



STOREY COUNTY BOARD OF COUNTY COMMISSIONERS MEETING

9/17/2019 10:00 A.M.

26 SOUTH B STREET, VIRGINIA CITY, NEVADA

AGENDA

MARSHALL MCBRIDE
CHAIRMAN

ANNE LANGER
DISTRICT ATTORNEY

LANCE GILMAN
VICE-CHAIRMAN

JAY CARMONA
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 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. Pursuant to NRS 241.020 (2)(d)(6) Items on the agenda may be taken out of order, the public body may combine two or more agenda items for consideration, and the public body may remove an item from the agenda or delay discussion relating to an item on the agenda at any time. 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.

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

1. **CALL TO ORDER REGULAR MEETING AT 10:00 A.M.**
2. **PLEDGE OF ALLEGIANCE**
3. **DISCUSSION/POSSIBLE ACTION:**

Approval of the Agenda for September 17, 2019.

4. **DISCUSSION/POSSIBLE ACTION:**

Approval of the Minutes for August 6, 2019.

5. **DISCUSSION/POSSIBLE ACTION:**

Approval of the Minutes for August 20, 2019.

6. **CONSENT AGENDA**

I For possible action, approval in claims in the amount of \$502,870.81.

II For possible action, approval of business license first readings:

A. **Buildings & Dwellings Company, Inc.** - Contractor / 2465 Sutro St. ~ Reno, NV

B. **Dianne S. Drinkwater PC** - General / 2490 Keystone Ave. ~ Reno, NV

C. **MG Builders LLC**- Contractor / 8345 Opal Ranch Way ~ Reno, NV

D. **Nevada Recycling & Salvage Ltd.** - General/ 1085 Telegraph St. ~ Reno, NV

E. **Ventura Transfer Company** - Transportation/ 750 Freeport Blvd. ~ Sparks, NV

F. **W A Rasic Construction Company Inc.** - Contractor / 4150 Long Beach Blvd. ~ Long Beach, CA

7. **DISCUSSION ONLY (No Action - No Public Comment): Committee/Staff Reports**

8. **BOARD COMMENT (No Action - No Public Comment)**

9. **WORKSHOP/DISCUSSION ONLY (No Action):**

Presentation and community discussion of Virginia City and Gold Hill Water and Sewer Rate Assessment.

10. **DISCUSSION/POSSIBLE ACTION:**

Possible approval of an easement for pipeline facilities to the TRI General Improvement District (TRI GID) where the pipeline crosses the Louise Peri Park, owned by Storey County, which will be used to transport effluent from the Truckee Meadows Water Reclamation Facility (TMWRF) in Sparks to the TRI GID facility in the Tahoe Reno Industrial Center.

11. **DISCUSSION/POSSIBLE ACTION:**

Consideration of letters of interest and the appointment of a qualified person to fill the existing Storey County Recorder vacancy in the Storey County Recorder's Office. The appointee will fill the vacancy until January 4, 2021.

12. **DISCUSSION/POSSIBLE ACTION:**

Authorize the County Manager to extend and modify previously approved purchase of up to two years of PERS retirement credit for Comptroller Hugh Gallagher pursuant to his

retirement from county employment. This action will change previously approved two years of PERS buy-out effective about September 30, 2019 upon retirement on October 1, 2019 to: (a) one year of PERS buy-out credit effective about September 30, 2019; (b) retirement from Storey County employment on April 30, 2020; and (c) seven months of PERS buy-out credit effective about April 29, 2020 contingent on his retirement on April 30, 2020. The combined total amount remains not to exceed \$73,000.00.

13. DISCUSSION/POSSIBLE ACTION:

Approval of 2nd reading for General Business License for Virginia City Gun Works, 145 S C St. Unit #C, Virginia City, NV 89440. Applicants are Erin Stoneback & TJ Lord.

14. DISCUSSION/POSSIBLE ACTION:

Variance request (Variance 2019-038) by applicants Larry and Beth Austin to allow for a reduced front yard setback to construct a detached garage. The applicants are proposing a detached garage be placed 11-feet from the front yard roadway easement of Hanaupah Road. The property is located at 4680 Hanaupah Road, Highlands Ranches, Storey County, Nevada, Assessor's Parcel Number (APN) 003-401-10.

15. DISCUSSION/POSSIBLE ACTION:

Approval of business license second readings:

- A. Kelley Erosion Control, Inc.** - Contractor / 2395 B Tampa St. ~ Reno, NV
- B. N J B Electric LLC** - Contractor / 5250 Palo Alto Circle ~ Sparks, NV
- C. Peak Builders Co.** - Contractor / 2004 Michael Dr. ~ Carson City, NV
- D. Splendid Cup** - Home Business / 2530 Flatiron Rd ~ Virginia City Highlands, NV
- E. Sunlit USA, Inc.** - General / 1400 Waltham Way
- F. Zayo Group, LLC** - General / 1821 30th St. ~ Boulder, CO

16. PUBLIC COMMENT (No Action)

17. ADJOURNMENT OF ALL ACTIVE AND RECESSED BOARDS ON THE AGENDA

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.
- In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.

Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotope, American Sign Language, etc.) should contact the responsible Agency or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at http://www.ascr.usda.gov/complaint_filing_cust.html and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

(1) mail: U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410;

(2) fax: (202) 690-7442; or

(3) email: program.intake@usda.gov.

USDA is an equal opportunity provider, employer, and lender.

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.

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 9/10/2019; 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: September 17, 2019

Estimate of time required: 0-5 min

Agenda: Consent ☐ Regular agenda ☒ Public hearing required ☐

1. **Title:** Approval of the Minutes for August 6, 2019.

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

3. **Prepared by:** Vanessa Stephens

Department: Clerk

Telephone: 775-847-0969

4. **Staff summary:** Minutes are attached.

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

6. **Fiscal impact:**

Funds Available:

Fund:

_____ Comptroller

7. **Legal review required:**

_____ District Attorney

8. **Reviewed by:**

☒ Department Head

Department Name: Commissioner's Office

_____ County Manager

Other agency review: _____

9. **Board action:**

☐ Approved

☐ Approved with Modifications

☐ Denied

☐ Continued

Agenda Item No.



STOREY COUNTY BOARD OF COUNTY COMMISSIONERS MEETING

TUESDAY, AUGUST 6, 2019 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

JAY CARMONA
COMMISSIONER

VANESSA STEPHENS
CLERK-TREASURER

ROLL CALL: Chairman McBride, Commissioner Carmona, County Manager Austin Osborne, Clerk-Treasurer Vanessa Stephens, Deputy District Attorney Keith Loomis, Sheriff Antinoro, Tourism Director Deny Dotson, Fire Marshall Martin Azevedo, Public Works Director Jason Weizerbicki, Fire Chief Jeff Nevin, Community Relations Director Cherie Nevin, Community Chest Director Erik Shoen, IT Director James Deane, Project Coordinator Mike Northan, Virginia City Senior Center Director Stacey York, Planner Kathy Canfield, Comptroller Hugh Gallagher, Recorder Jen Chapman

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

Meeting was called to order by Chairman McBride at 10:00 A.M.

2. PLEDGE OF ALLEGIANCE

Chairman McBride led those present in the Pledge of Allegiance.

3. DISCUSSION/POSSIBLE ACTION: Approval of Agenda for August 6, 2019.

County Manager Austin Osborne requested items 15 and 16 be removed from the agenda; item 17 be continued to August 20; and item 19 be continued to a date to be determined.

Public Comment:

None

Motion: I move to approve the Agenda as amended, **Action:** Approve, **Moved by:** Vice Chairman Gilman, **Seconded by:** Commissioner Carmona, **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=3)

4. DISCUSSION/POSSIBLE ACTION: Approval of the Minutes for June 18, 2019.

Public Comment: None

Motion: I move to approve the Minutes for June 18, 2019, **Action:** Approve, **Moved by:** Vice Chairman Gilman, **Seconded by:** Commissioner Carmona, **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=3)

5. CONSENT AGENDA:

- I For possible action, approval of the Justice Court Quarterly Report.
- II For possible action, approval of claims in the amount of \$3,890,605.75.
- III For possible action, approval of Assessor's Recommended Corrections to the 2018-19 Unsecured Tax Roll
- IV For possible action, approval of Assessor's Recommended Corrections to 2016-17, 2017-18, 2018-19 and 2019-20 Unsecured Tax Rolls.
- V For possible action, approval of Assessor's Recommended Corrections to 2019-20 Secured Tax Roll for Exemptions.
- VI For possible action, approval of business license first readings:
 - A. A-1 Mobile Fleet Service LLC - General / 1514 Crestview ~ Fernley, NV
 - B. Affordable Carpentry and Handyman - General / 2300 Cartwright ~ Reno, NV
 - C. Arrow Sign Company - Contractor / 1051 46th Ave ~ Oakland, CA
 - D. ENGworks, Inc. - General / 108 West 13th St. ~ Wilmington, DE
 - E. Fast Way Xpress, Inc. - General / 1425 Maritime St. ~ Oakland, CA
 - F. General Cleaning Service, Corp - General / 1090 E. Huffaker Ln ~ Reno, NV
 - G. Hilltop Farm - Home / 2589 Keystone Circle ~ Virginia City, NV
 - H. Jonesey's, Inc. - General / PO Box 52470 ~ Sparks, NV
 - I. Microcafsautomation - General / 29463 S. River Rd ~ Harrison Twp, MI
 - J. P & F Consulting - General / PO Box 1369 ~ Verdi, NV
 - K. Paw Professional Services, LLC - Home / PO Box 846 ~ Virginia City, NV
 - L. Ramen4real DBA - General / 400 W. 5th St. ~ Reno, NV
 - M. Sunlit USA, Inc. - General / 1400 Waltham Way ~ McCarran, NV
 - N. Tay and Jarrad's LLC - General / 986 Spice Island Drive ~ Sparks, NV
 - O. Timberline Electric - Contractor / PO Box 2511 ~ Minden, NV
 - P. Vertical Construction Erectors, LLC - Contractor / 1260 Furneaux Rd ~ Olivehurst, CA
 - Q. Vision Control Associates of NV - Contractor / 730 W. Cheyenne Ave Ste. 110 ~ N. Las Vegas, NV
 - R. White Industries Incorporated - Contractor / 7741 Autumn Ridge Circle ~ Reno, NV
 - S. Zayo Group, LLC - General / 1821 30th St. ~ Boulder, CO
 - T. C T R Roofing - Contractor / 906 Nicole St. ~ Dayton, NV

Public Comment: None

Motion: I move to approve today's Consent Agenda, **Action:** Approve, **Moved by:** Vice Chairman Gilman, **Seconded by:** Commissioner Carmona, **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=3)

6. DISCUSSION ONLY No Action - No Public Comment): Committee/Staff Reports

Sheriff Antinoro:

- National Night Out will be held tonight at Louise Peri Park in Lockwood. Something along the same lines will also be held at Miners Park.

Public Works Project Coordinator Mike Northan:

- Water damage occurred at the Visitors Center during the recent downpour. A plastic containment was installed and environmental testing was done. A scope of work to be done will be sent to SHPO for approval.
- The bid opening for fuel delivery will be held August 14.
- An estimate for the waterline extension at the Fairgrounds has been completed. Electrical quotes are being put together.
- A meeting will be held with the landowner to clarify aspects of the Six Mile Canyon drainage project and obtain an easement.

Community Relations Director Cherie Nevin:

- Unveiling of the new miner sculpture will be held on October 25th (Nevada Day), at noon in Miners Park.
- As part of National Night Out at Miners Park tonight, Quad County Health Preparedness Program will do a water POD (point of distribution) – enabling the County to test practices used in an emergency. Carson City Health & Human Services will also attend.
- Annual Quad County hazmat training exercise is scheduled for October 5th in the Industrial Park.
- There is an opening for Site Manager for the Community/Senior Center in Lockwood. Applications accepted until August 12th.

Fire Marshal Martin Azevedo:

- The Delta Saloon bar area may open by the end of August. The kitchen and restaurant by January 1st.

Community Chest/Library Director Erik Schoen:

- Fencing at the early childhood/preschool education center is the last item needed in order to pass State inspection. Hopefully the center will open in September.
- Next year the organization will be 30 years old. Over the next year, he will invite managers of different programs to speak to the Board of Commissioners. 5 years ago, daily attendance at one of the youth programs was about 22 – now it is 52.

Virginia City Senior Center Director Stacey York:

- In addition to National Night Out, it is also Root Beer Float Day. Root beer floats will be served at both locations.
- Annual "lasagna cookoff" will be held October 4th.

- This year's calendar fundraiser will be "Women on the Comstock", to premier later this year.

Public Works Director Jason Wiezrbicki:

- Reviewed phase 1 of the new drainage project in Mark Twain. 1,600 feet of culvert pipe and ditches will be installed. He reviewed the locations of the project. This project should start within the next couple of weeks.
- Public Works purchased a John Deere 20/20 5090E utility tractor with attachment. This will enable them to mow and maintain ditches and road shoulders - reducing fuels throughout the County. It can also be used for grade and finish work, and will be utilized year-round.
- A flood workshop will be held in Mark Twain on August 14, 5PM.

V&T General Manager Elaine Barkdull-Spencer:

- To date - 11 weeks into season, with 10 weeks remaining - there have been 5,159 passengers brought to Virginia City. This does not include the "Wine Train". Total last year, there was just over 7,000.
- Friday, August 16th, will be the 150th Anniversary train. This will increase riders to Virginia City on Fridays via that train.
- The 18 is close to being finished. This will enable 3 carloads every weekend.

VCTC Director Deny Dotson:

- Hot August Nights is now one of the bigger events in Virginia City - it was well attended.
- Participants, as well as visitors looking at the cars, were in town very early. Merchants didn't adjust to the early hours, which was a missed opportunity. Hopefully this will be alleviated in the future by communicating this to the merchants.
- This Thursday, Hot August Nights, will hold a poker run, with a stop in town. Parking will be set aside on the west side of C Street for this event.
- The Rodeo and Fiesta del Charro is the next big event. A cattle drive will take place on C Street. C Street will be closed Saturday between Flowery and Taylor for a street party sponsored by the Firehouse.
- The Public Works crew has been amazing at the fairgrounds - putting in fencing, gates, leveling the property, installing signs. The shop will be a tremendous asset for storage. Thank you.
- \$10 tickets for locals are being sold at the Visitors Center for the 5PM show at the Camel Races.

Lockwood Community Center representative Edna Cudworth:

- Asked the County to write off part of the taxes on #15, which has been condemned. It is a health hazard, and they are asking for a little break.

Chairman McBride asked if they have talked to the Assessor's office. Ms. Cudworth indicated they have.

Mr. Osborne said this is being looked into. Adjustments are being looked at and Ms. Cudworth will be contacted regarding this matter.

Water/Sewer Project Manager Mike Nevin gave project updates:

- Hillside Tanks (Water Phase 2):

- Site visit has been completed to determine location and elevation of the new water tanks.
- They will attempt to keep the two existing tanks in service during this project. The smaller tank may have to be dismantled.
- The project design is in process with the 60% review presented to the County this month.
- Gold Hill Sewer:
 - Comstock Historic District has approved the building design and site layout.
 - The DuFresne family attended the Comstock Historic District meeting and were in agreement with a few alterations to the equipment for the package plant.
 - This will be brought to this Board when completed.
 - A design kickoff meeting was held with the various agencies involved.
 - The application with State Revolving Fund has been updated and submitted.
 - Mr. Nevin reviewed a site survey done of the area and explained how the County received some of the property from the DuFresne's.
 - The Assessor's Office along with Planning, have reviewed issues regarding the property and have decided on the best process to clean up the issues and bring it into compliance. The DuFresne family is in agreement with the solutions to resolve the issues.
 - Farr West has prepared a report describing information relative to the on-site disposal system, the problems, and what needs to be done.

Deputy District Attorney Keith Loomis:

- A Settlement Conference will be held next Tuesday regarding the International Investments lawsuit. The County is involved as it holds a tax lien on the subject property in this lawsuit.

County Manager Austin Osborne:

- Merilee Miller sent her appreciation for the sign in Peri Ranch Park, Lockwood.
- A final review of the Mark Twain Flood Mitigation Study will be presented at the workshop in Mark Twain on August 14th.
- We are going to start keeping track of public record requests due to the amount of hours being put into these requests. This will show how much is being put into requests. We are discussing putting more records on the website to mitigate some of this.
- Tomorrow - 8 AM, coffee with the County Manager and the Tourism Director will be held to discuss C Street and other concerns. Businesses, as well as others, are encouraged to come.
- In response to Ms. Cudworth's request, the Consent Agenda addresses her concerns. We will meet with her so she can look at the amended numbers.
- County Recorder Jen Chapman has accepted the position of County Administration Officer.

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

Chairman McBride announced the passing of long-time resident, Lamar (Bax) Baxla.

8. PUBLIC HEARING AT 10:30 A.M. (No Action): Public hearing to consider objections to proposed lease of a portion of the County owned building located at 800 South C Street in Virginia City, NV to Divide Fitness, Inc.

No public comment.

11. DISCUSSION/POSSIBLE ACTION: Acceptance of the annual work program as presented by the Nevada Department of Transportation (NDOT) and validation of the top two concerns based on previous discussions.

Lee Bonner introduced the new NDOT Director Kristina Swallow.

Ms. Swallow recognized Chairman McBride for his work and service with NDOT, presenting him with the "Super Awesome" coin.

Ms. Swallow said approximately \$600,000 in gas tax is contributed into the system each year by Storey County. There are "ups and downs" over the years. Today's meeting is to reaffirm the County's top two priorities presented last year. Cape-seal of SR 439 will be done within the next year.

Chairman McBride discussed the dangerous situation with the acceleration lane going on to Hwy I-80 west at Lockwood. This is number one – and must stay - on the priority list.

Vice Chairman Gilman agreed and said for the residents in the area this is seen as a serious situation for an accident.

Ms. Swallow reviewed the second priority – SR341 storm-water management.

Chairman McBride commented on the County's great working relationship with the NDOT crew working at the station in Virginia City. The NDOT crew does a great job.

Public Comment:

Kris Thompson, TRIC Project Manager also discussed the acceleration lane at TRI and explained that it is utilized by the mostly elderly residents of Lockwood. It is very difficult to get on (I-80) at this on-ramp. Big rigs utilize I-80 24-7.

Mr. Thompson also commented that NDOT has been fantastic. They are professional, responsible, and accessible. Thank on behalf of TRI.

Mr. Osborne reaffirmed what has been said – the relationship with NDOT is appreciated.

Motion: I move to accept the annual work program with NDOT and validation of the top two concerns based upon the previous discussion, **Action:** Approve, **Moved by:** Vice Chairman Gilman, **Seconded by:** Commissioner Carmona, **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=3)

9. DISCUSSION/POSSIBLE ACTION: Consideration and possible action on approval/denial of a proposed lease of a portion of a building owned by Storey County located at 800 South C Street in Virginia City, NV to Divide Fitness, Inc., for a monthly rental of \$1,500.00 per month at a term of up to 2 years subject to earlier termination by Lessee upon 30 days of notice to Lessor and commencing on the Effective Date and ending two years from the effective date. The portion of the building, commonly referred to as the Divide Building, is approximately 5,590 square feet and is currently

occupied by Divide Fitness, Inc. Should the County not yet own the Divide Building through delays in close of escrow, the Board of County Commissioners may consider approval conditioned upon the close of escrow and transfer of ownership to the County.

Chairman McBride said this property closed escrow yesterday.

Mr. Osborne explained this is part of the July 2, 2019 Purchase Agreement. This lease is \$1,500 per month for two years. Divide Fitness pays the taxes on its portion of the building.

Public Comment: None

Motion: I, Lance Gilman, motion to approve a lease of a portion of the building owned by Storey County at 800 South C Street in Virginia City, Nevada, to Divide Fitness, Inc., for a monthly rental of \$1,500 per month at a term of up to two years, subject to earlier termination by lessee upon 30 days of notice to lessor and commencing on the effective date and ending two years from the effective date. The portion of the building commonly referred to as the Divide Building, is approximately 5,590 square feet and is currently occupied by Divide Fitness, **Action:** Approve, **Moved by:** Vice Chairman Gilman, **Seconded by:** Commissioner Carmona, **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=3)

10. DISCUSSION/POSSIBLE ACTION: Approve contract with Dube Architectural Group for architecture, HVAC, electrical, structural, and civil design services relating to the proposed tenant improvement work at 800 South C Street, Virginia City, Nevada, for the provisions of county facilities to include Justice Court. This item does not amend or affect the fee schedule for said services approved by the board on 07/02/2019.

Mr. Osborne said the scope of work for the Justice Court was previously approved. This item is to approve the architectural and design services of the Dube Architectural Group for the proposed tenant improvements. There are a couple of minor changes.

Public Comment: None

Motion: Based on the recommendation by staff, I, Lance Gilman, move to approve a contract with Dube Architectural Group for architecture, HVAC, electrical, structural, and civil design services relating to the proposed tenant improvement work at 800 South C Street, Virginia City, Nevada, for the provisions of county facilities to include Justice Court. This motion does not amend or affect the fee schedule for said services approved by the board on 07/02/2019, **Action:** Approve, **Moved by:** Vice Chairman Gilman, **Seconded by:** Commissioner Carmona, **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=3)

12. DISCUSSION/POSSIBLE ACTION: Proclamation Supporting the 2020 United States Census.

Cherie Nevin read the Staff Report explaining the importance of the Census, what the Complete Count Committee is, and who the Storey County participants on the Committee are.

Ms. Nevin read the Proclamation:

A Proclamation Supporting the 2020 United States Census, Storey County, Nevada
Whereas, an accurate census count is vital to our community and residents' well-being by helping planner determine where to locate vital programs and services; and
Whereas, more than \$675 billion per year in federal and state funding is allocated to states and communities based on census data; and
Whereas, census data ensure fair Congressional representation by determining how many seats each state will have in the U.S. House of Representatives as well as the redistricting of State legislatures, county commissions, and voting districts; and
Whereas, the 2020 Census creates jobs that stimulate growth and increase employment opportunities in our state and region; and
Whereas, the information collected by the Census is protected by law and remains confidential for 72 years; and
Whereas, we support the goals and ideals of the 2020 Census and encourage individuals in our community to participate; and
Whereas, we support Census takers as they help our community complete an accurate count; and
Whereas, we encourage and support a Complete Count Committee for Storey County; and
NOW, THEREFORE, We, the Storey County Board of Commissioners, do hereby proclaim the County of Storey as "2020 United States Census Bureau Partner" and hereby set my hand and cause the official seal of Storey County to be affixed this 6th day of August 2019.
ADOPTED this 6th day of August, 2019.

Public Comment: None

Chairman McBride said it is important that numbers are accurately counted for distribution of Federal funds.

U. S. Census representative Kim Burgess said that address canvassing has started. People will be going door-to-door to verify addresses.

Motion: I move to approve the Proclamation supporting the 2020 United States Census in Storey County, Nevada, **Action:** Approve, **Moved by:** Vice Chairman Gilman, **Seconded by:** Commissioner Carmona, **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=3)

13. DISCUSSION/POSSIBLE ACTION: Possible approval of Resolution No. 19-549 requesting the assistance of the State of Nevada Attorney General in the prosecution of a criminal matter.

Mr. Loomis explained this case involves a law enforcement officer who is a crime victim. That officer has a pending suit against the County making it difficult for the District Attorney's office in pursuing the case. The Attorney General's office has agreed to handle the case if this Resolution is approved.

Public Comment: None

Motion: I move to approve Resolution No. 19-549, **Action:** Approve, **Moved by:** Vice Chairman Gilman, **Seconded by:** Commissioner Carmona, **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=3)

14. DISCUSSION/POSSIBLE ACTION: Approval of Resolution No. 19-550 adopting the findings by the Director of the State of Nevada Department of Business and Industry pertaining to the issuance of industrial development revenue bonds in one or more issues in an aggregate amount not to exceed \$50,000,000 for the purpose of assisting in the financing or a refinancing of a portion of the costs of (i) constructing, improving and equipping a facility to be used for converting municipal solid waste into renewable fuel products located on an approximately 19.4-acre site located at 3600 Peru Drive in the Tahoe-Reno Industrial Center, Storey County, Nevada and/or (ii) the improvements to and equipping of a facility used for preliminary sorting and processing of municipal solid waste located on an approximately 10.0-acre site located at 350 Saddle Court in Mustang, Storey County, Nevada. Approval of the County is required pursuant to NRS 349.580(2).

This is a request from Fulcrum BioEngery for up to \$50,000,000 from the State's allocation of private activity volume cap in order to enhance the facility at TRI. This will provide funding for a bio-refinery and connection to a solar facility. This facility will produce jet fuel from garbage -one of the first in the United States to do so.

Vice Chairman Gilman said this is an incredible time - to actually see trash from landfills used to create jet fuel. (Fulcrum) is the leading edge of this technology and we are proud to have them in Storey County.

Public Comment:

Sam Toll: He is very encouraged by (Fulcrum's) technology and the impact on landfills. It is great to see them in Storey County. Does this request have any impact on Storey County's ability to raise funds, if needed in the future?

Mr. Osborne: This will not adversely affect the County and is not related to the bond the cap as the next item is.

Business & Industry representative: The IRS authorizes bonding for the State based on population. \$318 million in authorizations for tax exempt bonds were received this year. 50% goes to local governments and 50% to the Director's Office. It does not affect any bonding capacity for local governments. Payment (on the bonds) is not held against the citizens of Nevada. The company, and its investors, proposing the project is solely liable.

Mr. Toll: Commended Fulcrum on its technology. This is how companies with a business model are capable of "running on its own two feet" without taxpayer encumbrance runs itself.

Motion: , **Action:** Approve, **Moved by:** Vice Chairman Gilman, **Seconded by:** Commissioner Carmona, **Vote:** Motion carried by unanimous vote, (**Summary:** Yes=3)

15. DISCUSSION/POSSIBLE ACTION: Approval of Resolution No. 19-551 *approving the transfer of Storey County's allocation of its private activity bond volume cap* to the Director of the State of Nevada Department of Business and Industry to support Fulcrum Sierra Holdings, LLC's efforts to obtain bonding and funding support through the State of Nevada Department of Business and Industry for the purpose of assisting in the financing or refinancing of a portion of the costs of (i) constructing, improving and equipping a facility to be used for converting municipal solid waste into renewable fuel products located on an approximately 19.4-acre site located at 3600 Peru Drive in the Tahoe-Reno

Industrial Center, Storey County, Nevada and/or (ii) the improvements to and equipping of a facility used for preliminary sorting and processing of municipal solid waste located on an approximately 10.0-acre site located at 350 Saddle Court in Mustang, Storey County, Nevada. The transfer of the private activity bond volume cap is being made pursuant to NAC 348A.180.

Item removed.

16. DISCUSSION/POSSIBLE ACTION: Authorize the County Manager to approve a contract with Lumos & Associates up to \$85,000 to develop the Comstock and Highlands Area Water Master Plan, a master plan and capital improvement plan for future water demand, supply, storage, transmission, and distribution for central and south Storey County communities including the Comstock, Highlands, and Mark Twain. The plan will also include the Silver City water system in Lyon County under a cost-share agreement in which Lyon County will contribute \$13,000 toward the contract cost. Item removed.

17. DISCUSSION/POSSIBLE ACTION: County Manager to approve a contract with CFA, Inc. for assistance in professional planning and engineering services related to any planned unit development and/or large land subdivision applications or proposals in Storey County. This contract will provide assistance to county planning staff with certain civil and engineering review of such applications and projects, although there are no such applications occurring or anticipated to occur at this time. Item continued to August 20, 2019.

18. DISCUSSION/POSSIBLE ACTION: Acknowledgment of the resignation of Jennifer Chapman as Storey County Recorder and interim appointment of Marney Martinez as Storey County Recorder effective August 6, 2019.

Mr. Osborne explained with Jen Chapman leaving the office of County Recorder, Deputy Recorder Marney Martinez – based on past practice - will fill the position of interim County Recorder until such time as a request for letters of interest to serve as Storey County Recorder can be posted and published in the newspaper. The position will be filled for the remainder of this year until the next election.

Public Comment:

Sam Toll: Thanked Jen Chapman for her service as County Recorder. Her replacement is an excellent choice and hopefully she will be elected when the time comes.

Jen Chapman: “I am resigning from my elected position of County Recorder effective August 6, 2019. I would like to extend a heartfelt thank you for all of the support that you have given to the Recorder’s office during my years in office. Because of our support, the support of the community and a phenomenal staff, the Recorder’s office has been able to accomplish many things over the years, including imaging and conservation of important historical documents, complete software changes, and revisions of office policies and procedures to apply standards and best practices to the recording process. This has allowed us to streamline and improve the way services are provided to both internal and external partners. However, I seized an exciting opportunity that would allow me to apply my education and skills on a broader county level, working and still serving both Storey County and the community. And while I may not be the Recorder, I will be available for any assistance⁴, training, questions or support and the office is staffed by those same dedicated, familiar

faces that have always graced the office. I have always supported and encouraged the talent present in the office, and will continue to do so. I am hoping that this can also be an opportunity for those still remaining. Thank you for your support and looking forward to my new chapter.”

Chairman McBride also thanked Ms. Chapman for her exemplary service and excellent job as County Recorder.

Motion: I move to appoint Marney Martinez as interim County Recorder, final appointment to be made at a date to be determined, **Action:** Approve, **Moved by:** Vice Chairman Gilman, **Seconded by:** Commissioner Carmona, **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=3)

19. DISCUSSION/POSSIBLE ACTION: Consideration and possible approval of refund of excess funds paid for community development permits in the amount of \$71,266.97. Item to be continued to TBD.

Continued to a date to be determined.

20. DISCUSSION/POSSIBLE ACTION: Special Use Permit request 2019-032 by Community Chest Inc. The applicant is requesting to operate a childcare facility at the existing Storey County Youth & Community Resource Center exceeding four children. The facility will provide childcare for both pre-school age children in addition to before and after school programs and summer programs for school-age children. The facility is located on property owned by Storey County, located at 175 East Carson Street, Virginia City, Storey County, Nevada, Assessor’s Parcel Number (APN) 001-156-02.

Planner Kathy Canfield presented this request by Community Chest for a childcare facility with more than four children. This requires a Special Use Permit. The number of children will be based on licensing by the State and Sheriff. Staff and the Planning Commission recommend approval.

Chairman McBride: This is a great addition to the services already provided (by Community Chest).

Public Comment: None

This approval is for Special Use Permit 2019-032 to operate a childcare facility at the existing Storey County Youth & Community Resource Center exceeding four children. The facility will provide childcare for both pre-school age children in addition to before and after school programs and summer programs for school-age children. The facility is located on property owned by Storey County, located at 175 East Carson Street, Virginia City, Storey County, Nevada, Assessor’s Parcel Number (APN) 001-156-02.

The proposed project complies with the general purpose, goals, objectives, and standards of the county master plan, this title, and any other plan, program, map, or ordinance adopted, or under consideration pursuant to official notice by the county.

The proposal location, size, height, operations, and other significant features will be compatible with and will not cause substantial negative impact on adjacent land uses, or will

perform a function or provide a service that is essential to the surrounding land uses, community, and neighborhood.

The proposed project will result in no substantial or undue adverse effect on adjacent property, the character of the neighborhood, traffic conditions, parking, public improvements, public sites or right-of-way, or other matters affecting the public health, safety, and general welfare, either as they now exist or as they may in the future be developed as a result of the implementation of the provisions and policies of the county master plan, this title, and any other plans, program, map or ordinance adopted or under consideration pursuant to an official notice, by the county, or other governmental agency having jurisdiction to guide growth and development.

The proposed use in the proposed area will be adequately served by and will impose no undue burden on any of the improvements, facilities, utilities, or services provided by the county or other governmental agency having jurisdiction in the county.

The Special Use Permit conforms to the 2016 Storey County Master Plan for the Virginia City, Comstock Area Plan area in which the subject property is located. A discussion supporting this finding is provided in Section 2.C of this staff report and the contents thereof are cited in an approval of this Special Use Permit.

The conditions under the Special Use Permit do not conflict with the minimum requirements in Storey County Code Sections 17.03.150 - Special Use Permit and Section 17.15 P - Public Zone.

Motion: In accordance with the recommendation by staff and the Planning Commission, the findings of fact under Section 3.A of this report, and other findings deemed appropriate by the Board of County Commissioners, and in compliance with the conditions of approval, I, Lance Gilman, move to approve Special Use Permit 2019-032 to operate a childcare facility at the existing Storey County Youth & Community Resource Center exceeding four children. The facility will provide childcare for both pre-school age children in addition to before and after school programs and summer programs for school-age children. The facility is located on property owned by Storey County, located at 175 East Carson Street, Virginia City, Storey County, Nevada, Assessor's Parcel Number (APN) 001-156-02, **Action:** Approve, **Moved by:** Vice Chairman Gilman, **Seconded by:** Commissioner Carmona, **Vote:** Motion carried by unanimous vote, **(Summary: Yes=3)**

21. DISCUSSION/POSSIBLE ACTION: A zoning code text amendment, File 2019-031, to amend the language of Chapter 17.40, E Estates Zone, and Section 17.12.100(H) of the Storey County Zoning Ordinance, to change the number of dogs allowed and the acreage size associated with a Special Use Permit requirement. This zone text amendment would be applicable to all land within Storey County zoned Estates.

Ms. Canfield said this a request to modify language in the zoning code for Estate zoning to be allowed to keep more dogs on less acreage. Ms. Canfield reviewed the current requirements. Staff does not support the requested modifications as there is the potential for more nuisance issues. This is not the way to go – at some point there may be an animal ordinance addressing current issues. The Planning Commission voted 4-0 to not approve. No comments were received from the public.

Chairman McBride said he was contacted by a concerned Highlands resident who was advised this was not a request by someone in the Highlands.

Ms. Canfield reviewed the number of dogs allowed and the changes over the years. Currently the number is four.

Mr. Osborne explained why the number of dogs allowed over the years has changed. Some type of mitigating factor is necessary for noise and other safety hazards, but we do not want it to be as arduous as other counties in the area.

Public Comment: None

Motion: In accordance with the recommendation by staff and the Planning Commission, and in accordance with the Findings of Fact under Section 5b of this report, and other Findings deemed appropriate by the Board of County Commissioners, I, Lance Gilman, move to deny Zoning Code Text Amendment, file 2019-031, to amend the language of chapter 17.40 17.40, E Estates Zone, and Section 17.12.100(H) of the Storey County Zoning Ordinance, to allow for a change in the number of dogs and the acreage size associated with a Special Use Permit requirement, this request also amends Section 17.12.100(H), General Provisions, which identifies the acreage requirement. This zone text amendment would be applicable to all land in the Storey County zoned estates,

Ms. Canfield read the Findings for denial: This denial is for a zoning code text amendment, File 2019-031, to amend the language of chapter 17.40, E Estates Zone, of the Storey County Zoning Ordinance, to allow for a change to the number of dogs and the acreage size associated with a Special Use Permit requirement. This request also amends Section 17.12.100(H), General Provisions, which identifies the acreage requirement. This zone text amendment would be applicable to all land within Storey County zoned Estates. The language for the zoning code text amendment do not adequately mitigate potential adverse impacts on surrounding uses or protect against potential safety hazards for surrounding use.

Action: Approve, **Moved by:** Vice Chairman Gilman, **Seconded by:** Commissioner Carmona, **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=3)

22. DISCUSSION/POSSIBLE ACTION:

- a. Denial of agenda item request made by Sam Toll

23. DISCUSSION/POSSIBLE ACTION: Approval of Business License second readings:

- A. Future Fire Protection, Inc - Contractor / PO Box 50238 ~ Sparks, NV
- B. J V Sheehan General Contracting - Contractor / 2640 Emily St. ~ Reno, NV
- C. Shanghai Express Restaurant - General / 1269 Baring Blvd ~ Sparks, NV
- D. Spectrotel, Inc. - General / 1595 Peachtree Pkwy Ste. 204-337 ~ Cumming, GA
- E. VC NV Bed & Breakfast Sun Mtn. House - General / PO Box 162 ~ Virginia City, NV
- F. Tank Connection, LLC - Contractor / 3609 N. 16th St ~ Parsons, KS
- G. Corona Steel, Inc. - Contractor / 3015 106th St. S ~ Lakewood, WA
- H. Crestline Construction - Contractor / 3600 Crates Way Ste. 100 ~ The Dalles, OR

Public Comment: None

Motion: I move to approve items A through H, **Action:** Approve, **Moved by:** Vice Chairman Gilman, **Seconded by:** Commissioner Carmona, **Vote:** Motion carried by unanimous vote, (Summary: Yes=3)

24. PUBLIC COMMENT (No Action):

Sam Toll: Expressed disappointment that his request to have Public Comment at the beginning of and the end the meeting (was not considered). This discourages public interaction and comment, and forces them to wait to the end of the meeting.

Mr. Toll said he hopes Ms. Chapman will be given the opportunity to be the County's Public Information Officer to handle public record requests. This would mitigate some unnecessary efforts or clarify requests so there is the least amount of impact on County resources as possible. The claim that he has cost the County thousands of dollars in fees for record requests is unsubstantiated. There is an opportunity with Mr. Osborne "taking the reins" for a new beginning in transparency. Mr. Osborne has a (community) meeting tomorrow morning and he has already held meetings in Lockwood and the Highlands, with Mark Twain planned. Mr. Toll is very encouraged by his stance and position.

It is very disappointing that the Commission does not allow the constituents to come first.

Kris Thompson: Today is a good example of not having public comment first. It would have meant that the NDOT Director and staff, and other residents who had business before the Commission, would have had to sit and wait. It's good for the County to leave (public comment) at the end, and take care of the constituents, residents, and businesses, who coordinated ahead of time to have items on the agenda.

Nicole Barde: In answer to Mr. Thompson's concerns, the agenda can be (and has been) altered if there are time requirements for (businesses and residents) who have matters on the agenda. Other public meeting agendas do have public comment at the front end. There are people who would like to attend, then get out and do their daily business.

25. ADJOURNMENT OF ALL ACTIVE AND RECESSED BOARDS ON THE AGENDA

The meeting was adjourned by the Chair at 11:44 AM

26. CLOSED SESSION: Closed session involving Storey County Fire Protection District Commissioners. Call to Order Closed Session meeting pursuant to NRS 288.220 for the purpose of conferring with Fire Protection District management and legal counsel regarding labor negotiations with the Storey County Firefighters' Association IAFF Local 4227. This meeting will begin immediately after the regular meeting of the Board of County Commissioners

Respectfully submitted,

By: Vanessa Stephens
Vanessa Stephens Clerk-Treasurer



Storey County Board of County Commissioners Agenda Action Report

Meeting date: September 17, 2019

Estimate of time required: 0-5 min

Agenda: Consent ☐ Regular agenda ☒ Public hearing required ☐

1. **Title:** Approval of the Minutes for August 20, 2019.
2. **Recommended motion:** Approve minutes as submitted.
3. **Prepared by:** Vanessa Stephens
- Department:** Clerk **Telephone:** 775-847-0969
4. **Staff summary:** Minutes are attached.
5. **Supporting materials:** Minutes are attached for review.

6. Fiscal impact:

Funds Available: Fund: _____ Comptroller

7. Legal review required:

_____ District Attorney

8. Reviewed by:

VB Department Head

Department Name: Commissioner's Office

_____ County Manager

Other agency review: _____

9. Board action:

☐ Approved
☐ Denied

☐ Approved with Modifications
☐ Continued

Agenda Item No.



STOREY COUNTY BOARD OF COUNTY COMMISSIONERS MEETING

TUESDAY, AUGUST 20, 2019 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

JAY CARMONA
COMMISSIONER

VANESSA STEPHENS
CLERK-TREASURER

ROLL CALL: Chairman McBride, Vice-Chairman Gilman, Commissioner Carmona, County Manager Austin Osborne, Clerk & Treasurer Vanessa Stephens, Deputy District Attorney Anne Langer, Project Manager Mike Northan, Fire Chief Jeff Nevin, Community Services Director Cherie Nevin, Public Works Director Jason Weizrbicki, Comptroller Hugh Gallagher, Emergency Management Director Joe Curtis, Sheriff Gerald Antinoro, Water/Sewer Project Manager Mike Nevin, Virginia City Senior Center Director Stacey York, Administrative Officer Jen Chapman, Senior Planner Kathy Canfield

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

Meeting was called to order by Chairman McBride at 10:00 A.M.

2. PLEDGE OF ALLEGIANCE

Chairman McBride led those present in the Pledge of Allegiance.

3. DISCUSSION/POSSIBLE ACTION: Approval of Agenda for August 20, 2019.

County Manager Austin Osborne requested Item 22 be heard immediately follow item 7.

Public Comment:

None

Motion: I make a motion to Approve the Agenda as amended, **Action:** Approve, **Moved by:** Commissioner Carmona, **Seconded by:** Chairman McBride, **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=2)

4. DISCUSSION/POSSIBLE ACTION: Approval of the Minutes for July 2, 2019.

Public Comment:
None

Motion: I make a motion to approve the Minutes for July 2, 2019, **Action:** Approve, **Moved by:** Commissioner Carmona, **Seconded by:** Chairman McBride, **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=2)

5. CONSENT AGENDA:

- I For possible action, approval of claims in the amount of \$2,496,322.90.
- II For possible action, approval of business licenses first readings:
 - A. A & J Paving - Contractor / 1490 Cherokee Trail ~ Reno, NV
 - B. Big Johnson Construction, LLC - Contractor / 138 West St. ~ Ft. Morgan, CO
 - C. Burke Roofing, Inc. - Contractor / 109 Shadow Mountain Dr ~ Fernley, NV
 - D. E & M Contracting, LLC - Contractor / 4880 Donovan Way ~ N. Las Vegas, NV
 - E. Gerhardt & Berry Construction, Inc. - Contractor / PO Box 51749 ~ Sparks, NV
 - F. Phillip Joel Kasper - Contractor / 3131 Oreana Dr ~ Carson City, NV
 - G. Qumulo, Inc. - General / 1501 4th Avenue Ste. 1600 ~ Seattle, WA
 - H. Sick Inc. - General / 6900 W 110th St. ~ Bloomington, MN
 - I. Wetzel Tank Construction CO, Inc. - Contractor / 105 W Cherokee St. ~ Southwest City, MO
 - J. Capital Machinery Systems, Inc. - General / 3207 Angle Road ~ Pendleton, IN
 - K. Centimark Corporation - Contractor / 1010 Winding Creed Rd. Ste. 130 ~ Roseville, CA
- III For possible action, approval of Assessor's Recommended Corrections to 2019-20 Secured Tax Roll for Clerical Error.
- IV For possible action, approval of Assessor's Recommended Corrections to 2019-20 Secured Tax Roll for Exemptions.

Public Comment:
None

Motion: I make a motion to approve the Consent Agenda for August 20, 2019, **Action:** Approve, **Moved by:** Commissioner Carmona, **Seconded by:** Chairman McBride, **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=2)

6. DISCUSSION ONLY (No Action - No Public Comment): Committee/Staff Reports
Mike Northan, Project Manager:

- Status on the Justice Center Divide Complex:
 - 1. Notice to Proceed was sent to design team on August 19, beginning the 45 day window. There will probably be a reasonable request for extension;
 - 2. Locks have been installed and the building is secure;
 - 3. Everything in this project is geared to moving it forward in an expeditious manner.

- Three bids were received for gas/diesel delivery. The award may be split as one company was a better price in Lockwood/TRI and another had a better price in Virginia City and Highlands.
- One bid for propane came in from Ferrellgas – the current supplier.
 1. There is an increase in cost from .19 over bpn to .32 over bpn;
 2. New is a \$60 annual tank rental to Storey County employees and residents;
 3. Employee rate remains at .50 over bpn; resident rates went down to .60 over bpn.
- A proposed scope of work has been received from Belfor for water damage at the VCTC. We have requested guidance from SHPO.
- Comstock Historic District has approved construction of the Sharon House steps. The engineer is refining construction costs relevant to NRS requirements as to advertising, prevailing wages, etc.

Water Project Manager Mike Nevin:

- Hillside tank project:
 1. 30% design drawings have been received;
 2. Met with Farr West Engineering regarding placement of tanks and retaining walls;
 3. Once site plan is complete, it will be presented to the Comstock Historic District;
- Gold Hill Sewer project:
 1. Waiting for the boundary line adjustment.

Fire Chief Jeff Nevin:

- Attended the Wildland Fire Summit.
- A grant was applied for, and received, from the Firehouse Subs Foundation in the amount of \$42,000 to replace extrication equipment, stabilizing jacks for vehicular accidents, and such.
- Seasonal firefighters are doing courtesy residential inspections in the Highlands, Mark Twain, and Painted Rock areas.
- Weather is hot and dry. Residents are reminded to be extra vigilant.

Comptroller Hugh Gallagher:

- There will be State funds provided for the septic system.
- National Night Out at Miners Park was a success.

Deputy District Attorney Keith Loomis:

- Mr. Loomis said a tentative agreement has been reached with International Investments for payment of \$42,000 in past-due taxes to the County, with a write-off of penalties, interest, and a portion of principle. Mr. Loomis reviewed other portions of the agreement. The agreement will be brought to the Board for approval.

Chairman McBride called for recess at 10:10 A.M.

Meeting reconvened at 10:15 A.M.

County Manager Austin Osborne:

- Work on the County Strategic Plan is moving forward. A consultant has been contacted to provide a scope for consultation and assistance in developing the Plan.

- Franchise Agreement negotiations with Waste Management are going well. Better services will be provided to residences and buildings, as well as recycling services. A phone/website portal may be provided to residents in order to address concerns.
- “Coffee with the County” – with Mr. Osborne and Deny Dotson – had a good turnout with questions from merchants in Virginia City. There was no agenda – it was just to listen to concerns and ideas. This ties in to Town Hall meetings being held throughout the County.
- The recent Town Hall meeting in Mark Twain was basically a discussion on the flood-mitigation project, along with other matters.
- A Town Hall will be held in the Highlands on August 22nd. There is no agenda – discussion will be on matters affecting the Highlands.
- The Delta Saloon should open between August 26th and 28th (the saloon side), with Sawdust Corners portions re-opening between January and March 2020.

7. BOARD COMMENT (No Action – No Public Comment):

Chairman McBride:

- Hot August Nights kick-off weekend, as well as the Poker Run on Thursday, was a great success. This is turning in to a premiere event in Virginia City.
- For the next five weekends there are special events. Beginning this weekend with a rodeo, followed by Labor Day celebration including the Civil War reenactors.

22. DISCUSSION/POSSIBLE ACTION: Consideration of letter of interest and appointment of a planning commissioner to fill the vacancy and serve the remainder of the term representing Precinct 4 Mark Twain District on the Storey County Planning Commission.

Mr. Osborne explained there is a vacancy on the Planning Commission due to the retirement of Laura Kekule. The position was posted and the available applicants were interviewed.

Senior Planner Kathy Canfield said Adrienne Baugh is being recommended to fill the remainder of Ms. Kekule’s term on the Planning Commission, ending on December 2019. The position will re-open at that time.

Ms. Baugh said this is a good opportunity to step up and help the community.

Public Comment: None

Motion: In accordance with the recommendation by staff, I, Jay Carmona, move to appoint Adrienne Baugh to fill the vacancy and serve the remainder of the term representing Precinct 4, Mark Twain District on the Storey County Planning Commission, **Action:** Approve, **Moved by:** Commissioner Carmona, **Seconded by:** Chairman McBride, **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=2)

8. DISCUSSION ONLY (No Action): Presentation by the Quad County Public Health Preparedness Program on the upcoming Community Assessment for Public Health Emergency Response (CASPER) Survey in Storey County.

Community Services Director, Cherie Nevin introduced Jessica Rapp from Quad County Public Health Preparedness. Ms. Rapp reviewed the CASPER Survey to be conducted in Storey County.

Teams will be going to 210 households. The surveys will be compiled into a report showing how prepared the community is in an emergency. The surveys are confidential – team members will be wearing red vests, clearly labeled.

Ms. Nevin asked for everyone's cooperation in this survey. It is not a solicitation. The survey will be conducted September 4th through 13th. Information will be on social media and newspaper.

9. DISCUSSION ONLY (No Action): Presentation on Senior Services in Storey County.

Cherie Nevin, along with Senior Center Director Stacey York, explained the process that began in October 2018, to develop a Senior Services Strategic Plan for senior services in the County. Visits were made to Senior Centers throughout the State.

Ms. York reviewed the three Strategic Planning Session priorities that have been determined. Focus Groups were held in the four Storey County communities. Ms. York discussed the questions presented to and responses from the various communities. Ms. York talked about the visits to 11 Senior Centers and reviewed the major "takeaways" from these visits.

Ms. York explained the Implementation of Priorities:

- Inclusion for All:
 - Expansion of Virginia City Senior Center
 - Revamping Lockwood Community/Senior Center
- Equality for All
 - Site Director in Lockwood
 - A congregate site in Mark Twain
 - Explore options for a site in Virginia City Highlands
- Adequate Funding
 - Work to develop a secure source of funding for senior/human services

Mr. Osborne asked Ms. York to explain what the Site Manager position in Lockwood would do.

Ms. York: This position will provide oversight to the residents in Lockwood – helping to fill out forms for example. Also, to make sure (the County) is in compliance with grant funding; assisting in applying for grants; as well as additional oversight.

Chairman McBride asked about what they would bring to Mark Twain.

Ms. York explained a congregate setting – being able to bring food in trays down there, being able to sit down with a group to enjoy lunch. Currently they only have "meals on wheels". Sitting down to lunch with a group will enhance the seniors quality of life.

Chair McBride asked about a site in the Highlands.

Commissioner Carmona said they are looking at a structure separate from they currently are – a steel building to be used for multiple purposes. Location is the question – they're may be something better than where they are now.

Ms. Nevin described several of the senior centers they visited. The Site Manager position in Lockwood was somewhat modeled after the ones in Eureka, Ely, and White Pine County.

10. DISCUSSION/POSSIBLE ACTION: Public Hearing at which interested persons may present their views on Bill No. 111 regarding Ordinance 19-300 increasing the residential construction tax in phases over the next three years.

Deputy District Attorney Keith Loomis explained this is a proposal by the School District to increase taxes designed to assist in construction and maintenance projects. The First Reading was heard and approved previously.

School Superintendent Todd Hess: Since approval, this item was taken to the Department of Taxation where it was also approved.

Public Comment:

Clay Mitchell, Virginia City resident: How were the amounts arrived on? Are the (amounts) tied to specific expenses expected in the future or filling a gap projecting funding for future growth. Generally, he supports local control, local funding, local services. However, he always questions new or raising taxes. Since this appears to be at County level, is there any accountability mechanisms for this new funding?

Mr. Hess: The total brought in over the last three years, averages \$6,300 - \$500 per permit. The Residential Construction Tax was first put in in the 80's, and it was \$500. Two local contractors indicated they have no issue with the increase. The tax cannot go to salaries but to capital improvement only. There are (long standing) issues with the elementary and middle schools that need to be addressed. Including, the busy street that goes right through the middle school campus. The goal is to get both schools on site at the high school.

Chairman McBride: The County does not have a "checks and balances" program to hold the School District accountable. There is State funding as well as County ad valorem that pays for school operations. The last Legislative session took funds away from the County.

Mr. Hess: SB543 affected funding for rural County school, with Storey County taking the biggest hit with significant decrease in revenue in two years.

Chairman McBride agrees with, and supports, creating a campus for all schools in one location.

Mr. Osborne commented with Painted Rock and the potential 5,000 units, that would be about \$5.5 million generated for a school. This is another reason why the increase would be a benefit.

11. DISCUSSION/POSSIBLE ACTION: Consideration and possible approval of Bill No. 111 regarding Ordinance 19-300 increasing the residential construction tax in phases over the next three years.

Deputy District Attorney Keith Loomis this Bill will amend Chapter 3.2 to provide for the increases in the residential construction tax over the next three years. The increases will be \$1,000 for 2020; \$1,200 for 2021; and \$1,600 for 2022 and each year after.

Commissioner Carmona said he is usually against raising fees, but feels the Commission has been put on the spot by the State. We need to make sure students are taken care of.

Public Comment:
None

Motion: I, Jay Carmona, move to approve the adoption of Ordinance 19-300 increasing the residential construction tax, **Action:** Approve, **Moved by:** Commissioner Carmona, **Seconded by:** Chairman McBride, **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=2)

12. DISCUSSION/POSSIBLE ACTION: Approval of State Revolving Loan Fund Contract CW2003 between the Nevada State Department of Conservation and Natural Resources acting by and through the Nevada Division of Environmental Protection and Storey County for funding of the Gold Hill Package Treatment Plant.

Cherie Nevin said the application to the State Revolving Loan Fund for funding of the Gold Hill Package Treatment Plant was approved for funding \$530,000 in loan forgiveness. The total project cost is \$1,653,000. \$264,000 has been received from USDA loan funds; \$785,000 in grant funding. The County will be paying back only \$264,000.

The proposed treatment plant will allow the County to treat wastewater from Gold Hill and discharge effluent according to NDEP regulations.

Chairman McBride commented that Ms. Nevin had a lot of “hoops to go through”, but this is a great deal for the County. This where it’s great to have a partnership with the Federal government – as the County does.

Public Comment: None

Motion: I move to approve the State Revolving Loan Fund contract, CW2003, between the Nevada State Department of Conservation and Natural Resources, acting by and through the Nevada Division of Environmental Protection and Storey County for funding of the Gold Hill Package Treatment Plant and authorize the Chairman of the Board, or his designee, to sign obligating documents, **Action:** Approve, **Moved by:** Commissioner Carmona, **Seconded by:** Chairman McBride, **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=2)

13. DISCUSSION/ POSSIBLE ACTION: Approval of Gold Hill Sewer Package Treatment Plant USDA Project contract with Farr West Engineering for Professional Services.

Ms. Nevin explained a Letter of Conditions with USDA was previously signed – with conditions that must be met prior to USDA giving the County permission to go out to bid. Construction will not begin until early 2020. This Task Order is one of the conditions - engineering services. Modifications to the language in the current Master Services Agreement will be made to meet USDA requirements on EDJC contracts. The services in the Agreement are similar to every other USDA project.

Public Comment: None

Motion: I move to approve the Gold Hill Sewer Package Treatment Plant project contract with Farr West Engineering for professional services, **Action:** Approve, **Moved by:** Commissioner Carmona, **Seconded by:** Chairman McBride, **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=2)

14. DISCUSSION/POSSIBLE ACTION: Consideration and possible approval of Dayton Valley Area Drainage Master Plan, Resolution 19-553.

Mr. Osborne reminded this Plan was a collaborative project with Carson River Subconservancy Water District, Mark Twain, and Lyon County. The Plan was to evaluate flooding and sanitation hazards. Also to assist Public Works in planning ahead on where to install future flood detention, culverts, and easements wherever necessary.

Kathy Canfield introduced Mike Kellogg. Mr. Kellogg's presentation was previously provided to residents of Mark Twain. Maps are available in Ms. Canfield's office.

Mike Kellogg, Project Manager for Dayton Valley Area Drainage Master Plan presented a power point overview of the study. Positive feedback from the study was received from residents in the Mark Twain area. Partial funding for this study was provided through a Cooperative Protective Partner Grant from FEMA. Lyon and Storey Counties also provided funding. There was a lot of elements to the study as well as interaction with the public.

Commissioner Carmona commended Mr. Kellogg on the great job done on the presentation in Mark Twain.

Mr. Osborne explained this study tells us where to go as far as development. It is not a commitment. The idea of detention basins was brought in the Mark Twain meeting – residents were reminded if anything like that was built, the County would work with them collaboratively with easements, and maybe even a trade for something such as a driveway. This can be discussed on a case-by-case basis. Thank you to everyone – this is an example of a regional approach to solving a local and regional problem.

Mr. Kellogg said one of the big benefits of the study is that the counties now have a comprehensive, detailed resolution model of existing conditions. Every developer now has a model to work from.

Chairman McBride commented from the models the areas that flood every time it rains can be seen.

Mr. Kellogg said Six Mile Canyon is the most hazardous area in the study and is largely undeveloped because it is recognized as such.

Mr. Osborne: We would like to see this happen in other communities. Farr West did a preliminary flood retention and drainage study in 2011. A detailed study in Lockwood would be the next priority.

Public Comment: None

Motion: The Storey County Board of County Commissioners resolves to adopt the Dayton Valley Area Drainage Master Plan by Resolution 19-553, **Action:** Approve, **Moved by:** Commissioner

Carmona, **Seconded by:** Chairman McBride, **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=2)

15. DISCUSSION/POSSIBLE ACTION: Consideration of and discussion about the Dayton Valley Development Guidelines, a supplement to the Dayton Valley Area Drainage Master Plan.

Planner Kathy Canfield said the Guidelines are based on the science and guidelines adopted in the previous item. The Guidelines are for developing in these areas, and the type of review and mitigation required. Staff will be presenting this document to the Building and Public Works Departments to see how and which guidelines would be implemented.

Chair McBride commented that right now additional and larger culverts are being installed.

Ms. Canfield said this will help a person building (for instance) a garage, to determine the best placement so that it does not impact adjacent or downstream properties. This document/information will assist staff in directing property owners in development.

Mr. Osborne explained this will insure that a full flood study is done if a large development comes in. An individual with a 40 acre parcel adjacent to Mark Twain would not have to go through an extensive study.

Ms. Canfield said the Guidelines are available on the County website.

Commissioner Carmona: The presentation was fantastic.

No action.

16. DISCUSSION/POSSIBLE ACTION: Authorize the County Manager to approve a contract with CFA, Inc. for assistance in professional planning and engineering services related to any planned unit development and/or large land subdivision applications or proposals in Storey County. This contract will provide assistance to county planning staff with certain civil and engineering review of such applications and projects, although there are no such applications occurring or anticipated to occur at this time.

Mr. Osborne requested this item be continued to September 3, 2019.

Public Comment: None

Motion: I make a motion to continue this item to the September 3, 2019 meeting, **Action:** Approve, **Moved by:** Commissioner Carmona, **Seconded by:** Chairman McBride, **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=2)

17. DISCUSSION/POSSIBLE ACTION: Approve Resolution No. 19-552 appointing Austin Osborne as the administrator to administer process for approving reimbursements for public infrastructure constructed by TRI Center LLC or other developers and dedicated to Storey County as required by the TRI Public Private Partnership Capital Improvement Plan.

Deputy District Attorney Loomis explained that due to Mr. Whitten's retirement a new administrator needs to be appointed. This Resolution appoints Austin Osborne as the administrator in this process.

Public Comment:

Nicole Barde: The original agreement was with TRI. This agreement talks about TRI and other developers. Are other developers under the same agreement as the County signed with Roger Norman?

Mr. Loomis: They can be.

Ms. Barde asked – isn't TRI, LLC out of it? The majority developer now is Blockchains – correct? With the park, they have 60,000 acres.

Mr. Loomis explained in Painted Rock, they are not subject to TRI Capital Improvement Plan.

Ms. Barde: Is Blockchains under any type of agreement where they are responsible for their own infrastructure and the County does not pay for it?

Mr. Loomis said they are subject to the terms of the Public-Private Capital Improvement Plan. If they choose not to go under the Agreement, they would not be entitled to reimbursement.

Ms. Barde: Unless they're under the original Agreement, it would require a different Agreement and authorization for reimbursement.

Chairman McBride said it wouldn't be a separate agreement. This district is a public/private partnership – within TRI.

Ms. Barde said it's the terms that's she is questioning.

Chair McBride: The terms wouldn't change.

Mr. Osborne explained if a company were to build a private road – the County would not be involved. But if a road was built to County standards and dedicated to the County, then terms of the Agreement would apply. This applies only to within the boundaries of the TRIC – nothing outside.

Motion: I move to approve Resolution No. 19-552 to appoint Austin Osborne as the Administrator over the process of reimbursing developers of infrastructure within the TRI Center and dedicated to the County, and authorize the Chairman to sign, **Action:** Approve, **Moved by:** Commissioner Carmona, **Seconded by:** Chairman McBride, **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=2)

18. DISCUSSION/POSSIBLE ACTION: Approval of 2nd reading for General Business License for Delta Saloon, 18 S C St., Virginia City, NV 89440. Applicant is Vincent Malfitano.

Sheriff Antinoro said applicant has advised that reconstruction of the Delta is proceeding, with completion anticipated by end of the month. Applicant would like to have licensing in place. The request is contingent upon receipt of the Certificate of Occupancy and inspections.

Public Comment: None

Motion: I motion to approve the 2nd reading for General Business License for Delta Saloon, 18 S C St., Virginia City, NV 89440. Applicant is Vincent Malfitano, pending issuance of COO, **Action:** Approve, **Moved by:** Commissioner Carmona, **Seconded by:** Chairman McBride, **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=2)

19. RECESS TO CONVENE AS THE STOREY COUNTY LIQUOR LICENSE BOARD

20. DISCUSSION/POSSIBLE ACTION: Approval of 2nd reading for the On-sale Liquor License, Off-sale Liquor License & Cabaret License for Delta Saloon, 18 S C St., Virginia City, NV 89440. Applicant is Vincent Malfitano. Pending issuance of Certificate of Occupancy.

Chairman McBride disclosed that he holds a Liquor and Cabaret License, and it does not affect how he votes.

Sheriff Antinoro said the Delta would like to open soon. The background check is still timely. Approval is recommended.

Public Comment: None

Motion: I motion to approve the 2nd reading for the On-sale Liquor License, Off-sale Liquor License & Cabaret License for Delta Saloon, 18 S C St., Virginia City, NV 89440. Applicant is Vincent Malfitano. Pending issuance of Certificate of Occupancy, **Action:** Approve, **Moved by:** Commissioner Carmona, **Seconded by:** Chairman McBride, **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=3)

21. RECESS TO RECONVENE AS THE STOREY COUNTY BOARD OF COUNTY COMMISSIONERS

22. DISCUSSION/POSSIBLE ACTION: Consideration of letter of interest and appointment of a planning commissioner to fill the vacancy and serve the remainder of the term representing Precinct 4 Mark Twain District on the Storey County Planning Commission.

Heard following item 7.

23. DISCUSSION/POSSIBLE ACTION: Variance request (Variance 2019-036) to allow the front and west side yard setbacks for the construction of a new detached garage to be reduced from the required 30-feet to 18-feet for the front yard setback and from the required 15-feet to 8-feet for the west side yard setback. The property is located at 21371 Crestview Road, , Storey County, Nevada, Assessor's Parcel Number (APN) 003-181-17.

Kathy Canfield reviewed this Variance application for modification to front and side yard setbacks on property in Virginia City Highlands, one acre properties.

Ms. Canfield explained the topography of the property. The applicant is requesting front and side yard setbacks to accommodate construction of a garage. Letters of support have been received from

adjacent property owners. Staff supports this request and the Planning Commission has approved the request.

Public Comment: None

Ms. Canfield read the Findings of Fact:

This variance (Variance 2019-036) allows the front and west side yard setbacks for the construction of a new detached garage to be reduced from the required 30-feet to 18-feet for the front yard setback and from the required 15-feet to 8-feet for the west side yard setback. The property is located at 21371 Crestview Road, Virginia City Highlands, Storey County, Nevada, Assessor's Parcel Number (APN) 003-181-17.

The subject property is located within Estates E-1 VCH zoning in which single family residences are an allowed use and detached garages are an allowed accessory use.

That because of special circumstances applicable to the subject property, including shape, size, topography or location of surroundings, the strict application of the zoning ordinance would deprive the subject property of privileges enjoyed by other properties in the vicinity or under identical zone classification.

That the granting of the Variance is necessary for the preservation and enjoyment of substantial property rights of the applicant.

That the granting of the Variance will not, under the circumstances of the particular case, adversely affect to a material degree the health or safety of persons residing or working in the area of the subject property and will not be materially detrimental to the public welfare or materially injurious to property or improvements in the area of the subject property.

The proposed Variance is in compliance with all Federal, Nevada State, and Storey County regulations.

The proposed Variance is in compliance with Storey County Code 17.03.140 Variances and 17.12 General Provisions and 17.40 E Estate Zone when all Conditions of Approval are met.

The proposed Variance is in compliance with and supports the goals, objectives and policies of the 2016 Storey County Master Plan.

Motion: In accordance with the recommendation by staff and the Planning Commission, the Findings of Fact under Section 3.A of this report, and other findings deemed appropriate by the Board of County Commissioners, and in compliance with the conditions of approval, I (*commissioner*), move to approve Variance 2019-036 to allow the front and west side yard setbacks for the construction of a new detached garage to be reduced from the required 30-feet to 18-feet for the front yard setback and from the required 15-feet to 8-feet for the west side yard setback. The property is located at 21371 Crestview Road, Virginia City Highlands, Storey County, Nevada, Assessor's Parcel Number (APN) 003-181-17, **Action:** Approve, **Moved by:** Commissioner Carmona, **Seconded by:** Chairman McBride, **Vote:** Motion carried by unanimous vote, (**Summary:** Yes=2)

24. DISCUSSION/POSSIBLE ACTION:

Approved of business licenses second readings:

- A. A-1 Mobile Fleet Service LLC - General / 1514 Crestview ~ Fernley, NV
- B. Affordable Carpentry and Handyman - General / 2300 Cartwright ~ Reno, NV
- C. Arrow Sign Company - Contractor / 1051 46th Ave ~ Oakland, CA
- D. ENGworks, Inc. - General / 108 West 13th St. ~ Wilmington, DE
- E. General Cleaning Service, Corp - General / 1090 E. Huffaker Ln ~ Reno, NV
- F. Hilltop Farm - Home / 2589 Keystone Circle ~ Virginia City, NV
- G. Jonesey's, Inc. - General / PO Box 52470 ~ Sparks, NV
- H. Microcafsautomation - General / 29463 S. River Rd ~ Harrison Twp, MI
- I. Paw Professional Services, LLC - Home / PO Box 846 ~ Virginia City, NV
- J. Ramen4real DBA - General / 400 W. 5th St. ~ Reno, NV
- K. Timberline Electric - Contractor / PO Box 2511 ~ Minden, NV
- L. Vertical Construction Erectors, LLC - Contractor / 1260 Furneaux Rd ~ Olivehurst, CA
- M. Vision Control Associates of NV - Contractor / 730 W. Cheyenne Ave Ste. 110 ~ N. Las Vegas, NV
- N. White Industries Incorporated - Contractor / 7741 Autumn Ridge Circle ~ Reno, NV
- O. C T R Roofing - Contractor / 906 Nicole St. ~ Dayton, NV

Public Comment: None

Motion: I make a motion to approve the second reading of the Business Licenses, **Action:** Approve, **Moved by:** Commissioner Carmona, **Seconded by:** Chairman McBride, **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=2)

25. PUBLIC COMMENT (No Action) - None

ADJOURNMENT OF ALL ACTIVE AND RECESSED BOARDS ON THE AGENDA

The meeting was adjourned by the Chair at 12:06 PM

Respectfully submitted,

By: Vanessa Stephens
Vanessa Stephens Clerk-Treasurer



Storey County Board of County Commissioners Agenda Action Report

Meeting date: September 17, 2019

Estimate of time required: 0-5 min

Agenda: Consent ☒ Regular agenda ☐ Public hearing required ☐

1. **Title:** For possible action, approval in claims in the amount of \$502,870.81.

2. **Recommended motion:** Approve claims as part of the Consent Agenda.

3. **Prepared by:** Vanessa Stephens

Department: Clerk

Telephone: 775-847-0969

4. **Staff summary:** A listing of claims is attached.

5. **Supporting materials:** Claims are attached for review.

6. **Fiscal impact:**

Funds Available:

Fund:

_____ Comptroller

7. **Legal review required:**

_____ District Attorney

8. **Reviewed by:**

_____ Department Head

Department Name: Commissioner's Office

_____ County Manager

Other agency review: _____

9. **Board action:**

☐ Approved
☐ Denied

☐ Approved with Modifications
☐ Continued

Agenda Item No.



Vendor History Report

By Vendor Name

Posting Date Range -
Payment Date Range 09/06/2019 - 09/06/2019

Payable Number	Item Description	Description	Units	Price	Post Date	Amount	1099	Payment Number	Payment Date	Account Name	Amount	Shipping	Tax	Discount	Net	Payment
							Account Number				Dist Amount					
Vendor Set: 01 - Storey County Vendors																
405424 - Optum Bank, Member FDIC																
INV0006579		HSA Contributions	0.00	0.00	9/6/2019	10,865.58	001-29506-000	DFT0000328	9/6/2019	Insurances	10,865.58	0.00	0.00	0.00	10,865.58	10,865.58
											10,865.58					
Total 01 - Storey County Vendors:											10,865.58	0.00	0.00	0.00	10,865.58	10,865.58
Vendors: (1)											10,865.58	0.00	0.00	0.00	10,865.58	10,865.58
Report Total:											10,865.58	0.00	0.00	0.00	10,865.58	10,865.58



Check Register

Packet: APPKT01115 - 2019-09-06 PR Payments cw

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP Bank-AP Bank						
405456	Public Employees Retirement	09/06/2019	EFT	0.00	119,567.60	10044
300007	USAA 529 College Savings Plans	09/06/2019	EFT	0.00	50.00	10045
300003	AFLAC	09/06/2019	Regular	0.00	1,223.20	96980
300008	AFSCME Union	09/06/2019	Regular	0.00	603.79	96981
405519	Cigna Health and Life Insurance Cor	09/06/2019	Regular	0.00	116,377.00	96982
	Void	09/06/2019	Regular	0.00	0.00	96983
300001	Colonial Life & Accident	09/06/2019	Regular	0.00	111.69	96984
404704	DVM INSURANCE AGENCY	09/06/2019	Regular	0.00	141.26	96985
405264	FIDELITY SEC LIFE INS CO	09/06/2019	Regular	0.00	1,359.93	96986
405263	KANSAS CITY LIFE INS CO	09/06/2019	Regular	0.00	715.86	96987
300011	Nevada State Treasurer	09/06/2019	Regular	0.00	4.00	96988
103233	PUBLIC EMPLOY RETIREMENT SYSTEM	09/06/2019	Regular	0.00	46.66	96989
300010	State Collection & Disbursement Un	09/06/2019	Regular	0.00	197.70	96990
300006	Storey Co Fire Fighters Assoc	09/06/2019	Regular	0.00	1,200.00	96991
404639	VOYA RETIREMENT INS	09/06/2019	Regular	0.00	7,996.50	96992
300005	Washington National Ins	09/06/2019	Regular	0.00	518.99	96993
300002	Western Insurance Specialties	09/06/2019	Regular	0.00	363.34	96994

Bank Code AP Bank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	29	14	0.00	130,859.92
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	9	2	0.00	119,617.60
	38	17	0.00	250,477.52

Approved by the Storey County Board of Commissioners:

Chairman

Commissioner

Commissioner

Comptroller

Date

Treasurer

Date

Fund Summary

Fund	Name	Period	Amount
999	Pooled Cash Account	9/2019	250,477.52
			<u>250,477.52</u>



Check Register

Packet: APPKT01107 - 2019-08-30 AP Payment Pkt1074
(missed in AP run) cw

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP Bank-AP Bank						
405526	Armstrong, Kay Ellen	08/30/2019	Regular	0.00	175.00	36919
99652	COMSTOCK CHRONICLE (VC)	08/30/2019	Regular	0.00	561.00	36920
404568	EIDE BAILLY LLP	08/30/2019	Regular	0.00	550.00	36921
404400	LERETA LLC	08/30/2019	Regular	0.00	323.54	36922

Bank Code AP Bank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	4	4	0.00	1,609.54
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	4	4	0.00	1,609.54

Approved by the Storey County Board of Commissioners:

_____ Chairman	_____ Commissioner	_____ Commissioner
_____ Comptroller	_____ Date	
_____ Treasurer	_____ Date	

Fund Summary

Fund	Name	Period	Amount
999	Pooled Cash Account	8/2019	1,609.54
			<u>1,609.54</u>



Check Register

Packet: APPKT01102 - 2019-08-30 VT Payments cw

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP V&T-AP V&T						
405254	BARKDULL-SPENCER, ELAINE	08/30/2019	Regular	0.00	4,475.05	1017
405382	City of Carson	08/30/2019	Regular	0.00	156.62	1018
405642	Encinias, Danny Richard	08/30/2019	Regular	0.00	7,000.00	1019
405224	KENNETH L DORR JR SOLE M	08/30/2019	Regular	0.00	1,735.00	1020
405222	ROWE & HALES, LLP	08/30/2019	Regular	0.00	2,020.00	1021
405378	Virginia & Truckee RR CO Inc.	08/30/2019	Regular	0.00	18,175.00	1022
405643	Virginia City Tours Inc	08/30/2019	Regular	0.00	1,650.00	1023

Bank Code AP V&T Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	8	7	0.00	35,211.67
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	8	7	0.00	35,211.67

Approved by the Storey County Board of Commissioners:

Chairman

Commissioner

Commissioner

Comptroller

Date

Treasurer

Date

Fund Summary

Fund	Name	Period	Amount
221	V&T COMMISSION	8/2019	35,211.67
			<u>35,211.67</u>



Check Register

Packet: APPKT01105 - 2019-08-30 AP Payments cw

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP Bank-AP Bank						
405403	Harjes, Zakary P	08/30/2019	Regular			
405020	ALL COMSTOCK LLC	08/30/2019	Regular	0.00	300.00	36807
99665	ALL STAR RENTS	08/30/2019	Regular	0.00	4,000.00	36808
100135	ALSCO INC	08/30/2019	Regular	0.00	173.86	36809
100182	APEX SAW WORKS	08/30/2019	Regular	0.00	460.38	36810
404730	ARGENTA CHAPTER OES	08/30/2019	Regular	0.00	32.94	36811
103061	ASSESSOR'S ASSOC OF NEV	08/30/2019	Regular	0.00	100.00	36812
99663	AT&T MOBILITY II LLC	08/30/2019	Regular	0.00	55.00	36813
403619	AT&T TELECONFERENCE SERVI	08/30/2019	Regular	0.00	115.09	36814
405113	AXON ENTERPRISE, INC	08/30/2019	Regular	0.00	433.62	36815
405332	Battle Born Digital Media and Marke	08/30/2019	Regular	0.00	1,415.00	36816
403959	BENDER, DEBORAH	08/30/2019	Regular	0.00	941.05	36817
401377	BISBEE, PATTY	08/30/2019	Regular	0.00	120.00	36818
100422	BOB BARKER COMPANY INC	08/30/2019	Regular	0.00	148.93	36819
404693	BOURNS PRODUCTIONS INC.	08/30/2019	Regular	0.00	1,630.00	36820
404634	BRANDON, RUSSELL D	08/30/2019	Regular	0.00	3,000.00	36821
403671	BURRELL, SCOTT LEWIS	08/30/2019	Regular	0.00	60.00	36822
10035	C & W LOCK, GLASS & SAFE	08/30/2019	Regular	0.00	609.00	36823
404500	CARSON DODGE CHRYSLER INC	08/30/2019	Regular	0.00	85.00	36824
403268	CELLCO PARTNERSHIP	08/30/2019	Regular	0.00	384.48	36825
403635	CENTRAL SANITARY SUPPLY	08/30/2019	Regular	0.00	2,854.35	36826
100670	CFOA	08/30/2019	Regular	0.00	383.89	36827
405519	Cigna Health and Life Insurance Cor	08/30/2019	Regular	0.00	135.00	36828
403822	COLLECTION SERVICE OF NEV	08/30/2019	Regular	0.00	17,845.65	36829
100655	COMMUNITY CHEST INC	08/30/2019	Regular	0.00	1,248.82	36830
404868	COMPLETE DOCUM MNGMNT SOL	08/30/2019	Regular	0.00	175.00	36831
99652	COMSTOCK CHRONICLE (VC)	08/30/2019	Regular	0.00	2,595.00	36832
403887	COMSTOCK GOLD MILL LLC	08/30/2019	Regular	0.00	1,035.40	36833
405213	CONNELL, RICHARD	08/30/2019	Regular	0.00	211.50	36834
405128	DEVNET, INC	08/30/2019	Regular	0.00	200.00	36835
405627	Edin, Bruce	08/30/2019	Regular	0.00	1,200.00	36836
404568	EIDE BAILLY LLP	08/30/2019	Regular	0.00	100.00	36837
404547	ELLIOTT AUTO SUPPLY INC	08/30/2019	Regular	0.00	550.00	36838
403835	EWING IRRIGATION PRODUCTS, INC	08/30/2019	Regular	0.00	1,868.11	36839
405628	Ewing, Deborah	08/30/2019	Regular	0.00	519.64	36840
405629	Ewing, Ralph N.	08/30/2019	Regular	0.00	100.00	36841
403216	FARR WEST ENGINEERING	08/30/2019	Regular	0.00	100.00	36842
404509	FASTENAL COMPANY	08/30/2019	Regular	0.00	3,200.00	36843
404757	FCC COMMUNICATIONS, LLC	08/30/2019	Regular	0.00	459.50	36844
403975	FERRELLGAS LP	08/30/2019	Regular	0.00	2,637.33	36845
405264	FIDELITY SEC LIFE INS CO	08/30/2019	Regular	0.00	117.73	36846
405644	Gamble, David R	08/30/2019	Regular	0.00	229.46	36847
405630	Garcia, Oscar	08/30/2019	Regular	0.00	5,375.00	36848
403313	GARDNER, SHANNON	08/30/2019	Regular	0.00	500.00	36849
404896	GOLDEN GATE/SET PETROLEUM	08/30/2019	Regular	0.00	100.00	36850
100856	GRANITE CONSTRUCTION CO	08/30/2019	Regular	0.00	2,973.96	36851
103470	GREAT BASIN TERMITE & PES	08/30/2019	Regular	0.00	478.40	36852
405626	Greene, Danielle	08/30/2019	Regular	0.00	65.00	36853
404778	HAT, LTD	08/30/2019	Regular	0.00	9.41	36854
100826	HISTORIC FOURTH WARD SCHOOL F	08/30/2019	Regular	0.00	4,072.32	36855
100889	HOME DEPOT CREDIT SERVICE	08/30/2019	Regular	0.00	415.00	36856
403753	HOT SPOT BROADBAND INC	08/30/2019	Regular	0.00	1,106.99	36857
405360	Huntington, Elizabeth L.	08/30/2019	Regular	0.00	32.50	36858
102564	HYDRAULIC INDUSTRIAL SERV	08/30/2019	Regular	0.00	144.00	36859
			Regular	0.00	30.69	36860

Check Register

Packet: APPKT01105-2019-08-30 AP Payments cw

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
403834	IT1 SOURCE LLC	08/30/2019	Regular	0.00	1,225.88	36861
404771	ITS MY COMMUNITY STORE	08/30/2019	Regular	0.00	65.74	36862
103317	JBP LLC	08/30/2019	Regular	0.00	779.46	36863
403613	JNA CONSULTING GROUP LLC	08/30/2019	Regular	0.00	5,518.81	36864
405263	KANSAS CITY LIFE INS CO	08/30/2019	Regular	0.00	19.22	36865
405635	Kelley, Alexandria M	08/30/2019	Regular	0.00	70.00	36866
101040	L N CURTIS & SONS	08/30/2019	Regular	0.00	254.00	36867
404102	LIQUID BLUE EVENTS LLC	08/30/2019	Regular	0.00	12,000.00	36868
405077	MACKAY MANSION	08/30/2019	Regular	0.00	715.00	36869
405307	Mckechnie, Marla J.	08/30/2019	Regular	0.00	2,266.00	36870
103126	MEDICAL PRIORITY DISPATCH	08/30/2019	Regular	0.00	85.00	36871
405613	Midtgard, Denise Jean	08/30/2019	Regular	0.00	303.11	36872
403096	MONARCH DIRECT LLC	08/30/2019	Regular	0.00	59.75	36873
403632	NEVADA BLUE LTD (RNO)	08/30/2019	Regular	0.00	100.00	36874
404163	NORTON CONSULTING LLC	08/30/2019	Regular	0.00	431.00	36875
102295	NTU TECHNOLOGIES INC	08/30/2019	Regular	0.00	3,601.80	36876
404118	OPTUMINSIGHT INC	08/30/2019	Regular	0.00	251.25	36877
405127	O'REILLY AUTO ENTERPRISES LLC	08/30/2019	Regular	0.00	80.21	36878
404746	OTIS ELEVATOR COMPANY	08/30/2019	Regular	0.00	3,015.48	36879
405640	Panasonic Corporation of North Am	08/30/2019	Regular	0.00	75.00	36880
405638	Pavelek, Michelle A	08/30/2019	Regular	0.00	500.00	36881
403895	PETRINI, ANGELO D	08/30/2019	Regular	0.00	231.00	36882
405256	PIPER'S OPERA HOUSE	08/30/2019	Regular	0.00	16.00	36883
405639	Preferred Networks, Inc	08/30/2019	Regular	0.00	100.00	36884
100348	PURCELL TIRE & RUBBER CO	08/30/2019	Regular	0.00	893.93	36885
402937	RAY MORGAN CO INC (CA)	08/30/2019	Regular	0.00	6,000.00	36886
200395	SAINT MARYS ARTCENTER INC	08/30/2019	Regular	0.00	48.00	36887
103241	SBC GLOBAL SERVICES IN LD	08/30/2019	Regular	0.00	68.76	36888
101210	SBC GLOBAL SERVICES INC	08/30/2019	Regular	0.00	601.56	36889
405081	SHERMARK DISTRIBUTORS INC	08/30/2019	Regular	0.00	327.00	36890
404187	SHOAF, BRIAN ALLEN	08/30/2019	Regular	0.00	4.50	36891
102461	SIERRA CONTROL SYSTEMS	08/30/2019	Regular	0.00	2,094.10	36892
102462	SIERRA ENVIRONMENTAL MONITOR	08/30/2019	Regular	0.00	2,025.00	36893
101630	SIERRA PACIFIC POWER CO	08/30/2019	Regular	0.00	12,638.23	36894
	Void	08/30/2019	Regular	0.00	0.00	36895
403480	SLICK INDUSTRIES LLC DBA	08/30/2019	Regular	0.00	90.00	36896
404195	SOUTHERN GLAZERS WINE & S	08/30/2019	Regular	0.00	2,476.20	36897
403234	SPALLONE, DOMINIC J III	08/30/2019	Regular	0.00	219.45	36898
405475	Staples Contract & Commercial, Inc	08/30/2019	Regular	0.00	178.74	36899
404871	STAR2STAR COMMUNICATIONS, LLC	08/30/2019	Regular	0.00	3,249.43	36900
403892	SUN PEAK ENTERPRISES	08/30/2019	Regular	0.00	1,631.00	36901
404675	SUPERIOR POOL PRODUCTS	08/30/2019	Regular	0.00	441.83	36902
405124	TERRY, SHIRLEY	08/30/2019	Regular	0.00	7,171.00	36903
405185	THATCHER COMPANY	08/30/2019	Regular	0.00	1,713.17	36904
404615	THE ANTOS AGENCY	08/30/2019	Regular	0.00	251.76	36905
404786	THE ROASTING HOUSE	08/30/2019	Regular	0.00	15.25	36906
101786	THERMATEMP	08/30/2019	Regular	0.00	1,200.00	36907
404845	THOMAS PETROLEUM LLC	08/30/2019	Regular	0.00	2,147.26	36908
405631	Trench Plate Rental Co.	08/30/2019	Regular	0.00	4,746.75	36909
403225	TRI GENERAL IMPROVEMENT	08/30/2019	Regular	0.00	486.20	36910
102962	UNIFORMITY OF NEVADA LLC	08/30/2019	Regular	0.00	267.00	36911
405641	United Healthcare Insurance Compa	08/30/2019	Regular	0.00	1,049.21	36912
404828	V & T ROCK, INC	08/30/2019	Regular	0.00	3,161.24	36913
403894	VIRGINIA & TRUCKEE RR CO, INC.	08/30/2019	Regular	0.00	4,403.00	36914
403893	VIRGINIA CITY TOURS INC	08/30/2019	Regular	0.00	1,649.00	36915
403723	VIRGINIA HIGHLANDS VFD	08/30/2019	Regular	0.00	2,500.00	36916
405636	Wanbaugh, Brian	08/30/2019	Regular	0.00	70.00	36917
101920	WESTERN NEVADA SUPPLY CO	08/30/2019	Regular	0.00	32,334.39	36918

Check Register

Packet: APPKT01105-2019-08-30 AP Payments cw

Vendor Number
404295Vendor Name
WELLS ONE COMMERCIAL CARDPayment Date
08/30/2019Payment Type
Bank Draft

Discount Amount	Payment Amount	Number
0.00	9,655.83	DFT0000320

Bank Code AP Bank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	177	111	0.00	195,050.67
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	0.00
Bank Drafts	14	1	0.00	9,655.83
EFT's	0	0	0.00	0.00
	191	113	0.00	204,706.50

Approved by the Storey County Board of Commissioners:

Chairman_____
Commissioner_____
Commissioner_____
Comptroller_____
Date_____
Treasurer_____
Date

Fund Summary

Fund	Name	Period	Amount
999	Pooled Cash Account	8/2019	204,706.50
			<u>204,706.50</u>



Storey County Board of County Commissioners Agenda Action Report

Meeting date: 09-17-2019

Estimate of time required: 0 - 5

Agenda: Consent ☒ Regular agenda ☐ Public hearing required ☐

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

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:** Ashley Mead

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 Commissioner's meeting for approval.

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

6. **Fiscal impact:**

Funds Available:

Fund:

____ Comptroller

7. **Legal review required:**

____ 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.

Storey County Community Development

110 Toll Road ~ Gold Hill Divide
P O Box 526 ~ Virginia City NV 89440



(775) 847-0966 ~ Fax (775) 847-0935
CommunityDevelopment@storeycounty.org

To: Vanessa Stephens, Clerk's office
Austin Osborne, County Manager

September 9, 2019
Via Email

Fr: Ashley Mead

Please add the following item(s) to the **SEPTEMBER 17, 2019,** COMMISSIONERS Consent Agenda:

LICENSING BOARD FIRST READINGS:

- A. Buildings & Dwellings Company, Inc.** - Contractor / 2465 Sutro St. ~ Reno, NV
- B. Dianne S. Drinkwater PC** – General / 2490 Keystone Ave. ~ Reno, NV
- C. MG Builders LLC**– Contractor / 8345 Opal Ranch Way ~ Reno, NV
- D. Nevada Recycling & Salvage Ltd.** – General/ 1085 Telegraph St. ~ Reno, NV
- E. Ventura Transfer Company** – Transportation/ 750 Freeport Blvd. ~ Sparks, NV
- F. W A Rasic Construction Company Inc.** – Contractor / 4150 Long Beach Blvd. ~ Long Beach, CA

Ec: Community Development
Commissioner's Office

Planning Department
Comptroller's Office

Sheriff's Office



Storey County Board of County Commissioners Agenda Action Report

Meeting date: September 17, 2019

Estimate of time required: 20 minutes

Agenda: Consent ☐ Regular agenda ☒ Public hearing required ☐

1. **Title:** WORKSHOP DISCUSSION ONLY: Presentation of Virginia City and Gold Hill Water and Sewer Rate Assessment.

2. **Recommended motion:** None as this is a discussion item only.

3. **Prepared by:** Cherie Nevin

Department: Community Services

Telephone: 847-0986

4. **Staff summary:** In April 2019, Storey County contracted Farr West Engineering (Farr West) to conduct an assessment of the water and sewer rates for Virginia City and Gold Hill. To complete this task, Farr West reviewed the following financial information to assess the adequacy of current water and sewer rates to cover the costs of water and sewer services:

- Certified audits for the past 5 years (2013-2018)
- Debt obligations for the sewer and water systems
- Value of short-lived assets in the sewer and water systems
- Reserve balances

Farr West developed the revenue requirement for operation of both utilities utilizing the historical financial records for the past 5 years. With close collaboration with the County, Farr West determined how to best project revenues and expenditures over the next 5 years (2020-2024). Rate adjustment recommendations were made to cover the costs of projected expenses through 2024.

5. **Supporting materials:** Virginia City and Gold Hill Water and Sewer Rate Assessment

6. **Fiscal impact:** YES

Funds Available:

Fund:

____ Comptroller

7. **Legal review required:**

____ District Attorney

8. **Reviewed by:**

CMN Department Head

____ County Manager

Department Name: Commissioner's Office

Other agency review: _____

9. **Board action:**

☐ Approved
☐ Denied

☐ Approved with Modifications
☐ Continued

Agenda Item No.

TECHNICAL MEMORANDUM

STOREY COUNTY

VIRGINIA CITY & GOLD HILL WATER & SEWER RATE ASSESSMENT

Prepared For: Austin Osborne – County Manager
Prepared By: Alexa Kinsinger, E.I.
Reviewed By: Lucas Tipton, P.E.
Date: July 18, 2019; Revision Date: September 9, 2019
Subject: Water & Sewer Rate Adjustment Recommendations

1.0 KEY RECOMMENDATIONS

The Virginia City and Gold Hill water and sewer rate adjustment analysis resulted in the following key recommendations:

- The County should pursue a detailed depreciation analysis for both the water and sewer systems and fully fund depreciation with the user rates in the future.

Water System:

- Farr West recommends that the County create and maintain a restricted reserve account for the water system debt service to fund up to \$97,382 by 2029.
- Farr West recommends that the County create and maintain an unrestricted reserve account for short lived assets. This account can be part of the water enterprise fund and should maintain a minimum balance of \$57,432.
- Recommended water rate increases are as follows:
 - FY 2020: No water rate increase needed.
 - FY 2021: Raise water rates by 1.0% to \$44.41 (Residential) and \$63.55 (Commercial)
 - FY 2022: Raise water rates by 2.0% to \$45.30 (Residential) and \$64.82 (Commercial)
 - FY 2023: Raise water rates by 2.5% to \$46.43 (Residential) and \$66.44 (Commercial)
 - FY 2024: Raise water rates by 2.5% to \$47.59 (Residential) and \$68.10 (Commercial)
- Starting in FY 2025, Farr West recommends that the water rate effective FY 2024 shall be subject to an automatic increase by the amount equal to the increase of the Consumer Price Index-All Urban (CPI-U) for the west urban area, as published by the Bureau of Labor Statistics. The measurement period should end with the published index for December of each year and the resulting increase should be implemented with the July billings.

Sewer System:

- Farr West recommends that the County create and maintain a restricted reserve account for the sewer system debt service to fund up to \$262,677 by 2029.
- Farr West recommends that the County create and maintain an unrestricted reserve account for short lived assets. This account can be part of the sewer enterprise fund and should maintain a minimum balance of \$46,832.

- Recommended sewer rate increases are as follows:
 - FY 2020: Raise sewer rates by 3.0% to \$49.84 (Residential) and \$67.64 (Commercial)
 - FY 2021: Raise sewer rates by 3.0% to \$51.34 (Residential) and \$69.67 (Commercial)
 - FY 2022: Raise sewer rates by 3.0% to \$52.88 (Residential) and \$71.76 (Commercial)
 - FY 2023: Raise sewer rates by 3.0% to \$54.46 (Residential) and \$73.91 (Commercial)
 - FY 2024: Raise sewer rates by 3.0% to \$56.10 (Residential) and \$76.13 (Commercial)
- Starting in FY 2025, Farr West recommends that the sewer rate effective FY 2024 shall be subject to an automatic increase by the amount equal to the increase of the Consumer Price Index-All Urban (CPI-U) for the west urban area, as published by the Bureau of Labor Statistics. The measurement period should end with the published index for December of each year and the resulting increase should be implemented with the July billings.

2.0 INTRODUCTION AND APPROACH

In April 2019, Storey County contracted Farr West Engineering (Farr West) to conduct an assessment of the water and sewer rates for Virginia City and Gold Hill. To complete this task, Farr West reviewed the following financial information to assess the adequacy of current water and sewer rates to cover the costs of water and sewer services:

- Certified audits for the past 5 years (2013-2018)
- Debt obligations for the sewer and water systems
- Value of short-lived assets in the sewer and water systems
- Reserve balances

Farr West developed the revenue requirement for operation of both utilities utilizing the historical financial records for the past 5 years. With close collaboration with the County, Farr West determined how to best project revenues and expenditures over the next 5 years (2020-2024). Rate adjustment recommendations were made to cover the costs of projected expenses through 2024.

3.0 WATER RATE ASSESSMENT

3.1 GOALS AND OBJECTIVES

The water system currently has debt obligations with two USDA loans for the 5-mile water line and Hillside Tanks projects. A sufficient revenue stream is needed to cover these debt service payments and increased operation and maintenance (O&M) expenses related to the water system. A secondary goal of this assessment is for the water system to have sufficient cash reserves to cover the replacement costs of all short lived assets within the system.

3.2 WATER REVENUE REQUIREMENT

Per the 2018 audit, water system revenues totaled \$590,558 in 2018. Since the actual source of the revenue deemed “miscellaneous” was unknown, it was projected at \$0 over the next 5 years. Farr West adjusted the FY 2020 rate revenue to match the historical average revenues incurred 2013-2018. FY 2021-2024 were projected utilizing the previous year’s rate revenue plus the revenue generated through the proposed rate adjustments.

The causes for the increase in expenses are the debt service payment for the 5-mile waterline and Hillside Tanks loans, and higher anticipated O&M costs. To project the future O&M expenses, Farr West adjusted each of the O&M costs in the past 5 years to February 2019 dollars utilizing the Consumer Price Index (CPI) rates for each corresponding year. Future O&M costs were adjusted by 3% annually. This approach resulted in a projected O&M costs of \$453,747 in 2020 up to \$510,967 by 2024. As seen in Table 1, the revenue required to operate the water system over the next five years steadily increases from approximately \$551,000 in 2020 to more than \$608,000 in 2024.

It is important to note that this revenue requirement analysis assumed no capital outlay, reserve funding, nor depreciation projections. The full analysis of the revenue requirement projected out to FY 2029 can be referenced in Appendix A.

Table 1: Water System Revenue Requirement

Water System	Historic	Projected				
	FY 2018	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Revenue Sources						
User Rates	\$ 557,800	\$ 562,300	\$ 562,300	\$ 567,923	\$ 579,281	\$ 593,763
Reserves	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous	\$ 32,758	\$ -	\$ -	\$ -	\$ -	\$ -
Total Source of Funds	\$ 590,558	\$ 562,300	\$ 562,300	\$ 567,923	\$ 579,281	\$ 593,763
Expenses						
Operation & Maintenance	\$ 485,579	\$ 453,747	\$ 467,421	\$ 481,508	\$ 496,019	\$ 510,967
Taxes and Transfers	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Outlay from Rates	\$ 42,634	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ 498,986	\$ 97,382	\$ 97,382	\$ 97,382	\$ 97,382	\$ 97,382
Reserves	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous (i.e. depreciation)	\$ 102,786	\$ -	\$ -	\$ -	\$ -	\$ -
Interest	\$ 355	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL REVENUE REQUIREMENT	\$ 1,130,340	\$ 551,130	\$ 564,804	\$ 578,890	\$ 593,401	\$ 608,349
Balance of Funds	\$ (539,782)	\$ 11,170	\$ (2,504)	\$ (10,967)	\$ (14,119)	\$ (14,585)
Balance as a % of Rate Adjustment Required	-96.77%	-1.99%	0.45%	1.93%	2.44%	2.46%
Proposed Rate Adjustment		0.00%	1.00%	2.00%	2.50%	2.50%
Additional Revenue from Rate Adjustment	\$ -	\$ -	\$ 5,623	\$ 11,358	\$ 14,482	\$ 14,844
Total Balance of Funds	\$ (539,782)	\$ 11,170	\$ 3,119	\$ 392	\$ 363	\$ 259

Notes:

(1) FY 2020 means 7/1/2019 through 6/30/2020

(2) Historic dollars adjusted to February 2019 dollars using CPI-U

3.3 WATER DEBT SERVICE

Water system debt obligations are presented in Table 2. In 2018, the County paid the outstanding balance of \$498,986 on the water treatment plant bond. Currently, the only water system debt is the 5-Mile Waterline USDA bond with a principal amount of \$2,126,000 at an interest rate of 1.375% over a 40-year principal term. By 2020 the County anticipates the replacement of the Hillside Tanks and has taken a USDA loan with a principal amount of \$701,000 at an interest rate of 2.5% over a 40-year term.

Table 2: Water System Long-Term Debt

Water Debt Summary		Historical	Projected						
		2018	2019	2020	2021	2022	2023	2024	
Water Revenue Bond - WTP									
Principal Amount	\$ 714,000								
Interest Rate (%)	0.045%								
Principal Term (Yrs)	40								
Annual Payment	\$18,015.15								
Principal Paid	\$ 498,986	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Interest Paid	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Outstanding (Start of Year)	\$ 498,986	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Water Revenue Bond - 5 Mile Water Line									
Principal Amount	\$ 2,126,000								
Interest Rate (%)	1.375%								
Principal Term (Yrs)	40								
Annual Payment	\$69,457.00								
Principal Paid	\$ -	\$ 40,225	\$ 40,778	\$ 41,338	\$ 41,907	\$ 42,483	\$ 43,067		
Interest Paid	\$ -	\$ 29,233	\$ 28,679	\$ 28,119	\$ 27,550	\$ 26,974	\$ 26,390		
Outstanding (Start of Year)	\$ -	\$ 2,126,000	\$ 2,085,776	\$ 2,044,998	\$ 2,003,660	\$ 1,961,753	\$ 1,919,270		
Water Revenue Bond - Hillside Tanks									
Principal Amount	\$ 701,000								
Interest Rate (%)	2.500%								
Principal Term (Yrs)	40								
Annual Payment	\$27,925.20								
Principal Paid	\$ -	\$ -	\$ 10,400	\$ 10,660	\$ 10,927	\$ 11,200	\$ 11,480		
Interest Paid	\$ -	\$ -	\$ 17,525	\$ 17,265	\$ 16,998	\$ 16,725	\$ 16,445		
Outstanding (Start of Year)	\$ -	\$ -	\$ 701,000	\$ 690,600	\$ 679,940	\$ 669,013	\$ 657,813		
Total									
Principal Paid	\$ 498,986	\$ 40,225	\$ 51,178	\$ 51,998	\$ 52,833	\$ 53,683	\$ 54,547		
Interest Paid	\$ -	\$ 29,233	\$ 46,204	\$ 45,384	\$ 44,549	\$ 43,699	\$ 42,835		
Outstanding (Start of Year)	\$ 498,986	\$ 2,126,000	\$ 2,786,776	\$ 2,735,598	\$ 2,683,599	\$ 2,630,766	\$ 2,577,083		

3.4 WATER RESERVES AND SHORT-LIVED ASSETS ANALYSIS

One County goal is to have sufficient cash reserves to cover all replacement costs of short-lived assets present in the water system. For the purposes of this assessment, an item was considered a short-lived asset if it had a life span of less than twenty years. Examples of common short-lived assets as defined by USDA can be referenced in Appendix A. A value analysis of the short-lived assets in the water system is presented in Table 3 and shows the total annualized cost of the short-lived assets is \$57,432 assuming an interest rate of 3%.

Table 3: Water System Short-Lived Assets Analysis

3.0% R&R Fund Annual Cash								
COMPONENT	Unit Cost	# of Units	Total Cost	Est. Equip Life years	Annual Depreciation (S.L.)	Interest Rate	Cost Recovery Factor (A/P)	Annualized Cost
Water Treatment Process								
Security System	\$5,600	1	\$5,600	10	<u>\$560</u>	3.00%	0.11723	\$656
SCADA System	\$10,000	1	\$10,000	15	<u>\$667</u>	3.00%	0.08377	\$838
Turbidimeters	\$3,250	4	\$13,000	15	<u>\$867</u>	3.00%	0.08377	\$1,089
Valve Actuators	\$2,000	27	\$54,000	15	<u>\$3,600</u>	3.00%	0.08377	\$4,523
Internal Controls	\$20,000	1	\$20,000	15	<u>\$1,333</u>	3.00%	0.08377	\$1,675
Reservoir/Storage								
SolarBee	\$27,000	1	\$27,000	15	<u>\$1,800</u>	3.00%	0.08377	\$2,262
SCADA	\$25,000	1	\$25,000	15	<u>\$1,667</u>	3.00%	0.08377	\$2,094
Water Distribution								
Air Release Valves	\$126,000	1	\$126,000	15	<u>\$8,400</u>	3.00%	0.08377	\$10,555
Pressure Reducing Stations	\$50,000	4	\$200,000	15	<u>\$13,333</u>	3.00%	0.08377	\$16,753
Water System Tools & Equipment								
Trash Pumps	\$2,000	2	\$4,000	7	<u>\$571</u>	3.00%	0.16051	\$642
Concrete Saw	\$6,500	1	\$6,500	15	<u>\$433</u>	3.00%	0.08377	\$544
Saw Blades	\$500	3	\$1,500	3	<u>\$500</u>	3.00%	0.35353	\$530
Shop Parts	\$20,000	1	\$20,000	10	<u>\$2,000</u>	3.00%	0.11723	\$2,345
Shop Tools	\$2,500	1	\$2,500	10	<u>\$250</u>	3.00%	0.11723	\$293
Hardware & Software	\$20,000	1	\$20,000	10	<u>\$2,000</u>	3.00%	0.11723	\$2,345
Office Furniture	\$5,000	1	\$5,000	10	<u>\$500</u>	3.00%	0.11723	\$586
John Deere 210G Excavator (2018) ¹	\$201,750	0.33	\$66,577	15	<u>\$4,438</u>	3.00%	0.08377	\$5,577
John Deere 35G Mini Ex (2019) ¹	\$52,725	0.33	\$17,399	15	<u>\$1,160</u>	3.00%	0.08377	\$1,457
Ditch Witch FX25 Vac Trailer (2018) ²	\$41,450	0.5	\$20,725	15	<u>\$1,382</u>	3.00%	0.08377	\$1,736
Utilguard Locator (2018) ²	\$4,383	0.5	\$2,191	10	<u>\$219</u>	3.00%	0.11723	\$257
Trench Safety Equipment	<u>\$6,268</u>	<u>0.5</u>	\$3,134	10	<u>\$313</u>	3.00%	0.11723	\$367
Confined Space Equipment	<u>\$5,228</u>	<u>0.5</u>	\$2,614	10	<u>\$261</u>	3.00%	0.11723	\$306
1-5 Year Annual Cost					\$500.00	\$530.30		
6-10 Year Annual Cost					\$6,675.39	\$7,797.73		
11-15 Year Annual Cost					\$39,080.11	\$49,104.10		
SHORT LIVED ASSET TOTAL					\$637,154	\$57,432		

Notes:

1 - Split 33% to water, sewer and roads

2 - Split 50% to water and sewer

Two reserves that the County will need to maintain are a bond reserve and a short-lived assets reserve. Farr West conducted a general analysis of what the reserve balances should be assuming the following six principles for determining reserve account goals:

1. Operating reserve shall be equal to 90 days of O&M expenses. No minimum was specified by the County for this account; however, it is good practice to maintain an operating reserve equal to 90 days of O&M expenses.
2. The bond reserve shall be a restricted reserve and shall total one annual payment of all debt services. For the water system, this reserve will include annual payments for the 5-mile water line and Hillside Tanks projects. Additionally, USDA allows for this reserve to be accrued over a period of ten years.

3. Capital reserve shall build by \$15,000 annually to a cap of \$250,000. The County does not currently have a set minimum for this account; however, it is good practice to maintain reserves for capital project funding.
4. Short-lived asset reserves were set at a minimum of \$57,432 to fund the replacement costs of one year of short-lived assets within the water system.
5. To the greatest extent possible, user rates should not be used as a source of funding for reserves.
6. The Capital reserve will carry the lowest priority of the four reserves and shall be used first in the case of an annual shortfall.

Analysis presented in Table 4 shows that the water system operating, bond, and short-lived asset reserves will be fully funded throughout the study period. The Capital reserve will be funded up to \$90,000 by 2024 and cash reserves will be reduced to \$825,300 in the same year. The County will maintain nearly \$1,180,000 in total reserves but is not currently funding depreciation. Figure 1 presents a graphical representation of the data shown in Table 4.

Table 4: Water System Reserves Balance

Water System		Historic		Projected			
		2018	2020	2021	2022	2023	2024
Balance							
	Year Start		\$ 1,164,075	\$ 1,175,245	\$ 1,178,365	\$ 1,178,756	\$ 1,179,119
	Year End	\$ 1,111,705	\$ 1,175,245	\$ 1,178,365	\$ 1,178,756	\$ 1,179,119	\$ 1,179,119
Operating Reserve							
Beginning Balance	\$	-	\$ 110,118	\$ 113,437	\$ 116,855	\$ 120,377	\$ 124,005
Plus: Reserve Funded from Cash	\$	-	\$ 3,319	\$ 3,419	\$ 3,522	\$ 3,628	\$ 3,737
Plus: Reserve Funded from Rates	\$	-	\$ -	\$ -	\$ -	\$ -	\$ -
Less: Reserve Used	\$	-	\$ -	\$ -	\$ -	\$ -	\$ -
Ending Balance	\$	-	\$ 113,437	\$ 116,855	\$ 120,377	\$ 124,005	\$ 127,742
Goal: 90 days of O&M	\$	121,395	\$ 113,437	\$ 116,855	\$ 120,377	\$ 124,005	\$ 127,742
Bond Reserve (Restricted)							
Beginning Balance	\$	-	\$ 69,457	\$ 97,382	\$ 97,382	\$ 97,382	\$ 97,382
Plus: Reserve Funded from Cash	\$	-	\$ 27,925	\$ -	\$ -	\$ -	\$ -
Plus: Reserve Funded from Rates	\$	-	\$ -	\$ -	\$ -	\$ -	\$ -
Less: Reserve Used	\$	-	\$ -	\$ -	\$ -	\$ -	\$ -
Ending Balance	\$	-	\$ 97,382	\$ 97,382	\$ 97,382	\$ 97,382	\$ 97,382
Goal: 1 Annual Payment of Combined Debt Service	\$	-	\$ 97,382	\$ 97,382	\$ 97,382	\$ 97,382	\$ 97,382
Capital Reserve							
Beginning Balance	\$	-	\$ 15,000	\$ 30,000	\$ 45,000	\$ 60,000	\$ 75,000
Plus: Reserve Funded from Cash	\$	-	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000
Plus: Reserve Funded from Rates	\$	-	\$ -	\$ -	\$ -	\$ -	\$ -
Less: Reserve Used	\$	-	\$ -	\$ -	\$ -	\$ -	\$ -
Ending Balance	\$	-	\$ 30,000	\$ 45,000	\$ 60,000	\$ 75,000	\$ 90,000
Goal: Build at \$15k Annually to \$250k	\$	-	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000
Short Lived Asset Reserve (Restricted)							
Beginning Balance	\$	-	\$ 57,432	\$ 57,432	\$ 57,432	\$ 57,432	\$ 57,432
Plus: Reserve Funded from Cash	\$	-	\$ -	\$ -	\$ -	\$ -	\$ -
Plus: Reserve Funded from Rates	\$	-	\$ -	\$ -	\$ -	\$ -	\$ -
Less: Reserve Used	\$	-	\$ -	\$ -	\$ -	\$ -	\$ -
Ending Balance	\$	-	\$ 57,432	\$ 57,432	\$ 57,432	\$ 57,432	\$ 57,432
Goal: Annualized Total of Short Lived Assets	\$	57,432	\$ 57,432	\$ 57,432	\$ 57,432	\$ 57,432	\$ 57,432
Cash Reserve							
Beginning Balance	\$	1,111,705	\$ 912,068	\$ 876,994	\$ 861,695	\$ 843,565	\$ 825,300
Plus: Reserve Funded from Rates	\$	-	\$ 11,170	\$ 3,119	\$ 392	\$ 363	\$ 259
Less: Reserve Used	\$	-	\$ (46,244)	\$ (18,419)	\$ (18,522)	\$ (18,628)	\$ (18,737)
Ending Balance	\$	1,111,705	\$ 876,994	\$ 861,695	\$ 843,565	\$ 825,300	\$ 806,822
Total Reserves		\$ 1,111,705	\$ 1,175,245	\$ 1,178,365	\$ 1,178,756	\$ 1,179,119	\$ 1,179,378
Reserves Goal		\$ 178,827	\$ 518,251	\$ 521,670	\$ 525,191	\$ 528,819	\$ 532,556

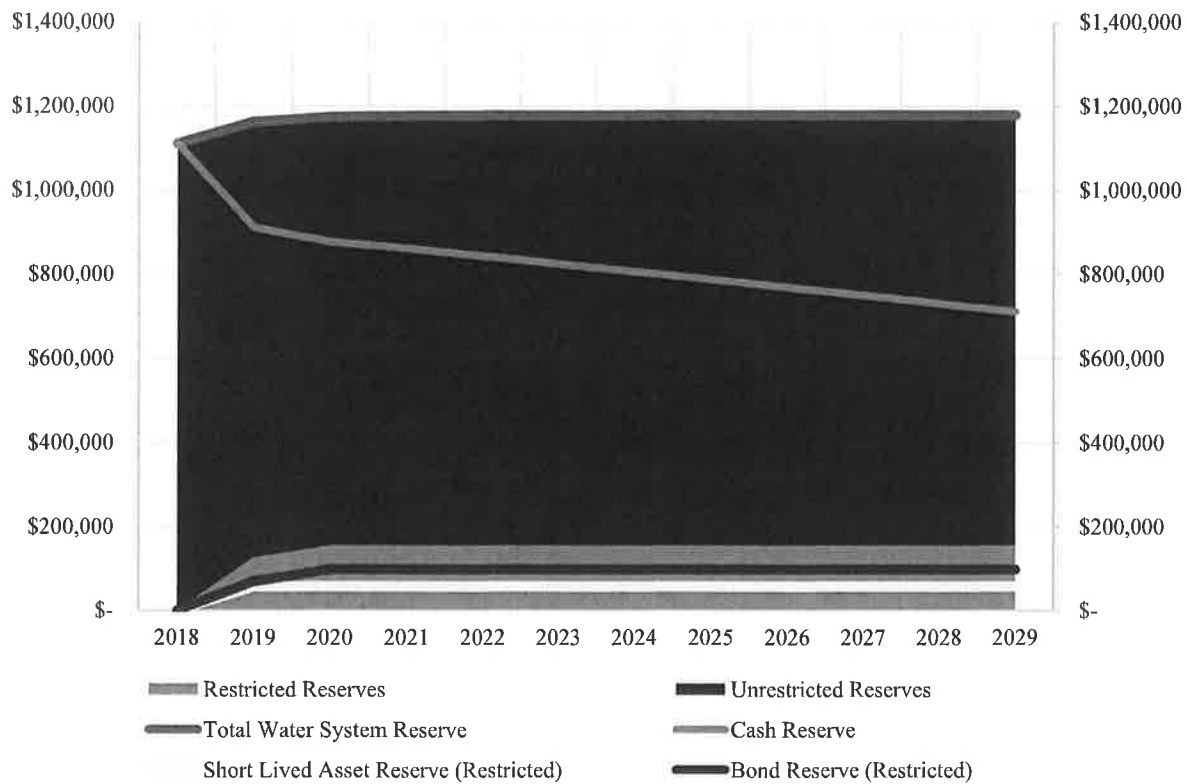


Figure 1: Water System Reserves

3.5 WATER RATE ADJUSTMENT RECOMMENDATION

Results from the revenue requirement analysis suggest that the water rates can remain flat through 2020, then increase by 1% in 2021, 2% in 2022, and 2.5% year over year starting in 2023. These recommended rate adjustments result in the proposed rates presented in Table 5. All proposed rate increases trend closely to the CPI or the Cost-of-Living Adjustment (COLA) rates and should be viewed as a necessary minimum to keep up with inflation and rising cost of construction.

Table 5: Proposed Water Rates

Proposed Water Rates							
Customer Class	2018 Monthly Rate	2019 Monthly Rate	2020 Monthly Rate	2021 Monthly Rate	2022 Monthly Rate	2023 Monthly Rate	2024 Monthly Rate
Residential	\$ 43.97	\$ 43.97	\$ 43.97	\$ 44.41	\$ 45.30	\$ 46.43	\$ 47.59
Usage Surcharge (\$/1,000 gal)	\$ 2.99	\$ 2.99	\$ 2.99	\$ 3.02	\$ 3.08	\$ 3.16	\$ 3.24
Commercial	\$ 62.92	\$ 62.92	\$ 62.92	\$ 63.55	\$ 64.82	\$ 66.44	\$ 68.10
Usage Surcharge (\$/1,000 gal)	\$ 3.90	\$ 3.90	\$ 3.90	\$ 3.94	\$ 4.02	\$ 4.12	\$ 4.22

4.0 SEWER RATE ASSESSMENT

4.1 GOALS AND OBJECTIVES

The sewer system is currently in debt with two loans for the wastewater treatment plant and sewer project and has an anticipated third loan for the Gold Hill project. A sufficient revenue stream is needed to cover these debt service payments and increased O&M expenses related to the sewer system. A secondary goal of this assessment is for the sewer system to have sufficient cash reserves to cover the replacement costs of all short-lived assets within the system.

4.2 SEWER REVENUE REQUIREMENT

Per the 2018 audit, sewer system revenues totaled \$5,566,948 in 2018 however \$5.1M of this revenue can be attributed to grant funding from the sewer system replacement project. The 2013-2018 revenues averaged \$1,590,000. Similar to the water system, the actual source of the revenue deemed “miscellaneous” was highly unknown and therefore was not projected based off historical financial data. Instead, the miscellaneous revenues were projected at \$200,000 for FY 2019-2020 and \$210,000 for FY 2021-2024. This revenue source is a transfer from the Infrastructure Fund to help subsidize the large debts incurred in the sewer system in recent years. Farr West adjusted the FY 2020 rate revenue to match the historical average revenues incurred 2013-2018. FY 2021-2024 were projected utilizing the previous years rate revenue plus the revenue incurred through the proposed rate adjustments.

The causes for the increase in expenses are the debt service payments for existing and anticipated sewer bonds, and higher anticipated O&M costs. To project the future O&M expenses, Farr West adjusted each of the O&M costs in the past 5 years to February 2019 dollars utilizing the Consumer Price Index (CPI) rates for each corresponding year. Future O&M costs were adjusted by 3% annually. This approach resulted in a projected O&M costs of \$246,079 in 2020 up to \$277,111 by 2024. As can be seen in Table 6, the revenue required to operate the sewer system over the next five years steadily increases from approximately \$435,000 to more than \$588,000 in 2024.

It is important to note that this revenue requirement analysis assumed no capital outlay, reserves, nor depreciation projections. The full analysis of the revenue requirement projected out to FY 2029 can be referenced in Appendix B.

Table 6: Sewer System Revenue Requirement

Wastewater System	Historic	Projected				
	FY 2018	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Revenue Sources						
User Rates	\$ 392,755	\$ 325,933	\$ 335,710	\$ 345,782	\$ 356,155	\$ 366,840
Reserves	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous (Infrastructure Fund)	\$ 5,174,193	\$ 200,000	\$ 210,000	\$ 210,000	\$ 210,000	\$ 210,000
Total Source of Funds	\$ 5,566,948	\$ 525,933	\$ 545,710	\$ 555,782	\$ 566,155	\$ 576,840
Expenses						
Operation & Maintenance	\$ 326,830	\$ 246,079	\$ 253,495	\$ 261,134	\$ 269,004	\$ 277,111
Taxes and Transfers	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Outlay from Rates	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ 252,160	\$ 252,160	\$ 252,160	\$ 262,677	\$ 262,677	\$ 262,677
Reserves	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous (i.e. depreciation)	\$ 147,852	\$ 37,000	\$ 50,000	\$ 42,000	\$ 45,000	\$ 48,000
Interest	\$ 72,187	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL REVENUE REQUIREMENT	\$ 799,029	\$ 535,240	\$ 555,655	\$ 565,811	\$ 576,681	\$ 587,788
Balance of Funds		\$ (9,307)	\$ (9,945)	\$ (10,030)	\$ (10,526)	\$ (10,948)
Balance as a % of Rate Adjustment Required		2.86%	2.96%	2.90%	2.96%	2.98%
Proposed Rate Adjustment		3.00%	3.00%	3.00%	3.00%	3.00%
Additional Revenue from Rate Adjustment		\$ 9,778	\$ 10,071	\$ 10,373	\$ 10,685	\$ 11,005
Total Balance of Funds		\$ 471	\$ 126	\$ 344	\$ 159	\$ 57

Notes:

- (1) FY 2020 means 7/1/2019 through 6/30/2020
- (2) Historic dollars adjusted to February 2019 dollars using CPI-U
- (3) Detailed depreciation study was not provided as part of this analysis

4.3 SEWER DEBT SERVICES

Sewer system debt obligations are presented in Table 7. Currently, the County has the following 2 loans:

- Wastewater treatment plant (WWTP) loan with principal amount of \$3,002,000 at an interest rate of 2.5% over a 40-year principal term.
- Sewer project USDA loan with a principal amount of \$4,058,000 at 1.375% interest over a 40-year term.

By 2021 the County anticipates the Gold Hill sewer project will add an additional commitment for a loan with a principal amount of \$264,000 at an interest rate of 2.5% over a 40-year term. Critical to this analysis is a loan from the State Revolving Fund for \$530,000 which is currently being pursued by the County.

Table 7: Sewer System Long-Term Debt

Wastewater Debt Summary		Historical	Projected						
		2018	2019	2020	2021	2022	2023	2024	
Sewer Revenue Bond - WWTP									
Principal Amount	\$	3,002,000							
Interest Rate (%)		2.500%							
Principal Term (Yrs)		40							
Annual Payment	\$	119,588.37							
Principal Paid	\$	-	\$ 47,963	\$ 49,162	\$ 50,391	\$ 51,651	\$ 52,942	\$ 54,266	\$ 55,622
Interest Paid	\$	-	\$ 71,625	\$ 70,426	\$ 69,197	\$ 67,938	\$ 66,646	\$ 65,323	\$ 63,966
Balance (Start of Year)	\$	-	\$ 2,865,017	\$ 2,817,054	\$ 2,767,892	\$ 2,717,501	\$ 2,665,850	\$ 2,612,908	\$ 2,558,642
Sewer Revenue Bond - Sewer Project									
Principal Amount	\$	4,058,000							
Interest Rate (%)		1.375%							
Principal Term (Yrs)		40							
Annual Payment	\$	132,572.05							
Principal Paid	\$	-	\$ 78,900	\$ 79,985	\$ 81,085	\$ 82,200	\$ 83,330	\$ 84,476	\$ 85,638
Interest Paid	\$	-	\$ 53,672	\$ 52,587	\$ 51,487	\$ 50,372	\$ 49,242	\$ 48,096	\$ 46,935
Balance (Start of Year)	\$	-	\$ 3,903,395	\$ 3,824,495	\$ 3,744,510	\$ 3,663,425	\$ 3,581,225	\$ 3,497,894	\$ 3,413,418
Sewer Revenue Bond - Gold Hill									
Principal Amount	\$	264,000							
Interest Rate (%)		2.500%							
Principal Term (Yrs)		40							
Annual Payment	\$	10,516.77							
Principal Paid	\$	-	\$ -	\$ -	\$ -	\$ 3,917	\$ 4,015	\$ 4,115	\$ 4,218
Interest Paid	\$	-	\$ -	\$ -	\$ -	\$ 6,600	\$ 6,502	\$ 6,402	\$ 6,299
Balance (Start of Year)	\$	-	\$ -	\$ -	\$ -	\$ 264,000	\$ 260,083	\$ 256,069	\$ 251,953
Total									
Interest Paid	\$	-	\$ 125,297	\$ 123,013	\$ 120,684	\$ 124,910	\$ 122,390	\$ 119,820	\$ 117,199
Principal Paid	\$	-	\$ 126,863	\$ 129,147	\$ 131,476	\$ 137,768	\$ 140,287	\$ 142,857	\$ 145,478
Outstanding (Start of Year)	\$	-	\$ 6,768,412	\$ 6,641,549	\$ 6,512,401	\$ 6,644,925	\$ 6,507,158	\$ 6,366,871	\$ 6,224,014

4.4 SEWER RESERVES AND SHORT-LIVED ASSETS ANALYSIS

One County goal is to have sufficient cash reserves to cover all replacement costs of short-lived assets present in the sewer system. For the purposes of this assessment, an item was considered a short-lived asset if it had a life span of less than twenty years. Examples of common short-lived assets as defined by USDA can be referenced in Appendix A. A value analysis of the short-lived assets in the sewer system is presented in Table 8 and shows the total annualized cost of the short-lived assets is \$46,832 assuming an interest rate of 3%.

Table 8: Sewer System Short-Lived Assets Analysis

COMPONENT	3% R&R Fund Annual Cash							
	Unit Cost	# of Units	Total Cost	Est. Equip Life years	Annual Depreciation (\$/L)	Interest Rate	Cost Recovery Factor (A/P)	Annualized Cost
Wastewater Treatment Process								
Auger	\$15,000	1	\$15,000	15	\$1,000	3.00%	0.08377	\$1,256
Blower - Shp (Grit Chamber)	\$5,500	1	\$5,500	10	\$550	3.00%	0.11723	\$645
Mag Meter	\$8,500	1	\$8,500	12	\$708	3.00%	0.10046	\$854
Influent Pumps (Equalization Tank)	\$5,000	3	\$15,000	10	\$1,500	3.00%	0.11723	\$1,758
Blower (Equalization Tank)	\$7,500	2	\$15,000	10	\$1,500	3.00%	0.11723	\$1,758
Mixer (Treatment Plant)	\$5,000	1	\$5,000	10	\$500	3.00%	0.11723	\$586
Diffusers (Treatment Plant)	\$1,000	8	\$8,000	10	\$800	3.00%	0.11723	\$938
Blower (Treatment Plant)	\$20,000	2	\$40,000	10	\$4,000	3.00%	0.11723	\$4,689
Clarifier Scraper	\$15,000	1	\$15,000	15	\$1,000	3.00%	0.08377	\$1,256
Sludge Pump	\$15,000	1	\$15,000	10	\$1,500	3.00%	0.11723	\$1,758
Sludge Press & Polymer Pump	\$50,000	1	\$50,000	15	\$3,333	3.00%	0.08377	\$4,188
Chlorine Pump	\$2,000	2	\$4,000	7	\$571	3.00%	0.16051	\$642
Water Supply Booster Pump	\$3,000	1	\$3,000	12	\$250	3.00%	0.10046	\$301
SCADA Radio System	\$70,000	1	\$70,000	15	\$4,667	3.00%	0.08377	\$5,864
Lift Stations								
Grinder	\$15,000	2	\$30,000	15	\$2,000	3.00%	0.08377	\$2,513
Rotary Pumps	\$17,500	6	\$105,000	15	\$7,000	3.00%	0.08377	\$8,795
Equipment								
John Deere 210G Excavator (2018) ¹	\$201,750	0.33	\$66,577	15	\$4,438	3.00%	0.08377	\$5,577
John Deere 35G Mini Ex (2019) ¹	\$52,725	0.33	\$17,399	15	\$1,160	3.00%	0.08377	\$1,457
Ditch Witch FX25 Vac Trailer (2018) ²	\$41,450	0.5	\$20,725	15	\$1,382	3.00%	0.08377	\$1,736
Utiliguard Locator (2018) ²	\$4,383	0.5	\$2,191	10	\$219	3.00%	0.11723	\$257
Trench Safety Equipment	\$6,268	0.5	\$3,134	10	\$313	3.00%	0.11723	\$367
Confined Space Equipment	\$5,228	0.5	\$2,614	10	\$261	3.00%	0.11723	\$306
1-5 Year Annual Cost					\$0.00			
6-10 Year Annual Cost					\$11,140.56			
11-15 Year Annual Cost					\$26,938.44			
SHORT LIVED ASSET TOTAL					\$38,079			

Notes:

1 - Split 33% to water, sewer and roads

2 - Split 50% to water and sewer

Two reserves that the County will need to maintain are a bond reserve and a short-lived assets reserve. Farr West conducted a general analysis of what the reserve balances should be assuming the following six principles for determining reserve account goals:

1. Operating reserve shall be equal to 90 days of O&M expenses. No minimum was specified by the County for this account; however, it is good practice to maintain an operating reserve equal to 90 days of O&M expenses.
2. The bond reserve shall be a restricted reserve and shall total one annual payment of all debt services. For the sewer system, this reserve will include annual payments for the WWTP, sewer project, and Gold Hill project. Additionally, USDA allows for this reserve to be accrued over a period of ten years.

3. Capital reserve shall build by \$15,000 annually to a cap of \$250,000. The County does not currently have a set minimum for this account; however, it is good practice to maintain reserves for capital project funding.
4. Short-lived asset reserves were set at a minimum of \$46,832 to fund the replacement costs of one year of short-lived assets within the sewer system.
5. To the greatest extent possible, user rates should not be used as a source of funding for reserves.
6. The Capital reserve will carry the lowest priority of the four reserves and shall be used first in the case of an annual shortfall.

Analysis presented in Table 9 shows that the sewer system operating, bond, and short-lived asset reserves will be fully funded throughout the study period. The Capital reserve will be funded up to \$90,000 by 2024 and cash reserves will be reduced to \$155,644 in the same year. The County will maintain nearly \$578,000 in reserves but is not currently funding depreciation. Figure 2 presents a graphical representation of the data shown in Table 9.

Table 9: Sewer System Reserves Balance

Wastewater System		Historic			Projected		
		2018	2020	2021	2022	2023	2024
Balance							
	Year Start		\$ 366,382	\$ 366,382	\$ 366,382	\$ 366,382	\$ 366,382
	Year End	\$ 366,382	\$ 366,382	\$ 366,382	\$ 366,382	\$ 366,382	\$ 366,382
Operating Reserve							
Beginning Balance		\$ -	\$ 59,720	\$ 61,520	\$ 63,374	\$ 65,284	\$ 67,251
Plus: Reserve Funded from Cash		\$ -	\$ 1,800	\$ 1,854	\$ 1,910	\$ 1,967	\$ 2,027
Plus: Reserve Funded from Rates		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Less: Reserve Used		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Ending Balance		\$ -	\$ 61,520	\$ 63,374	\$ 65,284	\$ 67,251	\$ 69,278
Goal: 90 days of O&M		\$ 81,707	\$ 61,520	\$ 63,374	\$ 65,284	\$ 67,251	\$ 69,278
Bond Reserve							
Beginning Balance		\$ -	\$ 252,160	\$ 252,160	\$ 252,160	\$ 262,677	\$ 262,677
Plus: Reserve Funded from Cash		\$ -	\$ -	\$ -	\$ 10,517	\$ -	\$ -
Plus: Reserve Funded from Rates		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Less: Reserve Used		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Ending Balance		\$ -	\$ 252,160	\$ 252,160	\$ 262,677	\$ 262,677	\$ 262,677
Goal: 1 Annual Payment of All Debt Service		\$ 252,160	\$ 252,160	\$ 252,160	\$ 262,677	\$ 262,677	\$ 262,677
Capital Reserve							
Beginning Balance		\$ -	\$ 15,000	\$ 30,000	\$ 45,000	\$ 60,000	\$ 75,000
Plus: Reserve Funded from Cash		\$ -	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000
Plus: Reserve Funded from Rates		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Less: Reserve Used		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Ending Balance		\$ -	\$ 30,000	\$ 45,000	\$ 60,000	\$ 75,000	\$ 90,000
Goal: Build at \$15k Annually to \$250k		\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000
Short Lived Asset Reserve							
Beginning Balance		\$ -	\$ 46,832	\$ 46,832	\$ 46,832	\$ 46,832	\$ 46,832
Plus: Reserve Funded from Cash		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Plus: Reserve Funded from Rates		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Less: Reserve Used		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Ending Balance		\$ -	\$ 46,832	\$ 46,832	\$ 46,832	\$ 46,832	\$ 46,832
Goal: Annualized Total of Short Lived Assets		\$ 46,832	\$ 46,832	\$ 46,832	\$ 46,832	\$ 46,832	\$ 46,832
Cash Reserve							
Beginning Balance		\$ 366,382	\$ 27,561	\$ 48,233	\$ 81,505	\$ 96,422	\$ 124,614
Plus: Reserve Funded from Rates		\$ -	\$ 37,471	\$ 50,126	\$ 42,344	\$ 45,159	\$ 48,057
Less: Reserve Used		\$ -	\$ (16,800)	\$ (16,854)	\$ (27,427)	\$ (16,967)	\$ (17,027)
Ending Balance		\$ 366,382	\$ 48,233	\$ 81,505	\$ 96,422	\$ 124,614	\$ 155,644
Total Reserves		\$ 366,382	\$ 391,913	\$ 442,039	\$ 484,383	\$ 529,542	\$ 577,599
Reserves Goal		\$ 583,868	\$ 563,680	\$ 565,534	\$ 577,961	\$ 579,928	\$ 581,955

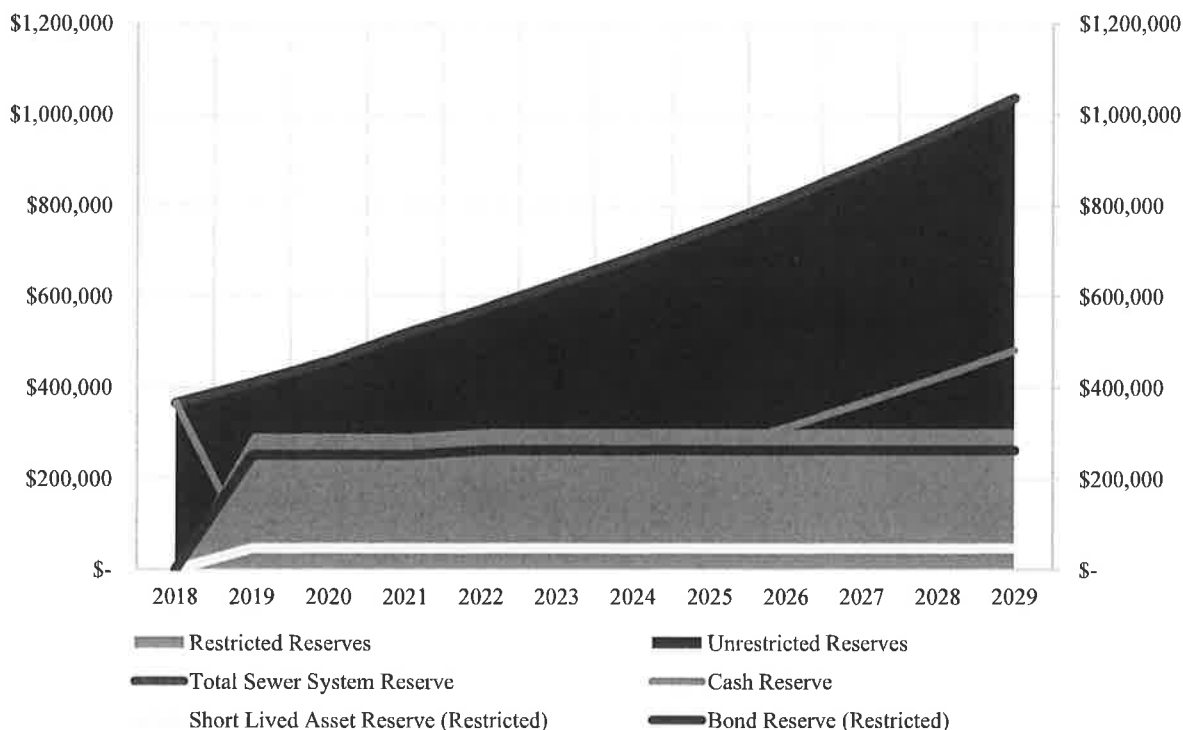


Figure 2: Sewer System Reserves

4.5 SEWER RATE ADJUSTMENT RECOMMENDATION

Results from the revenue requirement analysis suggest that the sewer rates must increase by 3% year over year starting in 2020. These recommended rate adjustments result in the proposed rates presented in Table 10. All proposed rate increase trend closely to the CPI or the Cost-of-Living Adjustment (COLA) rates and should be viewed as a necessary minimum to keep up with inflation and rising cost of construction.

Table 10: Proposed Sewer Rates

Customer Class	Proposed Sewer Rates						
	2018	2019	2020	2021	2022	2023	2024
	Monthly Rate	Monthly Rate	Monthly Rate	Monthly Rate	Monthly Rate	Monthly Rate	Monthly Rate
Residential	\$ 48.39	\$ 48.39	\$ 49.84	\$ 51.34	\$ 52.88	\$ 54.46	\$ 56.10
Commercial	\$ 65.67	\$ 65.67	\$ 67.64	\$ 69.67	\$ 71.76	\$ 73.91	\$ 76.13
Usage Surcharge (\$/1,000 gal)	2.14	2.14	2.20	2.27	2.34	2.41	2.48

5.0 RATE COMPARISON

Table 11: Rate Comparison to Surrounding Regions

Area	Population	Single Family Residential Base Rate	
		Water	Sewer
Virginia City & Gold Hill	1,094	\$43.97	\$48.39
Washoe County	111,291	\$19.67	\$45.32
Reno	248,806	\$19.67	\$46.77
Dayton & Moundhouse	10,733	\$26.02	\$58.93
Fernley	19,790	\$46.80	\$36.60
Yerington	3,424	\$33.75	\$44.16
Silver Springs	5,296	\$57.00	\$20.00
Sun Valley GID	19,300	\$35.17	\$38.59
Carlin	2,613	\$39.38	\$39.38
Canyon GID	1,310	\$43.00	\$45.20
Carson City	56,057	\$27.39	\$40.45
Esmeralda County	1,951	\$36.19	\$40.45
Elko	21,158	\$51.55	\$28.25
Minden	3,270	\$41.98	\$30.38
Gardnerville	5,874	\$41.98	\$16.50
Fallon	9,125	\$22.48	\$35.00

Note: Rates presented in above table are base rates, but water rates have commodity rates in addition to their base rates. An evaluation of the single family residential rate for 10 kgal consumption is presented in Table 12.

Evaluating the current 2018 water and sewer rates in Virginia City and Gold Hill to other surrounding areas shows that the Virginia City and Gold Hill sewer base rate is the second highest in the area while the water base rate is the fourth highest. Factors contributing to the higher rates found in Virginia City and Gold Hill include:

- Virginia City recently replaced their entire sewer system through the sewer project and their water supply line through the 5-mile water line project. These projects contribute to large debt obligations that rate payers must pay off.
- The small population of Virginia City and Gold Hill creates a small customer base to charge rates to. Therefore, it tends to be more expensive for individual rate payers to cover the costs of services.
- Many of these surrounding areas have not updated their rates in recent years and will likely have to increase rates significantly in the near future.

Table 12: Residential Water Rate Comparison for 10 kgal

Area	Base Rate		Commodity Rates				Other Charges	Total Charge for 10 kgal
Virginia City & Gold Hill	\$36.97	Monthly Rate for 2 kgal	\$2.99	Per kgal in Excess of 2 kgal	\$0.00		\$7.00	\$67.89
Reno	\$19.67	Base Monthly Rate 3/4" Meter	\$1.82	Per kgal up to 4 kgal	\$2.95	Per kgal in Excess of 4 kgal	\$0.00	\$44.65
Dayton & Moundhouse	\$26.02	Monthly Rate 3/4" Meter for 5 kgal	\$3.20	Per kgal in Excess of 5 kgal	\$0.00		\$0.00	\$42.02
Silver Springs	\$57.00	Monthly Rate for 15 kgal	\$2.00	Per kgal in Excess of 15 kgal	\$0.00		\$0.00	\$57.00
Canyon GID	\$43.00	Monthly Rate for 15 kgal	\$2.00	Per kgal in Excess of 15 kgal	\$3.50	Per kgal in Excess of 20 kgal	\$0.00	\$43.00
Carson City	\$27.39	Base Monthly Rate 5/8" Meter	\$1.76	Per kgal up to 5 kgal	\$3.07	Per kgal in Excess of 5 kgal up to 25 kgal	\$0.00	\$51.54

The evaluation presented in Table 12 shows that Virginia City and Gold Hill has the highest single family residential water rate when evaluated at 10 kgal consumption. In addition to the contributing factors listed on the previous page, this water rate is higher than others for the following reasons:

- Virginia City and Gold Hill have the lowest water consumption threshold (2 kgal) for their base rate fee. Other areas range from 4 kgal to 15 kgal consumption included in their base rate before the customer is evaluated a commodity charge.
- Virginia City and Gold Hill have a unique system obligation surcharge fee of \$7. Surrounding areas do not assign an extra charge to their water customers.
- Reno, Dayton and Moundhouse, and Carson City evaluate water rates based on water meter size. Residential customers that have larger meters are evaluated at a higher base rate than the base rates presented in the above table.

Table 13: Analysis of Surrounding Areas Current Rate vs. 2024 Rate

Area	Water Base Rate		Sewer Base Rate	
	Current Rate	FY 2024	Current Rate	FY 2024
Virginia City & Gold Hill	\$43.97	\$47.59	\$48.39	\$56.10 ⁱ
Reno	\$19.67	\$22.80 ⁱ	\$46.77	\$54.22 ⁱ
Dayton & Moundhouse	\$26.02	\$30.16 ⁱ	\$58.94	\$68.32ⁱ
Silver Springs	\$57.00	\$66.08ⁱ	\$20.00	\$23.19 ⁱ
Canyon GID	\$43.00	\$49.85 ⁱ	\$45.20	\$52.40 ⁱ
Carson City	\$27.39	\$31.75 ⁱ	\$40.45	\$46.89 ⁱ

i – 2024 rates for surrounding areas were determined assuming that current rates will be increased by the CPI-U of 3% every year

The results presented in Table 13 were concluded through the following assumptions:

- Virginia City and Gold Hill will increase rates according to the recommended increases presented in this TM.
- Surrounding areas will increase rates by the CPI-U of 3% year over year

Industry standard encourages utilities to at a minimum increase rates according to the CPI-U to facilitate satisfactory utility funding. If other surrounding utilities were to raise their rates according to the CPI-U, Virginia City and Gold Hill will have the third and second highest residential water and sewer base rates, respectively by 2024. After 2024, Farr West recommends that Virginia City and Gold Hill increase their rates each year by the CPI-U.

APPENDIX A: WATER RATES ANALYSIS

Table W-1: REVENUE REQUIREMENT

Water System	Historic							Projected											
	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	Average	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	
Revenue Sources																			
User Rates	\$ 488,198	\$ 567,263	\$ 588,443	\$ 617,396	\$ 554,700	\$ 557,800	\$ 562,300	\$ 562,300	\$ 562,300	\$ 562,300	\$ 567,923	\$ 579,281	\$ 593,763	\$ 608,608	\$ 623,823	\$ 639,418	\$ 655,404	\$ 671,789	
Reserves	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Miscellaneous	\$ 16,214	\$ 39,878	\$ 44,371	\$ 40,928	\$ 40,839	\$ 37,758	\$ 35,823	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Total Source of Funds	\$ 504,412	\$ 607,092	\$ 632,814	\$ 658,324	\$ 595,539	\$ 595,558	\$ 598,123	\$ 562,300	\$ 562,300	\$ 562,300	\$ 567,923	\$ 579,281	\$ 593,763	\$ 608,608	\$ 623,823	\$ 639,418	\$ 655,404	\$ 671,789	
Expenses																			
Operation & Maintenance	\$ 312,041	\$ 378,086	\$ 445,239	\$ 431,772	\$ 512,808	\$ 485,579	\$ 427,587	\$ 440,473	\$ 453,747	\$ 467,421	\$ 481,508	\$ 496,019	\$ 510,367	\$ 526,365	\$ 542,228	\$ 558,568	\$ 575,401	\$ 592,742	
Taxes and Transfers	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Capital Outlay from Rates	\$ -	\$ -	\$ -	\$ -	\$ 1,785	\$ 42,634	\$ 7,403	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Debt Service	\$ 18,015	\$ 18,015	\$ 18,015	\$ 18,015	\$ 18,015	\$ 498,986	\$ 98,177	\$ 69,457	\$ 97,382	\$ 97,382	\$ 97,382	\$ 97,382	\$ 97,382	\$ 97,382	\$ 97,382	\$ 97,382	\$ 97,382	\$ 97,382	
Reserves	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Miscellaneous (i.e. depreciation)	\$ 104,235	\$ 104,204	\$ 106,287	\$ 106,217	\$ 106,217	\$ 102,786	\$ 104,991	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Interest	\$ 26,401	\$ 25,682	\$ 24,186	\$ 23,720	\$ 37,148	\$ 355	\$ 22,949	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
TOTAL REVENUE REQUIREMENT	\$ 460,692	\$ 525,987	\$ 593,927	\$ 579,724	\$ 675,973	\$ 1,130,340	\$ 638,158	\$ 509,930	\$ 551,130	\$ 564,804	\$ 578,890	\$ 593,401	\$ 608,349	\$ 623,747	\$ 639,610	\$ 655,951	\$ 672,784	\$ 690,124	
Balance of Funds	\$ 43,720	\$ 81,105	\$ 38,887	\$ 78,600	\$ (80,434)	\$ (539,782)	\$ (40,035)	\$ 52,370	\$ 11,170	\$ (2,504)	\$ (10,967)	\$ (14,119)	\$ (14,585)	\$ (15,140)	\$ (15,787)	\$ (16,532)	\$ (17,380)	\$ (18,335)	
Balance as a % of Rate Adjustment Required	-9.96%	-14.30%	-6.61%	-12.73%	14.50%	-96.77%	-7.12%	-9.31%	-1.99%	0.45%	1.93%	2.44%	2.46%	2.49%	2.53%	2.59%	2.65%	2.73%	
Proposed Rate Adjustment								0.00%	0.00%	1.00%	2.00%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	
Additional Revenue from Rate Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,623	\$ 11,358	\$ 14,482	\$ 14,844	\$ 15,215	\$ 15,596	\$ 15,985	\$ 16,385	\$ 16,795	
Total Balance of Funds	\$ 43,720	\$ 81,105	\$ 38,887	\$ 78,600	\$ (80,434)	\$ (539,782)	\$ (40,035)	\$ 52,370	\$ 11,170	\$ 3,119	\$ 392	\$ 363	\$ 259	\$ 75	\$ (192)	\$ (547)	\$ (995)	\$ (1,540)	

Notes:

(1) FY 2020 means 7/1/2019 through 6/30/2020

(2) Historic dollars adjusted to February 2019 dollars using CPI-U

\$ 43.97

Appendix A: Example List of Short-Lived Asset Infrastructure

Estimated Repair, Rehab, Replacement Expenses by Item within up to 20 Years from Installation)	
Drinking Water Utilities	Wastewater Utilities
Source Related Pumps Pump Controls Pump Motors Telemetry Intake/ Well screens Water Level Sensors Pressure Transducers	Treatment Related Pump Pump Controls Pump Motors Chemical feed pumps Membrane Filters Fibers Field & Process Instrumentation Equipment UV lamps Centrifuges Aeration blowers Aeration diffusers and nozzles Trickling filters, RBCs, etc. Belt presses & driers Sludge Collecting and Dewatering Equipment Level Sensors Pressure Transducers Pump Controls Back-up power generator Chemical Leak Detection Equipment Flow meters SCADA Systems
Treatment Related Chemical feed pumps Altitude Valves Valve Actuators Field & Process Instrumentation Equipment Granular filter media Air compressors & control units Pumps Pump Motors Pump Controls Water Level Sensors Pressure Transducers Sludge Collection & Dewatering UV Lamps Membranes Back-up power generators Chemical Leak Detection Equipment Flow meters SCADA Systems	Collection System Related Pump Pump Controls Pump Motors Trash racks/bar screens Sewer line rodding equipment Air compressors Vaults, lids, and access hatches Security devices and fencing Alarms & Telemetry Chemical Leak Detection Equipment
Distribution System Related Residential and Small Commercial Meters Meter boxes Hydrants & Blow offs Pressure reducing valves Cross connection control devices Altitude valves Alarms & Telemetry Vaults, lids, and access hatches Security devices and fencing Storage reservoir painting/patching	

APPENDIX B: SEWER RATES ANALYSIS

Table WW-1: REVENUE REQUIREMENT

Wastewater System	Historic							Projected											
	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	Average	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	
Revenue Sources																			
User Rates	\$ 214,468	\$ 239,936	\$ 349,440	\$ 376,920	\$ 382,076	\$ 392,755	\$ 325,933	\$ 325,933	\$ 325,933	\$ 335,710	\$ 345,782	\$ 356,155	\$ 366,840	\$ 377,845	\$ 389,180	\$ 400,856	\$ 412,882	\$ 425,268	
Reserves	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Miscellaneous (Infrastructure Fund)	\$ 994	\$ 63,164	\$ 7,118,458	\$ 20,914	\$ 6,679	\$ 5,174,193	\$ 1,264,067	\$ 200,000	\$ 200,000	\$ 210,000	\$ 210,000	\$ 210,000	\$ 210,000	\$ 210,000	\$ 210,000	\$ 210,000	\$ 210,000	\$ 210,000	
Total Source of Funds	\$ 215,462	\$ 303,100	\$ 2,667,898	\$ 397,834	\$ 388,755	\$ 5,566,948	\$ 1,590,000	\$ 525,933	\$ 525,933	\$ 545,710	\$ 555,782	\$ 566,155	\$ 576,840	\$ 587,845	\$ 599,180	\$ 610,856	\$ 622,882	\$ 635,268	
Expenses																			
Operation & Maintenance	\$ 203,244	\$ 220,926	\$ 192,743	\$ 202,218	\$ 245,389	\$ 326,830	\$ 231,892	\$ 238,880	\$ 246,079	\$ 253,495	\$ 261,134	\$ 269,004	\$ 277,111	\$ 285,462	\$ 294,064	\$ 302,926	\$ 312,055	\$ 321,459	
Taxes and Transfers	\$ -	\$ -	\$ (34,036)	\$ -	\$ -	\$ -	\$ (5,673)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Capital Outlay from Rates	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Debt Service	\$ -	\$ -	\$ 119,588	\$ 252,160	\$ 252,160	\$ 252,160	\$ 146,012	\$ 252,160	\$ 252,160	\$ 252,160	\$ 262,677	\$ 262,677	\$ 262,677	\$ 262,677	\$ 262,677	\$ 262,677	\$ 262,677	\$ 262,677	
Reserves	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Miscellaneous (i.e., depreciation)	\$ 41,962	\$ 47,982	\$ 41,681	\$ 53,292	\$ 150,019	\$ 147,852	\$ 80,465	\$ -	\$ 37,000	\$ 50,000	\$ 42,000	\$ 45,000	\$ 48,000	\$ -	\$ -	\$ -	\$ -	\$ -	
Interest	\$ 2,789	\$ 2,459	\$ -	\$ 74,663	\$ 73,138	\$ 72,187	\$ 73,171	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
TOTAL REVENUE REQUIREMENT	\$ 247,995	\$ 271,367	\$ 319,977	\$ 582,332	\$ 720,907	\$ 799,029	\$ 452,695	\$ 491,041	\$ 535,240	\$ 555,655	\$ 565,811	\$ 576,681	\$ 587,788	\$ 598,139	\$ 606,742	\$ 615,604	\$ 624,733	\$ 634,137	
Balance of Funds																			
Balance as a % of Rate Adjustment Required	-15.17%	13.23%	671.91%	-48.95%	-86.93%		348.94%	-10.71%	2.86%	2.96%	2.90%	2.96%	2.98%	-10.51%	-10.90%	-11.29%	-11.66%	-12.02%	
Proposed Rate Adjustment	7.50%	-5.90%	-27.50%	109.70%	-20.50%			0.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	
Additional Revenue from Rate Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -			\$ -	\$ 9,778	\$ 10,071	\$ 10,373	\$ 10,685	\$ 11,005	\$ 11,335	\$ 11,675	\$ 12,026	\$ 12,386	\$ 12,758	
Total Balance of Funds	\$ (32,533)	\$ 31,733	\$ 2,347,921	\$ (184,498)	\$ (332,152)			\$ 34,892	\$ 471	\$ 126	\$ 344	\$ 159	\$ 57	\$ 51,042	\$ 54,114	\$ 57,278	\$ 60,535	\$ 63,889	

Notes:

- (1) FY 2020 means 7/1/2019 through 6/30/2020
(2) Historic dollars adjusted to February 2019 dollars using CPI-U
(3) Detailed depreciation study was not provided as part of this analysis

\$ 48.39



Storey County Board of County Commissioners Agenda Action Report

Meeting date: September 17, 2019

Estimate of time required: 15 minutes

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

Title: FOR POSSIBLE ACTION: Discussion and possible approval of an easement for pipeline facilities to the TRI General Improvement District (TRI GID) where the pipeline crosses the Louise Peri Park, owned by Storey County, which will be used to transport effluent from the Truckee Meadows Water Reclamation Facility (TMWRF) in Sparks to the TRI GID facility in the Tahoe Reno Industrial Park.

1. **Recommended motion:** I _____ (Commissioner) move to approve the grant of an easement for pipeline facilities to the TRI GID where the proposed pipeline crosses the Louise Peri Park and authorize the chairman to sign.
3. **Prepared by:** Keith Loomis
4. **Department:** District Attorney's Office **Telephone:** 847-0964
5. **Staff summary:** The TRI GID is responsible for constructing a pipeline from the TMWRF facility in Sparks, Nevada to the TRI GID facility within the Tahoe Reno Industrial Park. The pipeline is proposed to cross the Louise Peri Park near Lockwood, which park is owned by Storey County as a result of a deed issued to Storey County by the US National Park Service on or about October 26, 1981. The deed contains provisions prohibiting the use of the deeded land for any purpose other than park and recreation purposes and if used in violation of the terms of the deed, the property reverts to the federal government. At this point the county has verbal authorization from the National Park Service for the grant of an easement for the pipeline and is awaiting written confirmation.
6. **Supporting materials:** Deed from National Park Service; proposed Grant of Easement for Pipeline Facilities to TRI GID
7. **Fiscal impact:**
Funds Available: _____ Fund: _____ Comptroller
8. **Legal review required:**
__X__ District Attorney

8. **Reviewed by:**

____ Department Head
____ County Manager

Department Name:
Other agency review: _____

9. **Board action:**

☐ Approved
☐ Denied

☐ Approved with Modifications
☐ Continued

Agenda Item No.

QUITCLAIM DEED

THE UNITED STATES OF AMERICA, acting by and through the Secretary of the Interior, acting by and through the Director, National Park Service, under and pursuant to the power and authority contained in the provisions of the Federal Property and Administrative Services Act of 1949 (63 Stat. 337), as amended, and particularly as amended by Public Law 485, 91st Congress, and regulations and orders promulgated thereunder (hereinafter designated "Grantor"), for and in consideration of the perpetual use of the hereinafter described premises as and for public park and recreation area purposes, by the County of Storey (hereinafter designated "Grantee"), does hereby release and quitclaim to Grantee, and to its successors and assigns, all Grantor's right, title and interest in and to the following described property located in Storey County and consisting of approximately 40 acres:

Being a portion of real property situated in the County of Storey, State of Nevada, more particularly described as follows:

The Southeast one quarter of the Southwest one quarter of Section 16, Township 19 North, Range 21 East, M.D.B. & M.

The BASIS OF BEARING for this description is the South line of the above described parcel being North 87° 36' 31" West as shown on a Record of Survey for D. H. Land Company, File No. 42094.

To Have and to Hold the hereinbefore described property, subject to the reservations, exceptions, restrictions, conditions and covenants herein expressed and set forth unto the Grantee, its successors and assigns, forever.

The hereinbefore described property is granted by the Grantor to the Grantee subject to any and all outstanding easements for streets, utility systems, rights-of-way, railroads, pipelines, canals, ditches, flumes, siphons, and laterals, and/or covenants, restrictions, reservations, conditions, and agreements of record which now exist affecting the foregoing described premises.

The Grantor expressly excepts and reserves all oil, gas, and mineral rights and deposits in said land to the Grantor or to such person(s) as may be authorized by the Grantor to prospect, mine, and remove such deposits from the hereinbefore described property under applicable laws.

Pursuant to authority contained in the Federal Property and Administrative Services Act of 1949, as amended, and applicable rules, regulations and orders promulgated thereunder, the General Services Administration determined the property to be surplus to the needs of the United States of America and assigned the property to the Department of the Interior for conveyance to the Grantee.

It is Agreed and Understood by and between the Grantor and Grantee, and the Grantee by its acceptance of this deed, does acknowledge its understanding of the agreement, and does covenant and agree for itself, and its successors and assigns, forever, as follows:

1. This property shall be used and maintained for the public purposes for which it was conveyed in perpetuity as set forth in the program of utilization and plan contained in the application, submitted by the Grantee on January 23, 1981 which program and plan may be amended from time to time at the request of either the Grantor or Grantee, with the written concurrence of the other party, and such amendments will be added to and become a part of the original application.
2. The Grantee shall, within 6 months of the date of the deed of conveyance, erect and maintain a permanent sign or marker near the point of principal access to the conveyed area indicating that the property is a park or

recreation area and has been acquired from the Federal Government for use by the general public.

3. The property shall not be sold, leased, assigned, or otherwise disposed of except to another eligible governmental agency that the Secretary of the Interior agrees in writing can assure the continued use and maintenance of the property for public park or public recreational purposes subject to the same terms and conditions in the original instrument of conveyance. However, nothing in this provision shall preclude the Grantee from providing related recreational facilities and services compatible with the approved application, through concession agreements entered into with third parties, provided prior concurrence to such agreements is obtained in writing from the Secretary of the Interior.

4. From the date of this conveyance, the Grantee, its successors and assigns, shall submit biennial reports to the Secretary of the Interior, setting forth the use made of the property during the preceding two-year period, and other pertinent data establishing its continuous use for the purposes set forth above, for ten consecutive reports and as further determined by the Secretary of the Interior.

5. If at any time the Grantor shall determine that the premises herein conveyed, or any part thereof, are needed for the national defense, all right, title and interest in and to said premises, or part thereof determined to be necessary to said national defense, shall revert to and become the property of the Grantor.

6. As part of the consideration for this Deed, the Grantee covenants and agrees for itself, its successors and assigns, that: (1) the program for or in connection with which this Deed is made will be conducted in compliance with, and the Grantee, its successors and assigns, will comply with all requirements imposed by or pursuant to the regulations of the Department of the Interior as in effect on the date of this Deed (43 C.F.R. Part 17) issued under the provisions of Title VI of the Civil Rights Act of 1964; (2) this covenant shall be subject in all respects to the provisions of said regulations; (3) the Grantee, its successors and assigns, will promptly take and continue to take such action as may be necessary to effectuate this covenant; (4) the United States shall have the right to seek judicial enforcement of this covenant; (5) the Grantee, its successors and assigns, will (a) obtain from each other person (any legal entity) who, through contractual or other arrangements with the Grantee, its successors or assigns, is authorized to provide services or benefits under said program, a written agreement pursuant to which such other person shall, with respect to the services or benefits which he is authorized to provide, undertake for himself the same obligations as those imposed upon the Grantee, its successors and assigns, by this covenant, and (b) furnish a copy of such agreement to the Secretary of the Interior, or his successor; (6) this covenant shall run with the land hereby conveyed, and shall in any event, without regard to technical classification or designation, legal or otherwise, be binding to the fullest extent permitted by law and equity for the benefit of, and in favor of the Grantor and enforceable by the Grantor against the Grantee, its successors and assigns; and (7) the Grantor expressly reserves a right of access to, and entrance upon, the above described property in order to determine compliance with the terms of this conveyance.

7. The Grantee agrees to comply with the requirements of Public Law 90-480 (82 Stat. 718) the Architectural Barriers Act of 1968 as amended by Public Law 91-205 of 1970 (84

Stat. 49) to assure that facilities developed on this property are accessible to the physically handicapped; and, further assure in accordance with Public Law 93-112, the Rehabilitation Act of 1973 (87 Stat. 394) that no otherwise qualified handicapped individual shall solely by reasons of his handicap be excluded from the participation in, be denied benefits of, or be subjected to discrimination under any program or activity in effect on this property.

8. In the event that there is a breach of any of the conditions and covenants herein contained by the Grantee, its successors and assigns, whether caused by the legal or other inability of the Grantee, its successors and assigns, to perform said conditions and covenants, or otherwise, all right, title and interest in and to the said premises shall revert to and become the property of the Grantor at its option which in addition to all other remedies for such breach shall have the right of entry upon said premises, and the Grantee, its successors and assigns, shall forfeit all right, title and interest in said premises and in any and all the tenements, hereditaments and appurtenances thereunto belonging; provided, however, that the failure of the Secretary of the Department of the Interior to require in any one or more instances complete performance of any of the conditions or covenants shall not be construed as a waiver or relinquishment of such future performance, but the obligation of the Grantee, its successors and assigns, with respect to such future performance shall continue in full force and effect.

9. In the event of reversion of title, the Grantee shall be required to provide protection and maintenance for the property until such time as the title reverts to the Grantor, including the period of any notice of intent to revert.

IN WITNESS WHEREOF, the Grantor has caused these presents to be executed in its name and on its behalf this the 26 day of October, 1981.

UNITED STATES OF AMERICA
Acting by and through the
Secretary of the Interior

By [Signature]
John D. Cherry
Acting Associate Regional Director
Western Region
National Park Service

Filed for Record at Request of Stoney County
Jan 18, 1982 at 3:00 Min's. Past 2 o'clock P.M.
Recorded in Book 32 of Official Records
Page 342-343-344-345-346 Stoney County, Nevada
Mary Geneva Bula Stoney County Recorder
By B. Bula Deputy
File No. 50679 Fee No. Chg.

COUNTY OF SAN FRANCISCO)
STATE OF CALIFORNIA) ss.

On this 26th day of October, 1981 before me, the subscriber, personally appeared John D. Cherry, to be known and known to me to be the Acting Associate Regional Director, Western Region, National Park Service, of the United States of America, acting by and through the Secretary of the Interior, a governmental agency of the United States of America, and known to me to be the same person described in and who executed the foregoing instrument as such Acting Associate Regional Director aforesaid, as the act and deed of the United States of America, for and on behalf of the Secretary of the Interior, and he acknowledged that he executed the foregoing instrument for and on behalf of the United States of America, for the purposes and uses therein described.



Mary E. Meredith
NOTARY PUBLIC

My Commission expires:

March 26, 1985

The foregoing conveyance is hereby accepted and the undersigned agrees, by this acceptance, to assume and be bound by all the obligations, conditions, covenants and agreements therein contained.

BY *Lenny Sand*

A.P.N: 004-121-27

After Recordation Return To:

TRI General Improvement District
c/o Robert M. Sader, Esq.
8600 Technology Way, Suite 101
Reno, NV 89521

GRANT OF EASEMENT FOR PIPELINE FACILITIES

THIS INDENTURE, made and entered into this _____ day of _____, 2019, by and between STOREY COUNTY, a political subdivision of the State of Nevada, whose address is P.O. Box 176, Virginia City, Nevada, 89440, (hereinafter referred to as "Grantor"), and TRI GENERAL IMPROVEMENT DISTRICT, a political subdivision of the State of Nevada, established pursuant to N.R.S. Chapter 318, whose address is 8600 Technology Way, Reno, Nevada 89521 (hereinafter referred to as "Grantee").

RECITALS:

A. Grantor owns the real property located in the County of Storey, State of Nevada, more particularly described as Assessor's Parcel Number 004-121-27 (the "Grantor's Property");

B. Grantee intends to construct a pipeline for the transportation of non-potable water from Sparks to McCarran, Nevada;

C. Grantor desires to grant an easement to Grantee over a portion of Grantor's Property, for the purposes of and on the terms and conditions set forth herein.

NOW THEREFORE, for and in consideration of the sum of Ten Dollars (\$10.00), in hand paid by Grantee, and other good and valuable consideration, receipt of which is hereby acknowledged, the parties agree as follows:

GRANT OF EASEMENT

1. Grant of Permanent Easement. Grantor hereby grants to Grantee, its successors, assigns, agents, and licensees a permanent and nonexclusive easement and right of way to construct, alter, maintain, inspect, repair, reconstruct, and operate non-potable water system facilities, together with the appropriate markers, conduits, pipes, valve boxes, meters, fixtures, and any other facilities or appurtenances deemed necessary or convenient by Grantee (hereinafter called

"Water Facilities") over, across, upon, under, and through that portion of the Grantor's Property more fully described on **Exhibit "A"** and shown on **Exhibit "B"** attached hereto and made a part hereof (the "Right-of Way").

2. Grant of Temporary Construction Easement. During the period of construction of the pipeline as described in this Grant of Easement, the easement shall include an additional thirty feet on the south of the permanent easement, thus constituting the temporary construction easement described and depicted on **Exhibit "B"**, attached hereto and made a part hereof (the "Temporary Easement"). The Temporary Easement will expire upon the filing of a Notice of Completion of Construction by Grantee or three (3) years from the date of this Grant, whichever is earlier.

3. Access. Grantee shall have at all times the right of ingress and egress to the Right-of-Way, across the Grantor's Property by means of aircraft, roads and lanes thereon, if such exist, or otherwise by such practicable route or routes as shall cause the least damage and inconvenience to Grantor; for Grantee and its servants, agents, employees and contractors, on foot and/or with aircraft, vehicles, supplies, machinery, and equipment for all purposed useful or convenient in connection with or incidental to the exercise and enjoyment of the rights herein granted in connection with the installation, repair, maintenance, inspection, operation and replacement of the Water Facilities upon the terms and subject to the conditions hereinafter set forth.

4. Compensation for Damages. Grantee will compensate Grantor for all reasonable amounts incurred by Grantor for damages suffered by Grantor to any drainage system, crops, pasture, trees, water wells, artesian springs, livestock, buildings, fences, culverts bridges, improvements or equipment on the lands of Grantor as a result of the construction, maintenance, inspection, operation and/or replacement of the Water Facilities, as applicable.

5. Indemnification. Grantee shall indemnify Grantor from all liabilities, damages, claims, suits and actions and all costs and taxes arising from such actions as a result of the operation of Grantee upon Grantor's Property other than liabilities, damages, claims, suits and actions resulting for the negligence or willful misconduct of Grantor.

6. Use of Right-of-Way by Grantor. Grantor shall not, without Grantee's prior written consent, plant trees, build, excavate, quarry, mine, construct, drill, install, erect or permit to be built, excavated, quarried, mined, constructed, drilled, installed, erected or permitted within the Right-of-Way any pit, well, quarry, mine, foundation, building, structure, landfill, dump or mounds of any material whatsoever, or any other structure, installation or improvement. Subject to the foregoing and provided there is no interference with the rights granted herein, Grantor shall have the right to

the use and enjoyment of the Right-of-Way. At any time after the Water Facilities have been constructed, Grantee shall have the right without being liable for damages or being required to compensate Grantor, to trim and cut down and to clear away any and all trees, bushes, fences or remove obstructions or otherwise maintain the visibility along and the integrity of the Right-of-Way and clear other hazards to Grantee's facilities which interfere with the exercise of Grantee's rights hereunder.

7. Notice of Location. Grantee may at any time further define the location of the Right-of-Way by recording at the County Recorder's office a "Notice of Location" referring to this instrument and setting forth a legal description of the location of the Water Facilities and or the Right-of-Way.

8. Property in the Pipeline System. The Water Facilities shall at all times remain the property of Grantee, notwithstanding the fact that it may be annexed or fixed to the real property and may, at any time, be removed, repaired, enlarged or replaced, in whole or in part by Grantee.

9. Taxes. Grantee shall pay any personal property taxes levied against the property which results from the construction of Grantee's facilities. Grantor shall remain liable and pay all real property taxes levied against the property. If a tax is levied against Grantee's improvements as a part of the real property tax, Grantee shall pay such portion of the tax; provided, however that such increase in tax can be specifically identified as resulting from the construction of Grantee's facilities, and not a general increase in property value.

10. Notices. All notices required or permitted to be given hereunder shall be in writing and sent by first class mail to the applicable address set forth above (or to such other address as either party may, from time to time, designate in writing). Any notice sent shall be deemed to have been validly and effectively given on the fifth (5th) business day following the date on which it was sent.

11. Entire Agreement. This Grant constitutes the entire agreement between Grantor and Grantee pertaining to the subject matter contained herein, and supersedes all prior and contemporaneous agreements, understandings, negotiations and discussions between the parties, whether oral or written.

THIS GRANT OF EASEMENT and the terms contained herein shall run with the land and shall be binding upon and shall inure to the benefit of Grantor and Grantee and the successors, agents and assigns of Grantor and Grantee, and all rights herein granted may be assigned in whole or in part. It is understood that this Grant cannot be amended in any way except in a writing, signed by both parties.

IN WITNESS WHEREOF, Grantor and Grantee have caused these presents duly to be executed the day and year first above written.

Signature and Notary page of Grant of Easement for Pipeline Facilities

Grantee:

TRI General Improvement District, a
political subdivision of the State of
Nevada

By: _____

Name: _____

Title: _____

Grantor:

STOREY COUNTY, a political
subdivision of the State of Nevada

By: _____

Name: _____

Title: Chairman
Board of Commissioners

ATTEST:

Vanessa Stephens, Storey County Clerk

APPROVED AS TO FORM:

Deputy District Attorney

STATE OF NEVADA)
) ss.
COUNTY OF _____)

This instrument was acknowledged before me this _____ day of _____,
2017, by _____, as _____ of
TRI General Improvement District.

Notary Public

STATE OF NEVADA)
) ss.
COUNTY OF Storey)

 This instrument was acknowledged before me this _____ day of _____,
2017, by Marshall McBride as Chairman of the Storey County Board of County
Commissioners.

Notary Public



Storey County Board of County Commissioners

Agenda Action Report

Meeting date: 09/17/19


Estimate of time required: 30 min.

Agenda: Consent ☐ Regular agenda ☒ Public hearing required ☒

1. **Title:** Discussion/Possible Action: Consideration of letters of interest and the appointment of a qualified person to fill the existing Storey County Recorder vacancy in the Storey County Recorder's Office. The appointee will fill the vacancy until January 4, 2021.
2. **Recommended motion:** In accordance with the recommendation by staff, I [commissioner] motion to appoint Marney Hansen Martinez, current Deputy Recorder, to fill the existing County Recorder vacancy in the Storey County Recorder's Office. The appointee will fill the vacancy until January 4, 2021.
3. **Prepared by:** Austin Osborne
4. **Department:** County Manager **Telephone:** 847-0968
5. **Staff summary:** Upon vacancy of the Storey County Recorder occurring on August 6, 2019, the board appointed an interim Recorder to temporarily fill the vacancy per NRS while the county published a county-wide notice of vacancy and request for letters of interest. Two letters of interest with resumes were received during the posting period, one from Marney Hansen Martinez and the other from Durward James Hindle III. Both applicants exhibited diverse and distinguished education and background. Staff recommends Marney Hansen Martinez to fill the vacancy because her education and background are best aligned with the duties of the Storey County Recorder's Office and because she has demonstrated years of dedicated and distinguished service as the Storey County Deputy Recorder. The appointee will fill the vacancy until January 4, 2021, and this mid-term appointment will cause no change to the normal election cycle of the Storey County Recorder's Office.
6. **Supporting materials:** Enclosures: (A) Letter from Marney Hansen Martinez; (B) letter from Durward James Hindle III; and (C) vacancy posting.
7. **Fiscal impact:** None on local government.

Funds Available: Fund: _____ Comptroller

8. **Legal review required:** _____ District Attorney

9. **Reviewed by:**
_____ Department Head Department Name:
 County Manager Other agency review: _____

10. **Board action:**
☐ Approved ☐ Approved with Modifications
☐ Denied ☐ Continued

Agenda Item No.

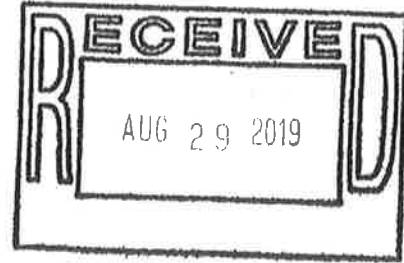
Marney Hansen Martinez

P.O. Box 15, Virginia City, Nevada 89440 Tel: (775) 583-8868

Email: marneyhmartinez@gmail.com

August 29, 2019

Board of County Commissioners
Storey County
P.O. Box 176
Virginia City, NV 89440



Dear Chairman McBride and Board of County Commissioners,

I am expressing my interest in long term appointment to the position of Storey County Recorder.

The interim appointment has given me the opportunity to experience the greater management functions of the office as well as the importance of being part of this team. It has been an exciting change, one that I have enjoyed.

As I mentioned in my previous letter, there are many important functions and processes in the Recorder's Office that require training and specialized knowledge. I have been trained in all of these, including application of transfer tax principals, image auditing and exporting, and state reporting, among many others. The teamwork and enthusiasm in our office is evident with every transaction - each customer we assist, request we fulfill or recording we complete. It is a pleasure each morning to head to work knowing the smiling faces I will see.

I would very much enjoy continuing in the position of Storey County Recorder. Representing the county and taxpayers in this role has given me new purpose and I look forward to applying my experience and passion, while moving into the future and honoring the past.

I welcome any questions you may have. Thank you for your time and consideration.

Sincerely,

A handwritten signature in dark ink, appearing to read 'MH Martinez', written in a cursive style.

Marney Hansen Martinez
Interim Storey County Recorder

Marney Hansen Martinez

P.O. Box 15, Virginia City, Nevada 89440 Tel: (775) 583-8868

Email: marneyhmartinez@gmail.com

EDUCATION & TRAINING

Supervisory Management Certificate, estimated completion Spring 2020

EXTENDED STUDIES UNIVERSITY OF NEVADA, RENO

Associates of Applied Science, Construction Management, Spring 2011

TRUCKEE MEADOWS COMMUNITY COLLEGE · RENO, NEVADA

- Awarded Construction Management Outstanding Student 2010/11
- Dean's List Spring, Fall 2010 and Spring 2011 semester

Bachelor of Science, Interior Design, Fall 2000

UNIVERSITY OF NEVADA, RENO

- Student member of ASID (American Society of Interior Designers)

WORK EXPERIENCE

Interim Recorder and Deputy Recorder, January 2013 to current

STOREY COUNTY RECORDER'S OFFICE · Virginia City, Nevada

- Manage office and staffing needs including hiring, payroll, budget and project management
- Collaborate with other Nevada County Recorders to calibrate processes
- Review and process documents for recordation per NRS
- Assist public with information requests
- Index current and historic documents
- Manage current and historic records and databases

Office and Systems Management · Project Management, June 2009 to January 2013

CONSULTANT · Reno, Nevada & San Francisco, California

Wittlinger Woodworks & Construction, LLC · Reno, Nevada

Pix Lighting, LLC & ChicExplosion.com · Reno, Nevada

- Manage office, systems management and assist with daily functions and tasks
- Create, teach and implement new templates, protocol and systems
- Research and collaborate on marketing and business development strategies

Duque Design Group · San Francisco, California

- Update project status, schedules and budgets using Microsoft Excel
- Create hand and AutoCAD drawings
- Expedite orders and follow-up communication with clients and vendors

Project Manager & Designer, September 2007 to March 2009

STEVEN VOLPE DESIGN · San Francisco, California

- Lead point for client and vendor communication
- Job site coordination with contractor and management of design sub-contractors
- Propose, purchase and expedite custom goods and furnishings
- Create and maintain project budgets and furnishings schedules using Microsoft Excel
- Fast track management and installation of high-end residential projects
- Create and update drawings using AutoCAD 2006

Marney Hansen Martinez

P.O. Box 15, Virginia City, Nevada 89440 Tel: (775) 583-8868

Email: marneyhmartinez@gmail.com

Project Manager & Designer, December 2002 to September 2007

DOUGLAS DURKIN DESIGN · San Francisco, California

- Manage on-site installations with multiple design sub-contractors and vendors
- Communicate project directives with client, contractor and sub-contractors
- Create project specifications, proposals to clients and manage project purchasing
- Source fabrics, furnishings and architectural materials
- Update and create drawings using AutoCAD 2004
- Collaborate with principals and vendors in development of custom furnishings

Junior Designer, October 2000 to December 2002

DOMUS DESIGN GROUP · Reno, Nevada & San Francisco, California

- Team member for space planning on residential and commercial projects
- Apply AutoCAD, hand drafting and sketching skills to communicate design ideas and concepts
- Research and select fabrics, finishes and furniture for both commercial and residential installations
- Purchasing, order tracking and install coordination
- Coordinate site visits with client, contractor, and design team

Office Clerk and Bookkeeper, September 1995 to October 2000

LAW OFFICE OF CALVIN R.X. DUNLAP · Reno, Nevada

- Responsible for scheduling and maintenance of calendar in extremely busy multi-attorney firm
- Create and revise legal documents
- Organize and maintain client files
- Process payroll and track business and personal accounts

Student Intern, July 1999 to September 1999

Assistant, September 1999 to July 2000

INTERIORS, CHERYL CHENAULT · Reno, Nevada

- Drafting and space planning for residential projects
- Creation of professional color and material boards for client presentation
- Maintenance, organization and indexing of design library
- Understand design concepts and ideas and elevate to next level

Marney Hansen Martinez

July 26, 2019

Vanessa Stephens
Storey County Clerk Treasurer
P.O. Box D
Virginia City, NV 89440

Dear Storey County Clerk Treasurer Vanessa Stephens, Chairman McBride and Board of County Commissioners,

I am asking and hoping for your support in an interim - and hopefully longer term appointment - for the position of Storey County Recorder. My ability in this capacity would maintain and expand upon the level of service our office has been known to provide.

For the past six and a half years, I have served in the role of Deputy Recorder. Working alongside Recorder Jen Chapman, I have gained invaluable experience, knowledge and training pertinent to the duties and functions of the office.

Due to the nature and requirements of the office there are many important functions and processes that require training and specialized knowledge. I have been trained in all of these, including application of transfer tax principals, image auditing and exporting, and state reporting, among many others.

I am grateful for any sort of support you can give the Recorder's Office during this transition and would welcome questions at any time.

Sincerely,



Marney Hansen Martinez

cc: Chairman McBride and Board of County Commissioners

Durward James Hindle III

Board of County Commissioners
c/o The Human Resource Office
Storey County, NV



August 29, 2019

Dear Commissioners:

I am pleased to submit for your review and consideration my statement of interest for the appointment as Storey County Recorder.

It has been my privilege to serve Storey County for over five years as a Planning Commissioner with the last two as Chair. As you know, I take that role seriously and have dedicated myself to making educated, fact-based and judicious decisions that preserve the rights of those that come before the Board while also benefiting the citizens of the County. My time on the Planning Commission has exposed me to many of the issues challenging the County. This experience, coupled with my leadership and management skills and business experience, uniquely prepare me to step into the Recorder's role during this time of transition and ensure that the Office continues to operate with efficiency, integrity, and professionalism.

As I have presented previously to this Board: I have been blessed to have had a successful business career. I have managed complex multimillion-dollar contracts with major Fortune 100 industrial companies on both a domestic and international basis. I am expert in building cooperative relationships to constructively solve problems and address new opportunities. I have led organizational transition and operational evolution (resume attached).

Consistently in all my assignments and endeavors I have been valued for my disciplined and reasoned approach to planning, team building, problem solving, and for decisive action in challenging circumstances and complex interpersonal and technical environments.

I have familiarized myself with the responsibilities of the Office of County Recorder as defined by NRS 247, and I understand through conversations with people inside and outside the County that the scope and daily detail of the Office involves much more activity of impact on citizens and organizations. I know I can quickly acquire the knowledge required to perform and lead office operation.

As the new Recorder, I would dedicate my effort to quickly learning the detail of the daily operation, while concurrently pursuing three objectives:

- Retain current staff and build their trust and confidence;
- Collaborate with County Officials and staff, and key stakeholders to understand current performance perceptions and identify key activities and opportunities for service enhancement; and,
- Cooperate and integrate in the County's Strategic Assessment to define the future opportunities and challenges the Office of Recorder needs to prepare to address.

Additionally, the growth and development the County has recently experienced is going to continue – most probably at an increased rate – and the Office of County Recorder is going to be challenged to evolve software, systems, process and procedure to economically perform its functions (Blockchains among other developments is top of mind in this regard). I have the skills and experience to lead the Office's preparation for this future.

If you appoint me as County Recorder, I pledge to be a thoughtful manager and leader so that the professionalism and reputation of the Office of Storey County Recorder is maintained, to promote development to enhance our economy and support the unique quality of life we enjoy here on the Comstock and across the county, and that the office will always operate in the best interest of the current and future citizens of Storey County.

I thank you for your time and consideration and look forward to addressing any questions you may have regarding my interest and qualifications.

Respectfully,



Jim Hindle

attachment

Durward James Hindle III

PO Box 122
Virginia City, NV 89440

+1.775.847.0796 :Phone
djhthrec@gmail.com :eMail

SENIOR MANAGEMENT EXECUTIVE

Marketing & Sales Leadership ■ International Business Development ■ General Management
MBA with 30 years of success in development of new businesses and organizations to meet emerging and evolving market opportunities. Valued for a creative and disciplined problem-solving approach, insightful business judgment, and decisive management style. Skilled in the leadership of multi-disciplinary and cross-cultural teams for the development and implementation of market, product and supplier programs and strategies, as well as organizational change and cost-reduction projects.

- Strategic Account Management
- Market & Sales Strategy & Planning
- Prospecting & Customer Development
- Cross-Functional Team Leadership

HISTORY OF ACHIEVEMENT & SUCCESS

CASCADE SURVEY RESEARCH, LLC

2001 to Present

Managing Partner

Seattle, WA & Virginia City, NV

Founded a privately-owned business services consulting firm with international scope of operations.

Key Accomplishments

- Over 13 years of profitable operation through development of commercial relationships with major multinational manufacturing companies.

RYERSON INCORPORATED

1997 - 2001

North America's largest steel processor and distributor generating over \$2 Billion in annual revenue.

Jos. T Ryerson & Sons - West

Director of Materials Management (2000 – 2001)

Seattle, WA

Senior executive in Western business unit responsible for 20 professionals that managed \$275 Million in annual purchases, inventory investment at 8 metal service centers, and supplier relationships.

Key Accomplishments

- Key member of team that reorganized Materials Management functions corporate-wide. Restructuring regional operations decreased administrative costs by 30%, reduced inventory investment by over \$16 Million and increased turnover by 20%.

Ryerson International/I.M.F. Steel International Ltd.

General Manager (1998 - 2000)

Hong Kong, China; Chicago, IL

P & L responsibility for Business Unit that generated over \$75 Million in annual sales for the international trading joint venture between Ryerson International and MacSteel International. Led a staff of 11 in the Chicago and Hong Kong offices that negotiated and executed customer sales contracts, global supply programs, and import-export logistics.

Key Accomplishments

- Established new trading organization that increased business unit turnover by 50% in 12 months.

Shanghai Ryerson Ltd.

Director, Marketing & Sales (1997 – 1998)

Shanghai, China

Recruited, trained and established Sales organization for a \$25 Million start-up joint venture steel processing and distribution center between Ryerson International and Baoshan Iron & Steel.

Key Accomplishments

- Completed a technical market feasibility study for a \$12 Million investment in plant and equipment to supply first operational processed steel sheets to major automotive manufacturers in the Shanghai area.
- Completed an extensive market survey of metal consuming industrial ventures in the East China region that resulted in a qualified prospective customer contact list of over 500 accounts.

Phone : +1.775.847.0796

djhthrec@gmail.com :eMail

INLAND STEEL COMPANY (now ArcelorMittal) 1984 - 1997*A leading integrated flat rolled steel manufacturing company generating in excess of \$2.3 Billion in annual revenue.***Sales Manager, Automotive Inside Sales Division** (1993 - 1997)

Chicago, IL

Led 22 professional sales representatives and 4 hourly staff in the implementation of negotiated sales contracts that generated over \$500 Million in annual sales. Account responsibility for **General Motors** and major independent automotive parts manufacturers, including 6 of the company's top 25 revenue-generating customers. Also responsible for a staff of 5 professionals that managed the resolution of customer returns and defective material claims.

Key Accomplishments

- Increased billings by 15% as a result of leading Division reorganization and staff retraining project that enhanced skills in sales negotiation, revenue forecasting & order scheduling, and inventory management.
- Led initiative that reduced company inventory investment by \$30 Million and improved order fulfillment and on-time delivery as a result of SPC-based analysis driven order management practice changes.
- Reorganized customer return and defective material claim management division and reduced claim resolution time by 35% and outstanding case backlog by 80%.

Marketing Manager, Commercial & Industrial Markets (1989 - 1993)

Chicago, IL

Managed 10 Marketing professionals and coordinated the activities of 6 Engineering professionals in the research, development and implementation of new market and product strategies for the Appliance, Electric Machinery, and Office Furniture business units that generated \$1 Billion in annual sales.

Key Accomplishments

- Increased sales by 15% as a result of recommended action to Corporate Officers for a new marketing and sales strategy for the company's \$400 Million in annual revenue Hot Rolled Steel product line.
- Presented to Marketing & Sales Executive Management, market assessments and strategic action plans for the Office Furniture, Domestic & European Home Appliance, and Electric Motor & Machinery business units. Within 2 years, in terms of sales and profits, the company was the leading supplier in each of these domestic market segments.

Sales Representative (1986 - 1989)

Minneapolis, MN

Managed a 5-State sales territory that included key customers in the Consumer Appliance, HVAC, Construction Equipment, Auto Parts, Electrical Equipment, and Agricultural Machinery markets.

- Expanded revenues to \$50 Million, or by 22% in 18 months.
- Generated over \$1 Million in sales in special market development assignment selling to the U.S. Department of Energy's High Energy Physics program and related industrial affiliates.

Management Training & Development Program (1984 - 1985)

Chicago, IL

Developmental assignments in preparation for fast track promotion to management responsibilities.

- Developed and implemented an automated inventory system reducing odd-lot billet inventory by 30%

EDUCATION

M.B.A., Marketing & Finance (1984) **WASHINGTON UNIVERSITY**

St. Louis, MO

B.A., Biology (1982) **LAWRENCE UNIVERSITY** with Dean's List recognition

Appleton, WI

ORGANIZATIONS & AFFILIATIONS

Chair – Planning Commission of Storey County Nevada

Chair – Marketing & Communications Committee of the National Association of Parliamentarians

Treasurer – 1st Nevada Unit of the National Association of Parliamentarians

Past President – Fraternal Order of Eagles Comstock Aerie #523

STOREY COUNTY PUBLIC NOTICE
INTERIM RECORDER VACANCY
STOREY COUNTY

Position: Interim Storey County Recorder to fulfill term ending 2020. All interested parties must live within Storey County. The Recorder represents Storey County constituents. General provisions governing the duties of county recorders are found in NRS 247. Examples of duties include:

- Overall management of Storey County's recorded documents. The County Recorder is responsible for all documents deposited in the office and includes both paper and electronic records;
- Reviewing and recording a variety of documents authorized by law to be recorded, presented either electronically, by mail, or over-the-counter, in the order received and with the appropriate recording and Real Property Transfer Tax fees;
- Maintenance of records pertaining to all transactions conducted within the office;
- Ensuring that the records maintained by the office are available for public inspection during regular business hours;
- Performing a variety of budgeting, accounting and financial duties as required;
- Indexing, reviewing and scanning documents into the computer and ensuring personal information is redacted from documents before releasing to general public; and
- Certification of documents as necessary.

Required Qualifications:

This is an elected position, so the following requirements must be fulfilled:

- For non-federal offices, reside within the boundaries of the district where you plan to run for office, beginning on a date at least 30 days immediately preceding the close of declarations-of-candidacy filing for this office;
- Be a registered member of the Party you claim to represent (not required for candidates of non-partisan offices);
- Be a qualified elector pursuant to Section 1 of Article 2 of the Constitution of the State of Nevada;
- Have your civil rights restored by a court of competent jurisdiction, if you have ever been convicted of treason or a felony; and
- If running as a candidate of a major political party, have not, in violation of the provisions of NRS 293.176, changed the designation of your political party or political party affiliation on an official application to register to vote in any state since December 31st before the closing filing date for this election.

Candidates are required by law to submit various public financial reports including Contributions & Expenses, Financial Disclosure Statements and Ethics Reports.

The county clerk or the registrar of voters is the filing officer for county and township offices and for any offices elected from districts completely within one county or part of one county. (NRS 293.185)

Letter of Interest: All interested parties must submit a letter of interest showing qualifications and reason for applying for the appointment. An official job application is not necessary but may be provided if desired.

Closing Date: Letters of interest (originals) must be received by the Storey County Human Resources Office, Storey County Courthouse, 26 South "B" Street (P.O. Box 176), Virginia City, NV 89440 by **5:00 p.m., Wednesday, August 29, 2019.** Please contact 775.847.0968 for further questions.

Tentative Appointment Date: The County Commissioners will consider this appointment on 10-01-2019. Applicants may be asked to speak and should attend.

Storey County is an Equal Opportunity Employer. Posting dates: 08/14/19 – 08/29/2019



Storey County Board of County Commissioners

Agenda Action Report

Meeting date: 09/17/19

Estimate of time required: 20 min.

Agenda: Consent ☐ Regular agenda ☒ Public hearing required ☒

1. **Title:** Discussion/Possible Action: Authorize the County Manager to extend and modify previously approved purchase of up to two years of PERS retirement credit for Comptroller Hugh Gallagher pursuant to his retirement from county employment. This action will change previously approved two years of PERS buy-out effective about September 30, 2019 upon retirement on October 1, 2019 to: (a) one year of PERS buy-out credit effective about September 30, 2019; (b) retirement from Storey County employment on April 30, 2020; and (c) seven months of PERS buy-out credit effective about April 29, 2020 contingent on his retirement on April 30, 2020. The combined total amount remains not to exceed \$73,000.00.
2. **Recommended motion:** In accordance with the recommendation by staff, I [commissioner] motion to approve authorizing the County Manager to extend and modify previously approved purchase of up to two years of PERS retirement credit for Comptroller Hugh Gallagher pursuant to his retirement from county employment. This action will change previously approved two years of PERS buy-out effective about September 30, 2019 upon retirement on October 1, 2019 to: (a) one year of PERS buy-out credit effective about September 30, 2019; (b) retirement from Storey County employment on April 30, 2020; and (c) seven months of PERS buy-out credit effective about April 29, 2020 contingent on his retirement on April 30, 2020. The combined total amount remains not to exceed \$73,000.00.
3. **Prepared by:** Austin Osborne
4. **Department:** County Manager's Office **Telephone:** 847-0968
5. **Staff summary:** The board at its 06/18/19 meeting approved purchase of up to two years of PERS to the Comptroller effective on or about September 30, 2019 upon his retirement on October 1, 2019. Since then the Comptroller requested extending his retirement date to April 30, 2020 in order to complete transition of major accounting functions and programs of the Comptroller's Office and to assist with recruiting and training a qualified successor. The amendment described herein accounts for extra time worked and PERS earned on that time worked, and the Comptroller retiring on April 30, 2020.
6. **Supporting materials:** Agenda request and retirement letter from 06/18/19; amended retirement letter submitted by Comptroller.
7. **Fiscal impact:** None on local government.

Funds Available:

Fund:

____ Comptroller

8. **Legal review required:**

____ District Attorney

9. **Reviewed by:**

____ Department Head

Department Name:

 County Manager

Other agency review: _____

10. **Board action:**

☐ Approved
☐ Denied

☐ Approved with Modifications
☐ Continued

Agenda Item No.



Storey County Board of County Commissioners Agenda Action Report

Meeting date: June 18, 2019

Estimate of time required: 10 Minutes

Agenda: Consent ☐ Regular agenda ☒ Public hearing required ☐

1. **Title: DISCUSSION/POSSIBLE ACTION:** Authorize the County Manager to purchase up to 2 years of PERS retirement credits for Hugh Gallagher in an amount not to exceed \$73,000.00
2. **Recommended motion:** I, [County Commissioner] move to approve and authorize the County Manager to purchase up to 2 years of PERS Retirement credits for Hugh Gallagher in an amount not to exceed \$73,000.00. Such purchase shall be made on or about September 30, 2019 which immediately precedes and is contingent on Hugh's announced decision to retire effective October 1, 2019.

3. **Prepared by:** Pat Whitten

Department: Commissioners

Telephone: 847-0968

4. **Staff summary:** Please see page 2

5. **Supporting materials:**
Notification of Retirement

6. **Fiscal impact:** Yes.

Funds Available: Yes Fund: Augmented funds from FY2019 Budget ____ Comptroller

7. **Legal review required:** No
____ District Attorney

8. **Reviewed by:**

Pat Department Head

Department Name:

Pat County Manager

Other agency review: _____

9. **Board action:**

☐ Approved
☐ Denied

☐ Approved with Modifications
☐ Continued

Agenda Item No.

STOREY COUNTY
OFFICE OF THE COMPTROLLER
POST OFFICE BOX 432
VIRGINIA CITY, NEVADA 89440

Dear Pat

After lot of sleepless nights and way too many midnight walks, I have decided to retire as Storey County's Comptroller effective October 1, 2019.

This past budget has been an extremely difficult one. Since the middle of February I have spent nearly every weekend in the Court House until the Final Budget was presented some two weeks ago. The transition to the new accounting software had forced me into doing two separate calculations to ascertain the correct balance sheet and income statement amounts related to 30 plus special revenue funds. As a result, I have missed several family engagements with my granddaughters and critical software training which I cannot replace.

Although the road will be much cleaner after this financial cycle, I feel a younger body and brain is required.

We have accomplished a lot Pat. A General Fund ending fund balance of \$600,278 in 2007 to a current fund balance of a little over 15 million. Truly something that this administration and the Board of County Commissioners can be proud of.

Our new County Manager needs to have a smooth transition within the structure of the Comptroller's office. Financial strength with regards to fiscal statement presentation and budget analysis is paramount to Storey County maintaining a strong department. It is my objective to train the new Comptroller in such a fashion as to provide a seamless and consistent transition going forward.

Thank you for your consideration in the manner.


Hugh J. Gallagher

STOREY COUNTY
OFFICE OF THE COMPTROLLER
POST OFFICE BOX 432
VIRGINIA CITY, NEVADA 89440

County Manager Osborne;

In June of this year I submitted my resignation as Comptroller effective October 1, 2019. It was anticipated the all fiscal responsibilities within the Comptroller's office would have a smooth transition by the October 1, 2019 date. As of this date, this is not the case. The Comptroller's office has no less than twenty projects to complete this fiscal year, none of which is more important than the reconciliation of 35 plus Special Revenue Funds that is included in the Auditor's Annual Report for the year ended June 30, 2019. I had originally anticipated most of the reconciliation work would have been completed by October 1, 2019, however the transition from our very old accounting system to a new accounting platform has not been as smooth as anticipated. A normal balance sheet account now takes at least two reconciliations between the old and new accounting system in order to balance for the year ended June 30, 2019.

It has always been my goal to train a replacement and make a smooth transition before retirement. In retrospect, there just isn't enough time to properly train a replacement involving the various facets and responsibilities of the Comptroller position and the fiscal office of Storey County.

It is for these reasons that I ask the Board of County Commissioners for an extension of my retirement to April 30, 2020. This will give Storey County the ability to select and train a proper replacement and provide a smooth transition within the Comptroller's office.

Therefore, please accept my amended retirement date to April 30, 2020.

Respectively,



Hugh J. Gallagher

Comptroller



Storey County Board of County Commissioners Agenda Action Report

Meeting date: 9/17/19

Estimate of time required:

Agenda: Consent ☐ Regular agenda ☒ Public hearing required ☐

1. **Title:** Approval of 2nd reading for General Business License for Virginia City Gun Works, 145 S C St. Unit #C, Virginia City, NV 89440. Applicants are Erin Stoneback & TJ Lord.
2. **Recommended motion:** I motion to approve the 2nd reading for General Business License for Virginia City Gun Works, 145 S C St. Unit #C, Virginia City, NV 89440. Applicants are Erin Stoneback & TJ Lord.

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

Department: Storey County Sheriff's Office

Telephone: 775-847-0959

4. **Staff summary:** Approval of 2nd reading for General Business License for Virginia City Gun Works, 145 S C St. Unit #C, Virginia City, NV 89440. Applicants are Erin Stoneback & TJ Lord.

5. **Supporting materials:** None

6. **Fiscal impact:** None

Funds Available:

Fund:

____ Comptroller

7. **Legal review required:**

____ District Attorney

8. **Reviewed by:**

☒ Department Head

Department Name: Sheriff, Gerald Antinoro

A handwritten signature in black ink, appearing to read "Gerald Antinoro", is written over a horizontal line.

____ County Manager

Other agency review: _____

9. **Board action:**

☐ Approved

☐

Approved with Modifications

☐ Denied

☐

Continued

Agenda Item No.



Storey County Board of County Commissioners Agenda Action Report

Meeting date: September 17, 2019

Estimate of time required: 10 min.

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

1. **Title: Discussion/Possible Action:** Variance request (Variance 2019-038) by applicants Larry and Beth Austin to allow for a reduced front yard setback to construct a detached garage. The applicants are proposing a detached garage be placed 11-feet from the front yard roadway easement of Hanaupah Road. The property is located at 4680 Hanaupah Road, Highland Ranches, Storey County, Nevada, Assessor's Parcel Number (APN) 003-401-10.

2. **Recommended motion:** In accordance with the recommendation by staff and the Planning Commission, the Findings of Fact under Section 3.A of this report, and other findings deemed appropriate by the Board of County Commissioners, and in compliance with the conditions of approval, I (*commissioner*), move to approve Variance 2019-038 to allow for a reduced front yard setback to construct a detached garage. The applicant proposes a detached garage be placed 11-feet from the front yard roadway easement of Hanaupah Road. The property is located at 4680 Hanaupah Road, Highland Ranches, Storey County, Nevada, Assessor's Parcel Number (APN) 003-401-10.

3. **Prepared by:** Kathy Canfield

4. **Department:** Planning

Telephone: 775.847.1144

5. **Staff summary:** See enclosed Staff Report No. 2019-038

6. **Supporting materials:** Enclosed Staff Report No. 2019-038

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

Funds Available:

Fund:

____ Comptroller

8. **Legal review required:**

____ District Attorney

9. **Reviewed by:**

____ Department Head

KC Department Name: Planning

[Signature] County Manager

____ Other agency review: _____

10. **Board action:**

[] Approved
[] Denied

[] Approved with Modifications
[] Continued

Agenda Item No.

**Storey County
Planning Department**

Storey County Courthouse
26 South B Street, PO Box 176, Virginia City, Nevada 89440
Phone 775-847-1144 – Fax 775-847-0949
planning@storeycounty.org



To: Storey County Board of County Commissioners

From: Storey County Planning Department

Meeting Date: September 17, 2019 at 10:00 a.m.

Meeting Location: Storey County Courthouse, 26 S. B Street, Virginia City, Storey County, Nevada

Staff Contact: Kathy Canfield

File: 2019-038

Applicant: Larry and Beth Ann (Foate) Austin

Property Owner: Larry and Beth Ann (Foate) Austin

Property Location: 4680 Hanaupah Road, Highland Ranches, Storey County, Nevada,
APN 003-401-10

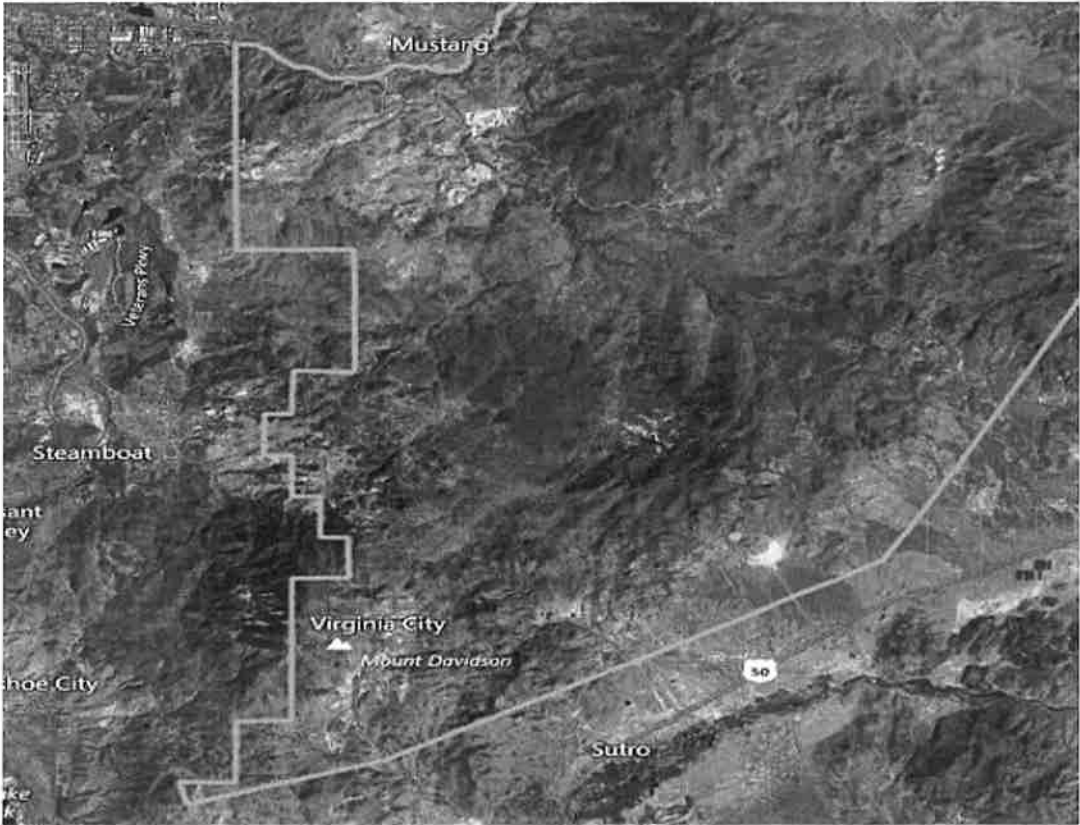
Request: The applicant requests a variance (Variance 2019-038) to allow for a reduced front yard setback to construct a detached garage. The applicant proposes a detached garage be placed 11-feet from the front yard roadway easement of Hanaupah Road. The property is located at 4680 Hanaupah Road, Highland Ranches, Storey County, Nevada, Assessor's Parcel Number (APN) 003-401-10.

Summary of Planning Commission Meeting: The Planning Commission heard this request at their September 5, 2019 meeting. After discussion of the application, the Planning Commission voted to recommend approval, with 6 in favor, no one opposed and one absent member.

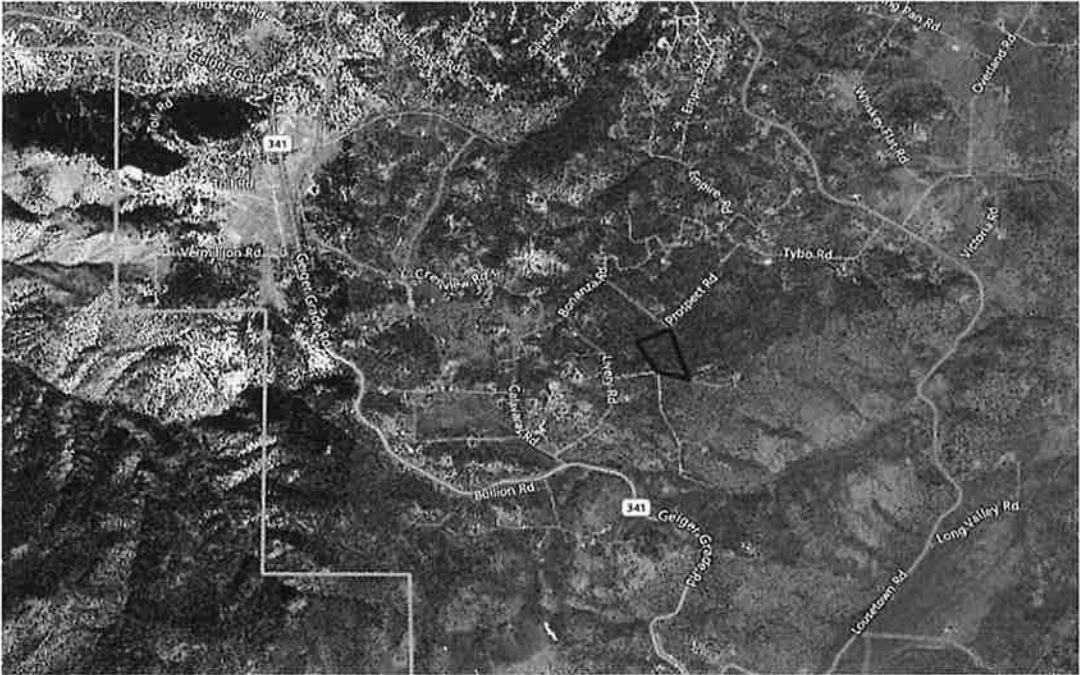
1. Background & Analysis

- A. Site Location and Characteristics.** The parcel is approximately 10.99 acres and is located within the Highland Ranches area of Storey County. The property contains an existing single family residence. The parcel has a level area adjacent to Hanaupah Road and then drops sharply downward. One corner of the property touches Remington Road and Prospect Road, however, there is no access from these roadways to the residence because of the hillside. Surrounding land uses include vacant residential land to the north, south and west, and two developed residential parcels to the east.

Hanaupah Road ends one parcel to the east of the applicant's parcel. The property is zoned Estates E-10 HR.



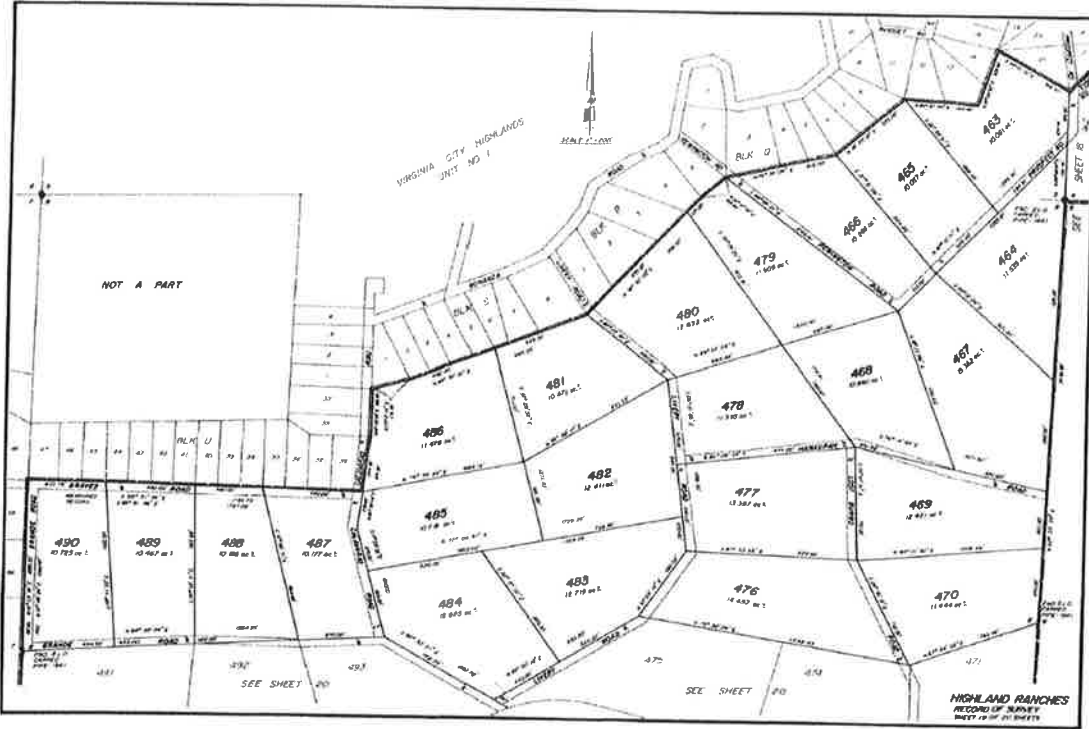
Vicinity Map



Location Map



Project Site



Subdivision map



Approximate location, not to scale.



Approximate location, view from Hanaupah Road, looking west

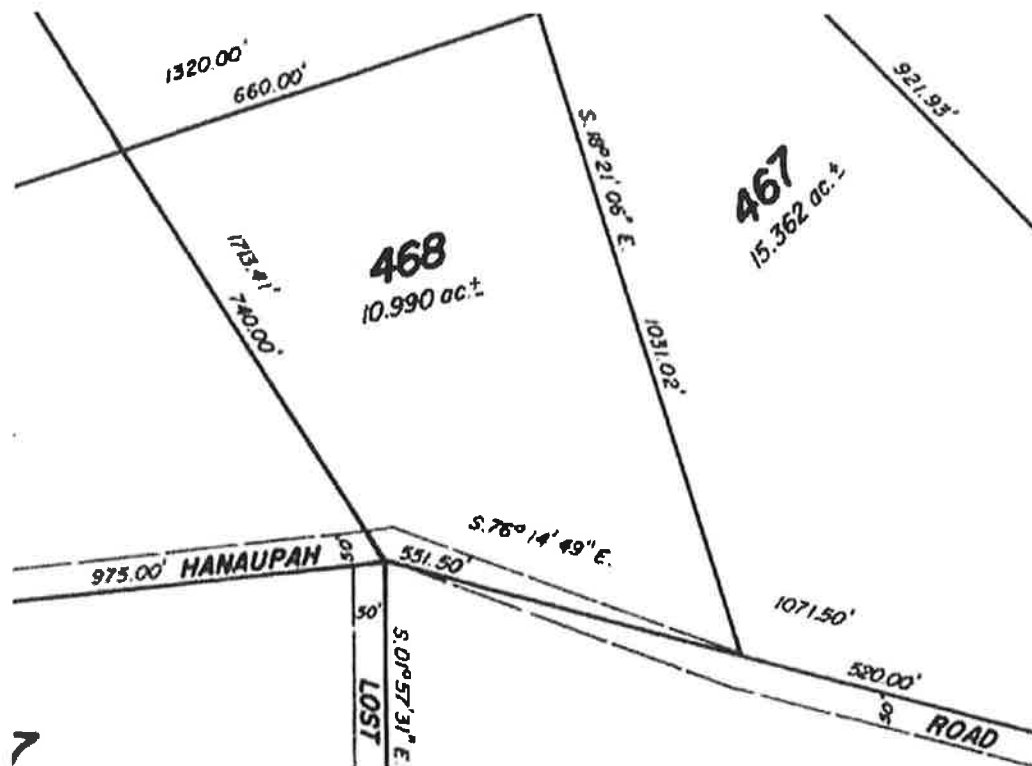


View from Remington Road, looking south



View from Livery Road, looking east

- B. **Proposed Project.** The applicant is proposing to add a detached garage to the site. In determining the best location for the new garage, the applicant considered several locations on the parcel. Although the parcel is over 10 acres in size, because of the sharp drop off topography of the site, there is limited level area for a garage location. The location of the well and the septic system also utilize portions of the available level area. A detailed discussion of alternative locations considered, along with photographs of the site, is included in Appendix A of this staff report. The applicants are requesting a variance to allow for an 11-foot front yard setback from the Hanaupah Road easement.
- C. **Setbacks.** This property is located within the E-10 HR Estates zone of the Virginia City Highlands. The setbacks for this zoning district require a 30-foot front yard, 15-foot side yards and 40-foot rear yard. This parcel has a portion of the Hanaupah Road roadway easement from which the front yard setback is measured. The shape of the easement is unusual, splitting the easement between the applicant's property and the property across the street.



- D. **Variance.** The applicant has requested a variance to the front yard setbacks. The applicant has proposed a front yard setback of 11-feet, versus the required 30-foot setback measured from the roadway easement. Section 17.03.140 of the Storey County Code identifies the process for Variances. This report follows the requirements outlined in the Code.

2. Compatibility and Compliance

- A. **Compatibility with surrounding uses and zones.** The following table documents land uses, zoning classification and master plan designations for the land at and surrounding the proposed project. There are no evident conflicts between the proposed garage addition and Storey County Title 17 Zoning or the 2016 Master Plan with the exception of the setback which is addressed with the Variance application.

	Land Use	Master Plan Designation	Zoning
Applicant's Land	Residential	Single family estate	E 10 HR
Land to the North	Residential	Single family estate	E 10 HR
Land to the East	Vacant - residential	Single family estate	E 10 HR
Land to the South	Vacant - residential	Single family estate	E 10 HR
Land to the West	Vacant - residential	Single family estate	E 10 HR

- B. **Variances.** The Zoning Code section 17.03.140 Variances states that a Variance to the provisions of its title may be granted by the Storey County Board of County Commissioners (the Board) with action by the Storey County Planning Commission (the Planning Commission) where by reason of exceptional narrowness, shallowness, or shape of a specific piece of property at the time of enactment of the regulations, or by reason of exceptional topographic conditions or other extraordinary and exceptional situation or condition of the lot or parcel, the strict application of the regulations enacted under this title would result in peculiar and exceptional practical difficulties to, or exceptional and undue hardships upon the owner of property.

Within Section SCC 17.03.140 (F) it states: The Board's approval, approval with conditions, or denial of a Variance must be based on Findings that indicate that the proposed use is appropriate in the location for which it is approved. The Findings listed in this subsection are the minimum to be cited in an approval; the body may include additional Findings in their decision. The Board and Planning Commission must cite Findings of Fact in the motion for approval, approval with conditions, or denial.

At a minimum, an approval must be based on Findings that the proposal:

- (1) **That because of special circumstances applicable to the subject property, including shape, size, topography or location of surroundings, the strict application of the zoning ordinance would deprive the subject property of privileges enjoyed by other properties in the vicinity or under identical zone classification.**

The proposed variance would allow for the construction of a detached garage with an 11-foot front yard setback. The parcel is approximately 10.99 acres in size, but a significant portion of the parcel has a steep slope making building extremely difficult. The proposed garage would be placed on a level portion of the parcel away from the slope. The level portion of the parcel is limited with the location of the residence, along with the well and septic system.

The applicant has stated that they have spoken with the property owner to the east and they have no objection to the proposed garage location.

- (2) **That the granting of the Variance is necessary for the preservation and enjoyment of substantial property rights of the applicant.**

The proposed variance will allow for the applicant to construct a detached garage in a vacant area of their property without the necessity of relocating utility lines, septic systems and without having to add fill to a steep slope or construct extreme foundation measures for a garage cantilevering over a steep slope. The applicant desires the garage to be located close to the residence, and the site of the proposed garage is relatively level, requiring minimal grading, fill or retaining walls.

- (3) **That the granting of the Variance will not, under the circumstances of the particular case, adversely affect to a material degree the health or safety of persons residing or working in the neighborhood of the subject property and will not be materially detrimental to the public welfare or materially injurious to property or improvements in the neighborhood of the subject property.**

The proposed detached garage is not expected to detrimentally impact the surrounding properties or the general public. Hanaupah Road ends one parcel further from the applicant's land. Traffic on this portion of the roadway is minimal as it does not connect to any other roadway. The detached garage would be located 11 feet from the roadway easement edge.

- C. **Storey County Zoning Code.** The property is located within Estates E 10 HR zoning district. The site is developed with a single family residence and the proposed detached garage is a permitted accessory use. Except for the front yard setback, the proposed project is consistent with the E 10 HR zoning requirements.
- D. **2016 Storey County Master Plan.** Chapter 3, Land Use, of the Storey County Master Plan identifies the Highlands as "composed of custom site-built single-family residences located on large parcels. This pattern is expected to continue in this area for the foreseeable future." The approval of this variance is not expected to impact the character of the area.

3. Findings of Fact

- A. **Motion for approval.** The following findings of fact are evident with regard to the requested Variance when the recommended conditions of approval in Section 4, Recommended Conditions of Approval, are applied.
- (1) This variance (Variance 2019-038) is to allow for a reduced front yard setback to construct a detached garage. The applicant proposes a detached garage be placed 11-feet from the front yard roadway easement of Hanaupah Road. The property is located at 4680 Hanaupah Road, Highland Ranches, Storey County, Nevada, Assessor's Parcel Number (APN) 003-401-10.

- (2) The subject property is located within Estates E-10 VR zoning in which single family residences are an allowed use and detached garages are an allowed accessory use.
- (3) That because of special circumstances applicable to the subject property, including shape, size, topography or location of surroundings, the strict application of the zoning ordinance would deprive the subject property of privileges enjoyed by other properties in the vicinity or under identical zone classification.
- (4) That the granting of the Variance is necessary for the preservation and enjoyment of substantial property rights of the applicant.
- (5) That the granting of the Variance will not, under the circumstances of the particular case, adversely affect to a material degree the health or safety of persons residing or working in the area of the subject property and will not be materially detrimental to the public welfare or materially injurious to property or improvements in the area of the subject property.
- (6) The proposed Variance is in compliance with all Federal, Nevada State, and Storey County regulations.
- (7) The proposed Variance is in compliance with Storey County Code 17.03.140 Variances and 17.12 General Provisions and 17.40 E Estate Zone when all Conditions of Approval are met.
- (8) The proposed Variance is in compliance with and supports the goals, objectives and policies of the 2016 Storey County Master Plan.

B. Motion for denial. Should a motion be made to deny the Variance request, the following Findings with explanation of why should be included in that motion.

- (1) This denial is for a variance (Variance 2019-038) to allow for a reduced front yard setback to construct a detached garage. The applicant proposes a detached garage be placed 11-feet from the front yard roadway easement of Hanaupah Road. The property is located at 4680 Hanaupah Road, Highland Ranches, Storey County, Nevada, Assessor's Parcel Number (APN) 003-401-10.
- (2) There are no special circumstances applicable to the subject property, including shape, size, topography or location of surroundings, the strict application of the zoning ordinance that would deprive the subject property of privileges enjoyed by other properties in the vicinity or under identical zone classification.
- (3) The granting of the application is not necessary for the preservation and enjoyment of substantial property rights of the applicant.
- (4) That the granting of the application will, under the circumstances of the particular case, adversely affect to a material degree the health or safety of

persons residing or working in the area of the subject property and will be materially detrimental to the public welfare or materially injurious to property or improvements in the area of the subject property.

- (5) The proposed Variance is not in substantial compliance with all Federal, Nevada State, and Storey County regulations.
- (6) The proposed Variance is not in substantial compliance with and does not support the goals, objectives and recommendations of the Storey County Master Plan.
- (7) The conditions of approval under the Variance do not adequately mitigate potential adverse impacts on surrounding uses or protect against potential safety hazards for the surrounding uses.
- (8) No reasonable level of conditions of approval imposed on this Variance would be sufficient to reasonably mitigate visual, safety or other potential impacts on adjacent and surrounding residences and land uses.

4. Recommended Conditions of Approval

- A. **Variance** This variance (Variance 2019-038) is to allow for a reduced front yard setback to construct a detached garage. The applicant proposes a detached garage be placed 11-feet from the front yard roadway easement of Hanaupah Road. The property is located at 4680 Hanaupah Road, Highland Ranches, Storey County, Nevada, Assessor's Parcel Number (APN) 003-401-10.
- B. **Compliance**. The Variance must comply with Storey County Codes, and submitted plans and reports, as approved. The Applicant must provide the Community Development Department site plans drawn to scale prior to obtaining a Building Permit.
- C. **Null and Void**. If the Variance is not exercised within 12 months of the date of approval, unless additional time is granted by the Board with action by the Planning Commission, based upon consideration of the specific circumstances of the project, then without further action, the Variance will be null and void and no non-conforming development activity may be made on the property except on the granting of a new Variance.
- D. **Hold Harmless**. The Property Owners agree to hold Storey County, its Officers and Representatives harmless from the costs and responsibilities associated with any damage or liability, and any/all other claims now existing or which may occur as a result of this Variance.
- E. **Permits and Expiration**. The Applicant shall apply for all Building and Fire permits for the structure within 12 months from the date of Board approval for this Variance, and continuously maintain the validity of those permits, as appropriate, or this approval will become null and void.

- F. **Taxes Paid.** Before obtaining a Building Permit, the Applicant must show the Planning Department evidence that all property taxes on the land are paid to-date.
- G. **Distances.** The reduced front yard setback is approved to be 11-feet from the Hanaupah Road roadway easement for a detached garage. All other setbacks (proposed or existing) must be in compliance with the Storey County Code.
- H. **Easement.** The granting of this Variance will not affect any existing easements on the subject property. No building may be constructed over an easement, ROW or within a building setback area not otherwise allowed by this Variance.

5. Public Comment

As of August 27, 2019, Staff has not received any comments regarding the proposed variance.

6. Power of the Board

At the conclusion of the hearing, the Board of County Commissioners must take such action thereon as it deems warranted under the circumstances and announce and record its action by formal resolution, and such resolution must recite the Findings of the Board of County Commissioners upon which it bases its decision.

7. Proposed Motions

This section contains two motions from which to choose. The motion for approval is recommended by staff in accordance with the findings under Section 3.A of this report. Those findings should be made part of the approval motion. A motion for denial may be made and that motion should cite one or more of the findings shown in Section 3.B. Other findings of fact determined appropriate by the Board of County Commissioners should be made part of either motion.

A. Recommended motion for approval

In accordance with the recommendation by staff and the Planning Commission, the Findings of Fact under Section 3.A of this report, and other findings deemed appropriate by the Board of County Commissioners, and in compliance with the conditions of approval, I (*commissioner*), move to approve Variance 2019-038 to allow for a reduced front yard setback to construct a detached garage. The applicant proposes a detached garage be placed 11-feet from the front yard roadway easement of Hanaupah Road. The property is located at 4680 Hanaupah Road, Highland Ranches, Storey County, Nevada, Assessor's Parcel Number (APN) 003-401-10.

B. Alternative motion for denial

Against the recommendation by staff and the Planning Commission, but in accordance with the Findings of Fact under Section 3.B of this report, and other findings deemed appropriate by the Board of County Commissioners, I (*commissioner*), move to deny Variance 2019-038 to allow for a reduced front yard setback to construct a detached garage. The applicant proposes a detached garage be placed 11-feet from the front yard roadway easement of Hanaupah Road.

The property is located at 4680 Hanaupah Road, Highland Ranches, Storey County, Nevada,
Assessor's Parcel Number (APN) 003-401-10.

Appendix A - Justification Statement

Detail Description/Justification of Project

Attached additional pages as necessary

It is proposed to construct a 40' x 60' detached garage at 4680 Hanaupah Rd in the Virginia City Highlands. The proposed location is in the Southeast corner of the lot. If approved, the garage would be set back approximately the 25' road easement (measuring from the middle of Hanaupah Rd) plus an additional 11' of required 30' easement. Our parcel is irregularly shaped and sharply slopes beyond the proposed building location. Locating the building closer to the house does not allow for increased setback. Locating the garage on the other side of the house interferes with the well and the property slopes even more.

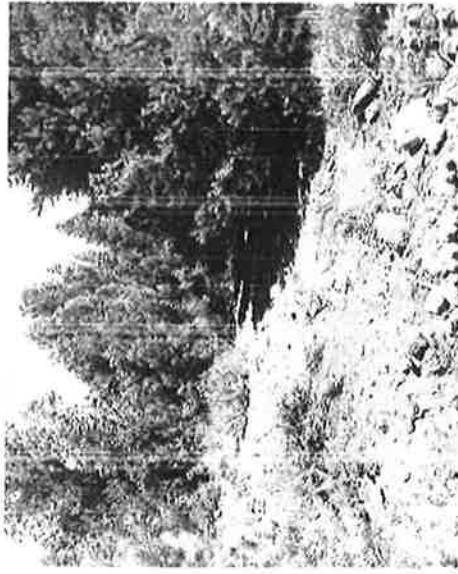
We therefore ask the Planning Commission and County Commissioners to approve a variance to the 30' setback. Our neighbor (Ollson) has expressed "no objection" to this proposal.

Please see additional pages illustrating the slope of land on the property.

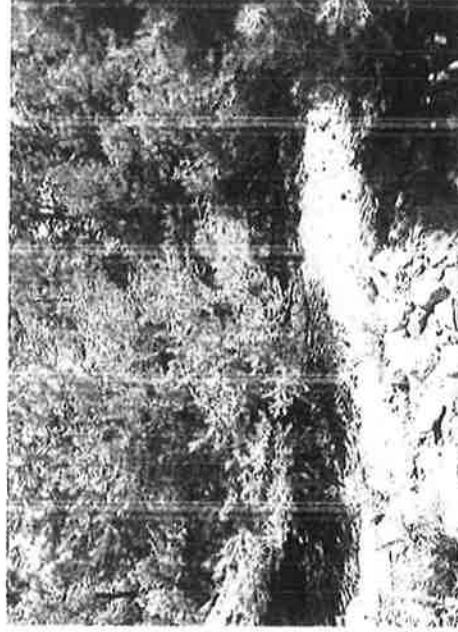
Larry Austin



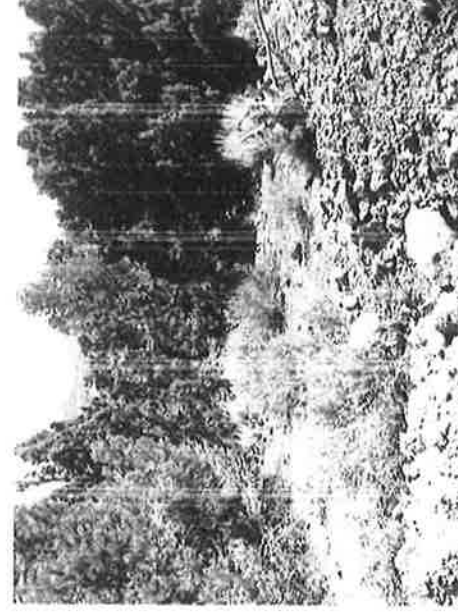




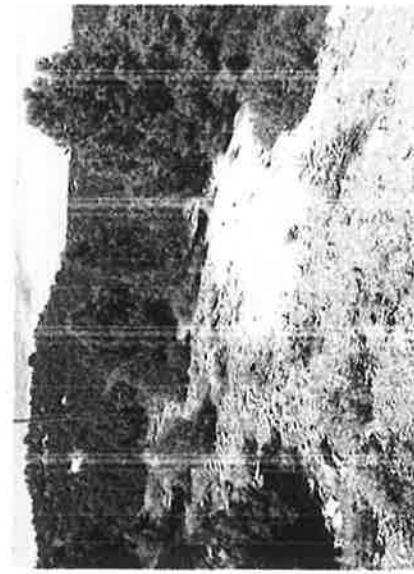
PIC 3



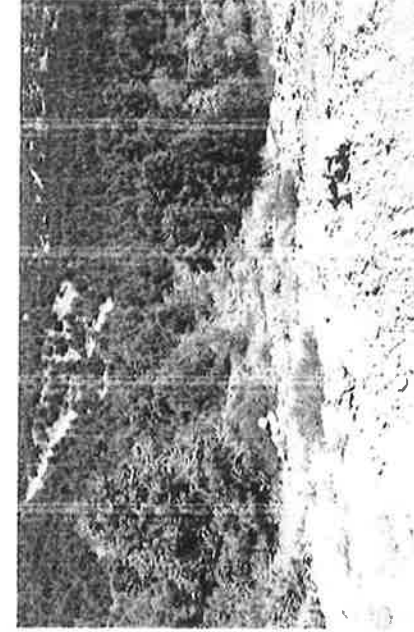
PIC 2



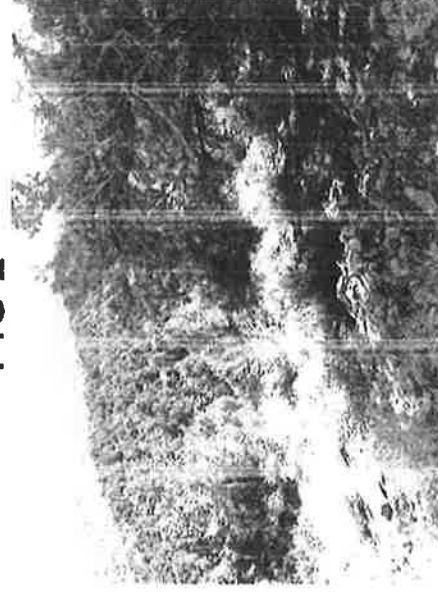
PIC 1



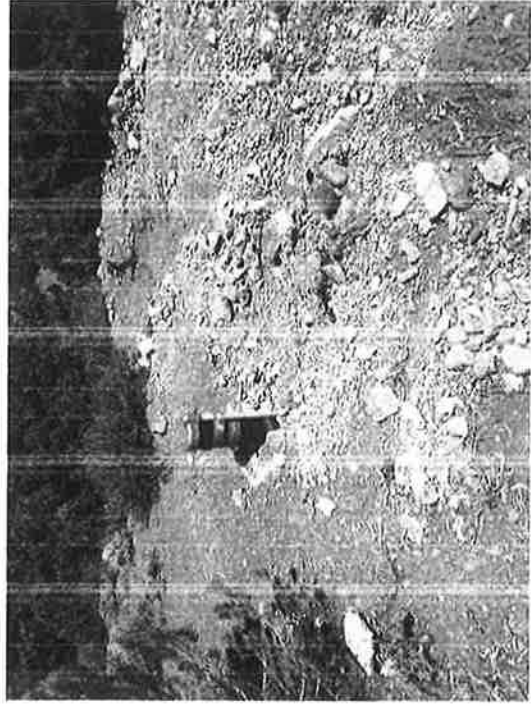
PIC 6



PIC 5



PIC 4



PIC 7



Storey County Board of County Commissioners Agenda Action Report

Meeting date: 09-17-2019

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:** Ashley Mead

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 the 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:**

Funds Available:

Fund:

____ Comptroller

7. **Legal review required:**

____ District Attorney

8. **Reviewed by:**

X Department Head
Michael G. Smith
____ County Manager

Department Name: Community Development

Other agency review: _____

9. **Board action:**

☐ Approved
☐ Denied

☐ Approved with Modifications
☐ Continued

Agenda Item No.

Storey County Community Development

110 Toll Road ~ Gold Hill Divide
P O Box 526 ~ Virginia City NV 89440



(775) 847-0966 ~ Fax (775) 847-0935
CommunityDevelopment@storeycounty.org

To: Vanessa Stephens, Clerk's office
Austin Osborne, County Manager

September 9, 2019
Via Email

Fr: Ashley Mead

Please add the following item(s) to the **SEPTEMBER 17, 2019,** COMMISSIONERS Consent Agenda:

LICENSING BOARD SECOND READINGS:

- A. Kelley Erosion Control, Inc.** - Contractor / 2395 B Tampa St. ~ Reno, NV
- B. N J B Electric LLC** – Contractor / 5250 Palo Alto Circle ~ Sparks, NV
- C. Peak Builders Co.** – Contractor / 2004 Michael Dr. ~ Carson City, NV
- D. Splendid Cup** – Home Business / 2530 Flatiron Rd ~ Virginia City Highlands, NV
- E. Sunlit USA, Inc.** – General / 1400 Waltham Way
- F. Zayo Group, LLC** – General / 1821 30th St. ~ Boulder, CO

Ec: Community Development
Commissioner's Office

Planning Department
Comptroller's Office

Sheriff's Office