

CALL AND NOTICE OF MEETING

TO THE MEMBERS OF THE WASHOE COUNTY BOARD OF EQUALIZATION

NOTICE IS HEREBY GIVEN by the County Clerk of the County of Washoe, State of Nevada, that a meeting of the Washoe County Board of Equalization has been called by Chairman Philip Horan for **Friday, January 20 at 9:00 a.m.** The meeting will be held in the **Central Conference Room**, Washoe County Administration Complex, 1001 East Ninth Street, **Building C**, First Floor, Reno, Nevada. The purpose of the meeting is for orientation and training and possible adoption of rules and procedures to be used by the Board.

DATED: January 13, 2017.

Jan Galassini *Chief Deputy for*
NANCY PARENT, Washoe County Clerk
and Clerk of the Washoe County
Board of Equalization



WASHOE COUNTY BOARD OF EQUALIZATION

BOARD MEMBERS

Philip Horan, Chairman
James L. Brown
James Ainsworth
Eugenia Larmore
Bobbi Lazzarone

Alternate: James Covert

COUNTY CLERK

Nancy Parent

DEPUTY DISTRICT ATTORNEY

Jennifer Gustafson
Michael Large

AGENDA

FRIDAY, JANUARY 20, 2017
9:00 A.M.

WASHOE COUNTY ADMINISTRATIVE COMPLEX
CENTRAL CONFERENCE ROOM
1001 E. 9TH STREET, BUILDING C
RENO, NEVADA

NOTE: Items on the agenda may be taken out of order; combined with other items; removed from the agenda; or moved to the agenda of another later meeting. Items with a specific time designation will not be heard prior to the stated time, but may be heard later. The Board may take short breaks approximately every 90 minutes.

The Washoe County Complex is accessible to the disabled. If you require special arrangements for the meeting, call the County Clerk's Office, 784-7279, 24-hours prior to the meeting.

Time Limits. Public comments are welcomed during the Public Comment periods for all matters, whether listed on the agenda or not, and are limited to three minutes per person. Persons are invited to submit comments in writing on the agenda items and/or attend and make comment at the Board meeting. Persons may not allocate unused time to other speakers.

Forum Restrictions and Orderly Conduct of Business. The Board of Equalization conducts the business of Washoe 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. 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 Equalization 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. The Open Meeting Law does not expressly prohibit responses to public comments by the Board. However, responses from Board 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 will consider, members may choose not to respond to public comments, except to correct factual inaccuracies, ask for County staff action or to ask that a matter be listed on a future agenda. The Board may do this either during the public comment item or during the following item: “*Board Member Comments: This item is limited to announcements or topics/issues proposed for future agendas.”

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Support documentation for the items on the agenda, provided to the Washoe County Board of Equalization is available to members of the public at the Washoe County Clerk’s Office (1001 E. 9th Street, Bldg A, 1st Floor, Reno Nevada) or by contacting Cathy Smith at (775) 784-7279.

All items numbered or lettered below are hereby designated **for possible action** as if the words “for possible action” were written next to each item (NRS 241.020). An item listed with asterisk (*) next to it is an item for which no action will be taken.

***1. CALL TO ORDER**

***2. SALUTE TO THE FLAG**

***3. ROLL CALL**

***4. PUBLIC COMMENTS:** Comment heard under this item will be limited to three (3) minutes per person and may pertain to matters both on and off the Board agenda. Comments are to be made to the Board as a whole.

***5. OATH OF OFFICE:** Clerk to administer oath of office to new or reappointed Board members. (James Covert)

6. ELECTION OF VICE-CHAIRMAN: Possible election of a vice-chairman for the 2017 Washoe County Board of Equalization.

***7. SWEARING IN**
County Clerk to Administer Oath to Appraisal Staff.

***8. ORIENTATION AND TRAINING:**

- A. Washoe County Assessor’s Office presentation and overview of assessment process for the 2017/2018 fiscal year.
- B. Washoe County Clerk’s Office presentation and overview by Washoe County Clerk’s Office of statutory responsibilities as Clerk of the Board and administrative and clerical practices.
- C. Washoe County District Attorney’s Office discussion of Nevada Open Meeting Law, Ethics in Government Law and State Board of Equalization Guidelines.

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9. **2017 HEARINGS:** Discussion and possible adoption of rules and procedures to be used by the Board for hearings during the 2017 Board of Equalization meetings, including but not limited to, discussion and direction to staff on petitions filed after deadline date.
- *10. **BOARD MEMBER COMMENTS:** This item is limited to announcements or topics/issues proposed for future agendas.
- *11. **PUBLIC COMMENTS.** Comment heard under this item will be limited to three (3) minutes per person and may pertain to matters both on and off the Board agenda. Comments are to be made to the Board as a whole.
12. **ADJOURNMENT**

* INDICATES NON-ACTION ITEMS

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**THIS AGENDA IS AN OFFICIAL AGENDA OF THE WASHOE COUNTY
BOARD OF EQUALIZATION PREPARED AND POSTED BY THE WASHOE
COUNTY CLERK AS CLERK OF THE BOARD OF EQUALIZATION**

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Pursuant to NRS 241.020, this Agenda has been posted at the following locations:

Washoe County Administration Complex, 1001 East 9th Street, Reno, Nevada
Washoe County Courthouse, 75 Court Street, Reno, Nevada
City of Reno, 1 East First Street, Reno, Nevada
City of Sparks, 431 Prater Way, Sparks, Nevada
Incline Village Justice Court, 865 Tahoe Blvd, Incline Village, Nevada
www.washoecounty.us
www.notice.nv.gov