

BOARD OF COUNTY COMMISSIONERS, WASHOE COUNTY, NEVADA

TUESDAY

2:00 P.M.

AUGUST 12, 2003

PRESENT:

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

Amy Harvey, County Clerk
Katy Singlaub, County Manager
Madelyn Shipman, Legal Counsel

The Board met in regular session in the Commission Chambers of the Washoe County Administration Complex, 1001 East 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:

03-863 WORK CARD PERMIT APPEAL – STEPHEN ALAN MOSS

The appeal by Stephen Alan Moss of the Sheriff's denial of his work card permit application was considered by the Board in the Caucus Room of the Washoe County Administration Complex, 1001 E. Ninth Street, Second Floor, Reno, Nevada prior to the regular meeting.

On motion by Commissioner Shaw, seconded by Commissioner Weber, which motion duly carried, the Board convened in closed session to hear testimony as to why the work card should or should not be granted.

Also present were appellant Stephen Alan Moss, Michael Moss, Maureene Thomas, Chief Records Clerk, Washoe County Sheriff's Office, and Lieutenant Carrie Bennett, Washoe County Sheriff's Office.

On motion by Commissioner Sferrazza, seconded by Commissioner Shaw, which motion duly carried, the Board reconvened in open session and the following action was taken:

On motion by Commissioner Sferrazza, seconded by Commissioner Shaw, which motion duly carried, the Board ordered that the appeal be upheld and the work card permit be granted to Stephen Alan Moss.

03-864 **AGENDA**

In accordance with the Open Meeting Law, on motion by Commissioner Galloway, seconded by Commissioner Shaw, which motion duly carried, Chairman Humke ordered that the agenda for the August 12, 2003 meeting be approved, with the following amendments: **Delete** Items 13A, introduction of an Ordinance concerning the operation of off-road vehicles in off-road vehicle areas, and 22A, award of the bid for construction of ArrowCreek Production Wells to Zim Industries. Under Item 7S, Tax Roll Corrections, Ernie McNeill, Senior Appraiser, requested that the Roll Change Request for Parcel No. 011-332-10 for the 2000 Secured Roll be removed.

PUBLIC COMMENTS

Al Hesson, local resident, addressed the Board regarding County Manager Katy Singlaub's decision to not accept remuneration as a bonus. He spoke in favor of that and in opposition to the County Commissioners' decision to give themselves a 28 percent pay raise amounting to \$11,000 per year.

Sam Dehne, local resident, addressed the Board concerning the white water rafting/kayaking course in downtown Reno.

Sharon Kiles, area resident, spoke regarding the need for safety on the roads in Sun Valley. Ms. Kiles' granddaughter was killed and her grandson injured this summer as they were walking in the bike lane beside Sun Valley Boulevard. She encouraged the Board to make road safety, crosswalks, lights and sidewalks in Sun Valley a high priority and to take action as soon as possible before other children are hurt or killed.

Ivory Endacott, local resident, addressed the Board about public safety in Sun Valley. She spoke about activities available to the children in Sun Valley, but pointed out that there is no safe way for the children to access these activities. She stated that crosswalks, sidewalks, signage, traffic lights and more are needed to protect and keep the children of Sun Valley safe. She presented 1,069 signatures of Washoe County residents supporting the need for focus on child safety in Sun Valley.

Garth Elliot, Sun Valley resident, discussed his concern about the roads and safety for kids in Sun Valley, and questioned why the driver in the case of Alexis Kiles has not been arrested or prosecuted. He also addressed the Board concerning off-road vehicles in off-road vehicle areas.

Gary Schmidt, County resident, expressed confidence that the Board would address the concerns of the above speakers and act accordingly. Mr. Schmidt discussed his denial of access to public records.

Angel Lidie, Sun Valley resident, brought to the Board's attention that her son was struck by a vehicle in June of 2003, while in the crosswalk, on his way to the

swimming pool in Sun Valley. She commended the Board for all of the facilities provided for the children in Sun Valley; i.e., swimming pool, skate park, teen center and amusement park. Her concerns and comments centered on the need for safe roads for the children to be able to access these facilities.

MANAGER'S/COMMISSIONERS' COMMENTS

Commissioner Shaw stated that the comments regarding the safety of children in Sun Valley have been heard by staff and the Board, and the situation would be addressed.

County Manager Katy Singlaub stated staff has been in contact with the residents in Sun Valley to work toward a safe Sun Valley and staff is anxious to have a process that will produce improvements that the community will support. She commented that it was not the County's philosophy that four deaths have to occur in order for something to happen to improve safety in Sun Valley.

Commissioner Sferrazza requested that staff explore establishing a special assessment district for sidewalks in Sun Valley and that this be placed on a future agenda for discussion. He further asked that the District Attorney prosecute, to the fullest extent, those who injure or kill people, especially when such incidents occur in crosswalks and asked that the Board appeal to the District Attorney to prosecute these cases, stating he would personally follow up on the matter.

In response to Commissioner Sferrazza, Assistant District Attorney Madelyn Shipman, stated that the District Attorney's office fully prosecutes all cases that are prosecutable. She further explained cases come to the District Attorney's office from local law enforcement, and she felt confident that the District Attorney would be glad to provide the status of these cases.

Commissioner Weber offered condolences to the families. She stated that a task force, including the community and the Citizen Advisory Board, where suggestions and ideas could be brought forth, would be a good place to start. She thanked the community members for their attendance at the meeting.

Commissioner Galloway acknowledged that road safety is a countywide problem. He referenced a project he has been working on for two years to get a pedestrian actuated stop light in another location and requested an item be placed on the next available agenda for a status report and possible Board action. He stated he does not want these projects to fall by the wayside and be neglected.

Chairman Humke agreed and expressed condolences to the families from the entire Board.

RESOLUTION – SAINT MARY’S BUILDING TOWARD 100 DAY

On motion by Commissioner Shaw, seconded by Commissioner Sferrazza, which motion duly carried, it was ordered that the following Resolution, which Chairman Humke presented to Janice Pine of St. Mary’s Health Network, be adopted and the Chairman be authorized to execute the same:

RESOLUTION

WHEREAS, The Saint Mary’s legacy of caring for the community first began in 1877 when a handful of committed Dominican Sisters built Mount Saint Mary’s Academy, eventually becoming Sisters’ Hospital in 1908. They later changed their name to Saint Mary’s Regional Medical Center and have continued to add services and facilities to create a state-of-the art comprehensive healthcare facility able to address the community’s ever changing health care needs; and

WHEREAS, Saint Mary’s has grown into a network of more than 10 health care facilities throughout the Truckee Meadows to deliver the highest level of quality care to a region encompassing northern Nevada and northeastern California and is the only faith-based healthcare organization in the region that has grown to be a nationally recognized, multi-facility healthcare network; and

WHEREAS, Saint Mary’s has continuously received top ratings from the Joint Commission on Accreditation of Healthcare Systems and has been recognized nationally as one of America’s Top 100 Hospital Systems for three consecutive years; and

WHEREAS, Saint Mary’s commits more than \$6.1 million in charity, free and subsidized healthcare to our region each year and even during challenging economic times, Saint Mary’s has shown a commitment to residents of northern Nevada and northeastern California by expanding their services to address the growing population; and

WHEREAS, Saint Mary’s is investing \$160 million in northern Nevada, specifically in the downtown Reno area, to provide access to new and existing services, accommodate future growth and allow Saint Mary’s the flexibility to provide integrated care; and

WHEREAS, Saint Mary’s expansion project will be completed in 2007, closely coinciding with the 100th Anniversary of Saint Mary’s origins; now therefore, be it

RESOLVED, By the Washoe County Board of Commissioners that Thursday, July 31, 2003 was recognized as “Saint Mary’s Building Toward 100 Day” and the Board encourages all Washoe County residents to support Saint Mary’s expansion efforts.

03-866 **MINUTES**

On motion by Commissioner Sferrazza, seconded by Commissioner Galloway, which motion duly carried, Chairman Humke ordered that the minutes of the regular meetings of April 15 and 22, 2003 be approved.

03-867 **SEXUAL ASSAULT - MEDICAL CARE - PAYMENT**

Pursuant to NRS 217.280 to 217.350, on motion by Commissioner Sferrazza, seconded by Commissioner Galloway, which motion duly carried, Chairman Humke 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 medical or psychological treatment for 55 sexual assault victims in an amount totaling \$9,911.34 as set forth in a memorandum from Lidia Osmetti, Office Manager, District Attorney's Office, dated July 29, 2003 and placed on file with the Clerk.

03-868 **DONATION – MCGRAW-HILL COMPANY – JUVENILE SERVICES**

Upon recommendation of Mary Ann Woolley, Division Director, on motion by Commissioner Sferrazza, seconded by Commissioner Galloway, which motion duly carried, it was ordered that the donation from McGraw-Hill Company, Research Division, in the amount of \$50, to be used to purchase books, videos and programming materials for juveniles housed at Wittenberg Hall, be accepted with the Board's gratitude.

03-869 **REFRESHMENTS – WORKSHOPS FOR CITIZEN ADVISORY BOARDS – COMMUNITY DEVELOPMENT**

Upon recommendation of Leslie Roylance, Citizen Advisory Board (CAB) Coordinator, on motion by Commissioner Sferrazza, seconded by Commissioner Galloway, which motion duly carried, it was ordered that the expenditure of \$1,600 for the provision of refreshments for participants in training workshops for Washoe County CAB's during fiscal year 2003-04 be approved.

03-870 **REAPPOINTMENT - GALENA-STEAMBOAT CITIZEN ADVISORY BOARD**

Upon recommendation of Chairman Humke, on motion by Commissioner Sferrazza, seconded by Commissioner Galloway, which motion duly carried, it was ordered that Rusty Rubin be reappointed to serve as the Steamboat/Toll Road representative on the Galena-Steamboat Citizen Advisory Board with a term to expire June 30, 2005.

03-871 FEE SCHEDULE REVISION – PUBLIC ADMINISTRATOR

Upon recommendation of Donald Cavallo, Public Administrator, on motion by Commissioner Sferrazza, seconded by Commissioner Galloway, which motion duly carried, it was ordered that the revised Public Administrator Fee Schedule, placed on file with the Clerk, be approved.

03-872 HOME REHABILITATION PROGRAM – COMMUNITY SERVICES AGENCY – COMMUNITY DEVELOPMENT BLOCK GRANT

Upon recommendation of Gabrielle Enfield, Grants Administrator, on motion by Commissioner Sferrazza, seconded by Commissioner Galloway, which motion duly carried, it was ordered that the submission of the Washoe County Home Rehabilitation Program for the Community Services Agency to the State of Nevada for Community Development Block Grant (CDBG) funding consideration be approved and Chairman Humke be authorized to execute the same.

03-873 RENO SOUTH ROTARY – PARKING AREA - SAN RAFAEL REGIONAL PARK – GREAT RENO BALLON RACE

Chairman Humke disclosed that he is a member of the Reno South Rotary, but does not believe he has a conflict concerning this matter.

Upon recommendation of Karen Mullen, Parks and Recreation Director, on motion by Commissioner Sferrazza, seconded by Commissioner Galloway, which motion duly carried, it was ordered that the request of the Reno South Rotary, to operate a parking area within Rancho San Rafael Regional Park on September 6 and 7, 2003 during the 2003 Great Reno Balloon Race, be approved.

03-874 PURCHASE REQUISITION – RENO BUSINESS INTERIORS – RENO JUSTICE COURT

Barbara Finley, Administrative Judge, Reno Justice Court, and Marie Etchemendy, Court Administrator, were present to explain their need for new furniture and advised the purchase would be under a State of Nevada contract.

Upon recommendation of Judge Finley, on motion by Commissioner Sferrazza, seconded by Commissioner Galloway, it was ordered that requisition #186195 between the County of Washoe and Reno Business Interiors for the purchase of furniture for Reno Justice Court, in the amount of \$63,841.10, be approved.

03-875

BUDGET AMENDMENT - FY 2003/04 - FAMILY PLANNING AND CHRONIC DISEASE PROGRAMS - HEALTH

Upon recommendation of Eileen Coulombe, Administrative Health Services Officer, on motion by Commissioner Sferrazza, seconded by Commissioner Galloway, which motion duly carried, Chairman Humke ordered that an amendment to the District Health Department Fiscal Year 2003/04 Family Planning Title X Grant (1730G1) Program Budget, Family Planning (17300) Program Budget and Chronic Disease and Injury Prevention (171102) Program Budget, be approved and the following account transactions be authorized:

ACCOUNT NUMBER	DESCRIPTION	AMOUNT OF INCREASE/ (DECREASE)
002-1700-1730G1-4301	Federal Contributions	(\$ 87,372)
002-1700-1730G1-7001	Salaries	(\$ 68,887)
- 7042	Group Insurance	(\$ 4,570)
- 7048	Retirement	(\$ 12,916)
- 7050	Medicare	(\$ 999)
	Total Expenditures	(\$ 87,372)
002-1700-17300-7001	Salaries	\$ 68,887
-7042	Group Insurance	\$ 4,570
-7048	Retirement	\$ 12,916
-7050	Medicare	\$ 999
	Total Expenditures	\$ 87,372
002-1700-171102-7001	Salaries	(\$ 59,883)
-7004	Incentive	(\$ 850)
-7042	Group Insurance	(\$ 4,570)
-7046	Workman's Comp Insurance	(\$ 299)
-7047	Unemployment Insurance	(\$ 50)
-7048	Retirement	(\$ 12,299)
-7050	Medicare	(\$ 881)
-7140	Other Professional Services	(\$ 3,040)
-7213	Books & Subscriptions	(\$ 500)
-7329	Dues	(\$ 125)
-7364	Registration	(\$ 875)
-7620	Travel	(\$ 4,000)
	Total Expenditures	(\$ 87,372)

03-876

**BUDGET AMENDMENT - FY 2003/04 - HEALTH EDUCATION
AND PROMOTION GRANT PROGRAM - HEALTH**

Upon recommendation of Eileen Coulombe, Administrative Health Services Officer, on motion by Commissioner Sferrazza, seconded by Commissioner Galloway, which motion duly carried, Chairman Humke ordered that an amendment to the District Health Department Fiscal Year 2003/04 Health Education and Promotion Grant (1708G3) Program Budget be approved and the following account transactions be authorized:

ACCOUNT NUMBER	DESCRIPTION	AMOUNT OF INCREASE
002-1700-1708G3-4301	Federal Contributions	\$ 50,000
002-1700-1708G3-7001	Salaries	\$ 29,942
-7004	Incentive	\$ 425
-7042	Group Insurance	\$ 2,285
-7046	Workman's Comp Insurance	\$ 150
-7047	Unemployment Insurance	\$ 25
-7048	Retirement	\$ 6,150
-7050	Medicare	\$ 441
-7140	Other Professional Services	\$ 5,934
-7364	Registration	\$ 1,150
-740016	Rent/Utilities (County)	\$ 948
-7620	Travel	\$ 2,550
	Total Expenditures	\$ 50,000

03-877

**BUDGET AMENDMENT - FY 2003/04 - TUBERCULOSIS AND
CHRONIC DISEASE AND INJURY PREVENTION PROGRAMS -
HEALTH**

Upon recommendation of Eileen Coulombe, Administrative Health Services Officer, on motion by Commissioner Sferrazza, seconded by Commissioner Galloway, which motion duly carried, Chairman Humke ordered that an amendment to the District Health Department Fiscal Year 2003/04 TB CDC (1714G3) Grant Program Budget, Tuberculosis (17140) Program and Chronic Disease and Injury Prevention (171102) Program Budget, be approved and the following account transactions be authorized:

ACCOUNT NUMBER	DESCRIPTION	AMOUNT OF INCREASE/ (DECREASE)
002-1700-1714G3-4301	Federal Contributions	(\$ 5,117)
002-1700-1714G3-7001	Salaries	(\$ 4,257)
-7048	Retirement	(\$ 798)
-7050	Medicare	(\$ 62)
	Total Expenditures	(\$ 5,117)

002-1700-17140-7001	Salaries	\$ 4,257
-7048	Retirement	\$ 798
-7050	Medicare	\$ 62
	Total Expenditures	\$ 5,117
002-1700-171102-7140	Other Professional Services	(\$ 5,117)
	Total Expenditures	(\$ 5,117)

03-878 BUDGET AMENDMENT - FY 2003/04 - TOBACCO CONTROL AND HEALTH EDUCATION AND PROMOTION GRANT PROGRAMS - HEALTH

Upon recommendation of Eileen Coulombe, Administrative Health Service Officer, on motion by Commissioner Sferrazza, seconded by Commissioner Galloway, which motion duly carried, Chairman Humke ordered that an amendment to the District Health Department Fiscal Year 2003/04 Tobacco Control Grant (1709G1) Program Budget and Health Education and Promotion Grant (1708G2) Program Budget be approved and the following account transactions be authorized:

ACCOUNT NUMBER	DESCRIPTION	AMOUNT OF INCREASE/ (DECREASE)
002-1700-1709G1-4301	Federal Contributions	\$ 21,252
002-1700-1709G1-7001	Salaries	\$ 3,814
-7048	Retirement	\$ 715
-7050	Medicare	\$ 55
-7140	Other Professional Services	\$ 10,579
-7230	Educational Materials	\$ 900
-7250	Office Supplies	\$ 500
-7261	Postage	\$ 800
-7304	Advertising	(\$ 3,094)
-7307	Mileage	\$ 500
-7322	Copy Machine	\$ 615
-7357	Printing	\$ 750
-7364	Registration	\$ 450
-7375	Special Awards	\$ 430
-7382	Telephone	\$ 743
-740016	Rent/Utilities (County)	\$ 1,896
-7620	Travel	\$ 1,599
	Total Expenditures	\$ 21,252
002-1700-1708G2-4301	Federal Contributions	\$ 50,000
002-1700-1708G2-7001	Salaries	\$ 29,942
-7004	Incentive	\$ 425
-7042	Group Insurance	\$ 2,285

-7046	Workman's Comp Insurance	\$ 150
-7047	Unemployment Insurance	\$ 25
-7048	Retirement	\$ 6,150
-7050	Medicare	\$ 441
-7140	Other Professional Services	\$ 5,934
-7364	Registration	\$ 1,150
-740016	Rent/Utilities (County)	\$ 948
-7620	Travel	\$ 2,550
	Total Expenditures	\$ 50,000

**03-879 PETITION – SECOND JUDICIAL DISTRICT COURT –
SHERIFF'S DEED – DISTRICT ATTORNEY**

Madelyn Shipman, Assistant District Attorney, responded to questions of Commissioner Sferrazza, stating the situation is unique in that there is a question as to whether or not the Sheriff's deed should have been issued.

Upon recommendation of Gregory Shannon, Deputy District Attorney, on motion by Commissioner Sferrazza, seconded by Commissioner Galloway, which motion duly carried, it was ordered that the filing of a petition in the Second Judicial District Court for the review of the validity of a Sheriff's deed issued in January 2003 in connection with the sale of real property at a Sheriff's auction following a lawful execution be approved and ratified. It was noted that the deed was issued based on inaccurate representations and that the Court should declare the deed void.

**03-880 AWARD OF BID - COLD SPRINGS PARK LANDSCAPING
PHASE 2 – PUBLIC WORKS**

This was the time to consider award of the bid for Cold Springs Park Landscaping Phase 2 for the Public Works Department. Informal bids were solicited by staff on July 2, 2003.

Bids were received from the following vendors:

Garden Shop Nursery Landscape Division
Premier Landscaping
Legends Landscaping

Commissioner Weber asked if Alturas Mitigation Funds are being used for this project. Karen Mullen, Parks and Recreation Director, advised the money would come from the Park Tax Fund. Ms. Mullen further stated this would complete the landscaping between the building and around the skate park as was promised.

Upon recommendation of Roger Van Alyne, Capital Projects Division Director, through Tom Gadd, Public Works Director, on motion by Commissioner Sferrazza, seconded by Commissioner Galloway, which motion duly carried, it was

ordered that the bid for the Cold Springs Park Landscaping Phase 2 be awarded to the low, responsive, responsible bidder, Garden Shop Nursery Landscape Division, in the amount of \$67,000, and Chairman Humke be authorized to execute the Agreement when presented.

**03-881 AWARD OF BID – AUTOMOTIVE AND COMMERCIAL
BATTERIES - BID NO. 2400-04 - PURCHASING**

This was the time to consider award of the bid for Automotive and Commercial Batteries for the Equipment Services Division and the City of Reno. The Notice to Bidders for receipt of sealed bids was published in the *Reno Gazette-Journal* on July 3, 2003. Proof was made that due and legal Notice had been given.

Bids, copies of which were placed on file with the Clerk, were received from the following vendors:

A-1 Battery Company
Allied Automotive
Interstate Battery
Nevada Battery
Standard Batteries, Inc. of Reno

Upon recommendation of John Balentine, Purchasing and Contracts Administrator, on motion by Commissioner Sferrazza, seconded by Commissioner Galloway, which motion duly carried, Chairman Humke ordered that Bid No. 2400-04 for Automotive and Commercial Batteries for the Washoe County Equipment Services Division and the City of Reno be awarded to the low bidder meeting specifications, terms and conditions of the Invitation of Bid, Standard Batteries, Inc. of Reno, in the estimated annual amount of \$22,000.

It was further ordered that the Purchasing and Contracts Administrator be authorized to enter into a 23-month agreement for Automotive and Commercial Batteries, commencing September 1, 2003 through July 31, 2005, with Washoe County retaining a one-year renewal option, provided there is no increase in price. It was noted that the award would be for an indeterminate amount as future requirements for vehicle and equipment repair and maintenance items are unknown.

**03-882 APPROVE SETTLEMENT CLAIM – RACHELLE R. MYRICK,
CLAIM NO. 23119 – RISK MANAGEMENT**

Upon recommendation of Jim Jeppson, Risk Manager, through John Sherman, Finance Director, on motion by Commissioner Sferrazza, seconded by Commissioner Galloway, which motion duly carried, it was ordered that the settlement claim of Rachelle R. Myrick be approved.

03-883

**WATER RIGHTS DEED – NORTH VALLEY HOLDINGS, LLC –
WATER RESOURCES**

Upon recommendation of Paul Orphan, Engineering Manager, through Steve Bradhurst, Water Resources Director, on motion by Commissioner Sferrazza, seconded by Commissioner Galloway, which motion duly carried, it was ordered that the following actions be taken regarding a Water Rights Deed between Washoe County and North Valley Holdings, LLC, a Nevada limited liability company:

1. The Water Rights Deed between Washoe County as Grantor and North Valley Holdings as Grantee for all rights, title and interest in water rights Application 68968, on file with the Nevada State Division of Water Resources, be approved and Chairman Humke be authorized to execute the Water Rights Deed; and
2. The Utility Services Division Manager be directed to return the Water Rights Deed to North Valley Holdings.

03-884

**RESOLUTION – TABLES OF CITATIONS AND RELATED FEES -
WATER WASTING**

Commissioner Shaw asked if any notices have been sent out, such as in the water bills, concerning the proposed fees for wasting water. Jerry McKnight, Finance and Operations Manager, Department of Water Resources, reported this function has been handled by the Truckee Meadows Water Authority (TMWA), but he believes there has been quite a bit of publicity on the subject. He further stated his understanding is that TMWA will issue several warnings before anyone is actually cited. Madelyn Shipman, Assistant District Attorney, added that this would only apply to the TMWA service territory because the Board has not adopted anything for the County water service areas.

Upon recommendation of Mr. McKnight, through Steve Bradhurst, Water Resources Director, on motion by Commissioner Sferrazza, seconded by Commissioner Galloway, which motion duly carried, it was ordered that the following Resolution be approved and Chairman Humke be authorized to execute the same:

RESOLUTION

**A RESOLUTION AUTHORIZING A TABLE OF CITATIONS AND RELATED
FEES FOR WATER WASTING**

WHEREAS, the Board of County Commissioners of Washoe County has adopted Chapter 40 of the Washoe County Code; and

WHEREAS, Chapter 40 of the Washoe County Code section 40.010(6) authorizes the Board of County Commissioners to provide appropriate penalties for violations of code sections 40.010 to 40.266; and

WHEREAS, the table of citations and related fees placed of file with the Clerk has been deemed appropriate;

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

Section 1. The table of citations and fees, placed on file with the Clerk, is adopted.

Section 2. The Resolution shall be effective upon passage and approval.

Section 3. The County Clerk is hereby directed to distribute copies of the Resolution to the Department of Taxation, the Comptroller, the Budget Division, the Department of Water Resources, and Truckee Meadows Water Authority within 30 days.

**03-885 STREET NAME CHANGE – TOWNSITE ROAD TO RANCH
LAND CIRCLE – PUBLIC WORKS**

Upon recommendation of the Regional Street Naming Committee, on motion by Commissioner Sferrazza, seconded by Commissioner Galloway, which motion duly carried, Chairman Humke ordered that the request to rename a portion of Townsite Road to Ranch Land Circle be approved effective August 12, 2003. It was noted the easement is located east off Callahan Road (aka Callahan Ranch Road) one street south of Cross Creek Lane and is approximately 60 feet in length.

**03-886 STREET NAME CHANGE – MIRA LOMA ACCESS ROAD TO
ALEXANDER LAKE ROAD – PUBLIC WORKS**

Upon recommendation of the Regional Street Naming Committee, on motion by Commissioner Sferrazza, seconded by Commissioner Galloway, which motion duly carried, Chairman Humke ordered that the request to rename Mira Loma Access Road (aka Mira Loma Haul Road) to Alexander Lake Road be approved effective August 12, 2003. It was noted the easement is located south off South McCarran Boulevard, one street east of Longley Lane.

03-887 STREET NAME – THOMPSON COURT – PUBLIC WORKS

Upon recommendation of the Regional Street Naming Committee, on motion by Commissioner Sferrazza, seconded by Commissioner Galloway, which motion duly carried, Chairman Humke ordered that the request to name an unnamed easement Thompson Court be approved effective August 12, 2003. It was noted the easement is located east off Thompson Lane, one street south of the Mt. Rose Highway (SR 431).

03-888 STREET NAME – VALLE DE SOL COURT – PUBLIC WORKS

Upon recommendation of the Regional Street Naming Committee, on motion by Commissioner Sferrazza, seconded by Commissioner Galloway, which motion duly carried, Chairman Humke ordered that the request to name an unnamed easement Valle de Sol Court be approved effective August 12, 2003. It was noted the easement is located in the Spanish Springs area south off Valle de Sol Boulevard, east of Aguilar Court.

03-889 STREET NAME – CALLE DE MARIPOSA – PUBLIC WORKS

Upon recommendation of the Regional Street Naming Committee, on motion by Commissioner Sferrazza, seconded by Commissioner Galloway, which motion duly carried, Chairman Humke ordered that the request to name an unnamed easement Calle de Mariposa be approved effective August 12, 2003. The easement is located in the Spanish Springs area approximately 7000 feet east of the terminus of Encanto Court.

03-890 RESOLUTION – AUGMENT BUILDING AND SAFETY FUND – FINANCE

Upon recommendation of Ron Steele, Administrative Analyst II, on motion by Commissioner Sferrazza, seconded by Commissioner Galloway, which motion duly carried, it was ordered that the Resolution to Augment the Building and Safety Fund (060) in the amount of \$85,000 for the purchase of the Building Department's Imaging System be adopted; that Chairman Humke be authorized to execute the same; and the Comptroller be directed to make the appropriate budget adjustments:

RESOLUTION

**A RESOLUTION TO AUGMENT BUILDING AND SAFETY
(FUND 060)**

WHEREAS, the Building and Safety Fund needs an additional \$85,000 of budget authority in fiscal year 2003-2004 to acquire a complete imaging system; and

WHEREAS, the Washoe County Commission on July 8th, 2003 authorized the Building Department Enterprise Fund to acquire a complete imaging system in the amount of \$218,781.40, which includes software, hardware, installation, training; and

WHEREAS, the Building and Safety Fund (060) has sufficient resources available from retained earnings to allow for appropriation authority adjustments necessary to fund the Imaging System:

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

Section 1. That the budget of the Building and Safety Fund be augmented as follows:

Decrease Retained Earnings

060-3431	Retained Earnings	\$85,000
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Increase Capital Acquisitions

6001-7842	Microfiche Equipment	\$85,000
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Section 2. This Resolution shall be effective upon passage and approval by the Board of County Commissioners.

Section 3. The County Clerk is hereby directed to distribute copies of this Resolution to the Comptroller’s Office, Building and Safety, and the Finance Department.

03-891 SERVICE AND MAINTENANCE CONTRACTS RENEWAL – INFORMATION TECHNOLOGY AND FINANCE

Upon recommendation of Brian Mirch, Finance Department, on motion by Commissioner Sferrazza, seconded by Commissioner Galloway, which motion duly carried, it was ordered that the following six agreement renewals for service and maintenance contracts having annual renewal clauses, which are included in the Information Technology (IT) Department’s base budget for 2003-2004, be approved and Chairman Humke be authorized to execute the contracts as their renewal dates come due after approval from the District Attorney’s Office, Finance, and Risk Management:

Contract	Amount
Gartner Group Inc.	\$29,750
Eagle Computer Systems Inc.	\$28,416
Epitex	\$47,000
Data Information Management Systems	\$57,495
Sun Microsystems, Inc.	\$50,000 (Approx.)
ESRI	\$50,000

03-892 AGREEMENT – CARRARA NEVADA – LEGISLATIVE RELATED SERVICES – LEGISLATIVE AFFAIRS

Katy Singlaub, County Manager, responded to questions from Chairman Humke explaining that it is helpful to have lobbyist services during the interim session due to the on-going activities of the interim legislative committees and to prepare for the next legislative session.

John Slaughter, Strategic Planning Manager, provided prior years' cost information to Commissioners Galloway and Sferrazza. It was noted that Carrara was not compensated for the services provided during the special session from July 1 to August 12, 2003; and Mr. Slaughter stated they would not be seeking compensation.

Upon recommendation of John Slaughter, on motion by Commissioner Sferrazza, seconded by Commissioner Galloway, which motion duly carried, it was ordered that an agreement between the County of Washoe and Carrara Nevada concerning general legislative services be approved and Chairman Humke be authorized to execute the same. It was noted that the services include representation during the 2003-2004 interim session of the Nevada Legislature, as well as certain pre-session activities and services. It was further noted that the total cost of the agreement would be \$55,000, plus pre-approved actual expenses for the period of August 12, 2003 to June 30, 2004.

03-893 RESOLUTION - SPECIAL ASSESSMENT DISTRICT NO. 35 – RHODES ROAD

On motion by Commissioner Sferrazza, seconded by Commissioner Galloway, which motion duly carried, it was ordered that the following Resolution be adopted and Chairman Humke be authorized to execute the same:

RESOLUTION NO. 03-893

A RESOLUTION MAKING A PROVISIONAL ORDER FOR THE ACQUISITION AND IMPROVEMENT OF A STREET PROJECT PURSUANT TO THE CONSOLIDATED LOCAL IMPROVEMENTS LAW, AND ALL LAWS AMENDATORY THEREOF AND SUPPLEMENTAL THERETO, TO BE KNOWN AS WASHOE COUNTY, NEVADA, SPECIAL ASSESSMENT DISTRICT NO. 35 (RHODES ROAD); SETTING A TIME AND PLACE FOR A PUBLIC HEARING ON THE PROJECT; PROVIDING THE MANNER, FORM AND CONTENTS OF THE NOTICE THEREOF; RATIFYING ACTION HERETOFORE TAKEN NOT INCONSISTENT HERewith; AND PROVIDING THE EFFECTIVE DATE HEREOF.

WHEREAS, the Board of County Commissioners (herein "Board") of the County of Washoe in the State of Nevada, duly adopted and approved has directed the Director of the Department of Public Works (the "Engineer") to file with the County Clerk certain preliminary plans, assessment plat, typical section of the contemplated improvements, preliminary estimate of cost, and estimate of maximum benefits, all in

connection with the acquisition, pursuant to Chapter 271, Nevada Revised Statutes, of a street project, as hereinafter more specifically described (the "Street Project" or "Project"); and

WHEREAS, pursuant to such direction and with such modification in the details of the Project as was deemed necessary and as is consistent with the provisions of this resolution, the Engineer on or before August 12, 2003, filed with the Clerk of the County, in connection with said improvements, and with the proposed Washoe County, Nevada, Special Assessment District No. 35 (Rhodes Road), the following:

(A) Preliminary plans and specifications, with construction drawings, showing a typical section of the contemplated improvements, the type or types of material, and the approximate thickness and wideness;

(B) A preliminary estimate of the total cost of the Project and of each type of construction, the estimate being made on a lump sum, including in the total estimate, without limiting the generality of the foregoing, the advertising, appraising, engineering, legal, printing, and such other expenses as in the judgment of the Engineer are necessary or essential to the completion of such work or improvement, and the payment of the cost thereof;

(C) An assessment plat or map, including an addendum thereto (designated as a "Tabulation of Parcels" or "Preliminary Assessment Roll") showing the descriptions of the property to be assessed, showing the area to be assessed, the market values, the amounts of estimated preliminary assessments, the amount of maximum benefits estimated to be assessed against each tract or parcel of land in the District, the estimate being based on a modified zone/per parcel method, as hereafter described and with an equitable adjustment having been made for any tract or parcel not specially benefited in direct proportion to the percentage applicable to that tract or parcel under the per lot method used so that assessments according to benefits will be equal and uniform; and

(D) The Engineer's Report to the Board of County Commissioners on Benefits as to the method of determining benefits and explaining the adjustments and the per lot method of assessment; and

WHEREAS, the Board has examined said plans, assessment plat, including the addendum thereto, a typical section of contemplated improvements, preliminary estimate of the cost, estimate of maximum benefits and Engineer's Report so filed with said Clerk and has found and does hereby declare the same to be satisfactory in all respects.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF WASHOE, IN THE STATE OF NEVADA: that the Board shall and hereby does accept the plans and specifications, assessment plat (including the addendum and exhibits thereto), typical section of the contemplated improvements, preliminary estimate of cost, the Engineer's Report on Benefits and the estimate of maximum benefits to be assessed against each tract or parcel of land in the assessment area.

THE BOARD OF COUNTY COMMISSIONERS OF WASHOE COUNTY DOES RESOLVE FURTHER AND SHALL, AND HEREBY DOES, PROVISIONALLY ORDER:

Section 1. The improvement district shall be designated "Washoe County, Nevada, Special Assessment District No. 35 (Rhodes Road)" (the "District").

Section 2. The Project shall be acquired at an estimated preliminary total cost of \$278,000, including engineering, legal, and incidental expenses as more particularly hereinafter set forth and as described in the plans and specifications herein accepted, reference to which is hereby made and which are available for public inspection at the office of said County Clerk and at the office of the Engineer.

Section 3. The District shall constitute one assessment unit for purposes of remonstrance, construction and assessment. The boundaries of the District and such units shall be as designated in the form of notice set forth in Section 4 of this resolution. The amounts to be assessed shall be made upon all tracts benefited in proportion to the special benefits received, as more fully described in the form of notice set forth in Section 4 of this resolution.

Section 4. On September 9, 2003 at 5:30 p.m. at the Commissioners' Chambers, Washoe County Administration Complex, 1001 East Ninth Street, Reno, Nevada (i.e., a time at least 20 days after the adoption of this resolution), the Board of County Commissioners will consider the ordering of the Project and will hear all complaints, protests and objections that may be made in writing and filed as hereafter provided, or made verbally at the hearing concerning the same by the owners of the property to be assessed or any person interested. The owners of the property to be assessed or any other persons interested therein may file a written protest or objection and may appear before the Board and be heard as to the propriety and advisability of making such improvements as to the estimated cost thereof, as to the manner of payment therefor, and as to the amount thereof to be assessed against the property to be improved. Twenty (20) days' notice in writing of such time and place shall be given to such property owners, postage prepaid, as first-class mail to each of such property owners at his last-known address, the names and addresses of such property owners to be obtained from the records of the County Assessor or from such other sources as the County Clerk or the Engineer deem reliable. Any such list of names and addresses may be revised from time to time but such list need not be revised more frequently than at twelve-month intervals.

If a mobile home park is located on one or more of the tracts to be assessed, the notice must be given to the owner of the tract and each tenant of that mobile home park. Notice shall also be given by posting in three public places at or near the site of the Project at least twenty (20) days prior to said hearing. Proof of such mailing and posting shall be made by the affidavit of the County Clerk or of the Engineer, such proof to be filed with the County Clerk, provided that failure to mail such notice or notices shall not invalidate any assessment nor any other of the proceedings hereunder. Notice of the time and place of such hearing shall also be given by publication in the Reno Gazette-Journal, a daily newspaper published in Reno and of general circulation in Washoe County, Nevada, once each week for three (3) consecutive weekly publications, by three (3) weekly insertions, the first publication in such newspaper to be at least fifteen (15) days prior to the date of the protest hearing. Not less than fourteen (14) days shall intervene between the first publication and the last publication in such newspaper. Such service by publication shall be verified by the affidavit of the publishers and filed with the County Clerk. The proof of publication, the proof of mailing and the proof of posting shall be maintained in the records of the office of the County Clerk until all the assessments appertaining to the District shall have been paid in full as to principal, interest and any penalties or collection costs. The notice shall be in substantially the form placed on file with the Clerk.

Section 5. All action, proceedings, matters and things heretofore taken, had and done by the County and the officers thereof (not inconsistent with the provisions of this resolution) concerning the Washoe County, Nevada, Special Assessment District No. 35 (Rhodes Road) be, and the same hereby are, ratified, approved and confirmed.

Section 6. The officers of the County are directed to effectuate the provisions of this resolution.

Section 7. All resolutions, or parts thereof, in conflict herewith are hereby repealed to the extent of such inconsistency.

Section 8. The invalidity of any provision of this resolution shall not affect any remaining provisions hereof.

Section 9. The Board of County Commissioners has determined, and does hereby declare, that this resolution shall be in effect after its passage in accordance with law.

**03-894 SUPPLEMENTAL GRANT AWARD – ATTORNEY GENERAL –
VIOLENCE AGAINST WOMEN – DISTRICT COURT**

Upon recommendation of Ron Longtin, District Court Administrator, on motion by Commissioner Sferrazza, seconded by Commissioner Galloway, which motion duly carried, it was ordered that the supplemental grant award, in the amount of \$7,500, from the State Attorney General's Office as funding from the Violence Against Women (VAWA) Grant Program to provide continuing services of the current VAWA position in

the Family Court Facilitator's Office, be accepted. It was further ordered that the Comptroller be directed to make the following account changes:

INCREASE REVENUES	
Account Number	Amount
120341G-4301	\$ 7,500

INCREASE EXPENDITURES	
Account Number	Amount
120341G-7001	\$ 105
120341G-7002	\$ 5,043
120341G-7042	\$ 1,230
120341G-7048	\$ 1,046
120341G-7050	\$ 76

**03-895 AGREEMENT – INDEPENDENT CONTRACTOR –
PROFESSIONAL SERVICES – DISTRICT COURT**

Upon recommendation of Ron Longtin, District Court Administrator, on motion by Commissioner Sferrazza, seconded by Commissioner Galloway, which motion duly carried, it was ordered that an Independent Contractor Agreement between the Second Judicial District Court of Washoe County and Linda Ries concerning the provision of varied professional services related to child protective services for the Family Court, in the amount of \$30,680, be approved and the District Court Administrator be authorized to execute the Agreement. It was noted the term of the Agreement would be for a one-year period from July 1, 2003 until June 30, 2004.

**03-896 CORRECTION OF FACTUAL AND CLERICAL ERRORS -
SECURED TAX ROLL – ASSESSOR**

Upon recommendation of Jean Tacchino, Assistant Chief Deputy Assessor, on motion by Commissioner Sferrazza, seconded by Commissioner Galloway, which motion duly carried, it was ordered that the following Roll Change Requests, correcting factual errors on tax bills and the Order directing the Treasurer to correct the errors, be approved and Chairman Humke be authorized to execute the same.

PROPERTY OWNER	PARCEL #	AMOUNT	ROLL
Francisco & Teresa P. Negrete	011-332-10	[-\$82.73]	2001 Secured
Francisco & Teresa P. Negrete	011-332-10	[-\$85.08]	2002 Secured
Francisco & Teresa P. Negrete	011-332-10	[\$ unavailable]	2003 Secured
John W. & Loretta A. Woods	013-181-11	[\$ unavailable]	2003 Secured
Joseph Suffoletti Tr	017-223-22	[\$ unavailable]	2003 Secured
First Church of the Nazarene Sparks	026-341-55	[\$ unavailable]	2003 Secured
Marie Spainhower Tr	031-281-06	[\$ unavailable]	2003 Secured
Gloria C. Meyer Tr	033-111-01	[\$ unavailable]	2003 Secured

Jack B. & Elva Harry	035-571-14	[\$ unavailable]	2003 Secured
William L. & Camilla M. Hauck	152-141-08	[-\$1,351.63]	2001 Secured
William L. & Camilla M. Hauck	152-141-08	[-\$1,398.89]	2002 Secured
John T. Gaulis, et al	220-152-02	[\$ unavailable]	2003 Secured
Charles L. & Rebecca D. Fotter	402-281-06	[\$297.52]	2002 Secured
Charles L. & Rebecca D. Fotter	402-281-06	[\$ unavailable]	2003 Secured
Dean S. Hillman	504-052-17	[\$ unavailable]	2003 Secured
Baldomero C. & Evangelina Vargas	530-595-07	[\$ unavailable]	2003 Secured

03-897 CONTRACT – BRISTLECONE FAMILY RESOURCES – GRANT – BUREAU OF ALCOHOL AND DRUG ABUSE - SHERIFF

Upon recommendation of Sheriff Dennis Balaam, on motion by Commissioner Sferrazza, seconded by Commissioner Galloway, which motion duly carried, it was ordered that the grant from the Bureau of Alcohol and Drug Abuse to provide substance abuse treatment services, in the amount of \$120,000, be accepted. It was further ordered that an Agreement between the County of Washoe and Bristlecone Family Resources, concerning substance abuse treatment for detainees at Washoe County’s Civil Protective Custody facility, retroactive to July 1, 2003, be approved, Chairman Humke and the Purchasing and Contracts Administrator be authorized to execute the Agreement, and the following budget adjustments be approved:

INCREASE REVENUES:	
152734G-4302	\$120,000
INCREASE EXPENDITURES:	
152734G-7140	\$120,000

03-898 ACCEPTANCE OF GRANT – VIOLENCE AGAINST WOMEN ACT – SHERIFF

Upon recommendation of Sheriff Dennis Balaam, on motion by Commissioner Sferrazza, seconded by Commissioner Galloway, which motion duly carried, it was ordered that a federal grant under the Violence Against Women Act from the Nevada Attorney General’s Office in the amount of \$3,000, to be used for domestic violence training be accepted and the Comptroller be directed to make the following budget adjustments. It was noted there is a required County match of \$1,000, which will be provided through in-kind contributions.

INCREASE REVENUES:	
152474G-4301	\$ 3,000
INCREASE EXPENDITURES:	
152474G-7385	\$ 3,000

03-899 **INTERLOCAL AGREEMENT – SPARKS POLICE –
EXTRADITION SERVICES - SHERIFF**

Upon recommendation of Sheriff Dennis Balaam, on motion by Commissioner Sferrazza, seconded by Commissioner Galloway, which motion duly carried, it was ordered that an Interlocal Agreement between the County of Washoe and the City of Sparks concerning extradition services be approved and Chairman Humke be authorized to execute the Agreement.

03-900 **INTERLOCAL COOPERATIVE AGREEMENT – TRUCKEE
MEADOWS FIRE PROTECTION DISTRICT/RENO FIRE
DEPARTMENT – OFFICE AND PARKING SPACE - SHERIFF**

Upon recommendation of Sheriff Dennis Balaam, on motion by Commissioner Sferrazza, seconded by Commissioner Galloway, which motion duly carried, it was ordered that an Interlocal Cooperative Agreement between Washoe County and the Truckee Meadows Fire Protection District/Reno Fire Department, concerning continued and expanded shared use of office and parking space on the property and within the fire station building at 12300 Old Virginia Road, be approved and Chairman Humke be authorized to execute the Agreement. It was noted this would allow the Sheriff's Office to park personal vehicles on that property during their shifts, and begin and end their patrol shifts from that location.

03-901 **SECURITY AGREEMENT – NEVADA STATE FAIR – FIVE YEAR
CONTRACT - SHERIFF**

Upon recommendation of Sheriff Dennis Balaam, on motion by Commissioner Sferrazza, seconded by Commissioner Galloway, which motion duly carried, it was ordered that the Sheriff's Security Agreement between Washoe County and the Nevada State Fair concerning monetary reimbursement to Washoe County for the use of Deputy Sheriffs as security personnel during the Nevada State Fair from August 20, 2003 through August 24, 2007, be approved and Chairman Humke be authorized to execute the Agreement.

03-902 **AMENDMENT TO AGREEMENT – WASHOE LEGAL SERVICES
- SHERIFF**

In response to Commissioner Galloway, Captain Eric Bradley, Washoe County Sheriff's Office, advised it is mandated that legal services be provided to the inmates.

Upon recommendation of Sheriff Dennis Balaam, on motion by Commissioner Sferrazza, seconded by Commissioner Galloway, which motion duly carried, it was ordered that renewal of the Civil Legal Services Agreement between Washoe County and Washoe Legal Services, in the amount of \$75,202 for fiscal year 2003/04, be approved.

**03-903 RENEWAL OF PROFESSIONAL SERVICES AGREEMENT –
PATRICK DOLAN - SHERIFF**

Undersheriff Dianne Nicholson responded to questions from Commissioner Sferrazza stating that Mr. Dolan does not participate in labor negotiations and that the services provided are advising staff on disciplinary matters, federal labor laws, grievances, and whether staff is operating in accordance with the labor agreement.

Upon recommendation of Sheriff Dennis Balaam, on motion by Commissioner Sferrazza, seconded by Commissioner Galloway, which motion duly carried, it was ordered that the renewal of the Professional Services Agreement between Washoe County and Patrick Dolan, concerning representing the Sheriff in certain labor matters in the amount of \$72,000 for fiscal year 2003/04, be approved.

**03-904 SECURITY AGREEMENT – HOT AUGUST NIGHTS – TRAFFIC
CONTROL - SHERIFF**

Upon recommendation of Sheriff Dennis Balaam, on motion by Commissioner Sferrazza, seconded by Commissioner Galloway, which motion duly carried, it was ordered that a Security Agreement between Washoe County and Hot August Nights concerning traffic control issues be approved and Chairman Humke be authorized to execute the Agreement. It was noted that this Agreement would provide for monetary reimbursement to the County for the use of two Deputy Sheriffs at specific intersections, retroactive for August 8-9, 2003.

**03-905 PRESENTATION – KEITH JOHNSON – PLANETARIUM –
PARKS**

Keith Johnson, Associate Director of the Planetarium, presented a PowerPoint demonstration providing information concerning the relocation of the University of Nevada, Reno (UNR) Observatory to Rancho San Rafael Regional Park. Mr. Johnson informed the Board that the University would be destroying the Observatory as they go forward with their plans for a new parking garage. Mr. Johnson and Karen Mullen, Parks and Recreation Department Director, presented site location 1A as their preferred placement for the relocation of the Observatory.

Gary Schmidt, Sam Dehne and Garth Elliott, local citizens, spoke in support of the relocation of the Observatory to Rancho San Rafael Regional Park.

On motion by Commissioner Galloway, seconded by Commissioner Shaw, which motion duly carried, it was ordered that staff be directed to work with the University on necessary development of design drawings and master plan amendment and necessary agreements for construction, operations and maintenance for the relocation of the UNR Observatory to Rancho San Rafael Regional Park with site location 1A as the preferred relocation area.

03-906 APPOINTMENT – BOARD OF EQUALIZATION

Steven L. Sparks, local resident, was present at the meeting and responded to the Board's questions regarding his real estate appraisal practice. He confirmed that he would abstain if one of his clients came before the Board of Equalization.

On motion by Commissioner Galloway, seconded by Commissioner Sferrazza, which motion duly carried, it was ordered that Steven L. Sparks be appointed to the Board of Equalization with a term to expire June 30, 2006.

03-907 AWARD OF BID NO. 2371-03 - OFFICE SUPPLIES - WASHOE COUNTY AND JOINDER AGENCIES

This was the time set for continuation, from the meeting of July 15, 2003, for award of Bid No. 2371-03 for office supplies. Katy Singlaub, County Manager, stated the usage report provided to the Board includes the total estimates for all the joinder agencies as well as Washoe County's usage figures.

John Balentine, Purchasing and Contracts Administrator, stated the Board is being provided the usage report from Boise Cascade for the last quarter of 2002; staff has compared those numbers with information from the Comptroller's Office on the actual amount of items billed; and the numbers do match exactly. He further advised the joinder entities are the City of Reno, the City of Sparks, the Washoe County Airport Authority, the Reno Housing Authority, the Truckee Meadows Water Authority, the Incline Village General Improvement District, and Douglas County. Mr. Balentine emphasized that there are no guarantees as to quantities that would be purchased and said that is so stated in the bid specifications. He further explained that the usage figures in the bid document on the 180 items were staff's best estimates for Washoe County and the seven joinder agencies, not just Washoe County's usage. Mr. Balentine stated, when staff did the math, Boise Cascade was the lowest bidder.

Commissioner Sferrazza asked for an explanation on exactly how the math was done. Mr. Balentine explained they picked 180 items that are used by every single department and every joinder agency, and they took the estimated figures of usage to come up with a number for each of the 180 items.

Commissioner Sferrazza said NACO (National Association of Counties) has a national contract with Office Depot and asked if staff has ever looked into that contract and how those prices compare. Mr. Balentine stated NACO has several contracts for various supplies and his office does an analysis every time to be sure Washoe County is getting the best prices.

Commissioner Sferrazza then stated Office Depot is alleging that Boise Cascade was allowed to substitute like items and the other bidders were not allowed that same option. Mr. Balentine stated that was absolutely not so and pointed out that the bid

specifications do allow substitutions as long as the vendor submits samples and the samples prove acceptable.

In response to Commissioner Shaw, Mr. Balentine stated that Office Depot has been provided copies of all the information.

Commissioner Galloway asked if the \$122,753.75 bid by Boise Cascade is based on the 180 items. Mr. Balentine said it was.

Eric Blankenship, Office Depot, distributed a list entitled "Washoe County Usage" and noted there are several items where there was no usage, contrary to Mr. Balentine's statement that they chose 180 items used by every agency. He also noted the estimated usage for staples was listed as 20,000 boxes, when in fact, the actual usage was only 333 boxes. Mr. Blankenship stated, if the bidders cannot get accurate usage numbers, Boise Cascade has an unfair advantage over other vendors. He further stated the actual usage report does not reflect what the County really uses and gave the example of 50 doorstops.

Dee Bailey, Office Depot, explained how the County could piggy-back onto the NACO contract; and said when they offered to provide that U.S. Community Pricing to the County, the County rejected the idea.

Sam Dehne, Reno citizen, stated there is an obvious advantage to the incumbent vendor.

Rita Chamberlain, Boise Cascade, stated they have been providing usage reports for the last few years and those would be public information that other vendors could use to prepare their bids. She stated Boise Cascade would like to be awarded this bid because they were the low price. Ms. Chamberlain further stated a comparison was done of the NACO prices, and Boise Cascade's prices were lower.

Mark Courting, Corporate Express, stated the main issue is that the 180 items selected for the bid and their dollar value represent only 15 to 20 percent of what the County spends. He said the County is doing itself a disservice by not bidding more of the higher value items as well. This method does provide the incumbent a true advantage in that they can price some items very low knowing they are not purchased in the quantities estimated on the bid. Mr. Courting said they ran a price comparison on 100 contract items for the last six years with Boise Cascade and the County, and they came up with an average increase of 47 percent.

Gary Schmidt, Washoe County citizen, suggested the bidding process should be reopened and all information should be readily available to the competitive bidders.

Katy Singlaub, County Manager, stated the County is committed to an open, competitive bidding process, and all of the information about the usage reports was

made available. She discussed the bidding method and said she was satisfied that Boise Cascade would provide the lowest prices.

Commissioner Sferrazza asked what the 180 items were and what they represent in terms of the total dollars. Darlene Penny, Purchasing Department, responded that she used the 180 items common to all of the agencies. She further stated that on the high dollar items, Purchasing calls suppliers to get individual pricing; and those are not included on bids because not every department uses them. Commissioner Sferrazza stated he would like to see a printout starting with the most expensive items to determine whether that would represent 85 percent of the County's expenditures; and, if so, he would want office supplies re-bid under that method.

Mr. Balentine stated the highest cost item is the specialized file folders used by the Sheriff's Office and District Attorney, and those were not included because they are not used by any other department or agency. Commissioner Sferrazza clarified that his intent was not necessarily the highest priced item, but the item on which the County spends the most.

Chairman Humke asked what harm would be done if this were re-bid.

Commissioner Galloway stated he would not have a problem with awarding this bid to Boise Cascade if the only items to be purchased were the items in the bid. He stated he would be very concerned if the bid was awarded to the vendor with the lowest price on paper clips who could then charge any price on items not included in the bid. Commissioner Galloway said he would rather this was re-bid in a manner that would prevent that from happening. He further suggested a bid process that included every item with as accurate as possible usage estimates; and, if needed, a separate bid for the higher ticket items.

Commissioner Shaw expressed his concern that Boise Cascade did have an advantage in this process and agreed that this should be re-bid.

Commissioner Weber asked about the U. S. Community Pricing provided through NACO. Mr. Balentine stated the vendors could certainly submit those prices on their bids. Commissioner Weber said, that being the case, she would also rather this was re-bid.

Ms. Bailey explained the U. S. Community Pricing process and procedures.

On motion by Commissioner Galloway, seconded by Commissioner Sferrazza, which motion duly carried, Chairman Humke ordered that all bids received in response to Bid No. 2371-03 for office supplies be rejected. It was further ordered that staff be directed to re-bid office supplies in a manner where, as much as possible, the evaluation includes the estimated quantities of each item to be purchased and items not covered in the cost evaluation are not to be purchased under this bid.

03-908 **PURCHASE ORDER - STATE OF NEVADA DIVISION OF CHILD AND FAMILY SERVICES - CHINA SPRINGS - FINANCE**

Upon recommendation of Anna Heenan, Senior Fiscal Analyst, on motion by Commissioner Galloway, seconded by Commissioner Shaw, which motion duly carried, Chairman Humke ordered that the issuance of a purchase order payable to the State of Nevada Division of Child and Family Services, for support of the China Springs Youth Camp in an amount not to exceed \$877,842, which is the funding generated by the State imposed youth services tax rate of \$0.0084 for fiscal year 2003-2004 plus prior year delinquent tax collections, be authorized. It was further ordered that the Purchasing and Contracts Administrator be authorized to issue purchase orders in subsequent years in the amount not to exceed the funding level as mandated by the State and approved during the County's budget process.

Chairman Humke stated Washoe County is able to treat these children closer to home and suggested the County should try to get out from under this statutory requirement. Commissioner Sferrazza asked if the County only pays for the children it sends to China Springs. Chairman Humke stated this is a tax the counties collect on behalf of the State, and it was originally based on the youth population. On motion by Commissioner Galloway, seconded by Commissioner Shaw, which motion duly carried, Chairman Humke ordered that staff be directed to do an analysis of this tax, the number of Washoe County youth treated at China Springs versus locally, and begin discussions with the legislative lobbyist concerning this tax.

03-909 **BUREAU OF ALCOHOL AND DRUG ABUSE PRIMARY PREVENTION GRANT - BACK ON TRACK PROGRAM - JUVENILE SERVICES**

Upon recommendation of Mary Ann Woolley, Division Director, on motion by Commissioner Sferrazza, seconded by Commissioner Galloway, which motion duly carried, it was ordered that the Notice of Subgrant Award from the Bureau of Alcohol and Drug Abuse, in the amount of \$20,551 for the period of July 1, 2003 through June 30, 2004 for Juvenile Services to operate the Back on Track program, be approved and Chairman Humke be authorized to execute the grant documents.

03-910 **INTERLOCAL CONTRACT - NEVADA DIVISION OF CHILD AND FAMILY SERVICES - JUVENILE SEX OFFENDERS - JUVENILE SERVICES**

Upon recommendation of Mary Ann Woolley, Division Director, on motion by Commissioner Sferrazza, seconded by Commissioner Shaw, which motion duly carried, it was ordered that the Interlocal Contract between the County of Washoe and the State of Nevada Department of Human Resources, Division of Child and Family Services, concerning reimbursement to Washoe County for mental health services including assessment, outpatient treatment and day treatment services for juvenile sex

offenders receiving services through the Department of Juvenile Services, be approved and Chairman Humke be authorized to execute the same.

03-911 **INTERLOCAL CONTRACT - NEVADA DIVISION OF CHILD
AND FAMILY SERVICES - TEMPORARY HOUSING AT
WITTENBERG HALL - JUVENILE SERVICES**

Upon recommendation of Mary Ann Woolley, Division Director, on motion by Commissioner Sferrazza, seconded by Commissioner Shaw, which motion duly carried, it was ordered that an Interlocal Contract between the County of Washoe and the State of Nevada Department of Human Resources, Division of Child and Family Services, concerning reimbursement to Washoe County for temporary housing at Wittenberg Hall for juveniles under the jurisdiction of the Youth Parole Bureau for the period of July 1, 2003 through June 30, 2005, be approved and Chairman Humke be authorized to execute the same.

03-912 **INTERLOCAL CONTRACT - NEVADA DIVISION OF CHILD
AND FAMILY SERVICES - INTENSIVE SUPERVISION
PROGRAM - JUVENILE SERVICES**

Upon recommendation of Mary Ann Woolley, Division Director, on motion by Commissioner Sferrazza, seconded by Commissioner Shaw, which motion duly carried, it was ordered that an Interlocal Contract between the County of Washoe and the State of Nevada Department of Human Resources, Division of Child and Family Services, concerning partial funding of the salaries and benefits of the three Probation Officers who run the Intensive Supervision Program for juvenile offenders, be approved and Chairman Humke be authorized to execute the same. It was noted these monies are being provided through Community Corrections Block Grant funding for the period July 1, 2003 through June 30, 2005.

03-913 **LEGISLATIVE REPORT**

On motion by Commissioner Galloway, seconded by Commissioner Weber, which motion duly carried, Chairman Humke ordered that the Washoe County 2003 Legislative Session Final Report be accepted.

03-914 **BILL NO. 1392 – AMENDING WCC CHAPTER 110 –
ON-PREMISE SIGNS**

In response to Commissioner Galloway, Mike Harper, Community Development Planning Manager, explained this ordinance would not allow changeable messages or advertising products on a rotating basis. He also said the Washoe County Parks Department would have complete control over the signage allowed on the facilities they manage on behalf of Washoe County.

Bill No. 1392, entitled, "AN ORDINANCE AMENDING PROVISIONS RELATING TO WASHOE COUNTY CODE CHAPTER 110, ARTICLE 504, ON-PREMISE SIGNS, BY ADDING A DEFINITION OF LOGO AND SUPPORTER, PERMITTING THE DISPLAY OF LOGOS ON A SIGN FOR A NON-PROFIT OR EDUCATIONAL INSTITUTION, PERMITTING THE DISPLAY OF ADVERTISING ON THE INSIDE OF A PERIMETER FENCE OF AN ATHLETIC FIELD AND ASSOCIATED SCOREBOARDS USED BY TEAMS SUPPORTED BY NON-PROFIT ORGANIZATIONS OR EDUCATIONAL INSTITUTIONS, AND OTHER MATTERS RELATING THERETO, AND OTHER MATTERS PROPERLY RELATING THERETO" was introduced by Commissioner Shaw; the title was read to the Board; and direction was given to publish legal notice for final action of adoption.

In response to Commissioner Sferrazza, Madelyn Shipman, Assistant District Attorney, said the purpose of this ordinance is to exempt these types of signs from the ban on advertising, and they must be approved on an individual basis through an application process. Mr. Harper stated this would give educational and non-profit organizations the opportunity to allow sponsors, at the discretion of the schools or owner of the athletic field. He said, without this ordinance, the advertising currently on little league fields would be required to be removed.

03-915 BEAR-PROOF GARBAGE CONTAINERS

Ann Bryant, BEAR League Executive Director, explained the BEAR League ordinance does not mandate bear-proof garbage containers for everyone. She stated it would apply to people who create a problem with their garbage. She further stated all counties around Lake Tahoe, other than Washoe, have an ordinance in place. She explained the proposed ordinance allows that a warning citation be issued for the first offense and after the second warning within a year, the offender must purchase a permanently mounted garbage container. In response to Commissioner Galloway, Ms. Bryant said the Incline Village Citizen Advisory Board (CAB) was not able to review this proposed ordinance.

Sam Dehne, Reno resident, said there may be a spray that could be used that would keep bears away.

Gary Schmidt, Washoe County resident, suggested working with the garbage company in areas where there is a problem with bears getting into garbage.

On motion by Commissioner Galloway, seconded by Commissioner Sferrazza, which motion duly carried, Chairman Humke ordered that staff be directed to continue the work started by Assistant County Manager Michelle Poché, review the Placer County Ordinance, develop a matrix of possible steps that could be taken, and present those options to the community group and the Tahoe Regional Planning Agency.

REPORT – EVANS CREEK, LTD. PROPERTY (BALLARDINI RANCH) – PARKS/COMMUNITY DEVELOPMENT

Adrian Freund, Community Development Director, and Karen Mullen, Parks & Recreation Director, reviewed the background concerning the City of Reno's proposed annexation of the Evans Creek, Ltd. Property (Ballardini Ranch). In response to Commissioner Galloway, Ms. Mullen said it was her understanding the owners of the property did not feel annexation would artificially increase the property value. Madelyn Shipman, Assistant District Attorney, said that is incorrect in accordance with the County Assessor's practices since the spheres of influence (SOI) have been created and annexations have been actively going into the City because the voluntary annexation of property has been interpreted to be an indication by the owner of an intent to change the property use. She also stated there have not been discussions with the Assessor's Office concerning how that would directly affect this case. County Manager Katy Singlaub said the property was purchased for \$8.5 million, funding would be dependent upon an appraisal, and the property has been approved by the Secretary of the Interior for funding under the Southern Nevada Public Lands Management Act (SNPLMA).

Mr. Freund stated the County received a draft of the City of Reno staff report to the Reno City Council, which was not supportive of the annexation at this time.

Chairman Humke read a comment card from Greta Mestre, Protect our Washoe, in support of the acquisition of Ballardini Ranch as open space and in favor of sending a letter to the City of Reno. Letters from James G. Sanford and Steven T. Walther were placed on file with the County Clerk. Comment cards were received from Christopher Henry, Charles Ragusa, Robin Palmer and Thomas Wicker supporting open space in Washoe County, acquiring the Ballardini Ranch as open space, and sending a letter to the City of Reno opposing annexation of this property.

Sam Dehne, local resident, stated he was proud of Commissioner Galloway for being adamant concerning this situation, and he said the City of Reno should not even look at the annexation application.

On motion by Commissioner Shaw, seconded by Commissioner Weber, which motion duly carried, Chairman Humke ordered that the status report on acquisition efforts concerning the Evans Creek, Ltd. Property (Ballardini Ranch) be accepted. It was further ordered that the proposed letter to the City of Reno be sent with the signatures of the Chairman and Commissioners, that staff be directed to pursue an appraisal of the Ballardini Ranch property, and that staff be directed to review Mr. Walther's letter.

Commissioner Sferrazza stated he did not believe the City of Reno had taken a position on the annexation; he does not want to pre-judge them; and he hopes the City will act in good faith, honor the County's request, and the request of the citizens. Commissioner Galloway agreed.

03-917

**SETTLEMENT AGREEMENT – JUANITA S. LARUE, ET AL. –
WATER RESOURCES**

Upon recommendation of John Collins, Utility Services Division Manager, through Steve Bradhurst, Water Resources Director, on motion by Commissioner Sferrazza, seconded by Commissioner Galloway, which motion duly carried, it was ordered that:

1. The Settlement Agreement between Juanita S. LaRue, et al. and Washoe County be approved and Chairman Humke be authorized to execute the same;

2. Chairman Humke be authorized to execute a Memorandum of Agreement between Juanita S. La Rue, et al. and Washoe County; a Grant, Bargain and Sale Deed for approximately 680 acres between W. Dalton LaRue, Sr. and Juanita S. LaRue Intervivos Trust, et al. and Washoe County; escrow instructions; a Water Rights Deed for 1,818.36 acre-feet of supplemental water rights from Permits 36647 and 46213 between the W. Dalton LaRue, Sr. and Juanita S. LaRue Intervivos Trust, et al. and Washoe County; and a Stipulation for Dismissal of Appeal of Juanita S. LaRue vs. Washoe County; and

3. Staff be directed to take the necessary steps to carry out the closing and recordation of the appropriate documents.

6:30 p.m. The Board recessed.

6:51 p.m. The Board reconvened with all members present.

03-918 REPORT – ALTERNATIVE SENTENCING DEPARTMENT

John Berkich, Assistant County Manager, reviewed the staff report dated August 1, 2003 and explained that, if the Board chooses the option to form the Department of Alternative Sentencing within the Sheriff's Office, there is no need to adopt the ordinance.

Commissioner Sferrazza disclosed he had lunch with Sheriff Balaam and District Attorney Richard Gammick. Commissioner Galloway disclosed he had a conversation with Sheriff Balaam several weeks ago.

Judge Ed Dannon, Reno Justice Court, said his first preference would be for the Board to close the public hearing and pass the ordinance. He recommended obtaining an opinion from the Nevada Attorney General to determine whether the function could be carried out by the Sheriff's Office. Judge Dannon answered questions of the Board. Judge Hal Albright, Reno Justice Court, explained how he envisions transferring the four current employees to the new department and how it would function. He stated he feels the cost would be around \$40,000.

Dennis Balaam, Washoe County Sheriff, said he is opposed to creating new positions and expending additional money at this time. He stated he does not want a duplication of services. He further said the impact on the jail needs to be considered. He recommended continuing the matter to the budget process. Sheriff Balaam stated he does think there is a problem with the stalking horse issue whereby deputy sheriffs cannot also be probation officers when going into the homes of probationers.

Chairman Humke suggested getting the main program on the budget cycle. He disclosed he had an ex parte contact with Sheriff Balaam and District Attorney Gammick.

Richard Gammick, Washoe County District Attorney, said law enforcement officers are required to have probable cause to do searches and cannot take advantage of a probation officer's rights under an agreement or waiver on the basis of reasonable suspicion. He said he thinks it is a good idea to go to the Attorney General and his office is currently preparing a request. He suggested phasing this into the 2004/05 budget cycle.

On motion by Commissioner Sferrazza, seconded by Commissioner Shaw, which motion duly carried, Chairman Humke ordered that the matter be continued to September 9, 2003 at 5:30 p.m. and that staff be directed to report on the fiscal and organizational feasibility of creating the small-staffed department.

03-919 PUBLIC HEARING – BILL 1377 – ALTERNATIVE SENTENCING DEPARTMENT

5:30 p.m. This was the time set to continue the public hearing on second reading and possible adoption of an Ordinance amending the Washoe County Code by adding a new Chapter 11 creating the Department of Alternative Sentencing, creating position of Chief of Department, specifying qualifications of the Chief of the Department, authorizing the hiring of assistants and other employees by the Chief of the Department, specifying the duties of the Department, imposing fees to be paid by probationers for the cost of their supervision; and providing other matters properly relating thereto. (Bill No. 1377)

On motion by Commissioner Sferrazza, seconded by Commissioner Shaw, which motion duly carried, Chairman Humke ordered that the public hearing be continued to September 9, 2003 at 5:30 p.m.

03-920 OUTDOOR FESTIVAL BUSINESS LICENSE APPLICATION – CONCERT UNDER THE STARS 2003 – COMMUNITY DEVELOPMENT

5:30 p.m. This was the time set in a Notice of Public Hearing published in the *Reno Gazette-Journal* on August 1, 2003 to consider an application for an outdoor festival business license for Concert Under the Stars 2003, an outdoor festival concert to be held on August 23, 2003. The concert consists of "smooth" jazz artists and is sponsored by

Smooth Jazz radio station FM 92.1. The event is proposed to be held at the Thunder Canyon Golf and Country Club (Assessor's Parcel Number 055-401-12) with parking located on vacant parcels within the Thunder Canyon Golf and Country Club area (Assessor's Parcel Numbers 055-401-05, 055-401-06, 055-401-07, 055-401-08 & 055-401-13). This event marks the fourth year for the concert and the first time the concert will be held within unincorporated Washoe County. Event organizers estimate that approximately 100 participants and 3,000 to 3,500 spectators will participate in the event.

Bob Webb, Community Development Planning Manager, said he did hear from two West Washoe Valley residents, Deborah Sheltra and Tom Hall. Mr. Hall could not attend the meeting, but said he was concerned about traffic on Franktown Road.

In response to Commissioner Galloway, Mr. Webb stated the applicant is proposing Franktown Road as an alternate route to Old 395.

Chairman Humke opened the public hearing by calling on anyone wishing to speak for or against issuance of the outdoor festival business license.

April Clark, NextMedia, applicant, answered questions of the Board.

Sergeant Michael Gross, Washoe County Sheriff's Office, addressed traffic concerns and said he does not believe traffic would be an issue.

Chairman Humke read comment cards submitted by Gayle Block and Erez Borowsky, Washoe Valley residents, in support of the event.

Deborah Sheltra, Washoe Valley resident, spoke against issuing the outdoor festival business license. She asked the Board to honor the intent of the approval of the original golf course that public activities would not be held at the golf course, and urged the Board not to approve the outdoor festival business license.

Gary Schmidt, Washoe County resident, stated he supports this type of event, and compared to the City of Sparks, he feels Washoe County's outdoor festival business license process discourages these types of events.

On motion by Commissioner Weber, seconded by Commissioner Galloway, which motion duly carried, Chairman Humke ordered that the outdoor festival business license for the Concert Under the Stars 2003 to be held on August 23, 2003 at the Thunder Canyon Golf and Country Club be approved, the local records search be accepted in exchange for the criminal history background investigation, and subject to the following conditions:

LICENSING REQUIREMENTS FOR
AN OUTDOOR FESTIVAL BUSINESS LICENSE

CONCERT UNDER THE STARS 2003

AT THE PUBLIC HEARING HELD ON AUGUST 12, 2003 AS REQUIRED UNDER WASHOE COUNTY CODE §25.277, THE WASHOE COUNTY BOARD OF COMMISSIONERS (BOARD) ESTABLISHED CONDITIONS WHICH MUST BE MET PRIOR TO THE ISSUANCE OF ANY OUTDOOR FESTIVAL BUSINESS LICENSE PURSUANT TO WASHOE COUNTY CODE §25.263 TO §25.305, INCLUSIVE. SUCH CONDITIONS MAY BE IMPOSED BY THE BOARD UNDER THE COUNTY'S GENERAL POLICE POWER AS MAY BE NECESSARY UNDER ALL THE CIRCUMSTANCES NECESSARY FOR THE PROTECTION OF THE HEALTH, WELFARE, SAFETY AND PROPERTY OF LOCAL RESIDENTS AND PERSONS ATTENDING AN OUTDOOR FESTIVAL IN THE COUNTY, INCLUDING, WITHOUT LIMITATION, THE CONDITIONS SPECIFIED IN WASHOE COUNTY CODE §25.291 TO §25.305, INCLUSIVE (SEE CONDITIONS LISTED BELOW).

COMPLIANCE WITH THE CONDITIONS OF THIS LICENSE IS THE RESPONSIBILITY OF THE LICENSEE AT THE LICENSEE'S EXPENSE. FAILURE TO COMPLY WITH ANY CONDITIONS IMPOSED BY THE COUNTY COMMISSION MAY CAUSE WASHOE COUNTY TO NOT ISSUE THE BUSINESS LICENSE OR FOR THE COUNTY TO TAKE APPROPRIATE MEASURES TO REVOKE OR SUSPEND THE BUSINESS LICENSE.

WASHOE COUNTY RESERVES THE RIGHT TO REVIEW AND REVISE THE CONDITIONS OF THIS APPROVAL SHOULD THE COUNTY DETERMINE THAT A SUBSEQUENT LICENSE OR PERMIT ISSUED BY WASHOE COUNTY VIOLATES THE INTENT OF THIS APPROVAL.

THE APPLICANT SHALL SUBMIT ALL REQUIRED PLANS, PERMITS, DOCUMENTATION, ETC. TO THE IDENTIFIED RESPONSIBLE AGENCY. THE APPLICANT SHALL PROVIDE WASHOE COUNTY BUSINESS LICENSE WITH PROOF OF COMPLIANCE PURSUANT TO WASHOE COUNTY CODE §25.283(1) WITH ALL CONDITIONS BY AUGUST 19, 2003. WASHOE COUNTY BUSINESS LICENSE WILL ISSUE THE OUTDOOR FESTIVAL BUSINESS LICENSE AFTER DETERMINING THAT ALL OF THESE CONDITIONS HAVE BEEN MET AND THAT ALL APPLICABLE FEES AND DEPOSITS HAVE BEEN PAID.

GENERAL CONDITIONS

1. Police protection (Sheriff):
(Staff contact: Deputy Michael Gross, 328-3009)
 - a. The applicant will provide traffic control for event traffic exiting onto Franktown Road. This traffic control plan will be provided for approval to the Sheriff's Office.

2. Food, Water, and Sanitation (District Health):
(Staff contact: Jeffrey M. Brasel, 328-2620)
 - a. Applicant will provide at least 20 portable toilets in the areas allocated.
 - b. Applicant will arrange for power for the vendors that may require electricity to hold food at safe temperatures.
 - c. Applicant shall ensure a safe and sanitary potable water source for food vendors and patrons.
 - d. Applicant shall ensure that all food and beverage vendors have submitted a Temporary Food Permit Application to the Washoe County District Health Department.

3. Garbage Disposal (District Health):
(Staff contact: Jeffrey M. Brasel, 328-2620)
 - a. Applicant will locate a minimum of twenty (20) 55-Gallon or larger trash receptacles with liners in the aisles of the open seating area and near the bleachers and another ten (10) 55-Gallon or larger trash receptacles with liners in the food service areas.
 - b. Applicant will provide at least four (4) continuous garbage runners for the duration of the event.

4. Medical services (District Health):
(Staff contact: Stephanie Beck, 328-2420)
 - a. The applicant shall provide handicapped accessible sani-huts at the event.
 - b. The applicant shall provide first aid services on site during the event and shall coordinate the number and location of these services with District Health staff.
 - c. The applicant shall notify participants and spectators of the location(s) of the first aid services through event announcers, at a minimum. It is strongly suggested that these locations also be noted on maps provided to spectators and/or through signage.
 - d. The applicant shall plan for a Care Flight helicopter landing area should emergency medical transportation be required. The plan shall be provided to District Health staff for review.
 - e. The applicant shall ensure adequate radio communication during the event between medical service personnel and other event personnel in case of an emergency.

5. Access, Traffic, and Parking (Public Works):
(Staff contact: Clara Lawson, 328-3603)
 - a. Applicant will provide a parking plan to accommodate at least 2,050 parking spaces. Based on ITE guidelines of 295 sq ft per parking space, the four designated parking lots will accommodate only 694 parking spaces. The number of parking spaces available at the fifth parking lot cannot be calculated since there is an existing residence on the parcel. WCC §25.295(2) requires a separate parking space for every two persons expected to attend

the event; therefore, 2,050 parking spaces are needed based on the estimated number of participants (100) and spectators (4,000).

- b. On street parking with only one vehicle access is prohibited.
 - c. The applicant will provide a parking plan showing ingress and egress points for each parking lot.
 - d. The applicant will provide parking lot attendants to guide vehicles. A plan shall be submitted showing location and number of parking lot attendants.
 - e. The applicant will obtain permission from each property owner whose property is designated as a parking lot for the event to use the area for parking. Written permission in the form of a letter or property owner affidavit will suffice as proof of permission. Permission is required from the owners of APN's 055-401-05, 06, 07, and 08, and 055-401-13.
6. Illumination and parking (Building and Safety):
(Staff contact: Charlene Parish, 328-2039)
- a. Applicant must apply for permits for any supplemental power (supplements existing on-site power) supply from the Building and Safety Department.
 - b. Applicant must apply for a permit for the bleachers from the Building and Safety Department.
 - c. Applicant must identify handicapped parking areas and handicapped access routes to the event through temporary signage/markings.
7. Hours of Operation (Community Development):
(Staff contact: Bob Webb, 328-3623)
- a. The event shall operate only between the hours of 8:00 a.m. until 11:00 p.m. on August 23, 2003.
8. Licensing and Inspections (Community Development):
(Staff contact: Bob Webb, 328-3623 or Karin Kremers, 328-3733)
- a. The applicant will obtain permission from the property owner whose property is designated as the event location. Written permission in the form of a letter or property owner affidavit will suffice as proof of permission. Permission is required from the owner of APN 055-401-12.
9. Fire protection (Reno Fire Department):
(Staff contact: Bonnie Terry, 325-8160)
- Prior to August 18, 2003, the applicant shall coordinate a date/time with the Reno Fire Department for a pre-event inspection to verify compliance with the following conditions:
- a. The applicant shall provide 20 foot wide fire lanes within/through the parking areas and into the venue.
 - b. Parking areas will be cleared of vegetation and flammable material so as not to be fire hazards with catalytic converters of vehicles.
 - c. Power generators will be separated from public areas/contact by physical guards, fencing, or enclosures.

- d. Any tents for the event will require permits and be in accordance with Uniform Fire Code requirements.
 - e. Cooking areas will have 10-foot clearances on at least 2 sides and be physically separated from power generators.
 - f. 2A-1 OBC fire extinguishers will be provided so that travel distance to reach the extinguisher does not exceed 75 foot. The number and location of fire extinguishers will be shown on a site plan map and provided to the Reno Fire Department prior to the pre-event inspection. At least one such extinguisher must be located near the power generators.
10. Indemnification and insurance (Risk Management):
(Staff contact: Jim Jeppson, 328-2075)
- a. The applicant must sign and return the attached Insurance, Hold Harmless and Indemnification Requirements form to Risk Management.
 - b. The applicant shall provide a certificate of insurance complying with the provisions stated in the signed form.
11. Performance Security (District Attorney):
(Staff contact: Jim Barnes, 337-5728)
- a. The applicant will be responsible for total clean up of the site. A performance bond pursuant to Washoe County Code §25.305(1) in the amount of \$1,000.00 shall be posted with the Department of Community Development prior to August 19, 2003. The applicant shall provide a written statement with the performance bond guaranteeing the cleanup and restoration of the site to pre-event condition.
 - b. The site will be inspected by and approved as to the adequacy of cleanup by the Department of Community Development prior to release of the performance bond.

03-921 BILL NO. 1393 – AMENDING WCC CHAPTER 55 – ANIMAL CONTROL BOARD

Bill No. 1393, entitled, "AN ORDINANCE AMENDING THE WASHOE COUNTY CODE BY ADDING 2 MEMBERS TO THE ANIMAL CONTROL BOARD FOR A TOTAL OF 7 MEMBERS; PRESCRIBING CERTAIN RESIDENCY REQUIREMENTS FOR CERTAIN MEMBERS; PROVIDING THAT THE DIRECTOR OF PUBLIC WORKS DESIGNATE CERTAIN COUNTY STAFF TO PROVIDE TECHNICAL ASSISTANCE AND SUPPORT TO THE ANIMAL CONTROL BOARD; AND PROVIDING OTHER MATTERS PROPERLY RELATING THERETO" was introduced by Commissioner Galloway; the title was read to the Board; and direction was given to publish legal notice for final action of adoption.

03-922 APPOINTMENT – WASHOE COUNTY OPEN SPACE AND REGIONAL PARK COMMISSION

On motion by Commissioner Galloway, seconded by Commissioner Sferrazza, which motion duly carried, Chairman Humke ordered that Carl Adams and John Arrascada be appointed to the Washoe County Open Space and Regional Park Commission with terms to expire June 30, 2007. It was further ordered that Clifton Young and Larry Hall be appointed to fill two unexpired terms to June 30, 2005.

03-923 INTERLOCAL AGREEMENT – TMWA, CITIES OF RENO & SPARKS – WATER CONSERVATION HEARING OFFICER – MANAGER

In response to Commissioner Shaw, Commissioner Sferrazza stated he voted against the hearing officer at the Truckee Meadows Water Authority (TMWA) Board meeting because he did not feel it was necessary to force people to go to a hearing officer before they could appeal to the TMWA Board. Chairman Humke and Commissioner Weber said they did not feel a hearing officer was necessary. Madelyn Shipman, Assistant District Attorney, said the Cities could not override the County if the Board did not wish to participate in the Interlocal Agreement. Katy Singlaub, County Manager, said a hearing officer would still be retained by the TMWA Board.

On motion by Commissioner Sferrazza, seconded by Commissioner Shaw, which motion duly carried, Chairman Humke ordered that the Interlocal Agreement not be approved.

03-924 AGREEMENT – HAY GROUP, INC. – SALARY SURVEY – HUMAN RESOURCES

Commissioner Galloway moved to approve the Agreement between Washoe County and the Hay Group, Inc., concerning salary survey and review of the classification and compensation plan for Fiscal Year 2003/04 in the amount of \$49,800. Commissioner Shaw seconded the motion.

Commissioner Sferrazza stated he could not support the motion and he was not happy with the Hay Group. Chairman Humke agreed. Commissioner Weber said she could not support the motion because she felt the Hay Group had trained the Human Resources Department, and they could handle this review.

Joanne Ray, Human Resources Director, explained the system in place. Chairman Humke said his concern is that the system is almost entirely labor oriented and has little management involvement. He further said the elected department heads have told him they are dissatisfied with the lack of override of the objective standards.

Steve Watson, Labor Relations Manager, stated the Hay Group is the final arbiter in all of the County's labor agreements because the County did not want an

arbitrator to deal with the County's wage, pay grades and classification issues that did not have the knowledge and expertise in these types of systems.

Commissioner Galloway withdrew his motion and Commissioner Shaw withdrew the second.

Commissioner Sferrazza moved to continue the item to August 26, 2003 and the Manager be directed to present alternate recommendations. Commissioner Galloway seconded the motion.

Bob Burdick, Washoe County Employees Association (WCEA) Executive Director, stated that, going into the Hay Group program, it was anticipated these issues would be revisited to update premium pay and classifications. He said WCEA is comfortable with the way the Hay Group does reclassifications and he hoped the County would not leave Hay at this critical time.

On call for the question, the motion passed unanimously.

03-925 AGREEMENT – INTERA, INC. – DATA ANALYSIS, NUMERIC MODELING & OTHER PROFESSIONAL SERVICES – WATER RESOURCES

Upon recommendation of Jeanne Ruefer, Water Resources Planning Division Manager, and Jim Ford, Remediation District Program Manager, through Steve Bradhurst, Water Resources Director, on motion by Commissioner Shaw, seconded by Commissioner Sferrazza, which motion duly carried, it was ordered that an agreement between Washoe County and INTERA, Inc. concerning providing data analysis, numeric modeling and other professional services related to implementation of the Groundwater Monitoring Plan for the Central Truckee Meadows Remediation District (CTMRD) in the amount of \$240,710 be approved and Chairman Humke be authorized to execute the same. It was further ordered that the creation of a full-time Hydrogeologist II position in the Department of Water Resources, to work on implementation of the Groundwater Monitoring Plan, be authorized and the Human Resources Department be directed to create, recruit for and fill the position.

It was noted that approval of this agreement would have no negative impact on the General Fund or the Water Resources Utility Operations Department, the \$240,710 of proposed work is to be paid by the CTMRD, and adequate funds exist within Key Org. 66151 account 7140 to cover the estimated costs of the defined scope of work.

* * * * *

There being no further business to come before the Board, the meeting adjourned at 9:15 p.m.

DAVID E. HUMKE, Chairman
Washoe County Commission

ATTEST:

AMY HARVEY, County Clerk
and Clerk of the Board of
County Commissioners

*Minutes Prepared by
Melissa M. Ayrault, Deputy County Clerk*