Douglas County

Board of County Commissioners
Public Meeting Notice and Agenda

Mark Gardner
Sharla Hales
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Thursday, January 18, 2024 **10:00 AM** **Historic Courthouse**
1616 Eighth Street
Minden, Nevada 89423

The Board of County Commissioners sit jointly as the following boards: Liquor Board, License Board, Tahoe-Douglas Transportation District Board, Water District Board, and the Redevelopment Agency. Agenda items may be taken out of order, may be combined for consideration, or may be removed from the agenda at any time. All items designated "for possible action" may include discussion by the County Commissioners and they may take action to approve, modify, deny, take "no action," or continue the item.

To Watch the Meeting: Members of the public may click on the following link to watch the livestream of the Board of County Commissioners meeting: **https://www.youtube.com/@douglascountynevada**

Written Public Comment: To offer public comment before the Board meeting, members of the public may submit public comments online through the County's public comment form by clicking on the following link:
https://www.douglascountynv.gov/government/board_of_county_commissioners/public_comment

Public Comment During the Meeting: Members of the public may attend the meeting in person at the address listed at the top of the agenda to provide public comment.

Supporting Materials:
Copies of supporting material can be requested in person from the Douglas County Clerk/Treasurer's Office, 1616 8th Street, Minden, Nevada or by calling Nicki Leeper at 775-782-9014. Electronic copies of the agenda and supporting materials are also available at the following websites:

State of Nevada Public Notices Website: https://notice.nv.gov/
Douglas County Meeting website: https://douglascountynv.granicus.com/ViewPublisher.php?view_id=1

Notice to Persons with Disabilities:
Members of the public who are disabled or require special assistance or accommodations are requested to notify the Douglas County Manager's Office in writing at Post Office Box 218, Minden, Nevada 89423 or by calling 775-782-9821 at least 20 hours in advance of the meeting.

Members of the public may call the County Manager's office at 775-782-9821 to obtain help making public comment using any of the foregoing methods.

A copy of the finalized agenda is posted at the Minden Inn at 1594 Esmeralda Avenue, Minden Nevada.

DOUGLAS COUNTY BOARD OF COUNTY COMMISSIONERS

FINAL AGENDA

January 18, 2024

LUNCH BREAK
The Board of County Commissioners may break for lunch at approximately noon and will reconvene after a break at the discretion of the Chairperson.

CALL TO ORDER

PLEDGE OF ALLEGIANCE
Led by County Manager Jenifer Davidson

PUBLIC COMMENT (No Action)
Forum Restrictions and Orderly Conduct of Business
The Board of County Commissioners conducts the business of Douglas County and its citizens during its meetings. The presiding officer may order the removal of any person whose statement or other conduct disrupts the orderly, efficient or safe conduct of the meeting. Warnings against disruptive comments or behavior may or may not be given prior to removal. Hand clapping, making remarks or gestures from the audience that may interrupt, interfere or prevent the speaker from commenting should not occur. The viewpoint of a speaker will not be restricted, but reasonable restrictions may be imposed upon the time, place and manner of speech. Irrelevant and unduly repetitious statements and personal attacks which antagonize or incite others are examples of speech that may be reasonably limited.

Responses to Public Comments
The Board of County Commissioners can deliberate or take action only if a matter has been listed on an agenda properly posted prior to the meeting. During the public comment period, speakers may address matters listed or not listed on the published agenda as long as those matters are within the jurisdiction and control of the Board of County Commissioners. The Open Meeting Law does not expressly prohibit responses to public comments by the Commissioners. However, responses from Commissioners to unlisted public comment topics could become deliberation on a matter without notice to the public. On the advice of legal counsel, and to ensure the public has notice of all matters the Board of County Commissioners will consider, Commissioners may choose not to respond to public comments, except to correct factual inaccuracies, ask clarifying questions, or to ask that a matter be listed on a future agenda.

Public comment is limited to three minutes per speaker unless additional time is granted by the Board Chairperson. The Board of Commissioners uses timing lights to ensure that everyone has an opportunity to speak. You will see a green light when you begin, and then a yellow light which indicates that you have thirty seconds left and should conclude your comments. Once the light turns red, please sit down.

In addition to opening public comment, public comment will also be taken on administrative agenda items that are identified for possible action and closing public comment. If you plan to speak on a specific agenda item that is on the administrative agenda and identified for possible action, then please provide your public comment when that agenda item is heard.

At this time, public comment will be taken on those items that are within the jurisdiction and control of the Board of County Commissioners.

APPROVAL OF AGENDA
For possible action. Approval of the proposed agenda. The Board of Commissioners reserves the right to take items in a different order to accomplish business in the most efficient manner, to combine two or more agenda items for consideration, and to remove items from the agenda or delay discussion relating to items on the agenda.

APPROVAL OF PREVIOUS MINUTES

For possible action. Discussion to approve the draft minutes of the December 7, 2023, joint meeting of the Board of County Commissioners and the Audit Committee and the December 14, 2023, special meeting of the Board of County Commissioners.

CONSENT CALENDAR
Items appearing on the Consent Calendar are items that can be adopted with one motion unless an item is pulled by a Commissioner or a member of the public. Members of the public who wish to have a consent item placed on the Administrative Agenda shall make that request during the public comment section at the beginning of the meeting and specifically state why they are making the request. If items are pulled for discussion by a vote of the Board of County Commissioners, they will automatically be placed on the Administrative Agenda to be heard at the discretion of the Chairperson or may be continued until another meeting.

Motion to approve the Consent Calendar items as presented. **A-U**

A. For possible action. Discussion to retroactively approve Amendment #3 to Land Lease 030 at the Minden-Tahoe Airport with Verity Energy LLC, and authorize the County Manager to sign the amendment effective January 1, 2024. Amendment #3 proposes to reduce the leasehold from approximately 215,680 square feet to 27,486 square feet. (Heather MacDonnell)

B. For possible action. Discussion to accept the 2023 Annual Statistical Report for the Department of Alternative Sentencing in accordance NRS 211A.110. (Yvette Doan)

C. For possible action. Discussion to approve a fourth round of funding to China Spring Youth Camp, in the amount of $5,631.29, under the Supply Chain Assistance Funding, National School Lunch, Breakfast and Afternoon Snack Program (Grant Project #22F28) and adopt **Resolution 2024R-011,** augmenting Department 242's 2023-2024 Fiscal Year Budget to account for the grant award. (Jenna Sexton)

D. For possible action. Discussion to approve **Resolution 2024R-002** which orders, directs and authorizes the Douglas County Treasurer to sell or convey properties held in trust by the County Treasurer, consistent with Nevada Revised Statutes (NRS) 361.595, at an online auction at www.Bid4Assets.com, with bidding starting on April 22, 2024 at 10:00 AM Pacific Standard Time (PST) and ending on Wednesday, April 24, 2024 at 10:00 AM PST . (Assessor's Parcel Numbers: 1021-00-001-061, No Site Address; 1121-00-001-030, No Site Address; 1219-14-002-005, 845 Sheridan Lane; 1220-04-111-004, 1208 Kingslane; 1221-17-000-017, 2345 Pinenut Road; 1319-18-413-014, 346 Barrett Drive; 1320-20-714-012, 1669 Lucerne Street; 1419-04-002-044, 127 Walton Toll Road; 1420-07-310-027, 880 Mica Drive; 1420-07-817-043, 928 Vasser Street). (Amy Burgans)

E. For possible action. Discussion to accept the cumulative voucher sheets submitted under NRS 244.210 for checks and electronic fund transfers issued for the 12/01/2023 Payables, 12/01/2033 Payroll, 12/08/2023 Payables, 12/11/2023 Payables, 12/15/2023 Payables, 12/15/2023 Payroll, 12/22/2023 Payables, 12/29/2023 Payables and 12/29/2023 Payroll. (Amy Burgans)

F. For possible action. Discussion to approve a $60,000 contract with Desert Star Landscaping to install 3,000 square feet of pavers at the Genoa Town Park and authorize the County Manager to sign all related documents. (Ryan Stanton)

G. For possible action. Discussion to approve the Social Services Division reorganization of a vacant Case Manager position (pay grade "109") to a professional-level Licensed Social Worker position (pay grade "202"). (Brook Adie)

H. For possible action. Discussion to approve a contract for services between Douglas County, Nevada and Friends of Dangberg Home Ranch, Inc. to operate the Dangberg Ranch Home Ranch Historic Park. (Ryan Stanton)

I. For possible action. Discussion to approve updates to the Douglas County Social Services Policies and Procedures Manual. (Jodi Martinez)

J. For possible action. Discussion to accept a $126,323.10 Federal Emergency Management Agency subrecipient grant award through the State of Nevada, Division of Emergency Management, for the period February 1, 2023, through February 1, 2026; adopt **Resolution 2024R-009** augmenting the budget in the Animal Care and Services Department to account for the grant award; and authorize the County Manager to sign all related documents. (Brook Adie)

K. For possible action. Discussion to ratify the Forensic Support Services between Washoe County and Douglas County, and approve the payment of $36,165 to the Washoe County Sheriff's Office Crime Lab for forensic support services to be provided to the Douglas County Sheriff's Office for the Investigations Division through June 30, 2024. (Undersheriff Elges)

L. For possible action. Discussion to adopt **Resolution 2024R-007** increasing the budget authority in the Sheriff's Restricted/Assigned Use Donation Accounts to $63,970. (Undersheriff Elges)

M. For possible action. Discussion to: 1) Approve an Interlocal Agreement between Douglas County and Carson City to accept a $40,000 sub-recipient grant allocation for the Douglas County Sheriff's Office (DCSO) to participate with the Carson City Sheriff's Office in Justice Assistance Grant (23 JAG 02) Office of Criminal Justice Assistance, Nevada Department of Public Safety, Tri-NET Task Force JAG Grant, for the period of January 1, 2024, through December 30, 2024; 2) authorize Chairman Wesley Rice and Sheriff Coverley to sign the Interlocal Agreement; and 3) adopt **Resolution 2024R-008** augmenting the Sheriff's Office budget of the County's General Fund in the sub-recipient grant allocation amount of $40,000. (Undersheriff Elges)

N. For possible action. Discussion to authorize Chairman Wesley Rice and Sheriff Dan Coverley to sign the Douglas County Sheriff's Office Equitable Sharing Agreement and Certification to be filed with the United States Department of Justice for Fiscal Year 2019-20. (Undersheriff Elges)

O. For possible action. Discussion to authorize the Douglas County Sheriff's Office to transfer $97,550 of previously approved blanket purchase order funds (2024-00000036) from US Food, Inc. to Sysco Food Corporation for the remainder of Fiscal Year 2023-24 and to approve change orders not-to-exceed 10%. (Undersheriff Elges)

P. For possible action. Discussion to adopt **Resolution 2024R-003** to roll over $25,012,751 of budgetary authority for Capital Improvement Projects from Fiscal Year 2022-23 to Fiscal Year 2023-24. (Jenni Cartwright)

Q. For possible action. Discussion to accept the auditor's report on Douglas County's general ledger cash balances through December 15, 2023, per Nevada Revised Statutes 251.030. (Kathy Lewis)

R. For possible action. Discussion to adopt **Resolution 2024R-010** augmenting the Fiscal Year 2023-24 budget in the General Fund by $2,766 from greater-than-anticipated revenues and the Minden Wholesale Water Fund by $68,664 from adjusted opening fund balance. (Jenni Cartwright)

S. For possible action. Discussion to approve Fiscal Year 2023-2024 General Fund budget transfers in the total amount of $257,358, and a Douglas County Capital Project Fund budget transfer in the total amount of $132,905, related to the Judicial Department's Jury Case Management System and the Clerk-Treasurer's anticipated election related expenses. (Jenni Cartwright)

T. For possible action. Discussion to approve a purchase order with Great Basin Control Systems in the amount not-to-exceed $45,410 for electrical and control improvements for the Genoa Lakes Well #2. (Rick Robillard)

U. For possible action. Discussion to approve an agreement between The Board of Regents of the Nevada System of Higher Education, on behalf of the University of Nevada, Reno, and Douglas County for extension services within Douglas County for a term of five years. (Lindsay M Chichester)

ADMINISTRATIVE AGENDA

The Chairperson will read the agenda title into the public record and will have the discretion to determine how the item will be presented. Agenda items may be considered ahead of or after the schedule indicated by this agenda. Public comment will be taken on items that are identified for possible action.

CONSENT CALENDAR ITEMS PULLED FOR FURTHER DISCUSSION

1. For presentation only. Presentation by the Lake Tahoe Visitor's Authority (LTVA), the Tahoe Douglas Visitor's Authority (TDVA), and the Tahoe Chamber on funding received from Douglas County, how the funds are used, and the activities engaged in by each entity. (Carol Chaplin and Steve Teshara)

2. For presentation only. Presentation on the upcoming 2024 Election Cycle. (Amy Burgans)

3. For presentation only. Introduction of **Ordinance 2023-1629**, an ordinance amending Douglas County Code 10.12.050 related to regulations for parking within the Town of Minden. First Reading. (J.D. Frisby)

4. For possible action. Discussion on one appointment to the Douglas County Advisory Board to Manage Wildlife for one member to serve the remaining unexpired term of a member who has resigned (January 18, 2024 through December 31, 2024) in adherence with NRS 501.260. (Jenifer Davidson)

5. For possible action. Discussion on one appointment to the Douglas County Airport Advisory Committee in accordance with Douglas County Code Chapter 2.58, for one member to serve the remaining unexpired term of a member from the business community who has resigned (January 18, 2024 through December 31, 2024). (Jenifer Davidson)

6. For possible action. Discussion on one appointment to the Audit Committee for one member to serve the remaining unexpired term of a member who has resigned (January 18, 2024 through December 31, 2025). (Jenifer Davidson)

7. For possible action. Discussion on one appointment to the Planning Commission by the Board of County Commissioners for a four-year term beginning January 18, 2024, through December 31, 2027. (Jenifer Davidson)

8. For possible action. Discussion on one community-at-large appointment to the Senior Services and Public Transit Advisory Board by the Board of County Commissioners to serve the remaining unexpired term of a member (January 18, 2024 through December 31, 2024). (Jenifer Davidson)

9. For presentation only. Presentation on activities, projects and programs underway from V&T Trails including the history, progress and future of the Historic Virginia and Truckee Trail. (Nicole Rudelbach)

10. For possible action. Discussion to approve the 2023 Douglas County Comprehensive Trails Plan. (Brook Adie)

11. For possible action. Discussion regarding possible amendments to the Lake Tahoe Vacation Home Rental (VHR) Chapter 20.622 of the Douglas County Code, related to the number or "density" of VHR permits allowed within residential communities in the Tahoe Township, and related restrictions, including: (a) identifying residential communities where VHR-related issues continue to exist; (b) creating or revising limitations for those residential communities related to density, occupancy, parking, and/or other related factors; and (c) establishing methods to achieve compliance with any new or revised limitations. (Commissioner Tarkanian and Ernie Strehlow)

12. For possible action. Discussion to take no further action to review or propose changes to Douglas County Code, Section 20.622, Lake Tahoe Vacation Home Rentals until January 2025 to allow the most recent changes to the Vacation Home Rental Program and code enforcement practices to take effect. Possible action may include directing staff to collect data related to the efficacy of the program and to report back to the County Commission regarding the same in January 2025. (Vice Chairwoman Hales)

13. For possible action. Discussion on the draft Strategic Plan for Douglas County and confirm the Board of County Commissioners Strategic Objectives of Infrastructure. (Jenifer Davidson)

14. For possible action. Discussion to adopt **Ordinance 2023-1631**, an ordinance amending various provisions of Chapter 2.02 and 2.26 of the Douglas County Code, relating to China Spring Youth Camp. Second Reading. (Vice Chairwoman Hales)

15. For possible action. Discussion to approve the appointment of a County Commissioner to the China Spring Youth Camp Advisory Board per Douglas County Code 2.26, for a term effective January 18, 2024, through December 31, 2025. (Jenifer Davidson)

16. For presentation only. Announcements/reports/updates from County Commission members including updates on the various boards and/or commissions that they may be a member of or a liaison to or meetings/functions they have attended and any request by a Commissioner for discussion of a future agenda item. (Chairman Rice)

CLOSING PUBLIC COMMENT (No Action)
At this time, public comment will be taken on those items that are within the jurisdiction and control of the Board of Commissioners or those agenda items where public comment has not already been taken.

ADJOURNMENT