Douglas County

Board of County Commissioners
Public Meeting Notice and Agenda

Mark Gardner
Sharla Hales
Walt Nowosad
Wesley Rice
Danny Tarkanian

Thursday, September 21, 2023 **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://youtu.be/UXNrmYnUPRo**

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

September 21, 2023

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 Commissioner Walt Nowosad

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 August 17, 2023, regular meeting of the Board of County Commissioners.

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.

1. For possible action. Conduct the interview of candidates for the Tahoe Township Justice of the Peace position and discuss the October 5, 2023, date for the appointment to the position. Candidates to be interviewed are listed in alphabetical order: Richard Gardner, Michael K. Johnson, and Cynthia Mohiduddin. (Wendy Lang)

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-R**

A. For possible action. Discussion to approve a 5-year professional services agreement with Armstrong Consultants, Inc. to provide engineering services to the Minden-Tahoe Airport on an as-needed basis and authorize the County Manager to sign the contract. (Heather MacDonnell)

B. For possible action. Discussion to accept the cumulative voucher sheets submitted under NRS 244.210 for checks and electronic fund transfers issued for the 08/01/2023 Payables, 08/04/2023 Payables, 08/11/2023 Payroll, 08/11/2023 Payables, 08/18/2023 Payables, 08/25/2023 Payroll, 08/25/2023 Payables, 08/28/2023 Payables and 08/29/2023 Payables. (Amy Burgans)

C. For possible action. Discussion to approve eliminating a vacant Recreation Specialist position (Pay Grade A5) and authorizing an additional Recreation Coordinator position (Pay Grade: P1.5/200). (Brook Adie)

D. For possible action. Discussion to: 1) Accept a $70,000 Low Income Housing Grant Award for the period of July 1, 2023 through June 30, 2026 from the State of Nevada; 2) Adopt **Resolution 2023R-087**, augmenting the Social Services Fund to account for the grant award; and 3) Authorize the County Manager to sign all grant related documents. (Geoff Bonar)

E. For possible action. Discussion to: 1) Accept an $88,397 Family Planning Grant award from the Nevada Department of Health and Human Services for the time period of July 1, 2023, through June 30, 2024; 2) Adopt **Resolution 2023R-088** which augments the budget in the Social Services Fund to account for the grant award; and 3) Authorize the County Manager to sign the grant award and all related grant documents. (Geoff Bonar)

F. For possible action. Discussion to approve the reduction of two vacant Recreation Leader Seniors and one vacant Recreation Aide to create one 29-hour Recreation Leader Senior position for the Roots and Wings Preschool program located at the Kahle Community Center. (Brook Adie)

G. For possible action. Discussion to: 1. Accept a $70,000 Aging and Disability Services Division (ADSD) Homemaker Grant award for the grant period of July 1, 2023 through June 30, 2024; 2. Adopt **Resolution 2023R-091** which augments the Fiscal Year 2023-24 budget to account for the grant award; and 3. Authorize the County Manager to sign the grant award and all related documents. (Geoff Bonar)

H. For possible action. Discussion to: 1. Accept a $52,643.70 Aging and Disability Services Division (ADSD) Transportation Grant award for the grant period of July 1, 2023 through June 30, 2024; 2. Adopt **Resolution 2023R-092** which augments the Fiscal Year 23-24 budget to account for the grant award; and 3. Authorize the County Manager to sign the grant award and all related documents. (Geoff Bonar)

I. For possible action. Discussion to: 1. Accept a $5,010 Mobile Outreach Safety Team (MOST) grant award for the period of July 1, 2023 through June 30, 2024; 2. Adopt **Resolution 2023R-093** which augments the budget to account for the grant award and 3. Authorize the County Manager to sign the grant award and all associated grant paperwork. (Geoff Bonar)

J. For possible action. Discussion to approve an agreement between Douglas County and the Washoe County Medical Examiner's Office for forensic pathology services on coroner investigations for a five-year term retroactively effective to July 1, 2023, and authorize Sheriff Daniel Coverley to sign all contract documents. (Undersheriff Elges)

K. For possible action. Discussion to authorize Douglas County Board of Commissioners Chairman Mark Gardner and Douglas County 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 2016-17. (Undersheriff Elges)

L. For possible action. Discussion to approve converting one Deputy Sheriff II position into an Investigator position within the Douglas County Sheriff's Office. (Undersheriff Elges)

M. For possible action. Review of Douglas County department expenditures for the March 2023 Atmospheric River Event (Project 23Y05), and discussion to approve the use of Economic Stabilization Fund monies to reimburse Douglas County departments for these costs. (Terri Willoughby)

N. For presentation only. Presentation of the online Fiscal Year 2023-24 Douglas County Budget Document. (Terri Willoughby)

O. For possible action. Discussion to accept the auditor's report on Douglas County's general ledger cash balances through August 25, 2023, per Nevada Revised Statutes 251.030. (Terri Willoughby)

P. For possible action. Discussion to approve an extension of the existing agreement with ClearGov for the Digital Budget Book, Capital Budgeting and Transparency Portal through June 30, 2025 at a cost of $22,557 in Fiscal Year 2023-24 with a 3% annual increase thereafter. (Terri Willoughby)

Q. For possible action. Discussion to accept the Public Guardian's 2023 Second Quarter Report for the period beginning April 1, 2023, and ending June 30, 2023, per Douglas County Code 2.22.135. (Nicole Thomas)

R. For possible action. Discussion to approve the purchase of one Ditch Witch HX30A Vactor Trailer with accessories from Ditch Witch in the not-to-exceed amount of $68,800 for Douglas County Water Utility Operations. (Rick Robillard)

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

2. For presentation only. Introduction of **Ordinance 2023-1623**, an ordinance repealing Ordinance No. 2009-1284 regarding the Sierra Colina Development Agreement originally recorded on May 21, 2009, given the fact that all obligations under the Development Agreement by all parties thereto have been met. First Reading. (Andrea Pawling)

3. For presentation only. Presentation by Community Development staff regarding Community Development Block Grant (CDBG) applications received and discussion regarding grant application ideas and timelines for funding of the 2024 CDBG cycle, including additional outreach and other priorities for the 2024 CDBG grant funding program. (Linda Doherty)

4. For possible action. Discussion to approve the August 9, 2023, Engagement Letter with JNA Consulting Group, LLC to provide financial advisor services for the future financing of the Judicial Center project and authorize the County Manager to sign the Engagement Letter on behalf of Douglas County. (Terri Willoughby)

5. For possible action. Discussion to review OE Airports' response to Douglas County's Request for Proposals (RFP) for Airport Operations and Management Services and possibly approve the proposed 5-year airport management contract with OE Airports, for a total cost not-to-exceed $5,052,552, and authorize the County Manager to sign the contract; or reject the response and provide direction to staff on the desired course of action for the future management of the Minden-Tahoe Airport. (Terri Willoughby and Jenifer Davidson)

6. 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 Gardner)

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