Douglas County

Board of County Commissioners
Public Meeting Notice and Agenda

Mark Gardner
Sharla Hales
Walt Nowosad
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Thursday, September 7, 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/fR7it9NLzow**

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 7, 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 Vice Chairman Wes Rice

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 August 3, 2023, regular 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-X**

A. For possible action. Discussion to (1) accept a grant award in the amount of $8,803 from the State of Nevada Fund for Aviation to reimburse the County for its local match on the Federal Aviation Administration's Federal Grant number 3-32-0013-041-2002 used for the purchase of snow removal equipment, and authorize the Airport Manager to sign all necessary documents; and (2) adopt **Resolution 2023R-084** augmenting the Airport Fund 2023-2024 Fiscal Year Budget in the amount of the grant. (Heather MacDonnell)

B. For possible action. Discussion to approve changes to the Fiscal Years 2021-22, 2022-23, and 2023-24 secured and unsecured property tax rolls presented by the Douglas County Assessor pursuant to NRS 361.765 and/or NRS 361.768 to adjust the assessed values of the affected properties, with a total decrease in assessed value of $3,233,985, authorize Chairman Gardner to execute an Order to Adjust Tax Bills and Correct Secured and Unsecured Tax Rolls, and direct the Douglas County Treasurer to correct the errors in the tax rolls pursuant to Nevada law. (Trent Tholen)

C. For possible action. Discussion to (1) accept a Department of Agriculture Award for the National School Lunch Program (NSLP), School Breakfast Program (SBP), and Afterschool Snack Program (ASP) to reimburse the China Spring Youth Camp for qualifying meals provided to youth, and (2) adopt **Resolution 2023R-085** augmenting the Department 242 Fiscal Year 2023-2024 budget in the amount of $100,000. (Wendy Garrison)

D. For possible action. Discussion to accept the Douglas County July 2023 Investment Report submitted per Douglas County Code 3.02.040. (Amy Burgans)

E. For possible action. Discussion to approve a $166,380 professional services contract with Wood Rodgers, Inc. ("Wood Rodgers") to complete the Transfer of Development Rights (TDR) Study for Douglas County, authorize the County Manager to sign the contract, and approve the use of the County's allocation of Local Assistance and Tribal Consistency Fund (LATCF) funding to increase the budget for the study from $100,000 to $166,380. (Kate Moroles-O'Neil, Tom Dallaire)

F. For possible action. Discussion to accept a donation of $50,000 from Lois Wray to Douglas County Senior Services. (Geoff Bonar)

G. For possible action. Discussion to authorize the Community Services Department to purchase two passenger vans at a total cost of $85,103.25 in Fiscal Year 2023-24 using State of Nevada negotiated contract pricing as allowed under NRS 332.195. (Ryan Stanton)

H. For possible action. Discussion to approve a contract with Traci Isherwood, Director of Sagebrush Sprouts Preschool, to operate a preschool program for Douglas County located at the Douglas County Community and Senior Center, 1329 Waterloo Lane, Gardnerville, Nevada, through June 30, 2024, with an option to extend the contract for five additional year-long terms through June 30, 2029. (Brook Adie)

I. For possible action. Discussion to approve an amendment to the contract between Douglas County and Justin Clouser, Esq. with Clouser Wasick & Associates, Ltd. to provide, on an as-needed basis, legal services as the coordinator of the County's indigent legal defense program at a rate of $125 per hour, or $450 per day for weekends and holidays, in a total amount not-to-exceed $168,400, from July 1, 2023, through June 30, 2024, and authorize the County Manager to sign the contract. (Jenifer Davidson)

J. For possible action. Discussion to retroactively approve the amendment of five contracts with Brian Filter, Martin Hart, Matt Ence, Nadine Morton, and Max Stovall to provide indigent defense services by increasing their compensation by $450 per day for weekends and holidays for each bail hearing they attend, or are available to attend, effective July 1, 2023, through June 30, 2024, and to authorize the County Manager to execute the contracts. (Jenifer Davidson)

K. For possible action. Discussion to approve Douglas County's participation in the Walgreens Co. settlement agreement as a part of the One Nevada Agreement on the Allocation of Opioid Recoveries and authorize the County Manager to execute any required documents. (Mark B. Jackson)

L. For possible action. Discussion to approve Douglas County's participation in the Teva Pharmaceutical Industries Ltd. settlement as a part of the One Nevada Agreement on the Allocation of Opioid Recoveries and authorize the County Manager to execute any required documents. (Mark B. Jackson)

M. For possible action. Discussion to authorize the Douglas County Sheriff's Office to accept a cash donation of $100,000 from Lois Wray to be used for the Sheriff's Office Search and Rescue Program and to adopt **Resolution 2023R-079** augmenting the budget for the donated funds. (Undersheriff Elges)

N. For possible action. Discussion to accept the 2024 State of Nevada State Emergency Response Commission - United We Stand Grant Award in the amount of $29,925, and adopt **Resolution 2023R-081** augmenting the Sheriff's Office budget in the grant amount. (Undersheriff Elges)

O. For possible action. Discussion to accept a $17,353 Nevada Office of the Attorney General Services-Training-Officers-Prosecutors (STOP) Domestic Violence Sub-Grant Award with a County match of $5,784.33, for a total grant budget of $23,137.33, during the grant term of July 1, 2023, through December 31, 2023, and adopt **Resolution 2023R-082** augmenting the Douglas County Sheriff's Office budget in the grant amount. (Undersheriff Elges)

P. For possible action. Discussion to authorize the Douglas County Sheriff's Office to accept a $22,000 State of Nevada Department of Public Safety (DPS) Traffic Safety Joining Forces Project Agreement Grant for Fiscal Year 2023-24 with a 25% matching requirement of $5,250 totaling $27,250 for the grant period of October 1, 2023 through September 30, 2024; adopt **Resolution 2023R-086** augmenting the Douglas County Sheriff's Office budget in the grant amount; and authorize the Sheriff to sign the agreement. (Undersheriff Elges)

Q. For possible action. Discussion to approve the Douglas County Sheriff's Office purchase of thirteen (13) APX 8000 ALL Band Handheld Radios, twenty (20) single unit chargers, and seventeen (17) remote speaker microphones from Motorola Solutions at the cost of $99,898.74. (Undersheriff Elges)

R. For possible action. Discussion to accept the auditor's report on Douglas County's general ledger cash balances through August 4, 2023, per Nevada Revised Statutes 251.030. (Terri Willoughby)

S. For possible action. Discussion to renew Douglas County's excess workers' compensation retention insurance coverage with Safety National Casualty Corporation, at a cost not-to-exceed $189,100, for Fiscal Year 2023-24, and authorize the County Manager to execute any required documents. (Wendy Lang)

T. For possible action. Discussion on Douglas County renewing general liability & property insurance coverage for Fiscal Year 2023-24 with Travelers and the Alliant Property Insurance Program (APIP), in an amount not-to-exceed $925,629.40, and authorize the County Manager to execute any necessary documents for the binding of coverage retroactively. (Wendy Lang)

U. For possible action. Discussion to increase the JFG Systems, Inc. Purchase Order # 2024-00000075 by $17,076.30, for a total of $83,538.30, to cover the cost of a new backup server and software maintenance for the first year. (Bobbie William, Delores Goelz)

V. For possible action. Discussion to approve a one-time Purchase Order with JFG Systems, Inc. for $45,884.48. (Bobbie Williams)

W. For possible action. Discussion to approve Public Works annual purchase orders for Fiscal Year 2023-24 for Qual-Econ USA in the amount of $133,000 for contracted janitorial services (Facilities); and Granite Construction, $120,000 for aggregate and paving materials (Road Maintenance). (Phil Ritger, Rick Robillard)

X. For possible action. Discussion to approve a $33,320 professional services contract with Construction Materials Engineers, Inc. to provide construction management services for the Cave Rock Water System Improvement Project (GMP3B 2023 phase) and authorize the County Manager to sign the contract and approve change orders up to 10% of the original contract price. (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

1. For presentation only. Ceremonial presentation of **Proclamation 2023P-073** designating September 17, 2023 as "Citizenship Day" and September 17-23, 2023 as "Constitution Week" in Douglas County. (Chairman Gardner)

2. For presentation only. Ceremonial presentation of **Proclamation 2023P-077**, designating September 2023 as National Hunger Action Month. (Chairman Gardner)

3. For presentation only. Presentation by Douglas County Public Information, Douglas County Sheriff's Office, and Perimeter, an evacuation software provider. (Undersheriff Elges, Melissa Elges and Noah Wu, Perimeter)

4. For presentation only. Presentation on the Draft Safe Routes to School Master Plan. (Jon Erb)

5. For presentation only. Introduction of **Ordinance 2023-1624**, adopting a Zoning Map Amendment for the Dangberg Home Ranch Historic Park within the Agricultural Community Plan. The amendment changes the zoning from A-19 (Agricultural 19-acre) to PF (Public Facilities). (Zoning Map Amendment Application DP23-0095). The subject 5.5 acre parcel is the Dangberg Home Ranch Historic Park located at 1450 Highway 88 in the Agricultural Community Plan. The applicant is Scott Morgan, and the owner is Douglas County. (APN 1319-36-000-005). (Scott Morgan)

6. For possible action. Discussion on Land Division Application DP23-0128, a request for a tentative subdivision map to create ten (10) lots for use as single family residential dwellings. Lot sizes are between 2.01 acres and 3.48 acres. Lots will be located in the SFR-2 Zoning District (Single-Family Residential, 2-acre minimum net parcel size) in the Foothill Community Plan. The parcel is located at the northeast corner of Centerville Lane and Foothill Road (APN 1219-10-002-069). The applicant's representative is Todd Enke, RCI, Inc. and the owner is Stefan Fraas. (Lucille Rao)

7. For possible action. Discussion on the adoption of **Ordinance 2023-1622**, a Zoning Text Amendment to Douglas County Code (DCC), Title 20, updating Chapter 20.50 - Floodplain Management and Title 20, Appendix A - "Definitions", and other properly related matters. (Tom Dallaire and Courtney Walker)

8. For possible action. Discussion to approve the Art in Public Places Program Plan. (Brook Adie)

9. For possible action. Update and discussion on establishing the timeframe and selection process for the appointment of a Justice of the Peace for the Tahoe Township Justice Court to serve the remainder of the unexpired term of the outgoing Tahoe Township Justice of the Peace in compliance with NRS 4.010 and 245.170. (Wendy Lang)

10. For possible action. Discussion on the classification and compensation study completed by Baker Tilly, including the Board's possible adoption of a revised County compensation and classification plan and discussion of possible implementation options for non-unionized Douglas County employees. (Wendy Lang)

11. For possible action. Discussion on the adoption of **Ordinance 2023-1621**, an ordinance amending Chapter 2.06 of the Douglas County Code (Planning Commission) to allow members of the Douglas County Planning Commission to serve on boards, commissions, committees, and accept other non-elected appointments. Second Reading. (Commissioner Hales)

12. 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