



STOREY COUNTY BOARD OF COUNTY COMMISSIONERS MEETING

TUESDAY, DECEMBER 15, 2015 10:00 A.M.

DISTRICT COURTROOM
26 SOUTH B STREET, VIRGINIA CITY, NEVADA

AGENDA

MARSHALL MCBRIDE
CHAIRMAN

ANNE LANGER
DISTRICT ATTORNEY

LANCE GILMAN
VICE-CHAIRMAN

JACK MCGUFFEY
COMMISSIONER

VANESSA STEPHENS
CLERK-TREASURER

Members of the Board of County Commissioners also serve as the Board of Fire Commissioners for the Storey County Fire Protection District, Storey County Brothel License Board, Storey County Water and Sewer System Board and the Storey County Liquor and Gaming Board and during this meeting may convene as any of those boards as indicated on this or a separately posted agenda.

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 December 15, 2015
4. DISCUSSION/POSSIBLE ACTION: Approval of Minutes for November 3, 2015

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 Payroll Checks date 11/30/15 for \$72,815.44 and \$119,824.91, and date 12/04/15 for \$363,884.97. Accounts Payable Checks date 11/25/15 for \$154,138.64 and \$1,008.77 and \$2,756.35.

6. For possible action approval of Treasurer Report for November 2015.
7. For possible action approval to update the Storey County Administrative Policies and Procedures including: Policies 401 Position Classification Plan, 402 Reclassification, 602 Annual Leave, and 603 Sick Leave.
8. For possible action approval of Liquor Licensing Board First Reading:
 - a. Tina Perkins - The Delta Saloon, 18 S C St., Virginia City, NV (Liquor)
9. For possible action approval of Licensing Board First Reading:
 - a. Wells Fargo Bank NA/Security Response Center; 1 S C St., Virginia City, NV (Alarm)
10. For possible action approval of Business Licenses First Readings:
 - A. SMEE'S ALASKAN FISH BAR - General / 4650 Aberfeldy Rd ~ Reno (food truck)
 - B. VECOPLAN, LLC - Contractor / 5708 Uwhurrie Rd ~ Archdale, NC (equipment contractor)
 - C. CIC PITTSBURGH, LLC - Contractor / 2857 Banksville Rd ~ Pittsburgh, PA (contractor)
 - D. HIRANO TECSEED CO., LTD - Contractor / Nara, Japan (Panasonic Contractor)
 - E. HEWLETT-PACKARD JAPAN, LTD., -- Contractor / Osaka, Japan (Panasonic Contractor)
 - F. TECHNO SMART CORP. -- Contractor / Osaka, Japan (Panasonic Contractor)
 - G. SOFTWARE CONTROL CORP. -- Contractor / Osaka, Japan (Panasonic Contractor)
 - H. KACOMS CO., LTD - Contractor / Osaka, Japan (Panasonic Contractor)
 - I. SIERRA SHADING SOLUTIONS, INC. - Contractor / 715 Gregory Way ~ Sparks (contractor)
 - J. RED WING BRANDS OF AMERICA, INC. - General / 314 Main ~ Red Wing, MN (supplier)
 - K. WATER TREATMENT, INC. - Contractor / 405 S 18th St ~ Sparks (water filtration)
 - L. K2 ENGINEERING & STRUCT DESIGN, LLC - Professional / 3100 Mill ~ Reno (engineering)
 - M. AMCB, LLC dba Rubbish Runners - General / 1085 Telegraph ~ Reno (trash hauling)
 - N. PAPE' MATERIAL HANDLING dba Pape' Rents - Contractor / 25 Vista Blvd. ~ Sparks (equipment)
 - O. YOKOGAWA CORP OF AMERICA - Contractor / 2 Dart Road ~ Newnan, GA (process control)
 - P. COMSTOCK FOUNDATION FOR HISTORY AND CULTURE -- Nonprofit (HB) / 1669 Main Street ~ Gold Hill
 - Q. OLD RED GARTER, LLC -- General / 80 South C Street (Change of Ownership Only) VC

END OF CONSENT AGENDA

11. **DISCUSSION ONLY (No Action - No Public Comment):** Committee/Staff
12. **BOARD COMMENT (No Action - No Public Comment)**
13. **DISCUSSION /POSSIBLE ACTION:** Consideration and Possible Action to enter into contract with Tax Management Associates, Inc. (TMA) Pursuant to the contract TMA will provide audit services on behalf of the Storey County Assessor's Office to verify the accuracy of business taxpayer's listing of personal property for ad valorem taxation.
14. **DISCUSSION/POSSIBLE ACTION:** Approval of transfer of appropriations pursuant to NRS 354.598005
15. **DISCUSSION/ POSSIBLE ACTION:** Approval of Liquor License Second Reading:

- A. Palace Restaurant & Saloon, S 54 C St, Virginia City, NV – Robert and Nicole Wilkinson (requesting to add off-sale to the existing liquor license)
- B. Gold Hill Hotel, 1540 S Main St., Gold Hill, NV – Robert and Nicole Wilkinson (requesting to add off-sale to the existing liquor license)

COMMUNITY DEVELOPMENT AND PLANNING

16. DISCUSSION/POSSIBLE ACTION: Approve second reading of Ordinance 15-270, an ordinance extending interim development regulations affecting Title 16 and 17 of the Storey County Code by extending through June 30, 2016 Title 16A establishing minimum interim requirements for subdivision map approvals and Title 17A by limiting master plan amendments for approvals of planned unit developments during the master plan approval process, and providing for other properly related matters. The moratorium on subdivisions and planned unit developments will be in effect until the comprehensive update to the Storey County Master Plan is adopted, or July 1, 2016, whichever comes first.

17. FOR POSSIBLE ACTION, LICENSING BOARD SECOND READINGS:

- A. VFI KR SPE I, LLC – General / 7303 SE Lake Road ~ Portland, OR (leasing company)
- B. CODFATHER, LLC – General / 16180 Tanea Drive ~ Reno (food truck) TRI
- C. NEVADA HEALTH CENTERS – Nonprofit / 175 East Carson VC
- D. FIGHTING IRISH SERVICES, LLC dba Clearpay Processing NV – 839 Lafond Avenue ~ Dayton (home-based credit card processing services)
- E. AROK, INC – Contractor / 2819 West Grovers ~ Phoenix, AZ (Contractor)
- F. OPTIV SECURITY, INC. – Contractor / 6130 Sprint Parkway ~ Overland Park, KS (Internet Security Svcs)
- G. ALLIED CRANE, INC. – Contractor / 855 North Parkside Drive ~ Pittsburg, CA (Crane services)
- H. DAS GROUP PROFESSIONAL, INC. – Contractor / 1330 N Broadway ~ Walnut Creek, CA (wifi provider)
- I. HELIX ELECTRIC, INC. – Contractor / 6795 Flanders Drive ~ San Diego, CA (electrical contractor)
- J. CLARKSON INDUST CONTRACTORS – Contractor / 256 Broadcast Dr ~ Spartanburg, SC (industrial containers)
- K. KATOAKA-SS AMERICA CORP – Contractor / 21255 Hawthorne Blvd ~ Terrance, CA 90503 (equipment installation and maintenance—using “other” contractor’s license tbd)
- L. H&T NEVADA, LLC – General / Electric Avenue (manufacturing battery components) TES
- M. MACKAY MANSION MUSEUM – General / 291 South D Street (new owner) VC
- N. RICK’S AEC REPROGRAPHICS, INC. – General / 488 Kietzke Lane ~ Reno (copy/scanning)
- O. TITAN CONSTRUCTION SUPPLY, INC. – General / 250 Edison Way ~ Reno (construction supply)
- P. AMERICAN FIREPROOFING, INC. – Contractor / 9900 Georgia St ~ Crown Pt, IN (fireproofing cont.)
- Q. ON ELECTRIC GROUP dba Integrated Systems Group – Contractor / 1709 SE 3rd Ave ~ Portland, OR (electrical contractor)
- R. LLOYD W AUBRY CO., INC. – Contractor / 2148 Dunn Road ~ Hayward, CA (electrical contractor)
- S. WILSON TREE WORKS – Contractor / 425 Channel Drive ~ Dayton (arborist)
- T. FASTENAL COMPANY – Contractor / 1117 Gator Way ~ Sparks (industrial fasteners/supplies)
- U. HILTI, INC. – Contractor / 5400 S 122nd East Ave ~ Tulsa, OK (construction tools)
- V. DURA-STONE, INC. – Contractor / 750 Freeport Blvd ~ Sparks (coatings and sealants)
- W. ADVANCED TECHNOLOGY GROUP, INC. – 455 SE 2nd Avenue ~ Hillsboro, OR (drywall cont)
- X. XL CONCRETE MASONRY, LLC – Contractor / 4460 Riviera Ridge ~ Las Vegas (masonry contractor)

Y. MCDONALD CARANO WILSON, LLP – Professional / 100 West Liberty ~ Reno (law firm)
Z. SAI ELECTRICAL CONTRACTORS – Contractor / 580 Murray Road ~ Dothan, AL (elect cont)
AA. FAST WRAP RENO ONE – Contractor / 1000 Cottonwood Road ~ Reno (shrink wrap protection)
BB. ROSEN MATERIALS, LLC – Contractor / 1371 Sawgrass Corporate Pkwy ~ Reno (materials)
CC. TEMP-AIR, INC. – Contractor / 3700 West Preserve ~ Burnsville, MN (hvac contractor)
DD. BOSSARD NORTH AMERICA – Contractor / 6521 Production Dr ~ Cedar Falls, IA (installer)
EE. LR SELL SERVICES – Contractor / 9845 Palmetto Dr ~ Stagecoach (manufactured home setters)
FF. JR AUTOMATION TECHNOLOGIES, LLC – Contractor / 13365 Tyler St ~ Holland, MI (mfg)
GG. MURATA MACHINERY USA, INC. – Contractor / 2120 Queen City ~ Charlotte, NC (handling sys)
HH. BEU-MATH ENGINEERING, INC. – Contractor / 3201 W Harrison ~ Phoenix (pollution control)
II. MODERN MINING SOLUTIONS, LLC – General / 1280 Alexandria Court TRI
JJ. BI NUTRACEUTICALS, INC. – General / 625 Waltham Way #101 (milling botanicals) TRI
KK. RICH DOSS, INC. – General / 201 Wild Horse Canyon Drive (transportation) MCC

18. PUBLIC COMMENT (No Action)

19. 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.

Storey County is an equal opportunity provider and employer.

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 December 8, 2015; Virginia City Post Office at 132 S C St, Virginia City, NV, the Storey County Courthouse located at 26 S B St, Virginia City, NV, the Virginia City Fire Department located at 145 N C St, Virginia City, NV, the Virginia City Highlands Fire Department located a 2610 Cartwright Rd, VC Highlands, NV and Lockwood Fire Department located at 431 Canyon Way, Lockwood, NV.

By Vanessa Stephens
Vanessa Stephens Clerk-Treasurer



Storey County Board of County Commissioners Agenda Action Report

Meeting date: December 15, 2015

Estimate of time required: 5 min.

Agenda: Consent ☐ Regular agenda ☒ Public hearing required ☐

1. Title: Approval of minutes for November 3, 2015

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

3. Prepared by: Vanessa Stephens

Department: Clerk & Treasurer

Telephone: 775 847-0969

4. Staff summary: Minutes are attached.

5. Supporting materials: Attached.

6. Fiscal impact: N/A

Funds Available:

Fund:

____ Comptroller

7. Legal review required: N/A

____ District Attorney

8. Reviewed by:

VS Department Head

Department Name: Clerk & Treasurer

[Signature] County Manager

Other agency review: _____

9. Board action:

☐ Approved
☐ Denied

☐ Approved with Modifications
☐ Continued

Agenda Item No. 4



STOREY COUNTY BOARD OF COUNTY COMMISSIONERS MEETING

TUESDAY, NOVEMBER 3, 2015 10:00 A.M.

DISTRICT COURTROOM
26 SOUTH B STREET, VIRGINIA CITY, NEVADA

MINUTES

MARSHALL MCBRIDE
CHAIRMAN

ANNE LANGER
DISTRICT ATTORNEY

LANCE GILMAN
VICE-CHAIRMAN

JACK MCGUFFEY
COMMISSIONER

VANESSA STEPHENS
CLERK-TREASURER

Roll Call: Chairman McBride, Vice-Chairman Gilman, Commissioner McGuffey, County Manager Pat Whitten, District Attorney Anne Langer, Clerk & Treasurer Vanessa Stephens, Special Counsel Robert Morris, Administrative Officer/Planning Director Austin Osborne, Planner Jason VanHavel, Fire Chief Gary Hames, Comptroller Hugh Gallagher, Emergency Management Director Joe Curtis, Community Services Director Cherie Nevin, Chief Deputy Sheriff Melanie Kenner, Community Development Director Dean Haymore

1. CALL TO ORDER AT 10:00 A.M.

The meeting was called to order by the Chair at 10:01am

2. PLEDGE OF ALLEGIANCE

- 3. DISCUSSION/POSSIBLE ACTION:** Approval of Agenda for November 3, 2015
Planning Director Austin Osborne requested continuance of items 15 and 18 to January 19, 2016.

County Manager Whitten indicated item 18 has been continued multiple times. There is nothing wrong with it, this is the 600 acres worked into from Washoe County to Storey County. Modifications are being made to the agreements that will be advantageous to the County. This is the only reason why this item is being continued.

Outside Counsel Robert Morris advised the Board to call for Public Comment on Item 15, even though the item is being continued.

Motion: Approve the Agenda for November 3, 2015, with items 15 and 18 continued to January 19, 2016, **Action:** Approve, **Moved by:** Vice Chair Gilman, **Seconded by:** Commissioner McGuffey, **Vote:** Motion carried by unanimous vote, (**Summary:** Yes=3).

4. DISCUSSION/POSSIBLE ACTION: Approval of Minutes for October 6, 2015

In the discussion of items 17, 18, and 19, Commissioner McGuffey requested the minutes be amended to include his statement that the applicants pay a \$72 fee for each background check and it is not a burden on the County taxpayers.

Motion: Approve the Minutes for October 6, 2015, as amended, **Action:** Approve, **Moved by:** Vice Chair Gilman, **Seconded by:** Commissioner McGuffey, **Vote:** Motion carried by unanimous vote, (**Summary:** Yes=3).

CONSENT AGENDA

5. For possible action approval of Payroll Checks date 10/23/15 for \$333,085.99. Accounts Payable Checks date 10/16/15 for \$936,582.70 and \$6,490.81(except for check 83580 for \$4,500.00).
6. For possible action cancellation of the November 17, 2015 and December 15, 2015 Board of County Commissioner's Meeting.
7. For possible action approval of Assessor's petition to designate taxes on certain personal property as uncollectible.
8. For possible action approval of Business Licenses First Readings:
 - A. **RENO PROVISIONS** - General / 100 North Sierra ~ Reno (food truck)
 - B. **FLEXIBLE ASSEMBLY SYSTEMS** - Contractor / 9240 Mira Esbe Ct. ~ San Diego (tools distributor)
 - C. **US TEST & BALANCE CORP** - Contractor / 10 Corporate Park Dr ~ Hopewell Junction, NY (hvac)
 - D. **SUNRUN INSTALLATION SVC** - Contractor / 595 Market ~ San Francisco, CA (pv installer)
 - E. **LABEEG BUILDING SVCS** - General / 225 Keystone Avenue ~ Reno (janitorial service)
 - F. **XL LANDSCAPE DEVELOPMENT, LLC** - Contractor / 4460 Riviera Ridge ~ Las Vegas (landscaper)
 - G. **MODERN MINING SOLUTIONS, LLC** - General / 1280 Alexandria Court **TRI**
 - H. **SIMPSON GUMPERTZ & HEGER, INC.** - Professional / 41 Sevon St ~ Waltham, MA (eng svcs.)
 - I. **JAMES MAGGARD DESIGN CONS** - Professional / 14665 Ambric Knolls ~ Saratoga, CA (eng)
 - J. **GRAYBAR ELECTRIC CO** - Contractor / 150 East Greg Street ~ Sparks (electrical distributor)
 - K. **SHRED-IT RENO** - Contractor / 8670 Technology Way ~ Reno (document destruction contractor)
 - L. **JUGGERNAUT SERVICES, LLC dba Square 1 Solutions** - Professional / 780 Smithridge Drive ~ Reno (staffing solutions)
 - M. **DUSOUTH INDUSTRIES dba DST Controls** - Contractor / 651 Stone Road ~ Benicia, CA (IT svcs.)

END OF CONSENT AGENDA

Motion: Approve the Consent Agenda, **Action:** Approve, **Moved by:** Vice Chair Gilman, **Seconded by:** Commissioner McGuffey, **Vote:** Motion carried by unanimous vote, (**Summary:** Yes=3).

9. DISCUSSION ONLY (No Action - No Public Comment): Committee/Staff

Shaun Griffin, Community Chest:

- The Nevada Health Clinic is now open at the Community Center in Virginia City. Thank you to all who attended the open house.
- Senior outreach services will begin this Thursday in Lockwood.
- The library fundraiser will be held November 7th, 10 AM to 1PM, at Piper's Opera House. There will be an author's presentation by critically acclaimed author, Heidi Durrow, from 4 - 6 PM, with a question and answer period to follow.

Cherie Nevin, Community Services:

- The open house for the Health Clinic was great and well-attended.
- A Health Fair will be held Saturday, November 7th, 10AM to 1PM, at Piper's Opera House. Nevada Health Center will be there as well.
- Work continues on the Mark Twain income survey. 31 additional responses are needed.
- The annual spaghetti feed luncheon will be at the Virginia City Senior Center on Veteran's Day, immediately following the parade. Anyone willing to help would be appreciated.

Joe Curtis, Emergency Management:

- The hazardous materials exercise held at Ardagh in TRI, was very successful. Participants came from surrounding areas and Counties, and included the National Guard Civil Support Team. The exercise was possible through a grant received by the County.

Gary Hames, Fire Chief:

- A full week of fuel reduction work has been completed in the Highlands. The current work area is very rocky and it is slow going. Once in other areas, the production rate will go up.
- Current slushy condition will enable burning to be held in the Highlands and Mark Twain over the next week.

Austin Osborne, Administrative Officer:

- November 12 was the anticipated soft-opening date for SR 342. Due to the weather related conditions the opening will be delayed a bit. Mr. Osborne is working with CMI to get the road open by Thanksgiving, with the current soft-open date of November 17th. Everything is in place except the pavement.
- Bids on the parking lot project will be opened today. A mandatory contractors meeting was held last week. At that meeting, Mr. Osborne asked at what point can the rip-rap - the material to be used on the south and west slope - be brought up from CMI. We are working with Mike Nevin and his team to determine when access to the mine to obtain rip-rap will be available.

Hugh Gallagher, Comptroller:

- The Muckers are in the playoffs again this year. Volleyball will be in Reno on Friday with Eureka, and the boys will be traveling to Eureka for the first round in football.
- We have been trying to get an agreement or some sort of information from the V & T Rail Commission in order to provide an audit for 2011-2015. Numerous emails and phone calls have gone out to V & T Rail staff, with no results. Commissioner McGuffey sent an email and in response, Mr. Gallagher has received numerous responses and financial documentation.

Pat Whitten, County Manager:

- Residents of Virginia City and Gold Hill should expect notification that vehicles, dumpsters and other items impeding snow removal, need to be moved. The Sheriff's Office will be making out-bound contacts.
- An up-date of Federal lobbyists issues:
 1. Notification has been received from staff in Congressman Amodei's office will be in Southern Nevada next week and will be discussing the County's concerns, and will be meeting with the Postmaster General regarding the zip code issues;
 2. Work continues with retired Congressman Porter on the Storey County Land's Bill, and keeping the momentum going on all sides;
 3. With the approval of the Consent Agenda, Commission meetings will not be held on November 17 and December 15. With urgent or pressing issues, a special meeting can be called.
 4. An announcement from NDOT and the Governor's Office is anticipated soon regarding bids for construction on USA Parkway.

10. BOARD COMMENT (No Action – No Public Comment)

Commissioner McGuffey:

- Attended the Nevada Day Parade and participated in the beard contest. It was a great turnout and a fun day.

Chairman McBride:

- Attended the grand opening of the new health clinic and met the staff. They are very excited about coming to Storey County. Thanks to Shaun Griffin and staff for all that they do – there is no way the County would be able to provide these services without them taking the lead.
- Chair McBride also attended the Nevada Day Parade. It was a good time.

11. DISCUSSION ONLY: Presentation by Ed James of the Carson Water Subconservancy District (CWSD) including an overview of activities of the CWSD and impacts on the Carson River Watershed area caused by the drought. The presentation will also include various programs such as flood preparedness, regional water supply, the CWSD watershed literacy survey, flood planning and education.

Ed James of the Carson Water Subconservancy District gave a presentation with an update of activities of the CWSD. The purpose of the CWSD is to promote action across agencies within the boundaries of the watershed. To bring everyone together to focus on what is happening in the watershed. The CWSD has no regulatory authority – the main purpose is to bring everyone together to look at the big picture. If there is a program beneficial to the watershed, it is brought

back to the individual Counties, who can then react if they wish to adopt what is proposed or not. The Carson River Coalition is also part – an unique organization that came out of the 1997 flood, realizing that to deal with the issues up and down the watershed, one entity cannot do it alone.

The Coalition brings all entities together and get ideas on how to move forward in the watershed. In balancing water supplies, there are three basic demands for water sources. Whenever a planning process is done, we want to make sure that one (demand) does not adversely affect the other two.

Drought has been going on for a couple of years. Eight weather stations in California –not necessarily representing the precipitation in this area – give a good index of what has been occurring. Mr. James referred to his slide show graph indicating drought over the last few years. Compared to this year, drier years have been seen. Even though we are at 80% of precipitation, we did have some drier periods on the river.

Mr. James reviewed data recorded at the weather station at the Reno Airport. Last year there were a lot of warm periods and not many cold periods. Precipitation recorded in mid-August was about 6 inches – the average long term is 6 inches. Not an extreme difference. The snow is the kicker – where 2.7 inches were received when the average is over 20 inches. The lack of snow in the watershed is what impacted the flows on the Carson this year. A lot of precipitation, not in the form snow, has a large impact to the system.

There are 12 major water purveyors in the watershed. All were able to meet the summer demands. In the future, Carson Valley, Carson City, Churchill County, should be in good shape next year also. Lyon County was able to meet demands, and probably will for the next couple of years. In projecting out in the future, it is known that Lyon County will be one that is hurting for water. Storey County has very good water supply and there is no real issue at this point. The rains will really help to recharge the drainage area.

Every one of the groundwater areas in the watershed are over-appropriated with more water rights allocated than the premium yield of the system. We are able to handle the drought because the basins are not over-drafted.

Areas of concerns are on the fringes of all groundwater basins. Examples are Reuenstroth and Fish Springs in Douglas County. Some areas have domestic wells that have had to go deeper due to lack of water supply.

No action taken.

12. DISCUSSION/POSSIBLE ACTION: Approval of the TRI Public-Partnership for the year ended June 30, 2014.

Due to having a pecuniary interest in this property, Vice-Chairman Gilman recuses from discussion and vote on this item.

Connie Christiansen and Hugh Gallagher were present to answer any questions.

Motion: Approve the TRI Public-Partnership for the year ended June 30, 2014, **Action:** Approve,
Moved by: Commissioner McGuffey **Seconded by:** Chairman McBride, **Vote:** Motion carried by
unanimous vote, (**Summary:** Yes=2).

13. DISCUSSION/POSSIBLE ACTION: Approval of check 83580 for \$4,500.00 to Buck of Blood Saloon.

Chairman McBride abstains from discussion and vote on this item.

Vice Chairman Gilman corrected "Buck" to read "Bucket" in the heading of this item.

Motion: Approve of check 83580 for \$4,500.00 payable to Bucket of Blood Saloon, **Action:** Approve,
Moved by: Vice Chair Gilman, **Seconded by:** Commissioner McGuffey, **Vote:** Motion carried by
unanimous vote, (**Summary:** Yes=2).

14. DISCUSSION ONLY: Workshop on nuisances and the appropriate procedures to deal with nuisance's and discussion on a proposed ordinance No. 15-267 amending Storey County Code Title 8, Health and Safety by adding chapter 8.01 Nuisances, providing a uniform process for abating all the different nuisance complaints in the code. The existing nuisance procedures in other parts of the Code in title 6, 8, 13, 15 and 17 are amended to be consistent with the new chapter.

Outside Counsel Robert Morris presented this item.

Mr. Morris: Going back to the first question, whether a written complaint is necessary to start the process. Currently the Code, on page 3 - 8.031, Notice of Nuisance, reads: "When the County's authorized inspector receives a complaint about the existence of a condition which is declared to be a public nuisance by any provision of this Code on property within the County, the authorized inspector must personally deliver to the property owner, or send to the owner of the property at the mailing address provided by the owner and the real property records of the County, a notice of the existence of the condition along with the order to abate the nuisance." It goes on to describe what it is.

The current part of the code reads, "when the County's authorized inspector receives a complaint" "written complaint" can be inserted, or "a complaint by somebody that's affected by the nuisance", or it can be left the way it is. It is suggested that an anonymous complaint does not work very well. It's good to have a person sign the complaint - whether or not it needs to be written is something the Board can decide. It would be preferable that a complaint be filled out and turned in to make sure someone is not just complaining, but complaining about an actual nuisance.

Chair McBride: If a nuisance officer receives a complaint, verbal or otherwise, upon inspection of the property the officer would be able to deem whether it's a nuisance or not. What difference does it make if it is written or not.

Mr. Morris: If someone says the County's authorized inspector just went out on his own to bother this person and the complainant is not there to back up what they're doing, this puts the County in an awkward position.

Vice Chair: Could the written complaint come from an inspector review of the over-all community for complaints?

Mr. Morris: That is a facet of this decision. It's listed as the second question - should County personnel be able to initiate an inspection based on their observation. From experience, the Douglas County Board said no to having County personnel go looking for nuisances unless it's clearly an emergency.

Mr. Whitten: That has been this County's practice. Also, to be reactive to community concerns as opposed to being heavy-handed. Some level of formality is needed, written or not, because investigating complaints is time consuming when working complaints to satisfaction. It takes a lot of time and effort and the County does not have the staff to do this. Nuisances have been moved around from department to department. It is easy to complain and then the inspector has to be taken off of another project to spend time working the complaint from beginning to end.

Mr. Whitten said he is an advocate for a level of formality to avoid someone just driving by and saying a property, or something else, is a nuisance.

Dean Haymore: Procedures are set up. There are individuals who will not comply - even after being in court and before the County Commissioners, and having a dump truck go in and clean up. A written complaint has been set up in Planning and this must be completed before any action. Years ago, property owners would be asked to clean up properties and it would be done. It's getting harder. Mr. Haymore has looked at every different kind of complaint there is. It can take weeks and months to follow through with a nuisance complaint and paperwork. There needs to be a solution that works and a process that has "teeth in it". There are NRS laws regarding vehicles. The tools are there, we are trying to work together as a team to see improvement.

Vice Chair Gilman: You believe the current ordinance as it exists is sufficient to allow enforcement?

Mr. Haymore: It is. We will have to go to court with some of the complaints and fine the individuals. We do not want to make them criminals - they're our neighbors - but something is needed to force them. Funding is also needed so if a property is declared a nuisance, it can be cleaned up and a lien put on the property. A clean-up company will want payment immediately.

Vice Chair Gilman: Concerned about pitting neighbor against neighbor.

Mr. Haymore: Agrees but does not want a homeowners association.

Mr. Gilman: Would like more definition of what is an attractive nuisance. Time should be spent identifying definitions. Rather than just having a neighbor complain.

Mr. Haymore: A lot of these nuisance issues are hoarders.

Anne Langer: Ms. Langer agrees there needs to be a close but not too narrow definition of nuisance. Just because a person is complaining doesn't mean the complaint will be acted on.

Kristen Chandler: Homeowners call all the time but do not want to fill out paperwork. Ms. Chandler takes the name and phone number, and checks out the complaint. If it is truly a nuisance, a written complaint must be completed. Funding is needed to assist homeowners who cannot afford to clean up property. A lien could then be placed on the property. Ms. Chandler suggests the appointment of a "nuisance officer" from each department who could point out nuisances observed while they are out and about.

Vice Chair Gilman: We need to remember this is a Federal Historic District with some buildings that cannot be torn down because they are in the district. A definition of what is and is not acceptable is needed. Some of the old buildings are neglected with old items hung on them for decoration.

Kristen Chandler: Usually we are looking for trash, excessive weeds, and broken down vehicles. There are not many complaints about old buildings with décor.

Mr. Haymore: Residents find loopholes.

Jason VanHavel: Agrees with Vice Chair Gilman about neighbor versus neighbor. However, we need a black and white procedure to start the process. Without a written process, property owners would complain about it being a selective process.

Joe Curtis, Emergency Management Director: Last Sunday there was a power outage that affected Virginia City, Gold Hill, Silver City, most of the Highlands, Stagecoach and eastern portions of Washoe Valley.

A piece of tin roofing material - 3 x 4 feet - apparently blew from the structure area known as China Town located on I street. It blew up and over fence at the power sub-station.

Mr. Morris requested Public Comment be asked for on the first two questions: Whether a written complaint would be necessary, and what should County personnel do when they see a nuisance.

No public comment.

Mr. Morris: The next question is: should an independent hearing officer be appointed or should a County employee hold the post currently included - a Hearing Officer appointed by the Board.

Mr. Whitten: Is an advocate for having an independent hearing officer, not an employee. We may want more than one hearing officer so that they would hear complaints in another district other than in their own community.

Commissioner McGuffey: What kind of authority would officers have to go on private property?

Mr. Morris: Hearing officers would investigate and hopefully have pictures to back up the complaint. They cannot go on private property without permission or a court order.

Commissioner McGuffey: Would that officer go to the County Manager or a court?

Mr. Morris: The investigator would verify nuisance, issue a notice of what the nuisance is and give notice of how long of a time period there is to clean up. At that point, if there is no cooperation - they could ask to appeal. If there is no appeal it becomes something the County could enforce. If the property owner is dissatisfied, court review could be requested.

Anne Langer: There are two different ways to handle nuisances- civil or criminal. In a civil matter, a person can say there is no nuisance however through investigation it appears there is a nuisance - the matter would go before a hearing officer. Cases are presented by both sides. Independent civil officer does not have to live in this jurisdiction. A case upheld by the County official can then go before the Board of Commissioners for the appeal process. If the decision is not accepted, the Court can step in civilly. A criminal nuisance comes to District Attorney's Office for determination if there is a case. Pursuant to statute, it must be determined that the case is beyond a reasonable doubt before it goes before Justice of the Peace. There are different standards for civil and criminal cases. Civil cases are determined by preponderance of evidence and criminal cases determined beyond a reasonable doubt.

Commissioner McGuffey: Is the Sheriff brought in on all criminal complaints?

Ms. Langer: Not necessarily. Generally criminal complaints come from the Sheriff but these complaints can come from the building department, fire department, and other departments, rather than neighbors. There needs to be a distinction between statutory authority and homeowner's rules. And there needs to be a statute that lays out rules in the areas of nuisances.

Commissioner McGuffey mentioned barking dog issues.

Mr. Morris: The Sheriff has jurisdiction over animals and must use an inspector to do a notice of nuisance for a civil matter or refer to the District Attorney's Office for a criminal case. Animals are more complicated than normal nuisances. The animal ordinance is not being heard today.

Vice Chair Gilman: His concern is still the definition of nuisance. There should be a firm base on what constitutes nuisance - not an arbitrary, capricious situation.

Mr. Morris: In the Code there are definitions detailing what is nuisance. Other smaller jurisdictions have less definition than this. Larger jurisdictions have several pages of definitions in a Municipal Code. The definitions can be strengthened to add more text. Mr. Morris will do this and bring it back at a future meeting.

The next question is should all complaints go through the County Manager's Office? The concept behind that is you do have some overall control of what's happening, better record keeping of how things are done. Currently there are designated authorized inspectors for each section and that if they want to they can refer to the County Manager to designate the appropriate agency to send out an inspector to look at the issue. The set up now is they go specifically to the department who has control - that way most complaints are made to the appropriate person, it would be another layer to have all complaints go through the County Manager's office to be sent out it. This is an extra step that may not be necessary. However, it would be good to have County Manager's office keep

records of all complaints or have the departments send any complaint with notice of nuisance to the County Manager so they know what is happening and records are kept of what's taking place.

Vice Chair Gilman: Is sensitive to the fact the County Manager has been asked to do so much and that this desk is over-burdened in many ways. This could greatly impact the office.

Mr. Whitten: Has mixed feelings on this issue. When there is an established process that works so well, there is no need on title and zoning issues which are clear cut. The only reason to advocate the County Manager's office involvement - and we're not going to wind up doing any of this, it's either going to end up with the person indicated on page two, or with Kristen Chandler and the Community Development Department as the County Manager's designee - when occasionally a complaint comes up that needs to be re-assigned. Mr. Whitten is not against a clearing house approach and suggests going through the County Manager's office, or designee, to perhaps route through a re-defined office. A process could be set up fairly easily for the clearing house approach for issues that do not meet the nine dots. Mr. Whitten supports the process outlined by District Attorney Langer. Right now the process is working the best it has in some time. As Chief Deputy Keener mentioned, the criminal opportunity to pursue is simply an option. As example, in a barking dog matter, it's unimaginable that we would bog the system down on the civil side. The District Attorney has taken the most streamlined, expeditious and effective approach in taking these on. We can better define, but if there are 100 nuisances on the books over the last two years - they're all different. An effective clearing house process for most of these issues could be developed as long as there is latitude to not step in on issues clearly defined. Other department heads should go ahead and handle issues within their jurisdictional authority when they see something and send a copy to the County Manager's office.

No public comment.

Mr Morris: The last item: Are the hearing and appeal procedures too formal or not formal enough? Do the procedures need to be more efficient and balanced to process nuisance complaints? It can be made more formal. There are concerns about having the County Clerk be responsible for transcripts of hearings in front of a hearing officer. This will add something to that office that may not be appropriate. It is important if we are going to have a good system, to at least have the evidence produced and available for appeal. If the Board was to get an appeal from a hearing officer would be an important reason to keep track of evidence and the transcripts.

Mr. Whitten: Believes the Clerk is comfortable with this. Mr. Morris and legal counsel have done a great job in structuring this process and gives a logical path. This is this best process as there is voluntary compliance right off. In the process, there are many procedures formal enough to work, to be effective if it goes to court, and more importantly to get the job done.

Mr. Morris: The idea is that people get a fair hearing on their issue.

Commissioner McGuffey: Might want to give the person notice of the right to appeal in the initial notice. Will the person be provided with the understanding of the process? This may give more incentive to take care of the issue rather than go through the appeal process.

Ms. Chandler: On the very first visit and in the first letter sent to the property owner, a notice of the appeal process is included.

Mr. Morris: Will try to bring this item back to the Board in January for a first reading, in a modified form based on comments today.

Mr. Whitten: This will most likely be at the second meeting in January.

Fire Chief Gary Hames: The process outlined is a good path. We need to discuss issues that are outside the jurisdiction of the Building Department, Fire Department and other departments. In the Code, is there definition regarding at what point is the County forced to get rid of the nuisance - after the hearing officer and Board decisions are upheld - at what point is it ordered to be cleaned up and is there funding in place to get it done?

Mr. Morris: The process is set up section 8.01.080 Abatement by County and Recovery of Cost. There is no magic line to cross if the County wants to get the property cleaned up and there is no money to do this. The County would have to front the cost, however lien a can be placed on property. Not sure it has to be defined in the Ordinance.

15. **DISCUSSION/ POSSIBLE ACTION:** Approve second reading of Ordinance 15-266 an ordinance amending Storey County Code section 17.12.064 Public Utility Uses to establish a procedure for permitting aboveground utility projects and renewable energy generation projects and providing for other properly related matters.

No Public Comment.

Continued to January 16, 2016

COMMUNITY DEVELOPMENT AND PLANNING

16. **DISCUSSION ONLY:** Presentation by planning staff on the status of the comprehensive update to the Storey County Master Plan. The presentation is provided pursuant to Storey County Code Title 16A and 17A establishing minimum interim requirements for subdivision map approvals and limiting master plan amendments for approvals of planned unit developments during the master plan approval process, and providing for other properly related matters.

Planning Director, Austin Osborne, presented this item. This is an update of the progress of the Master Plan update which Mr. Osborne has been working on for three years including workshops, writing texts and workshops on the written text. Workshops have been held in Virginia City, Virginia City Highlands with the homeowner association boards, Mark Twain and Lockwood. Information received at these workshops has been turned into draft goals and policies.

Mr. Osborne has worked with the Planning Commission, in addition to the workshops in the communities previously mentioned, and with the Storey County School District Board. Another presentation will be given to the School District Board on December 8th as there is a new board. The Board will be asked what kind of things they would like to see in the future for the schools.

The Master Plan is also a standard item on every agenda of the Planning Commission.

Mr. Osborne, along with Planner Jason VanHavel, has been working hard on the core meat chapters with supporting documents. The economic development chapter will be next. After that, land use, natural resources, mining culture, and interfacing public lands in working with the BLM.

Mr. Osborne believes the process is on track to be completed in a reasonable period of time, six or seven months before final hearings, road shows etc.

No action.

17. **DISCUSSION/POSSIBLE ACTION:** Approve first reading of Ordinance 15-270, an ordinance extending interim development regulations affecting Title 16 and 17 of the Storey County Code by extending through June 30, 2016 Title 16A establishing minimum interim requirements for subdivision map approvals and Title 17A by limiting master plan amendments for approvals of planned unit developments during the master plan approval process, and providing for other properly related matters. The moratorium on subdivisions and planned unit developments will be in effect until the comprehensive update to the Storey County Master Plan is adopted, or July 1, 2016, whichever comes first.

Austin Osborne presented this item. This is the first reading. This item is a request to extend a temporary moratorium on subdivisions and planned unit development to provide time complete the Master Plan. This moratorium was in place last December for 1 year. The request is to extend the moratorium to July 1, 2016, or the adoption of the Master Plan, whichever comes first.

Commission McGuffey: The moratorium is basically being extended 6 months. For clarity, that's subdivisions or planned unit developments and there are none in the works right now.

Mr. Whitten: Keep in mind, the 6 month extension is an outside date.

Vice Chair Gilman: This item will be revisited in December.

Motion: Approve first reading of Ordinance 15-270, an ordinance extending interim development regulations affecting Title 16 and 17 of the Storey County Code by extending through June 30, 2016 Title 16A establishing minimum interim requirements for subdivision map approvals and Title 17A by limiting master plan amendments for approvals of planned unit developments during the master plan approval process, and providing for other properly related matters. The moratorium on subdivisions and planned unit developments will be in effect until the comprehensive update to the Storey County Master Plan is adopted, or July 1, 2016, whichever comes first, **Action:** Approve, **Moved by:** Vice Chair Gilman, **Seconded by:** Commissioner McGuffey, **Vote:** Motion carried by unanimous vote, (**Summary:** Yes=3).

18. **DISCUSSION/POSSIBLE ACTION: (Continue item until 01/19/16 board meeting).** Application No. 2014-021 (Continued from 06/01/15 meeting) by the Tahoe-Reno Industrial Center, LLC., and Storey County on behalf of The Nature Conservancy, LLC and the Union Pacific Railroad Company to amend the Official Storey County Zoning Map. The amendments will apply

regulatory zones to approximately 600 acres of land located in McCarran, Nevada (River District near the Tahoe-Reno Industrial Center) which was in July of 2014 transferred from Washoe County to Storey County by mean of boundary line adjustment. Additional information including, but not limited to, reports and maps may be obtained from the Planning Department at 775.847.1144 or planning@storeycounty.org.

No public comment.

Continued to January 19, 2016

19. FOR POSSIBLE ACTION, LICENSING BOARD SECOND READINGS:

- A. **RED-D-ARC, INC.** - Contractor / 685A Lee Industrial Boulevard ~ Austell, GA (ind. equipment sales)
- B. **PANASONIC ENERGY OF N.A.** - General / Electric Avenue (lithium-ion battery manufacturing) TRI
- C. **SUMMIT CONTRACTING, LLC** - Contractor / 120 North Lime St ~ Lancaster, PA (insulation contractor)
- D. **SYSTEMS CONTRACTORS, INC.** - Contractor / 701 South Carson Street ~ Carson City (steel erectors)
- E. **HIGH DESERT SURFACE PREP** -- Contractor / 1885 Temple Hill Rd ~ Reno (concrete prep contractor)
- F. **SANKYO USA, INC.** - Contractor / 1555 Mittel Blvd ~ Wood Dale, IL (cargo handling svcs.)
- G. **STEP BY STEP** - Home Business / 2321 Cartwright Road ~ VCH (foot care nurse - no public traffic)
- H. **OAKRIDGE INDUSTRIES, INC.** - Contractor / 352 East Monterey ~ Pomona, CA (epoxy coatings)
- I. **SOLUM CONSTRUCTION** - Contractor / 10105 Indian Ridge ~ Reno (contractor)
- J. **VERITAS MANAGED SOLUTIONS, INC.** - General / 5302 Greenside Drive ~ San Jose, CA (IT)
- K. **CMC STEEL FABRICATORS, INC.** - Contractor / 2990 East Annadale ~ Fresno, CA (rebar cont)
- L. **INDUSTRIAL LOGISTICS** - Contractor / 3868 Goni Road ~ Carson City (machinery transport, sales)
- M. **MESA FIRE SERVICES, INC.** - Contractor / 7442 Tahoe Basin Drive ~ Las Vegas (fire protection)
- N. **CARR ELECTRICAL TECH, INC.** - Contractor / 2929 Quality Dr ~ Petersburg, VA (elect cont)
- O. **DESERT COMMERCIAL SWEEPING** - Contractor / 5620 Madras St ~ Carson City (indust. sweeping)
- P. **JC ROOFING, INC.** - Contractor / 10580 N McCarran ~ Reno (roofing contractor)
- Q. **C & M CLEANING** - Home Business / 137 D Street ~ Virginia City (cleaning service—no public traffic)
- R. **RYAN'S ROCK & HOE** - Contractor / 274 North A Street ~ Virginia City (dirt hauling)
- S. **BI NUTRACEUTICALS, INC.** - General / 625 Waltham Way #101 (milling botanicals) TRI
- T. **A-Z TRUCK MARINE AND RV** - General / 3033 Waltham Way (repair, parts, access.) TRI
- U. **RICH DOSS, INC.** - General / 201 Wild Horse Canyon Drive (transportation) MCC

County Manager, Pat Whitten, on behalf of Community Development, requested items S. and U. be continued and items A. through R. and T. be approved.

Motion: Continue Items S., and U., **Action:** Approve, **Moved by:** Vice Chair Gilman, **Seconded by:** Commissioner McGuffey, **Vote:** Motion carried by unanimous vote, (**Summary:** Yes=3).

Motion: Approve Items A., B., C., D., E., F., G., H., I., J., K., L., M., N., O., P., Q., R., and T., **Action:** Approve, **Moved by:** Vice Chair Gilman, **Seconded by:** Commissioner McGuffey, **Vote:** Motion carried by unanimous vote, (**Summary:** Yes=3).

Public Comment:

Mark Joseph Phillips, Storey County Resident: Asked for clarification of the address for C & M Cleaning. Is it north or south D Street?

Mr. Whitten: 137 North D Street

20. PUBLIC COMMENT (No Action)

None

21. ADJOURNMENT

The item was adjourned by the call of the Chair at 12:56pm

Respectfully Submitted,

By Vanessa Stephens
Vanessa Stephens Clerk-Treasurer



Storey County Board of County Commissioners Agenda Action Report

Meeting date: December 15, 2015

Estimate of time required: 0 min

Agenda: Consent ☒ Regular agenda ☐ Public hearing required ☐

1. For possible action approval of Payroll Checks date 11/30/15 for \$72,815.44 and \$119,824.91, and date 12/04/15 for \$363,884.97. Accounts Payable Checks date 11/25/15 for \$154,138.64 and \$1,008.77 and \$2,756.35.

2. **Recommended motion:** Approval of claims as submitted.

3. Prepared by: Hugh Gallagher

Department: Comptroller

Telephone: 775 847-1006

4. Staff summary: Please find attached the claims

5. Supporting materials: Attached

6. Fiscal impact:

Funds Available: NA

Fund: NA

__NA__ Comptroller

7. Legal review required:

__NA__ District Attorney

8. Reviewed by:

____ Department Head

Department Name: Comptroller

 County Manager

Other agency review: _____

9. Board action:

☐ Approved
☐ Denied

☐ Approved with Modifications
☐ Continued

Agenda Item No. 5

STOREY COUNTY PAYROLL SYSTEM
Check Register

Rept: PR0510A
Run: 11/25/15 10:09:25

Payroll Type: Deductor Check Date: 11/30/15

Check/ DD #	Emp #/ Ded #	Payee	Amount
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Total User Transfer for EFTPS:			.00
Total Deductor Checks:			72,815.44

Approved by the Storey County Board of Commissioners: _____

CHAIRMAN	COMMISSIONER	COMMISSIONER
COMPTROLLER		
TREASURER		

STOREY COUNTY PAYROLL SYSTEM
Check Register

Rept: PR0510A
Run: 11/25/15 10:04:35

Payroll Type: Deductor Check Date: 11/30/15

Check/ DD #	Emp #/ Ded #	Payee	Amount
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Total User Transfer for EFTPS:			.00
Total Deductor Checks:			119,824.91

Approved by the Storey County Board of Commissioners: _____

CHAIRMAN	COMMISSIONER	COMMISSIONER
_____	_____	_____
COMPTROLLER	_____	_____
_____	_____	_____
TREASURER	_____	_____

✓.

STOREY COUNTY PAYROLL SYSTEM
Check Register

Rept: PR0510A
Run: 12/02/15 10:59:57

Period-end Date: 11/29/15

Payroll Type: Regular
Payroll Groups: 1 2 3 4 5 6 7 8 9

Check/ DD # Emp #/ Ded # Payee Amount

Total User Transfer for EFTPS: 59,741.62
Total Deductor Checks: 8,717.64
Total Employee Checks: 1,012.42
Total Employee Direct Deposit: 280,210.37
Total Employee Deds Xferd on Dir Dep File: 7,726.46
Total User Transfer to Deductor: 6,476.46
Total Disbursed: 363,884.97

Approved by the Storey County Board of Commissioners:

CHAIRMAN	COMMISSIONER	COMMISSIONER
COMPTROLLER		
TREASURER		

Report No: PB1315
Run Date : 11/24/15

STOREY COUNTY
CHECK REGISTER 11/25/15

Page 1

CHECK NUMBER	VENDOR	INVOICE DESCRIPTION	P/O #	DATE	TRANS#	AMOUNT	CHECK TOTAL
84114	ALLISON, MACKENZIE, PAVLAKI	PROFESSIONAL SERVICES		11/25/15	75096	550.00	550.00
84115	ALSCO INC	ST 71 LAUNDRY		11/25/15	75097	13.84	
		ST 72 LAUNDRY		11/25/15	75097	8.77	
		ST 75 LAUNDRY		11/25/15	75097	10.52	
		ST 75 LAUNDRY		11/25/15	75097	10.52	
		ST 74 LAUNDRY		11/25/15	75097	10.52	
		SHOP		11/25/15	75025	45.69	
		SHOP		11/25/15	75025	50.79	
		CH		11/25/15	75025	37.30	187.95
84116	ARC HEALTH AND WELLNESS	THOMSEN PHYSICAL		11/25/15	75098	389.09	
		GIURLANI PHYSICAL		11/25/15	75098	389.09	
		SPELTZ PHYSICAL		11/25/15	75098	389.09	
		KERN PHYSICAL		11/25/15	75078	410.36	
		GLOWNIAK PHYSICAL		11/25/15	75078	443.34	2,020.97
84117	ARGENTA CHAPTER OES	8/16/15		11/25/15	75027	100.00	100.00
84118	AT&T TELECONFERENCE SERVI	911 DIGITAL RECORDER		11/25/15	75061	42,819.22	
		TELECONFERENCE SERVICES		11/25/15	75034	38.48	42,857.70
84119	BAUSERMAN, JAMES	CEMETERY GIN CREATIVE EXP		11/25/15	75053	1,935.32	1,935.32
84120	BERRY ENTERPRISES	RADIO GEAR NEW EMPLOYEES		11/25/15	75099	632.00	632.00
84121	BROWN MILBERRY INC	SEWER PLANT MOTOR		11/25/15	75050	523.38	523.38
84122	BLUE LOCKER COMMERCIAL DI	INSPECT LAKE INTAKE		11/25/15	75035	1,850.00	1,850.00
84123	BURRELL, SCOTT LEWIS	NOV 5-18, 2015		11/25/15	75054	4.50	
				11/25/15	75054	97.50	102.00
84124	BUSINESS & PROFESSIONAL	BAL DUE AFTER TAKE BACK		11/25/15	75100	57.24	57.24
84125	CAL-1 SERVICES INC	SERV FOR VAULT DOOR		11/25/15	75110	75.00	75.00
84126	CALIFORNIA INDUSTRIAL	SEWER PLANT-HOSES		11/25/15	75093	238.54	238.54
84127	CAPITAL CITY AUTO PARTS	FIRE STOCK-DELO 400		11/25/15	75029	176.28	
		SHOP-COUPLER		11/25/15	75029	19.96	
		E-72 SUPPORT		11/25/15	75029	143.96	
		STOCK-START FLUID		11/25/15	75029	33.12	
		COM SER62268-OIL FILTER		11/25/15	75029	4.39	
		FW-701 SPLIT LOOM		11/25/15	75029	33.00	
		FORKLIFT-MIRROR		11/25/15	75029	20.99	
		FIRE EXC - PREM RED GRS		11/25/15	75029	69.30	
		PW25254 RETAINER, CLIPS		11/25/15	75029	13.80	514.80
84128	CAPITOL REPORTERS	F		11/25/15	75122	52.80	52.80
84129	CARSON VALLEY OIL CO INC	PW- REG & DSL		11/25/15	75028	1,334.79	1,334.79
84130	CELLCO PARTNERSHIP	INV #9755108384 NOV WIFI		11/25/15	75109	40.01	
		WATER PLANT		11/25/15	75090	20.02	20.02

Report No: PH1315
Run Date : 11/24/15
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121.56

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231.66

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69.53

41.38

956.69

113.90

2,415.00

46.98

6.65

455.97

915.29

196.30

76.59

1,188.18

759.61

1,055.53

888.01

2,703.15

62.96

1,512.00

AMOUNT

40.03

556.49

40.01

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TRANS#

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JAIL TOILET PAPER

JAIL CAN LINERS

GARNISHMENT DISBURSED

VSU STOP 51 GRANT

COMMISSIONERS 11/6,13,20

FOR BLACK/HOWELL BLDG

GARNISHMENT DISBURSED

PRINTER INK

201-205 S C ST BUILDING

201-205 S C DA/SO BLDG

FILTER CHANGE AND MO RENT

TELEVISION LCKWD CENTER

FR51844- DEL65PG

PW37816-CREDIT

PW36545 DEL48PG

FR42552-DEL 31

CSRV62268-BLADES

GRADER-DEL31

GENERATOR BATTERY 1/2

ITS4235- WIRE SET

ITS4235-CAPP & ROTOR

ITS4235-DISTRIB DOM

BRINE TRK- FVP ULR

COPPEE-LCKWD CENTER

PRESSURE REDUCE VALVE

SEWER PLANT

SEWER PLANT

SEWER PLANT

JAIL PROPANE

ST 71 PROPANE

IT PROPANE 141 C STREET

LW-REG & DSL

LW- REG & DSL

LW-REG & DSL

BATTERIES FOR TRI SIGNS

TRI-PATCHING

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VERIZON IT IPAD REPLACE

IPAD DATA

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JAIL TOILET PAPER

JAIL CAN LINERS

GARNISHMENT DISBURSED

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COMMISSIONERS 11/6,13,20

FOR BLACK/HOWELL BLDG

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FR51844- DEL65PG

PW37816-CREDIT

PW36545 DEL48PG

FR42552-DEL 31

CSRV62268-BLADES

GRADER-DEL31

GENERATOR BATTERY 1/2

ITS4235- WIRE SET

ITS4235-CAPP & ROTOR

ITS4235-DISTRIB DOM

BRINE TRK- FVP ULR

COPPEE-LCKWD CENTER

PRESSURE REDUCE VALVE

SEWER PLANT

SEWER PLANT

SEWER PLANT

JAIL PROPANE

ST 71 PROPANE

IT PROPANE 141 C STREET

LW-REG & DSL

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PW36545 DEL48PG

FR42552-DEL 31

CSRV62268-BLADES

GRADER-DEL31

GENERATOR BATTERY 1/2

ITS4235- WIRE SET

ITS4235-CAPP & ROTOR

ITS4235-DISTRIB DOM

BRINE TRK- FVP ULR

COPPEE-LCKWD CENTER

PRESSURE REDUCE VALVE

SEWER PLANT

SEWER PLANT

SEWER PLANT

JAIL PROPANE

ST 71 PROPANE

Report No: PB1315
Run Date : 11/24/15
CHECK
NUMBER

STOREY COUNTY
CHECK REGISTER 11/25/15

Page 3

VENDOR	INVOICE DESCRIPTION	P/O #	DATE	TRANS#	AMOUNT	CHECK TOTAL
84147 GRANSBERY, TOM	TRI PATCHING		11/25/15	75094	856.80	3,233.52
84148 GREAT BASIN TERMITE & PEST	VC PATCHING		11/25/15	75094	864.72	
84149 HAT, LTD	45 X 2.5		11/25/15	75126	112.50	112.50
84150 HD SUPPLY FACIL MAINT LTD	LMSC- QUARTERLY SERVICE		11/25/15	75039	65.00	65.00
84151 HENRY SCHEIN	FUEL SUBGRANT LABOR		11/25/15	75104	2,131.62	3,964.74
84152 HIGH DESERT MICROIMAGING	FUEL SUBGRANT LABOR		11/25/15	75104	1,833.12	
84153 HISTORIC FOURTH WARD SCHO	SEWER PLANT SUPPLIES		11/25/15	75092	264.55	264.55
84154 HOME DEPOT CREDIT SERVICE	EMS SUPPLIES		11/25/15	75102	99.95	99.95
	IMG-FILM RED/UR 122768-935		11/25/15	75127	215.05	596.55
	MFICHE SCAN MAR BKS P-S		11/25/15	75127	381.50	
	NOV 5-18, 2015		11/25/15	75056	175.00	175.00
	SHOP-CUTOFF WHEELS		11/25/15	75040	33.91	568.26
	REFUND FOR TAX		11/25/15	75040	568.26	
	SEWER BLOWER INSTALL		11/25/15	75040	527.51	15.39
	SEWR PLANT BLOWER INSTALL		11/25/15	75040	15.39	
	CLERK-ELECTION ROOM DOOR		11/25/15	75040	28.35	20.87
	COMMISH-VAULT LADDER		11/25/15	75040	20.87	
	BATTERIES FOR DOOR OPENS		11/25/15	75040	24.66	59.87
	BULB GUARDS&BALLASTS		11/25/15	75040	59.87	
	PLEXI FOR DROPBOX 1/2		11/25/15	75040	66.35	170.05
	ADMIN-VAULT LADDER		11/25/15	75040	170.05	
	SEWER-BLOWER INSTALL		11/25/15	75040	568.26	1,195.96
	INTERNET THERMOSTAT		11/25/15	75116	249.00	
84155 ITS MY COMMUNITY STORE	VC CONF CENTER FURNITURE		11/25/15	75023	1,631.00	1,631.00
84156 IT1 SOURCE LLC	TONER HP PRINTER		11/25/15	75115	131.20	617.30
84157 JBP LLC	TERMINAL SERVER LICENSES		11/25/15	75115	486.10	
84158 KNECHT, RAQUEL	FR42552-SWITCH		11/25/15	75041	25.19	75.08
84159 L N CURTIS & SONS	FR42552-ELBOWS		11/25/15	75041	68.32	
	DC-72 OWH01		11/25/15	75041	168.59	75.87
	01451F/15CR00151F		11/25/15	75124	75.87	
	PPE		11/25/15	75103	596.00	631.00
	OPERATING SUPPLIES		11/25/15	75103	35.00	
	PHONE		11/25/15	75125	8.30	8.30
	GARNISHMENT DISBURSED		11/25/15	75086	164.93	164.93
	CHRISTMAS		11/25/15	75072	1,000.00	2,285.00
	NOVEMBER RETAINER		11/25/15	75072	2,285.00	
	DECEMBER RETAINER		11/25/15	75072	2,285.00	5,570.00
84163 MACKAY MANSION MUSEUM	NOV 5-18, 2015		11/25/15	75059	12.00	200.00
			11/25/15	75059	200.00	

Report No: FBI315
Run Date : 11/24/15

STOREY COUNTY
CHECK REGISTER 11/25/15

CHECK NUMBER	VENDOR	INVOICE DESCRIPTION	P/O #	DATE	TRANS#	AMOUNT	CHECK TOTAL
84164	METRO OFFICE SOLUTIONS IN	CALENDARS PADFOLIO CREDIT		11/25/15	75080	66.08	212.00
		DESK CALENDAR		11/25/15	75047	90.12	
		OFFICE SUPPLIES		11/25/15	75111	167.27	
		COPY PAPER/SUPPLIES 1/2		11/25/15	75042	65.38	
				11/25/15	75123	55.22	444.07
84165	MORGAN TIRE OF SACRAMENTO	COMDEV65585-TIRES		11/25/15	75043	1,168.00	
		TR-71-REPAIR		11/25/15	75043	750.30	1,918.30
84166	MORRIS, ROBERT T	BILLING FOR OCT 2015		11/25/15	75114	2,550.00	2,550.00
84167	MOUND HOUSE TRUE VALUE	SO-SUPPLY LINES		11/25/15	75044	73.50	73.50
84168	NATIONAL BUSINESS FACTORS	GARNISHMENT DISBURSED		11/25/15	75084	241.14	241.14
84169	NATIONAL FIRE FIGHTER	PPE		11/25/15	75106	1,590.66	1,590.66
84170	NEV DIV WATER RESOURCES	GROUNDWATER BASIN ASSMNT		11/25/15	75021	1,250.00	1,250.00
84171	NEV SECRETARY OF STATE	CHILI ON THE COMSTOCK		11/25/15	75062	100.00	100.00
84172	NEV SECRETARY OF STATE	WORLD CHAMPIONSHIP OUTHOU		11/25/15	75063	100.00	100.00
84173	NOVI AND WILKIN	CR 00056 1F 003		11/25/15	75121	650.00	650.00
84174	OFFICE DEPOT INC	OFFICE SUPPLIES		11/25/15	75128	31.20	
		PRINTER TONER		11/25/15	75128	149.99	
		FOAM BOARD		11/25/15	75128	7.84	189.03
84175	OREGON AUTO FINANCE	GARNISHMENT DISBURSED		11/25/15	75081	114.83	
		GARNISHMENT DISBURSED		11/25/15	75077	114.83	229.66
84176	PARLE, HENRY JOE	CCTOY-EX62368,MIRROR		11/25/15	75046	181.08	181.08
84177	PETRINI, ANGELO D	NOV 5-18, 2015		11/25/15	75084	26.00	26.00
84178	POWERPLAN	PW BACKHOE-PIN, LOCK		11/25/15	75045	130.11	130.11
84179	PROFESSIONAL FINANCE CO I	GARNISHMENT DISBURSED		11/25/15	75082	162.10	162.10
84180	RAPID SPACE LLC	STREET VIBRATIONS		11/25/15	75065	3,769.00	
		VETERANS DAY PARADE		11/25/15	75065	178.00	3,947.00
84181	RUB-U-RITE TRUCKING, INC	EMERGENCY SAND TRI		11/25/15	75049	528.69	
		EMERGENCY SAND HIGHLANDS		11/25/15	75049	424.64	
		EMERGENCY SAND LOCKWOOD		11/25/15	75049	477.61	
		EMERGENCY SAND MARTWAIN		11/25/15	75049	318.61	1,749.55
84182	SAFEGUARD WEB & GRAPHICS	STEMLESS WINE GLASSES		11/25/15	75066	441.96	
84183	SBC GLOBAL SERVICES IN LD	FIRE/TRI		11/25/15	75058	1.58	441.96
		CLERK		11/25/15	75058	2.67	
		RECORDER		11/25/15	75058	5.66	
		FIRE (VC)		11/25/15	75058	9.37	
		PUBLIC WORKS		11/25/15	75058	4.39	

CHECK NUMBER	VENDOR	INVOICE DESCRIPTION	P/O #	DATE	TRANS#	AMOUNT	CHECK TOTAL
		SHERIFF		11/25/15	75058	66.42	
		JP		11/25/15	75058	4.62	
		SHERIFF		11/25/15	75058	8.06	
		COMPTROLLER/ADMIN		11/25/15	75058	.62	
		FIRE/LOCKWOOD		11/25/15	75058	1.08	
		FIRE (VC)		11/25/15	75058	9.17	
		COMMUNITY DEVELOPMENT		11/25/15	75058	1.50	
		ASSESSOR		11/25/15	75058	8.66	
		CENTRAL DISPATCH		11/25/15	75058	6.87	
		DA		11/25/15	75058	4.83	
		COMMISSIONER		11/25/15	75058	7.03	
		FIRE (VC)		11/25/15	75058	.76	
		IT		11/25/15	75058	2.46	
		PLANNING		11/25/15	75058	.29	
		COMMISH		11/25/15	75058	1.59	
		VCTC		11/25/15	75058	24.68	172.31
84184	SIERRA FIRE PROTECTION LL	FIRE EXT SERVICE		11/25/15	75118	40.00	40.00
84185	SIERRA PACIFIC POWER CO	VIRGINIA CITY ST LIGHTS		11/25/15	75075	888.37	
		SC COMMISSIONERS ST LIGHT		11/25/15	75075	114.41	
		2610 CARTWRIGHT PUMPHSE		11/25/15	75075	32.32	
		431 CANYON WAY ST 4		11/25/15	75075	211.83	
		2612 CARTWRIGHT RD RES		11/25/15	75075	76.20	
		145 N C ST UNIT		11/25/15	75075	89.68	
		381 N C ST RESTSTOP		11/25/15	75075	83.92	
		130 TOLL RD BLDG		11/25/15	75075	44.79	
		110 TOLL RD BLDG		11/25/15	75075	100.95	
		100 TOLL RD SHOP 1/2		11/25/15	75075	240.02	
		201 S C ST DA		11/25/15	75075	77.70	
		203 S C ST SO		11/25/15	75075	80.73	
		205 S C ST SO		11/25/15	75075	116.61	
		911 US HWY 341 JAIL		11/25/15	75075	847.27	
		490 SAM CLEMENS PARK		11/25/15	75075	19.89	
		21 S C ST GASLMO		11/25/15	75075	183.86	
		500 SPANIAL RAVINE RD "V"		11/25/15	75075	70.44	
		205 N E ST VC PARK		11/25/15	75075	32.52	
		SUTTON ST		11/25/15	75075	32.16	
		104 S B ST GARAGE		11/25/15	75075	40.86	
		S C ST UNIT VC/372 C ST		11/25/15	75075	62.60	
		S C ST OUTDOOR/PAL LIGHT		11/25/15	75075	41.59	
		S C ST UNIT VC		11/25/15	75075	185.31	
		CARSON ST BALLPARK		11/25/15	75075	357.64	
		N C ST FIREHS		11/25/15	75075	275.73	
		141 N C ST (TRAINING)		11/25/15	75075	374.96	
		MAIN ST UNIT GH DEPOT		11/25/15	75075	35.58	
		2220 SIX MILE CANYON		11/25/15	75075	1,818.47	
		26 S B ST COURTHOUSE		11/25/15	75075	563.28	
		176 N C ST LIGHTS		11/25/15	75075	76.98	
		342 S C ST LIGHTS		11/25/15	75075	109.09	
		531 S C ST LIGHTS		11/25/15	75075	121.06	
		800 PERI RANCH RD		11/25/15	75075	121.63	
		1705 PERU DR		11/25/15	75075	812.78	
		185 N C ST		11/25/15	75075	64.19	
		420 CANYON WAY UNIT B		11/25/15	75075	173.87	
		420 CANYON WY UNIT A		11/25/15	75075	198.05	

CHECK NUMBER	VENDOR	INVOICE DESCRIPTION	P/O #	DATE	TRANS#	AMOUNT	CHECK TOTAL
84186	SLICK INDUSTRIES LLC DBA	2141 EMPIRE RD VCH PARK		11/25/15	75075	32.32	9,587.33
		1000 PERI RANCH RD PARK		11/25/15	75075	33.21	
		160 UNION ST/ B OF A		11/25/15	75075	68.59	
		TOWN OF GH STR LIGHTS		11/25/15	75075	99.52	
		100 TOO RD PED		11/25/15	75075	346.74	
84187	SOUTHERN WINE AND SPIRITS	2610 CARTWRIGHT FIREHSE		11/25/15	75075	229.81	240.00
		HEARSE WINDOW DECALS		11/25/15	75067	180.00	
84188	STONE, RODGER	DOOR MAGNETS		11/25/15	75067	60.00	2,704.99
		CEM GIN FOR GIFT SHOP		11/25/15	75068	2,472.00	
84189	SUN PEAK ENTERPRISES	HOLIDAY PARTY		11/25/15	75087	232.99	428.53
		GARNISHMENT DISBURSED		11/25/15	75083	428.53	
84190	TALK UCEXPRESS	NOV 5-18, 2015		11/25/15	75069	250.00	595.50
				11/25/15	75069	335.00	
84191	THE ROASTING HOUSE			11/25/15	75069	10.50	187.50
		SG4A00 CLAIM MANGEMENT		11/25/15	75022	187.50	
84192	THREE GGG INC	DELEGATION BREAKFAST		11/25/15	75094	864.52	864.52
		NOV 5-18, 2015		11/25/15	75057	850.00	
84193	TRUCKE MEADOWS COMMUNITY			11/25/15	75057	141.20	991.20
				11/25/15	75057	141.20	
84194	US BANCORP EQUIPMENT FINA	ARMS CLASS		11/25/15	75107	4,000.00	4,000.00
		COPIER LEASE ACCT-842499		11/25/15	75120	3,671.01	
84195	VCTC	CHRISTMAS SUPPLIES		11/25/15	75073	87.97	237.97
		INDIA NCOT FAM 11/18/2015		11/25/15	75073	50.00	
		SNC GROUP 11/14/2015		11/25/15	75073	50.00	
		SNC GROUP 11/14/2015		11/25/15	75073	50.00	
				11/25/15	75073	50.00	
84196	VIRGINIA & TRUCKEE RR CO	NOV 4-18, 2015		11/25/15	75070	921.00	921.00
				11/25/15	75071	8.00	
84197	VIRGINIA CITY TOURS INC	NOV 5-18, 2015		11/25/15	75071	304.00	312.00
				11/25/15	75071	40.00	
84198	VIRGINIA HIGHLANDS VFD	FUELS CREW UNIFORMS		11/25/15	75108	40.00	40.00
		LOBBYIST SERVICES		11/25/15	75020	1,666.00	
84199	WALKER & ASSOCIATES	APPRECIATION LUNCH		11/25/15	75020	244.00	1,910.00
				11/25/15	75033	2,132.08	
84200	WASHOE COUNTY SENIOR SERV	LOCKWOOD MEALS OCT 2015		11/25/15	75033	2,132.08	462.72
		ST.75-FUEL TANK MOVE		11/25/15	75051	80.45	
84201	WEDCO INC	SEWR PLNT-BLOWER INSTALL		11/25/15	75051	382.27	206.00
		O2DEMAND,FECAL,PH,NITRO,S		11/25/15	75055	206.00	
84202	WESTERN ENVIRONMENTAL LAB	MTCC-WATER LEAK THRU WALL		11/25/15	75060	4.24	115.90
		SEWER- UNIFLEX COUPLING		11/25/15	75060	111.66	
84203	WESTERN NEVADA SUPPLY CO			11/25/15	75026	65.00	
				11/25/15	75026	65.00	
84204	WHITING, DONALD K. JR	BLG65585-ALIGNMENT		11/25/15	75026	65.00	
				11/25/15	75026	65.00	

Report No: PE1315
Run Date : 11/24/15

STOREY COUNTY
CHECK REGISTER 11/25/15

CHECK NUMBER	VENDOR	INVOICE DESCRIPTION	P/O #	DATE	TRANS#	AMOUNT	CHECK TOTAL
84205	3D CONCRETE INC	VC -BASE		11/25/15	75095	97.50	65.00
		VC-WATERLINE		11/25/15	75095	561.77	659.27
					CHECKS TOTAL	154,138.64	

ACKNOWLEDGEMENT OF REVIEW AND AUTHORIZATION

CHECKS TOTAL 154,138.64 CHECK DATE 11/25/15

CONTROLLER

TREASURER

CHAIRMAN

COMMISSIONER

COMMISSIONER

PAYMENT
ANTINORO-11/5/15
C.NEVIN- ATT
C.NEVIN- ATT
C.NEVIN- ROADPOST
CW WALMART
DD HOME DEPOT
DD SQ THE ROASTING H
KD HILTON
KD VILIA PIZZA
MNEVIN-COSTCO
MNEVIN-GOTOMYPC
OFFICE DEPOT
SKRETTA-WESTERN PART
WALMART
017312
031779
143557741
145249552
147413709

STOREY COUNTY
PURCHASE CARD REGISTER

DESCRIPTION	DATE	TRANS#	AMOUNT
HOTEL FOR NVSCA	11/25/15	1469	220.60
INTERNET- 372 S C STRE	11/25/15	625	60.00
INTERNET-LCKWD COMMEN	11/25/15	625	70.00
SATELLITE PHONE	11/25/15	625	52.04
SUPPLIES	11/25/15	626	46.89
CHRISTMAS LIGHTS	11/25/15	626	72.49
NCOT INDA FAM	11/25/15	626	95.96
GOV CONFERENCE LAS VEG	11/25/15	626	171.36
GOV CONFERENCE LAS VEG	11/25/15	626	14.59
WATER PLNT PRINTER	11/25/15	630	319.99
ANNUAL BILLING	11/25/15	630	118.90
CALENDARS,LABELS,TAPE	11/25/15	631	126.32
FLOW BRACKETS-DZR CHS	11/25/15	630	450.04
FLASHLIGHT FOR VAULT	11/25/15	631	19.97
IT MONITOR STOCK	11/25/15	632	489.96
IT STOCK	11/25/15	632	174.96
COMDEV DSL	11/25/15	632	85.76
DISPATCH DSL	11/25/15	632	100.76
CONF BLDG DSL	11/25/15	632	65.76

Card Total

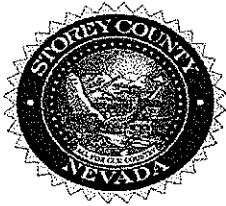
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ACKNOWLEDGEMENT OF REVIEW AND AUTHORIZATION

DATE

CONTROLLER	-----
TREASURER	-----
CHAIRMAN	-----
COMMISSIONER	-----
COMMISSIONER	-----



Storey County Board of County Commissioners Agenda Action Report

Meeting date: December 15, 2015

Estimate of time required: 5 min.

Agenda: Consent ☒ Regular agenda ☐ Public hearing required ☐

1. **Title:** Approval of Treasurer Report for November 2015

2. **Recommended motion:** Approval of report as submitted

3. **Prepared by:** Vanessa Stephens

Department: Clerk & Treasurer

Telephone: 847-0969

4. **Staff summary:** Report is attached.

5. **Supporting materials:**

6. **Fiscal impact:**

Funds Available:

Fund:

____ Comptroller

7. **Legal review required:**

____ District Attorney

8. **Reviewed by:**

VS Department Head

Department Name: Clerk & Treasurer

[Signature] County Manager

Other agency review: _____

9. **Board action:**

☐ Approved
☐ Denied

☐ Approved with Modifications
☐ Continued

Agenda Item No. 6

Report No: Br1762
Run Date : 12/07/15 Run Time : 09:04:50

STOREY COUNTY
TREASURER'S ACCOUNTING

Tp	Check #	Bank Seq	Person #	Vendor/Employee Name	From		Check Date	Amount
					Check#	1 Through		
					0/00/00	11/31/15		
CK	81459	199	00	APPELBAUM, TREVOR			2/20/15	25.00
CK	81518	199	00	NEVADA JUDGES OF LIMITED			2/20/15	250.00
CK	81922	199	00	BENDER, DEBORAH			4/17/15	60.00
CK	81937	199	00	EVANS, CHAD			4/17/15	16.91
CK	81973	199	00	SEAY, JOHN			4/17/15	39.75
CK	82404	199	00	DUFRESNE, JOHN			6/12/15	90.00
CK	82475	199	00	PIPER, LINDA & BARRY			6/12/15	86.05
CK	82591	199	00	JEFFCOAT, HUGH			6/26/15	90.18
CK	82917	199	00	THREE GGG INC			7/24/15	78.00
CK	83112	199	00	HOOD, CHRIS			8/21/15	191.25
CK	83250	199	00	HOBSON, TABITHA			9/04/15	75.00
CK	83390	199	00	MURRAY, ANN MARIE ARAGON			9/18/15	14.08
CK	83458	199	00	ASSOCIATION FOR TITLE			10/02/15	400.00
CK	83491	199	00	GALLAGHER, HUGH III			10/02/15	640.04
CK	83498	199	00	GRANT, GREG			10/02/15	560.00
CK	83552	199	00	SILVER STATE NATIONAL PEA			10/02/15	35.00
CK	83630	199	00	MACKAY MANSION MUSEUM			10/16/15	72.30
CK	83656	199	00	PETRINI, ANGELO D			10/16/15	342.40
CK	83775	199	00	METRO OFFICE SOLUTIONS IN			10/30/15	1,539.04
CK	83786	199	00	PETRINI, ANGELO D			10/30/15	148.00
CK	83799	199	00	SILVER STATE NATIONAL PEA			10/30/15	112.00
CK	84014	199	00	GANT, EDWARD			11/13/15	29.39
CK	84035	199	00	MACKAY MANSION MUSEUM			11/13/15	68.00
CK	84042	199	00	WIGAN, TAMARA			11/13/15	14.98
CK	84051	199	00	NEV DIV OF HEALTH			11/13/15	60.00
CK	84064	199	00	PETRINI, ANGELO D			11/13/15	88.00
CK	84079	199	00	SIERRA PEST CONTROL INC			11/13/15	150.00
CK	84080	199	00	SILVER STATE NATIONAL PEA			11/13/15	52.50
CK	84092	199	00	SUN PEAK ENTERPRISES			11/13/15	460.50
CK	84093	199	00	SUNRIDGE SYSTEMS INC			11/13/15	5,238.00
CK	84094	199	00	SUPERIOR POOL PRODUCTS			11/13/15	356.28
CK	84102	199	00	VIRGINIA CITY TOURS INC			11/13/15	852.00
CK	84117	199	00	ARGENTA CHAPTER OES			11/25/15	100.00
CK	84118	199	00	AT&T TELECONFERENCE SERVI			11/25/15	42,857.70
CK	84119	199	00	BAUSERMAN, JAMES			11/25/15	1,935.32
CK	84120	199	00	BERRY ENTERPRISES			11/25/15	632.00
CK	84121	199	00	BROWN MILBERRY INC			11/25/15	523.38
CK	84123	199	00	BURRELL, SCOTT LEWIS			11/25/15	102.00
CK	84124	199	00	BUSINESS & PROFESSIONAL			11/25/15	57.24
CK	84128	199	00	CAPITOL REPORTERS			11/25/15	52.80
CK	84130	199	00	CELLCO PARTNERSHIP			11/25/15	706.60
CK	84132	199	00	COLLECTION SERVICE OF NEV			11/25/15	13.67
CK	84133	199	00	COMMUNITY CHEST INC			11/25/15	989.46
CK	84136	199	00	COSTCO HSBC BUS SOLUTIONS			11/25/15	177.97
CK	84137	199	00	DAAN EGGENBERGER FAMILY			11/25/15	25,000.00
CK	84138	199	00	DAJOHS USA INC			11/25/15	49.95
CK	84139	199	00	DISH DBS CORPORATION			11/25/15	72.00
CK	84142	199	00	FERGUSON ENTERPRISES INC			11/25/15	2,924.60
CK	84143	199	00	FERRELLGAS LP LLC			11/25/15	1,188.18
CK	84144	199	00	FLYERS ENERGY LLC			11/25/15	2,703.15
CK	84150	199	00	HD SUPPLY FACIL MAINT LTD			11/25/15	264.55
CK	84151	199	00	HENRY SCHEIN			11/25/15	99.95
CK	84152	199	00	HIGH DESERT MICROIMAGING			11/25/15	596.55
CK	84153	199	00	HISTORIC FOURTH WARD SCHO			11/25/15	175.00

Report No: Br1762
Run Date : 12/07/15 Run Time : 09:04:50

STOREY COUNTY	
TREASURER'S ACCOUNTING	
Outstanding Checks	
Check#	1 Through 999999
0/00/00 - 11/31/15	Amount
Check Date	Amount

Trp	Check #	Bank	Seq	Person #	Vendor/Employee Name	From	Check Date	Amount
CK	84155	199	00	404771	ITS MY COMMUNITY STORE		11/25/15	1,631.00
CK	84159	199	00	101040	L N CURTIS & SONS		11/25/15	631.00
CK	84160	199	00	404356	LANGUAGE LINE SERVICES IN		11/25/15	8.30
CK	84161	199	00	404698	LEE, JAMES DONALD		11/25/15	164.93
CK	84162	199	00	404102	LIQUID BLUE EVENTS LLC		11/25/15	5,570.00
CK	84163	199	00	404769	MACKAY MANSION MUSEUM		11/25/15	212.00
CK	84165	199	00	404332	MORGAN TIRE OF SACRAMENTO		11/25/15	1,918.30
CK	84166	199	00	403839	MORRIS, ROBERT T		11/25/15	2,550.00
CK	84167	199	00	100471	MOUND HOUSE TRUE VALUE		11/25/15	73.50
CK	84168	199	00	404166	NATIONAL BUSINESS FACTORS		11/25/15	241.14
CK	84169	199	00	403155	NATIONAL FIRE FIGHTER		11/25/15	1,590.66
CK	84170	199	00	404178	NEV DIV WATER RESOURCES		11/25/15	1,250.00
CK	84171	199	00	103075	NEV SECRETARY OF STATE		11/25/15	100.00
CK	84172	199	00	103075	NEV SECRETARY OF STATE		11/25/15	100.00
CK	84173	199	00	404581	NOVI AND WILKIN		11/25/15	650.00
CK	84175	199	00	404548	OREGON AUTO FINANCE		11/25/15	229.66
CK	84176	199	00	404405	PARLE, HENRY JOE		11/25/15	181.08
CK	84177	199	00	403895	PETRINI, ANGELO D		11/25/15	26.00
CK	84181	199	00	404789	RUB-U-RITE TRUCKING, INC		11/25/15	1,749.55
CK	84182	199	00	101369	SAFEGUARD WEB & GRAPHICS		11/25/15	441.96
CK	84183	199	00	103241	SBC GLOBAL SERVICES IN LD		11/25/15	172.31
CK	84184	199	00	102980	SIERRA FIRE PROTECTION LL		11/25/15	40.00
CK	84187	199	00	404195	SOUTHERN WINE AND SPIRITS		11/25/15	2,704.99
CK	84188	199	00	404767	STONE, RODGER		11/25/15	428.53
CK	84189	199	00	403892	SUN PEAK ENTERPRISES		11/25/15	595.50
CK	84191	199	00	404786	THE ROASTING HOUSE		11/25/15	864.52
CK	84193	199	00	404788	TRUCKE MEADOWS COMMUNITY		11/25/15	4,000.00
CK	84194	199	00	402938	US BANCORP EQUIPMENT FINA		11/25/15	3,671.01
CK	84195	199	00	403983	VCTC		11/25/15	237.97
CK	84197	199	00	403893	VIRGINIA CITY TOURS INC		11/25/15	312.00
CK	84198	199	00	403723	VIRGINIA HIGHLANDS VFD		11/25/15	40.00
CK	84200	199	00	103009	WASHCO COUNTY SENIOR SERV		11/25/15	2,132.08
CK	84201	199	00	101809	WEDCO INC		11/25/15	462.72
CK	84202	199	00	103237	WESTERN ENVIRONMENTAL LAB		11/25/15	206.00
CK	84204	199	00	404787	WHITING, DONALD K. JR		11/25/15	65.00
CK	84205	199	00	404126	3D CONCRETE INC		11/25/15	659.27
ET	40	199	00	101848	USDA RURAL DEVELOPMENT		10/08/15	35,660.00
ET	41	199	00	101848	USDA RURAL DEVELOPMENT		10/13/15	9,907.00
ET	42	199	00	404671	PORTER GROUP LLC		10/06/15	6,000.00
PR	34231	199	00	900615	SHERIFF FEE COLLECTION/GA		8/15/14	10.71
PR	34705	199	00	900201	COLONIAL LIFE INS. 125		8/14/15	50.73
PR	34774	199	00	900107	MEDICAL/EMPLOYEE BUYUP		10/09/15	1,143.53
PR	34809	199	00	900100	MEDICAL INSURANCE		11/06/15	93,047.29
PR	34826	199	00	900501	FIRE FIGHTER ASSOC #4227		11/06/15	800.00
PR	34837	199	00	900303	PACIFIC LIFE INS CO		11/20/15	75.00
PR	34839	199	00	900402	AFSCME/UNION DUES		11/20/15	505.46
PR	34840	199	00	900500	OPERATING ENGINEERS NO3		11/20/15	423.00
PR	34841	199	00	900501	FIRE FIGHTER ASSOC #4227		11/20/15	800.00
					Bank Total:			277,790.42
					Total:			277,790.42

AD VAL FOR THE MONTH OF NOVEMBER 2015

TREASURER	001 GENERAL	001-500 INDUST GID	150 SCH OP	160 SCH DB	060 CAP AQU	170 STATE	010 IND MED	185 IND ACC	001 YOUTH	250 FIRE/EMER	200 TRI Payback	001 PENALTIES	001-34104 A/R 6%	001-36506 OVRPMT	165 A/R 2%	TOTAL
2005/2006																\$ -
2006/2007																\$ -
2007/2008																\$ -
2008/2009	\$ 543.00		\$ 232.45	\$ 44.84	\$ 15.47	\$ 52.70	\$ 10.12	\$ 5.06	\$ 1.40	\$ 169.14		\$ 541.04				\$ 1,615.22
2009/2010	\$ 591.30		\$ 253.14	\$ 48.84	\$ 16.86	\$ 57.38	\$ 10.14	\$ 5.06	\$ 1.52	\$ 183.82		\$ 248.25				\$ 1,416.31
2010/2011	\$ 645.88		\$ 273.42	\$ 52.76	\$ 18.22	\$ 61.96	\$ 3.64	\$ 5.46	\$ 1.64	\$ 198.52		\$ 268.12				\$ 1,529.62
2011/2012	\$ 471.13		\$ 199.42	\$ 38.47	\$ 13.30	\$ 45.20	\$ 2.66	\$ 3.98	\$ 1.20	\$ 144.81		\$ 195.56				\$ 1,115.73
2012/2013	\$ 542.32		\$ 229.55	\$ 44.28	\$ 15.31	\$ 52.03	\$ 3.07	\$ 4.58	\$ 1.38	\$ 166.69		\$ 253.43				\$ 1,312.64
Special Assess																
Total 2012-2013	\$ 542.32	\$ -	\$ 229.55	\$ 44.28	\$ 15.31	\$ 52.03	\$ 3.07	\$ 4.58	\$ 1.38	\$ 166.69		\$ 253.43				\$ 1,312.64
2013/2014	\$ 316.49		\$ 134.01	\$ 25.85	\$ 8.94	\$ 30.39	\$ 1.80	\$ 2.69	\$ 0.81	\$ 97.34		\$ 152.61				\$ 1,312.64
Special Assess																
Total 2013/2014	\$ 316.49	\$ -	\$ 134.01	\$ 25.85	\$ 8.94	\$ 30.39	\$ 1.80	\$ 2.69	\$ 0.81	\$ 97.34		\$ 152.61				\$ 1,312.64
Subtotal	\$ 3,110.12	\$ -	\$ 1,321.99	\$ 255.04	\$ 88.10	\$ 299.66	\$ 31.43	\$ 26.83	\$ 7.95	\$ 960.32		\$ 1,659.01				\$ 7,760.45
2014/2015	\$ 3,330.39		\$ 1,409.92	\$ 271.74	\$ 93.97	\$ 319.26	\$ 18.07	\$ 28.08	\$ 8.40	\$ 1,023.44		\$ 1,282.63				\$ 7,760.45
Special Assess																
TOTAL 2014/2015	\$ 3,330.39	\$ -	\$ 1,409.92	\$ 271.74	\$ 93.97	\$ 319.26	\$ 18.07	\$ 28.08	\$ 8.40	\$ 1,023.44		\$ 1,282.63				\$ 7,760.45
TOTAL PRIOR	\$ 6,440.51	\$ -	\$ 2,731.91	\$ 526.78	\$ 182.07	\$ 618.92	\$ 49.50	\$ 54.91	\$ 16.35	\$ 1,983.76		\$ 2,941.64				\$ 15,546.35
2015/2016	\$ 22,658.13	\$ 14,107.00	\$ 15,554.46	\$ 2,995.78	\$ 1,024.90	\$ 3,521.77	\$ 201.71	\$ 306.02	\$ 90.84	\$ 11,297.52		\$ 1,383.95				\$ 73,142.08
Special Assess																
TOTAL 15/16	\$ 22,658.13	\$ 14,107.00	\$ 15,554.46	\$ 2,995.78	\$ 1,024.90	\$ 3,521.77	\$ 201.71	\$ 306.02	\$ 90.84	\$ 11,297.52		\$ 1,383.95				\$ 73,142.08
TOTAL SECURED	\$ 29,098.64	\$ 14,107.00	\$ 18,286.37	\$ 3,522.56	\$ 1,206.97	\$ 4,140.69	\$ 251.21	\$ 360.93	\$ 107.19	\$ 13,281.28		\$ 4,325.59				\$ 88,718.09
Refund Secured														\$ 29.66		\$ 29.66
REPORT TOTALS	\$ 29,098.64	\$ 14,107.00	\$ 18,286.37	\$ 3,522.56	\$ 1,206.97	\$ 4,140.69	\$ 251.21	\$ 360.93	\$ 107.19	\$ 13,281.28		\$ 4,325.59		\$ 29.66		\$ 88,718.09
ASSESSOR																
2012-2013																
2013/2014	\$ 461.98		\$ 195.56	\$ 37.73	\$ 11.67	\$ 43.00	\$ 2.64	\$ 3.90	\$ 1.16	\$ 141.97		\$ 110.91	\$ 58.67		\$ 19.56	\$ 1,088.75
Subtotal	\$ 461.98		\$ 195.56	\$ 37.73	\$ 11.67	\$ 43.00	\$ 2.64	\$ 3.90	\$ 1.16	\$ 141.97		\$ 110.91	\$ 58.67		\$ 19.56	\$ 1,088.75
2014/2015	\$ 812.97	\$ 355.87	\$ 494.72	\$ 95.45	\$ 32.98	\$ 112.14	\$ 6.60	\$ 9.89	\$ 2.96	\$ 359.24		\$ 177.20	\$ 148.87		\$ 49.63	\$ 2,658.52
TOTAL PRIOR	\$ 1,274.95	\$ 355.87	\$ 690.28	\$ 133.18	\$ 44.65	\$ 155.14	\$ 9.24	\$ 13.79	\$ 4.12	\$ 501.21		\$ 288.11	\$ 207.54		\$ 69.19	\$ 3,747.27
2015/2016	\$ 32,129.96	\$ 86,180.94	\$ 50,077.97	\$ 9,661.71	\$ 3,337.66	\$ 11,350.28	\$ 667.49	\$ 1,001.38	\$ 300.48	\$ 36,362.72		\$ 25.93	\$ 15,069.80		\$ 5,023.29	\$ 251,189.61
Overpayment																
TOTAL UNSEC	\$ 33,404.91	\$ 86,536.81	\$ 50,768.25	\$ 9,794.89	\$ 3,382.31	\$ 11,505.42	\$ 676.73	\$ 1,015.17	\$ 304.60	\$ 36,863.93		\$ 314.04	\$ 15,277.34		\$ 5,092.48	\$ 254,936.88
MISC																
PX, PC DIST																
MX DIST																
PX DIST	\$ 452,334.77	\$ -	\$ 191,461.74	\$ 36,939.35	\$ 12,764.12		\$ 2,552.82	\$ 3,829.23	\$ 1,148.77	\$ 139,026.75						\$ 840,057.55
PC DIST																
GRAND TOTAL	\$ 514,838.32	\$ 100,643.81	\$ 260,516.36	\$ 50,256.80	\$ 17,353.40	\$ 15,646.11	\$ 3,480.76	\$ 5,205.33	\$ 1,560.56	\$ 189,171.96		\$ 4,639.63	\$ 15,277.34	\$ 29.66	\$ 5,092.48	\$ 1,183,712.52



Storey County Board of County Commissioners

Agenda Action Report

Meeting date: 12/15/15

Estimate of time required: 15 min.

Agenda: Consent ☒ Regular agenda ☐ Public hearing required ☐

1. **Title:** Discussion/Possible Action. Update to Storey County Administrative Policies and Procedures including: Policies 401 Position Classification Plan, 402 Reclassification, 602 Annual Leave, and 603 Sick Leave.
2. **Recommended motion:** Based on the recommendation by staff and in conformance with the Storey County Administrative Policies and Procedures, I (Commissioner) motion to approve the amendments to Storey County Administrative Policies 401 Position Classification Plan, 402 Reclassification, 602 Annual Leave, and 603 Sick Leave.
3. **Prepared by:** Austin Osborne

Department: Human Resources **Telephone:** 847-0968
4. **Staff summary:** The purpose of the Storey County Administrative Policies and Procedures is to establish authority to implement the personnel program on a consistent basis. The Policies and Procedures require that review and necessary updates occur every five years and otherwise as needed.
5. **Supporting materials:** Enclosures: draft policy chapters 401, 402, 602, and 603.
6. **Fiscal impact:** None on local government.

Funds Available:

Fund:

____ Comptroller


7. **Legal review required:**

____ District Attorney

8. **Reviewed by:**

__@__ Department Head

Department Name:

 County Manager

Other agency review: _____

9. **Board action:**

☐ Approved
☐ Denied

☐ Approved with Modifications
☐ Continued

Agenda Item No. 7

Enclosures: Draft policy chapters 401, 402, 602 and 603

**STOREY COUNTY ADMINISTRATIVE
POLICIES AND PROCEDURES**

NUMBER 401
EFFECTIVE DATE: 11-10-08
REVISED: 04/05/11-12/15/15
AUTHORITY: BOC
COUNTY MANAGER: PAW

SUBJECT: Position Classification Plan

1. **PURPOSE:** To develop and maintain a classification plan for all positions.

2. **POLICY:**

2.1 Classification Plan and Key Definitions

Storey County will develop and maintain a classification plan for all positions. **Classification is the analysis, development, and placement of positions within the organization or classification plan.**

Positions are the approved jobs within the classification plan. Each approved position is defined by written job descriptions (position descriptions) which include the position's title, summary, distinguishing characteristics, essential functions, qualifications (e.g., knowledge, skills, abilities, education, certifications, experience, etc.), physical and mental requirements, and Fair Labor Standards Act exempt or non-exempt status.

Classification plans categorize or group positions into similar duties, qualifications, and responsibilities called "classes." **For instance, five Administrative Assistant I employees in four separate departments are all in the same class, "Administrative Assistant I".** Each class is defined in a class specification" job description form. ~~((Job positions are defined in a written and approved job description.))~~ The class specification/job description will includes: title; definition and/or ; distinguishing characteristics; essential functions; qualifications for employment including knowledge, ability, experience and/or training required to perform the job; physical and mental requirements and working conditions; and Fair Labor Standards Act (FLSA) status — exempt/non-exempt.

2.2 Classification

- A. Each position shall be classified consistent with this policy and in accordance with the nature and relative complexity of the duties, responsibilities, and authority of the position. **Classification of a Establishment of a** position shall be effective when approved by **the HR Director and/or** Administrative Officer/Personnel Director and County Manager.
- B. Positions will be allocated to the same class when the following conditions exist:
 1. ~~The-Generally when the~~ same descriptive title ~~may be~~ **is** used to designate the positions;
 2. Substantially the same level of education, experience, knowledge, **skills**, and abilities, and other qualifications are required to perform the duties;
 3. ~~Similar Generally when similar~~ tests ~~may be~~ **are** used to select employees for the positions; and
 4. The same level of compensation is appropriate for the positions.

- C. In the administrative classifications **class**, a position statement **describing the unique department duties of each position** shall be completed for and **must be developed and** accompany each office position **job description**. A position statement may be developed for other non-administrative positions as needed. **The position statement does not change the class of the position.**
- D. ~~Classes will be allocated to a pay grade based on comparisons to other Storey County classes and salaries paid by comparable employers for comparable work.~~

2.3 New Positions

All new positions shall be approved by the County Manager.

- A. The elected official or department head preparing a request for a new position shall consult the **HR Director and/or Administrative Officer and/or Personnel Director** to **analyze the position and** determine the appropriate classification for the duties to be assigned to the new position. **its appropriate class and grade based on its duties and other qualifying factors.**
- B. ~~When an appointing authority proposes establishment of a new position,~~ **When a new position is proposed**, the facts must be reported on the prescribed forms (Form 402 F) to **the HR Director and/or Administrative Officer, and the** County Manager, and should be submitted as part of the annual budget process.
- C. If necessary, establishment of a new position may be submitted outside of the annual budget process only if there is a demonstrated immediate need.

RESPONSIBILITY FOR REVIEW: The County ~~Personnel~~ **HR Director and/or Administrative Officer** will review this policy every 5 years or sooner as necessary.

**STOREY COUNTY ADMINISTRATIVE
POLICIES AND PROCEDURES**

**NUMBER 402
EFFECTIVE DATE: 11-10-08
REVISED: 12/15/15
AUTHORITY: BOC
COUNTY MANAGER: PAW**

SUBJECT: Reclassification & Reallocation

1. **PURPOSE:** To establish county policy and procedures for the request, consideration, and approval of position reclassification.
2. **POLICY:**

2.1 Reclassification

Reclassification means the allocation of a position to a different class which results from changes and duties of the position, but not necessarily the position's incumbent employee. The reclassification may be to a newly created class or an existing class in the classification plan. The following apply to reclassifications.

- A. When a department head, supervisor, or elected official believes **that** the duties of an **existing** position have changed to the extent they no longer fit within ~~the current~~ **its assigned class or no longer conform to changes to organizational structure of the**

organization (or department), the duties of the position will be reviewed and, if appropriate, the position **may be** reclassified to the appropriate class.

Reclassification ~~will of a position shall~~ not be undertaken as a substitute for discipline or hiring practices, nor to effect a change in salary **or wages** in the absence of a significant change in assigned duties and responsibilities.

- B. An employee may submit a written request to his/her supervisor seeking **requesting** a job reclassification study **of a position** if ~~he/she s/he~~ believes that his/her job **the position's** ~~description~~, specifications, duties, and responsibilities have changed, both in number and variety, as to cause a significant and permanent workload increase.
- C. ~~Reclassifications must be confirmed by the Personnel~~ **The HR Director and/or Administrative Officer will determine if the position requested to be studied will be reclassified to a new class. The decision to reclassify the position and will become effective no earlier than the first day of the next pay period following the approval.**
- D. A change in a position's classification does not constitute the sole basis for determining whether the employee in ~~a~~ **the reclassified** position will also be assigned to the new position.
 - 1. ~~The decision as to reclassification of~~ **to reclassify** a position shall be made by the ~~HR Personnel~~ Director and/or Administrative Officer with the concurrence of the County Manager.
 - 2. The decision to place the current employee in the new class **of the position** shall be based upon the qualifications and job performance of the employee.

The employee will be assigned to the class whenever a position is reallocated to a higher class and the employee has satisfied the following requirements:

 - a. Completes the orientation period for the position as previously allocated;
 - b. Demonstrates acceptable or better job performance; and
 - c. Possesses the knowledge, skills, and abilities required for the higher class.
 - 3. Whenever a position is reclassified to a lower level class, the employee will be placed in the lower level class effective the first day of the pay period which follows the approval of the reclassification.
 - 4. At the discretion of the ~~Personnel~~ **HR Director and/or Administrative Officer**, responsibility or acting pay may be paid back to the date on which a formal reclassification request was made if the reclassification is subsequently approved.

2.2 Reallocation

Reallocation means an allocation of an entire class (i.e., group of same positions) to a higher or lower pay grade. An entire class may be reallocated to a higher pay grade or to a lower pay grade based on a change in duties and responsibilities for all positions in the class, or based upon salaries or wages paid by other comparable employers.

Whenever a class is reallocated to a different **pay grade level**, the employees affected will be placed at an appropriate step in the **new range of the new pay grade** effective the first day of the pay period following the date that the reallocation is approved by the ~~Personnel~~ **HR Director and/or Administrative Officer.**

2.3 Procedure Requests for classification and reclassification review

The following are the procedures for reviewing and/or approving requests for position classification and reclassification.

A. ~~Submission~~ Submittal process is as follows.

1. Requests for classification review are made by the supervisor, ~~dept.~~ **department** head, or elected official. ~~they~~ **S/he** will review the request and, if appropriate, send ~~it~~ **submit it to the HR Director and/or Administrative Officer** with a written memorandum explaining the reasons ~~the request~~ **why the request** meets the criteria for a classification study. ~~to the Personnel Director and/or Administrative Officer.~~

At a minimum, the request shall include the specific duty and responsibility changes **to the position**, and a verification that the changes ~~are to be to the position~~ **will be permanent**. The ~~Personnel~~ **HR Director and/or Administrative Officer** will review the request and ~~indicate~~ **respond to the department head or elected official** whether or not ~~s/he will conduct a study.~~ **the study is justified and will be conducted.**

2. In the event **that** the supervisor, department head, or elected official fails or refuses to process an **employee's** reclassification request, the employee may submit **directly to the HR Director and/or Administrative Officer** a written request for a job **position** reclassification study. ~~to the Personnel Director and/or Administrative Officer~~ **The request must be submitted** no later than 120 days prior to the requesting employee's **annual performance** evaluation date. An employee may not submit more than one ~~(1) written~~ request for a job reclassification study per calendar year.
3. ~~Two documents are required to submit changes in position responsibilities to include:~~ **The requesting department head, elected official, or employee must submit the following documents with a request for position reclassification.**
 - a. **Justification for Reclassification Form:** Information documented on this form includes **from** where the duties came ~~from~~ (i.e., e.g., new duties/program responsibilities, reassigned responsibilities, etc.); program efficiencies to be gained by the reclassification (i.e., e.g., cost savings, productivity improvements, etc.); why working the position within ~~its~~ **its** current class is not a viable option; and the extent to which reclassification of the position will change the current staffing configuration.
 - b. **Position Description Questionnaire (PDQ):** This questionnaire documents the purpose of the position; position responsibilities; contact; decision making responsibility; environmental factors (if applicable); and knowledge, skills and abilities associated with the position. Information documented on this form uses the duties and associated percentages of time to determine essential job functions (versus "marginal" job functions). Derived from this information, physical characteristics required to perform the duties of the position, or class as a whole, are developed for the essential functions. This information is provided to final candidates interviewing for position vacancies and is also used in the analysis of requests for accommodation under the American with Disabilities Act (ADA), workers' compensation issues, and FMLA return-to-work certifications.

4. The ~~Personnel~~ **HR** Director and/or Administrative Officer will proceed within ~~thirty (30)~~ **30** days of receipt of such written request to investigate the classification status of the position, and to reasonable attempt to conclude the investigation within ninety ~~(90)~~ **90** days after receipt of the written request and provide the supervisor, ~~dept.~~ **department** head, or elected official, and the employee with a written decision, which shall include the reasons supporting such decision.
5. Criteria for determining the need for classification review.
 - a. The ~~Personnel~~ **HR** Director and/or Administrative Officer may authorize a classification review when, in his/her judgment, permanent and substantial specifications, duties and responsibilities have changed, both in number and variety as to cause an increase in workload in a position.
 - b. The new duties must be clearly defined and assigned as outlined in the ~~(3)~~ three documents listed in Procedures Section (c) before a review is begun.
 - c. The ~~Personnel~~ **HR** Director and/or Administrative Officer may include in any classification review any positions which are in the same work unit, have related duties, or are in the same class series as the position for which classification review is requested.

2.4 Effective date

The effective date of a reclassification or a class reallocation shall be the first day of the pay period following ~~the employer's~~ approval of the action. The anniversary date for future step increases shall be established as the first day of the pay period following ~~twelve (12)~~ **12** months in the new ~~classification class~~, and will not include the period for which retroactive pay is granted, if any.

In the event of a reclassification to a lower paid class, the action will be effective the first day of the pay period following ~~the employer's~~ approval of the reclassification.

RESPONSIBILITY FOR REVIEW: The County ~~Personnel~~ **HR** Director and/or Administrative Officer will review this policy every 5 years or sooner as necessary.

2008

**STOREY COUNTY ADMINISTRATIVE
POLICIES AND PROCEDURES**

NUMBER 602
EFFECTIVE DATE: 11-18-08
REVISED: 08/02/11-05/05/15-12/15/15
AUTHORITY: BOC
COUNTY MANAGER: PAW

SUBJECT: Annual Leave

1. PURPOSE

To provide policy and procedures regarding annual leave eligibility and usage.

2. POLICY

The established annual leave year is the calendar year, January 1st through December 31st each year.

2.1 Annual Leave Accrual

- a. All eligible full-time and part-time (working an average of 20 hours or more per week) employees are eligible to take accrued annual leave time off after 3 months of employment. The eligible employees will be credited with an equivalent of 3 months of earned annual leave at the appropriate accrual rate at the end of 3 months of employment. Exceptions to this section in Layoffs and Reinstatement Policy 802(b)(1) apply. Other exceptions may be made under extenuating circumstances with approval of the department head and the HR Director and/or Administrative Officer.
- b. Regular employees continually scheduled to work an average of 21 hours or more per week will accrue annual leave. Employees do not accrue annual leave for overtime hours worked.
- c. Regular part-time employees will accrue annual leave on a pro-rate basis.
- d. Accrual of annual leave for eligible employees is as follows:
 - *Date of hire to 5 years* = 0.0577 per hour on paid status
 - *Following 5 years of employment* = 0.0769 per hour on paid status

Except as noted, all accrual rates are expressed in terms of fractions of an hour earned for every regularly scheduled hour worked on paid leave. Annual leave is not accrued for any other hours. Annual leave is accumulated to the employee on a biweekly basis coinciding with pay periods.

- e. Annual leave credits shall be accrued for each pay period the employee is in full pay status for a major portion of his/her regularly scheduled biweekly hours. Annual leave is not accrued during leave of absence without pay. ~~Hours of annual leave shall be accumulated, provided that no~~ No employee may accumulate earned annual leave in excess of more than 240 hours of annual leave in a calendar year.

2.2 Annual Leave Use and Payout

- a. ~~Not~~ No more than 240 hours of annual leave hours may be taken within any calendar year, subject to staffing requirements. An employee shall be paid at his/her regular hourly rate for each hour of annual leave time taken. Annual leave taken during a biweekly period shall be charged before annual leave earned during that pay period is credited.
- b. Holidays as defined by Policy 601 occurring within the annual leave period will not be counted against annual leave hours. An employee becoming ill while on annual leave shall have leave charged to accrued sick leave upon request and upon presentation of proper documentation.
- c. Annual leave preferences shall be granted in order of seniority. For purposes of this section, seniority is determined by the provisions of Policy 801.
- d. Employees shall request annual leave by providing a minimum of 14 calendar days of notice to the supervisor or department head. An exception to this 14 day requirement may be granted by the supervisor or his/her designee after considering the

circumstances that warrant such exception and the convenience and conventionality of the department.

- e. If an employee on or before October 15th requests annual leave in-writing and his/her request is denied for any reason at any time, the employee is entitled to payment for any annual leave **accrued** in excess of 240 hours that s/he requested to take and which s/he would otherwise forfeit as the result of the denial of his/her request. The payment for the employee's unused annual leave is capped at 60 hours per calendar year and must be made to him/her no later than January 31st **-of the following year. If at any time the denial of this requested annual leave is reversed and the employee is allowed to take the annual leave time off between October 15 and December 31, the employee shall not receive the payment for annual leave in excess of 240 hours described above, or must forfeit payment already made to him/her back to the county by December 31 of that year or at a later date as determined by the Comptroller's Office.**
- f. An employee becoming ill while on annual leave shall have leave taken while ill charged to sick leave upon request and upon presentation of proper documentation.

2.3 Annual Leave Compensation at and After Termination

- a. Employees voluntarily separated from employment shall lose all rights for computing prior service upon re-employment by the employer.
- b. ~~Employees involuntarily terminated~~ **Upon termination** from employment, **other than for cause, the employee** shall be compensated at their regular hourly rate for the total number of annual leave hours accrued, subject to the employer's limitations.

RESPONSIBILITY FOR REVIEW: The County ~~Personnel~~ **HR** Director and/or Administrative Officer will review this policy every 5 years or sooner as necessary.

**STOREY COUNTY ADMINISTRATIVE
POLICIES AND PROCEDURES**

NUMBER 603
EFFECTIVE DATE: 11-18-08
REVISED: 12-01-09/3-16-10/8-03-10/01-05-15/12-15-15
AUTHORITY: BOC
COUNTY MANAGER: PAW

SUBJECT: Sick Leave

-
- 1. PURPOSE:** To establish a policy for granting leave of absence time to county employees.
 - 2. POLICY:** A leave of absence may be granted to an employee due to extended personal or family illness or an uncontrollable or personal demand of the employee's time.

2.1 Accrual and Use of Sick Leave

2.1.1 Accrual of Sick Leave

The employer expects each employee to be available for work on a regular and reliable basis. The employer will monitor attendance and leave use whether or not the employee has accumulated leave balances remaining in his/her Sick Leave account.

- a. All eligible full-time and part-time (working an average of 20 hours or more per week) employees will accrue Sick Leave at the rate of 0.0577 hours per each regularly scheduled hour worked or on paid status. Sick Leave is not accrued for any other hours.
- b. All eligible full-time and part-time (working an average of 20 hours or more per week) employees **are eligible to take accrued sick leave time off after 3 months of employment. The eligible employees** will be credited with the equivalent of three months of earned Sick Leave at the appropriate accrued rate at the end of three months of employment. (~~For exemptions see Policy Layoffs & Reinstatement # 802 Section B.1).~~ **Exceptions to this section in Layoffs and Reinstatement Policy 802(b)(1) apply. Other exceptions may be made under extenuating circumstances with approval of the department head and the HR Director and/or Administrative Officer.**
- c. Sick Leave hours are earned and credited to the employee on a biweekly basis, coinciding with pay periods.
- d. Sick Leave shall be charged on the basis of actual time used to the nearest one-quarter (1/4) hours.
- e. Unused Sick Leave will be credited to the employee's Sick Leave balance to a maximum accrual of 960 hours. Sick Leave accrual will cease when the employee's total year-end (calendar year) balance reaches 960 hours, until the balance falls below 960 hours.
- f. Holidays occurring during Sick Leave periods shall be counted as Holidays, not Sick Leave.

2.1.2 Use of Sick Leave

Sick Leave is for use in situations in which the employee must be absent from work due to:

- a. His/her own physical illness or injury;
- b. His/her own exposure to contagious diseases or when attendance at work is prevented by public health requirements;
- c. The need to care for an ill or injured dependent child, spouse or domestic partner, parent, or any other legal dependent who is dependent upon the employee for support;
- d. Medical or dental appointments for the employee, provided that the employee makes a reasonable effort to schedule such appointments at times which have the least interference with the workday;
- e. Any disability, including disability caused or contributed to by pregnancy, miscarriage, abortion, or childbirth;
- f. Death of the employee's spouse or domestic partner, children, parents, siblings, grandparents, grandchildren, parents-in-law, siblings-in-law, or other legal dependents; however, the automatic granting of Sick Leave for this situation shall be limited to five working days, which may be extended upon the recommendation of the department head and approval of the ~~Personnel~~ HR Director and/or Administrative Officer.

Employees who are absent from work due to Sick Leave shall be at their residence, a medical facility, their doctor's office, or shall notify their supervisor of their whereabouts when using Sick Leave.

2.1.3 Abuse of sick leave

Use of Sick Leave for purposes other than those listed in section 2.1.2 above is considered abuse of Sick Leave. Abuse of Sick Leave is cause for disciplinary action, up to and including termination.

If the employer suspects abuse, it may require substantiating evidence which may include, but is not limited to, a certificate from a health care provider.

2.1.4 Illness during Annual Leave

If an employee on annual leave suffers an illness or injury which requires medical treatment from a licensed physician or health practitioner, s/he may elect to charge that time to his/her accumulated Sick Leave provided that the employee furnishes the employer with a certificate issued by the licensed physician or health practitioner providing treatment.

2.1.5 Placing an employee on Sick Leave

An employer may place an employee on Sick Leave if s/he has an illness that appears to be contagious, or due to a known or suspected illness or injury the employee is not able to perform the essential functions of their position with or without reasonable accommodation.

2.1.6 Return to work

An employee on Sick Leave shall notify his/her supervisor as soon as the employee is able to return to work. An employee returning from an extended absence shall give as much advance notice of return as possible.

- a. The ~~Personnel~~ HR Director and/or Administrative Officer may require a statement from a licensed physician or health practitioner certifying the employee's fitness to return to work (fit-for-duty) when an employee has been absent from work for three contiguous work days or longer.
- b. An employee requesting Sick Leave lasting longer than three contiguous work days may be required to provide the elected official, department head, or supervisor with acceptable evidence to substantiate the request.

2.1.7 Sick Leave alternative

If an employee does not have adequate accrued Sick Leave time, the employee may be granted the use of Annual Leave or other accrued leave time for this purpose. In no case, however, may Sick Leave time be used or granted for use as Annual Leave or Vacation time.

Employees may donate their accrued Sick Leave to those employees that do not have adequate accrued Sick Leave as provided for in Policy No. 604 governing Catastrophic Sick Leave.

2.1.8 Sick Leave at separation

Upon separation from employment due to resignation, termination, layoff, retirement, disability, or death, an eligible employee with a total of accrued hours at 360 or more shall receive a one-time recognition payment based upon the amount of unused Sick Leave remaining in the employee's sick leave account. Compensation for his/her total Sick Leave hours shall be at the following rates up to a maximum amount of \$ 5,000.00.

- a. 5 years but less than 10 years of service shall be paid 12.5 cents on the dollar;
- b. 10 year but less than 15 year of service shall be paid 25.0 cents on the dollar;
- c. 15 years but less than 20 year of service shall be paid 40.0 cents on the dollar
- d. More than 20 years of service shall be paid 50.0 cents on the dollar.

2.2 Procedure

2.2.1 Leave Approval

An employee shall complete an appropriate leave request form (Form No. 602F) as soon as the need for leave is known. The elected official, department head, or supervisor shall determine whether to approve the use of accrued Sick Leave and shall approve such a request whenever it is deemed reasonable.

2.2.2 Notification

Any employee who is ill or unable to report to work for any reason shall notify his/her immediate supervisor no later than 15 minutes following the employee's normal work reporting time. In the event of a continuing illness, the employee shall continue to notify his/her immediate supervisor daily, or at appropriate intervals agreed on by the supervisor, of his/her condition. The employer may deny Sick Leave requests which are not in compliance with this policy.

2.2.3 Doctor's Certification

The employer may require an employee to provide a medical doctor's certification that the illness/injury incapacitated the employee from performing his/her duties, was necessary for the employee to make full and timely recovery, or was appropriate to avoid the spread of a contagious disease. The certification will also verify the employee's fitness for return to work (fit-for-duty). A physician's statement is required when specifically requested by the supervisor or department head and when the employee has been on Sick Leave for three or more contiguous days.

2.2.4 FMLA Leave

FMLA leave is not considered Sick Leave. Refer to Policy 605 for all qualified leave under the Family and Medical Leave Act (FMLA).

RESPONSIBILITY FOR REVIEW: The County ~~Personnel~~**HR** Director and/or Administrative Officer will review this policy every 5 years or sooner as necessary.



Storey County Board of County Commissioners Agenda Action Report

Meeting date: 12/15/15

Estimate of time required:

Agenda: Consent ☒ Regular agenda ☐ Public hearing required ☐

1. **Title:** Tina Perkins, The Delta Saloon, 18 S C St., Virginia City, NV

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

3. **Prepared by:** Brandy Gavenda

Department: SCSO

Telephone: 775-847-0959

4. **Staff summary:** Requesting a general business license & liquor license for the Delta Saloon,
Tina Perkins

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

6. **Fiscal impact:** None

Funds Available:

Fund:

____ Comptroller

7. **Legal review required:**

____ District Attorney

8. **Reviewed by:**

☒ Department Head

Department Name: Gerald Antinoro

A handwritten signature in black ink, appearing to be "J. C. ...", is written over a horizontal line.

____ County Manager

Other agency review: _____

9. **Board action:**

☐ Approved
☐ Denied

☐ Approved with Modifications
☐ Continued

Agenda Item No. 8a



STOREY COUNTY SHERIFF'S OFFICE

Gerald Antinoro
Sheriff

December 2, 2015

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

Fr: Brandy Gavenda

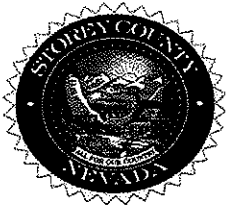
A handwritten signature in black ink, appearing to be "Brandy Gavenda", written over the printed name.

Please add the following item(s) to the December 15, 2015 Commissioners
Consent Agenda:

**LICENSING BOARD
FIRST READING:**

A. Tina Perkins - The Delta Saloon, 18 S C St., Virginia City, NV

PO Box 498
205 South C Street
Virginia City, NV 89440
Office: (775) 847-0959 Fax: (775) 847-0924



Storey County Board of County Commissioners Agenda Action Report

Meeting date: 1/5/16

Estimate of time required:

Agenda: Consent ☒ Regular agenda ☐ Public hearing required ☐

1. **Title:** Wells Fargo Bank, ATM Alarm Company Business License Request for the ATM & Alarm located at: 1 S C St., Virginia City, NV

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

3. **Prepared by:** Brandy Gavenda

Department: SCSO

Telephone: 775-847-0959

4. **Staff summary:** Requesting a business license for the ATM & Alarm located at: 1 S C St., Virginia City NV

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

6. **Fiscal impact:** None

Funds Available:

Fund:

____ Comptroller

7. **Legal review required:**

____ District Attorney

8. **Reviewed by:**

☒ Department Head

Department Name: Gerald Antinoro

A handwritten signature of the County Manager.

____ County Manager

A handwritten signature of Gerald Antinoro.

Other agency review: _____

9. **Board action:**

☐ Approved
☐ Denied

☐ Approved with Modifications
☐ Continued

Agenda Item No. 8b




STOREY COUNTY SHERIFF'S OFFICE

Gerald Antinoro
Sheriff

November 25, 2015

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

Fr: Brandy Gavenda 

Please add the following item(s) to the January 5, 2015 Commissioners Consent Agenda:

LICENSING BOARD
FIRST READING:

A. Wells Fargo Bank NA/Security Response Center; 1 South C Street

PO Box 498
205 South C Street
Virginia City, NV 89440
Office: (775) 847-0959 Fax: (775) 847-0924



Storey County Board of County Commissioners Agenda Action Report

Meeting date: 12-15-15

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
____ District Attorney

8. **Reviewed by:**
ADG
☒ Department Head

Department Name: Community Development

CM
County Manager

Other agency review: _____

9. **Board action:**

☐ Approved
☐ Denied

☐ Approved with Modifications
☐ Continued

Agenda Item No. 9

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

December 7, 2015

Via email

Fr: Stacey Bucchianeri

Please add the following item(s) to the **December 15, 2015**, COMMISSIONERS Consent Agenda:

LICENSING BOARD

FIRST READINGS:

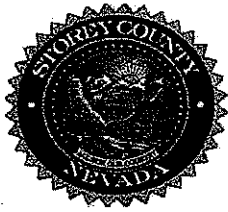
- A. SMEE'S ALASKAN FISH BAR – General / 4650 Aberfeldy Rd ~ Reno (food truck)
- B. VECOPLAN, LLC – Contractor / 5708 Uwhurrie Rd ~ Archdale, NC (equipment contractor)
- C. CIC PITTSBURGH, LLC – Contractor / 2857 Banksville Rd ~ Pittsburgh, PA (contractor)
- D. HIRANO TECSEED CO., LTD – Contractor / Nara, Japan (Panasonic Contractor)
- E. HEWLLET-PACKARD JAPAN, LTD., -- Contractor / Osaka, Japan (Panasonic Contractor)
- F. TECHNO SMART CORP. -- Contractor / Osaka, Japan (Panasonic Contractor)
- G. SOFTWARE CONTROL CORP. -- Contractor / Osaka, Japan (Panasonic Contractor)
- H. KACOMS CO., LTD – Contractor / Osaka, Japan (Panasonic Contractor)
- I. SIERRA SHADING SOLUTIONS, INC. – Contractor / 715 Gregory Way ~ Sparks (contractor)
- J. RED WING BRANDS OF AMERICA, INC. – General / 314 Main ~ Red Wing, MN (supplier)
- K. WATER TREATMENT, INC. – Contractor / 405 S 18th St ~ Sparks (water filtration)
- L. K2 ENGINEERING & STRUCT DESIGN, LLC – Professional / 3100 Mill ~ Reno (engineering)
- M. AMCB, LLC dba Rubbish Runners – General / 1085 Telegraph ~ Reno (trash hauling)
- N. PAPE' MATERIAL HANDLING dba Pape' Rents – Contractor / 25 Vista Blvd. ~ Sparks (equipment)
- O. YOKOGAWA CORP OF AMERICA – Contractor / 2 Dart Road ~ Newnan, GA (process control)
- P. COMSTOCK FOUNDATION FOR HISTORY AND CULTURE -- Nonprofit (HB) / 1669 Main Street ~ Gold Hill
- Q. OLD RED GARTER, LLC -- General / 80 South C Street (Change of Ownership Only) VC

Inspection Required

cc: Chris Hood, Building Dept.
Austin Osborne, Planning Dept.
Dean Haymore, Economic Dev.

Gary Hames, Fire Dept.
Patty Blakely, Fire Dept.
Fritz Klingler, Fire Dept.

Sheriff's Office
Assessor's Office
Commissioners' Office



Storey County Board of County Commissioners Agenda Action Report

Meeting date: December ¹⁵ 2015.
Minutes

Estimate of time required: 15

Agenda: Consent [] Regular agenda [x] Public hearing required []

1. **Title:** Consideration and Possible Action to enter into contract with Tax Management Associates, Inc.(TMA) Pursuant to the contract TMA will provide audit services on behalf of the Storey County Assessor's Office to verify the accuracy of business taxpayer's listings of personal property for ad valorem taxation

2. Recommended motion

I move to approve the contract between Storey County and Tax Management Associates, Inc. pursuant to which Tax Management Associates will provide audit services and authorize the chairman to sign.

3. **Prepared by:** Keith Loomis, Deputy District Attorney and Jana Seddon, Storey County Assessor

Department: Storey County District Attorney's Office and Storey County Assessor's Office

Telephone: (775) 847-0964

4. **Staff summary:** By the proposed contract Tax Management Associates, Inc., (TMA) will audit listings of personal property provided by businesses paying ad valorem taxes on personal property for accuracy. TMA will be compensated pursuant to a flat fee schedule dependent upon the value of the account being audited. The contract is for an initial term of one year subject to two automatic one year renewals unless cancelled after the first year for any reason. TMA has been providing similar services for Washoe County on similar terms. Reportedly, Washoe County is happy with their services and has increased recoveries of personal property taxes as a result of TMI's activities.

5. Supporting materials:

Proposed Contract

6. Fiscal impact:

Funds Available:

Fund:

____ Comptroller

7. Legal review required:

 X 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

December 15, 2015

Agenda Item No. ~~20~~

12

Tax Management Associates, Incorporated Audit Services Contract

This contract made and entered into this 1 day of December, 2015, by and between STOREY COUNTY, NEVADA, hereinafter called the "COUNTY" and TAX MANAGEMENT ASSOCIATES, INC., a corporation authorized to conduct business in Nevada, hereinafter called "TMA," to assist the Storey County Assessor in the performance of audits to verify the accuracy of business taxpayers' listings of property for ad valorem taxation.

Contractual services may begin upon full execution of this contract.

SPECIAL PROVISIONS

WITNESSETH:

WHEREAS, the COUNTY desires to obtain audit services on the County's business personal property taxpayers as authorized by Nevada Revised Statutes; and

WHEREAS, TMA agrees to provide said audit services for the COUNTY pursuant to the charges, terms and conditions of this Agreement; and

NOW, THEREFORE, in consideration of the promises mutually exchanged, the parties agree as follows:

1. SERVICES

- A. In accordance with the charges, terms and conditions contained in this Agreement, TMA agrees to furnish audit services to verify the accuracy of business taxpayers' property tax listings filed with the Storey County Assessor.
- B. The services provided by TMA will be performed in accordance with the terms and conditions provided for in this Agreement and in compliance with all applicable Nevada Revised Statutes, Nevada Administrative Code, and specific County procedures and requirements related to the taxation of personal property. TMA agrees to perform audits in accordance with professionally accepted auditing and accounting standards.
- C. TMA agrees that pursuant to NRS 361.221, a person performing the duties of an appraiser shall hold a valid appraisers certificate. At a minimum, the Lead Auditor for the work performed under this contract, shall obtain an Independent Contractors Certificate for the appraisal of Personal Property as issued by the Appraiser's Certification Board. The individual or individuals employed by TMA may, at the discretion of the Appraiser's Certification Board, obtain a Temporary Appraiser's Certificate. If any person or persons employed by TMA are to provide testimony before any County or State Board of Equalization, at least one person present at all hearings shall hold an Appraiser's Certificate.

- D. Audits to be performed by TMA to verify the accuracy in taxpayer listings shall be selected and assigned from taxpayer's accounts as furnished by the Storey County Assessor.
- E. It is expressly agreed by the parties that all work performed by TMA shall be under the direct supervision and control of the Storey County Assessor. All correspondence in connection with audits will be signed by the Assessor or by his authorized designee.
- F. In order to assist in the scheduling, review, and audit of taxpayers' listings as selected by the Assessor, the COUNTY agrees that the Assessor shall make available to TMA copies of the property listings for the years for which audits are to be performed.
- G. TMA agrees to audit the listings assigned for audit for the current year, and applicable prior years pursuant to Nevada Revised Statutes that provide for discovery procedures and limitations.
- H. It is expressly understood by TMA that under the provisions of the Nevada Revised Statutes, it and its employees are subject to the State Confidentiality Statutes and the penalties contained therein and TMA agrees to abide by Nevada Revised Statutes concerning confidentiality of taxpayer records and shall hold the COUNTY harmless from any liability which may result from an action involving TMA or its employees or agents regarding confidentiality of taxpayer records.
- I. TMA agrees that any appropriate designee of the Storey County Assessor's Office may accompany TMA on any audit, provided the COUNTY shall be responsible for the travel-related expenses of such employee.
- J. TMA agrees that no employee of the company will consult with or answer questions regarding any aspect of an audit being performed, except with authorized County officials and the taxpayer being audited, unless otherwise directed to do so by the Storey County Assessor.
- K. If through any cause, TMA or the COUNTY fails to fulfill its obligations as provided by this Agreement, or materially violates any of the covenants or stipulations within this agreement, and such failure or violation continues for thirty (30) days after written notice thereof by a party, either party shall thereupon have the right to terminate this agreement immediately upon giving written notice to the other party. Said notice shall be delivered to the party personally or mailed by certified mail to the mailing address as specified herein. In the event of termination all audits assigned to TMA shall be completed by TMA and all fees for completed audits shall be payable in accordance with the terms as provided by this Agreement.
- L. It is expressly understood and agreed to by TMA and the COUNTY that the audit services performed under this agreement represents an examination of data and materials as might be contained in a taxpayers accounting records or other documents, for the purpose of verifying the accuracy of listings, reports or statements filed with the Storey County Assessor in connection with a taxpayers listing of property and that such services is not an appraisal service except that information obtained in an audit performed by TMA may be used by the County Assessor to form an opinion or estimate of value as in an appraisal.

2. COST AND PAYMENT FOR AUDIT SERVICES:

- A. The COUNTY hereby authorizes TMA to provide audit services on accounts as assigned by the Storey County Assessor. Fees for audit services shall be based on the class of account assigned for audit as determined by the following per audit fee schedule. Assigned class is based on True Cash Value. True Cash Value is defined as the Assessor's Taxable Value for the current Tax Year prior to audit. In the Case where Taxable Value has not been established, True Cash Value is the Taxable Value that would have resulted from the Taxpayer's original reporting prior to audit.

PER AUDIT FEE SCHEDULE

Account Class	True Cash Value	Fee
A	\$50,000 - \$399,999	\$700.00
B	\$400,000 - \$999,999	\$1,400.00
C	\$1,000,000 - \$4,999,999	\$2,200.00
D	\$5,000,000 - \$19,999,999	\$6,000.00
D3	\$20,000,000 and Above	\$10,000.00

- B. Unless otherwise provided for in this Agreement, the above fees include all costs associated with the Contractor's performance of services including, but not limited to, travel, food, lodging, mileage, salaries, employee benefits, and defending the audit findings throughout any appeals process. The COUNTY will be responsible for the cost of postage for handling audit correspondence and the cost of providing TMA copies of County tax records associated with an individual audit.
- C. TMA shall invoice the COUNTY for applicable audit fees within ten (10) days following the review of the audit findings and approval of the Storey County Assessor. Invoiced fees will be due and payable within thirty (30) days following billing date. If payment is not received by TMA or its assignee within thirty (30) days from billing date, unpaid balance of fees will be subject to additional fees in the amount of one and one-half percent (1 1/2%) per month until payment is received.
- D. All legal costs involving appeals resulting from an audit shall be the responsibility of the COUNTY. TMA will defend its audit findings throughout any appeals process. Defense of audit findings shall include personal appearances at meetings with taxpayers or their representatives, and providing testimony and evidence at all hearings before the County or State Boards of Equalization, and at any other appeal level concerning information identified in an audit. The obligation to provide these services survives the expiration, cancellation or termination of this Agreement.

ADDITIONAL PROVISIONS

1. **AUTHORITY TO CONTRACT:** The COUNTY'S authority to contract for the service herein is authorized by Nevada Revised Statutes.
2. **AUDIT:** All invoices shall be submitted by TMA to the COUNTY with sufficient detail for a proper pre-audit or post-audit.
3. **TERM OF THE AGREEMENT:** The initial term of this Agreement shall begin upon execution and shall remain in effect until June 30, 2016. The Agreement will continue in full force and effect after that date unless cancelled as allowed in the following paragraph. In no event shall this agreement extend for a period longer than three years and will expire on June 30 2018.
4. **CANCELLATION:** This Agreement may be terminated by either party without cause following the initial term upon thirty-(30) day's written notice to the other party. Said notice shall be delivered to the party personally or mailed by certified mail to the mailing address as specified herein. In the event of termination, all audits assigned to TMA shall be completed by TMA and all fees for completed audits shall be payable in accordance with the terms as provided by this Agreement.
5. **COLLATERAL ASSIGNMENT:** The COUNTY acknowledges and agrees that payment due TAX MANAGEMENT ASSOCIATES, INC. under this Agreement have been collaterally assigned to Bank. All payments due TAX MANAGEMENT ASSOCIATES, INC. under this the Agreement will be sent, **UPON REQUEST by TMA**, to the Bank at the address set forth above. The request to send a payment to Bank shall be included in the invoice submitted to County by TMA. The Bank is authorized to receive information relating to this agreement and payments due under the Agreement and all amendments or modifications to the Agreement from COUNTY, Bank is not an intended beneficiary of this Agreement.
6. **INDEMNIFICATION:** To the fullest extend permitted by laws and regulations, TMA shall indemnify and hold harmless the COUNTY and its officials, agents and employees from and against all claims, damages, losses and expenses, direct, indirect or consequential (including, but not limited to, fees and charges of engineers or architects, attorneys and other professionals and costs related to court action or arbitration) arising out of or resulting from the performance of this contract or the actions of TMA or its officials, employees or contractors under this Contract or under the Contracts entered into by TMA in connection with this contract. This indemnification shall survive the termination of this Agreement.
7. **INSURANCE PROVISIONS:** It is understood and agreed that there shall be no Industrial Insurance coverage provided for TMA or any Sub-consultant by COUNTY. TMA agrees, as a precondition to the performance of any work under this Agreement and as a precondition to any obligation of the COUNTY to make any payment under this Agreement to provide COUNTY with a certificate issued by an insurer in accordance with NRS 616B.627 and with a certificate of an insurer showing coverage pursuant to NRS 617.210 for TMA and any sub-consultants used pursuant to this Agreement.

It is further understood and agreed by and between COUNTY and TMA that TMA shall procure, pay for, and maintain the above-mentioned industrial insurance coverage at TMA'S sole cost and expense.

MINIMUM LIMITS OF INSURANCE

TMA shall maintain limits no less than:

1. General Liability: \$1,000,000 combined single limit per claim for bodily injury, personal injury, and property damage. If Commercial General Liability Insurance or other form with a general aggregate limit is used, the general aggregate limit shall be increased to equal twice the required occurrence limit or revised to apply separately to each project or location.
2. Automobile Liability: \$1,000,000 combined single limit per accident for bodily injury and property damage. No aggregate limits may apply.

OTHER INSURANCE PROVISIONS

COUNTY, its officers, employees and volunteers are to be covered as insureds as respects: liability arising out of activities performed by or on behalf of TMA, including COUNTY'S general supervision of TMA; products and completed operations of TMA; premises owned, occupied or used by TMA; or automobiles owned, leased, hired, or borrowed by TMA. The coverage shall contain no special limitations on the scope of protection afforded to COUNTY, its officers, employees or volunteers.

TMA'S insurance coverage shall be primary insurance as respects COUNTY, its officers, employees and volunteers. Any insurance or self-insurance maintained by COUNTY, its officers, employees or volunteers shall be excess of TMA'S insurance and shall not contribute with it in any way.

8. **NON-DISCRIMINATION:** TMA shall not discriminate against any person on the grounds of race, color, national origin, sex, age or disability in the administration of this contract. Nor shall any person be excluded from participation in, or be denied the benefits of this contract on the grounds of race, color, national origin, sex, age or disability.
9. **LAW CONTROLLING:** The laws of the State of Nevada shall control and govern this contract.
10. **NON-ASSIGNMENT:** This Agreement is not assignable by either party, by operation of law or otherwise except to the extent that TMA has assigned its right to receive payments to Bank.
11. **MODIFICATION:** This contract may be modified only by a written agreement executed by both parties hereto.
12. **ENTIRE AGREEMENT:** This contract constitutes the entire agreement of the parties and no other agreement or modification to this contract, expressed or implied, shall be binding on either party unless same shall be in writing and signed by both parties. This Agreement may not be orally modified. Any modifications must be in writing, expressly titled a modification or addendum to this contract, attached to this contract, and signed by both parties.

13. **SEVERABILITY:** Should any provision, portion or application thereof of this Agreement be determined by a court of competent jurisdiction to be illegal, unenforceable or in conflict with any applicable law or constitutional provision, the Parties shall negotiate an equitable adjustment in the affected provisions of this Agreement with a view toward effecting the purpose of this Agreement, and the validity and enforceability of the remaining provisions, portions or applications thereof, shall not be impaired.
14. **HEADINGS:** The subject headings of the paragraphs are included for purposes of convenience only and shall not affect the construction or interpretation of any of its provisions. This Agreement shall be deemed to have been drafted by both parties, and no purposes of interpretation shall be made to the contrary.
15. **NOTICES:** Any notices to be given or submitted by either party to the other pursuant to this Agreement shall be made in writing and sent by first class mail, postage paid or by hand delivery to:

COUNTY:
STOREY COUNTY
26 South B Street
Virginia City, NV 89440
ATTN: Pat Whitten, County Manager

CONSULTANT:
TAX MANAGEMENT ASSOCIATES
2225 Coronation Blvd.
Charlotte, NC 28227
ATTN: Richard H. "Chip" Cooke, Jr., CEO

Executed and entered into by the parties hereto.

ACCEPTED:

STOREY COUNTY
26 SOUTH B STREET
VIRGINIA CITY, NV 89440

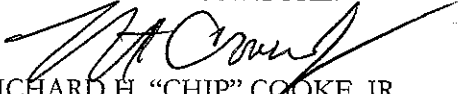
ACCEPTED:

TAX MANAGEMENT ASSOCIATES, INC.
2225 CORONATION BLVD.
CHARLOTTE, NC 28227

BOARD OF COUNTY COMMISSIONERS
OF STOREY COUNTY:

MARSHALL McBRIDE, CHAIRMAN

AUTHORIZED SIGNATURE:


RICHARD H. "CHIP" COOKE, JR.
TITLE: CHIEF EXECUTIVE OFFICER

DATE:

DATE:

10/20/15

ATTEST BY:

CLERK OF STOREY COUNTY



Storey County Board of County Commissioners Agenda Action Report

Meeting date: 12/15/2015 Estimate of time required: 10 min.

Agenda: Consent ☒ Regular agenda ☐ Public hearing required ☐

1. **Title:** Transfer of Appropriations

2. **Recommended motion**

Mr. Chairman, I make a motion to approve the Transfer of Appropriations.

3. **Prepared by:** Hugh Gallagher

Department: Comptroller

Telephone: 847-1006

4. **Staff summary:**

Procedural matter per NRS 354.598005 for transferring appropriations. In an effort to correct unanticipated necessary expenditures following each quarter Budget Review, authorized transfers from Contingency to various departments, within the General Fund, once approved will be completed.

5. **Supporting materials:**

Spread Sheet of necessary approved Transfers.

6. **Fiscal impact:**

Funds Available: Yes Fund: General Fund Contingency
Comptroller *Hugh Gallagher* _____

7. **Legal review required:**

_____ District Attorney

8. **Reviewed by:**

_____ Department Head

Department Name: Commissioner's Office

Quil _____ County Manager

Other agency review: _____

9. **Board action:**

☐ Approved
☐ Denied

☐ Approved with Modifications
☐ Continued

Agenda Item No. 13

NRS 354.598005 Procedures and requirements for augmenting or amending a budget

c) (comptroller) may recommend and BOC authorize **TRANSFER** of appropriations **BETWEEN**

FUNDS or **CONTINGENCY** if:

- 1) BOC announces at next regular meeting and sets **EXACT AMOUNTS** to be transferred and affected the **accounts, functions and programs and funds** affected
- 2) BOC sets forth the reasons
- 3) Action **recorded in the minutes**

TRANSFERS

5c

Fund 001 General

27,549 from Contingency (57900) to be split between Salaries, Benefit and Service & Supplies:

2,465 Salaries - Commissioners	101-51010	SB 482 NRS 245.043
690 PERS - Commissioners	101-52010	Elected Officials Salary increase 3%
193 PACT - Commissioners	101-52011	
36 Medicare - Commissioners	101-52013	
1,902 Salaries - Clerk / Treasurer	102-51010	
286 Longevity - Clerk	102-51020	
613 PERS - Clerk	102-52010	
32 Medicare - Clerk	102-52013	
1,902 Salaries - Recorder	103-51010	
153 Longevity - Recorder	103-51020	
576 PERS - Recorder	103-52010	
30 Medicare - Recorder	103-52013	
1,902 Salaries - Assessor	104-51010	
153 Longevity - Assessor	104-51020	
576 PERS - Assessor	104-52010	
30 Medicare - Assessor	104-52013	
2,584 Salaries - Sheriff	107-51010	
207 Longevity - Sheriff	107-51020	
1,131 PERS - Sheriff	107-52010	
41 Medicare - Sheriff	107-52013	
3,270 Salaries - DA	101-51010	
916 PERS - DA	101-52010	
48 PACT - DA	101-52011	
1,902 Salaries - Justice COurt	101-51010	
533 PERS - Justice COurt	101-52010	
28 PACT - Justice COurt	101-52011	
4,000 Groundwater - Admin	105-53114	State fee on new Groundwater Basin - NRS 534.040(2)
300 Equip Maintenance - Recorder	103-53016	Maintenance fee for GIU software -omitted from original budget
300 Equip Maintenance - Clerk	102-53016	Maintenance fee for GIU software -omitted from original budget
750 Professional Services - Admin	105-53070	Changed to local Third Party Administrator for unemployment claims services

27,549	27,549
--------	--------

SB482

[View Bill in NELIS](#)

Introduced in the Senate on Mar 23, 2015.

By: Government Affairs

Makes various changes relating to elected county officers. (BDR 20-1117)

Fiscal Notes View Fiscal Notes

Effect on Local Government: May have Fiscal Impact.

Effect on State: No.

Most Recent History Approved by the Governor. Chapter 515.

Action:

(See full list below)

Upcoming Hearings

Past Hearings

Senate Government Affairs	Apr 01, 2015 PM	01:00	Agenda	Minutes	Heard, No Action
Senate Government Affairs	Apr 03, 2015 PM	01:00	Agenda	Minutes	Do pass
Assembly Government Affairs	Apr 27, 2015 AM	09:00	Agenda	Minutes	Heard
Assembly Government Affairs	May 01, 2015 AM	08:00	Agenda	Minutes	Do pass
Senate Government Affairs	May 04, 2015 PM	01:00	Agenda	Minutes	After Passage Discussion
Assembly Ways and Means	May 25, 2015 AM	08:00	Agenda	Minutes	Mentioned no jurisdiction

Final Passage Votes

Senate Final Passage	(As Introduced)	Apr 08, 2015	Yea 21,	Nay 0,	Excused 0,	Not Voting 0,	Absent 0
Assembly Final Passage	(1st Reprint)	May 22, 2015	Yea 22,	Nay 20,	Excused 0,	Not Voting 0,	Absent 0

Conference Committee

May 30, 2015 05: 00 PM Conference Report

Bill Text As Introduced 1st Reprint 2nd Reprint As Enrolled

Adopted Amendments Amend. No. 930 Amend. No. CA2

Bill History

Mar 23, 2015

- Read first time. Referred to Committee on Government Affairs. To printer.

Comm inc

Commissioner 101		Total Pay		PERS		MED		PACT		Total	
Empl Name		(Wage)				0.28		0.0145		0.078	
Commissioners		\$	28,192.13	\$	7,893.80	\$	408.79	\$	2,198.99	\$	38,693.70
		\$	27,371.00	\$	7,663.88	\$	396.88	\$	2,134.94	\$	37,566.70
per person		\$	821.13	\$	229.92	\$	11.91	\$	64.05	\$	1,127.00
Augment 2015-16 (X3 BOC)		\$	2,463.39	\$	689.75	\$	35.72	\$	192.14	\$	3,381.00
		101-51010	101-52010	101-52013	101-52011						

Clerk inc

Clerk/Treasurer	102								
Empl Name	Long	Yearly 2015-16	Longevity	PERS	MED	Total			
Stephens, V	16%	\$ 65,305.00	\$ 9,795.75	\$ 21,028.21	\$ 1,088.96	\$ 97,217.92			
Stephens, V		\$ 63,403.00	\$ 9,510.45	\$ 20,415.77	\$ 1,057.25	\$ 94,386.46			
****Vanessa to move up to 16% Longevity on Jan 1 2016									
Augment 2015-16		\$ 1,902.00	\$ 285.30	\$ 612.44	\$ 31.72	\$ 2,831.46			
		102-51010	102-51020	102-52010	102-52013				

Recorder 103						
Empl Name	Class	Yearly 2015-16	Longevity	PERS & Soc Sec	MED	Total
Chapman, J	8% Long	\$ 65,305.00	\$ 5,224.40	\$ 19,748.23	\$ 1,022.68	\$ 91,300.31
Chapman, J	113-2	\$ 63,403.00	\$ 5,072.24	\$ 19,173.07	\$ 992.89	\$ 88,641.20
Hansen, M	116-3	\$ -	\$ -	\$ -	\$ -	\$ -
Martinoni, R	116-7	\$ -	\$ -	\$ -	\$ -	\$ -
Augment 2015-16						
		\$ 1,902.00	\$ 152.16	\$ 575.16	\$ 29.79	\$ 2,659.11
		103-51010	103-51020	103-52010	103-52013	

Assessor 104									
Empl Name	Class	Yearly 2015-16	Longevity Pay	PERS	MED	Total			
				SS .066	0.28	0.0145			
Seddon, J	Elected 8% Long	\$ 65,305.00	\$ 5,224.40	\$ 19,748.23	\$ 1,022.68	\$ 91,300.31			
Seddon, J	Elected 8% Long	\$ 63,403.00	\$ 5,072.24	\$ 19,173.07	\$ 992.89	\$ 88,641.20			
		\$ -	\$ -	\$ -	\$ -	\$ -			
		0.00	\$ -	\$ -	\$ -	\$ -			
Augment 2015-16		\$ 1,902.00	\$ 152.16	\$ 575.16	\$ 29.79	\$ 2,659.11			

DA inc

District Attorney Empl Name	Total Pay (Wage)	PERS	MED	Total
		0.28	0.0145	
Langer, A	\$ 112,268.00	\$ 31,435.04	\$ 1,627.89	\$ 148,138.93
Langer, A	\$ 108,998.00	\$ 30,519.44	\$ 1,580.47	\$ 143,905.91
Augment 2015-16	\$ 3,270.00	\$ 915.60	\$ 47.42	\$ 4,233.02
	111-51010	111-52010	111-52013	

JOP

Justice Court 113									
Empl Name	Yearly 2015-16	Total Pay (Wage)	PERS	MED	Total				
			SS .066	0.28	0.0145				
E Herrington	\$ 65,305.00	\$ 65,305.00	\$ 18,285.40	\$ 946.92	\$ 84,537.32				
E Herrington	\$ 63,403.00	\$ 63,403.00	\$ 17,752.84	\$ 919.34	\$ 82,075.18				
	\$ -	\$ -	\$ -	\$ -	\$ -				
	0.00	\$ -	\$ -	\$ -	\$ -				
Augment 2015-16						\$ 1,902.00	\$ 532.56	\$ 27.58	\$ 2,462.14
		113-51010	113-52010	113-52013					

Revised: 08/11/15

Tax Year	Budget	July-Sept.	Oct.-Dec.	Jan.-Mar.	Apr.-June	Total Collected	YTD Balance	Cumulative Balance
2014 - 2015	2,000.00	1,000.00				1,000.00	(1,000.00)	(1,000.00)
2015 - 2016	2,000.00					0.00	(2,000.00)	(3,000.00)
<p>COPY</p> <p>Augment</p> <p>001-105-53114</p> <p>OWER</p>								
TOTALS	4,000.00					1,000.00		

TOTAL:	1,000.00
---------------	-----------------

OWE LAST YEAR 2K
+ 2015-16 2K

COPY

4 K Aug

**Advanced Data Systems, Inc.**

1789 College Parkway, Suite 128
Carson City, NV 89706
Phone: (775) 883-4007
Fax: (775) 882-1443

010050

INVOICE

Invoice #: 11536**Invoice Date:** July 6, 2015*CLERK, RECORDER,***Bill To:**

Storey County
Attn: Pat Whitten
P.O. Box 176
Virginia City, NV 89440

Augment

DESCRIPTION	AMOUNT
RE: Profound Logic Software Feature for IBM System: <ul style="list-style-type: none">One-Year Annual Maintenance/Subscription Renewal for Profound UI Service Period 08/07/2015 — 08/06/2016 <i>(Note: Profound software is required to utilize the ADS GUI feature.)</i>	\$ 600.00
TOTAL DUE	\$ 600.00

Copy: Jessie Fain
Management Analyst II
P.O. Box 176
Virginia City, NV 89440

RECORDER
CLERK (ELECTIONS, VOTER REG)

Payment due upon receipt of invoice.

Make all checks payable to "Advanced Data Systems".

If you have any questions, please contact Carol @ (775) 883-4007.



P.O. Box 7515
Reno, NV 89510

(775) 329-4241 Tel
(775) 329-4125 Fax

Fed Tax ID # 88-0090233

Invoice

Member ID #	Date	Invoice #
	7/23/2015	26071

Bill To
Storey County Austin Osborne PO Box 1141 Virginia City, NV 89440

Existing members who refer a new member to NAE may receive one quarter free membership!

COPY

-Augment

Item	Description	Rate	Amount
UI	UNEMPLOYMENT INSURANCE CONSULTING: for period August 2015 through July 2016 001-105-53070	750.00	750.00

P.O. No.	Terms
	Net 30

To pay by credit card, please complete the form below:

Visa or MasterCard (circle one)

Credit Card #

CVV#

Name on card:

Billing address of this card:

Expiration Date: Amount to be billed:

Signature of cardholder:

Payments/Credits

\$0.00

Balance Due

\$750.00

Your Membership Dues Include:

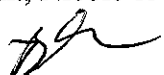
Unlimited Calls to H.R. Hotline
Members Only Rates - Story Law Group
Members Only Rates - Training
Benchmarking Data (Free to Participants)
- Northern Nevada Pay Survey (Annually)
- Benefits & Personnel Practices Survey (Bi-Annual)
Legislative Updates
Monthly NAE Review Newsletter
Employment Law Posters Upon Request
Policies & Job Descriptions
Handbook Review



Storey County Board of County Commissioners Agenda Action Report

Meeting date: 1/5/16 12-15-15 ³⁰ Estimate of time required:

Agenda: Consent ☐ Regular agenda ☒ Public hearing required ☐

1. **Title:** The Palace Restaurant, Liquor License Amending
2. **Recommended motion:** Approve the application to add Off-Sale Liquor License to the existing liquor license of the Palace Restaurant, Nicole & Bobby Wilkinson
3. **Prepared by:** Brandy Gavenda, Admin. Asst. 

Department: SCSO

Telephone: 775-847-0959

4. **Staff summary:**

5. **Supporting materials:**

6. **Fiscal impact:** None

Funds Available:

Fund:

____ Comptroller

7. **Legal review required:**


____ District Attorney

8. **Reviewed by:**

X Department Head

Department Name: Sheriff, Gerald Antinoro

 County Manager



Other agency review: _____

9. **Board action:**

☐ Approved
☐ Denied

☐ Approved with Modifications
☐ Continued

Agenda Item No. 14a



Storey County Board of County Commissioners

Agenda Action Report

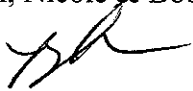
Meeting date: ~~1/5/16~~ ¹²⁻¹⁵⁻¹⁶

Estimate of time required:

Agenda: Consent ☐ Regular agenda ☒ Public hearing required ☐

1. **Title:** Gold Hill Hotel, Liquor License Amending

2. **Recommended motion:** Approve the application to add Off-Sale Liquor License to the existing liquor license of the Gold Hill Hotel, Nicole & Bobby Wilkinson

3. **Prepared by:** Brandy Gavenda, Admin. Asst. 

Department: SCSO

Telephone: 775-847-0959

4. **Staff summary:**

5. **Supporting materials:**

6. **Fiscal impact:** None

Funds Available:

Fund:

____ Comptroller

7. **Legal review required:**

____ District Attorney

8. **Reviewed by:**

☒ Department Head

Department Name: Sheriff, Gerald Antinoro

 County Manager

Other agency review: _____

9. **Board action:**

☐ Approved
☐ Denied

☐ Approved with Modifications
☐ Continued

Agenda Item No. **146**



Storey County Board of County Commissioners Agenda Action Report

Meeting date: 12/15/15

Estimate of time required: 15 min.

Agenda: Consent ☐ Regular agenda ☒ Public hearing required ☒

1. **Title:** Discussion/Possible Action: **Second Reading of Ordinance No. 15-270**, an ordinance extending interim development regulations affecting Title 16 and 17 of the Storey County Code by extending through June 30, 2016 Title 16A establishing minimum interim requirements for subdivision map approvals and Title 17A by limiting master plan amendments for approvals of planned unit developments during the master plan approval process, and providing for other properly related matters. The moratorium on subdivisions and planned unit developments will be in effect until the comprehensive update to the Storey County Master Plan is adopted, or July 1, 2016, whichever comes first.

2. **Recommended motion:** In conformance with the applicable federal, state, and county regulations, and the recommendation for approval by staff, I (Commissioner) motion to approve Ordinance Number 15-270 extending interim development regulations (i.e., moratorium on subdivisions and planned unit developments) affecting Title 16 and 17 of the Storey County Code by extending Title 16A establishing minimum interim requirements for subdivision map approvals and Title 17A by limiting master plan amendments for an approvals of planned unit developments during the master plan approval process, and providing for other properly related matters.

3. **Prepared by:** Austin Osborne

Department: Planning

Telephone: 847-1144

4. **Staff summary:** See Enclosure A: staff summary.

5. **Supporting materials:** See Enclosure B: Draft Ordinance No. 15-270.

6. **Fiscal impact:** None on local government.

Funds Available:

Fund:

____ Comptroller

7. **Legal review required:**

____ 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. 15

Enclosure A: Staff Summary for Request for Passage of Ordinance No. 15-270

It is the purpose of this ordinance to extend temporary residential development regulations and standards, which limit the approval of subdivisions or planned unit developments (PUDs), and master plan amendments for subdivisions or planned unit developments until the comprehensive update to the existing Storey County Master Plan is completed and adopted, or July 1, 2016, whichever comes first. The moratorium on such residential development will ensure that the public interest in protecting the planning process for the master plan furthers and balances with the private hardships that may result from the imposition of controls; to ensure a uniform, orderly, and managed process by which development may proceed concurrently with the master plan in a manner that complements the nature and extent of the available resources, facilities and services; and to promote and protect the health, safety and general welfare by contributing to the physical and economic well-being of the people by promoting adequate facilities and services, and protecting Storey County's economic bases, resources and character. The following types of applications may be approved while the interim development guidelines are in effect: (a) approvals of variances; (b) issuance of a building permit on an existing parcel; (c) approval of parcel maps or divisions into large parcels; and (d) approval of a special use permit other than for a planned unit development.

Enclosure B: Draft Ordinance No. 15-270

Ordinance No. 15-270

Summary

An ordinance extending interim development regulations affecting titles 16 and 17 of the Storey County Code by creating title 16A establishing minimum interim requirements for subdivision map approvals and title 17A limiting master plan amendments for and approvals of planned unit developments during the master plan approval process.

Title

An ordinance extending interim development regulations affecting titles 16 and 17 of the Storey County Code by creating title 16A establishing minimum interim requirements for subdivision map approvals and title 17A limiting master plan amendments for and approvals of planned unit developments during the master plan approval process, and providing for other properly related matters.

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

SECTION I: Title 17 is amended to create title 17A as follows:

17A.02.020 Purpose.

It is the policy of the board of county commissioners that existing and future development in Storey County will be guided by the master plan that provides for orderly development, and the timely provision of facilities and services. This policy recognizes the need for and the public's interest in protecting the master plan process by controlling subdivision and other development application processes to ensure that the master plan may be developed, revised or amended in an orderly fashion.

The board finds and declares that Storey County would be affected by the premature

development of residential property during the master plan process.

The board further finds that a premature amendment to the master plan for a large residential development or the subdivision of property for residential use during the revision of the master plan may jeopardize the ability of the Storey County to ensure orderly development and adequate provision of services and facilities, and that certain types of development initiated before the master plan is revised may prevent the best possible development pattern and the county's ability to economically provide necessary services and facilities.

The board further finds that interim development controls and regulations, including controls on the division of lands through subdivision maps and master plan amendments are necessary to protect the planning process for the revision of the master plan.

It is the purpose of this ordinance to enact temporary development regulations and standards, which limit the approval of subdivisions or planned unit development (PUDs) and master plan amendments for subdivisions or planned unit developments, that expire on ~~December 18, 2015~~ **June 30, 2016**, or on the adoption of the master plan whichever occurs first, to ensure that the public interest in protecting the planning process for the master plan furthers and balances with the private hardships that may result from the imposition of controls; to ensure a uniform, orderly, and managed process by which development may proceed concurrently with the master plan in a manner that complements the nature and extent of the available resources, facilities and services; and to promote and protect the health, safety and general welfare by contributing to the physical and economic well-being of the people by promoting adequate facilities and services, and protecting Storey County's economic bases, resources and character.

The following types of applications may be approved while the interim development guidelines are in effect:

- A. Approvals of variances.
- B. Issuance of a building permit on an existing parcel.
- C. Approval of parcel maps or divisions into large parcels.
- D. Approval of a special use permit other than one for a planned unit development.

17A.02.030 Application.

Notwithstanding any provisions of the Storey County Code to the contrary until ~~December 18, 2015~~ **July 1, 2016**, or the adoption of a revised master plan for Storey County, whichever occurs first, these interim guidelines apply to all of Storey County except where real property is subject to an existing development agreement (NRS 278.0201).

17A.03.080 Hearing.

Notwithstanding any provisions of the Storey County Code to the contrary until ~~December 18, 2015~~ **July 1, 2016**, or the adoption of a revised master plan for Storey County, whichever occurs first, the board must hold a public hearing on the progress of the master plan within 6 months of the effective date of this ordinance.

17A.03.110 Amendments.

The board may amend these regulations before ~~December 18, 2015~~ **July 1, 2016**, or the adoption of the master plan if it determines that one or more of the provisions is substantially detrimental to the welfare of the Storey County during the interim period and that the amendment will not jeopardize the purpose of these regulations.

SECTION II: Title 16 is amended to create title 16A as follows:

Title 16A

Subdivision interim development regulations

16A.04.010 Purpose.

It is the policy of the board of county commissioners that existing and future development in Storey County will be guided by the master plan that provides for orderly development, and the timely provision of facilities and services. This policy recognizes the need for and the public's interest in protecting the master plan process by controlling subdivision and other development application processes to ensure that the master plan may be developed, revised or amended in an orderly fashion.

The board finds that a premature division of property during the revision of the master plan may jeopardize the county's ability to ensure orderly development and adequate provision of services and facilities, and that certain types of development initiated before the master plan is revised may prevent the best possible development pattern and the county's ability to economically provide necessary services and facilities.

The board further finds that interim development controls and regulations, including controls on the division of lands through subdivision maps, and controls on other development processes, are necessary to protect the planning process for the revision of the master plan.

16A.16.020 Approval process-planning commission.

Notwithstanding any provisions of the Storey County Code to the contrary until ~~December 18, 2015~~ **July 1, 2016**, or the adoption of a revised master plan for Storey County, whichever occurs first, the planning commission may not approve a tentative map for a subdivision or PUD that involves any of the following:

- A. The project requires the expansion or construction of any sewer plant or capacity.
- B. The project results in the greater use of septic tanks or domestic wells in areas planned for sewer or a community water system or than would be permitted for land uses authorized under the existing master plan.
- C. The project results in a reduction of service level on impacted road segments and intersections.

The approval of any tentative subdivision map or PUD by the planning commission must be accompanied by a finding the no significant impact on ground water quality or quantity will result from the proposed subdivision.

16A.16.030 Board action.

Notwithstanding any provisions of the Storey County Code to the contrary until ~~December 18, 2015~~ **July 1, 2016**, or the adoption of a revised master plan for Storey County, whichever occurs first, the board may not approve a tentative map for a subdivision that involves any of the following:

- A. The project requires the expansion or construction of any sewer plant or capacity.
- B. The project results in the greater use of septic tanks or domestic wells in areas planned for sewer or a community water system or than would be permitted for land uses authorized under the existing master plan.
- C. The project results in a reduction of service level on impacted road segments and intersections.

The approval of any tentative subdivision map or PUD by the board must be accompanied by a finding the no significant impact on ground water quality or quantity will result from the proposed subdivision.

Proposed on _____, 2015.

by Commissioner _____

Passed on _____, 2015.

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 _____, 2015.



Storey County Board of County Commissioners Agenda Action Report

Meeting date: 12-15-15

Estimate of time required: 0 - 5

Agenda: Consent ☐ Regular agenda ☒ Public hearing required ☐

1. **Title:** Business License Second Readings -- Approval

2. **Recommended motion:** Approval

3. **Prepared by:** Stacey Bucchianeri

Department: Community Development

Telephone: 847-0966

4. **Staff summary:** Second readings of submitted business license applications are normally approved unless, for various reasons, requested to be continued to the next meeting. A follow-up letter noting those to be continued or approved will be submitted prior to Commission Meeting. The business licenses are then printed and mailed to the new business license holder.

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

6. **Fiscal impact:** None

Funds Available:

Fund:

____ Comptroller

7. **Legal review required:** None

____ District Attorney

8. **Reviewed by:**

☒ Department Head

Department Name: Community Development

☒ County Manager

Other agency review: _____

9. **Board action:**

☐ Approved
☐ Denied

☐ Approved with Modifications
☐ Continued

Agenda Item No. 16

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

December 7, 2015
Via email

Please add the following item(s) to the **December 15, 2015**, COMMISSIONERS Agenda:

Storey County Building Department has inspected and found that the following businesses meet code requirements necessary to operate in the county:

LICENSING BOARD SECOND READINGS

- A. **VFI KR SPE I, LLC** – General / 7303 SE Lake Road ~ Portland, OR (leasing company)
- B. **CODFATHER, LLC** – General / 16180 Tanea Drive ~ Reno (food truck) **TRI**
- C. **NEVADA HEALTH CENTERS** – Nonprofit / 175 East Carson **VC**
- D. **FIGHTING IRISH SERVICES, LLC dba Clearpay Processing NV** – 839 Lafond Avenue ~ Dayton (home-based credit card processing services)
- E. **AROK, INC** – Contractor / 2819 West Grovers ~ Phoenix, AZ (Contractor)
- F. **OPTIV SECURITY, INC.** – Contractor / 6130 Sprint Parkway ~ Overland Park, KS (Internet Security Svcs)
- G. **ALLIED CRANE, INC.** – Contractor / 855 North Parkside Drive ~ Pittsburg, CA (Crane services)
- H. **DAS GROUP PROFESSIONAL, INC.** – Contractor / 1330 N Broadway ~ Walnut Creek, CA (wifi provider)
- I. **HELIX ELECTRIC, INC.** – Contractor / 6795 Flanders Drive ~ San Diego, CA (electrical contractor)
- J. **CLARKSON INDUST CONTRACTORS** – Contractor / 256 Broadcast Dr ~ Spartanburg, SC (industrial containers)
- K. **KATOAKA-SS AMERICA CORP** – Contractor / 21255 Hawthorne Blvd ~ Terrance, CA 90503 (equipment installation and maintenance—using “other” contractor’s license tbd)
- L. **H&T NEVADA, LLC** – General / Electric Avenue (manufacturing battery components) **TES**
- M. **MACKAY MANSION MUSEUM** – General / 291 South D Street (new owner) **VC**
- N. **RICK’S AEC REPROGRAPHICS, INC.** – General / 488 Kietzke Lane ~ Reno (copy/scanning)
- O. **TITAN CONSTRUCTION SUPPLY, INC.** – General / 250 Edison Way ~ Reno (construction supply)
- P. **AMERICAN FIREPROOFING, INC.** – Contractor / 9900 Georgia St ~ Crown Pt, IN (fireproofing cont.)
- Q. **ON ELECTRIC GROUP dba Integrated Systems Group** – Contractor / 1709 SE 3rd Ave ~ Portland, OR (electrical contractor)
- R. **LLOYD W AUBRY CO., INC.** – Contractor / 2148 Dunn Road ~ Hayward, CA (electrical contractor)
- S. **WILSON TREE WORKS** – Contractor / 425 Channel Drive ~ Dayton (arborist)
- T. **FASTENAL COMPANY** – Contractor / 1117 Gator Way ~ Sparks (industrial fasteners/supplies)
- U. **HILTI, INC.** – Contractor / 5400 S 122nd East Ave ~ Tulsa, OK (construction tools)
- V. **DURA-STONE, INC.** – Contractor / 750 Freeport Blvd ~ Sparks (coatings and sealants)
- W. **ADVANCED TECHNOLOGY GROUP, INC.** – 455 SE 2nd Avenue ~ Hillsboro, OR (drywall cont)
- X. **XL CONCRETE MASONRY, LLC** – Contractor / 4460 Riviera Ridge ~ Las Vegas (masonry contractor)
- Y. **MCDONALD CARANO WILSON, LLP** – Professional / 100 West Liberty ~ Reno (law firm)
- Z. **SAI ELECTRICAL CONTRACTORS** – Contractor / 580 Murray Road ~ Dothan, AL (elect cont)

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- AA. FAST WRAP RENO ONE** – Contractor / 1000 Cottonwood Road ~ Reno (shrink wrap protection)
BB. ROSEN MATERIALS, LLC – Contractor / 1371 Sawgrass Corporate Pkwy ~ Reno (materials)
CC. TEMP-AIR, INC. – Contractor / 3700 West Preserve ~ Burnsville, MN (hvac contractor)
DD. BOSSARD NORTH AMERICA – Contractor / 6521 Production Dr ~ Cedar Falls, IA (installer)
EE. LR SELL SERVICES – Contractor / 9845 Palmetto Dr ~ Stagecoach (manufactured home setters)
FF. JR AUTOMATION TECHNOLOGIES, LLC – Contractor / 13365 Tyler St ~ Holland, MI (mfg)
GG. MURATA MACHINERY USA, INC. – Contractor / 2120 Queen City ~ Charlotte, NC (handling sys)
HH. BEU-MATH ENGINEERING, INC. – Contractor / 3201 W Harrison ~ Phoenix (pollution control)
II. MODERN MINING SOLUTIONS, LLC – General / 1280 Alexandria Court **TRI**
JJ. BI NUTRACEUTICALS, INC. – General / 625 Waltham Way #101 (milling botanicals) **TRI**
KK. RICH DOSS, INC. – General / 201 Wild Horse Canyon Drive (transportation) **MCC**

Inspection Required

ec: Chris Hood, Building Dept.
Austin Osborne, Planning Dept.
Dean Haymore, Economic Dev.

Gary Hames, Fire Dept.
Patty Blakely, Fire Dept.
Fritz Klingler, Fire Dept.

Sheriff's Office
Commissioners' Office
Assessor's Office