



STOREY COUNTY BOARD OF COUNTY COMMISSIONERS MEETING

TUESDAY, APRIL 15th, 2014 10:00 A.M.

DISTRICT COURTROOM
26 SOUTH B STREET, VIRGINIA CITY, NEVADA

AGENDA

MARSHALL MCBRIDE
CHAIRMAN

BILL MADDUX
DISTRICT ATTORNEY

LANCE GILMAN
VICE-CHAIRMAN

BILL SJOVANGEN
COMMISSIONER

VANESSA STEPHENS
CLERK-TREASURER

All items include discussion and possible action to approve, modify, deny, or continue unless marked otherwise.

1. CALL TO ORDER AT 10:00 A.M.
2. PLEDGE OF ALLEGIANCE
3. DISCUSSION/POSSIBLE ACTION: Approval of Agenda for April 15, 2014
4. DISCUSSION/POSSIBLE ACTION: Approval of Minutes for April 1, 2014

CONSENT AGENDA

(All matters listed under the consent agenda are considered routine, and may be acted upon by the Board of County Commissioners with one action, and without an extensive hearing. Any member of the Board or any citizen may request that an item be taken from the consent agenda, discussed, and acted upon separately during this meeting. The Commission Chair reserves the right to limit the time allotted for each individual to speak.)

5. For possible action approval of March 2014 Treasurer Report
6. For possible action approval of Interstate Interlocal Agreement for Child Support Reimbursement
7. For possible action authorize the District Attorney and County Manager to sell, at either public auction or by sealed bid, residential houses located at 62; 74 and 82 South B Street in Virginia City.

8. For possible action approval Storey County resolution in support of Nevada Wildlife Awareness Month 2014
9. For possible action approval Justice Court Quarterly report
10. For possible action approval of refund to Judith Chisholm/NV Hydrocarbon due to an adjustment in their 2013/14 valuation.
11. For possible action approval of Licensing Board First Reading:
 - a. Southland Industries - General/114 Megabyte (HVAC, Plumbing Design) TRI
 - b. Timmons Group, Inc. - Contractor/1001 Boulders Pkwy, Richmond, VA (Ardagh Supplier)
 - c. Cross Check Services, LLC - Contractor/1264 Lanny Lane, Olympic Valley, CA (Forestry)
 - d. Conco & Conco Pumping - Contractor/5141 Commercial, Concord, CA (Neptune Contractor)
 - e. D.C. Electrical - Contractor/7771 Shalestone Way, Reno (Contractor)

END OF CONSENT AGENDA

12. **DISCUSSION (No Action - No Public Comment):** Committee/Staff Reports
13. **BOARD COMMENT (No Action - No Public Comment)**
14. **DISCUSSION/POSSIBLE ACTION:** Recommendation to award contract to successful bidder for the construction of the Virginia City Sewer Improvement Project Phase I in the amount of (TBD).
15. **DISCUSSION/POSSIBLE ACTION:** Cease all funding to Jeep Posse as requested by Kay Dean.
16. **DISCUSSION/POSSIBLE ACTION:** The Board's order for the Treasurer to hold a sale of real property held in trust because of tax delinquency and to direct the notice is done by publishing in the paper.
17. **DISCUSSION/POSSIBLE ACTION:** Resolution 14-395 removing the Jail Fund tax rate from the tax bill and placing the Jail Fund tax rate into the General Fund and making the operation and maintenance of the Storey County jail a sub-component of the Storey County Sheriff's Department's budget and transferring the ending fund balance of the Jail Fund at the end of the budget year.
18. **DISCUSSION/POSSIBLE ACTION:** Resolution 14-396 combining the tax rate of the Storey County fire protection district-NRS 473 (Nevada Division of Forestry) with the tax rate of the Storey County fire protection district (474) and combining both rates and allocating both to the Storey County fire protection district (474) and transferring the ending fund balance of the 473 district into the 474 district budget at the end of the budget year.
19. **DISCUSSION/POSSIBLE ACTION:** Approve the first reading of Ordinance No. 14-256 changing the name of the 474 fire protection district, amending the description of the boundaries of the 474 fire district to include all of Storey County and deleting Chapter 2.57 of the Storey County Code to reflect the dissolution of the 473 fire protection district.

20. **DISCUSSION/POSSIBLE ACTION:** Approve purchase of property at 2471 Lousetown Road not to exceed appraised value of \$12,000 whichever is less.
21. **DISCUSSION/POSSIBLE ACTION:** A workshop to discuss the proposed adoption of new editions of the 2012 uniform codes, the 2012 Northern Nevada Amendments published by the Northern Nevada Chapter of the International Code Council, and amendments to provide for specific requirements for fire and building in Storey County.
22. **DISCUSSION/POSSIBLE ACTION:** Approval of Payroll Check date 03/28/2014 for \$367,647.69 and Accounts Payable date 04/04/2014 for \$254,057.20 and \$3,052.72

COMMUNITY DEVELOPMENT AND PLANNING

23. **DISCUSSION/POSSIBLE ACTION:** Height variance for five feet in addition to the 35 feet height of buildings and structures for E1 VCH zoned property.
24. **FOR POSSIBLE ACTION, LICENSING BOARD SECOND READINGS:**
- a. Philly's NV - General/420 USA Parkway (Restaurant) TRI
 - b. Burnham Painting & Drywall - Contractor /668 Middlegate Road, Henerdson, NV
 - c. Diebold, Inc. - General/5995 Mayfair Road, North Canton, OH (financial equipment leasor)
 - d. Mark Twain Community Center - Non-Profit/500 Sam Clemens Street, MT
 - e. Preferred Networks, Inc. - Home Business/355 Mill Street (internet provider) VC
 - f. Dogz - Home Business/358 North A Street (dog trainer) VC
 - g. Sage Hunting Products - Home Business/1524 Bonanza Road (hunting accessories) VCH
 - h. Randa Accessories - General/700 USA Parkway, TRI

25. PUBLIC COMMENT (No Action)

26. ADJOURNMENT

NOTICE:

- Anyone interested may request personal notice of the meetings.
- Agenda items must be received in writing by 12:00 noon on the Monday of the week preceding the regular meeting. For information call (775) 847-0969.
- Items may not necessarily be heard in the order that they appear.
- Public Comment will be allowed at the end of each meeting (this comment should be limited to matters not on the agenda). Public Comment will also be allowed during each item upon which action will be taken on the agenda (this comment should be limited to the item on the agenda). Time limits on Public Comment will be at the discretion of the Chairman of the Board. Please limit your comments to three minutes.
- Storey County recognizes the needs and civil rights of all persons regardless of race, color, religion, gender, disability, family status, or nation origin.

Notice to persons with disabilities: Members of the public who are disabled and require special assistance or accommodations at the meeting are requested to notify the Commissioners' Office in writing at PO Box 176, Virginia City, Nevada 89440.

In accordance with Federal law and U.S. Department of agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, religion, age, disability (Not all prohibited bases apply to all programs.) To file a complaint of discrimination write to USDA, Director, Office of civil rights, 1400 Independence avenue, S.W., Washington, D.C. 20250-9410 or call (800) 795-3272 (voice) or 202-6382 (TDD). USDA is an equal opportunity provider, employer, and lender. The TTY, VCO voice carry over) or HCO hearing carry over) number is 800-326-6868; voice only 800-326-6868. Check the customer Guide section of your telephone book under Services for Individuals with a Hearing or Speech Disability.

CERTIFICATION OF POSTING

I, Vanessa Stephens, Clerk to the Board of Commissioners, do hereby certify that I posted, or caused to be posted, a copy of this agenda at the following locations on or before April 9, 2014; Virginia City Post Office, Storey County Courthouse, Virginia City Fire Department, Virginia City Highlands Fire Department and Lockwood Fire Department.

By Vanessa Stephens
Vanessa Stephens, Clerk-Treasurer



Storey County Board of County Commissioners Agenda Action Report

Meeting date: April 15, 2014

Estimate of time required: 0-5 minutes

Agenda: Consent ☐ Regular agenda ☒ Public hearing required ☐

1. **Title:** Approval of minutes for April 1, 2014

2. **Recommended motion:** Approve minutes as submitted.

3. **Prepared by:** Vanessa Stephens

Department: Clerk & Treasurer

Telephone: 847-0969

4. **Staff summary:** Minutes of April 1, 2014.

5. **Supporting materials:** Minutes are attached.

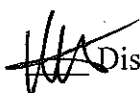
6. **Fiscal impact:**

Funds Available:


Fund:

____ Comptroller

7. **Legal review required:**

 District Attorney

8. **Reviewed by:**

 Department Head

Department Name: ~~Commissioner's Office~~ *Clerk & Treasurer*

 County Manager

Other agency review: _____

9. **Board action:**

☐ Approved
☐ Denied

☐ Approved with Modifications
☐ Continued

Agenda Item No.



STOREY COUNTY BOARD OF COUNTY COMMISSIONERS MEETING

TUESDAY, APRIL 1ST, 2014 8:00 A.M.

DISTRICT COURTROOM
26 SOUTH B STREET, VIRGINIA CITY, NEVADA

MINUTES

MARSHALL MCBRIDE
CHAIRMAN

BILL MADDOX
DISTRICT ATTORNEY

LANCE GILMAN
VICE-CHAIRMAN

BILL SJOVANGEN
COMMISSIONER

VANESSA STEPHENS
CLERK-TREASURER

Roll Call: Chairman McBride, Vice-Chairman Gilman, Commissioner Sjovangen, District Attorney Maddox, Clerk & Treasurer Vanessa Stephens, County Manager Pat Whitten, Administrative Officer & Senior Planner Austin Osborne, Comptroller Hugh Gallagher, Deputy District Attorney Anne Langer, Fire Chief Gary Hames, IT Director James Deane, Sheriff Gerald Antinoro, Community Services Cherie Nevin, Recorder Jen Chapman, Justice of the Peace Eileen Herrington, Assessor Jana Seddon, Emergency Management Director Joe Curtis, Communications Director Dave Ballard, Public Works Director Mike Nevin, Management Analyst Jessie Fain, Community Development Dean Haymore and Deputy District Attorney Bob Morris.

1. **CALL TO ORDER A CLOSED SESSION AS THE STOREY COUNTY FIRE DISTRICT BOARD OF FIRE COMMISSIONERS AT 8:00 A.M.** (Closed meeting pursuant to NRS 288.220(4) for the purpose of conferring with the County's management regarding labor negotiations.)

The closed was called to order at 8:01 a.m. and adjourned at 8:46 a.m.

2. **CALL TO ORDER AT 9:00 A.M.**

The Chair called the meeting to order at 8:59 a.m.

3. **PLEDGE OF ALLEGIANCE**

The Chair led those present in the Pledge of Allegiance

4. **DISCUSSION/POSSIBLE ACTION:** Approval of Agenda for April 1, 2014

Motion: Approve the agenda for April 1, 2014, **Action:** Approve **Moved by** Commissioner Sjovangen **Seconded by** Vice-Chairman Gilman **Vote:** Motion carried by unanimous vote (summary: Yes=3)

5. DISCUSSION/POSSIBLE ACTION: Approval of Minutes for February 18, 2014

Dale Beach, Mark Twain, stated that perhaps inadvertently Vice-Chairman Gilman voted on the Steakhouse in town. In the past he has excused himself from such votes. He wanted to bring this to the Board's attention.

Motion: Approve the minutes for February 18, 2014, **Action:** Approve **Moved by** Commissioner Sjovangen **Seconded by** Vice-Chairman Gilman **Vote:** Motion carried by unanimous vote (summary: Yes=3)

6. DISCUSSION/POSSIBLE ACTION: Approval of Minutes for March 18, 2014

Motion: Approve the minutes for March 18, 2014, **Action:** Approve **Moved by** Commissioner Sjovangen **Seconded by** Vice-Chairman Gilman **Vote:** Motion carried by unanimous vote (summary: Yes=3)

CONSENT AGENDA

7. For possible action approval of Payroll Check date 03/14/2014 for \$465,649.96 and date 3/19/2014 for \$596.14. Accounts Payable date for 3/21/14 for \$525,671.04 and \$10,811.74.

8. For possible action approval of Licensing Board First Reading:

- a. Philly's NV - General/420 USA Parkway (Restaurant) TRI
- b. Burnham Painting & Drywall - Contractor /668 Middlegate Road, Henerdson, NV
- c. Diebold, Inc. - General/5995 Mayfair Road, North Canton, OH (financial equipment leaser)
- d. Mark Twain Community Center - Non-Profit/500 Sam Clemens Street, MT
- e. Preferred Networks, Inc. - Home Business/355 Mill Street (internet provider) VC
- f. Dogz - Home Business/358 North A Street (dog trainer) VC
- g. Sage Hunting Products - Home Business/1524 Bonanza Road (hunting accessories) VCH

END OF CONSENT AGENDA

Motion: Approve the consent agenda, **Action:** Approve **Moved by** Commissioner Sjovangen **Seconded by** Vice-Chairman Gilman **Vote:** Motion carried by unanimous vote (summary: Yes=3)

9. ADJOURN TO CONVENE AS THE 474 FIRE PROTECTION DISTRICT BOARD

The Chair recessed to convene as the 474 Fire Protection District Board at 9:03 a.m.

10. DISCUSSION/POSSIBLE ACTION: Approval of modification and extension of the Collective Bargaining Agreement between Storey County Fire Protection District (Employer) and Storey County Firefighters' Association IAFF Local 4227 (Union).

Senior Planner/ Administrative Officer Austin Osborne:

Mr. Osborne thanked the Union President, Victor Yohey as well as Bryce Montoya and Roy Thompson and members of the employer's team for their work on this.

- This contract is pertaining to the IAFF Storey County Fire Union and the Storey County Board of Fire Commissioners as the employer.
- It is a three year contract 2014-2017.
- The salary schedule has changed from three to seven steps. It will add a couple steps for those already capped out. New employees will have to go through a seven year process to reach the same amount of money as opposed to a three year process.
- Regarding health benefits, the county is finally getting away from dependent care coverage. Employees hired from this year forward will be able to be on our plan, but not their dependents or spouses. They will have to pay for that coverage.
- Non-salary benefits such as vacation leave, buy-outs, incentive pay, shift differentials and instructor pay were also addressed and adjusted so that the employee actually has to work for these incentives. For example, in the past if an employee was certified to be an instructor he/she was paid for that. Now they actually have to put in 15 hours of instruction time per year to qualify to be paid for that.
- This new contract has a 5% re-opener clause. If the district anticipates a 5% budget shortfall, this contract and the fiscal related items in it may be re-opened for negotiation.
- Cleanup has also been done to language in the contract to make it more administrable, but if ever an item went to fact-finding or arbitration the contract is very clear on what terms mean and there is no ambiguity.

Vice-Chairman Gilman, Chairman McBride, and Commissioner Sjovangen all commended the team effort that went into crafting this document.

Mr. Beach wanted to know if there has been consideration of lobbying the State to exempt small counties from paying these wages through collective bargaining.

Motion: Approve modification and extension of the Collective Bargaining Agreement between Storey County Fire Protection District (Employer) and Storey County Firefighters' Association IAFF Local 4227 (Union)., **Action:** Approve **Moved by** Commissioner Sjovangen **Seconded by** Vice-Chairman Gilman **Vote:** Motion carried by unanimous vote (**summary:** Yes=3)

11. ADJOURN (RECESS) TO RECONVENE AS STOREY COUNTY BOARD OF COMMISSIONERS

The Chair recessed the 474 Fire Protection District Board to convene as the Storey County Board of Commissioners at 9:16 a.m.

12. DISCUSSION (No Action - No Public Comment): Committee/Staff Reports

Emergency Management Director Joe Curtis:

- Reminder of May 17 evacuation exercise in the Highlands.

Community Services Director Cherie Nevin:

- The Mark Twain health fair on March 22 was a great success. We had about 50 people attend.

- The Virginia City Senior Center was awarded a Community Development Block Grant last week in the amount of \$25,000. That will be used to upgrade their kitchen facilities with a new refrigerator, a couple of new stoves, and a new countertop which are severely needed.
- The Canyon GID project was not successful in receiving funding. I was on the advisory committee this year and we had a tough job. We had twice the requests as we had funding.
- The free dump event will be held in Virginia City on May 2nd and 3rd from 8am-4pm at the transfer station located at R and Washington. Lockwood's will be April 3-5, 10-12, and 17-19 from 8am-4:30pm.

Mark Twain Community Center Chairman Adam Robello:

- Reiterated that the health fair was a success.
- 15-20 community members marched in the St. Patrick's Day parade.
- We are getting increased attendance at our meetings.
- The library is up and running. It's open every Thursday alternating 9am-1pm and 1-7pm.
- Our bank account is growing and is up to about \$600 from donations.
- Our application process for business license is in the works and we are still waiting on the 501c3.
- Mike is ready to do some repairs on the building necessary for approval of our license.
- The website was shut down, but the Facebook page is running and we are working on another website.

Public Works Director Mike Nevin:

- Regarding TRI, we've completed about 99% of the crack sealing down there on county-owned asphalt. The culvert cleaning on Porto Fino is about 98% completed. We've also contracted with Wood Rogers Engineering for \$4750 to complete a comprehensive road maintenance analysis survey to include development of a prioritization list on future pavement maintenance. If we like the product, we may ask them to also do other areas of the county for which we do pavement maintenance.
- We received an email from the insurance adjuster on the sweeper loss. We will be getting about \$2,500 more than the original appraisal. We should be receiving a check for almost \$131,000. The remaining funds will hopefully come from the NV. Department of Environmental Protection through an air quality program. It looks like our request for \$116,000 will be approved.
- Bid opening for the Sewer Treatment Plant will be next Thursday at Far West Engineering. We will present a recommendation to the board at the April 15th meeting. We're anticipating construction to begin sometime late July.
- Tomorrow I'll be meeting with representatives of Comstock Mining on the Five Mile Reservoir rehabilitation project. We did receive the design and engineering documents from Far West Engineering so I'll be meeting with them to discuss the cost share between the Storey County Water Department and CMI.
- The flooring for the Lockwood Senior Center has been purchased and we hope to have it installed by month's end.
- The rewiring project at the Gold Hill Depot is underway and substantial progress has been made.

Fire Chief Gary Hames:

- Regarding the fuels projects, there have been discussions on the blogs out there that we've been on private property. I wanted to clarify that we've been clearing along Lousetown Road which is a county-owned easement that is 90' wide. The road is approximately 40' and we've been clearing 15' on either side which makes for 70' and we've been leaving a small buffer.
- The Geiger Grade project is slated to start this Thursday and we're hopeful it should be completed in about five days.
- Our water tenders are being refurbished and we should have the first one back next week and the second back in a couple weeks.

Administrative Officer & Senior Planner Austin Osborne:

- We are in the middle of open enrollment for health benefits insurance this year. We put together a benefits committee and are working with our new insurance broker. We are emphasizing health savings account which offers significant savings and better coverage.

Community Chest Pam Abercrombie:

- Our annual fundraiser with Rambling Jack Elliot last weekend was a success.
- May 3rd will be another fundraiser with Storey County Fire and Police vs. Lockwood Fire and Police basketball tournament.
- Community Yard Sale will also be May 3rd.
- The library is almost completely organized and once that is complete hours will be extended.

District Attorney Bill Maddox:

- I've received complaints about political signs going up. We have an ordinance and the state has a statute prohibiting signs from going up until after April 11th (60 days before the primary). This does not apply to magnetic signs on cars.

Deputy District Attorney Anne Langer:

- Complimented the success of the health fair in Mark Twain.
- The Wednesday before the health fair the District Attorney's office, the Sheriff's office, and We Care presented the wills and powers of attorney for health care decisions. We handed out about fifty packets and talked to about 75 people within a week. This was very helpful to Storey County seniors.
- Law Day is May 1st. The Nevada Supreme Court holds an event where high school seniors present an argument in front of the NSC. Thirty-six high school government students have been working on a case from 1874 regarding a woman's right to vote. We will be holding an event here at this courthouse on either April 28th or 29th for the students to present their mock argument in period costume and the community is invited.

Sheriff Gerald Antinoro:

- Regarding the home invasion in the Highlands last week, we are still running down leads and have nothing new to report.
- About ten months ago we started a citizen emergency response team. The Northern team was called out this weekend on an overdue party. It wound up just being a broken down

vehicle. This is the third time this team has been out in the last eight months and they're doing a great job.

- On Saturday we were up at Tahoe for a fundraising event for Nevada Special Olympics. The Sheriff's department raised about \$800.

County Manager Pat Whitten:

- The Highlands evacuation drill coming up will be primarily focused on the Sheriff's department on evacuation and shelter. Also, animal evacuations will factor into this and micro chipping will be made available.
- Stressed the importance of completing and submitting the natural gas surveys that have been distributed to residents and businesses.
- Friday from 5-7pm there will be a rededication at the Yellow Jacket which is a fundraiser for a number of organizations.
- We are now imminent on closing escrow on the four houses directly to the south of us. We have parties interested in the houses which must stay on the Comstock. The cemetery foundation is interested in using one of them for a small visitors' center.

13. BOARD COMMENT (No Action - No Public Comment)

Commissioner Sjovangen

- Stated he would like to get staff working on the Sunny Hills project to start formulating a ballot question.
- Went to a marijuana class last week on the legalization and listened to feedback from all the counties and how they have managed it. He found it very informative.
- Karlyn McPartlin is putting together a meeting in the Highlands on April 22nd to put together a list of needs and wants.

Chairman McBride

- Concerning the home invasion in the Highlands, he feels that we need to keep an eye out for our neighbors in a rural community.

The Chair called for a recess at 9:51 a.m.; the meeting was called to order at 10:05 a.m.

14. DISCUSSION/POSSIBLE ACTION: Tentative Budget Hearings for FY 2014/15

Comptroller Hugh Gallagher discussed the budgeting process and thanked the department heads and board for their efforts. He explained that even when this tentative budget is approved; there will be another round of talks. He acknowledged Jessie Fain for her professionalism, attitude, devotion, and her family's sacrifice in her dedication of long hours.

- **GENERAL FUND REVENUES:** Revenues show an increase not due to increased taxes, but due to the addition of the Jail Fund revenues. We have effectively lost about 15% of our tax base on real property loss on net taxable value and are now at a rate probably equal to around 2004 or 2005. Most of it is attributable to TRI, but also to other areas such as the Highlands' Ten Acres.
- **CLERK & TREASURER:** Increase of about \$11,000 over last year largely due to step increases and longevity for our Clerk & Treasurer.

- DISTRICT COURT: Decrease of about \$4,000
- RECORDER: Increase of about \$3,000. Records management reduced by \$9,000 because it is being transferred to restoration.
- TECHNOLOGY FUND: By statute, the Recorder, Clerk-Treasurer, and Assessor may charge additional document fees of which the expenditure must benefit technology.
- BUILDINGS AND GROUNDS: Decrease of about \$77,000. \$51,000 redirected to community service.
- POOLS AND PARKS: Slight increase of about \$4,500 due to the addition of two groundskeepers which will serve all the parks in Storey County and some appropriations for new patio furniture and an ADA lift for the pool.
- SERVICE DEPARTMENT: This department saves us a lot of money vs. outsourcing maintenance and repairs on all our vehicles. Increase of about \$15,000 is mainly due to staff reclassifications and the purchase of a mobile lube trailer for service requirements in remote locations.
- SPECIAL REVENUE FUND/ROADS: Increase in revenue is due mainly to a \$100,000 infusion from the General Fund for road repair. This will help with the FEMA 6 Mile drainage project which has an approximate cost of \$1.5 million.
 - Mike Nevin explained that they have been working on the 6 Mile drainage grant for many years. In order to be the recipient, we had to agree to a 25% match in labor and cash. We have three years to set the cash aside and this is the first portion. It's more of a reserve fund than something to be spent.
 - Difficulty in purchasing asphalt has caused difficulties in making road repairs.

15. RECESS TO CONVENE AS STOREY COUNTY WATER AND SEWER BOARD

The Chair convened the Storey County Water and Sewer Board at 10:25 a.m.

16. DISCUSSION/POSSIBLE ACTION: Tentative Budget Hearings for FYE 2014/15 for the Water and Sewer services in Virginia City, Gold Hill and Silver City.

Mr. Gallagher: Water revenues will increase approximately \$33,000 mainly due to an increase of \$4.11 on the residential rate and \$5.90 on commercial. Salary and benefits actually went down by about \$7,000 even with the addition of a treatment plant operator, which will prevent overtime usage. Operation expenses increased \$10,000 primarily due to operational supplies, however overall expenditures are down \$14,000. The Virginia Divide Sewer revenue increase of approximately \$100 is due primarily to a \$10.71 rate increase on residential and \$14.24 on commercial. These increases will help pay the debt service on the \$3,200,000 of intermediate loans we will get from Wells Fargo.

Mr. Mike Nevin explained that the USACE (US Army Corps of Engineers) grant funding (\$33,000) was provided initially for the design and engineering of the entire wastewater infrastructure within Virginia City and Gold Hill including the treatment plant. They also paid for the environmental assessment costs, the sensitivity analysis, and soils analysis. That fund closes out within this next fiscal year so we didn't have to provide any additional funding for that. One item on the tentative is a sewer camera to assist with the aging infrastructure so we don't have to put that cost off to the owner or contract out for the service. He also explained the need for a vacator truck and he would like to start saving to obtain one in the next few years.

Mark Joseph Phillips, Virginia City Resident: He claims that last year he started a public records request to get a copy of the original signed contract between Storey County and Comstock Mining, Inc. Mike Nevin and the Clerk-Treasurer both told him that there are copies of that contract available in each of their offices that he is welcome to. He also thought that this was the fifth and final year of water rate increases, but there is reference here that this is the fourth year. Mr. Nevin said that it very well may be the final as they are now setting aside enough and that expenses are coming down.

Janet Houts: She wanted to know about the sewer loan from Wells Fargo. Mr. Whitten explained that we have a bridge/swing loan from Wells Fargo that the USDA will take out on the \$3 million dollars that facilitates the construction portion and the USDA runs the long term portion. All interest on the bridge loan with Wells Fargo and the USDA loan will be paid by water and sewer subscribers. Ms. Houts asked if it would be in the Sewer budget. Mr. Gallagher explained that those meetings have not happened yet and so those amounts are not in the budget yet.

Motion: Approve Tentative Budget Hearings for FYE 2014/15 for the Water and Sewer services in Virginia City, Gold Hill and Silver City, **Action:** Approve **Moved by** Commissioner Sjovangen **Seconded by** Vice-Chairman Gilman **Vote:** Motion carried by unanimous vote (summary: Yes=3)

17. ADJOURN TO RECONVENE AS THE STOREY COUNTY BOARD OF COMMISSIONERS

The Chair adjourned the Storey County Water and Sewer Board and reconvened the Storey County Board of Commissioners at 10:37 a.m.

18. DISCUSSION/POSSIBLE ACTION: Tentative Budget Hearings for FYE 2014/15

Mr. Gallagher:

- New special revenue fund called USDA has been designed for the waste water treatment plant for all expenditures and revenues.
- ASSESSOR: Increase of about \$71,000 mainly due to staffing increases and benefits, but it may decrease by close to \$40,000. They need a part-time intermittent mainly due to the DMV. We will be getting rid of a full time position and replacing it with half-time or less than half time equivalent.
- COMMUNITY DEVELOPMENT: Salaries and benefits have increased by about \$53,000 which represents reclassifications and the addition of a part time building inspector and a part time administrative clerk. There is also a capital expenditure for a new vehicle for Dean Haymore.
- DISTRICT ATTORNEY: Increase is to cover Deputy DA position once District Attorney, Bill Maddox leaves and Ann Langer takes over that position.
- JUSICE COURT: Very much the same as last year.
- COMMUNICATIONS: Commended Dave Ballard on efforts to decrease salaries and benefits.
- IT: Increases are due to staff reclassifications and insurance reclassifications. They have taken over a lot of things that were previously outsourced.
- COMPTROLLER: Increase of approximately \$8,000 due to insurance reclassification on new employee and specialty audits.

- EMG MANAGEMENT: Decrease due to reclassification of many services to community services.
- COMMUNITY SERVICE: Increase due to transfer of responsibility and expense allocations from Emergency Management.
- PARK FUND: Will have an infusion of funding from the General Fund as a result of a business license audit. When the audit is complete all represented parks will have a chance to review and sign off on it.
- SHERIFF/JAIL: Jail fund will be dissolved effective July 1st. Staffing and expenditures will be addressed within the new parameters.

19. ADJOURN TO CONVENE AS THE 474 FIRE PROTECTION DISTRICT BOARD

The Chair recessed the Storey County Board of County Commissioners and reconvened the 474 Fire District Board at 10:57 a.m.

20. DISCUSSION/POSSIBLE ACTION: Tentative Budget Hearings for FYE 2014/15 for the NRS 474 Fire Protection District.

Mr. Gallagher: We are consolidating Fire District 473 and Fire Department 030 in to Fire District 474. This will be a work in progress until the final budget. Mr. Whitten stressed that it is of critical importance that this is shown on the books as a separate local government. With that, the Department of Taxation requires and two month \$80,000 contingency which is not meant to be used, but is there as part of the budget but will be a carryover moving forward.

Mr. Gallagher: The Fire Emergency Fund is for emergencies and not for operational expenses. The Mutual Aid fund is for incidents outside our county which includes revenue from billing for those services.

Ms. Houts asked about mention that a special fund would be transferred to the General fund and was corrected. She then asked why equipment acquisition was coming out of the general fund instead of the 474. Mr. Whitten explained that equipment acquisition may be used by any of the county departments.

Motion: Approve Tentative Budget Hearings for FYE 2014/15 for the NRS 474 Fire Protection District, **Action:** Approve **Moved by** Commissioner Sjovangen **Seconded by** Vice-Chairman Gilman **Vote:** Motion carried by unanimous vote (**summary:** Yes=3)

21. ADJOURN TO RECONVENE AS STOREY COUNTY BOARD OF COMMISSIONERS

The Chair adjourned the 474 Fire Protection District Board and reconvened the Storey County Board of Commissioners at 11:06 a.m.

22. DISCUSSION/POSSIBLE ACTION: Tentative Budget Hearings for FYE 2014/15

Mr. Gallagher:

- EQUIPMENT ACQUISITION ACCOUNT is a special revenue fund that is primarily used for purchase obligations within the Roads and 474 districts although it has been used for various other funds. Continued use of this fund by the 474 Fire District will go to pay off

the USDA obligation of about \$2 million for two structure vehicles and two ambulances. (Pat Whitten corrected to 3 structure vehicles and 3 ambulances)

- COMMISSIONERS: Increase of about \$30,000 with salaries and benefits increasing approximately \$10,000 due to reclassifications and step increases, the rest is from potential travel commitments and economic development procreations.
- ADMINISTRATIVE: Increased about \$2,277,000 over last year's budget. \$2.5 million of that accounts for transfer to capital projects. We've had a long list of items that we were going to use when we were looking at the infrastructure. We've got now about \$7 million of items that we are going to try to use infrastructure for, but it's not going to take it because at this rate it would be about 48 years before we ever completed the project and some of these projects are critical. So we are going to now transfer from the general budget (a decrease to the general fund budget ending fund revenue of about \$2.5 million) and we're going to put that against capital fund projects hopefully within the next year or whenever the plan designates. In addition, salaries and benefits will increase \$81,000 which is attributed to staff reclassifications and a new exempt position. Operational expenses decreased by \$27,000 of which \$15,000 may be attributed to transfer of technology outsourcing to our IT department.
- HEALTH AND HUMAN RESOURCES: This department was created within the general fund to assist with indigent assistance programs, consumer health, and rural child protection. It is an expense only of the general fund and has no revenue.
- PLANNING: Decreased about \$60,000 due to the retirement of an outstanding county employee.
- INDIGENT MEDICAL: This was created under resolution 97.26 on September 2, 1997 under the direction of NRS 428. Revenue is received through a .01% tax rate of ad valorem and centrally assessed.
- INDIGENT ACCIDENT: This is a special revenue fund which is a directive of NRS 244.160 which quotes, "The board of county commissioners shall have power and jurisdiction in their representative counties to take care of and provide for the indigent sick of the county in such a manner only as or may be provided by law."
- CAPITAL PROJECTS: This account will have an infusion. When it was decided to look at county projects through either infrastructure or capital outlay, a list of possible projects was assembled. It has been suggested that those items that fall outside the infrastructure list would be picked up by allocating general fund revenues to capital projects.
- INFRASTRUCTURE: This fund's revenue is provided for by a .25% sales tax for which expenditures are allowed by NRS 377. This plan should be finalized by the final budget.
- STABILIZATION: This revenue was created under resolution 06-218 dated March 24, 2006 and is derived through transfers from general fund. Expenditures follow NRS 354.6155 guidelines and the balance of the fund must not exceed 10% of the expenditures from the general fund for the previous year.
- Dissolving of two funds, THE TOWN OF GOLD HILL, and THE TOWN OF VIRGINIA CITY.
- TRI PAYBACK FUND: Created by resolution 09-279 on May 17, 2009 for the purpose of dedicating funds collected from the park to pay back our public/private partnership. As of this date there is a balance owed of approximately \$46,850,562.00. Because of the establishment of this fund, we will never have to dip into anywhere else in order to do that because the a certain percentage of the revenues that are derived from the park itself

is taken to pay the offsetting debt which we have on a yearly basis based upon an audit from the auditor and that representative amount is recalculated every year so that we are consistent in its application and there are no surprises. If the industrial part takes off in the next four or five years and we have a tremendous amount of revenue coming through, parts of that will fall back into this fund so that we may pay this public/private partnership debt on a year to year basis.

- THE VC RAIL PROJECT: This was currently under resolution 11.322 dated April 5, 2011. There has been much debate as to the disposition of this fund. There is a meeting scheduled for this week and there will be more information by the final budget deadline.

Nicole Barde, Highlands resident, asked what the difference is operationally between the administrative and commission budget. Mr. Whitten explained that typically there is a constantly moving assessment as to how much time and service is devoted to the governing body as a whole which would be the commission budget. Support of other offices and more general things such as the county's insurance policy would be administration. Ms. Barde then asked about the new position of Fire Prevention Life Safety Officer. Mr. Whitten explained that that position has been filled by David Silva from the Highlands. Ms. Barde then asked what funding is going toward the Tourism Director. Mr. Whitten explained that under former budgets, that was an 80/20 formula. This year it is being reversed to 10/90 with 10 from the county and 90 from the tourism department.

Ms. Houts: Under community services there are a lot of repairs for Fourth Ward and St. Mary's. She asked if these expenses are paid by the county or if there are grants involved. Mr. Whitten explained that historically the county has tried to support tenants of our properties. He agreed that terming it as a grant was correct. Ms. Houts asked if those 501c3's report back to the county. Mr. Whitten said that yes, they do report through their respective boards. Ms. Houts asked if it was a formal written grant report. Mr. Whitten explained that it is done through our liaisons who sit on the boards of those organizations. Ms. Houts then asked if it is legal for the Jail Fund to be moved into the general fund as the property tax assessments mention the Jail Fund in the computations, or should it be reported to the Secretary of State. Mr. Maddox explained that a portion of an already existing tax was set aside to pay back a debt to build the jail. There was never a bond issue. There was never a tax increase. He went on to explain that all they are doing is eliminating the fund and putting it back where it was to begin with. He assured her that what they are doing is legal and they will be passing the resolution at the next meeting on April 15th. Ms. Houts asked if she could obtain documentation of the original agreement to create the jail fund. Mr. Maddox isn't certain it exists. He said that some research has been done and it's been confirmed that it is not a bond issue. He doesn't think there was ever a resolution and that they've looked for it, but never found anything. Presently, it isn't enough money to actually operate the jail so it doesn't make sense to keep it around. They are going to do away with the separate item on the tax bill and the operation of the jail will be a subcategory on the sheriff's budget.

Mr. Phillips wanted to know if he may assume that Deny Dotson is no longer the Community Services Director. Mr. Whitten confirmed that yes; the job title and classification have been changed to Tourism Director. Mr. Phillips asked about the line item for Jeep Posse under community services, and Mr. Whitten assured him that it is on topic for the next meeting for discussion. It has been discussed amongst the team that worked on the budget. This is only a

tentative budget and depending upon the outcome of the April 15th meeting there may be changes. Mr. Phillips commended the people that assist in providing public records through the internet.

Mr. Beach is glad to see the jail fund gone. He recommends Toyotas for any county fleet purchases.

Motion: Approve Tentative Budget Hearings for FYE 2014/15, **Action:** Approve **Moved by** Commissioner Sjovangen **Seconded by** Vice-Chairman Gilman **Vote:** Motion carried by unanimous vote (**summary:** Yes=3)

23. DISCUSSION/POSSIBLE ACTION: Approval of Business/Liquor license second readings:
a. Mustang Ranch Retailer DBA: Mustang Ranch Steak House/Hunting Lounge - Restaurant and Lounge

Vice-Chairman Gilman abstained from the vote as he is the proprietor of the business.

Motion: Approve Business/Liquor license second readings: Mustang Ranch Retailer DBA: Mustang Ranch Steak House/Hunting Lounge - Restaurant and Lounge, **Action:** Approve **Moved by** Commissioner Sjovangen **Seconded by** Chairman McBride **Vote:** Motion carried by unanimous vote (**summary:** Yes=2)

COMMUNITY DEVELOPMENT AND PLANNING

24. FOR POSSIBLE ACTION, LICENSING BOARD SECOND READINGS:

- a. Performance Electric Co. - Contractor/1605 Greg, Sparks (electrical contractor)
- b. Thunder Eagle Native Art - General/160 S C Street, Virginia City
- c. Belvac Production - Contractor/237 Graves Mill Rd, Lynchburg, VA (Ardagh Supplier)
- d. Applied Vision Corp - Contractor/ 2020 Vision Ln., Cuyahoga Falls, OH (Ardagh Supplier)
- e. Vasko Electric- Contractor/4300 Astoria, Sacramento, CA (Neptune Supplier)
- f. Pure Water Solutions of MS - Contractor/207A Park Ct., Ridgeland, MS (Ardagh Supplier)
- g. Ryan Built Construction - Home Business/2071 Empire Road, VC Highlands (Contractor)
- h. Olcese Construction Co. - Contractor/920 Incline Way, Incline Village (Contractor)
- i. Marquise Consulting Grp. - Home Business/4970 Dry Gulch Road, VC Highlands (Consulting)
- j. Randa Accessories - General/700 USA Parkway, TRI
- k. Mustang Ranch Mercantile - General/62 N C Street (Retail) VC

Community Development Director Dean Haymore requested that items a through i be approved and items j and k be continued.

Motion: Approve items a through i, **Action:** Approve **Moved by** Commissioner Sjovangen **Seconded by** Vice-Chairman Gilman **Vote:** Motion carried by unanimous vote (**summary:** Yes=3)

Dean Haymore recommended continuance of items j. and k.

Vice-Chairman Gilman abstained from the vote as he has a proprietary interest in item k.

Motion: Continue items j and k, **Action:** Approve **Moved by** Commissioner Sjovangen **Seconded by** Chairman McBride **Vote:** Motion carried by unanimous vote (**summary:** Yes=2)

The Chair called for a recess at 11:39 a.m.; the meeting was called to order at 11:48 a.m.

25. PUBLIC COMMENT (No Action)

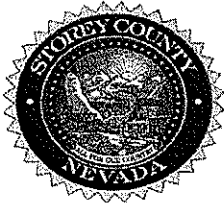
Mr. Beach is having difficulty getting documents from the committee in Mark Twain and being notified when meetings are. He would like another committee to watch over everything. He would like the ballot to have more questions regarding what is going on in the community. He would like a ballot question on having five county commissioners.

26. ADJOURNMENT

The Chair adjourned the meeting at 11:54 a.m.

Respectfully submitted,

By Vanessa Stephens
Vanessa Stephens, Clerk-Treasurer



Storey County Board of County Commissioners Agenda Action Report

Meeting date: April 15, 2014

Estimate of time required: 0-2 min

Agenda: Consent ☒ Regular agenda ☐ Public hearing required ☐

1. **Title:** For possible action approval of March 2014 Treasurer Report

2. **Recommended motion:** Approve as part of the consent agenda.

3. **Prepared by:** Vanessa Stephens

Department: Clerk & Treasurer

Telephone: 847-0969

4. **Staff summary:** Monthly report as required by NRS.

5. **Supporting materials:** Attached.

6. **Fiscal impact:**

Funds Available:


Fund:

____ Comptroller

7. **Legal review required:**

 District Attorney

8. **Reviewed by:**

 Department Head

Department Name: Clerk & Treasurer

 County Manager

Other agency review: _____

9. **Board action:**

☐ Approved
☐ Denied

☐ Approved with Modifications
☐ Continued

Agenda Item No.

STOREY COUNTY TREASURER
TREASURER'S ACCOUNTING
MONTHLY BALANCING SHEET
FOR 03/2014

ACT DESCRIPTION	BAL. FORWARD	RECEIPTS	DISBURSEMENTS	PAYMENTS	JOINT VOUCHERS	TRANSFERS IN	TRANSFERS OUT	ENDING BALANCE
192 HEALTH INSURANCE	1,924.90-	.00	.00	.00	.00	.00	.00	1,924.90-
193 CITY NATIONAL CDS	.00	.00	.00	.00	.00	.00	.00	.00
194 DISTRICT COURT HOLDING	6,610.86	.00	.00	.00	.00	.00	.00	6,610.86
195 CASH IN BANK	376,543.48	162,484.58	.00	.00	.00	.00	.00	539,028.06
197 BUSINESS BANK COARDS	.00	.00	.00	.00	.00	.00	.00	.00
198 B OF A PROPERTY SALES	4,400,996.50	.00	.00	.00	.00	.00	.00	.00
199 WELLS FARGO CC ACCOUNT	7,159,202.50	1,468,094.19	860,591.00-	781,271.01-	1,604.18-	.00	.00	4,225,624.50
191 METS PARCO MONEY MARKET	.00	.00	.00	.00	.00	.00	.00	.00
196 STRITE LOIF ACCOUNT	8,178,894.70	.00	.00	.00	.00	.00	.00	8,178,894.70
901 OLD COINS	439.30	.00	.00	.00	.00	.00	.00	439.30
903 PETTY CASH	1,100.00	.00	.00	.00	.00	.00	.00	1,100.00
904 PETTY CASH SHERIFF	2,000.00	.00	.00	.00	.00	.00	.00	2,000.00
905 PETTY CASH ASSESSOR	200.00	.00	.00	.00	.00	.00	.00	200.00
001 GENERAL	8,689,891.14-	662,243.97-	187,884.46	466,723.29	4,561.35-	.00	.00	8,702,082.71-
010 INDIGENT MEDICAL	517,280.63-	2,990.21-	1,632.54	.00	.00	.00	.00	518,639.30-
015 INDIGENT ASSISTANCE -TAX	14.00-	.00	.00	.00	.00	.00	.00	14.00-
020 ROADS	1,239,581.28-	49,437.67-	23,146.36	24,473.46	977.91	.00	.00	1,240,421.22-
024 RESTITUTION	.00	100.00-	.00	.00	.00	.00	.00	100.00-
030 FIRE	250,325.98	231,778.17	21,337.03	208,570.43	3,895.06	.00	.00	252,340.33
035 FIRE EMERGENCY	204,336.90-	.00	.00	.00	.00	.00	.00	204,336.90-
040 FIRE DISTRICT	515,942.45-	144,479.36-	2,956.03	7,302.83	.00	.00	.00	650,162.95-
045 MUTUAL AID	135,665.90-	.00	1,326.37	.00	.00	.00	.00	134,539.53-
050 SERVICE	95,390.59-	.00	.00	.00	.00	.00	.00	95,390.59-
060 EQUIPMENT ACQUISITION	169,301.03-	14,782.10-	.00	.00	1,946.88	.00	.00	182,136.25-
070 CAPITAL PROJECTS	123,759.30-	.00	.00	.00	6,203.71	.00	.00	117,555.59-
080 INFRASTRUCTURE FUND	2,037,517.05-	5,071.70-	160,466.18	.00	.00	.00	.00	1,882,122.57-
090 WATER SYSTEM	1,156,490.96-	36,458.85-	16,715.86	14,494.68	19,755.31	.00	.00	1,143,983.96-
100 STABILIZATION	1,000,000.00-	.00	.00	.00	.00	.00	.00	1,000,000.00-
110 TOWN OF GOLD HILL	660.00-	.00	.00	.00	.00	.00	.00	660.00-
120 TOWN OF VIRGINIA CITY	.00	.00	.00	.00	.00	.00	.00	.00
130 VIRGINIA DIVIDE SEWER	153,801.10-	20,788.16-	3,669.01	7,864.42	26,724.40-	.00	.00	189,780.23-
140 DRUG COURT	8,823.00-	10.00-	.00	.00	.00	.00	.00	8,833.00-
150 SCHOOL	233,753.96-	229,871.59-	240,407.34	.00	.00	.00	.00	223,218.21-
160 SCHOOL DEBT	46,763.54-	44,302.67-	46,252.19	.00	.00	.00	.00	43,814.02-
165 TECHNOLOGY FUND	85,556.74-	3,793.04-	23,426.57	.00	.00	.00	.00	65,923.21-
170 STATE	175,312.94-	66,199.04-	24,799.67	.00	.00	.00	.00	216,712.31-
175 PAIR & RECREATION BOARD	.00	.00	.00	.00	.00	.00	.00	.00
180 DISTRICT COURT	30,986.66-	231.00-	.00	.00	.00	.00	.00	31,217.66-
185 INDIGENT ACCIDENT	16,856.09-	4,409.48-	.00	.00	.00	.00	.00	21,265.57-
187 JUSTICE COURT FUND	35,361.22-	474.25-	.00	.00	.00	.00	.00	35,835.47-
189 TRI NET	.00	.00	.00	.00	.00	.00	.00	.00
190 PARK FUND	6,049.90-	.00	.00	.00	.00	.00	.00	6,049.90-
200 TRI PAYBACK	1,639,522.17-	62.47-	.00	.00	.00	.00	.00	1,639,584.64-
206 FEDERAL GRANTS	237,918.44-	24,236.83-	31,669.07	.00	.00	.00	.00	230,486.20-
210 SHERIFF'S JAIL BLDG FUND	60,120.61	37,494.92-	5,618.27	34,401.31	.00	.00	.00	36,645.27-
220 VC RAIL PROJECT	1,261,760.85-	.00	.00	.00	.00	.00	.00	1,261,760.85-
230 VC TOURISM COMMISSION	615,011.19-	51,363.29-	65,294.05	17,434.59	111.06	.00	.00	583,534.78-
800 UNSECURED TAXES HOLDING	.00	.00	.00	.00	.00	.00	.00	.00
900 SECURED TAXES HOLDING	.00	.00	.00	.00	.00	.00	.00	.00
TOTAL ALL FUNDS	.00	.00	.00	.00	.00	.00	.00	.00

Report No: BR1750
Run Date : 04/08/14 Run Time : 09:12:44

STOREY COUNTY
TREASURER'S ACCOUNTING

Outstanding Checks
From Check# 0/00/00 - 1 Through 999999
Check Date 3/31/14 Amount

Tr	Check #	Bank Seq	Person #	Vendor/Employee Name	Check Date	Amount
CK	59139	195 00	402939	GBS PARTNERS LLC	12/18/07	17.85
CK	59820	195 00	401195	COUNTRYWIDE HOME LOANS	3/18/08	247.00
CK	60433	195 00	402995	KEVIN T DALEY	5/19/08	25.00
CK	60831	195 00	403053	BUCKWALTER, ERICH	7/01/08	5.98
CK	62635	195 00	403065	PUTY, KRISTINA	7/01/08	7.33
CK	65338	195 00	401478	UEHLING, CLARK	11/16/09	25.94
CK	66214	195 00	402429	LUDWIG, DESIREE	11/20/09	48.46
CK	69427	195 00	403681	FULPER, GRUNDY, BEAD, PTR	3/12/10	180.93
CK	70963	195 00	101269	DECARTERET, BRUCE	4/21/11	20.00
CK	72998	195 00	403949	NEVADA LEGAL SERVICE INC	11/04/11	32.00
CK	74064	195 00	404067	AMERIGAS PROPANE LP	8/10/12	9.99
CK	74282	195 00	998928	HAFFNER, DORIS	11/30/12	3.85
CK	74515	195 00	403928	BI STATE PROPANE (CC)	1/03/13	237.22
CK	75663	195 00	403959	CRESTA, OCTAVIO A	1/25/13	33.00
CK	75822	195 00	100670	BENDER, DEBORAH	6/14/13	180.00
CK	76129	195 00	404230	CFOA	7/26/13	150.00
CK	76292	195 00	403753	GORDON, GANNON	6/28/13	103.51
CK	76601	195 00	404279	HOT SPOT BROADBAND INC	8/09/13	79.00
CK	76736	195 00	10035	SMILEY, EUGENE PATRICK	9/06/13	358.20
CK	76860	195 00	404288	C & W LOCK, GLASS & SAFE	9/20/13	27.50
CK	76973	195 00	404296	POWELL, PIERCE	9/20/13	350.00
CK	77078	195 00	404302	NARY, CLARK	10/04/13	75.19
CK	77894	195 00	403959	NEV DHCP	10/04/13	282.49
CK	77978	195 00	404366	GEIGER, MARY HELEN	10/18/13	12.10
CK	78039	195 00	404366	BENDER, DEBORAH	11/01/13	30.00
CK	78062	195 00	404356	HOMETOWN HEALTH	1/24/14	29.45
CK	78123	195 00	404390	DANIELS, ANNETTE	2/07/14	225.00
CK	78132	195 00	403902	THE TOWNESTONE COMBOYS	2/07/14	10.00
CK	78137	195 00	403902	LANGUAGE LINE SERVICES IN	2/21/14	39.86
CK	78161	195 00	403902	PETRINI, ANGELO D	2/21/14	20.00
CK	78186	195 00	403902	RADFORD, SANDRA M	2/21/14	44.50
CK	78215	195 00	403902	CARSON VALLEY CHAMBER OF	3/07/14	561.66
CK	78221	195 00	403902	ETTINGER, LEONARD J	3/07/14	1,168.00
CK	78243	195 00	403902	NEVADA JUDGES OF LIMITED	3/07/14	250.00
CK	78264	195 00	403902	PETRINI, ANGELO D	3/07/14	54.00
CK	78296	195 00	403902	STAFORD, MARK	3/07/14	1,525.00
CK	78303	195 00	403902	UNITED STATES BOWLING CON	3/07/14	950.00
CK	78312	195 00	403902	ASSESSOR'S ASSOC OF NEV	3/21/14	60.00
CK	78313	195 00	403902	BURRELL, SCOTT LEWIS	3/21/14	335.00
CK	78316	195 00	403902	DANIELS, ANNETTE	3/21/14	150.00
CK	78321	195 00	403902	EMDEON TPL UNIT	3/21/14	88.66
CK	78330	195 00	403902	JC WOODWORKS & EQUIP LLC	3/21/14	1,170.00
CK	78337	195 00	403902	NEVADA SHERIFF & CHIEFS A	3/21/14	11,115.45
CK	78337	195 00	403902	NORTHERN NEVADA DEVE AUTH	3/21/14	250.00
CK	78337	195 00	403902	PETRINI, ANGELO D	3/21/14	125.00
CK	78337	195 00	403902	RADFORD, SANDRA M	3/21/14	26.00
CK	78337	195 00	403902	REGAN, MARK	3/21/14	6.50
CK	78337	195 00	403902	RENO TAHOE TERRITORY	3/21/14	90.00
CK	78337	195 00	403902	RENO TAHOE TERRITORY	3/21/14	60.00
CK	78337	195 00	403902	SHOAF, BRIAN ALLEN	3/21/14	150.00
CK	78337	195 00	403902	TAORMINA, THOMAS	3/21/14	19.50
CK	78337	195 00	403902	VIRGINIA CITY TOURS INC	3/21/14	485.00
CK	78337	195 00	403902			432.00

Report No: BR1750
Run Date : 04/08/14 Run Time : 09:12:44

STOREY COUNTY
TREASURER'S ACCOUNTING

Outstanding Checks
From Check# 1 Through 999999
0/00/00 - 3/31/14

Tr	Check #	Bank Seq	Person #	Vendor/Employee Name	Check Date	Amount
CK	78344	195 00	101946	WHITTEN, PAT	3/21/14	48.43
PR	33809	195 00	1919	BLAKELY, BODIE	8/02/13	249.96
PR	33961	195 00	900101	DENTAL INSURANCE	12/06/13	6,474.66
PR	33965	195 00	900108	DENTAL INSURANCE BUYUP	12/06/13	29.11
PR	34100	195 00	900050	NEV ST RETIR/4159565779	3/14/14	75,028.34
PR	34118	195 00	1112	HESS, GREG J	3/14/14	1,011.25
PR	34120	195 00	900050	NEV ST RETIR/4159565779	3/28/14	74,752.41
PR	34122	195 00	900107	MEDICAL/EMPLOYEE BUYUP	3/28/14	373.49
PR	34123	195 00	900108	DENTAL INSURANCE BUYUP	3/28/14	38.14
PR	34124	195 00	900109	EYEGLOSS BUYUP	3/28/14	9.11
PR	34125	195 00	900200	COLONIAL ACCIDENT	3/28/14	70.65
PR	34126	195 00	900201	COLONIAL LIFE INS. 125	3/28/14	50.73
PR	34128	195 00	900301	EMP DED/AFLAC 125 PLAN	3/28/14	1,015.40
PR	34129	195 00	900302	EMP DED/AFLAC AFTER TAX	3/28/14	238.49
PR	34130	195 00	900303	PACIFIC LIFE INS CO	3/28/14	75.00
PR	34131	195 00	900307	EMPDED/WASH INS AFTER TAX	3/28/14	560.74
PR	34132	195 00	900402	AFSCME/UNION DUES	3/28/14	467.88
PR	34133	195 00	900501	OPERATING ENGINEERS NO3	3/28/14	417.00
PR	34134	195 00	2239	FIRE FIGHTER ASSOC #4227	3/28/14	750.00
PR	34135	195 00	1112	HESS, GREG J	3/14/14	1,011.25
PR	999999	195 00	100383	GIBONEY, DONNA	3/14/14	350.33
VP	65511	195 00		FIRST AMERICAN TITLE	12/14/09	40.10
				Bank Total:		185,405.59
				Total:		185,405.59

AD VAL FOR THE MONTH OF MARCH 2014

	001-500	150	160	060	170	010	185	040	001	210	030	200	001	001-34104	001-36506	165	TOTAL
	INDUST GID	SCH OP	SCH DB	CAP AQU	STATE	IND MED	IND ACC	FORESTRY	YOUTH	CO JAIL	FIRE/EMER	TRI Payback	PENALTIES	A/R 6%	OVERPMT	A/R 2%	
TREASURER																	
2005/2006	\$ 540.10	\$ 241.49	\$ 46.59	\$ 16.10	\$ 54.74	\$ 19.32	\$ 4.83	\$ 35.42	\$ 5.83	\$ 23.99	\$ 139.94		\$ 940.66				\$ 2,069.01
2006/2007	\$ 579.20	\$ 258.97	\$ 49.96	\$ 17.26	\$ 58.70	\$ 20.72	\$ 5.18	\$ 37.98	\$ 1.42	\$ 25.72	\$ 150.06		\$ 885.58				\$ 2,090.75
2007/2008	\$ 585.29	\$ 261.70	\$ 50.49	\$ 17.45	\$ 59.32	\$ 20.94	\$ 5.23	\$ 38.38	\$ 2.37	\$ 26.00	\$ 151.64		\$ 821.25				\$ 2,040.06
2008/2009	\$ 709.98	\$ 317.46	\$ 61.25	\$ 21.17	\$ 71.95	\$ 17.70	\$ 6.95	\$ 46.56	\$ 1.91	\$ 31.53	\$ 183.87		\$ 210.02				\$ 1,674.75
2009/2010	\$ 634.29	\$ 283.61	\$ 54.72	\$ 18.90	\$ 64.29	\$ 11.35	\$ 5.67	\$ 41.60	\$ 1.70	\$ 28.17	\$ 164.35		\$ 196.30				\$ 1,504.95
2010/2011	\$ 569.13	\$ 265.91	\$ 51.30	\$ 16.42	\$ 60.27	\$ 9.55	\$ 5.32	\$ 36.09	\$ 2.51	\$ 12.30	\$ 142.60		\$ 184.04				\$ 1,411.00
2011/2012	\$ 1,227.30	\$ 542.30	\$ 104.60	\$ 36.15	\$ 122.89	\$ 7.22	\$ 10.85	\$ 79.53	\$ 2.51	\$ 52.96	\$ 314.24		\$ 747.92				\$ 3,248.47
Subtotal	\$ -	\$ 2,171.44	\$ 418.91	\$ 143.45	\$ 497.16	\$ 95.80	\$ 43.43	\$ 315.56	\$ 17.34	\$ 200.67	\$ 1,246.70		\$ 3,965.77				\$ 14,038.99
2012/2013	\$ 2,803.13	\$ 1,238.57	\$ 238.96	\$ 82.28	\$ 280.73	\$ 16.52	\$ 24.78	\$ 181.64	\$ 7.30	\$ 122.88	\$ 717.68		\$ 1,450.89				
Special Assets	\$ -	\$ 1,362.36	\$ 267.84	\$ 90.48	\$ 280.65	\$ 1.65	\$ 2.48	\$ 18.16	\$ 0.74	\$ 12.30	\$ 71.73		\$ -				
TOTAL 2012/2013	\$ -	\$ 3,593.80	\$ 681.75	\$ 233.93	\$ 800.95	\$ 113.97	\$ 70.69	\$ 515.36	\$ 25.38	\$ 335.85	\$ 2,036.11		\$ 2,332.12				\$ 7,736.51
TOTAL PRIOR	\$ -	\$ 157,801.70	\$ 276,009.96	\$ 139,109.97	\$ 38,367.73	\$ 12,718.64	\$ 3,794.17	\$ 28,073.36	\$ 1,119.61	\$ 18,999.52	\$ 111,038.34		\$ 5,436.66				\$ 21,775.50
2013/2014	\$ 157,801.70	\$ 276,009.96	\$ 139,109.97	\$ 139,109.97	\$ 43,397.17	\$ 2,513.20	\$ 3,794.17	\$ 28,073.36	\$ 1,119.61	\$ 18,999.52	\$ 111,038.34		\$ 5,436.66				\$ 897,355.45
Special Assets	\$ 192.34	\$ 84.98	\$ 16.40	\$ 5.67	\$ 19.26	\$ 1.13	\$ 1.70	\$ 12.46	\$ 0.51	\$ 8.44	\$ 49.24		\$ 2,332.12				\$ 392.13
TOTAL 13/14	\$ 157,993.54	\$ 276,009.96	\$ 139,126.37	\$ 139,126.37	\$ 43,416.43	\$ 2,514.33	\$ 3,795.87	\$ 28,085.82	\$ 1,120.12	\$ 19,007.96	\$ 111,087.58		\$ 2,332.12				\$ 897,747.58
TOTAL SECURED	\$ 165,922.12	\$ 276,009.96	\$ 139,126.37	\$ 139,126.37	\$ 43,416.43	\$ 2,514.33	\$ 3,795.87	\$ 28,085.82	\$ 1,120.12	\$ 19,007.96	\$ 111,087.58		\$ 2,332.12				\$ 897,747.58
Refund Secured																	
REPORT TOTALS	\$ 165,922.12	\$ 276,009.96	\$ 139,126.37	\$ 139,126.37	\$ 43,416.43	\$ 2,514.33	\$ 3,795.87	\$ 28,085.82	\$ 1,120.12	\$ 19,007.96	\$ 111,087.58		\$ 2,332.12				\$ 897,747.58
ASSESSOR																	
2010/2011																	
2011/2012																	
Subtotal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -				\$ -
2012/2013																	
TOTAL PRIOR	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -				\$ -
2013/2014	\$ 12,750.70	\$ 48,678.62	\$ 27,142.84	\$ 1,807.95	\$ 6,152.28	\$ 361.91	\$ 542.92	\$ 3,981.18	\$ 162.78	\$ 2,896.36	\$ 15,728.68		\$ 427.42	\$ 8,168.04	\$ 11.17	\$ 2,722.71	\$ 136,572.35
TOTAL UNSEC	\$ 12,750.70	\$ 48,678.62	\$ 27,142.84	\$ 1,807.95	\$ 6,152.28	\$ 361.91	\$ 542.92	\$ 3,981.18	\$ 162.78	\$ 2,896.36	\$ 15,728.68		\$ 427.42	\$ 8,168.04	\$ 11.17	\$ 2,722.71	\$ 136,572.35
MISC																	
PX DIST																	
PC DIST																	
MA DIST																	
GRAND TOTAL	\$ 178,672.82	\$ 324,688.58	\$ 229,871.59	\$ 44,302.67	\$ 14,766.19	\$ 2,990.21	\$ 4,409.48	\$ 32,582.36	\$ 1,308.78	\$ 22,040.17	\$ 138,852.37	\$ 62.47	\$ 8,196.20	\$ 8,168.04	\$ 2,091.63	\$ 2,722.71	\$ 1,056,095.43



Storey County Board of County Commissioners Agenda Action Report

Meeting date: April 15, 2014

Estimate of time required: 10 Min

Agenda: Consent ☐ Regular agenda ☐ Public hearing required ☐

1. **Title:** Intrastate Interlocal Agreement for Child Support Reimbursement

2. **Recommended motion:** Motion to approve the Intrastate Interlocal Contract effective July 1, 2014 to June 30, 2018 between the State of Nevada acting by and through its Department of Health and Human Services Division of Welfare and Supportive Services and the First Judicial District Court of the State of Nevada in and for Carson City and Storey County and the City of Carson City.

3. **Prepared by:** Maxine Cortes

Department: Court

Telephone: (775) 283-7249

4. **Staff summary:** In April 5, 2011, the Storey County Board of County Commissioners approved an Interlocal contract between the State of Nevada acting by and through its Department of Health and Human Services, Division of Welfare and Supportive Services, the First Judicial District Court and Storey County and the City of Carson City to recruit and appoint court masters to hold child support hearings and other matters properly related thereto. The current Interlocal Contract expires June 30, 2014.

5. **Supporting materials:** Intrastate Interlocal Contract.


6. **Fiscal impact:** None

Funds Available: NA


Fund: NA

____ Comptroller

7. **Legal review required:** Yes

 District Attorney

8. **Reviewed by:**

 Department Head
____ County Manager

Department Name: Commissioner's Office
Other agency review: _____

9. **Board action:**

☐ Approved
☐ Denied

☐ Approved with Modifications
☐ Continued

Agenda Item No. _____

INTRASTATE INTERLOCAL CONTRACT BETWEEN PUBLIC AGENCIES

A Contract Between the State of Nevada
Acting By and Through Its

Department of Health and Human Services
Division of Welfare and Supportive Services
1470 College Parkway
Carson City, NV 89706

And

The First Judicial District Court of the State of Nevada
in and for Carson City and Storey County
Department One, Room 3061
885 East Musser Street
Carson City, NV 89701

And

City of Carson City
201 N. Carson Street
Carson City, NV 89701

WHEREAS, NRS 277.180 authorizes any one or more public agencies to contract with any one or more other public agencies to perform any governmental service, activity or undertaking which any of the public agencies entering into the contract is authorized by law to perform; and

WHEREAS, it is deemed that the services of The First Judicial District Court of the State of Nevada, hereinafter set forth are both necessary to Division of Welfare and Supportive Services (DWSS) and in the best interests of the State of Nevada;

NOW, THEREFORE, in consideration of the aforesaid premises, the parties mutually agree as follows:

1. REQUIRED APPROVAL. This Contract shall not become effective until and unless approved by appropriate official action of the governing body of each party. This Interlocal Contract is not in effect until approved by the State of Nevada Board of Examiners.

2. DEFINITIONS. "State" means the State of Nevada and any state agency identified herein, its officers, employees and immune contractors as defined in NRS 41.0307. "Court" and "County/City" are used interchangeably throughout this contract and both are responsible parties under the terms of this contract.

3. CONTRACT TERM. This Contract shall be effective July 1, 2014 to June 30, 2018, unless sooner terminated by either party as set forth in this Contract.

4. TERMINATION. This Contract may be terminated by either party prior to the date set forth in paragraph (3), at any time without cause upon provision of sixty (60) days notice in writing to either party; or in the event of: (1) material breach of this contract by either party; (2) failure to take corrective action; (3) termination of the program established by Congress in Title IV-D of the Social Security Act; (4) any

significant change in federal or state funding provisions. Termination will be effective sixty (60) days after written notice is received by the other party. DWSS shall reimburse the Judicial District Court for costs incurred pursuant to this contract through the last effective date of this contract, unless Section III. E of Attachment A of this contract applies. The parties expressly agree that this Contract shall be terminated immediately if for any reason federal and/or State Legislature funding ability to satisfy this Contract is withdrawn, limited, or impaired.

5. NOTICE. All notices or other communications required or permitted to be given under this Contract shall be in writing and shall be deemed to have been duly given if delivered personally in hand, by telephonic facsimile with simultaneous regular mail, or mailed certified mail, return receipt requested, postage prepaid on the date posted, and addressed to the other party at the address set forth above.

6. INCORPORATED DOCUMENTS. The parties agree that the services to be performed shall be specifically described; this Contract incorporates the following attachments in descending order of constructive precedence:

ATTACHMENT A: SCOPE OF WORK

ATTACHMENT B: NOTICE/APPEAL PROCESS

ATTACHMENT C: BUDGET ANALYSIS

ATTACHMENT D: IRS SAFEGUARDING CONTRACT LANGUAGE

7. CONSIDERATION. The First Judicial District Court of the State of Nevada agrees to provide the services set forth in paragraph (6) at a cost to be determined per Attachment C and not to exceed **\$94,323; \$21,920 for FY 15, \$22,991 for FY 16, \$24,116 for FY 17 and \$25,296 for FY 18 or the approved annual budget, whichever is less.** Any intervening end to a biennial appropriation period shall be deemed an automatic renewal (not changing the overall Contract term) or a termination as the results of legislative appropriation may require.

8. ASSENT. The parties agree that the terms and conditions listed on incorporated attachments of this Contract are also specifically a part of this Contract and are limited only by their respective order of precedence and any limitations expressly provided.

9. INSPECTION & AUDIT.

a. Books and Records. Each party agrees to keep and maintain under general accepted accounting principles full, true and complete records, agreements, books, and documents as are necessary to fully disclose to the State or United States Government, or their authorized representatives, upon audits or reviews, sufficient information to determine compliance with all state and federal regulations and statutes.

b. Inspection & Audit. Each party agrees that the relevant books, records (written, electronic, computer related or otherwise), including but not limited to relevant accounting procedures and practices of the party, financial statements and supporting documentation, and documentation related to the work product shall be subject, at any reasonable time, to inspection, examination, review, audit, and copying at any office or location where such records may be found, with or without notice by the State Auditor, Employment Security, the Department of Administration, Budget Division, the Nevada State Attorney General's Office or its Fraud Control Units, the State Legislative Auditor, and with regard to any federal funding, the relevant federal agency, the Comptroller General, the General Accounting Office, the Office of the Inspector General, or any of their authorized representatives.

c. Period of Retention. All books, records, reports, and statements relevant to this Contract must be retained a minimum three years and for five years if any federal funds are used in this Contract. The retention period runs from the date of termination of this Contract. Retention time shall be extended when an audit is scheduled or in progress for a period reasonably necessary to complete an audit and/or to complete any administrative and judicial litigation which may ensue.

10. BREACH; REMEDIES. Failure of either party to perform any obligation of this Contract shall be deemed a breach. Except as otherwise provided for by law or this Contract, the rights and remedies of the parties shall not be exclusive and are in addition to any other rights and remedies provided by law or equity, including but not limited to actual damages, and to a prevailing party reasonable attorneys' fees and costs.

11. LIMITED LIABILITY. The parties will not waive and intend to assert available NRS chapter 41 liability limitations in all cases. Contract liability of both parties shall not be subject to punitive damages. Actual damages for any State breach shall never exceed the amount of funds which have been appropriated for payment under this Contract, but not yet paid, for the fiscal year budget in existence at the time of the breach.

12. FORCE MAJEURE. Neither party shall be deemed to be in violation of this Contract if it is prevented from performing any of its obligations hereunder due to strikes, failure of public transportation, civil or military authority, act of public enemy, accidents, fires, explosions, or acts of God, including, without limitation, earthquakes, floods, winds, or storms. In such an event the intervening cause must not be through the fault of the party asserting such an excuse, and the excused party is obligated to promptly perform in accordance with the terms of the Contract after the intervening cause ceases.

13. INDEMNIFICATION. Neither party waives any right or defense to indemnification that may exist in law or equity.

14. INDEPENDENT PUBLIC AGENCIES. The parties are associated with each other only for the purposes and to the extent set forth in this Contract, and in respect to performance of services pursuant to this Contract, each party is and shall be a public agency separate and distinct from the other party and, subject only to the terms of this Contract, shall have the sole right to supervise, manage, operate, control, and direct performance of the details incident to its duties under this Contract. Nothing contained in this Contract shall be deemed or construed to create a partnership or joint venture, to create relationships of an employer-employee or principal-agent, or to otherwise create any liability for one agency whatsoever with respect to the indebtedness, liabilities, and obligations of the other agency or any other party.

15. WAIVER OF BREACH. Failure to declare a breach or the actual waiver of any particular breach of the Contract or its material or nonmaterial terms by either party shall not operate as a waiver by such party of any of its rights or remedies as to any other breach.

16. SEVERABILITY. If any provision contained in this Contract is held to be unenforceable by a court of law or equity, this Contract shall be construed as if such provision did not exist and the nonenforceability of such provision shall not be held to render any other provision or provisions of this Contract unenforceable.

17. ASSIGNMENT. Neither party shall assign, transfer or delegate any rights, obligations or duties under this Contract without the prior written consent of the other party.

18. OWNERSHIP OF PROPRIETARY INFORMATION. Unless otherwise provided by law any reports, histories, studies, tests, manuals, instructions, photographs, negatives, blue prints, plans, maps, data, system designs, computer code (which is intended to be consideration under this Contract), or any other documents or drawings, prepared or in the course of preparation by either party in performance of its obligations under this Contract shall be the joint property of both parties.

19. PUBLIC RECORDS. Pursuant to NRS 239.010, information or documents may be open to public inspection and copying. The parties will have the duty to disclose unless a particular record is made confidential by law or a common law balancing of interests.

20. CONFIDENTIALITY. Each party shall keep confidential all information, in whatever form, produced, prepared, observed or received by that party to the extent that such information is confidential by law or otherwise required by this Contract.

21. PROPER AUTHORITY. The parties hereto represent and warrant that the person executing this Contract on behalf of each party has full power and authority to enter into this Contract and that the parties are authorized by law to perform the services set forth in paragraph (6).

22. GOVERNING LAW; JURISDICTION. This Contract and the rights and obligations of the parties hereto shall be governed by, and construed according to, the laws of the State of Nevada. The parties consent to the jurisdiction of the Nevada district courts for enforcement of this Contract.

23. ENTIRE AGREEMENT AND MODIFICATION. This Contract and its integrated attachment(s) constitute the entire agreement of the parties and such are intended as a complete and exclusive statement of the promises, representations, negotiations, discussions, and other agreements that may have been made in connection with the subject matter hereof. Unless an integrated attachment to this Contract specifically displays a mutual intent to amend a particular part of this Contract, general conflicts in language between any such attachment and this Contract shall be construed consistent with the terms of this Contract. Unless otherwise expressly authorized by the terms of this Contract, no modification or amendment to this Contract shall be binding upon the parties unless the same is in writing and signed by the respective parties hereto, approved by the Office of the Attorney General.

IN WITNESS WHEREOF, the parties hereto have caused this Contract to be signed and intend to be legally bound thereby.

_____ Robert Crowell	_____ Date	_____ Mayor, Carson City Title
_____ Neil A. Rombardo	_____ Date	_____ District Attorney, Carson City Title
_____ Bob Kershaw	_____ Date	_____ Chairman, Board of County Commissioners, Storey County Title
_____ William A. Maddox	_____ Date	_____ District Attorney, Storey County Title
_____ James T. Russell	_____ Date	_____ Chief Judge, 1st Judicial District Court Title
_____ James E. Wilson	_____ Date	_____ 1st Judicial District Court, Judge Title
_____ Michael J. McMahon	_____ Date	_____ Administrator, Division of Welfare and Supportive Services Title
_____ Michael J. Willden	_____ Date	_____ Director, Department of Health and Human Services Title

APPROVED BY BOARD OF EXAMINERS

Signature – Board of Examiners

On:

Date

Approved as to form by:

On:

Deputy Attorney General for Attorney General

Date

ATTACHMENT A SCOPE OF WORK

WHEREAS, Title IV, Part D (Title IV-D), 42 USC § 651, authorizes an appropriation for each fiscal year for the purpose of enforcing support obligations owed by non-custodial parents to their children, locating non-custodial parents, establishing paternity, obtaining financial and medical support, and adjusting support orders; and

WHEREAS, the Child Support Enforcement Program (CSEP) within the Division of Welfare and Supportive Services (DWSS), has been designated the single and separate organizational unit to develop and administer the Nevada State Plan pursuant to Title IV-D, 42 USC § 654; and

WHEREAS, Title IV-D, 42 USC § 654(7) authorizes DWSS to enter into interlocal contracts with appropriate courts and law enforcement officials to implement an efficient statewide system to meet the purposes of this Act; and

WHEREAS, Title IV-D, 42 USC § 666(a)(2) requires expedited processes for establishing paternity and establishing, modifying and enforcing support obligations and 42 USC § 666(c) more specifically defines this obligation; and

WHEREAS, the NRS authorizes the District Courts of the State of Nevada to take evidence, hear arguments, and issue orders regarding establishing paternity, securing financial and medical support, adjusting support orders, enforcing and recovering support debts for children who may or may not be receiving public assistance; and

WHEREAS, the NRS and Title IV-D of the Social Security Act require DWSS attempt to establish paternity, secure financial and medical support, and recover support debts for children who may or may not be receiving public assistance; and

WHEREAS, DWSS may carry out its responsibilities through, and in coordination with, the District Courts of the State of Nevada in connection with this contract, under the authority of NRS 277.180; and

WHEREAS, the Title IV-D CSEP offers Federal Financial Participation (FFP) in the form of reimbursements with which to plan, coordinate, and improve financial and medical support enforcement services to Nevada's children and taxpayers; and

WHEREAS, the Title IV-D CSEP requires the development of an effective and efficient system to assist children in obtaining and securing their birth rights.

NOW, THEREFORE, the parties agree as follows:

- I. The JUDICIAL DISTRICT COURT(S) agrees:
 - A. To recruit and appoint Court Masters pursuant to NRS 3.405 and NRS Chapter 425 to hold hearings on matters related to paternity, financial and medical support establishment and payment of support in accordance with the purposes of CSEP.
 - B. To appoint a sufficient number of substitute Court Masters to maintain an uninterrupted court calendar in the event the primary Court Master is unavailable.
 - C. To consult with the Chief of the CSEP prior to appointment of Court Masters.
 - D. To ensure Court Masters recommendations are compliant with federal and state laws and regulations.

- E. To permit authorized state and federal personnel to monitor and/or audit the activities, procedures, cases, and accounting records that are subject to this contract, and to develop correctional plans to rectify any exceptions noted in monitoring and/or audit reports that place them out of compliance with this contract or federal/state statutes and regulations.
- F. To ensure through its own court resources and processes: (1) expedited process time frames pursuant to NRS 3.415 are met, and (2) pursuant to NRS 425.3844, it shall approve or reject a master's recommendation for modification(s) within ten (10) days after expiration of the objection time period.
- G. To ensure compliance with 45 CFR Part 300, et. seq.
- H. To pay the unmatched portion of FFP of the allowable costs (County Share) for expenditures which exceed the annual budget approved by the Chief of CSEP.
- I. To conduct a master's court in which the plaintiff/obligor and the defendant/obligee are both given the opportunity to present their side with or without attorney representation.
- J. In IV-D actions brought before the master, cases will be presented pursuant to NRS 425.3852 and a program representative may participate telephonically or by video conferencing whichever is available to present cases before the master.
- K. To submit a budget annually to DWSS for approval. During even numbered years, projected two-year budgets must be provided. The budget projection will commence on July 1 of the even numbered years and end on June 30 two years later. This information will be used to obtain authority from the state legislature for reimbursements.
- L. To limit any claims for reimbursement to those costs for hearings held under the "master system" meeting the purpose of CSEP. Total expenditures shall not exceed the yearly estimated budget as approved by the Chief of CSEP or designee, and subject to work program authority granted pursuant to the State Budget Act, NRS 353.150 to 353.246, inclusive. Any expenditure exceeding yearly budgeted amounts will not be reimbursed by the DWSS. An annual budget must be submitted pursuant to Attachment C attached hereto.
 - 1. Court Masters actual time spent preparing for court, in court, preparing recommendations, in travel status, participating in program related training and/or performing policy analysis may be reimbursable when included as part of the budget approved by the Chief of CSEP or designee; or

A flat rate not to exceed a monthly proportionate share of the State Fiscal Year amounts submitted under the budget approval process contained in Attachment C of this Intrastate Interlocal Contract.
 - 2. Costs not included in the annual budget approved by the Chief of CSEP or designee are not reimbursable without the approval of the Chief prior to the expense being incurred.
 - 3. A monthly IV-D master claim form, as provided by the Chief of CSEP must be completed, approved by the District Court Judge or designee and submitted to the Chief of CSEP before reimbursement can be paid.
 - 4. All masters' requests for training shall be submitted on a travel request form attached hereto and hereby incorporated by reference, to the Chief of CSEP. If approved, the master must submit a travel expense form, attached hereto and

incorporated by reference, to the Chief of CSEP before reimbursement can be paid.

- M. To submit an invoice to DWSS CSEP, 1470 College Parkway, Carson City, Nevada, 89706 for reimbursement of services no later than the 20th calendar day of the month following the month service was provided. Invoices shall include sufficient documentation and detail to support claimed invoice and shall identify those costs in two categories: State share of costs (Hearing Masters expenses) and County share of costs (all other costs for services). All billings for dates of service prior to July 1 must be submitted to the state no later than the third Friday in July of the same calendar year to avoid processing the invoice as a stale dated claim for that fiscal year. Expenses which are more than 90 calendar days older than the date the reimbursement claim is submitted will be considered stale and rejected from reimbursement consideration.
- N. Federal statutes, regulations and policies established for all state IV-D programs will be complied with to the extent they do not violate the U.S. Constitution and the Nevada Constitution. This includes, but is not limited to, the federal requirements for review and adjustment as part of the state IV-D program.
- O. Any equipment or furniture purchased with CSEP/federal funds must be clearly marked and all purchasing records prepared so as to identify CSEP as the source of funds for the purchase. An inventory must be developed based on these records, which identifies where the items are being stored or used in the office. If the Judicial District Court ceases to offer services under this contract, all equipment and furniture purchased must be properly accounted for before first being offered to the Chief of CSEP or disposed of according to federal statutes, regulations, and the CSEP manual.
- P. Any administrative and/or cost recovery amount or program must be approved by the Chief of CSEP or designee prior to implementation.
- Q. Must provide services to all interstate and intrastate cases, whether public assistance/referred under state assignments (45CFR 301.1, i.e. TANF, Title IV-E Foster Care, Medicaid only cases, et. al.) or non-public assistance in an equal manner. This standard includes all services in UIFSA [NRS Chapter 130], parentage, enforcement and modification of court orders.
- R. The parties agree to adhere to all case processing time frames and procedures in 45 CFR Chapter 300, including, but not limited to:
 - 45 CFR 303.4 Establishment of Support Obligations
 - 45 CFR 303.5 Paternity Establishment
 - 45 CFR 303.6 Enforcement of Support Obligations
 - 45 CFR 303.8 Review and Adjustment
 - 45 CFR 303.31 Securing and Enforcing Medical Health Insurance
 - 45 CFR 303.100 Income Withholding
 - 45 CFR 303.101 Expedited Service
- S. The expenditure of funds under this program are subject to the annual audit requirements under the Single Audit Act of 1984 (P.L. 98-502) and the Office of Management and Budget Circular A-133 (Audit of States, Local Governments, and Non-Profit Organizations). OMB A-133 states in part: non-federal entities that expend \$500,000 or more in a year in Federal awards shall have a single or program-specific audit conducted for that year in accordance with the provision of this part.

II. DWSS Agrees:

- A. To pay the unmatched portion of FFP of the allowable costs (state share) based upon the budget approved by the Chief of CSEP within 30 days of receiving and approving reimbursement requests, for current billings. The amount for the Judicial District Court shall not exceed the yearly estimated budget as approved by the Chief, and subject to work program authority granted pursuant to the State Budget Act, NRS 353.150 to 353.246, inclusive.
- B. To submit the total cost of the master's system to the federal program for reimbursement. DWSS agrees to reimburse THE JUDICIAL DISTRICT COURT(S) by installments, as documentation of actual costs and travel claims are submitted to the Program within 30 days of receiving and approving reimbursement requests, for current billings.

III. ALL PARTIES Mutually agree:

- A. That this contract is contingent upon DWSS concurring with the rules and procedures adopted by the DISTRICT COURT for application to the master's system. Said concurrence will not be unreasonably withheld.
- B. That the standardized forms developed for the Nevada automated computer system will be used in all IV-D cases, unless specifically exempted by procedures described in the CSEP Manual.
- C. To provide Title IV-D services in compliance with federal law and any other applicable requirements so long as such services are authorized or permitted under the NRS, and regulations adopted by DWSS.
- D. That the parties shall not use or disclose any information concerning a recipient of services under this contract, for any purpose not in conformity with the Social Security Act.
- E. That failure to comply with this contract or any of the federal regulations and state laws pertaining to Title IV-D of CSEP may result in a disallowance of reimbursement by the state for the state share of costs and/or the FFP provided pursuant to this contract. Notice will be provided thirty (30) days prior to the reduction. Notice and appeal process are outlined in Attachment B.
- F. This contract will be reviewed periodically by DWSS, not less than once per duration of the contract, to be conducted not less than ninety (90) days prior to the expiration date of this contract, to ensure that continuous IV-D master's hearings are provided. Renewal of this contract is contingent upon satisfactory levels of compliance with all federal state laws pertaining to the Title IV-D, CSEP.
- G. This contract may be renewed for additional periods as mutually agreed, and shall only be valid when they have been reduced to writing, duly signed, and attached to the original of this contract. Renewal must be approved/negotiated not less than thirty (30) days prior to the existing contract's ending date, and will be effective upon expiration of the existing contract.
- H. There shall be no discrimination on the basis of race, color, sex, religion, ancestry, national origin, age, or handicap. No otherwise qualified individual shall be excluded from participation in, be denied the benefits of, or be subjected to discrimination under this contract. The parties agree to treat, without regard to the aforementioned factors, all individuals on an equal basis in employment practices, in connection with CSEP.

ATTACHMENT B

NOTICE/APPEAL PROCESS

Under this contract, the parties responsible for completing each identified function agree to meet the following performance standards:

NOTICE/APPEAL PROCESS:

- A. The Chief of the Child Support Enforcement, DWSS will provide written notice thirty (30) days prior to withholding or assessing a penalty or reducing Federal Financial Participation (FFP) per the terms of this agreement. If the Judicial District Court(s) does not disagree pursuant to paragraph B below, the penalty will be assessed.
- B. The Judicial District Court(s) have thirty (30) days from the date of notice to respond in writing to the Chief if they disagree with the above notice. The response must contain arguments and documentation why the Chief should not withhold FFP or assess the penalty. If the Judicial District Court(s) fails to respond in accordance with the above, the Chief will take the action outlined in "A".
- C. The Chief will respond in writing within thirty (30) days of receipt, indicating what action will be taken.
- D. If the Judicial District Court(s) disagrees with the Chief's decision, an appeal may be submitted in writing to the Administrator, DWSS within fifteen (15) days. The appeal must contain written arguments and documentation why the Chief should not take the action outlined in "A" and "C".
- E. The Administrator may request additional information and will make a written decision within sixty (60) days of receipt of the appeal or all information, whichever is later. The decision of the Administrator is final.

ATTACHMENT C

CHILD SUPPORT ENFORCEMENT PROGRAM BUDGET ANALYSIS

Grant: Child Support Enforcement, Catalog of Federal Domestic Assistance (CFDA) number 93.563

The expenditure of funds under this program are subject to the annual audit requirements under the Single Audit Act of 1984 (P.L. 98-502) and the Office of Management and Budget Circular A-133 (Audit of States, Local Governments, and Non-Profit Organizations).

Attachment C, Budget Analysis, is divided into two parts. Part one is a general explanation of the budget process. Part two contains instructions on how to prepare your annual budget analysis. Budgets must be submitted in a format approved by the State of NV Division of Welfare and Supportive Services.

PART ONE: EXPLANATION

The budget review process is implemented to provide an estimate of Title IV-D funds needed in any fiscal year, and to analyze requests for FFP, state share and County/City match to examine the cost effectiveness of the proposal.

Based on fiscal guidelines provided by DWSS on or before April 15th of each year, a budget must be submitted to the Chief of the Child Support Enforcement Program, for establishment of a maximum level of reimbursements no later than May 15th.

FFP is approved at the applicable matching federal rate by the federal government through the Federal Offset of Child Support Enforcement (OCSE) and transmitted to your office.

Budgetary costs that are not covered by FFP pursuant to 45 CFR 304.21 & 23 includes, but is not limited to the following:

1. Bad Debts
2. Contingencies
3. Contributions and Donations
4. Entertainment
5. Fines and Penalties
6. Governor's expenses
7. Interest and Other Financial Costs
8. Legislative Expenses
9. Under recovery of Costs Under Grant Agreements
10. Building Space and Related Facilities

Budgetary costs that require approval prior to the expenditure in order to be covered by FFP are listed as the following:

1. Data Processing
2. Capital Expenditures
3. Insurance and Indemnification

4. Management Studies
5. Pre-Agreement Costs
6. Professional Services
7. Proposal Costs

Listed are various categories of expenses which could arise. An office's particular cost allocation plan may not provide for every category listed which may necessitate an amendment to that office's plan. The Title IV-D accounting unit will coordinate any required amendments with an office.

The U.S. Congress has shown an interest in reviewing the cost effectiveness of the program, and every state and local unit of government must take appropriate action to protect this valuable funding source. It is recommended that each office review its office operation from the following positions:

1. Ensure office procedures maintain an efficient flow of work;
2. Ensure that Title IV-D resources and staff are directed to Title IV-D matters only;
3. Ensure that efficient and effective methods are applied in processing the legal aspects of cases; and
4. Control program costs so only essential expenditures are made.

Administrators must consider the cost effectiveness of their proposals to assure the Title IV-D Program meets or exceeds its past relationships between total expenditures and child support collected. The only exception to this policy is if an administrator plans a management move that will increase the future efficiency of the office that has been approved by the Chief of the Child Support Enforcement Program.

FFP is reimbursed to each office by the submittal of claims for reimbursement to the state IV-D agency based upon each office's approved annual budget analysis. The claim reimbursement procedure is as follows:

Claims from your office for FFP reimbursement are to be submitted within thirty (30) days from incurred expenditure unless an approval for an extension is granted by the Chief of the Child Support Enforcement Program or designee. Claims not submitted within ninety (90) days of the end of the month in which the expenses are incurred will be considered stale and non payable.

Claims for reimbursement must include a listing of costs incurred pursuant to the Title IV-D Program with receipts for such costs retained and available for review. As noted in part two of this budget analysis, certain expenditures require approval prior to County/City expenditure/claim for FFP reimbursement.

Upon receipt by the state IV-D agency, claims are audited and approved/disapproved. Disapproved claims are returned to the appropriate office with a letter of explanation. Approved claims are vouchered and forwarded for distribution by the state controller's office.

PART TWO: INSTRUCTIONS FOR COMPLETING ITEMS A-K OF THE BUDGET ANALYSIS

Complete the detail for items A-K. For categories in which explanation is requested, please annotate or attach extra pages as needed. Guidelines for completing categories A-K are as follows:

A. PERSONNEL: (salaries only)

1. List titles of positions for which you are requesting reimbursements.
2. List the number of staff within each position classification that are Title IV-D staff.
3. List annual salary of the position(s)
4. Estimate the percentage of time and activities each staff member will be assigned to Title IV-D responsibilities as well as provide the estimated percentage of time and activities spent for non Title IV-D responsibilities.
5. Identify the annual salary apportioned to Title IV-D activities.

Example:

Position Title	Annual Salary	IVD Activity and % of Time Spent	Non IVD Activity and % of Time Spent	Annual Salary Apportioned to IVD Activities
Hearing Master	\$20,000	Court Prep 30% Hearings 40%	Juvenile Hearings 30%	\$14,000
Court Clerk	\$10,000	Filing 20% Court time 40%	Filing 10% Court time 30%	\$6,000

B. FRINGE BENEFITS:

1. The standard benefits given government employees are listed in this category. The rate for each benefit must be identified along with the portion of a staff member's salary that is dedicated to Title IV-D activities. The portion of a staff member's salary that is dedicated to Title IV-D work is multiplied by the rate of the particular fringe benefit.

Example:

Title IV-D Costs for DA	x	Retirement Rate	=	Retirement Cost
\$2,500	x	15%	=	\$375

2. Each category is based on rate except group insurance. The applicant will have to provide a brief explanation of how this category was computed.

C. COUNTY/CITY INDIRECT COSTS:

Indirect costs are those incurred for a common or joint purpose benefiting other programs in your County/City in addition to the Title IV-D Child Support Enforcement Program. Examples of indirect costs are:

- Depreciation or use allowance on buildings and equipment;
- Cost of operating or maintaining facilities such as heat and utilities or building maintenance;
- Salaries for time spent by employees not employed by the IV-D program whom are indirectly performing child support tasks, such as County/City clerks; and
- Supplies purchased by County/City funds which are used by more than one County/City entity, including the use by or benefit of your office, for which your office must reimburse the County/City.

Costs allocated as indirect and calculated in your County/City's indirect cost rate should not be listed as direct costs in this budget proposal.

The indirect cost is computed at a rate of 10% of salaries (not including overtime or fringe costs).

D. INSTATE TRAVEL, TRAINING, AND POLICY ANALYSIS:

1. All travel, training and policy analysis, in which you seek Title IV-D reimbursement, requires PRIOR approval by the Chief of the Child Support Enforcement Program or designee. The travel must be for the purpose of administration of the Title IV-D Program. Travel is approved at the prevailing state rate for travel.
2. Training and policy analysis costs would include registration fees, travel expenses, and per diem allowances at the state rate, or any other related IV-D activity the Chief of the Child Support Enforcement Program approves.

E. OUT OF STATE TRAVEL, TRAINING, AND POLICY ANALYSIS:

Same as instate travel.

F. SUPPLIES, COMMUNICATIONS, EQUIPMENT RENTAL, AND MAINTENANCE(data processing not included):

1. Office/Janitor Supplies:

Identify the various types of supplies your agency defines as office/janitorial.

2. Postage and Freight:

All claims must be supported with documentation of actual Title IV-D expenditures. Records must be retained for audit purposes.

3. Telephone Rental and Tolls:

All claims must be supported with documentation of actual Title IV-D expenditures. Records must be retained for audit purposes.

4. Printing:

Identify the forms/materials for which you are budgeting.

5. Equipment Rental/Maintenance/ Maintenance Contracts:

All contracts must meet state and federal procurement procedures. The use of a rental process must be justified from the point of cost effectiveness of continued use. Maintain copies of all contracts for audit purposes.

6. Other:

This line is for types of expenditures within this category not specifically identified as a cost.

G. EQUIPMENT PURCHASE/DEPRECIATION (data processing not included):

1. Lump sum reimbursements on equipment may be made on expenditures up to \$25,000. Equipment procurements in excess of this amount must be depreciated over the life expectancy of the piece of equipment.
2. Equipment procurements with costs in excess of \$300.00 must receive PRIOR approval by the Chief of the Child Support Enforcement Program or designee to be eligible for Title IV-D reimbursement.
3. An equipment inventory system must be maintained to identify all equipment procured with a federal interest, and the equipment must be managed in compliance with 45 CFR 95, Subpart G. The inventory control form must be updated with each new procurement, and a copy of the updated form must be transmitted to the Title IV-D accounting unit.

H. OTHER EXPENSES:

1. Copies/Reproductions:

This category is for the costs of copying documents (not for equipment procurement). Charges for the shared use of copying systems must include a procedure to log of Title IV-D use exclusive of other office uses.

2. Bonds:

This category is for the cost of premiums on bonds covering employees who handle Title IV-D funds. The County/City must calculate the portion of the premium that applies to the employee(s) when the bond covers other employees handling non-IV-D funds. An explanation of the calculation for bonding costs must be attached.

3. Advertising:

Must be related to Title IV-D matters/activities.

4. Building Maintenance:

This category is for costs incurred for necessary maintenance, repair, or upkeep of property, which neither add to the permanent value of the property nor appreciably prolong its intended life, but keep it in an efficient operating condition. Prior approval by the Chief of the Child Support Enforcement Program is required. Expenditures in this category will not be approved if they are calculated and charged to the INDIRECT COST category as explained in Part II, C.

5. Dues and Registration:

Must be related to Title IV-D matters/activities.

6. Publications/Periodicals:

Must be related to Title IV-D matters/activities.

7. Fees (Service of Process, Garnishment):

Must be related to Title IV-D matters/activities.

8. Other:

For categories not specifically identified.

I. DATA PROCESSING:

The planning, development, implementation, operation, equipment replacement, and/or enhancement of all Title IV-D systems must be in compliance with 45 CFR part 307 and Part 95, Subpart F.

PART THREE: APPROVAL OF BUDGET BY CHIEF

The Chief of the Child Support Enforcement or designee will approve the eligible IV-D expenditures and the budget will indicate the amount of expenditures out of FFP, state share and County/City costs.

The Chief of Child Support Enforcement's approval of the budget does not guarantee that all costs are IV-D eligible for reimbursement.

Upon federal review, any disallowed costs will be deducted from future federal reimbursement payments. The Division of Welfare and Supportive Services will provide thirty (30) days notice prior to the reduction. Parties agree to notify the other of any disallowed costs and work together on the disallowance.

TRAVEL REQUEST



In-State _____

Out-Of-State _____

DWSS

Agency

Official Station

Budget Account

Employee Name

Employee ID

Destination

Employee Requested

Agency Directed

Purpose of Trip (Justification):

Attach agendas, meeting notices, training syllabus, etc.

Departure: _____ Date _____ Time _____

Return: _____ Date _____ Time _____

Special Airline Requests:

Motor Pool: _____ Yes/No

Note: _____

Hotel: _____ Yes/No

Note: _____

Total Budgeted Travel Authority For This Funding Source

\$ _____

Total Expended and/or Committed Funds for this Source

\$ _____

Total Balance Available to Fund this Trip

\$ _____

Estimated Cost for this Trip

\$ _____

Budgetary Authority Verification:

(Documents Accuracy of Balance Available on Date Signed)

Acctg. Asst. Signature

Date

Funding Source:

(Describe in Detail)

Employee Signature:

(See NOTE below)

Date

Supervisor Signature:

Date

Signature/Administrator/DWSS (For Out-Of-State Only) Date

Signature/Director/DHHS (For Out-Of-State Only) Date

NOTE: No travel reservations or commitments should be made without all proper approvals. Employees requesting travel and making commitments prior to approvals will be responsible for the cost of all cancellation fees or charges in the event the trip is not approved or any part of the request is not approved i.e. excessive room charges.

ESTIMATED TRAVEL COSTS

This form must be filled out completely and attached to the Travel Request form when sent to the Accounting Office for processing. If this form is not attached (including supporting documentation), the Request will be returned unsigned.

You must attach current approved GSA rates for per diem and lodging and estimates for airfare and rental car if applicable. Airfare and rental car cost estimates can be easily researched on the internet. Lodging receipts are required for reimbursement. Requests for hotel rate adjustments must be documented below.

Shaded cells are formula driven. Do Not Type In The Shaded Cells.

Tax Rate

0.00%

Hotel Rate Adjustment Requested _____

Start/Stop Time of Travel	Dates of Travel	Breakfast	Lunch	Dinner	Lodging Rate	Tax	Total Lodging	Total
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Total Estimated Per Diem

\$ -

Estimated				Fiscal Use Only:	
Miles	Rate			Cat	GL
0	\$ 0.505	Transportation to/from local airport	\$ -		
Receipt Required		Parking at airport/garages, etc./tolls	\$ -		
Receipt Required		Transportation to/from hotel	\$ -		
Receipt Required		Other transportation/Motor Pool	\$ -		
Receipt Required		Car rental	\$ -		
		Air fare	\$ -		

Total Estimated Transportation

\$ -

Receipt Required	Registration/Tuition	\$ -		
Receipt Required	Books	\$ -		
Receipt Required	ATM Fees	\$ -		
	Incidentals	\$ -		

Total Estimated Misc.

\$ -

ESTIMATED GRAND TOTAL

\$ -

TRAVEL CLAIM SHOULD NOT EXCEED ESTIMATED GRAND TOTAL

Note: Meal Policy (When travelling more than 50 miles one-way from duty station)

Breakfast: Depart at or before 7:00 am

Lunch: Depart at or before 11:00 am and return to work site after 1:30 pm

Dinner: Depart at or before 5:30 pm and return to work site after 6:30 pm

Convention or Meeting Hotel Rate Calculation			
	Rate	Adjust %	Allowed Rate
Conus or		300%	\$ -
GSA		175%	\$ -
Convention Rate			

If Advance exceeds Claim, please attach check payable to the State of Nevada

ATTACHMENT D

SAFEGUARDING FEDERAL TAX INFORMATION

I. PERFORMANCE

In performance of this contract, the Contractor agrees to comply with and assume responsibility for compliance by his or her employees with the following requirements:

- (1) All work will be performed under the supervision of the contractor or the contractor's responsible employees.
- (2) Any Federal tax returns or return information (hereafter referred to as returns or return information) made available shall be used only for the purpose of carrying out the provisions of this contract. Information contained in such material shall be treated as confidential and shall not be divulged or made known in any manner to any person except as may be necessary in the performance of this contract. Inspection by or disclosure to anyone other than an officer or employee of the contractor is prohibited.
- (3) All returns and return information will be accounted for upon receipt and properly stored before, during, and after processing. In addition, all related output and products will be given the same level of protection as required for the source material.
- (4) No work involving returns and return information furnished under this contract will be subcontracted without prior written approval of the IRS.
- (5) The contractor will maintain a list of employees authorized access. Such list will be provided to the agency and, upon request, to the IRS reviewing office.
- (6) The agency will have the right to void the contract if the contractor fails to provide the safeguards described above.
- (7) (Include any additional safeguards that may be appropriate.)

II. CRIMINAL/CIVIL SANCTIONS

- (1) Each officer or employee of any person to whom returns or return information is or may be disclosed shall be notified in writing by such person that returns or return information disclosed to such officer or employee can be used only for a purpose and to the extent authorized herein, and that further disclosure of any such returns or return information for a purpose or to an extent unauthorized herein constitutes a felony punishable upon conviction by a fine of as much as \$5,000 or imprisonment for as long as five years, or both, together with the costs of prosecution. Such person shall also notify each such officer and employee that any such unauthorized future disclosure of returns or return information may also result in an award of civil damages against the officer or employee in an amount not less than \$1,000 with respect to each instance of unauthorized disclosure. These penalties are prescribed by IRC Sections 7213 and 7431 and set

forth at 26 CFR 301.6103(n)-1.

(2) Each officer or employee of any person to whom returns or return information is or may be disclosed shall be notified in writing by such person that any return or return information made available in any format shall be used only for the purpose of carrying out the provisions of this contract. Information contained in such material shall be treated as confidential and shall not be divulged or made known in any manner to any person except as may be necessary in the performance of this contract. Inspection by or disclosure to anyone without an official need to know constitutes a criminal misdemeanor punishable upon conviction by a fine of as much as \$1,000.00 or imprisonment for as long as 1 year, or both, together with the costs of prosecution. Such person shall also notify each such officer and employee that any such unauthorized inspection or disclosure of returns or return information may also result in an award of civil damages against the officer or employee [United States for Federal employees] in an amount equal to the sum of the greater of \$1,000.00 for each act of unauthorized inspection or disclosure with respect to which such defendant is found liable or the sum of the actual damages sustained by the plaintiff as a result of such unauthorized inspection or disclosure plus in the case of a willful inspection or disclosure which is the result of gross negligence, punitive damages, plus the costs of the action. The penalties are prescribed by IRC Sections 7213A and 7431.

(3) Additionally, it is incumbent upon the contractor to inform its officers and employees of the penalties for improper disclosure imposed by the Privacy Act of 1974, 5 U.S.C. 552a. Specifically, 5 U.S.C. 552a(i)(1), which is made applicable to contractors by 5 U.S.C. 552a(m)(1), provides that any officer or employee of a contractor, who by virtue of his/her employment or official position, has possession of or access to agency records which contain individually identifiable information, the disclosure of which is prohibited by the Privacy Act or regulations established there under, and who knowing that disclosure of the specific material is so prohibited, willfully discloses the material in any manner to any person or agency not entitled to receive it, shall be guilty of a misdemeanor and fined not more than \$5,000.

(4) Granting a contractor access to FTI must be preceded by certifying that each individual understands the agency's security policy and procedures for safeguarding IRS information. Contractors must maintain their authorization to access FTI through annual recertification. The initial certification and recertification must be documented and placed in the agency's files for review. As part of the certification and at least annually afterwards, contractors should be advised of the provisions of IRC Sections 7431, 7213, and 7213A (see Exhibit 6, IRC Sec. 7431 Civil Damages for Unauthorized Disclosure of Returns and Return Information and Exhibit 5, IRC Sec. 7213 Unauthorized Disclosure of Information). The training provided before the initial certification and annually thereafter must also cover the incident response policy and procedure for reporting unauthorized disclosures and data breaches. (See Section 10) For both the initial certification and the annual certification, the contractor should sign, either with ink or electronic signature, a confidentiality statement certifying their understanding of the security requirements.

III. INSPECTION

The IRS and the Agency shall have the right to send its officers and employees into the offices and plants of the contractor for inspection of the facilities and operations provided for the performance of any work under this contract. On the basis of such inspection, specific measures may be required in cases where the contractor is found to be noncompliant with contract safeguards.

CONTRACT LANGUAGE FOR TECHNOLOGY SERVICES

I. PERFORMANCE

In performance of this contract, the contractor agrees to comply with and assume responsibility for compliance by his or her employees with the following requirements:

- (1) All work will be done under the supervision of the contractor or the contractor's employees.
- (2) Any return or return information made available in any format shall be used only for the purpose of carrying out the provisions of this contract. Information contained in such material will be treated as confidential and will not be divulged or made known in any manner to any person except as may be necessary in the performance of this contract. Disclosure to anyone other than an officer or employee of the contractor will be prohibited.
- (3) All returns and return information will be accounted for upon receipt and properly stored before, during, and after processing. In addition, all related output will be given the same level of protection as required for the source material.
- (4) The contractor certifies that the data processed during the performance of this contract will be completely purged from all data storage components of his or her computer facility, and no output will be retained by the contractor at the time the work is completed. If immediate purging of all data storage components is not possible, the contractor certifies that any IRS data remaining in any storage component will be safeguarded to prevent unauthorized disclosures.
- (5) Any spoilage or any intermediate hard copy printout that may result during the processing of IRS data will be given to the agency or his or her designee. When this is not possible, the contractor will be responsible for the destruction of the spoilage or any intermediate hard copy printouts, and will provide the agency or his or her designee with a statement containing the date of destruction, description of material destroyed, and the method used.
- (6) All computer systems receiving, processing, storing, or transmitting Federal tax information must meet the requirements defined in IRS Publication 1075. To meet functional and assurance requirements, the security features of the environment must provide for the managerial, operational, and technical controls. All security features must be available and activated to protect against unauthorized use of and access to Federal tax information.
- (7) No work involving Federal tax information furnished under this contract will be subcontracted without prior written approval of the IRS.
- (8) The contractor will maintain a list of employees authorized access. Such list will be provided to the agency and, upon request, to the IRS reviewing office.

(9) The agency will have the right to void the contract if the contractor fails to provide the safeguards described above.

(10) (Include any additional safeguards that may be appropriate.)

II. CRIMINAL/CIVIL SANCTIONS:

(1) Each officer or employee of any person to whom returns or return information is or may be disclosed will be notified in writing by such person that returns or return information disclosed to such officer or employee can be used only for a purpose and to the extent authorized herein, and that further disclosure of any such returns or return information for a purpose or to an extent unauthorized herein constitutes a felony punishable upon conviction by a fine of as much as \$5,000 or imprisonment for as long as 5 years, or both, together with the costs of prosecution. Such person shall also notify each such officer and employee that any such unauthorized further disclosure of returns or return information may also result in an award of civil damages against the officer or employee in an amount not less than \$1,000 with respect to each instance of unauthorized disclosure. These penalties are prescribed by IRC sections 7213 and 7431 and set forth at 26 CFR 301.6103(n)-1.

(2) Each officer or employee of any person to whom returns or return information is or may be disclosed shall be notified in writing by such person that any return or return information made available in any format shall be used only for the purpose of carrying out the provisions of this contract. Information contained in such material shall be treated as confidential and shall not be divulged or made known in any manner to any person except as may be necessary in the performance of the contract. Inspection by or disclosure to anyone without an official need to know constitutes a criminal misdemeanor punishable upon conviction by a fine of as much as \$1,000 or imprisonment for as long as 1 year, or both, together with the costs of prosecution. Such person shall also notify each such officer and employee that any such unauthorized inspection or disclosure of returns or return information may also result in an award of civil damages against the officer or employee [United States for Federal employees] in an amount equal to the sum of the greater of \$1,000 for each act of unauthorized inspection or disclosure with respect to which such defendant is found liable or the sum of the actual damages sustained by the plaintiff as a result of such unauthorized inspection or disclosure plus in the case of a willful inspection or disclosure which is the result of gross negligence, punitive damages, plus the costs of the action. These penalties are prescribed by IRC section 7213A and 7431.

(3) Additionally, it is incumbent upon the contractor to inform its officers and employees of the penalties for improper disclosure imposed by the Privacy Act of 1974, 5 U.S.C. 552a. Specifically, 5 U.S.C. 552a(i)(1), which is made applicable to contractors by 5 U.S.C. 552a(m)(1), provides that any officer or employee of a contractor, who by virtue of his/her employment or official position, has possession of or access to agency records which contain individually identifiable information, the disclosure of which is prohibited by the Privacy Act or regulations established thereunder, and who knowing that disclosure of the specific material is prohibited, willfully discloses the material in any manner to any person or agency not entitled to receive it, shall be guilty of a misdemeanor and fined not more than \$5,000.

(4) Granting a contractor access to FTI must be preceded by certifying that each individual understands the agency's security policy and procedures for

safeguarding IRS information. Contractors must maintain their authorization to access FTI through annual recertification. The initial certification and recertification must be documented and placed in the agency's files for review. As part of the certification and at least annually afterwards, contractors should be advised of the provisions of IRC Sections 7431, 7213, and 7213A (see Exhibit 6, *IRC Sec. 7431 Civil Damages for Unauthorized Disclosure of Returns and Return Information* and Exhibit 5, *IRC Sec. 7213 Unauthorized Disclosure of Information*). The training provided before the initial certification and annually thereafter must also cover the incident response policy and procedure for reporting unauthorized disclosures and data breaches. (See Section 10) For both the initial certification and the annual certification, the contractor should sign, either with ink or electronic signature, a confidentiality statement certifying their understanding of the security requirements.

III. INSPECTION:

The IRS and the Agency shall have the right to send its officers and employees into the offices and plants of the contractor for inspection of the facilities and operations provided for the performance of any work under this contract. On the basis of such inspection, specific measures may be required in cases where the contractor is found to be noncompliant with contract safeguards.



Storey County Board of County Commissioners Agenda Action Report

Meeting date: April 15, 2014

Estimate of time required: 5 minutes

Agenda: Consent ☒ Regular agenda ☐ Public hearing required ☐

1. **Title:** Authorize the District Attorney and County Manager to sell, at either public auction or by sealed bid, residential houses located at 62; 74 and 82 South B Street in Virginia City

2. **Recommended motion:** None if approved as part of the Consent Agenda. If removed and discussed separately;
I move to authorize the District Attorney and County Manager to sell, at either public auction or by sealed bid, residential houses located at 62; 74 and 82 South B Street in Virginia City

3. **Prepared by:** Pat Whitten

Department: Commissioner's Office

Telephone: 847-0968

4. **Staff summary:** See Page 2

5. **Supporting materials:** Preliminary Farr West layout

6. **Fiscal impact:** Proceeds from sale could be revenue positive but are anticipated to be minimal. Costs will be paid by buyer. Routine advertising cost in paper of record.

Funds Available: Yes

Fund: General

____ Comptroller

7. **Legal review required:** Yes

 District Attorney

8. **Reviewed by:**

____ Department Head

Department Name:

 County Manager

Other agency review: _____

9. **Board action:**

☐ Approved

☐

Approved with Modifications

☐ Denied

☐

Continued

Agenda Item No.

4. Staff summary: At the January 21, 2014 Commission Meeting, the County Commission voted to authorize the District Attorney and County Manager to purchase the four B Street homes located immediately south of the Courthouse parking lot. All units have been vacated and escrow has closed on all but the southernmost parcel owned by Mr. Clark. That escrow closing is anticipated to occur prior to the April 15th Commission meeting.

Over the past week, our Public Works crew has done an outstanding job in "mucking out" debris and items left by former tenants at the southern two units as well as digging back into the western slope as far as our existing equipment allows. Jail trustees, under volunteer supervision, are removing interior debris including badly soiled carpet and putting a fresh coat of primer paint on the interior walls.

We have engaged Farr West Engineering, who previously provided a rough layout on a gratis basis, to engineer final design inclusive of required retaining walls. This puts us in position to liquidate the housing units and proceed with construction. The Comstock Cemetery Foundation has expressed interest in acquiring the "white house" located at 70 South B Street and they are endeavoring to raise funding for moving the house and placing it on a foundation. Thru ongoing discussions with staff and our District Attorney, we are determining the optimum fiscal approach to selling the remaining three units, either via public auction or a sealed bid process. We have also developed the following rough draft proposed conditions to be included in requisite advertising to be placed on the County's website and newspaper of record:

1. Homes to be purchased in "AS IS" condition
 - a. Sale pertains to the residential structures only and does not include any land title ownership
 - b. Homes may contain asbestos in material such as flooring and siding but there have been no known observations of any friable conditions
 - c. Homes may contain lead based paint
 - d. Homes have not been tested for presence or non-presence of mold
 - e. Storey County makes no assurances, warranties or guarantees regarding structural integrity, wiring, plumbing or any other element that might constitute as a factor of condition or functionality
 - f. Previous sellers have advised the home located at 82 South B Street has been placed on a foundation. Homes located at 62 and 74 South B Streets are situated on "skids" and not set on foundations, but this has not been verified by Storey County
2. Homes must be removed and relocated within 45 days of close of escrow subject to the following conditions:
 - a. Failure to remove within 45 days will result in forfeit of full purchase price and ownership shall default back to Storey County for potential resale
 - b. Routine and customary permitting and inspection by the Storey County Community Development Department
 - c. The following requirements as stipulated by the Comstock Historic District:
 - i. The dwellings in question must be moved to a suitable location within the boundaries of the Comstock Historic District
 - ii. All aspects of relocating the structures and all new site construction must comply with Comstock Historic District Commission (CHDC) construction standards

- iii. The proponent of this project must be issued a Certificate of Appropriateness by the CHDC, as per NRS 384, prior to the structures being altered or relocated
 - iv. Please contact Bert Bedeau, CHDC Administrator with any questions at 775-847-0281
 - d. Storey County has obtained a verbal quote of approximately \$7000 to move each house within the Comstock Historic District
3. Cash or certified funds are due to the Storey County Treasurer and are non-refundable subject to the provisions in 2(a) within 10 business days of bid acceptance by the Storey County Board of Commissioners or 10 business days after the auction is held
4. Please contact the Storey County Commissioner's Office at (775) 847-0968 for additional information

75 TOTAL SPACES

24 TWO CAR

24 TWO CAR

24 TWO CAR

24 TWO CAR





Storey County Board of County Commissioners Agenda Action Report

Meeting date: April 15, 2014

Estimate of time required:

Agenda: Consent ☒ Regular agenda ☐ Public hearing required ☐

1. **Title:** Nevada Wildfire Awareness Month

2. **Recommended motion:** To approve as part of the Consent Agenda, unless there is a specific request to pull this item for further discussion or action.

3. **Prepared by:** David Silva – Fire Prevention / Live Safety Officer

Department: Storey County Fire Protection District

Telephone: Office: 775-847-0954
Cell: 775-351-5936

4. **Staff summary:** Utilize the month of May to educate the community on the theme “Prepare Your Home for Wildfire”.

5. **Supporting materials:** Proclamation

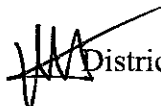
6. **Fiscal impact:**

Funds Available:

Fund:

____ Comptroller

7. **Legal review required:**

 District Attorney

8. **Reviewed by:**

____ Department Head

Department Name: Commissioner's Office

____ County Manager

Other agency review: _____

9. **Board action:**

☐ Approved
☐ Denied

☐ Approved with Modifications
☐ Continued

Agenda Item No.



STOREY COUNTY FIRE DEPARTMENT

145 North C Street
P.O. Box 603
Virginia City, NV 89440
(775) 847-0954 Phone • (775) 847-0987 Fax

STOREY COUNTY RESOLUTION IN SUPPORT OF NEVADA WILDFIRE AWARENESS MONTH 2014

Whereas, wildfire significantly impacts Nevada's environmental, economic, and social well-being; and

Whereas, residents of Nevada's fire-prone communities need to accept responsibility that comes with living in high fire-hazard areas; and

Whereas, residents must be encouraged to move from the expectation of being protected from wildfire to the understanding that they must be prepared to survive wildfire; and

Whereas; to do so, they will need to acquire the knowledge and skills to prepare their homes to survive wildfire and take action;

Therefore be it resolved, that the Storey County Board of County Commissioners supports the month of May 2014 as Nevada Wildfire Awareness Month. This year's theme "Prepare Your Home for Wildfire" is a means for education, and a call for residents of Storey County to take action to reduce the wildfire threat to their homes and help their community in becoming a Fire Adapted Community.

Passed, Approved and Adopted this _____ day of _____, 2014, by Storey County Board of County Commissioners.

Attest by:

Marshall McBride, Chairman
Storey County Commissioners

Vanessa Stephens
Storey County Clerk

Approved as to form:

William Maddox
Storey County District Attorney

"In accordance with Federal law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, religion, age disability (Not all prohibited bases apply to all programs.) To file a complaint of discrimination write to USDA, Director, Office of Civil Rights, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410 or call (800) 795-3272 (voice) or (202) 720-6382 (TDD). USDA is an equal opportunity provider, employer, and lender."

STOREY COUNTY FIRE DEPARTMENT

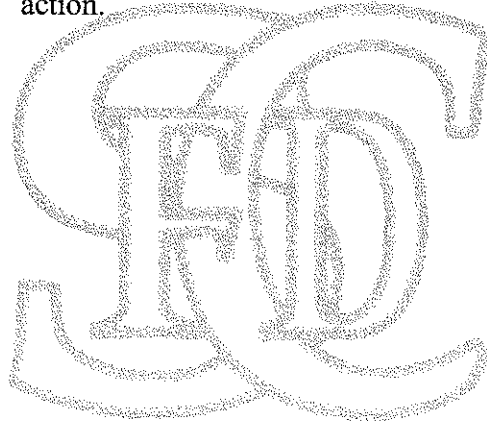
Post Office Box 603
Virginia City, NV 89440
(775) 847-0954 Phone • (775) 847-0987 Fax
www.storeycounty.org

Meeting Date: April 15, 2014

Agenda Item: Discussion/Action: Approval of Resolution in support of Wildfire Awareness Month.

Summary Notes: This is the fifth year in which the Cooperative Extension – Living With Fire program has prepared and distributed a state-wide resolution for support of Wildland Fire Prevention. You have approved the past four years as part of the consent agenda. This provides for a common state-wide message that we have had direct input into formulating.

Recommendation: Motion to approve as part of the Consent Agenda, unless there is a specific request to pull this item for further discussion or action.



FIRE DEPARTMENT

Station 1
145 North C Street
Virginia City, NV 89440
(775) 847-0954

Station 2
2610 Cartwright Road
Reno, NV 89521
(775) 847-0971

Station 3
500 Sam Clemens
Dayton, NV 89403
(775) 246-7979

Station 4
431 Canyon Way
Sparks, NV 89434
(775) 342-0220



Storey County Board of County Commissioners Agenda Action Report

Meeting date: April 15, 2014

Estimate of time required:

Agenda: Consent ☒ Regular agenda ☐ Public hearing required ☐

1. **Title:** For Possible Approval-Quarterly Report

2. **Recommended motion**

3. **Prepared by:** Judge Herrington

Department: Justice Court

Telephone: 847-0962

4. **Staff summary:**

5. **Supporting materials:** Last 3 months of Month End reports

6. **Fiscal impact:**

Funds Available:


Fund:

_____ Comptroller

7. **Legal review required:**

 District Attorney

8. **Reviewed by:**

 Department Head

Department Name: Justice Court

 County Manager

Other agency review: _____

9. **Board action:**

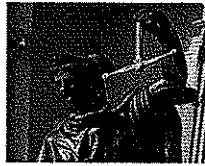
☐ Approved
☐ Denied

☐ Approved with Modifications
☐ Continued

Agenda Item No.

Virginia Township Justice Court ~ Storey County, Nevada

26 South B Street, Second Floor
Virginia City, Nevada 89440



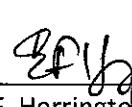
775-847-0962 • Facsimile: 775-847-0915
www.storeycounty.org

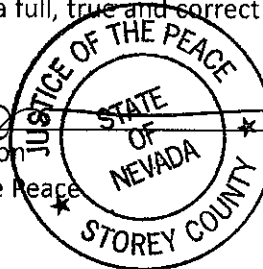
April 3, 2014

QUARTERLY REPORT

Pursuant to NRS 4.100, attached please find End of Period Listing Reports for January, February, and March 2014.

I, E.F. Herrington, Virginia Township Justice of the Peace, Storey County, Nevada, do hereby certify that to the best of my knowledge and belief, the attached information is a full, true and correct statement of NRS 4.100.


E.F. Herrington
Justice of the Peace



Subscribed and sworn before me
this 3rd day of April 2014.


Tamara A. Migan, Justice Court Clerk

Date: 02/04/2014 16:52
CRTR7170

End Of Period Listing - Actual
VIRGINIA TOWNSHIP JUSTICE COURT
From 12/31/2013 08:59:02.12
To 01/31/2014 10:15:14.00

Page: 1

JANUARY END OF MONTH 2014

Disbursed Total

Account	Payee Name	Check Number	Check Status Code	Disbursed Amount	Number of Cases
1F AA FEE - STATE (AOC)	NEVADA STATE CONTROLLER	N/A	N/A	1,911.00	42
170-000-34206					
1F AA FEE - JUSTICE/187-000-35104	VIRGINIA TOWNSHIP JUSTICE COURT	N/A	N/A	322.00	39
1F AA FEE - JUVENILE/001-000-35103	STOREY COUNTY TREASURER	N/A	N/A	92.00	39
1F AA FEE - STATE (GENERAL)/170-000-35114	NEVADA STATE CONTROLLER	N/A	N/A	215.00	36
1F AA FEE - GENETIC MARKER ANALYSIS	NEVADA STATE CONTROLLER	N/A	N/A	117.00	32
1F BOND PROCESSING FEE - COUNTY/001-000-34204	STOREY COUNTY TREASURER	N/A	N/A	37.50	2
1F CIVIL FEES/001-000-34204	STOREY COUNTY TREASURER	N/A	N/A	352.50	2
1F CIVIL FEES - COURT ACCOUNT/	STOREY COUNTY TREASURER	N/A	N/A	244.00	7
1F DOMESTIC VIOLENCE FEE/170-000-34208	NEVADA STATE CONTROLLER	N/A	N/A	35.00	1
1F DEPT OF WILDLIFE CIVIL PENALTY/001-000-36565	NEVADA DIVISION OF WILDLIFE	N/A	N/A	50.00	1
1F FINE - STATE OF NEVADA/170-000-34214	NEVADA STATE CONTROLLER	N/A	N/A	25.00	1
1F FINE - COUNTY/210-000-35109	STOREY COUNTY TREASURER	N/A	N/A	6,533.00	49
1F COURT FACILITY FEE/001-000-35111	VIRGINIA TOWNSHIP JUSTICE COURT	N/A	N/A	460.00	38
1F MARRIAGE FEE/170-000-34212	NEVADA STATE TREASURER	N/A	N/A	35.00	0
1F OVERPAYMENTS TO COUNTY/210-000-35109	STOREY COUNTY TREASURER	N/A	N/A	1.00	1
1F RECORDS SEARCH/001-000-34204	STOREY COUNTY TREASURER	N/A	N/A	225.75	0
1F SPECIALTY COURT FEE (MISD)/170-000-34217	NEVADA STATE CONTROLLER	N/A	N/A	319.50	39
1F DUI SPECIALTY COURT FEE (AOC)	NEVADA STATE CONTROLLER	N/A	N/A	75.00	1
1F SMALL CLAIMS FEES/001-000-34204	STOREY COUNTY TREASURER	N/A	N/A	116.25	3
1F CENSUS FEE/170-000-34201	STOREY COUNTY TREASURER	N/A	N/A	3.00	3
1F BOND FILING FEE VICTIM OF CRIMES/170-000-35108	NEVADA STATE CONTROLLER	N/A	N/A	50.00	2

*** End of Report ***

EOM FOR FEB 2014

Disbursed Total

8,325.77

Account	Payee Name	Check Number	Check Status Code	Disbursed Amount	Number of Cases
1F AA FEE - STATE (AOC) 170-000-34206	NEVADA STATE CONTROLLER	N/A	N/A	1,725.77	37
1F AA FEE - JUSTICE/187-000-35104	VIRGINIA TOWNSHIP JUSTICE COURT	N/A	N/A	280.00	34
1F AA FEE - JUVENILE/001-000-35103	STOREY COUNTY TREASURER	N/A	N/A	80.00	34
1F AA FEE - STATE (GENERAL)/170-000-35114	NEVADA STATE CONTROLLER	N/A	N/A	100.00	16
1F AA FEE - GENETIC MARKER ANALYSIS/180-000-35101	NEVADA STATE CONTROLLER	N/A	N/A	87.00	27
1F ATTORNEY REIMBURSEMENT FEE/001-000-34245	STOREY COUNTY TREASURER	N/A	N/A	100.00	1
1F BOND PROCESSING FEE - COUNTY/001-000-34204	STOREY COUNTY TREASURER	N/A	N/A	37.50	2
1F CIVIL FEES/001-000-34204	STOREY COUNTY TREASURER	N/A	N/A	461.25	4
1F CIVIL FEES - COURT ACCOUNT/187-000-35104	STOREY COUNTY TREASURER	N/A	N/A	310.50	7
1F CHEMICAL ANALYSIS FEE/001-000-35101	STOREY COUNTY TREASURER	N/A	N/A	210.00	4
1F COPY FEES/001-000-34204	STOREY COUNTY TREASURER	N/A	N/A	2.25	1
1F FINE - STATE OF NEVADA/170-000-34214	NEVADA STATE CONTROLLER	N/A	N/A	482.00	2
1F FINE - COUNTY/210-000-35109	STOREY COUNTY TREASURER	N/A	N/A	3,028.50	40
1F COURT FACILITY FEE/001-000-35111	VIRGINIA TOWNSHIP JUSTICE COURT	N/A	N/A	395.00	34
1F MARRIAGE FEE/170-000-34212	NEVADA STATE TREASURER	N/A	N/A	40.00	0
1F OVERPAYMENTS TO COUNTY/210-000-35109	STOREY COUNTY TREASURER	N/A	N/A	3.00	1
1F RECORDS SEARCH/001-000-34204	STOREY COUNTY TREASURER	N/A	N/A	336.75	0
1F SPECIALTY COURT FEE (MISD)/170-000-34217	NEVADA STATE CONTROLLER	N/A	N/A	275.50	35
1F DUI SPECIALTY COURT FEE (AOC)/170-000-34206	NEVADA STATE CONTROLLER	N/A	N/A	225.00	3
1F SMALL CLAIMS FEES/001-000-34204	STOREY COUNTY TREASURER	N/A	N/A	93.75	1
1F CENSUS FEE/170-000-34201	STOREY COUNTY TREASURER	N/A	N/A	2.00	2
1F BOND FILING FEE VICTIM OF CRIMES/170-000-35108	NEVADA STATE CONTROLLER	N/A	N/A	50.00	2

*** End of Report ***

Date: 03/31/2014 16:13
CRTR170

End Of Period Listing - Actual
VIRGINIA TOWNSHIP JUSTICE COURT
From 02/28/2014 11:00:28.32
To 03/31/2014 13:26:02.33

Page: 11

EOM FOR MARCH 2014

Disbursed Total

8,160.50

Account	Payee Name	Check Number	Check Status Code	Disbursed Amount	Number of Cases
1F AA FEE - STATE (AOC) 170-000-34206	NEVADA STATE CONTROLLER	N/A	N/A	1,554.00	42
1F AA FEE - JUSTICE/187-000-35104	VIRGINIA TOWNSHIP JUSTICE COURT	N/A	N/A	273.00	35
1F AA FEE - JUVENILE/001-000-35103	STOREY COUNTY TREASURER	N/A	N/A	78.00	35
(GENERAL)/170-000-35114	NEVADA STATE CONTROLLER	N/A	N/A	60.00	10
1F AA FEE - GENETIC MARKER ANALYSIS/180-000-35101	NEVADA STATE CONTROLLER	N/A	N/A	105.00	31
1F ATTORNEY REIMBURSEMENT FEE/001-000-34245	STOREY COUNTY TREASURER	N/A	N/A	150.00	2
1F BOND PROCESSING FEE - COUNTY/001-000-34204	STOREY COUNTY TREASURER	N/A	N/A	18.75	1
1F CIVIL FEES/001-000-34204	STOREY COUNTY TREASURER	N/A	N/A	273.75	4
1F CIVIL FEES - COURT ACCOUNT/187-000-35104	STOREY COUNTY TREASURER	N/A	N/A	201.25	6
1F CHEMICAL ANALYSIS FEE/001-000-35101	STOREY COUNTY TREASURER	N/A	N/A	43.00	2
1F FINE - COUNTY/210-000-35109	STOREY COUNTY TREASURER	N/A	N/A	4,349.00	49
1F COURT FACILITY FEE/001-000-35111	VIRGINIA TOWNSHIP JUSTICE COURT	N/A	N/A	410.00	37
1F MARRIAGE FEE/170-000-34212	NEVADA STATE TREASURER	N/A	N/A	15.00	0
1F OVERPAYMENTS TO COUNTY/210-000-35109	STOREY COUNTY TREASURER	N/A	N/A	2.00	2
1F RECORDS SEARCH/001-000-34204	STOREY COUNTY TREASURER	N/A	N/A	262.50	0
1F SPECIALTY COURT FEE (MSD)/170-000-34217	NEVADA STATE CONTROLLER	N/A	N/A	287.50	38
1F SMALL CLAIMS FEES/001-000-34204	STOREY COUNTY TREASURER	N/A	N/A	48.75	1
1F CENSUS FEE/170-000-34201	STOREY COUNTY TREASURER	N/A	N/A	4.00	3
1F BOND FILING FEE VICTIM OF CRIMES/170-000-35108	NEVADA STATE CONTROLLER	N/A	N/A	25.00	1

*** End of Report ***



Storey County Board of County Commissioners Agenda Action Report

Meeting date:

Estimate of time required:

Agenda: Consent ☒ Regular agenda ☐ Public hearing required ☐

1. **Title:** Request for Refund for Judith Chisholm/NV Hydrocarbon

2. **Recommended motion** For Approval

3. **Prepared by:** Jana Seddon

Department: Assessor

Telephone: 775-847-0961

4. **Staff summary:** Attached

5. **Supporting materials:** Attached

6. **Fiscal impact:**

Funds Available:

Fund:

____ Comptroller

7. **Legal review required:**

 District Attorney

8. **Reviewed by:**

____ Department Head

Department Name: Commissioner's Office

 County Manager

Other agency review: _____

9. **Board action:**

☐ Approved
☐ Denied

☐ Approved with Modifications
☐ Continued

Agenda Item No.

Jana Seddon

STOREY COUNTY ASSESSOR

STOREY COUNTY COURTHOUSE
26 South B Street
P.O. Box 494
Virginia City, NV 89440

(775) 847-0961 Phone
(775) 847-0904 Fax
Assessor@storeycounty.org

Memo to: Storey County Clerk-Treasurer
Storey County Commissioners

March 27, 2014

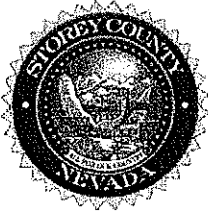
Re: APN 4-111-25 & 4-111-31
Judith Chisholm/NV Hydrocarbon

Due to the above mentioned customer bringing in receipts for their large rock retaining walls, I have adjusted their 2013/14 valuation. This process started last fall, but as I needed approval from the Nevada Department of Taxation, we have just now finalized the valuation. I would like to request your approval for this refund in the amount of \$1713.05. Please advise the Treasurer's Office to issue a check to the taxpayer.

APN	Paid	Should have Paid	Refund Amount
4-111-25	\$ 1524.07	\$ 629.59	\$ 894.48
4-111-31	\$ 1351.78	\$ 533.21	\$ 818.57
Total Refund Amt:			\$ 1713.05

Thank you,

Jana Seddon, Assessor



Storey County Board of County Commissioners Agenda Action Report

Meeting date: 4/15/14

Estimate of time required: 0 - 5

Agenda: Consent ☒ Regular agenda ☐ Public hearing required ☐

1. **Title:** Business License First Readings

2. **Recommended motion:** None required (if approved as part of the Consent Agenda)
I move to approve all first readings (if removed from consent agenda by request)

3. **Prepared by:** Stacey Bucchianeri

Department: Community Development

Telephone: 847-0966

4. **Staff summary:** First readings of submitted business license applications are normally approved on the consent agenda. The applications are then submitted at the next Commissioners' meeting for approval.

5. **Supporting materials:** See attached Agenda Letter

6. **Fiscal impact:** None

Funds Available:

Fund:

____ Comptroller

7. **Legal review required:** None *WLA* District Attorney

8. **Reviewed by:** *[Signature]* Department Head

Department Name: Community Development

Q County Manager

Other agency review: _____

9. **Board action:**

☐ Approved
☐ Denied

☐ Approved with Modifications
☐ Continued

Agenda Item No.

Storey County Community Development

Business Licensing

P O Box 526 • Virginia City NV 89440 • (775) 847-0966 • Fax (775) 847-0935 • buslic@storeycounty.org

To: Vanessa Stephens, Clerk's Office
Pat Whitten, County Manager

April 7, 2014
Via email

Fr: Stacey Bucchianeri

Please add the following item(s) to the **April 15, 2014**, COMMISSIONERS Consent Agenda:

LICENSING BOARD FIRST READINGS:

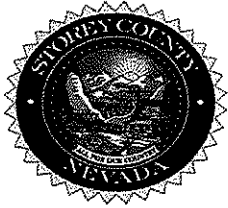
- A. SOUTHLAND INDUSTRIES – General / 114 Megabyte (HVAC, Plumbing Design) TRI**
- B. TIMMONS GROUP, INC. – Contractor / 1001 Boulders Pkwy ~ Richmond, VA (Ardagh Supplier)**
- C. CROSS CHECK SERVICES, LLC – Contractor / 1264 Lanny Lane ~ Olympic Valley, CA (Forestry)**
- D. CONCO & CONCO PUMPING – Contractor / 5141 Commercial ~ Concord, CA (Neptune Contractor)**
- E. D.C. ELECTRICAL – Contractor / 7771 Shalestone Way ~ Reno (Contractor)**

Inspection Required

cc: Shannon Gardner, Building Dept.
Austin Osborne, Planning Dept.
Dean Haymore, Economic Dev.

Gary Hames, Fire Dept.
Patty Blakely, Fire Dept.
Assessor's Office

Sheriff's Office



Storey County Board of County Commissioners Agenda Action Report

Meeting date: April 15, 2014

Estimate of time required: 10 minutes

Agenda: Consent ☐ Regular agenda ☒ Public hearing required ☐

1. **Title:** Recommendation to award contract to successful bidder for the construction of the Virginia City Sewer Improvement Project Phase I.

2. **Recommended motion:** I move to award contract to the successful bidder for the construction of the Virginia City Sewer Improvement Project Phase I in the amount of (TBD.)

3. **Prepared by:** Cherie Nevin

Department: Community Services

Telephone: 847-0986

4. **Staff summary:** PLEASE NOTE THAT BIDS FOR THIS PROJECT WILL BE OPENED ON 04/10/2014. THE BID TABULATION SHEET WILL MADE AVAILABLE TO YOU PRIOR TO THE COMMISSION MEETING DATE.

The project includes the construction of a new Waste Water Treatment Plant (Phase 1). This entails the construction of a new building, site work, complete installation of a Packaged Waste Water Treatment Plant, abandonment of existing plant, complete installation of all associated equipment, complete installation of all associated piping, a new generator, electrical, and other pertinent equipment and infrastructure as indicated in the plans and specifications for a fully functional Waste Water Treatment Plant. The cost of this project is estimated at \$5,222,000.

5. **Supporting materials:** Contract Documents are available for reference at the Commissioners Office

6. **Fiscal impact:**

Funds Available:

Fund:


Comptroller

7. **Legal review required:**

 District Attorney

8. **Reviewed by:**

____ Department Head

Department Name: Commissioner's Office

 County Manager

Other agency review: _____

9. **Board action:**

☐ Approved
☐ Denied

☐ Approved with Modifications
☐ Continued

Agenda Item No.

STOREY COUNTY, NEVADA

**NOTICE INVITING SEALED PROPOSALS (BIDS)
FOR
VIRGINIA CITY SEWER IMPROVEMENT PROJECT - PHASE I**

NOTICE IS HEREBY GIVEN that Storey County, as Owner, invites and will receive sealed proposals (bids), including any and all addenda, in a sealed envelope addressed and delivered to:

Farr West Engineering
Storey County Waste Water Utility Project
5442 Longley Lane, Suite A
Reno, Nevada 89511

up to the hour of **2:00 p.m. on April 10, 2014**. Bids, therefore, will be subsequently opened and read aloud publicly in the office of Farr West Engineering, in Reno, Nevada.

The project includes the construction of a new Waste Water Treatment Plant (Phase 1). This entails the construction of a new building, site work, complete installation of a Packaged Waste Water Treatment Plant, abandonment of existing plant, complete installation of all associated equipment, complete installation of all associated piping, a new generator, electrical, and other pertinent equipment and infrastructure as indicated in the plans and specifications for a fully functional Waste Water Treatment Plant. The cost of this project is estimated at \$5,222,000.

A pre-bid conference will be held at **10:00 a.m. on March 25, 2014** at Public Works Yard, 100 Toll Road, Virginia City, NV 89440, with a site tour to follow. Bid items to be considered "as equals" shall be submitted for consideration at least two weeks prior to the bid opening.

The Contract Documents may be examined at the Farr West office, at local bid rooms, or online at <http://sharepoint.farrwestengineering.com/bidroom/default.aspx> with the username: bidroom and Password: Br1234

Hard copies can be printed from the available digital copies. Questions regarding this project shall be directed to: Mr. Lucas Tipton; Farr West Engineering; 5442 Longley Lane, Suite A; Reno, Nevada 89511; lucas@farrwestengineering.com. Interested parties must register with Farr West as Plan Holders.

All bidders shall be licensed and qualified by the Nevada State Contractor's Board and/or State Engineer to do the type of work contemplated for this project prior to the time of opening of said bids and shall be skilled and regularly engaged in the general class or type of work.

This proposal to the Owner is irrevocable for a period of thirty (30) days after the date of the bid opening. The right is reserved by the Owner to reject any and all bids, waive irregularities, informalities, or non-conformities, or to accept the bids deemed in their best interest, such as the lowest, responsible, responsive bid. The right to add or delete items, or change quantities shown on the bid forms is further reserved by Storey County Public Works.

Published: Comstock Chronicle

Storey County, Nevada

Commission Meeting Agenda Item Request

The Storey County Board of Commissioners has established a policy for placement of items on its meeting agenda. The policy states that all requests must be made in writing and must include all supporting documentation at the time the request is submitted.

The deadline for submitting a request for an item to be placed on the agenda is noon on the Monday of the week preceding the Commissioners' Meeting. *(Items received after the deadline will be placed on the agenda of a subsequent meeting.)*

1st or 15th

Date of Meeting: <u>APRIL 8, 2014</u>	Date Request Submitted: <u>MARCH 24, 2014</u>
Agenda Item Requested: <u>CENSE ALL FUNDING FOR JEEP POSSE</u>	
This item is intended for: <input type="checkbox"/> Discussion Only <input checked="" type="checkbox"/> Discussion/Possible Action <i>(at the Board's discretion)</i>	
<input checked="" type="checkbox"/> Supporting documentation is attached <input type="checkbox"/> No supporting documentation is necessary	
Requested by: <u>KAY DEAN</u> <i>(please print name clearly)</i>	
Address: <u>2710 Goldfield Rd, VC Highlands (PO Box 887, VC, NV 89440)</u>	
Phone: <u>636-7355</u>	Email <i>(optional)</i> : <u>comstockkay@yahoo.com</u>

Please submit this completed form to:

or FAX to:

Storey County Clerk's Office
PO Drawer D
Virginia City NV 89440

Storey County Clerk's Office
(775) 847-0921

----- Fold at Arrows Here and Above to Place in a Window Envelope -----

For Office Use Only		
Date Request Received: <u>3/24</u>	Received: <input checked="" type="checkbox"/> In Person <input type="checkbox"/> Via FAX	By: <u>VS</u>
<input checked="" type="checkbox"/> Supporting documentation attached - # of pages <u>3</u>		Meeting date of this item: <u>4/15/14</u>

For additional information, please contact the
Storey County Clerk's Office
(775) 847-0969 or email vdufresne@storeycounty.org

Approved per
Chairman McBride
3/24/14

Storey County Jeep Posse List of Complaints and Evidence

ISSUE/CHARGE	EVIDENCE	STATE AGENCY	DESIRED OUTCOME in addition to State penalties if there are any
<p><u>Conflict of interest by county officials:</u> Pat Whitten-County Manager, Hugh Gallagher-County Comptroller and Director of Jeep Posse, Bum Hess-former commissioner. They belong to the Posse and are or have been in positions that make decisions to provide annual funding, currently at \$10,000 per year.</p> <p>The Jeep Posse occupies property owned by the county. Apparently there is a "handshake" 99 year lease of the property. No lease document is on record. The county placed a communications tower on the property and claim that they are not "giving" money to the Posse, that they are revenue sharing since they placed it on the property leased by the Posse. The lease agreement only mentions Storey County as owner and landlord.</p> <p>Meanwhile this \$10,000 per year is budgeted and comes from the Community Service budget which funds all the non-profits in the county.</p>	<p>-Storey County "family tree" of relationships and conflicts per state's consanguinity/affinity chart</p> <p>-Articles of Incorporation and By-Laws for Jeep Posse</p> <p>-Jeep Posse Director listing</p> <p>-Storey County Ethics and employment of relatives policies</p> <p>-2012 Jeep Posse audit</p> <p>-Scholarship form</p> <p>-email requesting defunding sent to Storey County commissioners-went unanswered</p> <p>-July 16th, 2013 public comment on issues with Jeep Posse</p> <p>-County Recorder document acknowledging funds receipt for "lease" between County and Jeep Posse</p> <p>-Cell phone lease agreements with Storey County</p> <p>-Minutes from February 18th, 2014, Chairman McBride contract statement</p>	Ethics Board	<p>Stop funding Jeep Posse thru County and public funds immediately.</p> <p>A review of county employees based on the consanguinity and affinity chart and subsequent correction of conflicts.</p> <p>An EEOC/Labor Board audit to determine if any adverse impact or favoritism has occurred as a result of the current and past conflicts of interest with Jeep Posse or other organizations</p>

<p><u>Violation of Articles of Incorporation</u></p> <p><u>Self Dealing:</u> The members of the Jeep Posse and families have been major recipients of the funds or benefits of the organization. A majority of the scholarships they have given out are to Posse members families; it says so on the application. Additionally, the scholarship application states it is for Storey County students yet 2 nephews of former commissioner Hess received scholarships and were not going to school in Storey county at the time. Per the audit, they continue to receive money after graduation.</p> <p>Violation of NRS 82 , Jeep Posse Articles of Incorporation and Storey County Ethics policy.</p>	<p>-Jeep Posse audit -Scholarship form</p>	<p>Department of Taxation</p>	<p>All self dealing needs to cease immediately</p>
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<p><u>Failure to pay taxes:</u></p> <p>The Jeep Posse has been operating as a domestic non-profit in the state of Nevada while never having had 501 c 3 status.</p> <p>The Jeep Posse has been deriving income from numerous “fundraisers” as a non-profit. Since they did not file a 501 c 3 until July 2013 they were effectively a for profit entity for years failing to collect, report or pay required taxes. Back taxes, penalties and interest will be owed.</p> <p>The Jeep Posse has been operating a bar and selling alcohol without a direct liquor license for years. At times the liquor was donated by local bars.</p>	<p>-No record of them as exempt organization in IRS database</p> <p>-No record of them filing a 990-N annual electronic notice (required after 2007) for non-profits</p> <p>-July 23, 2013 article stating that they are only now filing for 501 c 3-attached</p> <p>-recent filing for liquor license-attached minutes</p>	
<p><u>Discrimination</u></p> <p>Jeep Posse allows no regular members that are female or of color yet continue to receive funding from Storey County leadership</p>	<p>-Statements made to female citizen</p> <p>-Jeep Posse members in Storey County leadership actively discriminate as members of the Jeep Posse</p>	<p>If allowed to receive Storey County funds cease all discriminatory membership practices and begin to recruit and accept women and people of color in the general membership</p>



Storey County Board of County Commissioners Agenda Action Report

Meeting date: April 15, 2014

Estimate of time required: 5 min.

Agenda: Consent ☐ Regular agenda ☒ Public hearing required ☐

1. **Title:** Discussion and possible action on the board's order for the treasurer to hold a sale of real property held in trust because of tax delinquency and to direct that notice be done by publishing in the paper.

2. **Recommended motion:** I move to approve the order of sale and direct that notice be done by publication.

3. **Prepared by:** Dore Nevin Deputy Clerk-Treasurer & Bob Morris Outside Attorney
Department: Clerk's office **Telephone:** 847-0969

4. **Staff summary:**


Any property held in trust by any county treasurer by deed may be sold and conveyed in the manner prescribed in NRS 361.595 and in NRS 361.603 (sale to local government or system of higher education) or conveyed without sale as provided in NRS 361.604 (acquisition by Indian tribe).

If the property is to be sold, the board of county commissioners must make an order, to be entered on the record of its proceedings, directing the county treasurer to sell the property described, after giving notice of sale, for a total amount not less than the amount of the taxes, costs, penalties and interest legally chargeable against the property. (Continued on next page)


5. **Supporting materials:** Copy of the order.

6. **Fiscal impact:** The county will collect some additional property taxes if the property is sold.


7. **Legal review required:** Yes

 District Attorney

8. **Reviewed by:**

 Department Head

Department Name: Treasurer and Clerk's Office

 County Manager

Other agency review: _____

9. **Board action:**

☐ Approved
☐ Denied

☐ Approved with Modifications
☐ Continued

Agenda Item No.

Notice of the sale must specify the day, time, and place of the sale and be: Posted in at least three public places in the county, including one at the courthouse and one on the property, not less than 20 days before the day of sale, or in lieu of posting, by publication of the notice at least once a week for 4 consecutive weeks by four weekly insertions in some newspaper published within the county, the first publication being at least 22 days before the day of the sale, if the board of county commissioners directs. The request is direction to give notice by publication

Storey County Board of County Commissioners

Order directing Sale of Property

The Board of County Commissioners approves this order, to be entered on the record of its proceedings, directing the county treasurer to sell the property held in trust pursuant to NRS 361.595 and particularly described in Exhibit A, after giving notice of sale, for a total amount not less than the amount of the taxes, costs, penalties and interest legally chargeable against the property.

The Board directs that the notice of the sale specify the day, time and place of the sale and that the publication of the notice be done at least once a week for 4 consecutive weeks by four weekly insertions in some newspaper published within the county, the first publication being at least 22 days before the day of the sale.

Passed on _____, 2014.

Vote: Ayes Commissioners _____

Nays Commissioners _____

Absent Commissioners _____

Marshall McBride, Chair
Storey County Board of County Commissioners

Attest:

Vanessa Stephens
Clerk & Treasurer, Storey County

Parcels for Tax Sale 2013-2014

PARCEL	OWNER	ADDRESS & LEGAL DISCRPTION	DELINQUENT YEARS DELINQUENT TAX AMOUNT
001-135-07	Doug & Tiffany Bohnet	319 South H Street, Virginia City Portion of Lot 3 & 5 All of Lot 4, Range H, Block 180, Virginia City	2011-2014 \$2,599.53
001-261-03	Doug & Tiffany Bohnet	40 North N Street, Virginia City Lots 4-9 and Portion of N Street Range M Block 94, Virginia City	2009-2014 \$3,618.30
001-042-10	John & Patricia Steitz	750 South C Street, Virginia City Lots 1,2 Range A Block 244 Virginia City	2011-2014 \$6,982.88
001-184-01	Joel Pyatt	283 South H Street, Virginia City Lots 13,14 Range H Block 150, Virginia City	2011+-2014 \$4,122.27
001-034-09	John & Judy Ellison	308 North A Street, Virginia City East 1/2 Lot 11 Range Howard Block 23 Virginia City	2011+ -2014 \$5,746.32
002-021-06	Susan Downing	Parcel 4 Section 32 T17N R21E, Lot 43 Block O-1, Gold Hill	2011-2014 \$3,229.35
002-021-05	Susan Downing	Parcel 3 Section 32 T17N R21E, Block O-1, Gold Hill	2011-2014 \$2,706.89
005-101-20	RV Yacht LLC	1333 Venice Drive Portion Section 1 & 2 T19N R22E, Outside, Parcel Map ID 2007-43	2011+ - 2014 \$81,688.61



Storey County Board of County Commissioners Agenda Action Report

Meeting date: April 15, 2014

Estimate of time required: 10 Min

Agenda: Consent ☐ Regular agenda ☐ Public hearing required ☒

1. **Title:** A resolution removing the Jail Fund tax rate from the tax bill and placing the Jail Fund tax rate into the General Fund and making the operation and maintenance of the Storey County jail a sub-component of the Storey County Sheriff's Department's budget and transferring the ending fund balance of the Jail Fund into the General Fund at the end of the budget year.

2. **Recommended motion** I move to approve Resolution No. 395

3. **Prepared by:** William A. Maddox

Department: District Attorney

Telephone: 847-0964

4. **Staff summary:** This resolution removes the Jail Fund tax rate from the tax bill and places the Jail Fund tax rate into the General Fund and makes the operation and maintenance of the Storey County jail a sub-component of the Storey County Sheriff's Department's budget and transfers the ending fund balance of the Jail Fund into the General Fund at the end of the budget year.


5. **Supporting materials:** Resolution No. 395

6. **Fiscal impact:** None

Funds Available: NA Fund: NA

____ Comptroller

7. **Legal review required:** Yes

 District Attorney

8. **Reviewed by:**

____ Department Head

Department Name: Commissioner's Office

____ County Manager

Other agency review: _____

9. **Board action:**

☐ Approved
☐ Denied

☐ Approved with Modifications
☐ Continued

Agenda Item No. _____

RESOLUTION NO 14-396

A RESOLUTION REMOVING THE JAIL FUND TAX RATE FROM THE TAX BILL AND PLACING THE JAIL FUND TAX RATE INTO THE GENERAL FUND AND MAKING THE OPERATION AND MAINTENANCE OF THE STOREY COUNTY JAIL A SUBCOMPONENT OF THE STOREY COUNTY SHERIFF'S DEPARTMENT'S BUDGET

BE IT HEREBY RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS, STOREY COUNTY, NEVADA

WHEREAS, the Storey County Board of County Commissioners planned and constructed the Storey County Jail located on State Route 341 from 1989 up to 1992; and

WHEREAS, the Storey County Board of County Commissioners incurred obligations in order to construct the Storey County Jail located on State Route 341; and

WHEREAS, the Storey County Board of County Commissioners caused to be placed on the tax bill a tax rate calculated to pay off the obligation incurred for the construction of the Storey County Jail located on State Route 341 and that tax rate is currently .0745 per \$100 of assessed valuation; and

WHEREAS, the obligation incurred to pay for the construction of the Storey County Jail located on State Route 341 was paid off in 2004; and

WHEREAS, since 2004, the proceeds from the Jail Fund tax rate has been used for the operation and maintenance of the Storey County Jail located on State Route 341 and it has been treated as a separate fund for purposes of the budget; and

WHEREAS, the Storey County Board of County Commissioners wants the Jail Fund tax rate of .0745 per \$100 of assessed valuation taken off of the tax bill as a separate item and the tax rate collected incorporated and included in the General Fund and the expenses incurred for the operation and maintenance of the Storey County Jail located on State Route to be included in the Storey County Sheriff's Department's budget as a subcomponent of the Storey County Sheriff's Department's budget; and

WHEREAS, the Board of County Commissioners resolves that taking the Jail Fund tax rate of .0745 per \$100 of assessed valuation off of the tax bill and including that rate in the General Fund and making the expenses of operating and maintaining the Storey County Jail located on State Route 341 a subcomponent of the Storey County Sheriff's Department's budget is desired, feasible and in the best interest of Storey County.

NOW THEREFORE, BE IT RESOLVED that the Jail Fund tax rate shall be taken off of the tax bill and included in the General Fund tax rate on the tax bill and the expenses of operating and maintaining the Storey County Jail located on State Route 341 will be made a subcomponent of the Storey County Sheriff's Department's budget.

BE IT FURTHER RESOLVED, that this resolution shall be effective on the 1st day of July 2014.

PROPOSED AND ADOPTED this 15th day of April 2014.

THOSE VOTING AYE _____

THOSE VOTING NAY _____



Storey County Board of County Commissioners Agenda Action Report

Meeting date: April 15, 2014

Estimate of time required: 10 Min

Agenda: Consent ☐ Regular agenda ☐ Public hearing required ☒

1. **Title:** A resolution combining the tax rate of the Storey County fire protection district-NRS 473 (Nevada Division of Forestry) with the tax rate of the Storey County fire protection district (474) and combining both rates and allocating both to the Storey County fire protection district (474) and transferring the ending fund balance of the 473 district into the 474 district budget at the end of the budget year.

2. **Recommended motion** I move to approve Resolution No. 14-396.

3. **Prepared by:** William A. Maddox

Department: District Attorney

Telephone: 847-0964

4. **Staff summary:** This is a resolution combining the tax rate of the Storey County fire protection district-NRS 473 (Nevada Division of Forestry) with the tax rate of the Storey County fire protection district (474) and combining both rates and allocating both to the Storey County fire protection district (474). The Storey County fire protection district-NRS 473 (NDF) was dissolved (continued on next page)

5. **Supporting materials:** Resolution No. 14-396


6. **Fiscal impact:** None

Funds Available: NA

Fund: NA

____ Comptroller

7. **Legal review required:** Yes

 District Attorney

8. **Reviewed by:**

____ Department Head

Department Name: Commissioner's Office

____ County Manager

Other agency review: _____

9. **Board action:**

☐ Approved
☐ Denied

☐ Approved with Modifications
☐ Continued

Agenda Item No. _____

Staff Summary Continued

in June 2013 and the area covered by that district was annexed by the Storey County fire protection district (474). This resolution takes the tax rate of the 473 district and allocates it to the 474 district and the 474 district gets both tax rates combined and transferring the ending fund balance of the 473 district into the 474 district budget at the end of the budget year.

RESOLUTION NO 14-396

A RESOLUTION COMBINING THE TAX RATE OF THE STOREY COUNTY FIRE PROTECTION DISTRICT-NRS 473 (NEVADA DIVISION OF FORESTRY) WITH THE TAX RATE OF THE STOREY COUNTY FIRE PROTECTION DISTRICT (474) AND COMBINING BOTH RATES AND ALLOCATING BOTH TO THE STOREY COUNTY FIRE PROTECTION DISTRICT (474) AND TRANSFERRING ENDING FUND BALANCE IN 473 DISTRICT FUND TO 474 DISTRICT FUND

BE IT HEREBY RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS, STOREY COUNTY, NEVADA

WHEREAS, the Storey County Board of County Commission dissolved the Storey County Fire Protection District (473-NDF) on June 18, 2013; and

WHEREAS, the Storey County Fire Protection District (473-NDF) was annexed by the Storey County Fire Protection District (474); and

WHEREAS, the tax rate collected for the support of the Storey County Fire Protection District (473-NDF) is .11 per \$100 assessed valuation and the tax rate collected for the Storey County Fire Protection District (474) is .4346 per \$100 assessed valuation.

WHEREAS, because the Storey County Fire Protection District (474) has annexed the Storey County Fire Protection District (473-NDF), it should receive the combined tax rate collected for the Storey County Fire Protection District (473-NDF) and the Storey County Fire Protection District (474); and

WHEREAS, the Storey County Fire Protection District (473-NDF) will have an ending fund balance at the end of the budget year which should be transferred to the Storey County Fire Protection District (474).

WHEREAS, the Board of County Commissioners resolves that the Storey County Fire Protection District (474) receiving the combined tax rates collected for the Storey County Fire Protection District (473-NDF) and the Storey County Fire Protection District (474) and transferring the ending fund balance of the 473 district to the 474 district fund is desired, feasible and in the best interest of Storey County.

NOW THEREFORE, BE IT RESOLVED that the Storey County Fire Protection District (474) shall receive the tax rate collected for the Storey County NRS 473 (NDF) Fire Protection District and both rates collected for the Storey County Fire Protection District (473-NDF) and the Storey County Fire Protection District (474) shall be combined and allocated to the Storey County Fire Protection District (474). The combined tax rate is .5446 per \$100 of assessed valuation and all of the combined rate shall be allocated to the Storey County Fire Protection District (474) and the ending fund balance of the Storey County Fire Protection District (473-NDF) shall be transferred to the Storey County Fire Protection District (474) at the end of the budget year.

BE IT FURTHER RESOLVED, that this resolution shall be effective on the 1st day of July 2014.

PROPOSED AND ADOPTED this 15th day of April 2014.

THOSE VOTING AYE

THOSE VOTING NAY



Storey County Board of County Commissioners Agenda Action Report

Meeting date: April 15, 2014

Estimate of time required: 10 Min

Agenda: Consent ☐ Regular agenda ☐ Public hearing required ☒

1. **Title:** Discussion and possible action to approve the first reading of Ordinance No. 14-256 changing the name of the 474 fire protection district, amending the description of the boundaries of the 474 fire district to include all of Storey County, and deleting Chapter 2.57 of the Storey County Code to reflect the dissolution of the 473 fire protection district

2. **Recommended motion** I move to approve the first reading of Ordinance No. 14-256.

3. **Prepared by:** William A. Maddox

Department: District Attorney

Telephone: 847-0964

4. **Staff summary:** This is an Ordinance changing the name of the 474 fire protection district, amending the description of the boundaries of the 474 fire district to include all of Storey County, and deleting Chapter 2.57 of the Storey County Code to reflect the dissolution of the 473 fire protection district

5. **Supporting materials:** Ordinance No. 14-256


6. **Fiscal impact:** None

Funds Available: NA

Fund: NA

____ Comptroller

7. **Legal review required:** Yes

 District Attorney

8. **Reviewed by:**

____ Department Head

Department Name: Commissioner's Office

 County Manager

Other agency review: _____

9. **Board action:**

☐ Approved
☐ Denied

☐ Approved with Modifications
☐ Continued

Agenda Item No. _____

Ordinance No. 14-256

Summary

An ordinance changing the name of the 474 fire protection district, amending the description of the boundaries of the 474 fire district to include all of Storey County, and deleting Chapter 2.57 of the Storey County Code to reflect the dissolution of the 473 fire protection district

Title

An ordinance changing the name of the 474 fire protection district, amending the description of the boundaries of the 474 fire district to include all of Storey County, and deleting Chapter 2.57 of the Storey County Code to reflect the dissolution of the 473 fire protection district and providing for other properly related matters.

The Board of County Commissioners of the County of Storey, State of Nevada, does ordain:

SECTION I: Chapter 2.56 is amended as follows:

Chapter 2.56

STOREY COUNTY FIRE ~~DEPARTMENT~~ *PROTECTION DISTRICT* (474)

Sections:

- 2.56.010 Organization, name of district.
- 2.56.020 Boundaries of district.
- 2.56.030 Contracts between county and district.
- 2.56.040 Creation of the board of fire commissioners.
- 2.56.050 Board of fire commissioners-Powers.
- 2.56.060 Mission of fire department.
- 2.56.070 ~~Effective date.~~

2.56.010 Organization, name of district.

Pursuant to the authority contained in NRS 474.460 in order to provide for the prevention and extinguishment of fires there is created and organized in Storey County, Nevada, a fire protection district, the boundaries of which are described in Section 2.56.020 of this chapter, which is named and shall be known as the Storey County Fire ~~department~~ *Protection District (district)*.

A. The district:

1. *Is a political subdivision of the State of Nevada.*
 2. *Has perpetual existence unless dissolved as provided in NRS.*
- B. The district may:*
1. *Sue and be sued, and be a party to suits, actions and proceedings;*
 2. *Arbitrate claims.*
 3. *Contract and be contracted with.*
- (Ord. 192 (part), 2004)

2.56.020 Boundaries of district.

The boundaries of the Storey County fire department shall be contiguous. Below is the legal description of the boundaries with description:

- A. ~~— Paved areas of State Route 341 from Washoe/Storey County line to Lyon/Storey line;~~
- B. ~~— Paved areas of State Route 342 (Truck Route) from the Storey County line to the Lyon County/Storey County line;~~
- C. ~~— Paved areas of Six Mile Canyon from Virginia City to Lyon County/Storey County line;~~
- D. ~~— Centerline of State Route 45 beginning at State Route 341 on the South Boundary and continuing to the Truckee River (Washoe County/Storey County line) on the North Boundary;~~
- E. ~~— Township 19, Range 21 East, Section 11, along the Storey/Washoe County line extending to Section 01 of the same Township and Range;~~
- F. ~~— Centerline from Intersection of Lockwood Road and Canyon Way to TRW Way and ending at TRW properties in Township 18 North, Range 22 East, North Section of 06;~~
- G. ~~— Virginia City Township commencing at the SW Corner of the NW 1/4 of the NW 1/4 of Sec. 32, R 21 E, T 17 N. Thence North 1 1/2 miles more or less to the NW corner of the SW 1/4 of the SW 1/4 of Sec. 20, R 21 E, T 17 N, along the Sec. line between Sec. 31 and 32, 29 and 30, 19 and Thence East 1 1/4 miles more or less to the NE Corner of the SW 1/4 of the SW 1/4 of Sec. 21, R 21 E, T 17 N. Thence West 1/4 mile more or less to the SW Corner of the SW 1/4 of the SW 1/4 of Sec. 28, also the Sec. corners of Sec. 28, 29, 32 and 33, R 21 E, T 17 N. Thence South 1/4 mile more or less to the SE Corner of the NE 1/4 of the NE 1/4 of Sec. 32, being along the Sec. line between Sec. 32 and 33, R 21 E, T 17 N. Thence 1 mile more or less West along the Northerly line of the Gold Hill T to the point of beginning, M.D.B. & M. The total area being 1.813 square miles more or less. As submitted by Wallace C. Corey, Storey County Building Inspector on October 15, 1980 (Book 025 Page 412);~~
- H. ~~— Gold Hill Township commencing at the NE Corner of the SE 1/4 of the NE 1/4 of Sec. 31, R 21 E, T 17 N, being also the SW Corner of the Virginia~~

City T. Thence West 1/2 mile more or less to the NW Corner of the SW 1/4 of the NE 1/4 of Sec. 31, R 21 E, T 17 N. Thence South 2 miles more or less to the SW Corner of the NW 1/4 of the NE 1/4 of Sec. 7, R 21 E, T 16 N. Thence East 1 Mile more or less to the SE Corner of the NE 1/4 of the NW 1/4 of Sec. 8, R 21 E, T 16 N. Thence North 1 1/4 miles more or less of the NE Corner of the NE 1/4 of the NW 1/4 of Sec. 5, R 21 E, T 16 N. Thence East 1/2 mile more or less along the Sec. line between Sec. 32 and 5 to the SE Corner of the SE 1/4 of the SE 1/4 of Sec. 32, also being the Sec. Corner between Sec. 32 and 33, 4 and 5, R 21 E, T 17 Thence North 3/4 miles more or less along the Sec. line between Sec. 32 and 33 to the NE Corner of the SE 1/4 of the NE 1/4 of Sec. 32, R 21 E, T 17 N. Thence along the Southerly line of the Virginia City T 1 1/2 miles more or less West to the point of beginning, M. D.B. & M. The total area being 2.375 square miles more or less as recorded on October 15, 1980 by Wallace C. Corey, Storey County Building Inspector, Book 025, Page 411;

I. — Mark Twain Estates Unit Number One (1). SE 1/4, NW 1/4, W 1/2, SE 1/4, Sec. 30, SW 1/4, NE 1/4, W 1/2, SE 1/4, Sec. 30, T 17 N, R 22 E, MEB & M Recorded May 6, 1968;

J. — Mark Twain Estates Unit Number Three (3). E 1/2, Sec. 30, T 17 N, R 22 E, M.D.B. & M. Recorded June 2, 1969, File No. 32592;

K. — Mark Twain Estates Unit Number Five (5). In a portion of the NE 1/4, Sec. 30, T 17 N, R 22 E, M.D.B. & M, Recorded August 23, 1970, File No. 32593;

L. — Mark Twain Estates Unit Number Seven (7). In the S 1/2, Sec. 20, T 17 N, R 22 E, M.D.B. & M Recorded August 7, 1971, File No. 34560;

M. — Improved parcels with structures within the Virginia City Highlands Subdivision (1-Acre), Highland Ranches Subdivision (10-Acres) and Virginia Ranches Subdivision (40-Acres). Legal description to include portions of Sec. 30, 29, 28, W half of Sec. 27, Sec. 31, 32, 33 and West half of Sec. 34, T 18 N, R 21 E. Sec. 06, 05, 04, 03 and West half of 02, NE 1/4 of Sec. 07, Sec. 08, 09 and West Half of Sec. 10, East 1/4 of Sec. 17, Sec. 16 and West 1/4 of Sec. 15 of T 17 N, R 21 E;

N. — TRW properties inclusive of North 1/2 of Sec. 06, T 18 N, R 22 E;

O. — Waste management and RMC properties located in Sec. 22, 23, 26 and 27, T 19 N, R 21 E;

P. — Meneze Brothers, Rainbow Bend Subdivision, Hillside Elementary School, Lockwood Community Corporation Subdivision, Chisholm properties, Peri properties, Old Bridge Ranch, Lockwood Landing and all other improved property located within Sec. 17, 16, portions of 15, 10, portions of 11, T 19 N, R 21 E;

Q. — ~~McCarran Ranch portions which are built upon including North 1/2, Sec. 1, T 19 N, R 21 E. Thence portions or the North 1/2, Sec. 06, NW 1/4 Sec. 05, Sec. 31, T 20 North, R 22 East;~~

R. — ~~Tahoe Reno Industrial Park inclusive of improved property including portions of Sec. 32, 33, 34, 35, 36, T20 N, R 22 E. Thence Sec. 01, 02, 03, 10, 11, 12, 13, 14, 15, T 19 N, R 22 E; and~~

S. — ~~Improved property referred to as Derby Dam and Painted Rock. Inclusive of portions within Sec. 24, T 20 N, R 22 E. Further inclusive of portions within Sec. 19, 20, 21, 22, North 1/2 Sec. 23, Sec. 14 and Sec. 13 of T 20 N, R 23 E. Also portions within Sec. 18, NW 1/4 of Sec. 17, Sec. 08 and 09, T 20 North, R 24 East. Boundaries shall be from the canal on the South to the Truckee River on the North.~~ *protection district are all of Storey County more particularly described in NRS 243.335. (Ord. 192 (part), 2004)*

2.56.030 Contracts between county and district.

~~Pursuant to the provisions of NRS 474.480, the board of county commissioners of Storey County, Nevada, authorizes the execution of contracts between Storey County and the Storey County fire department for the prevention and control of fires and concerning the exercise of the power provided in NRS 474.470.~~

2.56.040 Creation of the board of fire commissioners.

~~Pursuant to NRS 474.460, the board of county commissioners is shall be the governing body of the Storey County fire department protection district and is shall be known as the board of fire commissioners.~~

A. ~~The chairman of the board of county commissioners is shall be ex officio be chairman of the Storey County fire department protection district.~~

B. ~~The county clerk is the shall ex officio be clerk of Storey County fire department protection district.~~

C. ~~The county treasurer is shall be the ex officio treasurer of the Storey County fire department protection district. (Ord. 192 (part), 2004)~~

2.56.050 Board of fire commissioners-Powers.

~~The board of fire commissioners must shall:~~

A. ~~Manage and cConduct the business and affairs of districts organized pursuant to the provisions of NRS 474.460 through 474.540. The board of fire commissioners must prepare an annual budget for the district in accordance with the provisions of NRS 354.470 to 354.626.~~

B. ~~Promulgate~~ *Adopt* and enforce all regulations necessary for the administration and government of the districts and ~~for the furnishing of fire protection~~ *regulations relating to emergency medical services and fire prevention.*

C. Organize, regulate, establish and disband fire companies, departments or volunteer fire departments for the districts.

D. Provide for the payment of salaries to the personnel of such fire companies or fire departments.

E. Provide for payment from the proper funds of all the debts and just claims against the districts.

F. Employ agents and employees for the districts sufficient to maintain and operate the property acquired for the purposes of the districts.

G. Acquire real or personal property necessary for the purposes of the districts and dispose of the same when no longer needed.

H. Construct any necessary structures.

I. Acquire, hold and possess, either by donation or purchase, any land or other property necessary for the purpose of the districts.

J. Eliminate and remove fire hazards from the districts wherever practicable and possible, whether on private or public premises, and to that end the board of fire commissioners may clear the public highways and private lands of dry grass, stubble, brush, rubbish or other inflammable material in its judgment constituting a fire hazard.

K. Perform all other acts necessary, proper and convenient to accomplish the purposes of NRS 474.460 to 474.540 inclusive. (Ord. 192 (part), 2004)

2.56.060 Mission of fire department protection district.

The ~~county district~~ fire chief ~~has the~~ shall have responsibility for the Storey County fire ~~department protection district~~ (NRS 474) in providing ambulance service, structural fire response, vehicle fire response, hazardous materials response, initial attack wild land fire response, technical rescue response as directed by the board of fire commissioners, commercial business inspections, issuing burning permits in full cooperation with the fire district, adopting fire codes, mass casualty incidents, weapons of mass destruction incidents and other "all risk" responses as directed by the board of fire commissioners. *The district fire chief must* ~~He/she shall~~ cooperate with all other existing fire protection agencies and with the state forester fire warden and shall perform such other duties as may be assigned by the board of fire commissioners. (Ord. 192 (part), 2004)

~~2.56.070 Effective date.~~

~~The ordinance codified in this chapter shall be in full force and effect from and after its passage, approval and publication as prescribed by NRS 244.100.~~

SECTION II: Chapter 2.57 is deleted entirely as follows:

~~Chapter 2.57~~

~~STOREY COUNTY FIRE PROTECTION DISTRICT (473)~~

Sections:

- ~~—— 2.57.010 — Organization, name of district.~~
- ~~—— 2.57.020 — Boundaries of district.~~
- ~~—— 2.57.030 — Contracts between county and district.~~
- ~~—— 2.57.040 — Creation of the board of fire commissioners.~~
- ~~—— 2.57.050 — Board of fire commissioners Powers.~~
- ~~—— 2.57.060 — Mission of fire district.~~
- ~~—— 2.57.070 — Effective date.~~

~~2.57.010 Organization, name of district.~~

~~—— Pursuant to the authority contained in NRS 473.030 in order to provide for the prevention and extinguishment of wild land fires in watershed areas or lands having an inflammable cover is created and organized in Storey County, Nevada, a fire protection district, the boundaries of which are described in Section 2.57.020 of this chapter, which is named and shall be known as the Storey County fire protection district.~~

~~2.57.020 Boundaries of district.~~

~~—— That all lands as described in NRS 243.335 shall be the responsibility of the NRS 473 fire district, excluding clearly identified areas of the 474 fire district, and are described as follows:~~

~~Beginning at the northwestern corner of Lyon County, and running thence in an easterly direction along the northern boundary of Lyon County to the northeastern corner thereof; thence north, in a straight line, to the road leading from the lower crossing of the Truckee River to the Sink of the Humboldt; thence westerly, along the road to the Truckee River; thence up the middle of the Truckee River to the~~

Eastern line of Washoe County; thence southerly along the line to the place of beginning.

~~Those areas as identified within the 474 fire district shall be excluded and specifically identified under their boundaries as described in County Ordinance 2.56.~~

2.57.030 Contracts between county and district.

~~Pursuant to the provisions of NRS 473.034, the board of county commissioners of Storey County, Nevada, authorizes the execution of contracts between Storey County and the Storey County fire protection district for the prevention and control of wild land fires and authorizes the state forester fire warden to establish regulations for the organization of the area included within the district to meet the terms and requirements for federal aid.~~

2.57.040 Creation of the board of fire commissioners.

~~Pursuant to NRS 473.040, the board of county commissioners shall be the governing body of the Storey County fire protection district and shall be known as the board of fire commissioners.~~

~~A. The chairman of the board of county commissioners shall be the ex officio chairman of the Storey County fire protection district.~~

~~B. The county clerk shall be ex officio clerk of Storey County fire district.~~

~~C. The county treasurer shall ex officio be treasurer of the Storey County fire district.~~

2.57.050 Board of fire commissioners Powers.

~~The board of fire commissioners shall:~~

~~A. Conduct the business and affairs of districts organized pursuant to the provisions of NRS 473.030;~~

~~B. Promulgate and enforce all regulations necessary for the administration and government of the districts and for the furnishing of fire protection;~~

~~C. Organize, regulate, establish and disband fire companies, departments or volunteer fire departments for the districts;~~

~~D. Provide for the payment of salaries to the personnel of such fire companies or fire departments;~~

~~E. Provide for payment from the proper funds of all the debts and just claims against the districts;~~

~~F. Employ agents and employees for the districts sufficient to maintain and operate the property acquired for the purposes of the districts;~~

~~—— G. — Acquire real or personal property necessary for the purposes of the districts and dispose of the same when no longer needed;~~

~~—— H. — Construct any necessary structures;~~

~~—— I. — Acquire, hold and possess, either by donation or purchase, any land or other property necessary for the purpose of the districts;~~

~~—— J. — Eliminate and remove fire hazards from the districts wherever practicable and possible, whether on private or public premises, and to that end the board of fire commissioners may clear the public highways and private lands of dry grass, stubble, brush, rubbish or other inflammable material in its judgment constituting a fire hazard;~~

~~—— K. — Perform all other acts necessary, proper and convenient to accomplish the purposes of NRS 473 inclusive.~~

~~2.57.060 Mission of fire district.~~

~~—— The state forester fire warden shall have responsibility for the Storey County fire protection district (NRS 473) and shall provide responses to wild land fires. He/she shall cooperate with all other existing fire protection agencies and with the county fire chief and shall perform such other duties as may be assigned by the fire board which shall be consistent with and within his/her express powers and duties as defined in NRS 472, 473 or by the express provision of any written and duly approved agreement between the state forester and Storey County fire board (board of county commissioners).~~

~~2.57.070 Effective date.~~

~~—— The ordinance codified in this chapter shall be in full force and effect from and after its passage, approval and publication as prescribed by NRS 244.100.~~

Proposed on _____, 2014.

by Commissioner _____

Passed on _____, 2014.

Vote: Ayes: Commissioners _____

Nays: Commissioners _____

Absent: Commissioners _____

Marshall McBride, Chair
Storey County
Board of County Commissioners

Attest:

Vanessa Stephens
Clerk & Treasurer, Storey County

This ordinance will become effective on _____, 2014.