

BOARD OF COUNTY COMMISSIONERS, WASHOE COUNTY, NEVADA

TUESDAY

1:00 P.M.

APRIL 15, 2003

PRESENT:

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

Amy Harvey, County Clerk
Nancy Parent, Chief Deputy Clerk
Katy Singlaub, County Manager
Melanie Foster, 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:

03-388 WORK CARD PERMIT APPEAL – KENNETH NAKIS

The appeal by Kenneth Nakis of the Sheriff's denial of his work card permit application was considered on Monday, April 14, 2003 prior to the Caucus meeting.

On motion by Commissioner Sferrazza, seconded by Commissioner Shaw, which motion duly carried with Commissioner Galloway temporarily absent, the Board convened in closed session to hear testimony as to why the work card for Kenneth Nakis should or should not be granted.

Mr. Nakis was present, along with his sponsor from Alcoholics Anonymous who identified himself as Paul, to offer testimony during the closed session.

Also present were Maureen Thomas, Chief Records Clerk, Washoe County Sheriff's Office, Debra Campbell, Records Manager, Washoe County Sheriff's Office, Alice LeDesma, Child Care Licensing Supervisor, Washoe County Social Services, and Victoria Bowers, Washoe County Social Services.

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Commissioner Galloway arrived shortly after commencement of the closed hearing.

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The Board then reconvened in open session, and the following action was taken:

On motion by Commissioner Sferrazza, seconded by Commissioner Galloway, which motion duly carried with Chairman Humke voting "no," it was ordered that the appeal be upheld and that the work card permit be issued to Kenneth Nakis upon the following conditions: (1) the three-page Confidential Memorandum from the Sheriff's Office dated April 14, 2003 be provided to Brookfield School with an explanation from staff that there was no conviction, and that staff confirm the School's receipt of the document prior to issuance of the permit; (2) Mr. Nakis submit to blood or urine drug tests twice a month at his own expense, that the results of said tests be "clean", and that said results be provided to Social Services for placement in the School file; (3) the drug test condition be for a period of one (1) year; and (4) the permit is limited to Brookfield School.

03-389 AGENDA

***1:15 p.m.** Chairman Humke arrived during discussion concerning approval of the agenda, but did not assume the gavel.

In accordance with the Open Meeting Law, on motion by Commissioner Weber, seconded by Commissioner Galloway, which motion duly carried with Commissioner Sferrazza voting "no," Vice Chairman Shaw ordered that the agenda for the April 15, 2003 meeting be approved with the following amendments: Delete Item Nos. 7, Resolution or Position Concerning War in Iraq; 8, Resolution or Position Supporting the U.S. and Coalition Troops; and 10, Truckee Meadows Fire Protection District. Add Item No. 28, regarding discussion and possible direction to staff concerning the Mormon crickets in the North Valley areas of Washoe County for which a properly noticed addendum was posted. It was noted Commissioner Sferrazza voted "no" because he said Councilmember Harsh had asked at the joint meeting for support of a Resolution supporting the U.S. and coalition troops.

PUBLIC COMMENTS

Sam Dehne, local resident, discussed his interpretation of the Open Meeting Law and spoke about the rules of good government.

Chairman Humke resumed the gavel.

Darin Bue explained why he disagreed City Hall and the County Chambers are not the venue concerning discussions about the war in Iraq.

Eddie Anderson, Patricia Axelrod, Micki Lewis, Darin Bue, Sam Dehne, Ron Longtin, Jim Galloway, Jeannie Fow and Pete Sferrazza, private citizens, discussed their views about the war in Iraq.

Tom Noblett, Sun Valley resident, said he feels 50 percent of Sun Valley residents think the Citizen Advisory Board (CAB) is going to be eliminated and he expressed his opposition. He discussed Sierra Pacific Power Company "butchering" the trees they trimmed on Second Street in Sun Valley.

MANAGER'S/COMMISSIONERS' COMMENTS

Commissioner Shaw noted there is a fundraiser on April 19 at 8:00 p.m. at the Atlantis for the V & T Railroad.

03-390 INTRODUCTION OF NEW COUNTY EMPLOYEES

Katy Singlaub, County Manager, invited approximately six new and/or returning Washoe County employees to come forward and introduce themselves to the Board. Chairman Humke welcomed the new employees on behalf of the Board.

03-391 SEXUAL ASSAULT – MEDICAL CARE – PAYMENT

Pursuant to NRS 217.280 to 217.350, on motion by Commissioner Sferrazza, seconded by Commissioner Shaw, 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 65 sexual assault victims in an amount totaling \$11,626.83 as set forth in a memorandum from Lidia Osmetti, Office Manager, District Attorney's Office, dated March 28, 2003.

**03-392 ACCEPTANCE OF FINANCIAL REPORT – SEVEN MONTHS
ENDED JANUARY 31, 2003 – COMPTROLLER**

Upon recommendation of Kathy Garcia, Comptroller, on motion by Commissioner Sferrazza, seconded by Commissioner Shaw, which motion duly carried, Chairman Humke ordered that the Financial Report for Washoe County for the Seven Months Ended January 31, 2003 (Unaudited) be accepted.

**03-393 ACCEPTANCE OF FINANCIAL REPORT – EIGHT MONTHS
ENDED FEBRUARY 28, 2003 – COMPTROLLER**

Upon recommendation of Kathy Garcia, Comptroller, on motion by Commissioner Sferrazza, seconded by Commissioner Shaw, which motion duly carried, Chairman Humke ordered that the Financial Report for Washoe County for the Eight Months Ended February 28, 2003 (Unaudited) be accepted.

03-394 ALCOHOL BEVERAGE WAIVER – RENO SENIOR CENTER – SENIOR SERVICES

Upon recommendation of Despina Hatton, Acting Director, Washoe County Senior Services, on motion by Commissioner Sferrazza, seconded by Commissioner Shaw, which motion duly carried, Chairman Humke ordered that the prohibition of serving alcoholic beverages at the Reno Senior Center be waived for the annual smorgasbord function by the Daughters of Norway on May 10, 2003 from 5:00 p.m. to 10:00 p.m.

03-395 ACCEPTANCE OF DONATION – FRIENDS OF WASHOE COUNTY LIBRARY – LIBRARY

Upon recommendation of Nancy Cummings, Library Director, on motion by Commissioner Sferrazza, seconded by Commissioner Shaw, which motion duly carried, Chairman Humke ordered that the donation from the Friends of Washoe County Library, in the amount of \$72,330, to the Washoe County Library System be accepted with the Board's gratitude. It was noted this would increase the Washoe County gift fund revenue and expenditure accounts by \$72,330.

03-396 ACCEPTANCE OF DONATION – FRIENDS OF LORING "MAC" MCGEE – JUVENILE SERVICES

Upon recommendation of Michael Pomi, Juvenile Services, on motion by Commissioner Sferrazza, seconded by Commissioner Shaw, which motion duly carried, Chairman Humke ordered that the donation from the Friends of Loring "Mac" McGee, for the McGee Center, in the amount of \$1,570, be accepted with the Board's gratitude. It was further ordered that the following account transactions be authorized:

Increase Revenues:		
12931D-5802	Donation	\$1,570
Increase Expenditures:		
12931D-7266	Recreation	\$1,570

03-397 ACCEPTANCE OF DONATIONS – RENO AIR RACE ASSOCIATION AND NEVADA STATE FAIR – RESERVE DEPUTY SHERIFFS – SHERIFF

Upon recommendation of Dennis Balaam, Sheriff, on motion by Commissioner Sferrazza, seconded by Commissioner Shaw, which motion duly carried, Chairman Humke ordered that the donation from the Reno Air Race Association, in the amount of \$500, and the donation from the Nevada State Fair, in the amount of \$1,000, to the Reserve Deputy Sheriffs, be accepted with the Board's gratitude. It was further ordered that the following account transactions be authorized:

Increase Revenues:	
15239D-5802	\$1,500
Increase Expenditures:	
15239D-7245	\$1,500

It was noted these monies would be designated to purchase equipment, such as pagers and ballistic helmets, for the Reserve Deputies.

03-398 ACCEPTANCE OF DONATIONS – ROBERT Z. HAWKINS AND E. L. CORD FOUNDATIONS– DISTRICT COURT

Upon recommendation of Ron Longtin, District Court Administrator, on motion by Commissioner Sferrazza, seconded by Commissioner Shaw, which motion duly carried, Chairman Humke ordered that the donation from the Robert Z. Hawkins Foundation, in the amount of \$13,130, and the donation from The E. L. Cord Foundation, in the amount of \$11,500, be accepted with the Board's gratitude. It was further ordered that the following account transactions be authorized:

Increase:	
001-120301D-5802	\$24,630
001-120301D-7828	\$24,630

It was noted the donations would be used to upgrade the JAVS systems, which is now 12 years old, currently employed in the Second Judicial District Family Court.

03-399 ACCEPTANCE OF GRANT – NEVADA DEPARTMENT OF PUBLIC SAFETY – IPAQ HANDHELD PERSONAL DATA ASSISTANTS – SHERIFF

Upon recommendation of Dennis Balaam, Sheriff, on motion by Commissioner Sferrazza, seconded by Commissioner Shaw, which motion duly carried, Chairman Humke ordered that \$4,550 in grant monies from the Office of Traffic Safety, Nevada Department of Motor Vehicles, be accepted. It was further ordered that the following revenue and expenditure budget adjustments be approved:

INCREASE REVENUES:	
15278G/4301	\$4,550
INCREASE EXPENDITURES:	
15278G/7245	\$4,550

It was noted these funds would be utilized to purchase ten 3850 IPAQ Handheld Personal Data Assistants at a cost of approximately \$455 per unit.

03-400 PURCHASE REQUISITION – FY 2002/03 – AIR QUALITY PROGRAMS – HEALTH DEPARTMENT

Upon recommendation of Eileen Coulombe, Administrative Health Services Officer, on motion by Commissioner Sferrazza, seconded by Commissioner Shaw, which motion duly carried, Chairman Humke ordered that a purchase requisition (#161905) in the amount of \$26,260 to the Truckee Meadows Regional Planning Agency on behalf of the Air Quality Management Division be approved.

03-401 BUDGET AMENDMENT – FY 2002/03 – HIV PREVENTION PROGRAM – HEALTH

Upon recommendation of Eileen Coulombe, Administrative Health Services Officer, on motion by Commissioner Sferrazza, seconded by Commissioner Shaw, which motion duly carried, Chairman Humke ordered that an amendment to the District Health Department Fiscal Year 2002/03 HIV Prevention Program budget be approved and the following account transactions be authorized:

ACCOUNT NUMBER	DESCRIPTION	AMOUNT OF (DECREASE)
002-1700-1712G2-4301	Federal Funds	(\$20,048)
-7001	Salaries	(\$16,680)
-7048	Retirement	(\$ 3,127)
-7050	Medicare	(\$ 241)
	Total Expenditures	(\$20,048)

03-402 BUDGET AMENDMENT – FY 2002/03 – TUBERCULOSIS CDC PROGRAM – HEALTH

Upon recommendation of Eileen Coulombe, Administrative Health Services Officer, on motion by Commissioner Sferrazza, seconded by Commissioner Shaw, which motion duly carried, Chairman Humke ordered that an amendment to the District Health Department Fiscal Year 2002/03 Tuberculosis Centers for Disease Control (CDC) Program budget be approved and the following account transactions be authorized:

ACCOUNT NUMBER	DESCRIPTION	AMOUNT OF (DECREASE)
002-1700-1714G3-4301	Federal Funds	(\$5,059)
-7001	Salaries	(\$4,209)
-7048	Retirement	(\$ 789)
-7050	Medicare	(\$ 61)
	Total Expenditures	(\$5,059)

03-403

**BUDGET AMENDMENT – FY 2002/03 – AIR QUALITY
MANAGEMENT'S ENVIRONMENTAL PROTECTION AGENCY
CARRYOVER PROGRAM – HEALTH**

Upon recommendation of Eileen Coulombe, Administrative Health Services Officer, on motion by Commissioner Sferrazza, seconded by Commissioner Shaw, which motion duly carried, Chairman Humke ordered that an amendment to the District Health Department Fiscal Year 2002/03 Air Quality Management's Environmental Protection Agency Carryover Program budget in the amount of \$62,793 in Federal funds be approved and the following account transactions be authorized:

ACCOUNT NUMBER	DESCRIPTION	AMOUNT OF INCREASE
002-1700-1723G10-4301	Federal Funds	\$62,793
-7140	Other Professional Services	\$34,315
-72051	Personal Computers	\$15,978
-7825	Miscellaneous Equipment	\$12,500
	Total Expenditures	\$62,793

03-404

**WATER RIGHTS DEED & WATER SALE AGREEMENT –
TRUCKEE MEADOWS WATER AUTHORITY – UTILITY
SERVICES**

Upon recommendation of John Collins, Utility Services Division Manager, through Steve Bradhurst, Water Resources Director, on motion by Commissioner Sferrazza, seconded by Commissioner Shaw, which motion duly carried, it was ordered that the following actions be taken in support of Herbert L. Bice's parcel map near Mayberry Drive in Reno (APN 009-132-13):

1. The Water Rights Deed for surface water rights from a portion of Claim 54 as changed by Application 68490, in the amount of 0.87 acre-feet between Truckee Meadows Water Authority (TMWA), as Grantor, and Washoe County, as Grantee, be approved and Chairman Humke be authorized to execute the same.
2. The Water Sale Agreement between the County of Washoe and TMWA be approved and Chairman Humke be authorized to execute the same.
3. The Utility Services Division Manager be directed to record the Water Rights Deed and Water Sale Agreement with the Washoe County Recorder.

03-405

**AUTHORIZE REPRESENTATION IN NEVADA SUPREME
COURT CASE NO. 41006 – JUANITA S. LARUE, ET AL VS.
WASHOE COUNTY – WATER RESOURCES**

Upon recommendation of Paul Orphan, Engineering Manager, through Steve Bradhurst, Water Resources Director, on motion by Commissioner Sferrazza,

seconded by Commissioner Shaw, which motion duly carried, Chairman Humke ordered that the law firm of Allison, MacKenzie, Russell, Pavlakis, Wright & Fagan, Ltd. be authorized to continue to represent Washoe County in the Supreme Court of the State of Nevada, Case No. 41006, Juanita S. LaRue, et al vs. Washoe County.

It was noted the total estimated legal cost associated with the appeal would range from \$1,500 to \$6,000 and funds are available within the Water Resources budget under Account #66133-7320.

03-406 EXPENDITURE OF REGIONAL WATER MANAGEMENT FUNDS – AGREEMENT – RIVER AND WETLANDS PILOT RESTORATION PROJECT – LOWER TRUCKEE RIVER – WATER RESOURCES

Upon recommendation of the Regional Water Planning Commission, on motion by Commissioner Sferrazza, seconded by Commissioner Shaw, which motion duly carried, Chairman Humke ordered that the expenditure of Regional Water Management funds in the not-to-exceed amount of \$125,000 to partially fund a river and wetlands pilot restoration project at the McCarran Ranch located on the lower Truckee River be approved. It was further ordered that the Agreement between Washoe County and the Nature Conservancy concerning this project be approved and Chairman Humke be authorized to execute the same.

03-407 LETTER AGREEMENT – CITY OF SPARKS AND REGIONAL TRANSPORTATION COMMISSION – SULLIVAN LANE STORM DRAINAGE IMPROVEMENTS – PUBLIC WORKS

Upon recommendation of Rod Savini, Deputy Public Works Director, through Tom Gadd, Public Works Director, on motion by Commissioner Sferrazza, seconded by Commissioner Shaw, which motion duly carried, Chairman Humke ordered that the Storm Drain Letter Agreement between the County of Washoe, the City of Sparks and the Regional Transportation Commission to install storm drainage improvements within Sullivan Lane be approved and the Public Works Director be authorized to execute the same. It was further ordered that the Comptroller be directed to make the following account changes:

Account	Description	Increase	Decrease
9205999	Public Works projects	\$25,625	
9202999	General Government projects		\$25,625

03-408 USAGE LICENSE AGREEMENT – COMPUTRUST SOFTWARE CORPORATION – CASE AND FINANCIAL MANAGEMENT SOFTWARE – PUBLIC ADMINISTRATOR

Upon recommendation of Donald Cavallo, Washoe County Public Administrator, on motion by Commissioner Sferrazza, seconded by Commissioner Shaw,

which motion duly carried, it was ordered that the Usage License Agreement between the County of Washoe and CompuTrust Software Corporation for the purchase of case and financial management software be approved and Chairman Humke be authorized to execute the same. It was noted a donation by Bank of America to purchase the software was approved by the Board of County Commissioners on March 11, 2003 (BCC Item No. 03-238) and would pay the initial cost of the software and the first three months of usage fees; the Fiscal Year 2003/04 cost would be \$11,723 based on 11 users and up to 300 open cases; and the cost for following years would be dependent on the number of active cases and the number of users.

**03-409 AGREEMENT – SCOTIA CONSULTING – REPLACE CASE
MANAGEMENT SYSTEM – COURT SERVICES – DISTRICT
COURT**

Upon recommendation of Carl Hinxman, Court Services, District Court, on motion by Commissioner Sferrazza, seconded by Commissioner Shaw, which motion duly carried, it was ordered that a software contract between the County of Washoe and Scotia Consulting, in the amount of \$109,200, to replace the existing case management system in the Court Services Division of the Second Judicial District Court, be approved and Chairman Humke be authorized to execute the same. It was noted that although computer software is exempt from the requirements of competitive bidding, a sole source purchase request was placed on file with the County Clerk.

**03-410 AMENDMENT – INTERLOCAL AGREEMENT – STATE OF
NEVADA DEPARTMENT OF HUMAN RESOURCES –
ADOPTION SUBSIDY PAYMENTS – SOCIAL SERVICES**

Upon recommendation of Mike Capello, Social Services Director, on motion by Commissioner Sferrazza, seconded by Commissioner Shaw, which motion duly carried, it was ordered that Amendment #1 to the Interlocal Agreement between the County of Washoe, Department of Social Services, and the State of Nevada Department of Human Resources, Division of Child and Family Services, authorizing Washoe County to make adoption subsidy payments to adoptive parents of special needs children on behalf of the Reno District Office of the Division be approved and Chairman Humke be authorized to execute the same.

**03-411 AWARD OF PROPOSAL – SECURITY FENCING – SHERIFF'S
DETENTION FACILITY – THOLL FENCE, INC. – PURCHASING**

This was the time to consider Award of Proposal for security fencing for the Sheriff's Detention Facility on behalf of the Washoe County Sheriff's Office. Proposals were solicited by the Purchasing Office from two local, licensed contractors, resulting in a proposal received from Tholl Fence, Inc.

Upon recommendation of John Balentine, Purchasing and Contracts Administrator, on motion by Commissioner Sferrazza, seconded by Commissioner Shaw,

which motion duly carried, Chairman Humke ordered that the proposal for security fencing for the Sheriff's Detention Facility on behalf of the Washoe County Sheriff's Office, be awarded to the most responsive and responsible proposer meeting requirements for this project, Tholl Fence, Inc., in the net amount of \$33,994. It was further ordered that the Purchasing and Contracts Administrator be authorized to enter into an Agreement with Tholl Fence, Inc., to provide and install the security fencing for the Sheriff's Detention Facility. It was noted this would cover the upgrade of the parking lot security fencing, installation of a vertical pivot lift gate, electrical service from building to gate, and interfacing with the existing analog card reader security system.

A proposal from Artistic Fence was considered non-responsive because they did not include electrical work from the building to the gate, and did not include any interface with the existing analog card reader security system.

03-412 REQUEST FOR PROPOSAL NO. 2376-03 – SOUND AND LIGHTING SERVICES – PARKS AND RECREATION – PURCHASING

This was the time to consider Request for Proposal No. 2376-03 for sound and lighting services for the Parks and Recreation Department. The Request for Proposal was duly advertised in the *Reno Gazette-Journal* on February 28, 2003. Proof was made that due and legal notice had been given.

Proposals were received from the following:

Starsound Audio, Inc.
Bright Productions Equipment & Services

Upon recommendation of John Balentine, Purchasing and Contracts Administrator, on motion by Commissioner Sferrazza, seconded by Commissioner Shaw, which motion duly carried, Chairman Humke ordered that Request for Proposal No. 2376-03 for sound and lighting services for musical, theatrical and special event performances at the Robert Z. Hawkin's Amphitheater on behalf of the Parks and Recreation Department be awarded to Starsound Audio, Inc.

It was further ordered that the Purchasing and Contracts Administrator be authorized to execute an approximate six month agreement with Starsound Audio, Inc. for the sound and lighting services with the County reserving the option to renew the agreement for the 2005 and 2006 production season. It was noted the estimated value of this award is indeterminate and based upon the number of events and actual sound and lighting services provided.

03-413

REQUEST FOR PROPOSAL NO. 2383-03 – HAY AND PASTURE LEASES – PARKS AND RECREATION – PURCHASING

This was the time to consider Request for Proposal No. 2383-03 for hay and pasture leases for the Washoe County Parks and Recreation Department. The Request for Proposal was duly advertised in the *Reno Gazette-Journal* on March 12 and 14, 2003. Proof was made that due and legal notice had been given.

Proposals were received from the following:

Lazetich Ranch, Inc.
John McMullan

Upon recommendation of John Balentine, Purchasing and Contracts Administrator, on motion by Commissioner Sferrazza, seconded by Commissioner Shaw, which motion duly carried, Chairman Humke ordered that Request for Proposal No. 2383-03 for hay and pasture leases at Rancho San Rafael Park and Canepa Ranch on behalf of the Washoe County Parks and Recreation Department be awarded to the following proposers:

Lazetich Ranch, Inc.	Rancho San Rafael Park – 60- acres
	\$500 per year (season)
John McMullan	Canepa Ranch – 40+ acres
	\$5,000 per year (season)

It was further ordered that the Parks and Recreation Director or designee be allowed to modify the resulting agreement(s), including the lease fee, in the event any of the leased property currently available should become unsuitable or unsatisfactory in the opinion of the County for continued hay and/or pasture use.

It was also ordered that the Purchasing and Contracts Administrator be authorized to execute annual (seasonal) agreements for the hay and pasturage leases with each of the above proposers. It was noted the County would retain an option for two annual (seasonal) renewals.

03-414

HEALTH BENEFITS PROGRAM – FISCAL YEAR 2003/04 – RISK MANAGEMENT

Upon recommendation of the Washoe County Insurance Negotiating Committee, on motion by Commissioner Sferrazza, seconded by Commissioner Shaw, which motion duly carried, Chairman Humke ordered that the changes to the Health Benefits Program, as outlined in the agenda memorandum dated April 4, 2003, be approved and the Risk Manager be authorized to execute insurance contracts and other service contracts necessary to continue the program.

03-415

**HEALTH BENEFITS PROGRAM – HIPAA RELATED
DOCUMENTS, POLICIES AND PROCEDURES, BUSINESS
ASSOCIATE AGREEMENTS – RISK MANAGEMENT**

Upon recommendation of Jim Jeppson, Risk Manager, through John Sherman, Finance Director, on motion by Commissioner Sferrazza, seconded by Commissioner Shaw, which motion duly carried, it was ordered that:

1. The Health Benefits Program Amendment to Allow Washoe County to Obtain Protected Health Information (PHI) from the Program and the Certification by Program Sponsor to Health Benefits Program be approved and Chairman Humke be authorized to execute the same;
2. The Risk Manager be authorized to adopt policies and procedures, including any necessary forms, for the Health Benefits Program to satisfy the privacy rules mandated by the Health Insurance Portability and Accountability Act of 1996 (HIPAA); and
3. The Risk Manager be authorized to approve Business Associate Agreements to ensure that all health program service providers take steps to avoid inappropriate uses and disclosures of protected health information.

03-416

**INVOICE – AIRPORT AUTHORITY OF WASHOE COUNTY –
X-RAY MACHINES AND METAL DETECTOR – DISTRICT
COURT**

Upon recommendation of Ron Longtin, District Court Administrator, on motion by Commissioner Sferrazza, seconded by Commissioner Shaw, which motion duly carried, Chairman Humke ordered that the invoice, in the amount of \$1.00, from the Airport Authority of Washoe County, for the purchase and transfer of three EG&G Astrophysics Security Screening Scanners (X-ray machines) and one EG&G Astrophysics Sentries Metal Detector (walk through device), to Washoe County be accepted. It was noted funding for the transportation, installation, calibration and future maintenance is available within the District Court authorized budget and funding for the annual maintenance contract will be included in the District Court's base budget beginning fiscal year 2004/05.

03-417

**TRAILHEAD MASTER PLAN – JUMBO GRADE – PARKS
DEPARTMENT**

Upon recommendation of Bill Gardner, Park Planner, through Karen Mullen, Director, Parks Department, on motion by Commissioner Sferrazza, seconded by Commissioner Shaw, which motion duly carried, Chairman Humke ordered that the master plan for the Jumbo Grade Trailhead located on Jumbo Grade Road in Washoe Valley be approved.

03-418 AGREEMENT – BIGHORN BMX, INC. – BMX TRACK – SUN VALLEY COMMUNITY PARK – PARKS DEPARTMENT

Upon recommendation of Gregg Finkler, Operations Superintendent, through Karen Mullen, Director, Parks Department, on motion by Commissioner Sferrazza, seconded by Commissioner Shaw, which motion duly carried, it was ordered that an agreement between Washoe County and Bighorn BMX, Inc., concerning the use of the bicycle motocross (BMX) track located within the Sun Valley Community Park, be approved and Chairman Humke be authorized to execute the same.

03-419 CORRECTION OF FACTUAL ERRORS – ASSESSOR

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

NAME	APN #	AMOUNT	ROLL
James E. and Danise M. Davis	017-350-30	[-\$209.94]	2002 Secured
Mountain Top Communications Lessee	048-120-08	[\$N/A]	2003 Secured
Ronald Beaty	082-585-06	[-\$26.68]	2000 Secured
Ronald Beaty	082-585-06	[-\$26.40]	2001 Secured
Ronald Beaty	082-585-06	[-\$166.82]	2002 Secured
Alice Gori (Lessee)	084-160-75	[-\$175.48]	2000 Secured
Carol J. Dolan et al	125-201-05	[-\$11.69]	2000 Secured
Carol J. Dolan et al	125-201-05	[-\$11.74]	2001 Secured
Carol J. Dolan et al	125-201-05	[-\$12.37]	2002 Secured
Robert D. Hunt	550-081-25C	[-\$45.80]	2000 Secured
Robert D. Hunt	550-081-25B	[-\$46.72]	2001 Secured
Robert D. Hunt	550-081-25A	[-\$47.99]	2002 Secured
Clayton W. and Stacie A. Filler, Jr.	554-091-12	[-\$17.78]	2000 Secured
Clayton W. and Stacie A. Filler, Jr.	554-091-12	[-\$18.14]	2001 Secured
Clayton W. and Stacie A. Filler, Jr.	554-091-12	[-\$30.26]	2002 Secured

03-420 RESOLUTION – CREATING ANIMAL SERVICES SPECIAL REVENUE FUND – FINANCE

Upon recommendation of Ron Steele, Fiscal Analyst II, Finance Department, on motion by Commissioner Sferrazza, seconded by Commissioner Shaw, which motion duly carried, it was ordered that the following Resolution be adopted and Chairman Humke be authorized to execute the same:

RESOLUTION
Resolution to create the Animal Services Special Revenue Fund

WHEREAS, during the November 2002 General Election, Washoe County voters approved a property tax rate increase of up to \$0.03 per \$100 of assessed value to operate a regional animal services shelter and to provide regional field enforcement operations. In addition, the ballot question authorized the issuance of up to \$10.75 million in bonds to construct the Regional Animal Services shelter.

WHEREAS, the resources and disbursements relative to the Animal Services facility and field operations need to be separated from other County financial activity; and

WHEREAS, the County will annually budget resources and disbursements, including administrative overhead to fund the Animal Services facility and field operations; and

WHEREAS, NRS 354 allows for the creation of a special revenue fund; and

WHEREAS, special revenue funds are used to account for services provided as a result of specific identifiable revenues; and

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 Animal Services Fund is hereby created as a special revenue fund subject to the Local Government Budget Act contained in NRS 354.

Section 2. That the County Comptroller is hereby directed to establish said fund on the official books and record of Washoe County for the purpose of accounting for the provision of animal control services, interest earnings on the assets of the fund, and expenditures and disbursements from the fund including overhead.

Section 3. This Resolution shall be effective upon passage and approval.

IT IS FURTHER RESOLVED, That the County Clerk is hereby directed to distribute executed copies of the Resolution to the Department of Taxation, the Comptroller, Animal Services, and the Budget Division within thirty days

03-421 AUTHORIZATION FOR NON-COUNTY EMPLOYEE TRAVEL EXPENSE – GWEN CURTIS – HEALTH DEPARTMENT

In response to questions of the Board, Patsy Buxton, Health Analyst, stated the grant funds that would be used to pay these travel expenses are from the Center for Disease Control in direct support of activities and development of the Immunization Coalition. She said Gwen Curtis would not be doing County work, but would be doing activities related to a grant awarded to the Health Department. Commissioner Shaw said,

as Chairman of the District Board of Health, staff and non-staff are encouraged to research available grants, fill out the grant applications and participate in these types of activities. He stated Ms. Curtis has been instrumental in the Health Department's immunization program and is experienced. He further said the purpose of Ms. Curtis attending the conference is to bring back information and knowledge to help the Health Department's Immunization Program.

Upon recommendation of Eileen Coulombe, Administrative Health Services Officer, on motion by Commissioner Sferrazza, seconded by Commissioner Shaw, which motion duly carried, Chairman Humke ordered that the payment for non-County employee travel costs associated with attendance at the National Conference on Immunization Coalitions in Phoenix, Arizona, May 28 through May 29, 2003, in the approximate amount of \$485.36, to be paid to Gwen Curtis from the Immunization Coalition Program grant funding, related to the Health Department's Immunization Program, be authorized.

**03-422 BUDGET AMENDMENT – FY 2002/03 – WASTE REDUCTION
AND RECYCLING PUBLIC OUTREACH AND EDUCATION
PROGRAM – HEALTH**

Commissioner Galloway asked if these funds provide for waste reduction and recycling public outreach and education in other languages. Jeanne Rucker, Environmentalist Supervisor, explained this is an extension of an existing public outreach program that is currently in place. She said the County is legislatively required to attempt to achieve a 25 percent recycling goal within the County. She further said all prior outreach activities have been in English; research indicates the Hispanic population to be 22 percent of Washoe County's population; and to reach the 25 percent goal, it is felt the Hispanic population needs to be reached. Ms. Rucker said approximately \$40,000 is budgeted to advertising in English.

Sam Dehne, local resident, suggested agenda items be written to include more specifics, such as the amount of the grant and that the Program was for a Spanish language campaign.

Patsy Buxton, Health Analyst, said if the funding does not continue, neither would the Program.

2:17 p.m. Commissioner Weber temporarily left the meeting.

Upon recommendation of Eileen Coulombe, Administrative Health Services Officer, on motion by Commissioner Shaw, seconded by Commissioner Galloway, which motion duly carried with Commissioner Weber temporarily absent, Chairman Humke ordered that an amendment to the District Health Department Fiscal Year 2002/03 budget to create a new project entitled Waste Reduction and Recycling Public Outreach and Education Program in the amount of \$15,000 in State funds be approved and the following account transactions be authorized:

ACCOUNT NUMBER	DESCRIPTION	AMOUNT OF INCREASE
002-1700-1727G4-4302	State Funds	\$15,000
-7230	Educational Supplies	\$ 2,500
-7304	Advertising	\$12,500
	Total Expenditures	\$15,000

2:22 p.m. Commissioner Weber returned to the meeting while the Board was convened as the Fire Commissioners, Sierra Forest Fire Protection District.

03-423 EMPLOYEE/CITIZEN AWARDS – COUNTY SUGGESTION PROGRAM – FINANCE

Darin Conforti, Senior Fiscal Analyst, described an employee suggestion that has been recommended for award and recognition by the County Suggestion Program Committee.

Sam Dehne, local citizen, expressed his appreciation for this money saving idea.

On motion by Commissioner Sferrazza, seconded by Commissioner Shaw, which motion duly carried, it was ordered that the following award be granted and Chairman Humke be authorized to execute the Certificate of Recognition:

\$100.00 for Dawn Rydberg, Community Development

Chairman Humke presented the Certificate to Ms. Rydberg and Ms. Rydberg said she appreciated the recognition.

03-424 STAFFING RECOMMENDATIONS – SOUTH VALLEY'S BRANCH LIBRARY – FINANCE

Upon recommendation of Brian Mirch, Senior Administrative Analyst, on motion by Commissioner Sferrazza, seconded by Commissioner Shaw, which motion duly carried, Chairman Humke ordered that:

1. The creation of five Library Aide positions that will be permanent part-time at 16 hours maximum per week be approved;
2. The increasing of an existing Library Assistant II position (Pos# 103) to full-time permanent status from part-time permanent be approved;
3. The creation of a new full-time permanent Library Assistant II position be approved; and

4. The new positions and resulting backfill positions be exempt from the nine-month hiring deferral.

It was noted these new positions, as well as all existing classifications, are subject to the Job Evaluation Committee approval.

Katy Singlaub, County Manager, thanked Nancy Cummings, Library Director, and her staff for their innovative ideas for solving the staffing challenges for the South Valley's Branch Library.

03-425 APPEARANCE – ERIC MATIJEVICH – ESPN GREAT OUTDOOR GAMES – PARKS DEPARTMENT

Doug Doolittle, Assistant Director, Parks & Recreation Department, reviewed background information provided in the staff report dated March 20, 2003 concerning waiving Washoe County Code 95.220 on July 10-13, 2003 to allow archery and target shooting events at Rancho San Rafael Regional Park during limited hours with supervision by a certified shooting range professional. He then introduced Eric Matijevich, Director, ESPN Great Outdoor Games. Mr. Matijevich gave an overview of the ESPN Great Outdoor Games and showed a commercial that is running in feeder market areas, such as Central California and Southern Oregon. He said ESPN looked for one venue that would allow all 23 disciplines within the four sporting areas to be held and that was Rancho San Rafael.

Mr. Matijevich discussed the shooting events and answered questions of the Board. He said he has talked with the Washoe County Sheriff's Office, and they have given their endorsement of the plan that is in place. Mr. Matijevich said one of the reasons for holding the shooting events at Rancho San Rafael rather than at an actual shooting range is to create an all-in-one atmosphere where spectators could go from one event to the next. He stated the shooting events are the least attended. In response to Commissioner Shaw, Mr. Matijevich said, in the past, they have not had complaints concerning gun noise.

Sam Dehne, local resident, said he was in favor of these events.

Gary Schmidt, Washoe County resident, said he supports the ESPN Great Outdoor Games and understands the difference between staging a public event with spectator participation in a beautiful venue, such as Rancho San Rafael, as opposed to a commercial shooting range.

Garth Elliott, Sun Valley resident, said he was concerned about lead shot being used in a goose grazing area.

3:05 p.m. Commissioner Galloway temporarily left the meeting.

Upon recommendation of Mr. Doolittle, through Karen Mullen, Director, Parks Department, on motion by Commissioner Sferrazza, seconded by Commissioner Weber, which motion duly carried with Commissioner Galloway temporarily absent, Chairman Humke ordered that all Washoe County Code sections necessary to allow archery and target shooting events to take place at Rancho San Rafael Regional Park on July 10-13, 2003 during limited hours with supervision by a certified shooting range professional and with the walls, berms, and other specifications as set forth in the attachments to the staff report, dated March 20, 2003, as requested by the ESPN Great Outdoor Games, be waived.

03-426 RESOLUTION – SALE OF GROUND WATER RIGHTS – SIERRA SAGE GOLF COURSE

Jeannie Fow, North Valleys resident, said she would like the issue of spending the funds to go before the public prior to determining where the monies would be spent. She further said it was stated to the North Valleys that the funds would go toward the North Valleys Regional Sports Complex to complete Phase II of the Complex. She stated her concern that the funds might go to the golf courses instead of where it has been promised. Ms. Fow said she was also concerned with selling the water rights as a single block because water rights are a commodity, especially in the North Valleys.

3:10 p.m. Commissioner Galloway returned to the meeting during Ms. Fow's comments.

Upon recommendation of Karen Mullen, Director, Parks Department, on motion by Commissioner Weber, seconded by Commissioner Shaw, which motion duly carried with Commissioner Sferrazza voting "no," it was ordered that the following Resolution for the sale of 196.03 acre feet of ground water rights as a single block, being a portion of Permit Nos. 66958 and 66959, at Sierra Sage Golf Course, with a minimum bid price of \$10,000 per acre foot, be approved and Chairman Humke be authorized to execute the same. It was further ordered that Chairman Humke be authorized to sign the sale agreement upon presentation. It was also ordered that the Board have discussions and vote prior to spending any of the proceeds from the sale of the 196.03 acre feet of ground water rights. It was noted Commissioner Sferrazza voted "no" because he believes the County is limiting the sale of the water rights to certain large developers by selling them in one large block.

RESOLUTION:

WHEREAS, Washoe County is the owner of 196.03 acre feet of water rights located at the Sierra Sage Golf Course, 6355 Silver Lake Road, Stead, Nevada; under supplemental permits 66958 and 66959, and

WHEREAS, pursuant to NRS 244.281 and NRS 244.282, the County has the power to sell the subject water rights at public auction; and

WHEREAS, the water rights to be sold have been appraised at ten thousand dollars (\$10,000) per acre foot, and

WHEREAS, sale of the water rights will be in the best interest of the County,

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Washoe County:

1. Washoe County declares its intent to place the 196.03 acre feet of water rights located at the Sierra Sage Golf Course, 6355 Silver Lake Road, Stead, Nevada; under supplemental permits 66958 and 66959, for sale pursuant to the auction process found in NRS 244.282.

2. Pursuant to NRS 244.282(1)(b), the Board declares the following to be minimum terms for any offer for the purchase of the entire block of 196.03 acre feet of water rights:

a. The minimum price per acre-foot is ten thousand dollars (\$10,000), the appraisal value set forth above and the Board declares that it will not sell the property for less than the minimum price.

b. The purchaser agrees to execute an agreement for the purchase of the water rights substantially in the form of the Purchase Agreement attached hereto as Exhibit A.

c. The purchaser acknowledges the water rights are under supplemental permits 66958 and 66959 attached hereto as Exhibit B.

d. The purchaser acknowledges that Washoe County will be selling the water rights as an entire block of 196.03 acre feet for the highest price per acre foot to be paid in cash. (cashiers check)

e. The purchaser must submit a written bid indicating the bid price per acre foot, and indicating the total purchase price.

f. Bids must be submitted to the Washoe County Water Resource Department 4930 Energy Way, Reno, Nevada, Attention: Vahid Behmaram, no later than 9:00 a.m. on May 13, 2003.

3. A meeting of the Board will take place at the regular place of meeting in the Chambers of the Washoe County Administration Complex, Building A, 1001 East Ninth Street, Reno, Nevada at 5:15 p.m. (time) on May 13, 2003 (date) at which sealed bids will be received and considered.

4. At the meeting, all sealed bids will be opened, examined and declared by the Board.

5. Of the proposals submitted which conform to all terms and conditions specified in this resolution and which are made by responsible bidders, the bid which is the highest will be finally accepted, unless a higher oral bid is accepted or the Board rejects all bids.

6. Before accepting any written bid, the Board shall call for oral bids. If upon the call for oral bidding, any responsible person offers to buy the property upon the terms and conditions set in this resolution, for a price exceeding by at least five percent (5%) the highest written bid, then the highest oral bid which is made by a responsible person will be finally accepted.

7. The final acceptance by the Board may be at the meeting or any adjourned session of the same meeting held within the ten (10) days next following the meeting.

8. The Board may, either at the meeting or at any adjourned session of the same meeting held within the 10 days next following, if it deems the action to be for the best public interest, reject any and all bids, either written or oral, and withdraw the property from sale.

9. The Board authorizes and directs the chairman to execute a deed and deliver it upon performance and compliance by the purchaser with all terms and conditions of the purchase agreement, which are to be performed concurrently therewith.

03-427 UPDATE – OPEN SPACE AND REGIONAL PARKS

Karen Mullen, Director, Parks Department, and Bill Whitney, Senior Planner, Community Development, displayed a PowerPoint presentation on the overhead concerning open space and regional parks. Ms. Mullen explained only two bond projects remain to be completed, and all projects are under or within budget. She said the Tri-County area, comprised of Washoe, Douglas and Carson, work together to submit projects in priority order for the Sierra front area, and the three jurisdictions are attempting to establish general guidelines so rules and signage are similar for people traveling throughout the Tri-County area. Ms. Mullen stated approximately 85 percent of the first phase of the bond proceeds have been utilized.

Gary Schmidt, Washoe County resident, thanked Ms. Mullen and Mr. Whitney for helping to preserve the Casey Ranch property in Washoe Valley for public use. He stated it is important to maintain the identity of the Truckee Meadows; to retain open space; and he would like to see the 120 acres of privately owned property on the Mt. Rose Highway, above Galena Park, which is currently zoned for approximately 60 homes, placed on the list of properties to be acquired. In response to Commissioner

Galloway, Mr. Schmidt stated he would like to see that property acquired because of its panoramic view and he would hate to see homes built on that ridgeline.

3:26 p.m. The Board took a brief recess.

3:44 p.m. The Board reconvened with Chairman Humke temporarily absent. Vice Chairman Shaw assumed the gavel.

03-428 **REPORT – GEOGRAPHIC AREAS OF REPRESENTATION –
OPEN SPACE COMMISSION – NAME CHANGE – PARKS**

Karen Mullen, Director, Parks Department, said the Washoe County Ordinance and Nevada Revised Statutes are consistent, but the issue is that the Park Commission members are appointed geographically and local and state law refer to at-large appointments. Commissioner Sferrazza stated he believes State law and the Federal Constitution are being violated because under the law, the County Commission could perform the duties of the Park Commission, and the County Commissioners are elected on a one-man, one-vote basis and these Park Commission districts are far apart from one-man, one-vote. He said, historically, his review of the members of the Park Commission tended to be people who do not live in the incorporated areas.

Katy Singlaub, County Manager, advised the Board that Assistant District Attorney Madelyn Shipman said to include a reference to appointment by Commission District in the Washoe County Ordinance would be inconsistent with State law. She said Ms. Shipman recommended making a general statement in the Board's Rules and Procedures that Advisory Boards and Commissions, unless otherwise specified, should be broadly representative of all areas of the County.

Commissioner Shaw said a couple of years ago it was decided that as openings occurred on the Parks Commission, every effort would be made to represent Commission Districts that were not being represented.

In response to Ms. Singlaub, Ms. Mullen said the Districts established for the Parks Commission are not used for anything else and Ms. Singlaub stated Districts are not referenced in the Ordinance, and could be discontinued.

On motion by Commissioner Galloway, seconded by Commissioner Sferrazza, which motion duly carried with Chairman Humke temporarily absent, Vice Chairman Shaw ordered that staff be directed to come back with an action item that would abolish the current Parks Commission Districts and at the same time present options concerning a rule that would provide a fair distribution of Parks Commissioners geographically.

Tina Nappe, Washoe County resident, thanked the Commission for the work done on the development of the Regional Open Space Plan and the protection of open space. She also encouraged expansion of the Washoe County Parks Commission to

include open space. She said it appears the Parks Commission does a fine job for everyone.

Ms. Mullen explained 61 percent of the activity of the Parks Commission is regional parks, trails, and open space issues; 8.5 percent deals with golf courses; 8.5 percent with neighborhood parks; and 22 percent is budget and other administrative items. Commissioner Sferrazza said he thought there had been conflicts in the past and he referred to pressure to develop Rancho San Rafael, which was originally supposed to be an open space park, but now there is an amusement park in the middle of it and building a shopping center and other outlandish things had been entertained by the prior Parks Commission.

Gary Schmidt, Washoe County resident, said he could support two separate commissions because he thinks the functions are different. He suggested that if the Board leaves the Commission combined, the name be changed to the Washoe County Open Space and Parks Commission, with the emphasis on open space. He stated by some definition all parks are open space, but not all open space is parks and there is a lot more open space in the County than there are parks.

Commissioner Galloway said he felt the prior direction did not come from advisory groups, but it was a combination of the Board and the Director at that time. He stated the current Director works for the Board and nobody has done more than Ms. Mullen. Commissioner Galloway said he would like to try broadening the mission of the current Parks Commission and he does not foresee the problems of the past occurring because they arose from forces that are not in play any longer. Commissioner Sferrazza said he agreed with Commissioner Galloway and this Board and County staff have done a tremendous job in terms of acquiring open space. He stated it depends on the people, not the entity, and if a separate open space commission was created, a new Board of County Commissioners could come in and abolish it.

On motion by Commissioner Galloway, seconded by Commissioner Weber, which motion duly carried with Chairman Humke temporarily absent, Vice Chairman Shaw ordered that the current structure of the Parks Commission be maintained and the name be changed to "Washoe County Open Space and Regional Parks Commission".

**03-429 APPEARANCE – CARL ADAMS – WASHOE COUNTY
BACKCOUNTRY COALITION – PUBLIC ROADS AND OFF-
HIGHWAY VEHICLE USE**

Carl Adams, Chairman, Washoe County Backcountry Coalition, discussed the make-up of the Coalition. He stated the Coalition is working to develop, promote and implement a plan for the lawful, multiple use of backcountry recreation in Washoe County, including access to public lands and a system of roads and trails. He further said access is the one issue that unites all of the diverse members of the Coalition, and access is increasingly important to tourism. Mr. Adams stated development is threatening to

close key access roads which have County designations and have been in use for generations. He explained many of these key access roads were constructed for mining, logging and ranching; cannot easily be moved because of slope and other terrain features; and they are needed for fire suppression and emergency services. He said a good developed plan would reduce conflicts between recreation seekers, homeowners, and developers; and it would preserve Reno's treasured heritage of outdoor recreation. He also stated roads are constantly being closed; he does not think there is a regional plan in place for protecting them; and there needs to be a coordinated effort by the Cities, Counties and Federal agencies. Mr. Adams said he discussed these same issues with Arlo Stockham, Advanced Planning Manager, City of Reno, and Mr. Stockham said he would like to designate key access roads by ordinance similar to what was done in the Peavine Strategy. Mr. Adams asked the Board to endorse, in principle, a regional effort to identify and protect access roads and assign staff to coordinate with other agencies in preparing a recommendation.

Commissioner Galloway said it has long been Washoe County's practice that whenever a development is approved that has a public road, the public road must be provided for. He asked that the County and City Councils commit to that practice if there is a historic public road or established public road, and development not be approved without a plan to relocate the road so it would continue to lead to where it currently goes. Concerning Garson Road, which is near Boomtown, Karen Mullen, Director, Parks Department, advised the Board the road has had a gate on it for a number of years and it is a priority with the U.S. Forest Service and the Tri-County partners to include it in the Southern Nevada Public Land Management Act. Bill Whitney, Senior Planner, Community Development, suggested access roads be better designated and defined on maps. Mr. Stockham said there is a history of litigation regarding public access to Garson Road, it was ordered closed in the 1970's, and a separate easement was granted. Commissioner Galloway suggested the relocation of the road may need to be graded and marked. Mr. Stockham stated he is supportive of the efforts Mr. Adams has suggested. Commissioner Galloway said he supports both of Mr. Adams' suggestions. Mr. Whitney confirmed there is a separate easement concerning Garson Road and he has been informed it could function as a road if it was improved.

Gary Schmidt, Washoe County resident, said he has some historic maps and copies of historic maps that well establish Joy Lake Road pre-dates the Mt. Rose Highway; it is a 150+ year old pioneer trail; and it has a gate on it which he would like to see removed. He stated, in approving the Saint James Village project, the Board of County Commissioners at the time waived their right to challenge whether Joy Lake Road is a public road. He said public trails are not always properly marked, such as the lower rear access to Slide Mountain that leaves the Mount Rose Highway at the Bull's Eye turn, which also has a gate across it; and an access to an equestrian/pedestrian easement off of Rhodes Road in the Andrew Lane area which parallels a private road is not properly marked and the private road is gated with a "no trespassing" sign posted. He suggested addressing roads and trails and working toward proper signage.

03-430

**UPDATE – PUBLIC ROADS AND OFF-HIGHWAY VEHICLE USE
IN WASHOE COUNTY – COMMUNITY DEVELOPMENT**

On motion by Commissioner Galloway, seconded by Commissioner Sferrazza, which motion duly carried with Chairman Humke temporarily absent, Vice Chairman Shaw ordered that the Board endorse the present effort to preserve and restore public access to Federal lands; staff be directed to bring back some ordinance options which would further the effort; include researching whether trails could be included as well as roads; and include options for dealing with people who obstruct public roads or trails.

**WASHOE COUNTY'S COMPREHENSIVE EMERGENCY
MANAGEMENT PLAN AND EMERGENCY OPERATIONS
CENTER GUIDEBOOK – EMERGENCY MANAGEMENT**

On motion by Commissioner Galloway, seconded by Commissioner Sferrazza, which motion duly carried with Chairman Humke temporarily absent, Vice Chairman Shaw ordered that this item be continued.

**2002 REGIONAL PLAN SETTLEMENT AND ASSOCIATED
ISSUES**

On motion by Commissioner Galloway, seconded by Commissioner Sferrazza, which motion duly carried with Chairman Humke temporarily absent, Vice Chairman Shaw ordered that this item be continued.

03-431

**DISCUSSION – BOARD OF COUNTY COMMISSION MEETING
AGENDA FORMAT**

On motion by Commissioner Sferrazza, seconded by Commissioner Galloway, which motion duly carried with Chairman Humke temporarily absent, Vice Chairman Shaw ordered that this item be continued and directed staff to eliminate the specific times on the agenda, except for the April 22, 2003 meeting, until such time as a different system could be discussed and implemented.

03-432

**DISCUSSION/ENDORSEMENT – PROCESS TO DEVELOP
EXPENDITURE RECOMMENDATIONS FOR TRUCKEE RIVER
FUNDING – PASSAGE OF STATE QUESTION 1 – NOVEMBER
2002 – NEVADA LAND CONSERVANCY**

Alicia Reban, Executive Director, Nevada Land Conservancy, said once sequencing is developed, possibly by the May 2 meeting, the Truckee River Funding Working Group would be in a good position to make specific recommendations to Washoe County with respect to spending the first \$5 million from State Question 1 which passed in November of 2002. In response to Commissioner Galloway, Ms. Reban stated potential projects should be placed on the list as soon as possible, even if the project

might be funded some other way. She explained that some projects on the list have been completed, but are being used to leverage more dollars and using matching funds should allow going back three years for future projects. In response to Commissioner Sferrazza, Ms. Reban stated she was in the process of meeting with individual groups that have submitted a project proposal that goes into detail about funding sources and sequencing.

3:45 p.m. Chairman Humke returned to the meeting during the above discussion, but did not resume the gavel.

Upon recommendation of Ms. Reban, on motion by Commissioner Sferrazza, seconded by Commissioner Galloway, which motion duly carried, Vice Chairman Shaw ordered that the process to develop expenditure recommendations for Truckee River Funding made available by passage of State Question 1 in November, 2002 be endorsed. It was further ordered that the Truckee River Funding Working Group be open to additional members.

Chairman Humke resumed the gavel.

**03-433 AWARD OF BID – MOSQUITO ABATEMENT PRODUCTS – BID
NO. ITB-2374-03/RW – HEALTH DEPARTMENT**

This was the time to consider award of bid for mosquito abatement products for the Environmental Health Division of the Washoe County District Health Department. The Notice to Bidders for receipt of sealed bids was published in the *Reno Gazette-Journal* on February 12, 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:

- B & G Chemical & Equipment
- Clarke Mosquito Control
- Fennimore Chemicals
- Target Specialty Products
- Van Waters & Rogers

Leslie Scott submitted a "no-bid" response.

Upon recommendation of John Balentine, Purchasing and Contracts Administrator, on motion by Commissioner Galloway, seconded by Commissioner Sferrazza, which motion duly carried, Chairman Humke ordered that Bid No. ITB-2374-03/RW for mosquito abatement products for the Environmental Health Division of the Washoe County District Health Department be awarded to the following bidders:

Bidder	Bid Item #	Description/Brand of Items Offered	Cost
B & G Chemicals & Equipment 10539 Maybank Drive Dallas TX 75220	1.	ZOECON ALTOSID 30 DAY BRIQUETTES: 400 Briquettes per carton	\$360.40 per ctn.
	2.	ZOECON ALTOSID PELLETS: Packaged in twenty-two (22) pound containers	\$529.98 per container
	7.	DELTADUST (Deltamethrin) # 432-772 White Powder: Packaged in 5 pound containers, four per case	\$5.70 per pound
Clarke Mosquito Control Products 159 North Garden Ave. Roselle IL 60172	1.	ZOECON ALTOSID 30 DAY BRIQUETTES: 400 Briquettes per carton	\$360.40 per ctn.
	2.	ZOECON ALTOSID PELLETS: Packaged in twenty-two (22) pound containers	\$529.98 per container
	6.	ANVIL 2 + 2: packaged in 2.5 gallon container, two (2) per case	\$54.00 per gallon
Fennimore Chemicals Post Office Box 338 Pioneer CA 95666	1.	ZOECON ALTOSID 30 DAY BRIQUETTES: 400 Briquettes per carton	\$360.40 per ctn.
	2.	ZOECON ALTOSID PELLETS: Packaged in twenty-two (22) pound containers	\$529.98 per container
	3.	PYROCIDE #7067, PYRENONE # 25-5: Mosquito fogging concentrate in five (5) gallon container	\$134.00 per gallon
	5.	VECTOLEX CG, COATED GRANULES: Packaged in forty (40) pound sacks	\$4.06 per pound
Van Waters & Rogers 1600 Raley Center Suite #50-60 West Sacramento CA 95691	1.	ZOECON ALTOSID 30 DAY BRIQUETTES: 400 Briquettes per carton	\$360.40 per ctn.
	2.	ZOECON ALTOSID PELLETS: Packaged in twenty-two (22) pound containers	\$529.98 per container
	4.	AGNIQUE MMF, ATOSURF MSF Liquid: Packaged in five (5) gallon containers	\$24.88 per gal.

It was further ordered that the Purchasing and Contracts Administrator be authorized to procure these products, with the approval of the Washoe County District Health Department, when circumstances make it necessary and/or desirable to do so. It was noted that due to budget constraints and limited product availability, chemically similar products are available from the awarded suppliers and bid item #'s 1 and 2 are being awarded to four different suppliers because they bid the exact same price and did not take any exceptions to the specifications and the terms and conditions as stated in the Invitation to Bid. It is felt that by awarding the bid items to all four suppliers that Washoe County will not experience any supply shortages. It was further noted that mosquito abatement products shall be procured on a requirements basis during the term of the agreement and the agreement period shall run from the date of the bid award

through November 30, 2004, with the County retaining the option for a one year extension of any resultant agreement(s) from the Invitation to Bid.

**03-434 DISCUSSION – VARIOUS FISCAL YEAR 2003-04 BUDGET
ISSUES – FINANCE**

Commissioner Sferrazza asked if the cuts recommended in policy issue number 5 were suggested by the County or the Judges. John Sherman, Finance Director, said the District Court did not submit a plan to reduce their budget by seven percent, which forced the Finance Department to do an analysis and lay out an array of cuts that would equal seven percent, and those were communicated to the District Court. Mr. Sherman stated the District Court only agreed with some of the cuts. He further stated staffs' perspective concerning reductions, if Judge Hardesty's plan does not come to fruition, has been communicated to the District Court. In response to Commissioner Galloway, Mr. Sherman suggested the recommended cuts be made and, at the end of the first quarter if the revenues have come in, some cuts could be reversed.

Concerning the sale of golf courses, Commissioner Galloway said he hates to part with County land, it is an open space issue, and he would not want houses built where the golf courses are.

Scott Monsen, Vector Coordinator, Health Department, appeared and answered questions of the Board concerning vector control.

On motion by Commissioner Sferrazza, seconded by Commissioner Galloway, which motion duly carried, Chairman Humke ordered that this item be continued to Monday, April 21, 2003 at the Budget Workshop scheduled for 1:30 p.m.

**03-435 SPARKS JUSTICE OF THE PEACE APPLICANT INTERVIEWS
AND POSSIBLE APPOINTMENT TO FILL UPCOMING
VACANCY**

Chairman Humke and Commissioners Galloway and Sferrazza chose a question to ask each candidate. The finalists waited outside while the Board interviewed the candidates in the following order: Anna M. Buchner, Shirley A. Fagan, Kevin G. Higgins, Douglas W. Nicholson, James Spoo and Roy L. Stralla.

Chairman Humke disclosed he had a telephone conversation with Patty Cafferata, who recommended Mr. Higgins, and he knows Mr. Higgins from working with the State of Nevada and had often heard his testimony; he had a phone conversation with John Madole recommending Mr. Nicholson and he and Mr. Nicholson attended the same law school, with overlapping years; he had breakfast with Mr. Spoo early in the application process; and he had a conversation with Dick Gammick, District Attorney, on behalf of Mr. Stralla. Commissioner Shaw disclosed he had received phone calls from Mr. Spoo, Ms. Buchner and Mr. Nicholson, concerning the position, prior to he and Commissioner Weber conducting interviews. Commissioner Galloway disclosed he met

with Mr. Higgins, Mr. Nicholson and Mr. Spoo, and when it became apparent there were many applicants, he was unable to continue meeting with them all; he had been contacted by Martha Gould in favor of Mr. Stralla and complimenting Mr. Higgins; and Sheriff Balaam and Roger Norman put in good words for Mr. Nicholson. Commissioner Sferrazza disclosed he had spoken with Frankie Sue Del Papa on Mr. Higgins' behalf; Judge Robin Wright called on Mr. Nicholson's behalf; he briefly spoke with Mr. Spoo about his application; he spoke with Chuck Zeh who indicated he supported Mr. Spoo; he received a recommendation from Mr. Gammick, on behalf of Mr. Stralla; and he received a recommendation from Judge Salcedo on behalf of Ms. Buchner. Commissioner Weber disclosed she met with Mr. Spoo and Mr. Nicholson early in the application process.

Tom Noblett, Sun Valley resident, expressed his support of Mr. Spoo for the Sparks Justice of the Peace.

Deborah Wise, lifelong Sparks resident, said she felt the people spoke in the last election when they elected a non-attorney to the Sparks Justice of the Peace and she supports Ms. Buchner.

Each Board member had the opportunity to indicate their first and second choices for the Sparks Justice of the Peace. Commissioner Shaw chose Mr. Spoo and Mr. Stralla; Commissioner Galloway chose Mr. Nicholson; Commissioner Weber chose Mr. Higgins and Mr. Stralla; Commissioner Sferrazza chose Mr. Spoo; and Chairman Humke chose Mr. Higgins and Mr. Stralla. Because one candidate did not receive a majority for first choice, Commissioner Galloway changed his vote to Mr. Higgins.

Commissioner Galloway moved to appoint Kevin G. Higgins to the Justice of the Peace – Sparks Township. Commissioner Weber seconded the motion.

Commissioner Shaw pointed out that Mr. Stralla received a number of second votes. Commissioners Galloway and Sferrazza stated they did not indicate anyone as a second choice. Commissioner Sferrazza said his second choice was Mr. Stralla. Commissioner Shaw asked that a decision be made between Mr. Higgins and Mr. Stralla. Commissioner Sferrazza said he would support Mr. Higgins.

On call for the question, the motion carried four to one, with Commissioner Shaw voting "no."

03-436 APPOINT ALTERNATE – REGIONAL PLANNING GOVERNING BOARD LEGISLATIVE COMMITTEE

On motion by Commissioner Sferrazza, seconded by Commissioner Galloway, which motion duly carried, Chairman Humke ordered that Commissioner Weber be appointed as an alternate to the Regional Planning Governing Board Legislative Committee.

6:30 p.m. Commissioner Sferrazza left the meeting.

03-437

**APPEARANCE – ARLO STOCKHAM – CITY OF RENO'S
ANNEXATION PROGRAM, 2003-2009**

Arlo Stockham, Advanced Planning Manager, City of Reno, said staffs of the City of Reno and Washoe County have agreed to disagree.

On motion by Commissioner Galloway, seconded by Commissioner Shaw, which motion duly carried with Commissioner Sferrazza absent, Chairman Humke ordered that the Board endorse the original Washoe County staff comments and response comments to the City of Reno.

6:40 p.m. Commissioner Galloway left the meeting.

03-438

DISCUSSION – MORMON CRICKETS

Michelle Poché, Assistant County Manager, stated the infestation of Mormon crickets in the North Valley areas is not a problem that has traditionally been under the jurisdiction of Washoe County. She said, in the past, the County has provided community education through Cooperative Extension. She further stated the State has not budgeted funding this year for the program, and only Federal funds are available which must be used on Federal lands. Ms. Poché explained the County did provide funding the last two years, in the amounts of \$6,160 and \$7,500, in response to requests from the State. She also said the County has not budgeted this funding and has provided the funds at the direction of the Commission from the Commissioners' budget or the Finance budget. She further explained the funds enabled private property holders to receive bait from the Department of Agriculture. She then presented scenarios for the Board's consideration.

Jeff Knight, State Entomologist, Department of Agriculture, explained that Mormon crickets are native insects and would always be around, though not necessarily in large numbers. He stated the Federal funds available could only be used on Federal lands, unless there was a cost share by the County or State, which could consist of donated bait. Mr. Knight answered questions of the Board.

Gene Savoy, Jr., representing the Red Rock Estates Property Owners' Association consisting of 650 property owners, thanked Commissioner Weber for putting this item on the agenda. He then turned the podium over to Dale Hildebrandt. Ms. Hildebrandt, Red Rock Estates resident, said Washoe County has been asked to assist financially. She stated this year the crickets are hatching in backyards whereas two and a half years ago they migrated down. She further said the idea of forming a cooperative group to allocate bait has been discussed between three homeowners' associations.

Jeannie Fow, North Valley's Citizen Advisory Board, presented a jar with live Mormon crickets to the Board. She asked for assistance from the County. She said last year Antelope Valley Road was slippery from dead crickets and she is concerned with the safety hazard that presents and that the crickets eat the vegetation.

On motion by Chairman Humke, seconded by Commissioner Shaw, which motion duly carried with Commissioners Galloway and Sferrazza absent, it was ordered that up to \$5,500 be authorized to a homeowners' association or other non-profit organization to purchase bait to control the Mormon crickets, which organization would also distribute the bait. It was further ordered that staff be directed to generate a resolution for the May 13, 2003 Board of County Commission meeting, and work with the State and property owners, with Commissioner Weber to spearhead these efforts. It was also ordered that the County pursue funding from the State of Nevada Department of Emergency Management in the form of a challenge grant that also would go to the non-profit organization.

**03-439 DISCUSSION – AMEND BUSINESS LICENSE ORDINANCE TO
WAIVE LICENSE FEES FOR MOTION PICTURE PRODUCTION
– COMMUNITY DEVELOPMENT**

Katy Singlaub, County Manager, said Commissioner Galloway asked if it would be possible to amend the ordinance to allow the Commission to waive the fees on a case by case basis based on findings. Ms. Singlaub stated Bob Webb, Planning Manager, Community Development, has told her that is not possible. Mr. Webb said there are no extensive regulations in Nevada Revised Statutes that deal with the film industry. He further said the Nevada Film Office would like to even the playing field as much as possible to make Nevada competitive in attracting the film industry to the State. In response to Chairman Humke, Mr. Webb stated a business license for film production in unincorporated Washoe County has not been issued since late 2000 and the license application fee is \$75.

On motion by Commissioner Shaw, seconded by Commissioner Weber, which motion duly carried with Commissioners Galloway and Sferrazza absent, Chairman Humke ordered that staff be directed to prepare an amendment to Washoe County Code Chapter 25, Business License Ordinance, to require no license fees (waive fees) for a motion picture business license.

COMMUNICATIONS AND REPORTS

The following communications and reports were received, duly noted and ordered placed on file with the Clerk:

03-440 COMMUNICATIONS:

A. Copy of fully executed Notice of Completion between Washoe County Utility Services Division and JDC Excavating, Inc. for the Northwest Tank Access Road Repair in Spanish Springs. (BCC Item No. 02-1163)

B. Copy of fully executed Notice of Completion between Washoe County Utility Services Division and Interstate Utility Constructors, Inc. for the Old Washoe Estates, Water Pipe Relocation for I-580. (BCC Item No. 02-943)

C. Copy of fully executed Notice of Completion between Washoe County Utility Services Division and Interstate Utility Constructors, Inc. for the Lemon Valley Water System, Water Meter Retrofit Program, Phase II. (BCC Item No. 02-596)

D. Copy of fully executed Notice of Completion between Washoe County Utility Services Division and Q&D Construction for the Spanish Springs Water System Improvements, La Posada Transmission Main, Phase I. (BCC Item No. 02-216)

E. Copy of fully executed Notice of Completion between Washoe County Utility Services Division and Horizon Construction for the South Truckee Meadows General Improvement District Government Lots, Water Main Extension, Phase I. (BCC Item No. 02-08STM)

F. Copy of fully executed Notice of Completion between Washoe County Utility Services Division and Mike's Trenching, Inc. for the Lemmon Valley Water System Improvements, Project 3. (BCC Item No. 02-547)

G. Copy of fully executed Notice of Completion between Washoe County Department of Water Resources and A&K Earth Movers for the Golden Valley Water Recharge Well #5 Transmission Main. (BCC Item No.)

H. Summary of all claims made against Washoe County for tortious conduct for the calendar year 2002, filed by the Washoe County District Attorney's Office. The summary includes claims against the Washoe County Health District and the South Truckee Meadows General Improvement District.

03-441 REPORTS – Monthly (February 2003)

- A. Washoe County Clerk
- B. Court Clerk

03-442 REPORTS – Monthly (March 2003)

- A. Court Clerk

03-443 REPORTS – Quarterly (March 2003)

- A. Court Clerk

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There being no further business to come before the Board, the meeting adjourned at 7:26 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*