES AND PROCEDURES - FINANCE

Jerry McKnight, Budget Coordinator, reviewed background information concerning a proposed resolution concerning Financial Policies and Procedures and the adoption of general fiscal policies for Washoe County.

Following discussion, upon recommendation of Jerry McKnight, Budget Coordinator, on motion by Commissioner Bond, seconded by Commissioner Mouliot, which motion duly carried, it was ordered that the following resolution be adopted and Chairman Bradhurst be authorized to execute:

RESOLUTION

A RESOLUTION TO ADOPT FINANCIAL POLICIES AND PROCEDURES

WHEREAS, Washoe County is responsible to the County's citizens to carefully account for all public funds, to manage County finances wisely, and to plan for the adequate funding of services desired by the public, including the provision and maintenance of County buildings and facilities, and

WHEREAS, The citizens of Washoe County wish to maintain, preserve, and enhance the County's fiscal strength and its sound financial practices, and, WHEREAS, Long-range financial planning is necessary to implement the County's long-term goals as expressed in the Comprehensive Plan, and the Strategic Plan, and

WHEREAS, Expenditures should be planned to provide pre-determined levels of service to the community, and

WHEREAS, The County shall maintain sufficient reserves to ensure the County is in a position to respond to changes in the economy or new service challenges without an undue amount of financial stress, and

WHEREAS, The financial policies recognize that the County can only be economically strong if financial planning is an explicit part of the decision-making process for all County issues.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF WASHOE IN THE STATE OF NEVADA:

Section I. That the following are the financial policies and procedures for Washoe County:

- 1. Departments are not to exceed their individual overall budgets. The District Attorney has issued an opinion that it is a violation of State Statute for a department to overexpend its budget.
- 2. Within the resources of the total departmental budget, a department may overexpend sub-accounts with the exception of their travel account which is subject to specific line item approval by the Board of County Commissioners.
- 3. Capital Outlay items with an individual item value in excess of \$3,000 or a combined purchase order value in excess of \$5,000 may not be requisitioned if the specific Capital Outlay items have not been approved by the Board of County Commissioners as part of the budget or in a subsequent agenda action. The Equipment Services Fund may purchase Capital Outlay items for major repairs without the specific approval of the Board of County Commissioners if adequate funds and expenditure authority is available.

3a. Prior to processing purchase orders, the Purchasing Department will verify that the appropriate signatures are affixed attesting that:

All purchases, leases or other acquisitions of computers, printers, scantrons, software or related equipment have been submitted to the MIS Department and an acknowledgment received as to compatibility to the County network and availability of appropriate connections and facilities.

All purchases, leases or other acquisitions of vehicles and other rolling stock have been approved by the Equipment Services Division.

All purchases, leases or other acquisitions of communications equipment have been approved by the Telecommunications Division.

All purchases, leases or other acquisitions of materials for the repair, modification or remodel of County buildings have been approved by the Building and Grounds Division.

All County printing services requests have been submitted to the Reprographics Unit for estimate. Services available from Reprographics at a comparable cost, quality and within the required time frame will be done by Reprographics.

All requests for leased office space have been approved by General Services.

All architectural, interior and space planning design has been reviewed by the Architectural Division of General Services.

The Finance Division has reviewed and verified budget approval and availability of adequate appropriation authority.

4. For purposes of fixed assets classification, a fixed asset is a capital item valued at \$3,000 or more. High risk items valued at less than \$3,000, will be accounted for in a special account and, though not capitalized, will continue to be inventoried. The Purchasing Department will continue to maintain a list of high risk items.
5. To maintain the fiscal integrity of Washoe County and provide for adequate cash flow, the annual budget of Washoe County will include budgeted ending fund balances of approximately 7-9% of appropriations for the General, Health, and Public Works Construction Funds not including bond related appropriations.
6. An Enterprise Fund or an Internal Service Fund will not exceed its overall appropriation authority in a manner that would jeopardize the financial integrity of the fund.
7. The Comptroller's Office and the Finance Division shall coordinate any proposed changes, additions, or deletions of funds, organizations or divisions that are to be incorporated into the Chart of Accounts.
8. Any bond issue, bank financing or similar borrowing proposed for any entity governed by the Board of County Commissioners will be coordinated by the Finance Division. The Treasurer's Office and the Comptroller will be kept informed with the Treasurer's Office doing the investing of the funds and the Comptroller's Office having responsibility for accounting and record keeping associated with the bond issues and other financing mechanisms.
9. Budgeted amounts within and between funds may be transferred by the Finance Division, if amounts do not exceed the original budget. The Finance Division must approve all appropriation transfers in written form and advise the Board by memorandum.
10. Increases in appropriations and revenue augmentations (including new grants and loans) will be reviewed by the Finance Division and the Finance Division will provide a recommendation to the Board of County Commissioners for consideration at a public hearing. Only the Board may increase or decrease overall County appropriations or accept a grant or grant supplement.

In addition to Board of County Commissioners' approval of the acceptance of any grant, all applications for a grant(s) must be approved by the Director of Finance or the governing/managing Board. The party approving the application will advise the Board of County Commissioners by memorandum.

- a. Departments must receive approval from the Director of Finance or the Board of County Commissioners prior to making application for supplemental grant awards.
- b. Other governing/managing Boards making application for supplemental grant awards must notify the Board of County Commissioners by way of an informational item.
- c. If a department is reasonably assured of receiving grant revenues, those revenues are to be included in the budget. Approval of the budget constitutes approval to submit grant applications.

11. The Comptroller is to be sent copies of all transactions or grants, loans or appropriation changes. No action that affects accounting controls will be completed without first informing the Comptroller so that an accurate and complete accounting control is maintained, in a format prescribed by the Comptroller.

12. Functions included in the County Budget in funds other than in the General Fund that are fully funded with dedicated resources will carryover 100% of their fund balance. Funds other than the General Fund that are partially supported with General Fund resources will receive an augmentation of 100% of their undesignated fund balance limited to the amount of their unencumbered appropriation authority. Undesignated fund balance in excess of the unencumbered appropriation authority is subject to the

augmentation process.

13. Departments will be allowed to carry over 100% of their unencumbered budget appropriation authority with the following guidelines:

An expenditure plan must be submitted to the Finance Division by each department that has carryover resources and wants to have the appropriation authority to expend the funds.

Carryover funds earmarked for remodel of existing or construction of new facilities must go through the Capital Improvement Program process.

Carryover resources can be accumulated for a period of years if an expenditure plan is filed with the Finance Division and approved by the Board of County Commissioners. Unexpended prior year carryover funds can be expended in accordance with the approved budget and expenditure plan and are not subject to the new carryover resource approval.

New carryover resources will be available to the departments following the presentation to the Board of County Commissioners of the annual audit report.

Finance will prepare an agenda item compiling the department expenditure plans for the Board to consider the proposed expenditures.

14. Department level strategic planning workshops will be held with the department heads during the budget process each year. The strategic planning workshops will help define the important issues facing the County in the coming year.

15. Each department's base budget will be calculated as follows: Services and Supply categories will be funded at the base level plus adjustments. Each budget unit will be adjusted for merit and cost of living changes and retirement or health benefits cost increases. Base budgets will not include any amount for capital outlay, however base budget dollars redirected for capital acquisition remain part of the base budget.

16. Strategic planning workshops will be held with the Board starting in November, prior to formal budget hearings, to facilitate issue identification, prioritization and action planning. The Board will be asked to prioritize the issues at the conclusion of the workshops. Guidance will be sought from the Board as to how the County budget should be prepared with respect to new debt, tax rates and related matters.

17. Finance Division staff will work with the departments regarding base budget adjustments and will prepare a recommended budget. The recommended budget will provide departments with the information to determine if an appeal is needed. The departments may appeal the recommended budget to the County Manager; after consideration and recommendation from the County Manager, the department may further appeal to the Board of County Commissioners.

18. Based on Board guidance and direction from the County Manager, the Finance Division will prepare a budget for the formal budget hearing with the Commissioners.

19. At the conclusion of this hearing, Finance will prepare a final budget to be sent to the State. There may be another iteration due to Legislative action.

20. Budgets are required for all funds except agency and non expendable trust funds that do not receive ad valorem or Supplemental City/County Relief taxes. Budgets are adopted on a basis consistent with Generally Accepted Accounting Principles (GAAP). All unencumbered appropriations lapse at the end of the fiscal year. Valid outstanding encumbrances and contracts at the end of the fiscal year are approved as budget augmentations for the following year when the Board of County Commissioners accepts and approves the annual audit report.

Section II. Previously adopted financial policies and procedures in conflict with this resolution are hereby repealed. If any provisions of this resolution are deemed unconstitutional or is unenforceable that will not effect the balance of the provisions of this resolution.

Section III. This Resolution shall be effective on passage and approval

Section IV. The County Clerk is hereby directed to distribute copies of the Resolution to the Department of Taxation, the Comptroller and the Finance Division within 30 days.

96-1053 AMENDMENT - LEMMON VALLEY PARK MASTER PLAN - LIGHT STRUCTURES - LEMMON VALLEY PARK

Upon recommendation of Gene Sullivan, Director, Parks & Recreation Department, on motion by Commissioner Bond, seconded by Commissioner Shaw, which motion duly carried, Chairman Bradhurst ordered that the Lemmon Valley Park Master Plan be amended to include lights on existing ballfields; and that the Parks Department be authorized to go to bid for the purchase of piers, poles, and light fixtures for the lighting of up to 3 ballfields at Lemmon Valley Park.

96-1054 REMEDIATION OF PCE - CONTAMINATION - CENTRAL TRUCKEE MEADOWS GROUNDWATER ACQUIFER - PLANNING

Chairman Bradhurst reviewed background information regarding the remediation of PCE contamination in the central Truckee Meadows and discussed NRS 540A.250 "Remediation of Quality of Water, Creation of a District for Remediation and Recovery of Expenses," explaining that PCE levels in the Central Truckee Meadows have gone far beyond Sierra Pacific Power Company's five contaminated wells; and that a Remediation Plan would help to identify the problem by drilling wells and investigating flow systems.

Leonard Crowe, Acting Flood Control Manager, Department of Comprehensive Planning, discussed information contained in a staff report concerning various options regarding the remediation of PCE in the Central Truckee Meadows groundwater aquifer and distributed material to the Board concerning questions raised at yesterday's caucus. He stated that an existing problem is to determine what portion of the expense to provide treatment to Sierra's wells is associated with remediation of the groundwater which is the subject of remediation district legislation, and what portion is associated with drinking water; that without having completed field and modeling work with Camp, Dresser & McKee, they are not in a position of advising the Board that if they pump their wells in this fashion, that this will prevent the PCE from continuing to migrate and impact wells further east; that staff is attempting to advise the Board how to move forward but at the same time have changes made to current legislation so that it is more applicable to this situation. Mr. Crowe further advised that staff is recommending Option 4 that would show the intent to proceed ahead, address the problem as required by law, deal with the issue of reimbursement and bring some closure on equitable measures regarding the levying of assessments.

John Swenseid, Bond Counsel, discussed assessment valuation explaining that the resolution would not pin them down to a method of assessment; that it would request the engineers to determine the fairest method of assessing the areas; that one test for determining the fairest method of assessment is to determine how much a property would benefit by having this work performed; and that the engineers need to explore this before they can ascertain the best method for assessing the area.

Commissioner Mouliot stated that the theory that land values would be depreciated would be a valid argument to show that assessing a tax is absurd; and that the market value should be utilized. Mr. Swenseid stated that he would concur; that if market value should indicate there is no benefit, then a benefit assessment cannot be done.

Commissioner Mouliot stated that the benefit would have to be substantial; that if a home is worth \$100,000 today and someone would be willing to pay that sum, then that would prove that that actual sales would be the demanding figure.

Mr. Crowe stated that they have a seven-month period set aside for fieldwork and contracts for drilling, a three-month period following that for Camp, Dresser & McKee who currently are under contract to factor this information into their modeling effort and for development of a final Remediation Plan within a one-year time frame; that this will give them an opportunity to make necessary legislative changes presumably in July, 1997; and that they do not want to proceed with the assessments until

legislation has been changed.

Doug Coulter, District Health Department, reviewed a Bilateral Compliance Agreement between the Bureau of Health Protection Services, Nevada State Health Division, Department of Human Resources and Sierra Pacific Power Company and answered questions of the Board. He explained that the agreement specifically relates to treating contaminated water in Sierra's wells and does not include seeking remediation solutions or to determine the cause of the problem. Mr. Coulter explained that the District Health Department is not responsible for determining who will pay for water treatment; that their job is to bring water into compliance so that customers have water that is safe to drink; that this problem is not unique to the Truckee Meadows; that it is being handled in the same manner by Health authorities who require treatment of their public water supply wells and cleanup depending upon the situation. Mr. Coulter stated that the Environmental Division of the Health Department has a program where businesses are surveyed to determine what types of hazardous materials are being handled to ensure they are being handled correctly, and if they receive reports or complaints of hazardous spills or materials being handled incorrectly, then those incidents are investigated and citations issued if necessary. In conclusion, Mr. Coulter stated that he does not believe there are rampant sources of PCE contamination throughout the community.

Chairman Bradhurst suggested that the District Health Department prepare a report which would serve to put everyone's mind at ease that would indicate that there is not a heavy polluter adding PCE's into the system.

In response to Chairman Bradhurst's inquiry regarding the cost to move forward with a Remediation Plan, Mr. Crowe stated that the budget estimate from Camp, Dresser & McKee presented with their final work plan and approved by the State, approximated \$813,000; that \$500,000 of that is associated with drilling and water chemistry; that if the work were to be done by County staff, it would require realigning work crews to perform 2600 hours of field work to include well sampling, water level measurements and surveying work; and that the County's estimate would be \$630,000 with the presumption that they would hire a certified Environmental Engineer to oversee the work and bring in on call County staff from the Utility Division and the Water Planning Division to assist in the field work.

Jerry McKnight, Budget Coordinator, stated that the County has investigated various funding mechanisms, but lacking specific direction concerning this issue, they have not pursued anything at this time.

Following discussion, on motion by Commissioner Shaw, seconded by Commissioner Sims, which motion duly carried, Chairman Bradhurst ordered that the following option concerning remediation of PCE contamination in the Central Truckee Meadows groundwater aquifer be adopted:

OPTION 4

Pass a resolution committing to the creation of a Remediation District, Propose District Boundaries, and Reimbursement of District Revenues.

Direct that a Preliminary Resolution be drafted authorizing staff to prepare preliminary plans and an assessment plat for a special assessment district to remediate the PCE contamination within the Central Truckee Meadows groundwater basin.

This resolution would:

Propose two district boundaries - District 1 would include SPPCo's retail/wholesale service area and other areas that would benefit from a drinking water supply perspective (Hidden Valley/Double Diamond Ranch). This district would encompass the indirect beneficiaries of remediation. District 2 would be determined upon completion of the remediation plan and would be the area of known or suspected PCE contamination which are the direct beneficiaries of remediation.

Identify the need for two levels of assessment - District 1 assessments would be based upon the water usage by parcel. District 2 assessments would be based upon parcel acreage/improvement footage. The amount to be assessed within each district and the method of assessment would be further evaluated and determined upon completion of the remediation district plan.

Commit to reimbursing NDEP, Washoe County, and SPPCo from future remediation district revenues for advancements of moneys and work, directly attributable to the remediation effort contemplated under NRS 540A.

In passing the resolution the Board would also address legislative changes needed to facilitate the remediation district process: allowing changes in district boundaries and assessments over time; allowing district revenues to be used for operation and maintenance costs; simplifying the process for assessing/levying properties; and "legalizing" the steps taken to date.

The Board would fund the money needed to complete the remediation plan as outlined in Option 1.

Commissioner Sims stressed that the Board is committed to resolving this problem in the most cost effective manner to the taxpayers and as soon as possible; Commissioner Mouliot requested notification of any future meetings concerning this issue.

Chairman Bradhurst requested clarification to ascertain whether or not funds authorized to Camp, Dresser & McKee would be sufficient to complete the modeling work.

96-1055 AMENDMENT - WASHOE COUNTY COMPREHENSIVE PLAN - TRUCKEE CANYON AREA

Steve Walker, Water Management Planner, answered questions of the Board concerning an Amendment to the Truckee Canyon Area Plan addressing water quality standards for development adjacent to the Truckee River.

Susan Lynn, representing the Truckee River Advisory Board, stated that developing amendments to the plan will set policies to aid in protecting water quality and control development in the East Truckee River Canyon.

Following discussion, upon recommendation of Shaun Carey, Chairman Regional Water Planning Commission, on motion by Commissioner Shaw, seconded by Commissioner Bond, which motion duly carried, Chairman Bradhurst ordered that an amendment to the Washoe County Comprehensive Plan (Truckee Canyon Area Plan) to address water quality related standards for development adjacent to the Truckee River, be approved.

It was further ordered that staff be authorized to seek the advice of a "Review Panel" to include one representative from the Regional Water Planning Commission, the Truckee River Advisory Board, the Economic Development Agency of Western Nevada and/or Reno/Sparks Association of Realtors, a Truckee Canyon landowner, the Pyramid Lake Paiute Tribe, the Nevada Division of Environmental Protection, and a planning/designing consultant firm to identify the best approach for relevant policies, action and performance standards to address the lower Truckee River water quality issues.

96-1056 INTERLOCAL COOPERATIVE AGREEMENT - BELLI RANCH FIRE RESTORATION - U.S FOREST SERVICE & USDA NATURAL RESOURCES CONSERVATION SERVICE - PLANNING

Upon recommendation of Leonard Crowe, Acting Flood Control Manager, on motion by Commissioner Shaw, seconded by Commissioner Bond, which motion duly carried, it was ordered that an Interlocal Cooperative Agreement concerning Belli Ranch Fire Restoration between Washoe County, the United States Department of Agriculture, the Forest Service, the Humboldt-Toiyabe National Forest and the United States Department of Agriculture, Natural Resources Conservation Service be approved; that a payment to the USDA Natural Resources Conservation Service be authorized upon completion of the work described in the Agreement; that Chairman Bradhurst be authorized to execute the Agreement; and that the Comptroller be directed to post the appropriate cash transfer; and that the following account transactions be authorized:

| Decrease | | Increase | |
|--------------|-------------|---------------|-------------|
| 01-1890-7328 | \$18,000.00 | 01-11554-7150 | \$18,000.00 |

96-1057 INTERLOCAL AGREEMENT - STATE OF NEVADA DEPARTMENT OF HUMAN RESOURCES WELFARE DIVISION SOCIAL SERVICES

Upon recommendation of May Shelton, Director, Department of Social Services, on motion by Commissioner Bond, seconded by Commissioner Shaw, which motion duly carried, it was ordered that an Interlocal Agreement between the County of Washoe (Department of Social Services) and the State of Nevada, Department of Human Resources, Welfare Division, Nevada Medicaid, concerning the ability to bill Medicaid for eligible children and obtain reimbursement for examinations and immunizations performed by a pediatric nurse practitioner (retroactive from July 1, 1996 through June 30, 1997 and automatically renewed thereafter), be approved and Chairman Bradhurst be authorized to execute.

96-1058 STATE PROPOSAL - EMERGENCY ASSISTANCE FUNDING CHILD PROTECTIVE SERVICES - AGREEMENT WITH MAXIMUS - FUNDING ALTERNATIVES - SOCIAL SERVICES

May Shelton, Director, Social Services Department, advised that the most recent offer from the State of Nevada Human Resources Department, Division of Child and Family Services, on the modified Emergency Assistance program reimbursement is \$50,000 per month for October, November and December, 1996. Ms. Shelton stressed that this is the minimum amount Washoe County will receive and noted that this will be renegotiated next year. John MacIntyre, County Manager, also advised that the Governor's office has not yet responded to his inquiries about this situation.

In regard to utilizing the services of Maximus, Ms. Shelton further reported that her staff has contacted five states seeking reference information on Maximus; that two states, Arizona and Maine, have responded giving Maximus excellent references; and that one service that Maximus provides is staying on top of federal regulation changes, which is something that her staff has neither the time nor expertise to do.

Madelyn Shipman, Assistant District Attorney, stated that the record should be very clear that the Board is accepting the \$50,000 reimbursement as a minimum and, further, that the Board is accepting this on an interim basis only and this acceptance does not indicate any long-range agreement.

Ms. Shelton stated that when this all started, it was stated that the State, Washoe County and Clark County all had to agree on this; that the State is now saying that that is not the case; and that the State and Clark County can still get their reimbursements even if Washoe County chooses not to.

Mr. MacIntyre advised that he received a fax late yesterday from Steve Shaw of the State office confirming this latest offer.

Commissioner Sims asked several questions regarding block grants and what might occur in January, 1997. Ms. Shelton responded that much of this is still undecided and some of it will have to be worked out in the 1997 legislature.

Following further discussion, on motion by Commissioner Sims, seconded by Commissioner Bond, which motion duly carried, Chairman Bradhurst ordered that May Shelton, Director, Social Services Department, be authorized to accept the State of Nevada's offer for \$50,000 minimum monthly reimbursement for the Emergency Assistance Program funding and to indicate to the State in so doing that Washoe County does still have concerns about whether the allocation is proper. It was further ordered that Ms. Shelton also be authorized to accept the offer from the State of Nevada to sign on to the contract with Maximus.

96-1059 ACCEPTANCE OF DONATIONS - LEMMON VALLEY LAND COMPANY - FACILITATOR FOR VISIONING STUDY - DEVELOPMENT REVIEW

County Manager John MacIntyre introduced this item referring to the agenda memorandum from Mike Harper, Director, Department of Development Review, dated September 27, 1996.

Commissioner Mouliot asked Mr. Harper if he has a check from the Peeks for \$3,000 and if the remainder of the "donation" will also be paid by the Peeks. Mr. Harper responded in the affirmative. Commissioner Mouliot then asked why the Peeks are not paying their own consultant instead of the County taking money from the Peeks and giving it to their consultant.

Mr. Harper responded that he believes if the County acts as a sponsor, or an intermediary, there will be more of a desire by all parties to participate, much better cooperation from the residents, and a much higher comfort level. He stated that what will come

out of a visioning study will be a blueprint for acceptable development patterns along the Lemmon Drive corridor and compared this process to the Specific Plan process or one whereby an applicant requests a comprehensive plan amendment. Mr. Harper demonstrated on a map that much of the property does belong to the Peeks, but pointed out several parcels that belong to other property owners; and stated that the idea is to get all the property owners involved in this planning effort. He stated that the alternative is for the Peeks to go ahead and bring forward a development application for whatever they want to do with their property.

Commissioner Bond noted that the audience at the last North Valleys CAB meeting seemed enthused about this process.

Mr. Harper further stated that the County will not be obligated in any way to approve any applications that might be forthcoming after the visioning process.

Commissioner Sims asked if the District Attorney has any problem with this proposal.

Legal Counsel Madelyn Shipman stated that her biggest concern would be the expectations of what will happen at completion that might become part of the process, but that Mr. Harper has covered that and all the issues very well in his letter.

Commissioner Shaw asked if everybody understands that the visioning process will not be binding on the County. Mr. Harper responded that he has tried his best to make that very clear.

Commissioner Mouliot stated that he cannot agree with accepting funds from a property owner and then giving the funds to a facilitator and saying that the facilitator works for the County. He stated that he feels this is duping the public.

Following further discussion, upon recommendation of Mike Harper, Director, Department of Development Review, on motion by Commissioner Bond, seconded by Commissioner Shaw, which motion duly carried with Commissioner Mouliot voting "no," Chairman Bradhurst ordered that the Department of Development Review be authorized to accept donations of up to \$24,000 and a specific, initial donation of \$3,000 from the Lemmon Valley Land Company, Inc., to fund the services of a facilitator for the visioning study.

* * * * *

Commissioner Mouliot left the meeting.

96-1060 INCREASE - SALARY ACCOUNTS - INCLINE JUSTICE COURT - INCLINE CONSTABLE & CONTINGENCY TRANSFER - COURT SECURITY, HOUSE ARREST & JAIL TRANSPORT PROGRAMS - FINANCE

Brian Mirch, Senior Administrative Analyst, Finance Division, responded to Board questions stating that this request is for the Incline Village Constable, Scot Whitey, specifically, and will not apply to any other Constables; that the Incline Constable is currently performing many other functions outside of his Constable duties for the Incline Village Justice of the Peace, such as court security, checking on the house arrest detainees, and jail transports, for which he is not being compensated; and that these activities will be controlled by Judge Mancuso. He further stated that Incline Village is a unique situation and he does not foresee how any of the other Constables could take on these same duties.

Chairman Bradhurst reiterated that Constable Whitey will not be taking on another classification as a County employee; that he will become a Constable with some additional duties; and that those duties and the compensation for same will be controlled by the Judge.

Legal Counsel Shipman stated that the record is clear that this additional compensation is for Mr. Whitey providing additional services as an agent of the court system and is not part of the base compensation for his Constable duties.

Upon recommendation of Brian Mirch, Finance Division, on motion by Commissioner Bond, seconded by Commissioner Shaw, which motion duly carried, Chairman Bradhurst ordered that salary accounts for the Incline Constable and the Incline Justice Court for court

security, house arrest, and jailtransport programs be approved; and that the following account transactions be authorized:

| Increase Account | | Amount | Decrease Account | | Amount |
|------------------|-------------|-------------|------------------|-------------|-------------|
| 1261-7001 | Base Salary | \$21,730.00 | 1890-7398 | Contingency | \$13,000.00 |
| 1251-7002 | Part Time | 16,270.00 | 1251-7321 | Contracts | 10,000.00 |
| | | | 1251-7140 | Prof Serv. | 15,000.00 |
| | Total | \$38,000.00 | | Total | \$38,000.00 |

96-1061 SEXUAL ASSAULT VICTIMS - MEDICAL CARE - PAYMENT

Pursuant to NRS 217-280 to 217.350, on motion by Commissioner Bond, seconded by Commissioner Shaw, which motion duly carried, Chairman Bradhurst ordered that payments with funds from the District Attorney's account designated Sexual Assault Victims Expenses be authorized for initial emergency medical care and follow-up treatment for 13 victims of sexual assault in an amount totaling \$4,906.48 as set forth in a memorandum placed on file with the Clerk from Vickie Wedow, Administrative Assistant, District Attorney's Office, dated October 10, 1996.

96-1062 GRANT - HUMAN SERVICE CONSORTIUM - JUVENILE PROBATION

Upon recommendation of Brian Mirch, Finance Division, on motion by Commissioner Bond, seconded by Commissioner Shaw, which motion duly carried, Chairman Bradhurst ordered that a Human Service Consortium grant for the Juvenile Probation Department providing money for a job training and anti-graffiti program be accepted; and that the following account transactions be authorized:

| Increase Account | Amount |
|------------------|------------|
| 12767G-4301 | \$7,110.00 |
| 12767G-7389 | \$7,110.00 |

96-1063 GRANT OF EASEMENT - LELAND & ROSEMARY LUETHJE - OSCEOLA COURT (APN 082-224-18) - PUBLIC WORKS

Upon recommendation of James Gale, Senior Property Agent, through David Roundtree, Acting Public Works Director, on motion by Commissioner Bond, seconded by Commissioner Shaw, which motion duly carried, it was ordered that a Grant of Easement to provide drainage of storm waters on Osceola Court, be approved and Chairman Bradhurst be authorized to execute.

96-1064 REPLACEMENT GRANT, BARGAIN & SALE DEED - ROBERT WEISE - JEFFREY PINE LAND CORPORATION - UTILITY

Upon recommendation of John Collins, Chief Sanitary Engineer, through David Roundtree, Acting Public Works Director, on motion by Commissioner Bond, seconded by Commissioner Shaw, which motion duly carried, Chairman Bradhurst ordered that a Replacement Grant, Bargain and Sale Deed for 12.12 acre-feet of water rights from a portion of Permit 20648, Certificate 6086, as changed by Permit 61627, between Robert L. Weise as "Grantor" and Washoe County as "Grantee", be approved; that Chairman Bradhurst be authorized to execute the Replacement Grant, Bargain and Sale Deed; and that the Chief Sanitary Engineer be directed to record same with the County Recorder.

It was noted that Robert Weise is dedicating 12.12 acre-feet of water rights on behalf of Jeffrey Pine Land Corporation for use on APN 46-060-16 and APN 46-080-35 formally 46-080-21.

96-1065 ACCEPTANCE OF DONATION - COMPUTERS AND PRINTERS SHERIFF

Upon recommendation of Richard Kirkland, Sheriff, on motion by Commissioner Bond, seconded by Commissioner Shaw, which motion duly

carried, Chairman Bradhurst ordered that the following donations of four (4) DFI 596/75 MHZ computers with monitors and keyboards and six (6) Hewlett Packard 5L laser jet printers purchased with Inmate Commissary Funds for use by the Washoe County Detention Facility for the welfare and benefit of the inmates, be accepted:

| Item | Serial Number |
|-------------------------|---------------|
| DFI 596/75 MHZ Computer | 62710473 |
| DFI 596/75 MHZ Computer | 62710461 |
| DFI 596/75 MHZ Computer | 62710410 |
| DFI 596/75 MHZ Computer | 62910424 |
| HP5L Printer | JPBK032111 |
| HP5L Printer | JPBK032115 |
| HP5L Printer | JPCD005107 |
| HP5L Printer | JPCD003201 |
| HP5L Printer | JPCL024615 |
| HP5L Printer | JPCD021970 |

96-1066 ACCEPTANCE OF GRANT - DEPARTMENT OF MOTOR VEHICLES - OFFICE OF TRAFFIC SAFETY - SHERIFF

Upon recommendation of Richard Kirkland, Sheriff, on motion by Commissioner Bond, seconded by Commissioner Shaw, which motion duly carried, it was ordered that a grant from the State of Nevada Department of Motor Vehicles, Office of Traffic Safety to support a program of education and enforcement of Nevada's seat belt laws to include use of child restraints be accepted in the amount of \$30,000.00; that Chairman Bradhurst be authorized to execute the Project Agreement; and that the following account transactions be authorized:

| FY 1996/97 | | FY 1997/98 | |
|------------------|--------------|-----------------------|-------------|
| Increase Revenue | | Increase Expenditures | |
| 15236G/4301 | \$16,500.00 | 15236G/7003 | \$14,000.00 |
| | | 15236G/7230 | \$ 2,500.00 |
| 15236G/4301 | \$ 16,500.00 | 15236G/7003 | \$14,000.00 |
| | | 15236G/7230 | \$ 2,500.00 |

96-1067 PERSONAL WATERCRAFT - YAMAHA WAVE VENTURE EZ LOAD WATERCRAFT LOADING SYSTEM - SHERIFF

Upon recommendation of Richard Kirkland, Sheriff, on motion by Commissioner Bond, seconded by Commissioner Shaw, which motion duly carried, Chairman Bradhurst ordered that the purchase of a Yamaha "Wave Venture" model WVT1100 personal watercraft (PWC) and an EZ Load Watercraft Loading System at a cost of \$6,900.00 be approved for use as patrol, Search and Rescue and the enforcement of watercraft laws on Lake Tahoe.

It was noted that these items will be paid for using Federal Forfeiture funds Account 15141D-7855.

96-1068 BUDGET AMENDMENT - FY 1996/97 - AIDS PROGRAM - HEALTH

Upon recommendation of Dave Rice, District Health Officer, on motion by Commissioner Bond, seconded by Commissioner Shaw, which motion duly carried, Chairman Bradhurst ordered that an amendment to the District Health Department Fiscal Year 1996/97 AIDS Program Budget in the amount of \$300.00 donated by Soroptimist International be accepted and the following account transactions be authorized:

| Account Number | Description | Amount |
|---------------------|-------------|-----------|
| 002-1700-17120-5802 | Donations | \$ 300.00 |
| -7357 | Printing | \$ 300.00 |

96-1069 BUDGET AMENDMENT - FY 1996/97 AIR QUALITY MANAGEMENT PROGRAM - HEALTH

Upon recommendation of Dave Rice, District Health Officer, on motion by Commissioner Bond, seconded by Commissioner Shaw, which motion duly carried, Chairman Bradhurst ordered that an amendment to the District Health Department Fiscal Year 1996/97 Air Quality Management Program Budget in the amount of \$202,658 in State funds be approved and the following account transactions be authorized:

| Account Number | Description | Amount | Amount |
|-----------------------|----------------------------|---------------|--------------|
| 002-1700-1723G12-4302 | State Contributions | \$112,329.00 | |
| -7001 | Base Salaries | | \$ 14,240.00 |
| -7049 | Social Security | | 883.00 |
| -7050 | Medicare | | 206.00 |
| -7140 | Professional Services | | 97,000.00 |
| | Total Expenditures | | \$112,329.00 |
| 002-1700-1723G13-4302 | State Contributions | \$ 90,329.00 | |
| -7001 | Base Salaries | | \$ 14,240.00 |
| -7049 | Social Security | | 883.00 |
| -7050 | Medicare | | 206.00 |
| -7140 | Other Prof. Services | | 70,000.00 |
| -7829 | Personal Computer Hardware | | 5,000.00 |
| | Total Expenditures | | \$ 90,329.00 |
| | Total Revenues | \$ 202,658.00 | |
| | Total Expenditures | | \$202,658.00 |

96-1070 BUDGET AMENDMENT - FY 1996/97 IMMUNIZATION PROGRAM - HEALTH

Upon recommendation of Dave Rice, District Health Officer, on motion by Commissioner Bond, seconded by Commissioner Shaw, which motion duly carried, Chairman Bradhurst ordered that an amendment to the District Health Department Fiscal Year 1996/97 Immunization Program Budget in the amount of \$14,500.00 in State funds be approved and the following account transactions be authorized:

| Account Number | Description | Amount | Amount |
|----------------------|-----------------------|-------------|--------|
| 002-1700-1735G1-4301 | Federal Contributions | \$ 9,500.00 | |

| | | | |
|----------------------|-----------------------|-------------|-------------|
| -7001 | Base Salaries | | \$ 7,903.00 |
| -7048 | Retirement | | 1,402.00 |
| -7050 | Medicare | | 115.00 |
| | Total Expenditures | | \$ 9,500.00 |
| 002-1700-1735G2-4301 | Federal Contributions | \$ 5,000.00 | |
| -7140 | Professional Services | | \$ 3,000.00 |
| -7620 | Travel | | 2,000.00 |
| | Total Expenditures | | \$ 5,000.00 |
| | Total Revenue | \$14,500.00 | |
| | Total Expenditures | | \$14,500.00 |

96-1071 RULES AND PROCEDURES - 1995/96 WASHOE COUNTY BOARD OF COMMISSIONERS

Chairman Bradhurst stated that as directed at the August 20, 1996 meeting, Legal Counsel Shipman has drafted a rule for the Board to follow concerning motions to reconsider; that it states that the person making the motion to reconsider must be on the prevailing side of the original action; and that a question has arisen regarding whether or not the person who seconds a motion to reconsider must also be on the prevailing side. Pros and cons to this idea were discussed by the Board, as well as the procedures used by the City Councils of Reno and Sparks.

Chairman Bradhurst pointed out that Ms. Shipman notes in her memorandum that these are just procedural rules for the Board to use as a guide and the Board can suspend them, by motion to do so, at any time.

On motion by Commissioner Bond, seconded by Commissioner Shaw, which motion duly carried, Chairman Bradhurst ordered that the following rule be added to the Rules and Procedures for the 1995/96 Washoe County Board of Commissioners:

A motion to reconsider any action taken by the Commission may be made only during the meeting at which the action was taken or at a regularly scheduled meeting within twenty-five (25) days of the meeting at which the action was taken. A motion to reconsider must be made by a Commissioner who voted on the prevailing side of the motion being reconsidered, but a motion to reconsider may be seconded by any member of the Commission. A previous motion failing by virtue of a tie vote may be reconsidered upon motion of any Commissioner. If a motion for reconsideration relates to an item requiring legal notice, only the motion itself shall be debated and, if passed, reconsideration of the item continued to a future date to allow for the provision of legal notice.

96-1072 APPOINTMENT - PARKS & RECREATION COMMISSION

Upon recommendation of Rita Lencioni, Assistant to the County Manager, on motion by Commissioner Shaw, seconded by Commissioner Bond, which motion duly carried, Chairman Bradhurst ordered that Harry Williams be appointed to the Parks and Recreation Commission for a term to expire June 30, 2000.

96-1073 APPOINTMENT - WEST TRUCKEE MEADOWS CITIZEN ADVISORY BOARD

Upon recommendation of Leslie Roylance, Department of Comprehensive Planning, on motion by Commissioner Bond, seconded by Commissioner Shaw, which motion duly carried, Chairman Bradhurst ordered that William Wallace be appointed as an East of McCarran Boulevard Alternate to the West Truckee Meadows Citizen Advisory Board for an unexpired term to June 30, 1998.

96-1074 APPOINTMENT - TAHOE REGIONAL PLANNING AGENCY ADVISORY PLANNING COMMISSION

Upon recommendation of Commissioner Bradhurst, on motion by Commissioner Bond, seconded by Commissioner Shaw, which motion duly

carried, it was ordered that PaulMorgan be endorsed as Washoe County's lay member to the Tahoe Regional Planning Agency (TRPA) Advisory Planning Commission for a two-year term.

96-1075 CORRECTION OF FACTUAL ERRORS - 1996/97 SECURED AND 1995/96 UNSECURED TAX ROLL - ASSESSOR

Upon recommendation of Jean Tacchino, Assistant Chief Deputy Assessor, on motion by Commissioner Bond, seconded by Commissioner Shaw, which motion duly carried, Chairman Bradhurst ordered that the following Roll Change Requests correcting factual errors on tax bills already mailed, be approved for the reasons indicated thereon and mailed to property owners, a copy of which is placed on file with the Clerk. It was further ordered that the Order on each roll change directing the Treasurer to correct the error be approved and Chairman Bradhurst be authorized to execute on behalf of the Commission.

- Circus Circus Hotel Casino I.D. #2/287/005
- Maplewood Training Stables I.D. #2/341-249
- Chi K. & Winnie T. King APN #011-222-06 & I.D. #2/022-078
- Larry C. & Marion F. Lindenberg APN #012-163-06 & I.D. #2/025-006
- Raw Partnership APN #020-241-49

* * * * *

There being no further business to come before the Board, the meeting adjourned at 1:40 p.m.

STEPHEN T. BRADHURST, CHAIRMAN
Washoe County Commission

ATTEST: JUDI BAILEY, County Clerk