

BOARD OF COUNTY COMMISSIONERS, WASHOE COUNTY, NEVADA

TUESDAY 5:15 P.M. FEBRUARY 10, 1998

PRESENT:

Joanne Bond, Chairman  
Mike Mouliot, Vice Chairman  
Sue Camp, Commissioner  
Jim Galloway, Commissioner  
Jim Shaw, Commissioner

Judi Bailey, County Clerk  
John MacIntyre, County Manager  
Madelyn Shipman, Legal Counsel

The Board met in regular session in the Commission Chambers of the Washoe County Administration Complex, 1001 E. 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:

98-96 AGENDA

In accordance with the Open Meeting Law, on motion by Commissioner Camp, seconded by Commissioner Shaw, which motion duly carried, Chairman Bond ordered that the agenda for the February 10, 1998 meeting be approved with the following amendments: Continue -- Item 12B, Juvenile Justice Blue Ribbon Committee appointment of members, and Delete -- Item 26, Closed session for discussing negotiations with Employee Organizations.

PUBLIC COMMENTS

John Reese, Candidate for State Assembly District 37, advised that he is representing property taxpayers in Southwest Reno, Incline Village, and Carson City who feel they have been unfairly taxed and that tax protocol has not been fair. He stated that they understand that the County Assessor assesses property within the guidelines of NAC, NRS, and directives from the State Board of Taxation, and do not have a problem with the Assessor; that, generally, the issues relate to excessive increases in property taxes, which this year are upwards of 30% to 60%, and problems with varying rates; and that taxpayers are paying a lot for taxes and do not know where this money is going. He then requested a directive from the Board in this regard, advising that he realizes that the County Commissioners are not directly responsible for taxation.

MINUTES

On motion by Commissioner Shaw, seconded by Commissioner Camp, which motion duly carried, Chairman Bond ordered that the minutes of the regular meetings of January 13 and 20, 1998 be approved.

98-97 ACCEPTANCE OF DONATION - GOLD DUST WEST - PARKS

Upon recommendation of Karen Mullen, Director, Department of Parks and Recreation, on motion by Commissioner Galloway, seconded by Commissioner Mouliot, which motion duly carried, Chairman Bond ordered that the donation from Gold Dust West for hotel rooms valued at a minimum of \$3,150 be accepted with gratitude. It was further ordered that payment of \$505.76 for additional hotel rooms for the Native American Cultural Celebration demonstrators during "Trembling Leaves" on November 15 - 23, 1997 at the Wilbur D. May Museum be authorized.

It was noted that the Gold Dust West Hotel and Casino provided 14 rooms for the 9 day celebration to enable Native American cultural demonstrators from out-of-town to attend; that there were more demonstrators than had been expected and additional rooms were needed; and that the payment of \$505.76 to Gold Dust West will be made from account #6402-7140.

98-98 RESOLUTION - ESTABLISH PETTY CASH FUND - INTENSIVE SUPERVISION UNIT - JUVENILE SERVICES

Upon recommendation of Bill Berrum, Treasurer, on motion by Commissioner Galloway, seconded by Commissioner Mouliot, which motion duly carried, it was ordered that the following Resolution be adopted and Chairman Bond be authorized to execute:

RESOLUTION-Establish a Petty Cash fund in the amount of \$200 for the new "Intensive Supervision" Unit of the Department of Juvenile Services

WHEREAS, The Board of County Commissioners of Washoe County, pursuant to NRS 354.609, has the authority to create and fund Petty Cash fund accounts; and

WHEREAS, the Department of Juvenile Services has requested the establishment of a Petty Cash fund of \$200.00 to assist in the administration of the new "Intensive Supervision" Unit.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF WASHOE COUNTY, NEVADA as follows:

1. That, pursuant to the provisions of NRS 354.609, the County Treasurer and the County Comptroller are hereby authorized and directed to take all necessary steps to establish and account for a \$200.00 Petty Cash fund for the Department of Juvenile Services.
2. That the above mentioned \$200.00 will be transferred from the Washoe County Treasurer's Commercial Bank Account.
3. That said Petty Cash be used exclusively for transactions related to the Department of Juvenile Services.
4. That the Court Administrator shall henceforth be held accountable for the Petty Cash fund authorized by this resolution.
5. That the County Clerk is directed to distribute copies of this resolution to the Washoe County Treasurer, Comptroller, the Department of Juvenile Services and the Nevada Department of Taxation.

98-99 WATER RIGHTS DEED - SIERRA PACIFIC POWER COMPANY - COUNTY JAIL EXPANSION - UTILITY SERVICES

Upon recommendation of John Collins, Manager, Utility Services Division, on motion by Commissioner Galloway, seconded by Commissioner Mouliot, which motion duly carried, it was ordered that the Water Rights Deed for 34.13 acre-feet of surface water rights being a portion of Permits 53049, formerly Claim 208 1/2 between Washoe County, as Grantor, and Sierra Pacific Power Company, as Grantee, in support of the Washoe County Jail expansion, be approved and Chairman Bond be authorized to execute. It was further ordered that the Utility Services Division Manager be directed to deliver the Water Rights Deed to Sierra Pacific Power Company for recordation.

98-100 RIGHT-OF-WAY GRANT N-60994 - BUREAU OF LAND MANAGEMENT - STATE ROUTE 34, COUNTY ROUTE 11 (HUALAPAI ROAD) - ROADS

Upon recommendation of W. Dean Wall, Manager, Road Operations and Maintenance, through David Roundtree, Public Works Director, on motion by Commissioner Galloway, seconded by Commissioner Mouliot, which motion duly carried, it was ordered that the Bureau of Land Management Right-of-Way Grant N-60994 for an existing road (State Route 34, County Route 11) known as Hualapai Road, extending north from Gerlach to the east boundary of Fly Ranch, be accepted and Chairman Bond be authorized to execute.

98-101 GRANT OF EASEMENT - CRAIG R. AND CAROL E. DOTSON - PUBLIC WORKS

Upon recommendation of James Gale, Senior Property Agent, through David Roundtree, Public Works Director, on motion by Commissioner Galloway, seconded by Commissioner Mouliot, which motion duly carried, it was ordered that the Grant of Easement from Craig R. and Carol E. Dotson to maintain County facilities, being a portion of a culvert and roadway constructed on their property, be accepted and Chairman Bond be authorized to execute.

98-102 RESOLUTION - ACCEPTING RIGHT-OF-WAY - PORTION OF ARROW CREEK PARKWAY - PUBLIC WORKS

Upon recommendation of James Gale, Senior Property Agent, through David Roundtree, Public Works Director, on motion by Commissioner Galloway, seconded by Commissioner Mouliot, which motion duly carried, it was ordered that the following Resolution be adopted and Chairman Bond be authorized to execute:

RESOLUTION FOR ACCEPTING RIGHT-OF-WAY PARCEL MAP FOR THE VIRGIL H. WEDGE TRUST, THE CHARLOTTE H. WEDGE TRUST AND THE ESTATE OF BRYANT R. BURTON RECORDED OCTOBER 3, 1995 IN THE OFFICE OF THE WASHOE COUNTY RECORDER, DOCUMENT NO. 1932989;

WHEREAS, it is a function of the County of Washoe to operate and maintain public roads; and

WHEREAS, the right of way of Arrow Creek Parkway was offered for dedication by Parcel Map No. 2949, Document No. 1932989 recorded October 3, 1995; and

WHEREAS, said offer of dedication for Arrow Creek Parkway has not been accepted by the Board of County Commissioners; and

WHEREAS, said right-of-way will be maintained by Washoe County; and

WHEREAS, said right-of-way is necessary for public access; and

WHEREAS, the Board of County Commissioners finds that it is in the best interest of the public to accept said right-of-way.

NOW, THEREFORE, BE IT RESOLVED, by the Board of County Commissioners of the County of Washoe, that the right-of-way for Arrow Creek Parkway shown on Parcel Map No. 2949 is hereby accepted.

BE IT FURTHER RESOLVED, and hereby ordered, that the Clerk of Washoe County shall record this resolution in the Office of the Washoe County Recorder.

98-103 RESOLUTION - AMENDED NORTH VALLEYS AREA PLAN - COMMUNITY DEVELOPMENT

Upon recommendation of Dean Diederich, Principal Planner, Department of Community Development, on motion by Commissioner Galloway, seconded by Commissioner Mouliot, which motion duly carried, it was ordered that the following Resolution be adopted and Chairman Bond be authorized to execute:

RESOLUTION ADOPTING THE AMENDED NORTH VALLEYS AREA PLAN (CPA97-NV-4), A PART OF THE WASHOE COUNTY COMPREHENSIVE PLAN

WHEREAS, Section 278.150 and 278.210, Nevada Revised Statutes, specifies that the Washoe County Planning Commission may prepare, adopt and amend a master (comprehensive) plan for all or any part of the County, subject to County Commission approval;

WHEREAS, The Washoe County Planning Commission has found that the NORTH VALLEYS AREA PLAN, a part of the Washoe County Comprehensive Plan, and the most recent amendment, provides a long-term general plan for the development of the County including the subject matter currently deemed appropriate for inclusion in the Comprehensive Plan;

WHEREAS, Section 278.220, Nevada Revised Statutes, specifies that the Board of County Commissioners of Washoe County, Nevada, may adopt and endorse plans for Washoe County as reported by the Planning Commission, in order to conserve and promote the public health, safety and general welfare;

WHEREAS, A public hearing on the adoption of the Washoe County Comprehensive Plan, including the NORTH VALLEYS AREA PLAN, was first held on May 21, 1991, with the most recent amendment to the NORTH VALLEYS AREA PLAN being held on November 25, 1997, by the Board of County Commissioners of Washoe County, Nevada;

WHEREAS, At the conclusion of the public hearing, the Board of County Commissioners endorsed the amendment to the NORTH VALLEYS AREA PLAN, a part of the Washoe County Comprehensive Plan, pursuant to Section 278.0282, Nevada Revised Statutes, for conformance review with the Truckee Meadows Regional Plan;

WHEREAS, a public hearing for the review of conformance of the Washoe County Comprehensive Plan, including the NORTH VALLEYS AREA PLAN, was first held on October 23, 1991, with the most recent amendment to the NORTH VALLEYS AREA PLAN being held on January 28, 1998, by the Truckee Meadows Regional Planning Commission, at which time the plan was deemed in conformance with the Truckee Meadows Regional Plan; and

WHEREAS, The amendment to the NORTH VALLEYS AREA PLAN, a part of the Washoe County Comprehensive Plan, which is in conformance with the Truckee Meadows Regional Plan, has completed all the necessary requirements for adoption as specified in the Nevada Revised Statutes and Article 820, Amendment of Comprehensive Plan, of the Washoe County Development Code; now, therefore, it is hereby

RESOLVED, BY THE BOARD OF COUNTY COMMISSIONERS OF WASHOE COUNTY, NEVADA, That the Board does hereby adopt and endorse the amended NORTH VALLEYS AREA PLAN, a part of the Washoe County Comprehensive Plan, to serve as a guide for the orderly growth and development of Washoe County, Nevada.

98-104 UNBUDGETED CAPITAL OUTLAY AND PURCHASE OF EQUIPMENT - COUNTY MANAGER/FINANCE

Upon recommendation of Lisa Gianoli, Senior Administrative Analyst, on motion by Commissioner Galloway, seconded by Commissioner Mouliot, which motion duly carried, Chairman Bond ordered that the unbudgeted capital outlay in the amount of \$10,644 and purchase of the following computer hardware/software equipment be approved:

Four Level I P.C.'s	@ \$1,304.00 each	\$ 5,216.00
One Level III P.C.	@ \$2,678.00 each	\$ 2,678.00
Four 17" monitors	@ \$ 500.00 each	\$ 2,000.00
Three license upgrades	@ \$ 250.00 each	\$ 750.00
	TOTAL	\$10,644.00

It was further ordered that the Comptroller be directed to move the appropriations within the County Manager's 1997-98 budget as follows:

Account	Title	Adjustment
001-1011-7105	Consulting Services	(\$10,644.00)
001-1011-7829	Personal Computer Hardware	\$ 9,894.00
001-1011-7236	Computer Software	\$ 750.00

TOTAL

\$ - 0 -

98-105 TRANSFER OF FUNDS - MANAGER TO PERSONNEL

Upon recommendation of Lisa Gianoli, Senior Administrative Analyst, on motion by Commissioner Galloway, seconded by Commissioner Mouliot, which motion duly carried, Chairman Bond ordered that the transfer of funds in the amount of \$2,300 from the County Manager's office to the Personnel Division be approved and the Comptroller be directed to make the following account transactions:

Account Number	Title	Amount
001-1011-7105	Consulting Services	(\$2,300.00)
001-1091-70021	Temporary Position	\$2,300.00

TOTAL

\$ - 0 -

It was noted that the Personnel Division has experienced difficulty recruiting for the promotional vacancies within the Sheriff's Office and these funds will be used to hire a Public Service Intern who will conduct a survey with existing staff to identify actions that can be taken to enhance the recruitment efforts in filling these vacancies, and who will also review the clerical testing modular exam to evaluate the effectiveness of this recruiting strategy.

98-106 TRANSFERS OF APPROPRIATIONS - TRAVEL AND CAPITAL OUTLAY LINE ITEMS - UNBUDGETED CAPITAL OUTLAY - FINANCE

Upon recommendation of Jerry McKnight, Budget Coordinator, on motion by Commissioner Galloway, seconded by Commissioner Mouliot, which motion duly carried, Chairman Bond ordered that the transfer of funds within the Finance Division to increase the travel and capital outlay line items in the amount of \$38,600 and the unbudgeted capital outlay for the acquisition of personal computers and related software and printers be approved as follows:

DECREASE		INCREASE	
Account	Amount	Account	Amount
001-1031-7140	\$33,100.00	001-1031-7036	\$ 6,500.00
-7829	\$ 5,500.00	-7140	\$ 3,000.00
		-7205	\$ 300.00
		-72051	\$12,600.00
		-7236	\$ 3,000.00
		-7237	\$ 5,000.00
		-7250	\$ 1,500.00
		-7255	\$ 200.00
		-7382	\$ 500.00
		-7620	\$ 6,000.00

TOTAL \$38,600.00

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98-107 TRANSFER OF APPROPRIATIONS - COMPTROLLER

Upon recommendation of Kathy Garcia, Comptroller, on motion by Commissioner Galloway, seconded by Commissioner Mouliot, which motion duly carried, Chairman Bond ordered that the following intra-departmental transfers of appropriations within the Comptroller's office be approved:

Account	Increase	Decrease
10511-7001	\$ 6,000.00	
10511-7250	1,000.00	
10512-7002		\$ 6,000.00
10512-7002		1,000.00
10512-7002		2,000.00
10512-7003	800.00	
10512-7250	1,700.00	
10512-7620	500.00	
10513-7001	13,482.00	
10513-72051	2,500.00	
10513-7250	500.00	
1051-7002		13,482.00
1051-7026		4,500.00
1051-7382	500.00	
TOTAL	\$26,982.00	\$26,982.00

98-108 TRANSFER OF APPROPRIATIONS - PERSONNEL DIVISION

Upon recommendation of Lisa Gianoli, Senior Administrative Analyst, on motion by Commissioner Galloway, seconded by Commissioner Mouliot, which motion duly carried, Chairman Bond ordered that the following transfer of appropriations within the Personnel Division budget for the 1997-98 fiscal year be approved:

Revised

Account	Description	Original	Adjustment	Budget
001-1091-7001	Base salaries	639,845.00	(21,250.00)	618,595.00
-7048	Retirement	121,731.00	( 3,150.00)	118,581.00
-7042	Health insurance	40,290.00	( 4,600.00)	35,690.00

	TOTAL	801,866.00	(29,000.00)	772,866.00
-7105	Consulting Svcs.	10,250.00	8,000.00	18,250.00
-7205	Minor furn. & equip.	650.00	3,500.00	4,150.00
-7304	Advertising	8,000.00	2,000.00	10,000.00
-7322	Copy machine expense	9,000.00	1,000.00	10,000.00
-7329	Dues	2,000.00	1,000.00	3,000.00
-7357	Printing	4,000.00	1,500.00	5,500.00
-7376	Special Dept expense	200.00	5,000.00	5,200.00
-7382	Telephone	5,000.00	1,000.00	6,000.00
-7385	General training	1,000.00	4,000.00	5,000.00
-7620	Travel	2,500.00	2,000.00	4,500.00
	TOTAL	42,600.00	29,000.00	71,600.00

98-109 TRANSFER OF APPROPRIATIONS - PUBLIC ADMINISTRATOR

Upon recommendation of Lisa Gianoli, on motion by Commissioner Galloway, seconded by Commissioner Mouliot, which motion duly carried, Chairman Bond ordered that the transfer of appropriations in the amount of \$15,000 within the Public Administrator's 1997-98 budget be approved, and the Comptroller be directed to make the following account transactions:

Account	Title	Amount
001-1591-7002	Part-time/Temporary	(\$15,000.00)
001-1591-7012	Standby Pay	\$ 15,000.00

98-110 PURCHASE - EQUIPMENT TRAILER - SEARCH AND RESCUE AND COMMAND POST - SHERIFF

Upon recommendation of Richard Kirkland, Sheriff, on motion by Commissioner Mouliot, seconded by Commissioner Shaw, which motion duly carried, Chairman Bond ordered that the purchase by the Sheriff's Office of an enclosed equipment trailer in the amount of \$4,560 to be used to haul supplies and equipment necessary for operation of the Command Post during emergencies and Search and Rescue operations be approved.

It was noted that the purchase of the trailer will be made from Federal Forfeiture Funds, Account No. 15141D-7849.

98-111 PURCHASE - COMPUTERS AND OFFICE 97 UPGRADES - SHERIFF

Upon recommendation of Richard Kirkland, Sheriff, on motion by Commissioner Mouliot, seconded by Commissioner Camp, which motion duly carried, Chairman Bond ordered that the purchase by the Sheriff's Office of five computers and five Office 97 Pro upgrades at a cost of \$14,815 be approved.

It was noted that this expenditure will be made from Federal Forfeiture Funds, Account Nos. 15141D-7829 and 15141D-7236.

98-112 PROFESSIONAL SERVICES AGREEMENT - STAFFING REQUIREMENTS EVALUATION - DETENTION BUREAU - SHERIFF

Gary Goelitz, Senior Administrative Analyst, stated that many questions were asked regarding this item at yesterday's caucus meeting.

Lt. Craig Callahan provided information regarding the scope of the services contained in the Agreement.

Upon recommendation of Gary Goelitz, Senior Administrative Analyst, on motion by Commissioner Mouliot, seconded by Commissioner Galloway, which motion duly carried, it was ordered that the Professional Services Agreement between Washoe County and Dennis Liebert concerning the evaluation of the staffing requirements of the jail expansion as well as other operations of the Detention Bureau be approved and Chairman Bond be authorized to execute.

It was noted that the cost of the professional services agreement is \$36,500 and funds are available with the Public Safety Bond Issue approved in November 1996.

#### 98-113 ACCEPTANCE OF DONATION - INCLINE VILLAGE SUBSTATION - SHERIFF

Upon recommendation of Richard Kirkland, Sheriff, on motion by Commissioner Galloway, seconded by Commissioner Camp, which motion duly carried, Chairman Bond ordered that the acceptance of a \$533.00 donation from Mr. and Mrs. Daniel S. Schwartz of Incline Village to be used to assist in covering the cost for a tranquilizer gun training program for the Incline Village/Crystal Bay areas be accepted with gratitude. It was further ordered that the revenue and expenditure budget adjustments reflected in the Fiscal Impact section for 15224D be approved.

#### 98-114 ACCEPTANCE OF DONATION - INMATE COMMISSARY FUND - FAX MACHINE - SHERIFF

Upon recommendation of Richard Kirkland, Sheriff, on motion by Commissioner Camp, seconded by Commissioner Mouliot, which motion duly carried, Chairman Bond ordered that donation of one Panasonic plain paper fax machine, Model No. KXFP200, Serial No. 7KBFA230785 purchased via the inmate commissary fund at no cost to the taxpayer be accepted.

It was noted that this machine will be used by the Inmate Assistance Program office personnel.

#### 98-115 ACCEPTANCE OF DONATION - INMATE COMMISSARY FUND - FORKLIFT - SHERIFF

Upon recommendation of Richard Kirkland, Sheriff, on motion by Commissioner Camp, seconded by Commissioner Mouliot, which motion duly carried, Chairman Bond ordered that donation of one Clark Forklift, Model No. C500 Y40, Serial No. Y355583812 purchased via the inmate commissary fund at no cost to the taxpayer be accepted.

It was noted that the forklift will be used by inmates and instructors in the Inmate Industry Program.

#### 98-116 ACCEPTANCE OF DONATION - INMATE COMMISSARY FUND - HANDHELD RADIOS - SHERIFF

Upon recommendation of Richard Kirkland, Sheriff, on motion by Commissioner Camp, seconded by Commissioner Mouliot, which motion duly carried, Chairman Bond ordered that donation of seven Motorola Handheld Radios purchased via the inmate commissary fund at no cost to the taxpayer be accepted.

It was noted that the radios will be used by inmate work leaders and instructors in the Inmate Industry Program.

#### 98-117 AWARD OF BID - SENIOR CITIZENS SERVICE CENTER CHILLER REPLACEMENT - BID NO. 2051-98 - BUILDINGS AND GROUNDS

This was the time to consider award of bid, Notice to Bidders for receipt of sealed bids having been published in the Reno Gazette-Journal on January 9, 1998, for the Senior Citizens Service Center Chiller Replacement on behalf of the Buildings and Grounds Division of the General Services Department. 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:

Gardner Engineering, Inc.  
J.W. McClenahan

Upon recommendation of John Balentine, Purchasing and Contracts Administrator, on motion by Commissioner Shaw, seconded by Commissioner Camp, which motion duly carried, Chairman Bond ordered that Bid No. 2051-98 for the Senior Citizens Service Center Chiller Replacement on behalf of the Buildings and Grounds Division of the General Services Department be awarded to the lowest responsive, responsible bidder, Gardner Engineering, Inc., in the net amount of \$68,600.00, which includes extended warranty service coverage by the manufacturer for years 2 through 5.

It was further ordered that the Purchasing and Contracts Administrator be authorized to execute the agreement for the chiller and installation with Gardner Engineering, Inc. pursuant to the terms and conditions of the bid as awarded by the Board.

#### 98-118 AWARD OF CONSTRUCTION BID - BOWERS MANSION SWIMMING POOL RESTORATION - PUBLIC WORKS

This was the time to consider award of construction bid, Notice to Contractors for receipt of sealed proposals having been published in the Reno Gazette-Journal on January 15, 22, and 26, 1998 for the Bowers Mansion Swimming Pool Restoration for the Public Works Department. Proof was made that due and legal Notice had been given.

The following bids were received:

Engineer's Estimate	\$188,030.00
Contractor	Bid
Yancey Construction Co.	\$179,112.00
Landmark Construction Co.	\$209,400.00

A gentleman representing Tahoe Pool and Spa Construction presented a letter dated January 3, 1997, which was placed on file with the Clerk, from Tahoe Pool and Spa Construction regarding classifications for the bidders on this project. He advised that according to the State Contractor's License Board a swimming pool contractor must have a "A-10" License Classification, which some of the bidders on this project do not have and, therefore, are bidding outside of their classification which is a violation of NRS 624.3015.

David Roundtree, Public Works Director, advised that they have followed up on this issue with the Contractor's Board; that the staff of the Contractor's Board is not able to provide official opinions, but did offer an informal opinion that the contractor being proposed to receive the award of contract is qualified and has listed a number of subcontractors to address the individual portions of the job they are not specifically experienced in; and that based on the information received from the Contractor's Board staff, County staff is comfortable with the recommendation.

Upon inquiry of Commissioner Galloway, Legal Counsel Shipman stated that the Contractor's Board would be the body responsible for determining whether there is a violation. A discussion commenced and Mr. Roundtree stated that any formal opinion regarding the matter would not be forthcoming until the next monthly meeting of the Contractor's Board, which would delay the project; that the informal information received from the staff of the Contractor's Board supported their own research with regard to the contractor and subcontractors involved; and that he does not believe the County would be in any jeopardy in awarding the bid to this contractor as any violation would be by the contractor and not by the County.

Chairman Bond asked if the Contractor's Board could be requested to review this issue at their next meeting and County staff could provide Tahoe Pool and Spa Construction with that information. Mr. Roundtree advised that this could be done.

Upon recommendation of David Roundtree, Public Works Director, on motion by Commissioner Camp, seconded by Commissioner Shaw, which motion duly carried, it was ordered that the bid for Bowers Mansion Swimming Pool Restoration be awarded to the low bidder, Yancey Construction Co., in the total amount of \$179,112, and Chairman Bond be authorized to execute the contract documents upon presentation. It was further ordered that the Utility Services Manager be authorized to issue the Notice to Proceed.

98-119 PROFESSIONAL SERVICES AGREEMENT - SMOKING VEHICLE ADVERTISING CAMPAIGN - AIR QUALITY DIVISION - HEALTH DEPARTMENT

John MacIntyre, County Manager, noted that discussion was held on this item at yesterday's caucus meeting.

Brian Jennison, Director, Air Quality Management Division, District Health Department, referred to the material provided to the Board relative to the effectiveness of the program as handled by the Department of Motor Vehicles and advised that approximately 3,000 courtesy letters were sent in the first year of the program, with 421 people responding to the satisfaction of the DMV that their vehicle was either not smoking or had been repaired; that this is the compliance level trying to be achieved through advertising; and that the 56 cases opened by DMV employees represented the number of vehicles that received more than two calls and then smoke was confirmed by DMV staff.

Commissioner Galloway stated that he is not comfortable with the funds allocated for promotional items in the 1998 campaign, noting that there is nothing to support how effective those items are; and that he does not believe the items are very effective and thinks those funds could more effectively be applied to billboards or radio advertisement. Mr. Jennison commented that during media events such as the Clean Air Fair these items are handed out and the item and the message are received enthusiastically; and that all of the promotional items are designed to be carried in a vehicle and reinforce the program.

Johanna McClain, Media Directions, advised that four local radio stations are not willing to participate with the schedule, interview, or any of the kick-off campaigns, which is why they were eliminated from last year and this year's recommendation; and that one of the things they will be able to do this year with more money available is to add some talk formats with other stations that will reach a broader demographic target.

Tracy Douglas, Air Quality Management Division, stated that the promotional items were written into the grant and the DMV was pleased with those numbers; that the promotional items go over very well at events and they ran out last year; and that people will not come to their booths at events if they do not have something to give them.

Commissioner Galloway stated that he questions the necessity of even being at these events and asked if the amount for promotional items could be reduced.

Mr. Jennison responded that he does not believe there would be any problem in transferring the promotional items budget to media placement and he would only need to advise the DMV that this was the will of the Board; but that staff believes those items have value and reinforce the concept.

Commissioner Shaw stated that he likes the promotional items and thinks they are an excellent way of getting the message to the public.

Commissioner Mouliot commented that he also does not think the promotional items are effective, and noted that the Nevada Highway Patrol still cites for smog; and that he thinks the program is very costly for the small number of cars that are stopped from smoking. Mr. Jennison advised that the "smoke cop" concept does exist but the DMV has had mixed success with that program; and that it is his understanding that the DMV's Registration Division is going to reinstitute a couple of smoke patrol vehicles which hopefully will become an effective program.

Following further discussion, Commissioner Galloway moved that the Contracts Administrator be authorized to renew the agreement subject to the promotional items component of the budget being reduced to \$10,000 with the difference redirected to media placement. Commissioner Mouliot seconded the motion. Commissioners Bond, Camp and Shaw voted "no," and the motion failed.

On motion by Commissioner Shaw, seconded by Commissioner Camp, which motion duly carried, with Commissioners Galloway and Mouliot voting "no," it was ordered that the Purchasing and Contracts Administrator be authorized to renew the professional services agreement for the Smoking Vehicle Advertising Campaign with Kruse and Parker, Inc. on behalf of the Air Quality Management Division of the Washoe County District Health Department, in the estimated amount of \$200,000.00 to cover outdoor and transit advertising, and specialty items, in accordance with the budget outlined by staff for the 1998 campaign. It was further ordered that the Purchasing and Contracts Administrator be given the option to negotiate a renewal of the agreement in annual increments not to exceed three years if funding for the program is maintained and the Health Department continues to manage the program for the State of Nevada Department of Motor Vehicles.

Commissioner Mouliot stated that he would like this matter to come back to the Board next year with better figures than those presented at this time.

98-120 ACCEPTANCE OF GRANT - NEVADA SUPREME COURT ADMINISTRATIVE OFFICE OF THE COURTS - DISTRICT COURT

John MacIntyre, County Manager, provided information relative to questions asked at yesterday's caucus meeting.

Upon recommendation of Cathy Krolak, Court Administrator, on motion by Commissioner Shaw, seconded by Commissioner Camp, which motion duly carried, it was ordered that the grant from the Nevada Supreme Court Administrative Office of the Courts to the Second Judicial District Court for program operations in FY97-98 for the Supervised Visitation Program known as Families Visiting be accepted and Chairman Bond be authorized to execute. It was further ordered that the following account transactions within the District Court regarding same be authorized:

Increase Account	Amount	Increase Account	Amount
001-1212021G-4301	\$30,345.00	001-1212021G-7103	\$ 3,535.00
		-7250	600.00
		-7362	10,400.00
		-7367	2,640.00
		-7266	3,920.00
		-7385	600.00
		-7245	250.00
		-72051	8,400.00
 TOTAL	 \$30,345.00	 TOTAL	 \$30,345.00

98-121 INTERLOCAL AGREEMENT - CITY OF RENO - CITY OF SPARKS - FRANCHISE FEE AUDITS - FINANCE

Upon recommendation of Tyrone Brooks, Administrative Analyst, on motion by Commissioner Mouliot, seconded by Commissioner Shaw, which motion duly carried, it was ordered that the Interlocal Agreement between Washoe County and the City of Reno and the City of Sparks for franchise fee audits of garbage and cable television services provided in the unincorporated areas in Washoe County be approved and Chairman Bond be authorized to execute.

98-122 AGREEMENT - HYDROGEOLOGIC MODELING AND PROPRIETARY INFORMATION - STEAMBOAT HILLS AREA - UTILITY SERVICES

Upon recommendation of John Collins, Manager, Utility Services Division, on motion by Commissioner Camp, seconded by Commissioner Galloway, which motion duly carried, it was ordered that the Hydrogeologic Modeling and Proprietary Information Agreement for the Steamboat Hills Area Hydrogeologic Analysis between Washoe County Department of Water Resources and Steamboat Development

Corporation, and SB Geo, Inc. be approved and Chairman Bond be authorized to execute.

98-123 LEASE-PURCHASE AGREEMENT - NORTHWEST LIBRARY

Katy Simon, Deputy County Manager, provided background information and advised that the proposal before the Board represents years of effort to plan, fund, and eventually open a full service branch library for the Northwest community; that the proposed project is planned for completion July 1, 1999 at a not-to-exceed cost of \$4,560,371 which is approximately \$906,000 less than the originally proposed branch site; and that staff extends thanks to Jack Trainor and his staff for extensive efforts to see this project become a reality, and to Library Director Nancy Cummings, General Services Director Bud Fujii, Public Works Director David Roundtree, and their staff, as well as John Rhodes and Maureen Griswold from the Civil Division of the District Attorney's office for their assistance in this matter. She advised that, pursuant to an inquiry made at caucus yesterday by Commissioner Galloway regarding the County's ability to review the acquisition should that become necessary, Mr. Trainor and his Counsel, who are present today, have agreed to change the time frame from 3 days to 15 working days for review of that acquisition.

Chairman Bond commented that this is a wonderful and much needed project and expressed her appreciation to Mr. Trainor for his willingness to work with the County on this venture. Commissioner Camp stated that the savings of \$1 million is very much appreciated. Commissioner Galloway noted that the cost of the project reflects a donation on the part of Mr. Trainor and advised that he has had some tough questions from his constituents, one relating to the acquisition cost for the land and building. He stated that he contacted Coldwell Banker Commercial and received confirmation that this property listed in December, 1997 for \$2.25 million; and that the \$1.9 million cost for the land and building is well below the appraisal done by an MAI for \$2.3 million.

Lorna McDaniel, Sparks Tribune, asked if the following costs were factored into the financial projection of the project: (1) the first phase of the architectural design which has already been completed for the Las Brisas site (the originally proposed site) (2) the land donated by Sierra Pacific Power Company for the Las Brisas site which will revert back to their possession now because it will not be used as a library, (3) the lease on the building until the time of purchase, and (4) the interest on the bond to pay for the purchase of the building.

Ms. Simon responded that the program design work done for the original Las Brisas site is basically the conceptual design in the current specifications, and an extensive amount of work was done, has been paid for, and is being utilized in the new project; that WC-1 provides a revenue stream that has been coming in since 1995 so money is available for the up-front costs of acquisition of the building; that there is a very low cost of borrowing for the project because very little money has to be borrowed, and this has been factored in; that there will be excess money available from WC-1 for many other projects that were committed to be funded from that; and that the County never owned the land for the original site so it has never appeared as an asset.

Nancy Cummings, Library Director, advised that the donor agreement contained a reverter clause that if within a certain period of time the land is not used for a library it will be reverted back to Sierra Pacific Power Company; and that informal discussions have been held with representatives from Sierra Pacific with the hope that an alternative can be found that would be in the best interest of the residents around the Las Brisas property and in the best interest of the County and the Library.

Chairman Bond suggested that Ms. McDaniel meet with Ms. Simon and Ms. Cummings and if all her questions are not answered, she could address them to the Board. Ms. McDaniel stated that her concern is that the Board does not have the questions answered for themselves and she will be pursuing additional information regarding this issue; and that it seems this project is being sold on the savings to the County but it is not really known what that is.

Upon recommendation of Katy Simon, Deputy County Manager, on motion by Commissioner Galloway, seconded by Commissioner Shaw, which motion duly carried, with the change of the time period from 3 to 15 days after presentation of the contract amount for approval, it was ordered that the Lease with Right to Require Purchase between Washoe County and Trainor & Associates and John I. Trainor, an individual, regarding the property at 2325 Robb Drive, for the purpose of constructing and acquiring the property for use as a Washoe County Branch Library, pursuant to NRS 244.286, be approved and Chairman Bond be authorized to execute.

Commissioner Galloway commented that Nancy Cummings, Library Director, has indicated to him that this is an integral part of the ongoing work and they have a lot of confidence in this designer; and that by working with this interior design service they can maintain the budget.

Upon recommendation of Nancy Cummings, Library Director, and Bob Hall, County Architect, on motion by Commissioner Galloway, seconded by Commissioner Shaw, which motion duly carried, it was ordered that the Agreement for Design Services for the Northwest Reno Library Project between Washoe County and Fielden and Partners, a Nevada Corporation, in the amount of \$54,000 be approved and Chairman Bond be authorized to execute.

## 98-125 CAPITAL CONTRIBUTION FRONT-ENDING AGREEMENT - ARROW CREEK PARKWAY - PUBLIC WORKS

Upon recommendation of David Roundtree, Public Works Director, on motion by Commissioner Shaw, seconded by Commissioner Galloway, which motion duly carried, it was ordered that the Capital Contribution Front-Ending Agreement between Washoe County, the Regional Transportation Commission, Southwest Pointe Associates, L.L.C., a Delaware Ltd. Liability Company, and Helen Jeane Jones, Kenneth G. Walker and Gerald C. Smith, Trustees of the Nell J. Redfield Trust, concerning construction of Arrow Creek Parkway from Thomas Creek Road to Wedge Parkway be approved and Chairman Bond be authorized to execute.

## 98-126 CORRECTION OF FACTUAL ERRORS ON TAX ROLLS - ASSESSOR

Upon recommendation of Thomas Sokol, Assistant Chief Deputy Assessor, and Jean Tacchino, Assistant Chief Deputy Assessor, on motion by Commissioner Galloway, seconded by Commissioner Camp, which motion duly carried, it was ordered that the following Roll Change Requests (RCR) correcting factual errors on tax bills already mailed, be approved for the reasons indicated thereon and mailed to the property owners, a copy of which is placed on file with the Clerk. It was further ordered that the Orders directing the Treasurer to correct the errors be approved and Chairman Bond be authorized to execute on behalf of the Commission.

Green Acres Plaza	I.D. #2/177-002	1996/97 Unsecured Roll
Gold Ranch Casino	I.D. #2/283-005	1996/97 Unsecured Roll
Deere Credit, Inc.	I.D. #2/190-401	1997/98 Unsecured Roll
Tennant Company	I.D. #2/190-692	1997/98 Unsecured Roll
Paul & April Kempler	APN 025-230-26	1997/98 Secured Roll
Eric Hartman	APN 007-163-11	1997/98 Supplemental Roll
Waldenland, Inc.	APN 047-032-06	1997/98 Supplemental Roll
Paul & April Kempler	APN 025-230-26	1998/99 Secured Roll
Claude J. & Sandra P. Gaubert, Tr., et al.	APN 122-162-24	1998/99 Secured Roll
Laird R. & Melinda M. Blackwell	APN 130-241-31	1998/99 Secured Roll
Ranson W. & Norma J. Webster	APN 220-060-07	1998/99 Secured Roll
Howard & Elva A. Yarborough, et al.	APN 046-090-22	1998/99 Secured Roll

## 98-127 ANNUAL REPORT - LAW LIBRARY - APPOINTMENT/REAPPOINTMENT TO LAW LIBRARY BOARD OF TRUSTEES

Sandy Marz, Law Library Director, was present to respond to questions regarding the Law Library Annual Report.

On motion by Commissioner Shaw, seconded by Commissioner Mouliot, which motion duly carried, Chairman Bond ordered that Brian Sandoval be reappointed to the Law Library Board of Trustees for a second term as an attorney member.

On motion by Commissioner Shaw, seconded by Commissioner Camp which motion duly carried, Chairman Bond ordered that Pat Pusich be appointed to serve as a non-attorney member of the Law Library Board of Trustees.

Ms. Marz thanked Mr. Chris McCune who served the maximum of two terms on the Law Library Board of Trustees stating that he was a valuable addition to the Board for four years.

Upon recommendation of Sandy Marz, Law Library Director, on motion by Commissioner Shaw, seconded by Commissioner Camp, which motion duly carried, Chairman Bond ordered that the 1996-97 Annual Report for the Law Library be accepted.

98-128 RESIGNATION AND APPOINTMENT - AIRPORT NOISE ADVISORY PANEL

Commissioner Camp stated that she interviewed the four highly qualified applicants for the Airport Noise Advisory Panel.

On motion by Commissioner Camp, seconded by Commissioner Shaw, which motion duly carried, Chairman Bond ordered that the resignation of Richard Tannehill from the Airport Noise Advisory Panel be accepted and Martin G. Apkarian be appointed to fill his unexpired term to May 31, 1999.

98-129 FENCE CONSTRUCTION COSTS - JUNIPER HILLS SUBDIVISION BRIDLE PATHS - PUBLIC WORKS

David Roundtree, Public Works Director, presented a display map showing the bridle path easements in the Juniper Hills Subdivision and advised that, pursuant to Board direction at their December 9, 1997 meeting, the bridle path sections and estimated costs for fencing are being presented for the Board's review. He further advised that, pursuant to questions asked by the Board at yesterday's caucus, staff believes that the maintenance that would be necessary would be limited basically to vegetation, which they think could be handled by either the Roads maintenance crew or an inmate labor crew; and that annual maintenance could be provided for approximately \$500. Chairman Bond noted that Section D and J of the map were not included for mitigation or fencing and Mr. Roundtree advised that some of the properties along those sections have fences and some do not and if the Board is interested in fencing those properties, they could be included in the estimate.

Chairman Bond advised that the Board received a letter from Harry and Betsy Parsons stating that they felt they were not being worked with as were the other property owners in terms of fencing or other concerns; and that a letter was received from Robert Pickup regarding the legal issue of who actually owns those easements and is fiscally responsible for any kind of insurance claims. Commissioner Galloway referred to the letter received from Mr. Hamilton that raises several points and takes exception that allowing walking on the path could be considered a compatible use, and that to fence without the consent of a property owner would not be permissible. Upon inquiry, Mr. Roundtree advised that, if a particular property owner does not want a fence, that should not interfere with getting the job done; and that they would like to be able to work with each property owner to facilitate the opening of the easement with the least amount of impact. Mr. Roundtree responded to further questions of the Board.

Legal Counsel Shipman advised that the County owns the interest in the land called the easement and has the right to authorize the use of the easement for which it was originally granted, being a bridle path in this instance; that the District Attorney's opinion is that compatible or lesser uses are allowed within the easement area, noting that any use would be non-vehicular; and that there is an underlying fee interest which has some value but is subject and burdened by the easement.

Dennis Rapp, Bridle Way resident, stated that they do not have a fence behind their house and do not know why there were not asked about it; and that he does not want people walking into their yard and would like to have it fenced, and knows of several other people that feel this way.

David Hamilton, Juniper Hills Subdivision resident, stated that a bridle path is the only authorized use of those easements and referred to the supporting court case set forth in his letter; that the Board wants to increase the use of the easement and allow walkers, joggers, and hikers, and it is his contention that the path is limited to equestrian uses only; that the County is trying to increase the burden on only part of the lands by allowing only 6 feet to be open, which means the adjoining property owner does not have to bare any of the burden, which he does not believe the County has the right to do.

Bob Ruf, Palomino Circle resident, expressed concern regarding the short section of the bridle path that goes over the hill and will require that a number of juniper trees be destroyed, and stated that he feels that would be a misdirected expenditure of funds for that short distance over the most difficult terrain in the entire subdivision. He further stated that, as a professional landscape contractor, he is concerned about inmates clearing and pruning, etc. and would strongly object to having somebody come onto his property that is not qualified to do that work and start hacking on his personal property, whether it be the easement or not.

Bill Welch, Bridle Way resident, advised that he checked with his attorney and insurance underwriter and both have assured him that the additional liability of having a bridle path is minuscule and negligible compared to the liability as homeowners; and that there would be no difference in his homeowners premium regardless of whether the bridle path exists or not. He noted that the decision made at the time those homes were purchased was to have a bridle path that is the full 30-foot width.

Len Crocker, Palomino Circle resident, stated that he does not have any particular problem with the bridle path, but wants to bring to the Board's attention that the County crews placed a culvert on their property and he was never contacted about that project. He further stated that they knew that the bridle path existed when they purchased their home but no attempt has been made to explain what the County intends to do with the system; and that the communication has been sorely lacking between the property owners and the County.

Commissioner Galloway explained that it was brought to the Board's attention that not everyone wanted a bridle path system and the segments represented by the display map presented today show the areas where property owners expressed an interest in having the system; and that the Board's previous action was to determine what would need to be done to satisfy the owners that wanted the path. Chairman Bond added that the Board's decision on how much of the path will be cleared depends on the feedback from staff when they start working with the individual property owners that are impacted, and present accurate costs for the work.

Mr. Roundtree advised that staff would want to limit the removal of any vegetation to the extent possible and the area over the hill referred to has a number of very nice juniper trees and other native vegetation which he does not believe would need to be removed provided there is adequate width and the path does not have to be confined to a strict corridor which would allow horses to meander through those trees and brush.

Following further discussion, on motion by Commissioner Galloway, seconded by Commissioner Shaw, which motion duly carried, Chairman Bond ordered that staff be directed to contact the owners of property depicted on the display map, copy of which was placed on file with the Clerk, along the green path, segment AB, and the orange path regarding whether they want a gate or fence, and, further, that they present refined cost figures to the Board.

98-130 RATIFICATION OF COLLECTIVE BARGAINING AGREEMENT - DISTRICT ATTORNEY INVESTIGATORS' ASSOCIATION

Upon recommendation of Howard Reynolds, Assistant County Manager, on motion by Commissioner Camp, seconded by Commissioner Shaw, which motion duly carried, Chairman Bond ordered that the Amendments to the Collective Bargaining Agreement with the Washoe County District Attorney Investigators' Association for Fiscal Years 1997-98 through 1999-00, as outlined in the agenda report date January 30, 1998, be ratified.

98-131 SALARY AND RANGE BENEFIT CHANGES - CHIEF INVESTIGATOR - DISTRICT ATTORNEY

Upon recommendation of Joanne Ray, Chief of Personnel, on motion by Commissioner Mouliot, seconded by Commissioner Galloway, which motion duly carried, Chairman Bond ordered that the following salary and benefit changes for fiscal years 1997-98 through 1999-00 for the Chief Investigator in the District Attorney's Office be approved:

1. Grant a 2% salary increase effective July 1, 1997.
2. Grant a 3% COLA effective July 1, 1998. Additionally, the D.A. Chief Investigator salary range will receive a 2% adjustment and the Chief Investigator will become eligible to move within the range adjustment on his merit review anniversary date, which range

adjustment will maintain an appropriate salary spread between the Chief and the other investigators he supervises.

3. Grant a 4% COLA effective July 1, 1999.
4. For any employee hired as a Chief Investigator on or after February 11, 1998, the County will not pay any portion of the medical insurance premiums associated with the retiree health insurance.
5. Increase the current annual vacation earning rate by the same amount as that being recommended for ratification by the Board for the Washoe County District Attorney Investigators Association.
6. Change the current career incentive pay to the same as that being recommended for ratification by the Board for the Washoe County District Attorney Investigators Association.
7. Increase the current annual sick leave earning rate by the same amount as that being recommended for ratification by the Board for the Washoe County District Attorney Investigators Association.
8. Grant a \$260 per year clothing allowance.

It was noted that this action is consistent with the negotiated settlement agreement with the District Attorney Investigators Association.

98-132 DEFERRAL OF CERTAIN CAPITAL PROJECTS - TRANSFER OF APPROPRIATIONS - COST OF LIVING ADJUSTMENT (COLA) - FINANCE

Jerry McKnight, Budget Coordinator, responded to questions asked at yesterday's caucus meeting relative to Fund 92, Pavement Maintenance, and advised that the Roads Department developed a five-year plan a couple of years ago and this deferral will not negatively impact that five-year schedule. He then discussed issues relative to the carryover funds and stated that staff will be coming back to the Board with a complete schedule of the carryover.

Commissioner Galloway commented that he does not like to defer capital projects and suggested that this proposal could be approved with the understanding that the Board will consider the possibility of reinstating some of these deferred items when the breakdown is received relative to the remaining carryover funds. Chairman Bond and Commissioner Camp commented that they also do not like to defer capital projects. Mr. McKnight then responded to questions of the Board.

Upon recommendation of Jerry McKnight, Budget Coordinator, on motion by Commissioner Camp, seconded by Commissioner Galloway, which motion duly carried, Chairman Bond ordered that the deferral of the following budgeted capital projects be approved:

Fund 89	Courthouse Phase II design	\$ 600,000.00
Fund 92	Pavement maintenance	\$ 795,000.00
Fund 92	NDOT/Fed Aid Railroad Crossing Safety Imp.	\$ 10,000.00
Fund 92	Signage Program (Partial)	\$ 10,000.00
Fund 001	Bldg. & Grnds Backflow Prev. Retrofit (Partial)	\$ 20,000.00
Fund 001	County Road #7 Bridge at Buffalo Slough	\$ 40,000.00
	TOTAL	\$1,475,000.00

It was further ordered that the following transfers of appropriation authority be acknowledged:



Decrease Account		Amount
0XX-XXXX-7042	Bridge Project	\$ 670,608.00
001-16041-7880	Retrofit Project	\$ 40,000.00
001-16281-7880	Transfer Public Works Const. for Pavement, NDOT & Signage	\$ 20,000.00
001-1890-8192	Overtime-Sworn	\$ 815,000.00
Carryover Funds from 1996-97		
001-32091		\$ 992,000.00
001-019999-7389		\$ 963,464.00
Increase Resources		
001-1885-6989		\$ 600,000.00
TOTAL		\$4,101,072.00

Increase Account		Amount
0XX-XXXX-7001	Base Salaries	\$3,085,931.00
0XX-XXXX-7048	Retirement/Benefits	\$ 826,910.00
0XX-XXXX-7484	Weapons	\$ 104,000.00
001-15090-7103		\$ 76,425.00
001-1502-7103	Overtime-Civilian	\$ 7,806.00
TOTAL		\$4,101,072.00

Appropriation Transfers to remove the funding for the deferred projects in the Public Works Construction Fund and the Capital Facilities Fund

Decrease Resources	
092-9201-6901	\$ 815,000.00
Decrease Appropriations	
092-920241-7880	\$ 10,000.00
092-920515-7880	\$ 10,000.00
092-92051-7880	\$ 795,000.00
TOTAL	\$ 815,000.00

Decrease Appropriations	
089-89037-7880	\$ 600,000.00
Increase Appropriations	

## 98-133 POLICY - PURCHASE OF SMALL APPLIANCES - DONATION OF ITEMS

John MacIntyre, County Manager, provided background information regarding this item.

Upon recommendation of Kathy Garcia, Comptroller, on motion by Commissioner Camp, seconded by Commissioner Shaw, which motion duly carried, Chairman Bond ordered that the following policies be approved in order to provide consistent practice regarding the purchase of small appliances and the donation of items to County departments:

1. Departments are authorized to purchase refrigerators and microwave ovens for use by County staff, to the extent that available budgetary authority exists. These items, upon request by the departments and approval by General Services, will be maintained by General Services.
2. Departments are authorized to accept the donation of furniture and equipment, such as desks, furniture, coffee pots and the like, with an aggregate value of less than \$3,000, without Board approval. In order to document such non-monetary donations, the department shall be required to complete the Property Donations form describing the item contributed, the fair market value at the date of contribution, and whether it is the intent of the department that the item be maintained by General Services.

The information is to be forwarded to the Purchasing Department so that a property number can be assigned, if required, for inclusion on the departmental inventory listing and, if applicable, to General Services to update the maintenance listing. The Comptroller's office will need a copy for financial reporting purposes only if the individual or aggregate cost exceeds \$3,000. Donated items with a value in excess, either individually or in the aggregate, of \$3,000 require Board approval.

## 98-134 REPORT - REDISTRICTING COMMISSIONER DISTRICTS - REGISTRAR OF VOTERS

Laura McMahan, Registrar of Voters, advised that, pursuant to the Board's request at yesterday's caucus, she has provided current population estimates for each commissioner district. She advised that commissioner districts are established based on population and are created to be as equal in population as possible; that, historically, commissioner districts have been modified each decade using current census data, but Washoe County has been facing rapid growth and the need has arisen to possibly look at more frequent changes; and that the Attorney General's office has issued an opinion that the Board may use estimates of population as a basis for modifying commissioner districts. She presented alternatives for the Board's consideration, being (1) Continue with the current historical pattern of making decisions every ten years based on actual census data, (2) Pursue redistricting now, noting that this could create some hardships for candidates who currently may be preparing campaigns to run for commissioner districts and could also create a burden on the Board and staff, and (3) Develop a policy to look at population estimates by district more frequently, possibly every two years, scheduled so that it is viewed and decisions are made far in advance of an election. Ms. McMahan stated that alternative No. 3 would be the recommendation of staff and suggested that work could possibly begin in January following each general election so that in every odd number year over a series of five or six months the models could be looked at by the commissioners and a decision could be reached well in advance of when anyone would be thinking of beginning a campaign. She requested that some criteria be established, such as a +/-5% maximum population deviation across districts, that would trigger this matter to be brought back to the Board; and that the next cycle would be at the beginning of 1999 and any changes that result could be in place before the year 2000 elections.

Chairman Bond commented that this issue is coming before the Board because of the tremendous growth that is being seen in the County, especially in the unincorporated areas, and some of the districts are getting heavily skewed. She stated that she is comfortable with Alternative No. 3 proposed by Ms. McMahan.

Commissioner Shaw stated that he also supports Alternative No. 3 to commence in 1999.

Legal Counsel Shipman advised that she has requested that a County bill draft be prepared for presentation to the Board for

consideration and approval relative to this issue.

Commissioner Galloway stated that he supports the idea of the +/-5% trigger mechanism and to do this review right after a general election; and that he believes the policy should be brought back for Board consideration, but would like to keep the issue of whether to do this in 1999 open until that time, so that the availability of hard census data may be further explored. He added that he would like the public to know in advance what would trigger redistricting so that the public does not perceive that the Board is arbitrarily deciding to do this.

Chairman Bond commented that she feels the Board has provided appropriate direction to staff and something will be coming back on this issue.

#### 98-135 FUNDING APPROVAL - REGIONAL WATER MANAGEMENT FUND - AQUIFER CONTAMINATION FINGERPRINTING STUDY

John MacIntyre, County Manager, provided background information and advised that discussion was held on this item at yesterday's caucus. Chairman Bond commented that this study is extremely necessary and she believes it will provide good material and information that the County does not have at this point in time.

Upon recommendation of Steve Walker, Water Management Planner, on motion by Commissioner Shaw, seconded by Commissioner Mouliot, which motion duly carried, Chairman Bond ordered that the funding for the Aquifer Contamination Fingerprinting Study to support the recommendation of the Regional Water Planning Commission addressing nitrogen contamination in several area aquifers in the total amount of \$61,350 to be budgeted over two years be approved.

It was noted that the County's contribution to the study, which is 50% cost shared by the U.S. Geological Service, will be \$35,000 the first year and \$26,350 the second year, which funding will be expended from the Regional Water Management Fund.

#### 98-136 FUNDING APPROVAL - REGIONAL WATER MANAGEMENT FUND - EVALUATION OF GROUNDWATER AND SOLUTE TRANSPORT - FERNLEY/WADSWORTH AREA STUDY

John MacIntyre, County Manager, reviewed background information regarding this item, advising that the proposed study concerns the concentration of total dissolved solids (salts) in the river water in the Wadsworth/Fernley area.

Chairman Bond commented that extensive discussion was held regarding this item at yesterday's caucus meeting; and that this issue is something that is crucial to the community whereby the County can determine what the problems are and where they are originating and perhaps come up with a better way of dealing with the issues.

Upon recommendation of Steve Walker, Water Management Planner, on motion by Commissioner Mouliot, seconded by Commissioner Shaw, which motion duly carried, Chairman Bond ordered that the funding for the "Evaluation of Groundwater and Solute Transport in the Fernley-Wadsworth Area" for the first year of the analysis in an estimated not-to-exceed amount of \$299,415 be approved. It was further ordered that the Comptroller be directed to set up an accounting function to set aside funds for the second and third years of this study, which should not exceed \$178,585.

It was noted that the funding approval for the second and third year would be made annually by the Board of County Commissioners; and that the total three-year allocation out of the Regional Management Fund should not exceed \$478,000.

#### 98-137 JOINT PLANNING FOR OPEN SPACE ON PUBLIC LANDS - BUREAU OF LAND MANAGEMENT - COMMUNITY DEVELOPMENT

Chairman Bond commented that this is another very valuable negotiated cooperative effort between the County and the Bureau of Land Management.

Upon recommendation of Bill Whitney, Open Space Planner, on motion by Commissioner Camp, seconded by Commissioner Mouliot, which motion duly carried, it was ordered that Chairman Bond be authorized to execute a letter to the Bureau of Land Management in

support of specific actions needed to accomplish joint planning for open space on public lands.

98-138 REQUEST TO TRUCKEE MEADOWS REGIONAL PLANNING COMMISSION REGARDING DENIAL OF COMPREHENSIVE PLAN AMENDMENT CASE NO. CPA97-F-01 (GARY SCHMIDT)

Dean Diederich, Principal Planner, Department of Community Development, reviewed background information and advised that this matter is with regard to an amendment to the Forest Area Plan (CPA97-F-01/Gary Schmidt), which was unanimously approved by the Board and was denied by the Truckee Meadows Regional Planning Commission at its conformance review.

Commissioner Galloway commented that the County Commission really struggled with this issue and went into the background in great detail and he feels the Board should stick with its decision and request that the Regional Planning Commission reconsider their denial.

Upon recommendation of Sharon Kvas, Department of Community Development, on motion by Commissioner Mouliot, seconded by Commissioner Galloway, which motion duly carried, Chairman Bond ordered that staff be directed to request that the Truckee Meadows Regional Planning Commission reconsider their denial of Comprehensive Plan Amendment Case No. CPA97-F-01 (Gary Schmidt). It was further ordered that should the Regional Planning Commission deny the request, staff be directed to process an appeal to the Truckee Meadows Regional Planning Governing Board.

98-139 RESOLUTION - CREATION OF COLD SPRINGS CITIZEN ADVISORY BOARD - AMEND MEMBERSHIP - NORTH VALLEYS CITIZEN ADVISORY BOARD

7:00 p.m. This was the time set in a Notice of Public Hearing, published in the Reno Gazette-Journal on January 30, 1998, to consider the creation of the Cold Springs Citizen Advisory Board which geographical area of responsibility would include the area within the Cold Springs hydrographic basin in Washoe County, north of the Verdi Township Citizen Advisory Board's geographical area of responsibility and west to the California-Nevada state border. The existing geographical area of responsibility for the North Valleys Citizen Advisory Board would be amended to exclude the geographical area of the Cold Springs Citizen Advisory Board. Additionally, the membership of the North Valleys Citizen Advisory Board would be reduced from nine members to seven members (all at-large). Proof was made that due and legal notice had been given.

Bob Webb, Department of Community Development, provided background information regarding this item. Chairman Bond noted that considerable growth is occurring in the Cold Springs area and many residents have expressed an interest in forming a citizen advisory board.

Chairman Bond opened the public hearing and called on those wishing to speak.

Kelly Probasco, Chairman, Cold Springs Community Association, advised that in the last couple of years many issues affecting the Cold Springs Area have come forth. He advised that several people were present in the audience to show their support for the formation of a Cold Springs Citizen Advisory Board, and many support letters have been presented to the Board; that a petition signed by 362 people was presented at the October 13, 1997 meeting of the North Valleys Citizen Advisory Board; and that this request is not because of any problems with the North Valleys CAB but due to the rapid growth in the Cold Springs area.

Pat Rosaschi, Vice Chairman, Cold Springs Community Association, spoke in support of forming the Cold Springs CAB and thanked the North Valleys CAB for believing in their strength to separate and succeed. She also thanked the Department of Community Development, especially Bob Webb and Leslie Roylance, for their assistance, as well as the Board of County Commissioners for believing in their autonomy.

David Boily, North Valleys CAB, representing Gary Feero, Chair, advised that the North Valleys CAB is in full support of the Cold Springs CAB and will be willing to work with them on any common issues.

On motion by Commissioner Camp, seconded by Commissioner Mouliot, which motion duly carried, it was ordered that the following Resolution be adopted and Chairman Bond be authorized to execute:

WHEREAS, The Board of Commissioners of Washoe County held a public meeting on February 10, 1998; and

WHEREAS, The citizens of the cold springs area of Washoe County have expressed a desire for a formal organization through which they can communicate their views and concerns to the Board of County Commissioners;

WHEREAS, With such an organization, citizens can be kept better informed of decisions and actions of the Board of County Commissioners; now therefore let it be

RESOLVED, BY THE BOARD OF COUNTY COMMISSIONERS OF WASHOE COUNTY, NEVADA, That the Cold Springs Citizen Advisory Board be established under Sections 5.425 and 5.435, inclusive, of the Washoe County Code; and be it

RESOLVED, That the Citizen Advisory Board's purpose shall be to provide a forum for residents' concerns and to provide on-going two-way communications between the residents and the Board of County Commissioners; and be it

RESOLVED, That the Citizen Advisory Board may provide advice on any matter within the board of County Commissioners' jurisdiction such as land use, zoning, services, budget, taxes and other matters affecting the lives, health, property or well-being of the residents; and be it

RESOLVED, That the Cold Springs Citizen Advisory Board's geographical area of responsibility shall include the area within the Cold Springs hydrographic basin in Washoe County north of the Verdi Township Citizen Advisory Board's geographical area of responsibility and west to the California-Nevada state border, as more specifically defined on the map incorporated herein and placed on file with the Clerk; and be it

RESOLVED, That the existing geographical area of responsibility for the North Valleys Citizen Advisory Board is amended to exclude the geographical area of the Cold Springs Citizen Advisory Board, as adopted by this resolution; and be it

RESOLVED, That the membership of the North Valleys Citizen Advisory Board is amended to consist of seven members (reduced from nine members) at-large appointed by the Board of County Commissioners; and be it

RESOLVED, That the membership of the Cold Springs Citizen Advisory Board shall consist of five members at-large appointed by the Board of County Commissioners; and be it

RESOLVED, That any standing committee or efforts established by the North Valleys Citizen Advisory Board which are specific to the geographic area represented by the Cold Springs Citizen Advisory Board remain intact and continue to operate; and be it

RESOLVED, That in addition to applications from individuals as described under Sections 5.425 to 5.435, inclusive, of the Washoe County Code, membership nominations may be made by homeowners associations and other neighborhood-based organizations; and be it

RESOLVED, That the initial terms of office shall officially begin the date the Board of County Commissioners appoint the members, but shall thereafter run from July 1 through June 30 of the appropriate years; and be it further

RESOLVED, That the Cold Springs Citizen Advisory Board shall be established February 10, 1998.

98-140 BILL NO. 1182 - ORDINANCE NO. 1006 - AMENDING WCC CHAPTER 70 - OPERATION OF MOTOR VEHICLE WHILE ABILITIES ARE IMPAIRED

7:00 p.m. This was the time set in a Notice of Public Hearing, published in the Reno Gazette-Journal on January 30, 1998, to consider the second reading and adoption of Bill No. 1182. Proof was made that due and legal notice had been given.

Chairman Bond opened the public hearing and called on those wishing to speak. There being no response the public hearing was closed.

On motion by Commissioner Mouliot, seconded by Commissioner Galloway, which motion duly carried, Chairman Bond ordered that Ordinance No. 1006, Bill No. 1182, entitled "AN ORDINANCE AMENDING THE WASHOE COUNTY CODE BY REPEALING PROVISIONS PROHIBITING THE OPERATION OF A MOTOR VEHICLE WHILE ABILITIES ARE IMPAIRED," be approved, adopted, and published in accordance with NRS 244.100.

98-141 BILL NO. 1184 - ORDINANCE NO. 1008 - AMENDING WCC CHAPTER 5 - MERIT PERSONNEL ORDINANCE

7:00 p.m. This was the time set in a Notice of Public Hearing, published in the Reno Gazette-Journal on January 30, 1998, to consider the second reading and adoption of Bill No. 1184. Proof was made that due and legal notice had been given.

Chairman Bond opened the public hearing and called on those wishing to speak. There being no response the public hearing was closed.

On motion by Commissioner Galloway, seconded by Commissioner Camp, which motion duly carried, Chairman Bond ordered that Ordinance No. 1008, Bill No. 1184, entitled "AN ORDINANCE AMENDING THE WASHOE COUNTY CODE BY REVISING PROVISIONS OF THE MERIT PERSONNEL ORDINANCE RELATING TO RECLASSIFICATION," be approved, adopted, and published in accordance with NRS 244.100.

98-142 BILL NO. 1183 - ORDINANCE NO. 1007 - FINAL DEVELOPMENT AGREEMENT - CURTI RANCH TWO

7:00 p.m. This was the time set in a Notice of Public Hearing, published in the Reno Gazette-Journal on January 30, 1998, to consider the second reading and adoption of Bill No. 1183. Proof was made that due and legal notice had been given.

Cheryl Ryan, Department of Community Development, provided background information regarding this matter. Commissioner Galloway commented that out of respect for past actions of the previous Board that he did not sit on, he would support the adoption of this Ordinance, but noted that he has concerns about this kind of development having all the open space on the exterior and would have preferred to see some interior open space.

Chairman Bond opened the public hearing and called on those wishing to speak.

Lois Brown, Lewis Homes, advised that Barbara Curti, applicant, Melissa Lindell, Planning Consultant, and Craig Godbout, Engineering Consultant, were present.

She also recognized Jeanne Johnson, advising she was available for all the CAB meetings and is a valuable source of information. She thanked the staff who spent 2.5 years working on this agreement, the Board of County Commissioners, and Assistant District Attorney Madelyn Shipman who was able to pull everything together and finish the process.

Jeanne Johnson, area resident, advised that she has worked on this project since 1993 and worked hard to assure there would be a pathway for the children to get to school; that behind her house is a dedicated bridle, pedestrian, utility, etc. easement which is very popular and used by children, and when the project is put into place that easement will link with the rest of the easement and go directly into the 25-acre park located next to the school with everything open and accessible to children; and that they made sure this part of the Southeast Specific Area Plan would leave that open to the children as well as the horse riders in the neighborhood.

On motion by Commissioner Galloway, seconded by Commissioner Camp, which motion duly carried, Chairman Bond ordered that Ordinance No. 1007, Bill No. 1183, entitled "AN ORDINANCE PURSUANT TO NEVADA REVISED STATUTES 278.0201 THROUGH 278.0207 APPROVING THE FINAL DEVELOPMENT AGREEMENT FOR CURTI RANCH TWO. THE AGREEMENT FACILITATES THE DEVELOPMENT OF A RESIDENTIAL COMMUNITY WHICH INCLUDES 568+ HOMESITES WITH COMMON OPEN SPACE AND ONE NON-RESIDENTIAL LOT WITH AN OVERALL DENSITY OF 3.52+ UNITS PER ACRE.

THE PROJECT HAS A TOTAL ACREAGE OF +163 ACRES AND IS LOCATED NORTHWEST OF THE INTERSECTION OF GEIGER GRADE AND MIRA LOMA ROAD. THE PROPERTY IS DESIGNATED MEDIUM DENSITY SUBURBAN (MDS/2.5), MEDIUM DENSITY SUBURBAN (MDS/3), HIGH DENSITY SUBURBAN (HDS/4), HIGH DENSITY SUBURBAN (HDS/5), AND OPEN SPACE (OS) IN SOUTHEAST TRUCKEE MEADOWS SPECIFIC PLAN, LOCATED WITHIN THE SOUTHEAST TRUCKEE MEADOWS AREA PLAN, AND IS SITUATED WITHIN PORTIONS OF SECTIONS 21, 22, 27 AND 28, T18N, R20E, MDM, WASHOE COUNTY NEVADA. (APN:

16-430-02, 04, 15, 32, 33 & 34) [FORMERLY 16-430-23, 24 & 26]," be approved, adopted, and published in accordance with NRS 244.100.

98-143 MEMORANDUM OF FINAL DEVELOPMENT AGREEMENT - CURTI RANCH TWO - LEWIS HOMES - DEVELOPMENT AGREEMENT CASE NO. DA5-1-95

Cheryl Ryan, Department of Community Development, advised that the Memorandum of Final Development Agreement allows the applicant to record only Tab 15, Exhibit M of the Final Development Agreement; that the Memorandum includes the legal description of the property and makes references to all exhibits, tabs, language and maps contained in the document; and that the Memorandum reduces the volume of material that would otherwise be necessary to record.

On motion by Commissioner Galloway, seconded by Commissioner Camp, which motion duly carried, it was ordered that the Memorandum of Final Development Agreement between Washoe County and Lewis Homes of Nevada, Harold J. Curti, Barbara A. Curti and Barbara A. Curti, as Trustee of the Ubaldo J. Bianco Family Trust Agreement dated December 8, 1975, concerning Curti Ranch Two be approved and Chairman Bond be authorized to execute on behalf of Washoe County.

The Curti Ranch Development Agreement facilitates the development of a single family residential community consisting of 163+ acres with 568+ homesites ranging in size from 6,000 square feet to 12,000 square feet plus one additional parcel, 2.40+ acres in size, that is planned for either nonresidential use or further division into six single family lots. The development includes approximately 47+ acres of common area with an overall density of 3.52+ units per acre and is located northwest of the intersection of Geiger Grade and Mira Loma Road. The property is designated Medium Density Suburban (MDS/2.5), Medium Density Suburban (MDS/3), High Density Suburban (HDS/4), High Density Suburban (HDS/5) and Open Space (OS) in Southeast Truckee Meadows Specific Plan, located within the Southeast Truckee Meadows Area Plan, and is situated within portions of Sections 21, 22, 27, and 28, T18N, R20E, MDM, Washoe County, Nevada. (APN: 16-430-02, 04, 15, 32, 33 & 34) [FORMERLY 16-430-23, 24 & 26]

98-144 VACANT PLANNER POSITION - COMMUNITY DEVELOPMENT - FINANCE

Gary Goelitz, Senior Administrative Analyst, reviewed the three alternatives being proposed regarding the vacant planner position in Community Development, being (1) continue to allocate the Planner position to the Community Resources Program, (2) reallocate the Planner position to the Planning Division, and (3) eliminate the Planner position and direct Finance staff to conduct a similar needs analysis of all future requests to fill vacant County positions. He stated that the Board will be facing some tough financial issues and fiscal challenges over the next two years, which issues he discussed; and that this is a micro issue as opposed to a whole range of issues where the opportunity for some reduction in costs exist. Mr. Goelitz then responded to questions of the Board and advised that more current numbers regarding fiscal shortfalls will be forthcoming; and that the flexible use of this position within the Department of Community Development could be allowed.

Chairman Bond stated that she understands the fiscal challenges the Board is facing but also knows what the demands are on the Planning Division. Commissioner Galloway stated that if projects are lost because there is not adequate staff to process them, the economy would be affected and sales tax revenues would be lost, which could make the situation worse.

John Hester, Director, Department of Community Development, stated that building permits, applications, sales tax, and other revenues, etc. are going down at this time and he would rather not hire someone and then have to lay them off; and that Community Development currently has staff that are serving as support for Planning and will continue to do so.

Dean Diederich, Principal Planner, Department of Community Development, stated that this is a very unique situation because he is not recommending to the Board that their work load demands another planner; that they had the toughest year in terms of case load last year as it was the end of the transition process on the old regulatory zoning and everyone wanted to submit applications and staff did an excellent job of getting the work done; that there are other large projects in the works and the workload is there but he would rather be assured that he would not lose any more staff than to be given additional staff; that the Development Code process minimizes the number of projects that need discretionary approval and a senior planner has been placed at the front counter so that correct information can be provided at the first query from the public, which has streamlined the process; that the vacant position is located in community resources and the Board would need to decide if it wants to continue that service because of budget considerations; and that if the Board desires to fill the planner position it would be reasonable to utilize

that person for other functions within the department when necessary. Mr. Diederich responded to questions of the Board and advised that there are areas where improvement in service could be made, which they are addressing; and that delays in processing applications are usually due to staff not receiving the correct information from the developer.

Commissioner Camp suggested that should the Board decide to fill this position, part of the utilization of that person could be to create a form that would list the information the developer needs to provide, emphasizing that the County needs to be a customer based operation. Chairman Bond stated that her bottom line is customer service and working as effectively and efficiently as possible; that she does not want to sacrifice Community Development projects such as Looking Fine in '99, although she does not want these projects to get in the way of the fundamental processes that need to be done when peak workloads come in.

Mr. Hester stated that their recommendation would be then to fill the position with a planner assigned to Community Resources that can assist Planning with process improvements and workload overflows, etc. Upon inquiry of Commissioner Shaw, Mr. Diederich advised that it will be necessary to re-recruit for a new list of candidates.

Commissioner Mouliot suggested that the recruitment process could be started and by the time the position is ready to be filled, the Finance Division will have better information with regard to the potential budget shortfalls. Mr. Goelitz stated that staff's intention would be to present the second quarterly fiscal report sometime in March which would provide the Board with an update as to the SCCRT revenues.

Following further discussion, on motion by Commissioner Mouliot, seconded by Commissioner Shaw, which motion duly carried, Chairman Bond ordered that the recruitment process for the vacant planner position be commenced, noting that by the time the position comes forth to be filled, the Board will have better information with regard to the projected financial situation.

COMMISSIONERS' /MANAGER'S COMMENTS

Chairman Bond stated that she is patiently waiting for Public Works to present a policy on road stripping, speed bumps, etc. County Manager MacIntyre commented that Mr. Roundtree has advised that this will be on an upcoming agenda.

Commissioner Shaw expressed concern about two letters received from people off Spanish Springs road regarding Rocky Ridge. Chairman Bond advised that she has requested staff to contact the Shanes and put some monitoring equipment out there.

Commissioner Galloway stated that he is concerned about the number of CABs being formed, especially in Chairman Bond's and Commissioner Camp's districts and commented that a system may need to be developed that would assist with this function. Chairman Bond advised that she has notified her CABs that she will not be able to be physically present at many of the meetings and will have to rely on staff reports, etc.

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There being no further business to come before the Board, the meeting adjourned at 8:30 p.m.

JOANNE BOND, Chairman  
Washoe County Commission

ATTEST: JUDI BAILEY, County Clerk